



Southeast Iowa Regional Planning Commission

January 22, 2015

12:00 PM

211 N. Gear Ave., Suite 100
West Burlington, IA 52655

Meeting Type

Full Board

— Agenda —

CALL TO ORDER	Schleisman	
Agenda Approval		Board Action
Membership Introductions		
Presentation of Leland McCosh and LeRoy Meyer Awards		
Election of Officers		Board Action
Consent Agenda (Director's Report, Minutes, Financial Report, Claims, Correspondence)		Board Action
OLD BUSINESS		
1. Department Reports	Various	Board Update
2. Public Hearing: FFY2015 - 2018 TIP Amendment	James	Board Action
NEW BUSINESS		
1. RLF Application: Union Block	Hanan	Board Action
2. Energy RLF Application	Norris	Board Action
3. FY2016 Per Capita Rates	Norris	Board Action
4. FY2014 Audit Report	Norris	Board Action
MATTERS FROM THE FLOOR		

MCCosh & Meyer Awards

CITY OF WAYLAND

Incorporated

City Hall * P.O. Box 155 * 218 W Main St * Wayland, IA 52654 * Phone: 319-256-3276
Fax: 319-256-3279 Website: www.waylandiowa.com email: wayland@farmtel.net

December 8, 2014

Debbie Laughlin, Executive Assistant
Southeast Iowa Regional Planning Commission
211 N. Gear Avenue, Suite 100
West Burlington, IA 52655

The City of Wayland nominates Beverly Conrad for the 2014 Leland McCosh Memorial Award. Conrad was appointed as Wayland City Clerk in October, 2005. In her role as City Clerk, she promotes Wayland via the City website, newsletters and face book. She has been successful in writing grants to purchase trees for city parks, youth center computers, firefighter protective gear, repairs to museum roofing and a main street speaker system. Conrad was on the *Fit 4 Fun* Fundraising Committee to raise funds for park play equipment, and also obtained a grant towards that project.

She is a member of the Women of Wayland helping with ribbon cuttings and community beautification and also serves on the Wayland Museum Board and the Wayland 4th of July Committee. She served as secretary and as treasurer for the WACO Athletic Booster Club for 10 years and helped with the fundraising drive to build a new concession stand. Conrad is the secretary of the Wayland Economic Development Corporation, providing assistance in promoting business opportunities and Wayland's new industrial park. For over 15 years, Beverly has been a photojournalist for *The Wayland Reporter*, reaching the WACO Community with information of City events and news.

Beverly has been a Wayland resident for most of her life. Both she and her husband Bryan, graduated from WACO High School. She is a member of Independent Bible Church in Wayland, serving as treasurer, teacher, historian and in choir.

Conrad is engaged in many facets within the community and is a worthy recipient of the Leland McCosh Memorial Award.

Respectfully,



Bradley Roth, Mayor

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The City of Wayland is pleased to nominate Karen Neff for the 14th Annual LeRoy Meyer Memorial Award. Neff is an active member of our Wayland Community and Henry County. She serves as secretary on the Wayland Board of Adjustment and is a member of the Women of Wayland helping with community projects such as the installation of park equipment, beautification on Main Street and promoting Wayland.

Karen also volunteers for the Henry County Retired Senior Volunteer Program (RSVP) to provide transportation for people of Henry County who need medical services to cities such as Burlington, Iowa City, Washington, or Mt. Pleasant.

As a long time Wayland resident who embodies volunteerism and development of the Wayland community, Karen Neff is a worthy recipient of the LeRoy Meyer Memorial Award.

Respectfully,



Bradley Roth, Mayor

Consent Agenda



DIRECTOR'S REPORT

To: SEIRPC Board
From: Mike Norris, Executive Director
Date: January 22, 2015

BUILDING UPDATE

No news is good news with the building. Winter has not seen any breakdowns or areas of needed repair.

CONSENT AGENDA

Financials will be handed out at the meeting or a day in advance, instead of in the board packets. Unforeseen circumstances, like insurance, new employees and audit work have delayed the December financials. No significant changes or items of note in December financials.

AGENDA ITEMS – OLD BUSINESS

1. Department Updates, Board Information: Updates from Transit, Development and Planning departments.
2. Public Hearing, FFY2015 – 2018 TIP Amendment: Henry County received a federal award for safety improvements and is receiving additional funding, as well as changing their project slightly. The money is not regionally allocated funds. Recommend approval.

AGENDA ITEMS – NEW BUSINESS

1. RLF Application, Union Block, Main Street Mount Pleasant, Board Action: Main Street Mount Pleasant has applied for up to \$350,000 from SEIRPC RLF to pay for working capital and professional services for expenses directly related to the restoration of the Union Block Building. The project includes five professional/commercial offices and is projected to create 8 jobs and retain 15. Loan review committee approved the application on January 15, 2015. Terms are for up to \$350,000, with a first allocation of \$120,000, six months interest only, 4%, amortized for 20 years, balloon at 10 years. Recommend approval.

2. Energy RLF Application, Board Action: SEIRPC proposes applying to the Iowa Energy Office for a \$50,000 grant to establish an energy efficiency RLF for southeast Iowa with pilot communities targeted to downtown commercial buildings. Pilot communities provide the other \$50,000 in match. SEIRPC will provide administration and fiscal management to the project. Recommend approval.
3. FY2016 Per Capita Rates, Board Action: Staff recommends changes in per capita rates of \$0.02 cents to \$0.72 for SEIRPC and 2.5% to SEIBUS. Net changes are \$2,154 for SEIRPC and \$2,042 for SEIBUS.
4. FY2016 Audit Report, Board Action: John Morrow, CPA, has completed his audit of SEIRPC. SEIRPC has no findings and net assets of \$5.03 million. Recommend approval.

**Southeast Iowa Regional Planning Commission
Full Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
November 20, 2014**

Members Present: Brent Schleisman, Sue Frice, Mark Huston, Gary Folluo, Steve Bisenius, Bob Beck, David File, Bob Hesler, Tim Scott, Ron Sadler, Dr. Michael Ash, Greg Moeller, Michael O'Connor, Richard Taylor, and Chris Ball.

Members Absent: Hans Trousil, Jim Howell, Klay Edwards, and David Varley

Staff Present: Mike Norris, Debbie Laughlin, Jeff Hanan, Zach James, Bob Kuskowski, Lori Gilpin, and Dan Eberhardt

Guest Present: Jason Huddle, IDOT and Rex Troute, The Hawk Eye

Call to order at 12:06 p.m.

Agenda Approval

Mike Norris introduced Richard Taylor who newly joined the SEIRPC Board of Directors to represent Wapello. Motion by Sadler to approve the November 20, 2014 agenda, second by File. All Ayes, motion passed.

Consent Agenda Approval

Norris stated that staff is preparing for the winter season, and that responses to the USDA site inspection are being implemented. John Morrow, CPA, has been conducting the FY2014 SEIRPC audit, and things have gone smoothly. Iowa Prison Industries and Great River Housing, Inc. have been in conversation regarding a new option for more affordable housing. More updates will be coming. Motion by Scott to accept the consent agenda, second by Moeller. All Ayes, motion passed.

Old Business

1. Department Reports: Hanan highlighted the Development report stating that RLF completed changes to the City of Fort Madison RLF Work Plan and that we made a \$25,000 loan to Group Benefit Partners to be used toward purchase of property in downtown Fort Madison. Burlington Owner-Occupied housing is wrapping up with the final home in progress that must be completed by the end of 2014. James highlighted the planning department report stating that there are staff changes with Travis Kraus recently taking a position to become the Executive Vice President of the Mount Pleasant Area Chamber Alliance, and our intern, Jacob Burgus will be moving on after December 19th. Emery Ellingson from Platteville Wisconsin will be coming on board as a Planning Intern in early December. Staff organized a workshop for regional partners on roundabout development with about 15 people attending. We have recently been involved in several projects involving the redevelopment of Brownfields properties in Southeast Iowa. Kuskowski reported Midwest Old Threshers had another successful year with their version of a Halloween Haunted House renamed Haunted Rails. He also mentioned some staff changes with drivers in Henry County. No Action Necessary.

2. HOME Down Payment Assistance Application to IFA: Norris stated that SEIRPC staff would like approval for \$375,000 from Iowa Finance Authority (IFA) for the HOME Single family down payment assistance program. This would be a great opportunity to assist 10 homes in southeast Iowa in down payment assistance that can take various forms (mortgage buy-down; cash assistance; and rehabilitation after sale -up front equity and repair.) Eberhardt stated that through the program, SEIRPC could invest up to \$24,999 per home in rehabilitation/down-payment costs, with additional funds for technical assistance on lead abatement and general administration. He further explained that only low to moderate income households are eligible to receive HOME funds. Typical LMI yearly income is limited to \$33,500 for one person and around \$45,000 for a family of four. An important stipulation is that the home purchased cannot exceed \$110,000 final sales price, which also includes the amount of assistance from HOME. SEIRPC would be the applicant of the funds, as it is only the applicant that is eligible to receive administrative funding. Schleisman asked if the program would allow us to cover our costs, and Eberhardt thought that it would. O'Connor made a motion to approve SEIRPC to apply for \$375,000 from Iowa Finance Authority for the HOME Down Payment Assistance program, second by Bisenius. All ayes, motion carried.

3. Transit Capital Disposition Plan: Kuskowski stated that SEIBUS had been hanging on to some of the buses thinking that there would be more interest in the Fertilizer Plant workers ridership and because 5 units are imminent for replacement, with the older vehicles moving to the top of the list. Kuskowski highlighted the plan noting that the current inventory is 27 vehicles. He would like to retire 2 light duty buses now using Purple Wave auctions, and then when grants become available, replace all five of the buses listed for replacement. Then, after retiring an additional 3 light duty buses, the average age of our bus fleet would be less than 4 years old. Beck made a motion to approve the Transit Capital Disposition Plan, second by Sadler. All ayes, motion carried.

New Business

1. Public Hearing: FFY2015 - 2018 Transportation Improvement Program (TIP) Amendments: Schleisman opened the public hearing at 12:31 p.m. James stated that staff received a request from Iowa DOT to add three projects to the FFY2015-2018 Transportation Improvement Plan (TIP) and modify one Henry County project. The addition of these projects will allow the DOT and Henry County to begin expending funds this fiscal year. None of these projects will involve or impact SEIRPC's regional STP or TAP funding allocations. The amendment will be to add these projects: 1) Iowa DOT, US Highway 34 Bridge Deck Overlay - West Burlington Avenue (Cost: \$341,000, Federal Aid Amt. \$307,000); 2) IDOT, US Highway 34 Guardrail from Central Avenue to 5th Street (Cost: \$519,000, Federal Aid Amt. \$415,000); 3) IDOT, Bridge Deck Overlay (Cost:\$310,000, Federal Aid Amt. \$279,000); 4) Henry County Project #HSIP-SOC044-78)—6C-44, Mill-in edge line and centerline pavement (Cost: from \$165,950 to \$223,000, HSIP Contribution: from 149-355 to \$201,000). Schleisman asked for any comments from the public, there were none. **Bisenius made a motion to close the Public Hearing: FFY2015 - 2018 Transportation Improvement Program (TIP) Amendments at 12:34 p.m., second by**

Ball. A roll call vote was taken, all ayes, motion carried. O'Connor made a motion to approve the FFY2015 – 2018 Transportation Improvement Program (TIP) Amendments, second by Huston. All ayes, motion carried.

2. FY2014 Annual Report: Norris highlighted the FY2014 Annual Report and commented that SEIRPC continues to produce results for the region. In FY2014, \$3.42 million from outside sources was secured, creating a 41:1 return on investment from member dues. Some other highlights included: SEIBUS completed 10 years of service providing 1.16 million rides over the 10 year period. Great River Housing was in its 4th year and impacted 52 homes. The RLF (Revolving Loan Fund) awarded their biggest loan ever this year to Iowa Wesleyan College. Flood recovery is 99.8% wrapped up with the Oakville Bridge opening today. SIREPA (Southeast Iowa Regional Economic and Port Authority) is a new addition offering unique abilities. SEIRPC began implementing planning and administrative assistance about a year ago. Norris stated that copies of the annual report would be sent out to all of our members. Schleisman commented that SEIRPC is meeting our mission and extended thanks to all of the SEIRPC staff. No Action Necessary.
3. Board Appointment Letters: Norris stated that letters will be going out next week to area Mayors and County Supervisors regarding SEIRPC appointment resolutions for calendar year 2015. No Action Necessary.
4. McCosh / Meyer Awards: Norris stated that letters went out last week regarding nominations for the 30th annual Leonard McCosh (outstanding public or elected official) and 14th annual LeRoy Meyer (Outstanding volunteer) award nominations which are due by December 30th. Award presentations are done at the full board meeting in January. No Action Necessary.

MATTERS FROM THE FLOOR:

None.

Motion to adjourn meeting by Bisenius, second by Scott. All Ayes

Meeting adjourned at 12:53 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____

Financial Report ***November 2014***



Dear SEIRPC Board:

The accompanying Balance Sheet of Southeast Iowa Regional Planning Commission, as of **November 30, 2014**, and the related Statements of Income and Changes in Financial Position for the five months ended **November 30, 2014**, have been compiled by Lori Gilpin.

A compilation is limited to presenting, in the form of financial statements, information that is the representation of management. The statements have not been audited.

Lori Gilpin
Finance Director

Completed December 26, 2014

TO: SEIRPC Board
FROM: Lori Gilpin
DATE: 12/26/2014
RE: Financial Summary for the month of November 2014



PROFIT & LOSS ALL CLASSES

	Nov-2014	YTD
TOTAL REVENUES :	372,640	3,053,664
TOTAL EXPENSES :	286,527	2,609,960
Excess of revenues over expenditures	86,114	443,703

PROFIT & LOSS REGIONAL TRANSIT AUTHORITY

	Nov-2014	YTD
TOTAL REVENUES :	58,026	419,823
TOTAL EXPENSES :	85,243	445,642
Excess of revenues over expenditures	(27,217)	(25,819)

CASH BALANCE	UNRESTRICTED	RESTRICTED	
Gen'l Government Chkng	876,759	-	
IRP Government Chkng		754,216	
Ft. Madison RLF Government Chkng		168,643	
Henry County RLF Government Chkng		141,107	
Henry County RTA Government Chkng	45,563		
Keokuk RLF Regular Chkng		139,797	
EDA RLF Government Chkng		477,992	
Mediapolis HTF Government Chkng		85,618	
GRHTF Government Chkng		279,731	
TOTAL	922,322	2,047,103	2,969,425

CUSTOMER ACCOUNTS RECEIVABLE BALANCE

Current	1-45	46-90	>90	TOTAL
32,860	290,943	162,303	57,310	543,416

VENDOR ACCOUNTS PAYABLE BALANCE

Current	1-45	46-90	>90	TOTAL
83,495	159	0	0	83,654

**Southeast Iowa Regional Planning Commission
Balance Sheet
November 30, 2014**

ASSETS

Current Assets

Checking/Savings

103.00 · Gen'l Government Checking	876,759.08
104.00 · IRP Government Checking	754,216.17
105.00 · Ft. Madison RLF Gov't Chkng	168,642.50
106.00 · Henry County RLF-Gov't Chkng	141,106.63
107.00 · Henry County (RTA)-Gov't Chkng	45,563.27
109.00 · Keokuk RLF	139,796.54
110.00 · EDA RLF Government Checking	477,992.04
113.00 · Mediapolis HTF Gov't Chkng	85,617.52
115.00 · GRHTF-Gov't Checking	279,731.32

Total Checking/Savings	<u>2,969,425.07</u>
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Accounts Receivable

120.00 · Accounts Receivable	<u>543,416.13</u>
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Other Current Assets

101.00 · Petty Cash Account	280.00
130.00 · Ft. Madison RLF Receivable	24,828.52
131.00 · Henry County RLF Receivable	54,557.55
132.00 · Our Home Rehab Receivable	13,250.05
133.00 · Mediapolis HTF Receivable	44,668.87
134.00 · EDA RLF I Receivable	509,908.66
135.00 · IRP I Loan Receivable	180,918.72
136.00 · IRP II Loan Receivable	148,971.60
137.00 · Keokuk RLF Receivable	24,665.62
138.00 · GRHTF Receivable	64,577.66
139.00 · EDA RLF II Receivable	606,505.43
174.00 · Prepaid Insurance	46,714.99

Total Other Current Assets	<u>1,719,847.67</u>
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Total Current Assets	<u>5,232,688.87</u>
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**Southeast Iowa Regional Planning Commission
Balance Sheet
November 30, 2014**

Other Assets

220.10 · Agency Vehicle/Equipment	69,763.92
221.10 · Acc. Deprec. Agency Vehicle/Equ	-4,642.89
230.10 · Transit Vehicle	953,770.65
231.10 · Acc. Deprec. Transit Vehicle	-492,643.43
240.10 · Program Equipment	38,262.97
241.10 · Accum Deprec-Program Equipment	-17,239.02
250.10 · Building/Bldg. Improvements	1,298,269.96
251.10 · Accumulated Depr.-Bldgs	-57,845.50
252.10 · Land	103,440.00
Total Other Assets	<u>1,891,136.66</u>

TOTAL ASSETS 7,123,825.53

LIABILITIES & EQUITY

Liabilities

Current Liabilities

300.00 · Accounts Payable	83,654.46
2100 · Payroll Liabilities	7,914.01
315.00 · Deferred Revenue - Comm. Trans.	45,984.90
326.79 · Speed Indicators Maintenance	3,202.78
326.80 · Custodial Fund Liability	105.55
355.00 · Accrued Salaries & Vacation	14,817.93
3600 · Short Term Notes Payable	96,790.78
Total Current Liabilities	<u>252,470.41</u>

Long Term Liabilities

3700 · Long Term Notes Payable	1,136,288.17
Total Liabilities	<u>1,388,758.58</u>

Equity

3900 · Unreserved local net Assets	470,513.25
3901 · Non-spendable Reserve for Loans	904,854.90
3903 · Assigned to Revolving loan	2,017,662.48
3904 · Investment in property & equipment	1,826,015.64
3905 · GRHTF Net Assets	72,317.25
Net Income (Loss) to date	443,703.43
Total Equity	<u>5,735,066.95</u>

TOTAL LIABILITIES & EQUITY 7,123,825.53

Southeast Iowa Regional Planning Commission
Statement of Revenues, Expenditures and Changes in Fund Balance
For the One Month and Year Ended November 30, 2014

	Nov-2014	Year-to-Date	FY15 Budget	FY14 Actual	FY13 Actual	FY12 Actual	FY11 Actual
Revenues:							
4100 · Bus Fare Revenues							
410.00 · General Public	4,549.00	26,902.03	52,023	51,127	44,262	44,452	48,826
411.00 · Local Contracts	746.67	18,635.85	95,998	102,063	113,038	84,903	131,694
Total 4100 · Bus Fares	5,295.67	45,537.88	148,021	153,190	157,300	129,355	180,519
4500 · Federal/State Revenues							
450.00 · EDA Planning Grant	0.00	45,750.00	61,000	54,900	61,000	61,000	61,000
450.01 · Marketing Grant	0.00	0.00	0	(2,525)	-	0	7,550
450.02 · EDA Flood Recovery	0.00	0.00	0	-	-	0	74,305
450.04 · EDA Facility Grant	0.00	0.00	0	-	112	54,626	680,251
450.05 · EDA RLF Grant	0.00	0.00	0	-	634,500	0	0
451.00 · IDED COG Assistance	0.00	0.00	0	10,294	10,294	11,644	10,294
452.00 · USDA Grant Income	0.00	0.00	0	-	-	49,968	0
453.00 · PDM (Pre-Disaster Mitigation)	0.00	5,950.00	0	5,532	34,099	0	7,083
453.01 · Homeland Security	0.00	0.00	0	-	-	51,533	251,441
454.00 · Brownfield Grant	0.00	0.00	0	-	-	0	3,709
455.00 · IDOT Planning	0.00	37,074.00	206,621	203,082	177,706	214,304	158,306
456.00 · State Transit Assistance (RTA)	22,082.78	113,781.26	223,525	247,848	307,254	258,331	385,225
457.00 · Federal Transit Assistance (RTA)	0.00	0.00	286,788	367,431	438,906	317,685	333,332
458.00 · Housing Draws	225,805.00	1,769,053.62	0	2,053,675	1,192,246	1,522,498	817,841
458.01 · IFA Tax Credit Revenues	0.00	0.00	0	-	3,325	10,325	11,550
459.00 · State Medicaid	30,639.95	178,164.33	443,855	434,092	391,052	164,235	148,102
Total 4500 · Federal/State Revenues	278,527.73	2,149,773.21	1,221,789	3,374,329	3,250,494	2,716,149	2,949,989
4600 · Principle on Loans							
461.00 · Principle on Loans	56,500.50	301,399.36	0	296,053	207,816	466,532	301,937
4700 · Local Revenues							
470.00 · Per Capita Revenue	0.00	167,131.00	166,454	159,407	128,211	122,793	121,743
471.00 · Cities/Counties	0.00	27,224.26	0	7,250	16,750	0	24,034
472.00 · Other Contracts	9,116.27	106,949.80	266,155	84,440	86,521	102,254	297,297
473.00 · Grant Administration	0.00	32,050.00	0	192,193	245,019	281,409	460,743
474.00 · CDGB Housing Administration	0.00	0.00	0	16,075	-	0	0
475.00 · Other Contributions	0.00	0.00	0	-	114,599	37,319	81,279
475.01 · Homeowner Contributions	86.00	5,587.00	0	22,733	37,848	20,566	0
479.00 · RLF Administration	0.00	0.00	17,596	44,050	11,585	80,478	56,442
481.00 · Housing Soft Costs	6,536.00	24,536.00	0	107,588	26,635	9,737	5,943
482.00 · Lead Abatement	0.00	0.00	0	9,970	38,162	41,836	1,350
488.00 · Vehicle Reimbursements	693.24	4,474.45	17,100	11,830	13,293	23,110	23,406
489.00 · Housing Administration	0.00	97,022.00	207,699	119,177	150,171	110,897	86,815
Total 4700 · Local Revenues	16,431.51	464,974.51	675,004	774,713	868,794	830,400	1,159,052
4900 · Miscellaneous Revenues							
492.00 · Lease Income	9,261.60	46,308.00	111,139	111,889	112,039	105,139	49,553
495.00 · Loan Proceeds	0.00	0.00	5,000	-	-	2,501	0
496.00 · Interest Income (Bank)	668.94	3,489.26	8,315	8,721	8,889	8,435	10,249
497.00 · Miscellaneous Revenues-Other	0.00	9,825.00	100,000	13,973	8,939	12,941	16,530
498.00 · Matching Funds	0.00	0.00	86,284	99,844	89,318	176,223	731,139
Total 4900 · Miscellaneous Revenues	9,930.54	59,622.26	310,738	234,427	219,185	305,239	807,471
5000-52 RLF Income							
507.00 · Late Payment Fees	200.00	300.00	100	1,343	1,098	975	1,950
508.00 · Loan Closing Fees	100.00	3,949.00	3,750	12,252	14,587	2,844	1,875
509.00 · FM RLF Loan Interest Income	63.51	79.15	0	146	480	1,773	2,374
510.00 · Henry Co. RLF Interest Income	274.74	1,339.45	0	3,739	2,467	2,057	3,137
511.01 · EDA RLF I Interest Income	1,740.91	9,390.38	82,076	22,440	22,066	31,489	37,549
512.00 · Mediapolis HTF Interest Income	109.67	680.53	0	1,484	1,611	2,067	3,595
513.00 · EDA RLF II Interest Income	2,035.13	9,692.04	0	23,407	9,839	0	0
515.00 · IRP I Loan Interest Income	628.90	3,202.47	0	1,819	1,753	4,859	6,682
516.00 · IRP II Loan Interest Income	568.93	2,983.18	0	6,792	9,212	15,876	19,087
517.00 · Our Home Rehab Interest Income	0.00	0.00	0	-	-	48	1,219
518.00 · Keokuk RLF Loan Interest Income	202.64	521.58	0	2,004	2,023	2,436	3,316
520.00 · GRHTF-Loan Interest	29.82	218.52	0	737	543	45	0
Total 5000-52 RLF Income	5,954.25	32,356.30	85,926	76,163	65,679	64,468	80,783
Total Income	372,640.20	3,053,663.52	2,441,478	4,908,875	4,769,268	4,512,143	5,479,751

Southeast Iowa Regional Planning Commission
Statement of Revenues, Expenditures and Changes in Fund Balance
For the One Month and Year Ended November 30, 2014

	Nov-2014	Year-to-Date	FY15 Budget	FY14 Actual	FY13 Actual	FY12 Actual	FY11 Actual
Expenditures:							
701.00 · Salaries	80,474.76	439,023.47	1,144,288	1,041,129	1,017,419	960,569	1,052,364
702.00 · FICA - Employer's Share	5,757.71	31,675.21	75,223	74,420	73,438	70,336	77,994
703.00 · IPERS - Employer's Share	7,135.05	38,258.96	93,255	91,656	85,618	75,627	72,495
704.00 · Unemployment	0.00	9,525.00	500	1,932	382	2,979	9,049
705.00 · Employee Benefits	12,989.91	66,888.76	177,721	191,614	166,837	133,183	137,510
706.00 · Physicals	94.00	1,139.00	2,761	2,019	1,565	1,508	1,780
707.00 · Uniform Expense	1,854.00	2,146.52	950	950	1,585	2,362	825
708.00 · Drug Testing	187.00	634.00	1,000	604	799	375	967
709.00 · Personnel Expenses-Other	19.95	239.90	1,595	1,009	2,326	3,572	425
710.00 · Payroll services	323.23	1,832.73	4,000	4,330	3,909	3,487	3,638
712.00 · Advertising	0.00	1,642.14	3,600	5,390	4,866	1,589	2,701
717.00 · Audit	0.00	0.00	15,000	15,250	14,750	14,425	12,750
726.00 · Contractual Expenses-Other	1,335.45	5,880.35	38,500	28,433	29,488	164,353	582,750
728.00 · Information Technology	1,176.25	2,820.25	6,676	9,847	10,818	11,961	7,811
729.00 · Copier Expense	706.67	2,369.89	4,500	4,836	6,512	7,545	7,651
730.00 · Legal Expense	571.00	1,940.00	3,700	7,464	6,896	5,103	24,886
738.00 · Depreciation Expense	1,458.64	7,293.20	5,000	-	2,914	14,423	17,361
740.00 · Dues/Subscriptions/Conferences	800.00	9,421.70	18,420	16,648	13,241	8,736	16,459
741.00 · Public Notices	34.16	458.01	2,200	1,838	2,316	2,416	2,520
745.00 · Land,Structures,Right of Way, etc.	0.00	0.00	0	-	-	0	1,055,000
746.00 · Leased Equipment	0.00	152.00	700	640	760	570	760
747.00 · Equipment under \$5000	212.33	367.33	7,060	17,528	21,918	14,124	16,295
748.00 · Capital Equipment	0.00	0.00	10,000	106,641	156,977	79,518	71,934
749.00 · Principle Expense	0.00	34,361.29	48,064	45,219	45,079	44,901	44,670
750.00 · Lead Testing	302.00	698.00	2,000	2,173	2,935	4,383	1,488
751.00 · Housing	116,434.82	1,483,961.05	0	1,510,203	966,267	1,161,850	579,854
752.00 · Admin. Expense	0.00	36,319.00	0	27,058	113,086	109,581	67,233
754.00 · Insurance	8,971.57	42,654.85	112,365	127,406	111,099	96,620	93,119
756.00 · Mortgage Filing Fees	46.00	318.00	750	1,450	4,890	1,142	482
757.00 · Interest Expense	361.62	6,499.99	30,370	38,957	35,704	34,590	34,974
758.00 · Loan Closing Expense	0.00	0.00	0	-	-	85	5
759.00 · Credit Report Exp.	0.00	0.00	0	16	114	509	17
760.00 · Housing Relocation Expense	0.00	-220.59	0	-	-	937	14,327
766.00 · Bldg. Maintenance & Repair	1,520.84	13,623.55	15,000	20,296	14,703	13,561	18,985
767.00 · Vehicle Maintenance & Repair	11,447.37	49,377.60	113,500	115,818	122,756	119,960	123,811
768.00 · Marketing	0.00	3,389.18	5,800	4,931	5,381	7,948	60
769.00 · Meeting Expense	373.96	1,834.24	2,500	3,346	2,622	2,570	6,028
782.00 · Printing/Postage	619.75	3,263.23	7,600	6,115	5,704	6,952	8,347
791.00 · Rent	650.00	3,250.00	8,000	7,830	6,330	5,411	7,664
806.00 · Supplies	460.61	4,762.41	10,850	9,152	18,071	10,578	15,748
807.00 · Bank Charges	0.00	-2.50	0	(5)	37	(35)	87
808.00 · Fuel/Oil	9,127.46	57,572.56	170,100	155,930	154,381	112,095	111,667
810.00 · Telecommunications	4,360.62	10,998.24	25,810	28,215	27,009	25,248	22,932
811.00 · Utilities Expense	2,050.18	14,967.38	36,000	37,737	32,570	30,361	21,801
813.00 · Real Estate Taxes	0.00	8,083.00	20,000	18,774	12,960	54,129	0
815.00 · Mileage Expense	78.92	1,294.59	2,760	2,877	-	0	19
816.00 · Travel/Training	1,183.52	4,644.15	15,090	4,954	8,205	19,759	13,133
820.00 · Use Allowance	693.24	4,474.45	13,650	11,830	13,293	23,112	23,406
825.00 · Bad Debt Expense	580.00	580.00	0	-	-	0	0
829.00 · Down Payment Assistance	10,000.00	67,500.00	0	351,677	317,840	219,828	316,418
830.00 · Participant Loans & Grants	2,134.00	132,048.00	0	723,271	860,198	179,645	0
850.00 · Marketing Grant Expenditure	0.00	0.00	0	-	5,323	0	0
890.00 · Matching Expenditures	0.00	0.00	-10,955	99,844	99,318	176,223	731,139
900.00 · Indirect Costs	0.00	0.00	-8,886	-	-	127,099	(127,099)
Total Expenditures	286,526.59	2,609,960.09	2,237,017	4,979,252	4,611,209	4,167,801	5,306,237
Excess (deficiency) of revenues over (under) expenditures	86,113.61	443,703.43	204,461	(70,377)	158,059	344,341	173,514

Regional Transit Authority
Statement of Revenues, Expenditures and Changes in Fund Balance
For the One Month and Year Ended November 30, 2014



	Nov-2014	Year-to-Date	FY15 Budget	FY14 Actual	FY13 Actual	FY12 Actual	FY11 Actual
Revenues:							
4100 · Bus Fare Revenues							
410.00 · General Public	4,549.00	26,902.03	52,023	51,127	44,262	44,452	48,826
411.00 · Local Contracts	746.67	18,635.85	95,998	102,063	113,038	84,903	131,694
Total 4100 · Bus Fares	5,295.67	45,537.88	148,021	153,190	157,300	129,355	180,519
4500 · Federal/State Revenues							
456.00 · State Transit Assistance	22,082.78	113,781.26	223,525	247,848	307,254	258,331	260,046
457.00 · Federal Transit Assistance	-	-	286,788	367,431	438,906	317,685	333,332
459.00 · State Medicaid	30,639.95	178,164.33	443,855	434,092	391,051	164,235	148,102
Total 4500 · Federal/State Revenues	52,722.73	291,945.59	954,168	1,049,371	1,137,211	740,251	741,480
4700 · Local Revenues							
470.00 · Per Capita Revenue	-	82,301.00	82,301	79,904	49,443	49,443	49,443
472.00 · Other Contracts	-	-	-	-	-	-	-
Total 4700 · Local Revenues	-	82,301.00	82,301	79,904	49,443	49,443	49,443
4900 · Miscellaneous Revenues							
495.00 · Insurance Proceeds	-	-	-	-	-	2,501	-
496.00 · Interest Income (Bank)	7.29	38.67	75	86	73	64	88
497.00 · Miscellaneous Revenues-Other	-	-	0	4,900	-	2,628	1,628
498.00 · Matching Funds	-	-	0	-	589	-	9,855
Total 4900 · Miscellaneous Revenues	7.29	38.67	75	4,986	662	5,192	11,571
Total Revenues	58,025.69	419,823.14	1,184,565	1,287,451	1,344,616	924,241	983,013
Expenditures:							
701.00 · Salaries	30,289.83	163,200.59	418,869	399,237	377,934	314,513	368,634
702.00 · FICA - Employer's Share	2,250.31	12,176.56	31,261	29,677	28,276	23,768	27,924
703.00 · IPERS - Employer's Share	2,703.90	14,569.48	37,405	35,553	32,709	25,368	25,738
704.00 · Unemployment	-	9,525.00	500	500	382	2,979	-
705.00 · Employee Benefits	4,575.36	22,394.63	64,208	68,465	52,911	31,066	40,891
706.00 · Physicals	94.00	1,139.00	2,761	2,019	1,565	1,508	1,780
707.00 · Uniform Expense	1,167.48	1,460.00	750	835	1,358	437	825
708.00 · Drug Testing	187.00	634.00	1,000	604	799	375	967
709.00 · Personnel Expenses-Other	-	219.95	945	605	458	595	-
712.00 · Advertising	-	752.70	3,600	4,632	3,216	1,589	1,968
726.00 · Contractual Expenses-Other	42.50	55.60	6,500	9,101	6,318	6,358	12,914
728.00 · Information Technology	-	165.00	1,226	2,117	2,630	898	990
730.00 · Legal Expense	525.00	1,894.00	-	600	635	588	5,616
738.00 · Depreciation Expense	-	-	-	-	-	-	-
740.00 · Dues/Subscriptions/Conferences	-	2,377.00	4,371	3,471	2,273	2,525	2,547
741.00 · Public Notices	-	-	-	20	21	20	23
747.00 · Equipment Under \$5000	-	-	60	354	2,997	405	-
748.00 · Capital Equipment	-	-	-	58,702	156,977	57,267	57,965
754.00 · Insurance	5,392.92	27,234.60	68,000	63,838	64,032	48,892	51,564
757.00 · Interest Expense	-	-	-	660	-	-	-
766.00 · Bldg. Maintenance & Repairs	-	-	-	-	-	234	3,833
767.00 · Vehicle Maintenance & Repair	11,307.75	49,237.98	110,000	112,561	118,522	115,842	122,080
768.00 · Marketing	-	750.00	500	-	550	1,150	-
769.00 · Meeting Expense	-	240.78	250	132	244	99	100
782.00 · Printing/Postage	-	897.85	-	3	1,122	6	837
791.00 · Rent	650.00	3,250.00	8,000	7,800	6,300	5,381	5,214
806.00 · Supplies	-	47.63	500	671	1,453	429	752
807.00 · Bank Charges	-	-	-	(5)	10	5	(25)
808.00 · Fuel/Oil	8,856.35	55,362.41	165,000	150,075	149,104	106,449	106,784
810.00 · Telecommunications	3,020.11	4,542.08	10,000	8,610	8,310	7,445	8,657
815.00 · Mileage Expense	49.00	964.75	2,760	2,786	-	-	-
816.00 · Travel/Training	17.49	23.49	3,500	825	2,939	5,570	3,169
820.00 · Use Allowance	179.37	778.24	2,000	2,210	2,141	3,662	3,804
825.00 · Bad Debt Expense	580.00	580.00	-	-	-	-	-
890.00 · Matching Expenditures	-	-	10,000	10,000	-	-	9,855
900. Indirect Costs	13,354.64	71,168.40	228,974	178,081	174,851	189,092	104,461
Total Expenditures	85,243.01	445,641.72	1,182,940	1,154,239	1,201,037	954,512	969,866
Fund Balance	(27,217.32)	(25,818.58)	1,625	133,212	143,579	(30,272)	13,147

Southeast Iowa Regional Planning Commission
Profit Loss by Class
For Five Months Ending
November 30, 2014

	10 Company Vehicles	20 EDA PG	22 Facility	47 Housing	48 Great River Housing Trust
Ordinary Income/Expense					
Income					
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	0.00	45,750.00	0.00	1,626,876.62	142,177.00
461.00 · Principle on Loans	0.00	0.00	0.00	2,229.67	147,519.42
4700-48 · Local Revenues	4,474.45	0.00	0.00	110,250.26	46,319.00
4900 · Miscellaneous Revenues	0.00	0.00	46,308.00	81.86	10,042.48
5000-52 · RLF Income	0.00	0.00	0.00	680.53	3,992.52
	<u>4,474.45</u>	<u>45,750.00</u>	<u>46,308.00</u>	<u>1,740,118.94</u>	<u>350,050.42</u>
Expense					
700.00 · Personnel Expenses	0.00	37,837.94	0.00	56,026.34	17,346.08
704.00 · Unemployment	0.00	0.00	0.00	0.00	0.00
706.00 · Physicals	0.00	0.00	0.00	0.00	0.00
707.00 · Uniform Expense	0.00	0.00	0.00	0.00	0.00
708.00 · Drug Testing	0.00	0.00	0.00	0.00	0.00
709.00 · Personnel Expenses-Other	0.00	0.00	0.00	0.00	0.00
710.00 · Payroll Services	0.00	0.00	0.00	0.00	0.00
712.00 · Advertising	0.00	0.00	0.00	0.00	0.00
717.00 · Audit	0.00	0.00	0.00	0.00	0.00
726.00 · Contractual Expenses	0.00	0.00	5,394.75	0.00	0.00
728.00 · Information Technology	0.00	0.00	0.00	271.25	0.00
729.00 · Copier Expense	0.00	0.00	0.00	0.00	0.00
730.00 · Legal Expense	0.00	0.00	0.00	0.00	0.00
738.00 · Depreciation Expense	4,958.10	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions/Conference	0.00	0.00	0.00	280.00	0.00
741.00 · Public Notices	0.00	0.00	0.00	45.09	12.86
746.00 · Leased Equipment	0.00	0.00	0.00	0.00	0.00
747.00 · Equipment under \$5000	0.00	0.00	0.00	25.00	0.00
748.00 · Capital Equipment	0.00	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	0.00	0.00	0.00
750.00 · Lead Testing	0.00	0.00	0.00	698.00	0.00
751.00 · Housing	0.00	0.00	0.00	1,394,636.82	89,324.23
752.00 · Admin. Expense	0.00	0.00	0.00	0.00	36,319.00
754.00 · Insurance	1,273.90	0.00	3,405.00	0.00	0.00
756.00 · Mortgage Filing Expenses	0.00	0.00	0.00	95.00	94.00
757.00 · Interest Expense	315.91	0.00	5,282.77	901.31	0.00
760.00 · Housing Relocation Expense	0.00	0.00	0.00	-220.59	0.00
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	13,623.55	0.00	0.00
767.00 · Vehicle Maintenance & Repair	139.62	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	0.00	0.00	0.00	0.00
769.00 · Meeting Expense	0.00	17.01	0.00	0.00	70.00
782.00 · Printing/Postage	0.00	17.36	0.00	85.90	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	0.00	0.00	52.97	15.95	0.00
807.00 · Bank Charges	0.00	0.00	0.00	-2.50	0.00
808.00 · Fuel/Oil	2,047.73	0.00	0.00	0.00	0.00
810.00 · Telecommunications	0.00	0.00	0.00	0.00	0.00
811.00 · Utilities Expense	0.00	0.00	14,967.38	0.00	0.00
812.00 · Bldg Operation Allocation	0.00	0.00	-15,402.15	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	8,083.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	87.34	0.00
816.00 · Travel/Training	0.00	394.62	0.00	1,778.66	58.34
820.00 · Use Allowance	7.09	213.79	0.00	362.34	128.03
829.00 · Down Payment Assistance	0.00	0.00	0.00	37,500.00	30,000.00
830.00 · Participant Loans	0.00	0.00	0.00	5,000.00	102,048.00
825.00 · Bad Debt Expense	0.00	0.00	0.00	0.00	0.00
850.00 · Marketing Grant Expenditure	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	0.00	12,693.90	0.00	18,767.17	5,812.96
	<u>8,742.35</u>	<u>51,174.62</u>	<u>35,407.27</u>	<u>1,516,353.08</u>	<u>281,213.50</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(4,267.90)</u>	<u>(5,424.62)</u>	<u>10,900.73</u>	<u>223,765.86</u>	<u>68,836.92</u>
	<u>-</u>	<u>-</u>	<u>3,312.81</u>	<u>26,796.39</u>	<u>-</u>

Southeast Iowa Regional Planning Commission
Profit Loss by Class
For Five Months Ending
November 30, 2014

	60 IDOT	71 EDA RLF	72 IRP-I	73.00 FM/KK/HC RLF	76 IRP-II
Ordinary Income/Expense					
Income					
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	37,074.00	0.00	0.00	0.00	0.00
461.00 · Principle on Loans	0.00	120,613.83	6,752.90	12,904.17	11,379.37
4700-48 · Local Revenues	8,750.00	0.00	0.00	800.00	0.00
4900 · Miscellaneous Revenues	0.00	334.21	1,538.50	320.77	0.00
5000-52 · RLF Income	0.00	19,082.42	3,202.47	2,415.18	2,983.18
	<u>45,824.00</u>	<u>140,030.46</u>	<u>11,493.87</u>	<u>16,440.12</u>	<u>14,362.55</u>
Expense					
700.00 · Personnel Expenses	56,180.69	18,299.90	2,371.01	0.00	2,371.01
704.00 · Unemployment	0.00	0.00	0.00	0.00	0.00
706.00 · Physicals	0.00	0.00	0.00	0.00	0.00
707.00 · Uniform Expense	0.00	0.00	0.00	0.00	0.00
708.00 · Drug Testing	0.00	0.00	0.00	0.00	0.00
709.00 · Personnel Expenses-Other	19.95	0.00	0.00	0.00	0.00
710.00 · Payroll Services	0.00	0.00	0.00	0.00	0.00
712.00 · Advertising	889.44	0.00	0.00	0.00	0.00
717.00 · Audit	0.00	0.00	0.00	0.00	0.00
726.00 · Contractual Expenses	0.00	0.00	0.00	0.00	0.00
728.00 · Information Technology	84.38	0.00	0.00	0.00	0.00
729.00 · Copier Expense	0.00	0.00	0.00	0.00	0.00
730.00 · Legal Expense	0.00	0.00	0.00	0.00	0.00
738.00 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions/Conference	744.60	25.00	0.00	0.00	0.00
741.00 · Public Notices	61.68	0.00	0.00	0.00	0.00
746.00 · Leased Equipment	0.00	0.00	0.00	0.00	0.00
747.00 · Equipment under \$5000	130.00	0.00	0.00	0.00	0.00
748.00 · Capital Equipment	0.00	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	20,987.82	0.00	13,373.47
750.00 · Lead Testing	0.00	0.00	0.00	0.00	0.00
751.00 · Housing	0.00	0.00	0.00	0.00	0.00
752.00 · Admin. Expense	0.00	0.00	0.00	0.00	0.00
754.00 · Insurance	0.00	0.00	0.00	0.00	0.00
756.00 · Mortgage Filing Expenses	0.00	36.50	5.00	49.00	24.50
757.00 · Interest Expense	0.00	0.00	0.00	0.00	0.00
760.00 · Housing Relocation Expense	0.00	0.00	0.00	0.00	0.00
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	0.00	0.00	0.00
767.00 · Vehicle Maintenance & Repair	0.00	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	0.00	0.00	0.00	0.00
769.00 · Meeting Expense	456.37	20.50	0.00	6.96	0.00
782.00 · Printing/Postage	9.60	8.91	0.00	0.00	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	1,111.04	0.00	0.00	0.00	0.00
807.00 · Bank Charges	0.00	0.00	0.00	0.00	0.00
808.00 · Fuel/Oil	0.00	0.00	0.00	0.00	0.00
810.00 · Telecommunications	0.00	0.00	0.00	0.00	0.00
811.00 · Utilities Expense	0.00	0.00	0.00	0.00	0.00
812.00 · Bldg Operation Allocation	0.00	0.00	0.00	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	0.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00	0.00
816.00 · Travel/Training	211.06	5.35	0.00	0.00	0.00
820.00 · Use Allowance	1,338.42	24.04	0.00	13.66	0.00
829.00 · Down Payment Assistance	0.00	0.00	0.00	0.00	0.00
830.00 · Participant Loans	0.00	0.00	0.00	25,000.00	0.00
825.00 · Bad Debt Expense	0.00	0.00	0.00	0.00	0.00
850.00 · Marketing Grant Expenditure	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	18,873.09	6,137.27	795.65	0.00	795.65
	<u>80,110.32</u>	<u>24,557.47</u>	<u>24,159.48</u>	<u>25,069.62</u>	<u>16,564.63</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(34,286.32)</u>	<u>115,472.99</u>	<u>(12,665.61)</u>	<u>(8,629.50)</u>	<u>(2,202.08)</u>
	<u>(34,286.32)</u>	<u>(5,140.84)</u>	<u>1,569.31</u>	<u>-</u>	<u>(207.98)</u>

Southeast Iowa Regional Planning Commission
Profit Loss by Class
For Five Months Ending
November 30, 2014

	80 Indirect Cost Center	85 RTA	90 LOCAL	TOTAL
Ordinary Income/Expense				
Income				
4100 · Bus Fare Revenues	0.00	45,537.88	0.00	45,537.88
4500 · Federal/State Revenues	0.00	291,945.59	5,950.00	2,149,773.21
461.00 · Principle on Loans	0.00	0.00	0.00	301,399.36
4700-48 · Local Revenues	0.00	82,301.00	212,079.80	464,974.51
4900 · Miscellaneous Revenues	0.00	38.67	957.77	59,622.26
5000-52 · RLF Income	0.00	0.00	0.00	32,356.30
	<u>0.00</u>	<u>419,823.14</u>	<u>218,987.57</u>	<u>3,053,663.52</u>
Expense				
700.00 · Personnel Expenses	95,670.37	212,341.26	77,401.80	575,846.40
704.00 · Unemployment	0.00	9,525.00	0.00	9,525.00
706.00 · Physicals	0.00	1,139.00	0.00	1,139.00
707.00 · Uniform Expense	686.52	1,460.00	0.00	2,146.52
708.00 · Drug Testing	0.00	634.00	0.00	634.00
709.00 · Personnel Expenses-Other	0.00	219.95	0.00	239.90
710.00 · Payroll Services	1,832.73	0.00	0.00	1,832.73
712.00 · Advertising	0.00	752.70	0.00	1,642.14
717.00 · Audit	0.00	0.00	0.00	0.00
726.00 · Contractual Expenses	0.00	55.60	430.00	5,880.35
728.00 · Information Technology	1,925.25	165.00	374.37	2,820.25
729.00 · Copier Expense	2,369.89	0.00	0.00	2,369.89
730.00 · Legal Expense	46.00	1,894.00	0.00	1,940.00
738.00 · Depreciation Expense	2,335.10	0.00	0.00	7,293.20
740.00 · Dues/Subscriptions/Conference	1,651.10	2,377.00	4,344.00	9,421.70
741.00 · Public Notices	228.49	0.00	109.89	458.01
746.00 · Leased Equipment	152.00	0.00	0.00	152.00
747.00 · Equipment under \$5000	0.00	0.00	212.33	367.33
748.00 · Capital Equipment	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	0.00	34,361.29
750.00 · Lead Testing	0.00	0.00	0.00	698.00
751.00 · Housing	0.00	0.00	0.00	1,483,961.05
752.00 · Admin. Expense	0.00	0.00	0.00	36,319.00
754.00 · Insurance	10,741.35	27,234.60	0.00	42,654.85
756.00 · Mortgage Filing Expenses	0.00	0.00	14.00	318.00
757.00 · Interest Expense	0.00	0.00	0.00	6,499.99
760.00 · Housing Relocation Expense	0.00	0.00	0.00	-220.59
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	0.00	13,623.55
767.00 · Vehicle Maintenance & Repair	0.00	49,237.98	0.00	49,377.60
768.00 · Marketing	467.18	750.00	2,172.00	3,389.18
769.00 · Meeting Expense	653.37	240.78	369.25	1,834.24
782.00 · Printing/Postage	2,083.98	897.85	159.63	3,263.23
791.00 · Rent	0.00	3,250.00	0.00	3,250.00
806.00 · Supplies	3,294.77	47.63	240.05	4,762.41
807.00 · Bank Charges	0.00	0.00	0.00	-2.50
808.00 · Fuel/Oil	0.00	55,362.41	162.42	57,572.56
810.00 · Telecommunications	6,201.81	4,542.08	254.35	10,998.24
811.00 · Utilities Expense	0.00	0.00	0.00	14,967.38
812.00 · Bldg Operation Allocation	15,402.15	0.00	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	0.00	8,083.00
815.00 · Mileage Expense	0.00	964.75	242.50	1,294.59
816.00 · Travel/Training	249.00	23.49	1,923.63	4,644.15
820.00 · Use Allowance	566.72	778.24	1,042.12	4,474.45
829.00 · Down Payment Assistance	0.00	0.00	0.00	67,500.00
830.00 · Participant Loans	0.00	0.00	0.00	132,048.00
825.00 · Bad Debt Expense	0.00	580.00	0.00	580.00
850.00 · Marketing Grant Expenditure	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	-160,949.79	71,168.40	25,905.70	0.00
	<u>-14,392.01</u>	<u>445,641.72</u>	<u>115,358.04</u>	<u>2,609,960.09</u>
Excess (deficiency) of revenues over (under) expenditures	<u>14,392.01</u>	<u>(25,818.58)</u>	<u>103,629.53</u>	<u>443,703.43</u>
	<u>-</u>	<u>(33,461.58)</u>	<u>103,629.53</u>	<u>62,211.32</u>

**Southeast Iowa Regional Planning Commission
Check Register
November 30, 2014**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	11/13/2014	267806	Louisa County Recorder's Office	7.00
Bill Pmt -Check	11/13/2014	267807	Advantage Administrators	440.47
Bill Pmt -Check	11/13/2014	267808	Bradley & Riley, PC	875.00
Bill Pmt -Check	11/13/2014	267809	Brite-Way	700.00
Bill Pmt -Check	11/13/2014	267810	CARD CENTER	1,924.24
Bill Pmt -Check	11/13/2014	267811	CenturyLink	300.74
Bill Pmt -Check	11/13/2014	267812	CenturyLink.	243.57
Bill Pmt -Check	11/13/2014	267813	City of Burlington, Iowa	4,188.37
Bill Pmt -Check	11/13/2014	267814	City of Keokuk.	2,648.47
Bill Pmt -Check	11/13/2014	267815	City of Mount Pleasant	1,778.97
Bill Pmt -Check	11/13/2014	267816	City of West Burlington.	162.97
Bill Pmt -Check	11/13/2014	267817	Clear Falls Bottled Water	20.75
Bill Pmt -Check	11/13/2014	267818	Drake Hardware & Software	491.25
Bill Pmt -Check	11/13/2014	267819	Ebert Supply Company	58.15
Bill Pmt -Check	11/13/2014	267820	Farmers Elevator & Exchange, Inc.	885.31
Bill Pmt -Check	11/13/2014	267821	Fullenkamp Insurance Agency	3,571.47
Bill Pmt -Check	11/13/2014	267822	Hope Haven Area Dev Center	431.55
Bill Pmt -Check	11/13/2014	267823	Huffman Welding and Machine Inc	148.60
Bill Pmt -Check	11/13/2014	267824	i connect you.	183.00
Bill Pmt -Check	11/13/2014	267825	Integrated Technology Partners	19.95
Bill Pmt -Check	11/13/2014	267826	Iowa Illinois Office Solutions	241.83
Bill Pmt -Check	11/13/2014	267827	Jack Swarm	258.00
Bill Pmt -Check	11/13/2014	267828	Joe Yocum	12.25
Bill Pmt -Check	11/13/2014	267829	Louisa County Recorder's Office	27.00
Bill Pmt -Check	11/13/2014	267830	Lowes	31.27
Bill Pmt -Check	11/13/2014	267831	Mediacom	89.90
Bill Pmt -Check	11/13/2014	267832	O'Reilly Automotive, Inc.	106.53
Bill Pmt -Check	11/13/2014	267833	Pauwels Lawn Care	250.00
Bill Pmt -Check	11/13/2014	267834	Professional Office Services	710.85
Bill Pmt -Check	11/13/2014	267835	Secretary of State	30.00
Bill Pmt -Check	11/13/2014	267836	Swailes Auto Supply Inc.	954.15
Bill Pmt -Check	11/13/2014	267837	Telin Transportation Group	366.54
Bill Pmt -Check	11/13/2014	267838	The Burlington Hawk Eye	541.18
Bill Pmt -Check	11/13/2014	267839	Todd Schneider dba Schoolhouse Apts	71,333.62
Bill Pmt -Check	11/13/2014	267840	UnityPoint Clinic	187.00
Bill Pmt -Check	11/13/2014	267841	Wemiga Waste Inc	25.00
Bill Pmt -Check	11/13/2014	267842	Winners Circle	87.23
Bill Pmt -Check	11/13/2014	267843	Wright Express Fleet Service	1,295.92
				95,628.10
Electronic Payment			Wellmark	13,950.57
Electronic Payment			Payroll	57,069.43
Electronic Payment			Payroll Taxes	21,325.13
Electronic Payment			Payroll Processing Fees	323.23
Electronic Payment			Two Rivers Bank - LOC interest	295.77
Electronic Payment			Two Rivers Bank - Vehicle loan payment	520.94
Electronic Payment			Advantage fees	151.85
Electronic Payment			MetLife (dental ins.)	917.73
Electronic Payment			Alliant Energy	1,887.21
Electronic Payment			Unum Life Insurance	837.02
Electronic Payment			IPERS	18,530.84
				115,809.72
			TOTAL EXPENDITURES	211,437.82

BANCARD Services Credit Card Statement

STATEMENT DATE: 11/28/2014

PAYMENT DUE DATE: 12/22/2014

CHECK# 267900

DATE PAID 12/17/2014



Expense				Class		Amount	Receipt
Date	Transaction Description	Account#	Type	Class#	Class Name		
MIKE NORRIS							
28-Oct-14	China 1 of Burlington	769	Meeting Expense	90	LOCAL	15.70	YES
						TOTAL	15.70
DEBORAH LAUGHLIN							
12-Nov-14	Happy Joes - Burlington	769	Meeting Expense	60	IDOT	103.94	YES
18-Nov-14	Pizza Hut - Burlington	769	Meeting Expense	60.07	SIREPA	28.50	YES
19-Nov-14	Happy Joes - Burlington	769	Meeting Expense	90	LOCAL	44.88	YES
20-Nov-14	Mazzios - Burlington	769	Meeting Expense	80	INDIRECT	72.50	YES
24-Nov-14	Sentrylink LLC	709	Personnel Expense	60	IDOT	19.95	YES
						TOTAL	269.77
ZACH JAMES							
04-Nov-14	La Tavola - Burlington	769	Meeting Expense	60	IDOT	10.00	YES
05-Nov-14	SurveyMonkey.com	740	Dues/Subscrip/Conferences	60	IDOT	250.00	YES
14-Nov-14	Jimmy Johns - Burlington	769	Meeting Expense	60	IDOT	58.64	YES
						CREDIT	(1.60)
						TOTAL	317.04
JEFF HANAN							
29-Oct-14	The Fox and Crane - Keokuk	769	Meeting Expense	71	RLF	9.49	YES
04-Nov-14	ASFPM	740	Dues/Subscrip/Conferences	90	Local	130.00	YES
20-Nov-14	Accurate Analytical Testing (lead)	750	Lead Testing	47.642	BOO	183.00	YES
20-Nov-14	Accurate Analytical Testing (lead)	750	Lead Testing	47.092	KOO	78.00	YES
						TOTAL	400.49
BOB KUSKOWSKI							
04-Nov-14	KFC - Oskaloosa	816	Travel/Training	85	RTA	5.35	YES
06-Nov-14	Montana Mikes Steakhouse- Newton	816	Travel/Training	85	RTA	12.14	YES
						TOTAL	17.49
KIRSTIN KRAMER							
13-Nov-14	Mt. Pleasant BP - Mt. Pleasant	808	Fuel/Oil	90.05	CTC	26.59	YES
13-Nov-14	Elliott Oil - Agency IA	808	Fuel/Oil	90.05	CTC	25.95	YES
18-Nov-14	Delta Air - Cedar Rapids	816	Travel/Training	90.05	CTC	25.00	YES
18-Nov-14	River Mart - West Burlington	808	Fuel/Oil	90.05	CTC	22.71	YES
19-Nov-14	Charleys Grilled Subs - Detroit	816	Travel/Training	90.05	CTC	9.26	YES
19-Nov-14	BurgerFi - Philadelphia	816	Travel/Training	90.05	CTC	14.56	YES
19-Nov-14	Philadelphia Taxi - Astoria NY	816	Travel/Training	90.05	CTC	37.50	YES
20-Nov-14	Philadelphia Taxi - Astoria NY	816	Travel/Training	90.05	CTC	14.63	YES
20-Nov-14	Philadelphia Taxi - Astoria NY	816	Travel/Training	90.05	CTC	9.79	YES
21-Nov-14	The Continental - Philadelphia	816	Travel/Training	90.05	CTC	25.00	YES
22-Nov-14	Panera Bread - Philadelphia	816	Travel/Training	90.05	CTC	9.29	YES
22-Nov-14	Dinics Beef & Pork - Philadelphia	816	Travel/Training	90.05	CTC	14.25	YES
22-Nov-14	Freedom - Philadelphia	816	Travel/Training	90.05	CTC	10.97	YES
22-Nov-14	Philadelphia Taxi - Astoria NY	816	Travel/Training	90.05	CTC	8.56	YES
23-Nov-14	Freedom - Philadelphia	816	Travel/Training	90.05	CTC	39.44	YES
23-Nov-14	DNC Travel- Atlan College Park, GA	816	Travel/Training	90.05	CTC	16.83	YES
23-Nov-14	Delta Air - Philadelphia	816	Travel/Training	90.05	CTC	25.00	YES
24-Nov-14	Home 2 Suites - Philadelphia	816	Travel/Training	90.05	CTC	770.67	YES
24-Nov-14	RPS Cedar Rapids Airport	816	Travel/Training	90.05	CTC	30.00	YES
24-Nov-14	Americinn - Cedar Rapids	816	Travel/Training	90.05	CTC	105.28	YES
						TOTAL	1,241.28
						TOTAL	2,261.77

Southeast Iowa Regional Planning Commission
Accounts Receivable Aging Summary
November 30, 2014

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Local:					
City of Conesville	0.00	3,800.00	0.00	0.00	3,800.00
City of Letts	0.00	0.00	0.00	519.00	519.00
IARC	0.00	11,353.50	0.00	0.00	11,353.50
SEI Regional and Economic Port Auth.	0.00	0.00	0.00	2,693.95	2,693.95
Town of Mt. Union	0.00	0.00	0.00	325.00	325.00
Town of Rome	0.00	0.00	0.00	332.00	332.00
	<u>0.00</u>	<u>15,153.50</u>	<u>0.00</u>	<u>3,869.95</u>	<u>19,023.45</u>
Housing:					
City of Burlington	0.00	0.00	0.00	2,536.00	2,536.00
City of Keokuk	0.00	6,536.00	0.00	0.00	6,536.00
Downtown Partners	0.00	0.00	0.00	1,789.00	1,789.00
ECIA	0.00	267,214.00	161,889.00	0.00	429,103.00
Three Forwards	0.00	0.00	0.00	12,500.00	12,500.00
	<u>0.00</u>	<u>273,750.00</u>	<u>161,889.00</u>	<u>16,825.00</u>	<u>452,464.00</u>
Great River Housing Trust Fund:					
IFA	0.00	0.00	0.00	36,319.00	36,319.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>36,319.00</u>	<u>36,319.00</u>
RTA:					
Blair House	20.00	25.00	0.00	0.00	45.00
Cardinal Care	0.00	25.00	0.00	0.00	25.00
Families Flrst	15.00	0.00	0.00	0.00	15.00
Hope Haven	333.06	0.00	0.00	0.00	333.06
Insight Human Services	0.00	50.00	25.00	0.00	75.00
Iowa Medicaid Enterprise	30,883.55	245.36	278.40	0.00	31,407.31
Lee County Payee	0.00	25.00	0.00	25.00	50.00
Loyal Jay Dischler	0.00	25.00	25.00	0.00	50.00
Marla Payne	0.00	0.00	0.00	25.00	25.00
Milestones Area Agency on Aging	746.67	0.00	0.00	0.00	746.67
Nancy Shultz	51.24	76.86	111.02	196.42	435.54
New London Nursing & Rehab	810.00	762.50	0.00	0.00	1,572.50
Northwood Group Home	0.00	25.00	0.00	0.00	25.00
Opitmae Life Solution	0.00	25.00	0.00	50.00	75.00
TMS Management Group, INC.	0.00	724.60	0.00	0.00	724.60
Tyrone Seay	0.00	0.00	-25.00	0.00	-25.00
Young House	0.00	30.00	0.00	0.00	30.00
	<u>32,859.52</u>	<u>2,039.32</u>	<u>414.42</u>	<u>296.42</u>	<u>35,609.68</u>
Total	<u>32,859.52</u>	<u>290,942.82</u>	<u>162,303.42</u>	<u>57,310.37</u>	<u>543,416.13</u>

Southeast Iowa Regional Planning Commission
Accounts Payable Aging Summary
November 30, 2014

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Access Systems	706.67	0	0	0	706.67
Advantage Administrators	385.80	0	0	0	385.80
Bethany Land & Pilot Grove Savings Bank	5,000.00	0	0	0	5,000.00
Bob. Kuskowski	37.69	0	0	0	37.69
Bradley & Riley, PC	525.00	0	0	0	525.00
Burlington Glass Company	365.00	0	0	0	365.00
Burlington True Value	17.98	0	0	0	17.98
Campbell Towing Inc.	1,000.00	0	0	0	1,000.00
Card Center	2,261.77	0	0	0	2,261.77
Carole Roark	43.25	0	0	0	43.25
Carquest Auto Parts	9.33	0	0	0	9.33
CenturyLink	203.05	0	0	0	203.05
CenturyLink.	813.57	0	0	0	813.57
Chris Ralph	29.92	0	0	0	29.92
City of Burlington, Iowa	4,052.37	0	0	0	4,052.37
City of Keokuk.	1,693.42	0	0	0	1,693.42
City of Mount Pleasant	1,150.55	0	0	0	1,150.55
Clear Falls Bottled Water	33.25	0	0	0	33.25
Commercial Contractors	16,359.20	0	0	0	16,359.20
CoOpportunity Health	15,950.33	0	0	0	15,950.33
Cray Goddard Miller & Taylor LLP	46.00	0	0	0	46.00
Deery Brothers Ford Lincoln Inc	2,145.21	0	0	0	2,145.21
Des Moines County Recorder's Office	7.00	0	0	0	7.00
Drake Hardware & Software	725.00	0	0	0	725.00
Embellishments & Designs Inc	1,854.00	0	0	0	1,854.00
Farmers Elevator & Exchange, Inc.	613.09	0	0	0	613.09
Fedex	116.25	0	0	0	116.25
Great River Business Health	94.00	0	0	0	94.00
Hope Haven Area Dev Center	1,042.94	0	0	0	1,042.94
Huffman Welding and Machine Inc	16.47	0	0	0	16.47
Hy-Vee, Inc	139.41	107.73	0	0	247.14
Iowa Illinois Office Solutions	34.48	0	0	0	34.48
Iowa Secretary of State	5.00	0	0	0	5.00
IPC, Inc.	400.00	0	0	0	400.00
J.D. Byrider	157.42	0	0	0	157.42
Joe Yocum	36.75	0	0	0	36.75
Lowell Gaulke	823.00	0	0	0	823.00
Lowes	44.43	0	0	0	44.43
M & H Construction	10,800.00	0	0	0	10,800.00
Mike Prottsman Sanitation Inc	42.50	0	0	0	42.50
Mt. Pleasant Tire & Service	542.76	0	0	0	542.76
O'Keefe Elevator Company	418.15	0	0	0	418.15
O'Reilly Automotive, Inc.	142.17	0	0	0	142.17
Pitney Bowes - Purchase Power	503.50	0	0	0	503.50
Professional Developers of Iowa	315.00	0	0	0	315.00
Randy Spiker	59.91	0	0	0	59.91
SEI Properties LLC	250.00	0	0	0	250.00
Shottenkirk	28.17	0	0	0	28.17
Shottenkirk Superstore	1,623.76	0	0	0	1,623.76

Southeast Iowa Regional Planning Commission
Accounts Payable Aging Summary
November 30, 2014

	Current	1 - 45	46 - 90	> 90	TOTAL
Swailles Auto Supply Inc.	1,143.54	0	0	0	1,143.54
Telin Transportation Group	604.84	0	0	0	604.84
The Burlington Hawk Eye	34.16	51.74	0	0	85.90
The Hon Company	172.33	0	0	0	172.33
The Ivy Bake Shoppe & Cafe	28.00	0	0	0	28.00
Truck Repair Inc.	3,153.73	0	0	0	3,153.73
US Cellular	50.99	0	0	0	50.99
Valley Safety Services Associates, Inc.	41.00	0	0	0	41.00
Verizon Wireless	3,020.11	0	0	0	3,020.11
Waterworks Car Wash	10.00	0	0	0	10.00
Wemiga Waste Inc	25.00	0	0	0	25.00
Wright Express Fleet Service	1,546.77	0	0	0	1,546.77
	83,494.99	159.47	0.00	0.00	83,654.46

**Southeast Iowa Regional Economic and Port Authority
Financial Summary
November 30, 2014**

PROFIT & LOSS ALL CLASSES	
	Nov-2014
TOTAL REVENUES :	2,500
TOTAL EXPENSES :	7,631
Excess of revenues over expenditures- note this is cash basis	(5,131)

CASH BALANCE	
Keokuk Savings Bank	9,082

ACCOUNTS RECEIVABLE BALANCE				
	1-45	46-90	>90	TOTAL
none	0	0	0	0

ACCOUNTS PAYABLE BALANCE				
	1-45	46-90	>90	TOTAL
SEIRPC	0	0	2,694	2,694

CASH RECEIPTS			
Alliant Energy	12/2/2013	FY14	5,000
State of Iowa	7/24/2014	FY15	2,500

CASH DISBURSEMENTS			
SEIRPC	7/25/2014	#1001	5,000
University of Iowa	7/25/2014	#1002	2,500
Delux	8/6/2014	electronic	131

Department Reports

OB #1



Memo

To: Mike Norris, Executive Director
From: Jeff Hanan, Assistant Director
Date: January 2015
Re: Departmental Updates

Following are updates from the Development Department:

RLF:

- Currently processing one loan request (MPMS Union Block)
- Two prospects under consideration. Application(s) forthcoming.
- CY '14: 35 inquiries; four applications received; two projects funded.

HOUSING:

- Closed out Burlington Owner-Occupied – 10 units total.
- Closed out 2012 GRHTF. Now working with 2013 & 2014 funds.
- Funding for GRHTF 2015 is confirmed: \$331,193 from the State, paired with \$190,000 from FHLB, to be used for owner-occupied rehabilitation, down payment assistance and new construction.
- Finishing up final home for SFNC. After completion, program is over.
- Continuing to work with Wayland and Keokuk Owner-Occupied.
- Seven units in Mount Pleasant (MFNC #5) should be completed by the end of January.

CDBG:

- Awarded \$8,700,000 for region through CDBG MFNC #6:
 - Burlington: Tama Building, \$3,000,000, 48 units
 - Fort Madison: Lee Co. Bank Building, Cattermole, Sears Building), \$3,000,000, 28 units
 - Mount Pleasant: Brazelton, \$2,700,000, 19 units

MISC

- HOME Program transition

- Proposal to the Iowa Energy Office for a \$50,000 grant to fund a revolving loan fund for the purpose of providing a pool of funds to allow commercial property in the downtown districts of Fort Madison, Keokuk, Burlington, Mount Pleasant and Columbus Junction who have completed an Alliant Energy energy audit to fund energy efficiency upgrades to the property.
- Louisa County Space Needs Feasibility Study – Embarking on a facility assessment of the Louisa County county home to determine how best to use the space to accommodate more county departments at the facility.
- Community Transition Coordinator – Continued oversight and collaboration with the Lee County and Des Moines County Jail with the Community Transition Coordinator position and Jail Diversion project.

Memo



To: Mike Norris, Executive Director
 From: Zach James, Planning Director
 Date: January 16, 2015
 Re: Planning Department Project Update

Below are updates on projects in the Planning Department.

- **Staff Changes**
 Emery Ellingson started as a planning intern on December 8th, 2014. Jared Lassiter started as Regional Planner on January 5th, 2015.
- **SEIBUS Review**
 Staff has started a historical review of SEIBUS from FY2008 to FY2014. The review will review historical trends such as ridership, mileage, revenues, expenses, and include comparisons to similar transit systems across the state. The intent is to complete the report before hiring a new Transit Director to provide some history of the service.
- **Regional STP and TAP Applications**
 Applications for Regional STP and TAP funding were due on December 31st. We received 3 applications for city STP funding, 1 application for county STP funding, and 3 applications for TAP funding. All applications have been scored by SEIRPC and will be delivered the week of the 19th to TAC members for their review.

Grant Applications in Process/Submitted

Entity	Project	Grant Program	Request
Mediapolis	Tornado Siren	Hazard Mitigation Grant Program	\$36,725
Middletown	Middle School Demolition	Derelict Building Program	
Burlington	Area Wide Planning Grant	EPA Brownfields Program	\$200,000
SEIRPC	Regional Assessment Grant	EPA Brownfields Program	\$400,000

Funded Grants

Entity	Project	Grant Program	Awarded
Columbus Junction	Swinging Bridge Park Expansion	REAP	\$52,165
Danville	School Traffic Engineering Analysis	TEAP	100 Hours
Burlington	Roosevelt Avenue Pedestrian Crossing	Wellmark Foundation	\$18,260
Burlington	Adding Turn Signals and Turn Lanes	Traffic Safety Improvement Program	\$500,000
Burlington	New Traffic Signals	Traffic Safety Improvement Program	\$95,000

Upcoming Grant Opportunities

Grant Program	Entity	Due Date
Healthy Communities Small Grant Program	Wellmark	February 23 rd , 2015
Matching Assets to Community Health (MATCH)	Wellmark	May 15 th , 2015
Derelict Building Program	Iowa DNR	February 27 th , 2015
Traffic Engineering Assistance Program (TEAP)	Iowa DOT	Ongoing
Highway Safety Improvement Program (HSIP)	Iowa DOT	Ongoing



Memo

To: SEIRPC Board of Directors
From: Bob Kuskowski, Transit Director
Date: 1/15/2015
Re: SEIBUS Updates

- We have executed the retirement of buses #991 & #973. #991 was purchased by Burlington Bus & #973 went to auction. We received a total of \$3,040 for both vehicles.
- The State has set aside \$3,000,000 CMAQ funds for rural transit agencies. SEIBUS will be able to receive five new vehicles as follows with their Federal ceilings:
 - Two conversion vans - \$52,000 each
 - Two light duty buses - \$86,000 each
 - One medium duty bus - \$214,000
- That is a total of \$490,000 of which 85% will be paid by the Federal Government and the remainder of 15% be paid by local match (\$73,500)
- We plan to apply for an AMOCO loan for the local match for the medium duty bus (\$32,100) and the balance of \$41,400 will be our responsibility.
- When we have received these five new vehicles we will retire six more bringing our vehicle inventory to:
 - Four – 15 passenger vans
 - Three – conversion vans
 - Fourteen – light duty buses
 - Three – medium duty buses

FFY2015 - 2018 TIP Amendment

OB #2

Memo



To: Mike Norris, Executive Director

From: Zach James, Planning Director

Date: January 14, 2015

Re: FFY2015 – 2018 Transportation Improvement Program Amendment

Staff received a request from Henry County to amend a project already programmed in the FFY2015 – 2018 TIP due to additional federal funds that are now anticipated to be spent on a project in FFY2015 and a change in the project description. The amendment of this project in the FFY2015 – 2018 TIP will allow Henry County to begin expending funds this fiscal year at the increased amount. This project does not involve or impact SEIRPC's regional STP or TAP funding allocations. The amendment will be to amend the project described as follows:

- **Henry County, Project # HSIP-S-CO44(78)—6C-44**

Current Project Description: Mill-in edge line and centerline pavement markings using High Build Waterborne Paint and including **wet** reflective elements in the beads on 12 road segments in Henry County.

New Project Description: Mill-in edge line and centerline pavement markings using High Build Waterborne Paint and including reflective elements in the beads on 12 road segments in Henry County.

- Total Cost – From \$223,000 to \$305,000
- HSIP Contribution – From \$201,000 to \$274,500
- TSIP Contribution - From \$22,000 to \$30,500

RLF Application – Union Block

NB #1

Memo

To: Mike Norris, Executive Director
From: Jeff Hanan, Assistant Director/RLF Administrator
Date: January 16, 2015
Re: Union Block Building

Main Street Mount Pleasant, through primary lender Two Rivers Bank & Trust, has applied for up to \$350,000 in revolving loan funds to be used for the purpose of working capital and to pay for professional services. MSMP owns and is renovating and rehabilitating the historic Union Block building in downtown Mount Pleasant. Project work is substantially complete. The building now features two offices on the third floor, three offices on the second floor and a third floor convention and banquet space.

The project is consistent with the goals and objectives outlined in the SEIRPC RLF Work Plans. The project is expected to help retain 8 jobs and create 15 jobs.

On Thursday, January 15, 2015, the SEIRPC Loan Review Committee met to consider the application. The Committee voted to recommend funding the request under the following terms:

- Total Loan Amount: up to \$350,000 (in two phases*) from the following sources:
 - o IRP I = \$175,000
 - o IRP II = \$175,000
- Term: 20-year amortization with 10-year balloon.
- Interest Rate: 4%
- Collateral: Mortgage and General UCC business lien filing. (Junior position now; first position after tax credits are received).
- Additional Security: Form(s) of liquid security in escrow in an amount equal to six (6) months principal and interest (approx. \$12,726)

*Phase I = \$120,000, interest only for six months. Phase II = Balance or remaining need after tax credits are received.

This memo is being submitted for the approval of the loan request by the SEIRPC Board of Directors.

Energy RLF Application

NB #2



Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: January 22, 2015
Re: Downtown Energy Efficiency RLF Proposal

BACKGROUND

The Iowa Energy Office at the Iowa Economic Development Authority is currently seeking project proposals. The project proposals should do one of the following:

- Develop a unique or innovative concept;
- Will lead to a better understanding of energy opportunities in the state;
- Advances the competitive advantage of an energy sector market;
- Findings can be applied and/or replicated to other organizations.

SEIRPC proposes to capitalize a revolving loan fund (RLF) for downtown energy efficiency projects. The RLF will provide necessary capital for downtown commercial buildings or mixed use buildings to undergo needed energy efficiency improvements. Loans would be offered at 0% with a 1% closing fee.

Data collected of before and after data would be shared with the Iowa Energy Office for replication or sharing with other statewide parties.

Several pilot communities are being targeted for involvement, based on their overall down town activity, capacity, and their Alliant Energy gas and electric service;

- Burlington; Fort Madison; Keokuk; Mount Pleasant; Columbus Junction

Of course, if other communities are interested they would have a chance to participate. Pilot communities will be asked to provide local match and marketing assistance for the project.

DETAILS

Grant request: \$50,000
Local match required: \$50,000
Date due: February 2, 2015
SEIRPC role: Administrator, fiscal agent, grant writer

2016 Per Capita Dues

NB #3



Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: January 22, 2015
Re: FY2016 per capita dues

Staff recommends changes in both the SEIRPC and SEIBUS per capita due rates.

The amount proposed for SEIRPC regional dues is \$0.72 per capita (from \$0.70), a \$0.02 change. Total per capita revenue received is \$2,155 additional from last year.

	<u>RATE</u>	<u>TOTAL</u>
FY2016 DUES	\$0.72	\$86,308
<u>FY2015 DUES</u>	<u>\$0.70</u>	<u>\$84,153</u>
CHANGE	\$0.02	\$2,155

The amount proposed for SEIBUS per capita dues paid by the four counties is a 2.5% increase on the per capita base of \$82,301, which increases revenue by \$2,058 to \$84,359.

Dues received by SEIRPC help pay for local match on Iowa DOT and US Economic Development Administration planning grants. The planning grants allow SEIRPC to provide services to the region. SEIBUS dues help support general public service in each county and local match for federal capital acquisition grants.

FY2014 Audit Report

NB #4



Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: January 22, 2015
Re: FY2014 Audit Report

John Morrow, CPA, has completed SEIRPC's FY2014 Audit Report. Some highlights and figures:

- No findings;
- Change in net assets from operating FY2014: (\$213,842)
- Change in capital assets: \$139,748
- Net assets: \$5.03 million
- Long term liabilities down 8 percent (building note, IRP loan funds)

The audit number reflect much of what SEIRPC does financially: it operates SEIBUS, makes loans through RLF and is a pass-through for housing funds. The operating deficit of (\$213,842) reflects the high amount of loans SEIRPC made in 2014, totaling \$675,000.

The flood recovery is finally, nearly, over with only remaining work with lien releases and some remaining grant administration for infrastructure improvements.

Longer term trends in the audit will include consistency with many of SEIRPC programs, like SEIBUS, RLF, transportation planning and EDA planning.

Increases are sure to come to SEIRPC's books as all \$8.7 million of the multi-family grant awards will flow to SEIRPC through draws and checks to the developers in the area.

If you have questions or comments, please let me know.