



# Southeast Iowa Regional Planning Commission

October 25, 2012

12:00 p.m.

211 N. Gear Avenue

West Burlington, IA 52655

Meeting Type

Executive Board

## — Agenda —

<b>CALL TO ORDER</b>	Schleisman	
Agenda Approval		Board Action
Consent Agenda (Directors Report, Minutes, Financial Report, Claims)		Board Action
<b>OLD BUSINESS</b>		
1. Close 30-Day Comment Period – The Long Range Plan for the Southeast Iowa Region (CEDS Plan)	Norris	Board Action
<b>NEW BUSINESS</b>		
1. RLF Application: Comfort Suites	Norris	Board Action
<b>MATTERS FROM THE FLOOR</b>		

# Consent Agenda



## DIRECTOR'S REPORT

To: SEIRPC Board  
From: Mike Norris, Executive Director  
Date: October 19, 2012

### BUILDING UPDATE

No new changes with the building. Fall landscape maintenance was performed this past week along with furnace maintenance to clean a bird out of a vent pipe, with precautions being installed to prevent a future occurrence.

### MISCELLANEOUS

Staff attended an international trade seminar on October 19. The focus was Foreign Trade Zones, which give duty advantages to businesses importing and exporting goods. Staff will be working with the Great River Regional Partnership to inform area businesses and economic developers about the possibilities of Foreign Trade Zones and how to establish one.

### AGENDA ITEMS – OLD BUSINESS

1. Close 30-day comment period – Long Range Plan for Southeast Iowa (CEDS), Board Action

The Economic Development Administration (EDA) requires a formal 30-day comment period before the document is able to be reviewed by EDA. The comment period needs to be closed on Monday, October 29, 2012. Recommend approval.

### AGENDA ITEMS – NEW BUSINESS

1. RLF Application for Comfort Suites, Board Action: A local businessman seeks to purchase the Comfort Suites in Burlington. The project has been reviewed and approved by the Revolving Loan Fund committee. The project requires \$500,000 from the SEIRPC RLF. The Loan Review Committee has recommended 3.5% adjustable rate after five years, a 10-year balloon amortized to 20 years.

**Southeast Iowa Regional Planning Commission  
Executive Board Minutes  
211 N. Gear Avenue, West Burlington, IA 52655  
August 30, 2012**

Members Present: Sue Frice, Hans Trousil, and Gary Folluo

Members Absent: Brent Schleisman and Jim Howell

Staff Present: Mike Norris, Debbie Laughlin, Jeff Hanan, and Bob Kuskowski

Guest Present: Jason Huddle, IDOT

Call to order at 12:00 p.m.

**Agenda Approval**

Norris stated that we have not received anything from Wally or Steve, so New Business Item No. 2 Letter of Support – Keokuk Area Hospital, should be removed from the Agenda. Motion by Trousil to approve the August 30, 2012 agenda, after removing New Business Item No. 2, second by Folluo. All Ayes, motion carried.

**CONSENT AGENDA APPROVAL**

Norris stated that his director's report mentioned that we have approximately 37 golfers for the Annual Golf Outing on September 26<sup>th</sup>, but that the number has risen to 60 quickly. Motion by Trousil to accept the consent agenda, second by Folluo. All Ayes, motion carried.

**Old Business:**

1. Public Hearing: Draft Great River Region Comprehensive Economic Development Strategies – The Long Range Plan for the Southeast Iowa Region (CEDs Plan): Folluo made a motion to open the Public Hearing: Draft Great River Region Comprehensive Economic Development Strategies – The Long Range Plan for the Southeast Iowa Region (CEDs Plan) at 12:02 p.m., second by Trousil. All ayes, motion carried. Norris stated that the CED's plan is a long range planning document for Southeast Iowa in the areas of economic development, transportation, and community development, which we have been working on for over a year. The result is a streamlined 34 page document, which will be more accessible to everyone is not as cumbersome as the old one. Norris stated that public input has included 70 interviews and over 100 online survey responses thus far. He stated that those ideas and priorities were taken to three subcommittees in the areas of economic development, transportation, and community development to generate priorities for the report. Norris gave an overview of the draft CEDs Plan to the board. Norris stated that besides the public hearing today, the public will have two more opportunities: 1) September 12<sup>th</sup> at the Open House, and 2) September 27<sup>th</sup> at the full board meeting when the CEDs plan will be scheduled for final adoption. Frice asked for public comment, and there was none. Folluo made a motion to close the Public Hearing: Draft Great River Region Comprehensive Economic Development Strategies – The Long Range Plan for the

Southeast Iowa Region (CEDS Plan) at 12:18 p.m., second by Trousil. All ayes, motion carried.

**New Business:**

1. RLF Plans: Norris stated that an increase to the per-loan award limit from \$125,000 to \$250,000 is proposed to the SEIRPC Board of Directors for all four regional pools, and the RLF Loan Review Committee has recommended approval. He further stated that this change would allow more flexibility for applicants with larger projects and will allow us to retain more RLF funds as capital must be lent out in order to retain it. Norris stated that nothing else really changes in the plans other than small language changes to clean up the wording. Folluo questioned if we would be at additional risk, but Hanan stated that the process would involve more scrutiny when lending higher amounts. Trousil made a motion to recommend approval to the SEIRPC Full Board the RLF Amended Work Plans, second by Folluo. All Ayes, motion carried.

2.

**MATTERS FROM THE FLOOR:**

Norris stated that Big River Resources has invited everyone in the building to an alcohol free tailgate lunch prior to the Iowa vs. State game.

Motion to adjourn meeting by Trousil.  
Second by Folluo. All Ayes

Meeting adjourned at 12:37 p.m.

Submitted by Debbie Laughlin

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Mike Norris, Executive Director

\_\_\_\_\_  
Jim Howell, Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# ***Financial Report***

***September 2012***

***Completed October 11, 2012***

***By Kim Schisel***



Dear SEIRPC Board:

The accompanying Balance Sheet of Southeast Iowa Regional Planning Commission, as of **September 30, 2012**, and the related Statements of Income and Changes in Financial Position for the three months ending **September 30, 2012**, have been compiled by Kim Schisel.

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.

*Kim M. Schisel*  
*Finance Director*

**TO:** Seirpc Board  
**FROM:** Kim Schisel  
**DATE:** 10/11/12  
**RE:** Financial Summary for the month of **SEPT-2012**



**PROFIT & LOSS ALL CLASSES**

	September-12	YTD
TOTAL REVENUES :	219,863	1,016,888
TOTAL EXPENSES :	201,649	885,138
Excess (deficiency) of revenues over (under) expenditures	18,214	131,751

**PROFIT & LOSS REGIONAL TRANSIT AUTHORITY**

	September-12	YTD
TOTAL REVENUES :	14,230	222,787
TOTAL EXPENSES :	80,165	204,054
Excess (deficiency) of revenues over (under) expenditures	(65,936)	18,733

CASH BALANCE	UNRESTRICTED	RESTRICTED	
Our Home Rehab Government Chkng		1,867	
Gen'l Government Chkng	491,512	-	
IRP Government Chkng		982,179	
Ft. Madison RLF Government Chkng		185,190	
Henry County RLF Government Chkng		163,890	
Henry County RTA Government Chkng	35,710		
Keokuk RLF Regular Chkng		114,914	
EDA RLF Government Chkng		469,347	
Mediapolis HTF Government Chkng		75,970	
GRHTF Government Chkng		196,725	
<b>TOTAL</b>	<b>527,222</b>	<b>2,190,083</b>	<b>2,717,305</b>

**CUSTOMER ACCOUNTS RECEIVABLE BALANCE**

Current	1-45	46-90	>90	TOTAL
344	116,615	109,170	102,021	328,151

**Southeast Iowa Regional Planning Commission**

**Balance Sheet**

As of September 30, 2012

**Sep 30, 12**

**ASSETS**

**Current Assets**

**Checking/Savings**

102.01 · Our Home Rehab Gov't Chkng	1,867.37
103.00 · Gen'l Government Checking	491,511.99
104.00 · IRP Government Checking	982,179.42
105.00 · Ft. Madison RLF Gov't Chkng	185,189.71
106.00 · Henry County RLF-Gov't Chkng	163,889.61
107.00 · Henry County (RTA)-Gov't Chkng	35,709.90
109.00 · Keokuk RLF	114,914.25
110.00 · EDA RLF Government Checking	469,346.80
113.00 · Mediapolis HTF Gov't Chkng	75,970.36
115.00 · GRHTF-Gov't Checking	196,725.19

**Total Checking/Savings** 2,717,304.60

**Accounts Receivable**

120.00 · Accounts Receivable	328,150.55
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**Total Accounts Receivable** 328,150.55

**Other Current Assets**

101.00 · Petty Cash Account	199.95
130.00 · Ft. Madison RLF Receivable	16,439.81
131.00 · Henry County RLF Receivable	30,975.89
132.00 · Our Home Rehab Receivable	13,250.05
133.00 · Mediapolis HTF Receivable	41,631.07
134.00 · EDA RLF I Receivable	510,995.38
135.00 · IRP I Loan Receivable	53,440.12
136.00 · IRP II Loan Receivable	213,488.11
137.00 · Keokuk RLF Receivable	67,316.78
138.00 · GRHTF Receivable	56,089.75
139.00 · EDA RLF II Receivable	122,931.52
172.00 · Prepaid Expenses	2,100.00

**Total Other Current Assets** 1,128,858.43

**Total Current Assets** 4,174,313.58

**Other Assets**

220.10 · Agency Vehicle/Equipment	127,154.73
221.10 · Acc. Deprec. Agency Vehicle/Equ	-119,347.21
230.10 · Transit Vehicle	818,825.05
231.10 · Acc. Deprec. Transit Vehicle	-398,001.15
240.10 · Program Equipment	32,862.97
241.10 · Accum Deprec-Program Equipment	-8,877.78
250.10 · Building/Bldg. Improvements	1,209,018.26
251.10 · Accumulated Depr.-Bldgs	-25,395.50
252.10 · Land	103,440.00

**Total Other Assets** 1,739,679.37

**TOTAL ASSETS** **5,913,992.95**



**Southeast Iowa Regional Planning Commission**

**Balance Sheet**

As of September 30, 2012

**Sep 30, 12**

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

2100 · Payroll Liabilities	12,214.58
326.79 · Speed Indicators Maintenance	1,000.02
326.80 · Custodial Fund Liability	105.55
355.00 · Accrued Salaries & Vacation	12,405.55
3600 · Short Term Notes Payable	4,326.70
<b>Total Other Current Liabilities</b>	<b>30,052.40</b>

**Total Current Liabilities** 30,052.40

**Long Term Liabilities**

3700 · Long Term Notes Payable	1,258,932.96
<b>Total Long Term Liabilities</b>	<b>1,258,932.96</b>

**Total Liabilities** 1,288,985.36

**Equity**

3900 · Unreserved local net Assets	708,179.96
3901 · Non-spendable Reserve for Loans	276,385.35
3903 · Assigned to Revolving loan	1,683,548.00
3904 · Investment in property & equipm	1,754,102.65
3905 · GRHTF Net Assets	71,040.91
Net Income	131,750.72
<b>Total Equity</b>	<b>4,625,007.59</b>

**TOTAL LIABILITIES & EQUITY** **5,913,992.95**

**Southeast Iowa Regional Planning Commission**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Month Ended September 30, 2012**

	Sept 2012	YTD	FY13 Budget	FY12 Actual	FY11 Actual
<b>Revenues:</b>					
3900.00 · Tx from Fund Balance					
<b>4100 · Bus Fare Revenues</b>					
410.00 · General Public	5,194.25	12,948.87	<b>41,681</b>	44,451.86	48,825.70
411.00 · Local Contracts	2,562.16	16,563.98	<b>86,949</b>	84,902.81	131,693.71
<b>Total 4100 · Bus Fares</b>	<b>7,756.41</b>	<b>29,512.85</b>	<b>128,630</b>	129,354.67	180,519.41
<b>4500 · Federal/State Revenues</b>					
450.00 · EDA Planning Grant	0.00	15,250.00	<b>61,000</b>	61,000.00	61,000.00
450.01 · Marketing Grant	0.00	0.00	<b>0</b>	0.00	7,550.00
450.02 · EDA Flood Recovery	0.00	0.00	<b>0</b>	0.00	74,304.76
450.03 · EDA Technical Assistance	0.00	0.00	<b>0</b>	0.00	0.00
450.04 · EDA Facility Grant	0.00	0.00	<b>0</b>	54,626.10	680,251.00
450.05 · EDA RLF Grant	0.00	112,500.00			
451.00 · IDED COG Assistance	0.00	0.00	<b>10,294</b>	11,644.12	10,294.12
452.00 · USDA Grant Income	0.00	0.00	<b>0</b>	49,968.00	0.00
453.00 · PDM (Pre-Disaster Mitigation)	0.00	0.00	<b>0</b>	0.00	7,083.00
453.01 · Homeland Security	0.00	0.00	<b>0</b>	51,532.97	251,440.62
454.00 · Brownfield Grant	0.00	0.00	<b>0</b>	0.00	3,709.45
455.00 · IDOT Planning	0.00	0.00	<b>185,060</b>	214,304.00	158,306.00
456.00 · State Transit Assistance (RTA)	6,463.04	80,705.02	<b>214,990</b>	258,330.77	385,224.84
457.00 · Federal Transit Assistance (RTA)	0.00	0.00	<b>389,856</b>	317,685.00	333,332.00
458.00 · Housing Draws	81,361.48	330,014.32	<b>0</b>	1,382,498.12	817,841.25
458.01 · IFA Tax Credit Revenues	0.00	0.00	<b>0</b>	10,325.00	11,550.00
459.00 · State Medicaid	0.00	63,054.66	<b>153,065</b>	164,234.82	148,101.74
<b>Total 4500 · Federal/State Revenues</b>	<b>87,824.52</b>	<b>601,524.00</b>	<b>1,014,265</b>	2,576,148.90	2,949,988.78
<b>4600 - Principle on Loans</b>					
461.00 - Principle on Loans	15,685.00	58,229.64	<b>0</b>	466,531.86	301,937.24
<b>Total 4600 - Principle on Loans</b>	<b>15,685.00</b>	<b>58,229.64</b>	<b>0</b>	466,531.86	301,937.24
<b>4700 · Local Revenues</b>					
470.00 · Per Capita Revenue	0.00	128,211.00	<b>127,943</b>	122,793.00	121,742.69
471.00 · Cities/Counties	0.00	0.00	<b>0</b>	0.00	24,034.49
472.00 · Other Contracts	15,515.87	50,331.87	<b>89,088</b>	102,254.24	297,297.03
473.00 · Grant Administration	42,000.00	46,810.00	<b>215,250</b>	281,408.75	460,743.39
474.00 · CDBG Housing Administration	0.00	0.00	<b>0</b>	0.00	0.00
475.00 · Other Contributions	33,500.00	47,599.00	<b>0</b>	214,187.00	81,279.00
475.01 · Homeowner Contributions	0.00	1,400.00	<b>0</b>	0.00	0.00
476.00 · HOME Administration	0.00	0.00	<b>0</b>	0.00	0.00
477.00 · IRP Administration	0.00	0.00	<b>0</b>	0.00	0.00
478.00 · FT. MADISON RLF Administration	0.00	0.00	<b>5,796</b>	0.00	0.00
479.00 · RLF Administration	0.00	0.00	<b>35,000</b>	80,478.35	56,441.83
480.00 · Henry Co. RLF Administration	0.00	0.00	<b>5,796</b>	0.00	0.00
481.00 · Housing Soft Costs	0.00	0.00	<b>21,000</b>	9,636.44	5,943.05
482.00 · Lead Abatement	0.00	0.00	<b>0</b>	41,937.00	1,350.00
483.00 · Housing Authority Revenue	0.00	0.00	<b>0</b>	0.00	0.00
484.00 · Housing Inspections	0.00	0.00	<b>0</b>	0.00	0.00
485.00 · SBA Revenue	0.00	0.00	<b>0</b>	0.00	0.00
486.00 · Keokuk RLF Administration	0.00	0.00	<b>5,796</b>	0.00	0.00
487.00 · Mediapolis Housing Trust	0.00	0.00	<b>6,010</b>	0.00	0.00
488.00 · Vehicle Reimbursements	921.19	2,631.56	<b>13,850</b>	23,111.66	23,405.65
489.00 · Housing Administration	0.00	0.00	<b>220,526</b>	110,897.44	86,814.66
<b>Total 4700 · Local Revenues</b>	<b>91,937.06</b>	<b>276,983.43</b>	<b>746,055</b>	986,703.88	1,159,051.79
<b>4900 · Miscellaneous Revenues</b>					
491.00 · Note Proceeds	0.00	0.00	<b>0</b>	0.00	0.00
492.00 · Lease Income	9,261.60	27,784.80	<b>111,139</b>	105,139.20	49,552.51
495.00 · Insurance Proceeds	0.00	0.00	<b>0</b>	2,500.87	0.00
496.00 · Interest Income (Bank)	678.07	2,215.09	<b>7,309</b>	8,434.55	10,249.28
497.00 · Miscellaneous Revenues-Other	1,505.00	4,241.08	<b>2,000</b>	15,369.95	16,530.03
498.00 · Matching Funds	0.00	0.00	<b>104,006</b>	1,650.00	731,139.00
<b>Total 4900 · Miscellaneous Revenues</b>	<b>11,444.67</b>	<b>34,240.97</b>	<b>224,454</b>	133,094.57	807,470.82
<b>5000-52 RLF Income</b>					
507.00 · Late Payment Fees	0.00	423.00	<b>300</b>	975.00	1,950.00
508.00 · Loan Closing Fees	575.00	3,296.00	<b>3,500</b>	2,843.50	1,875.00
509.00 · FM RLF Loan Interest Income	70.89	228.21	<b>0</b>	1,772.60	2,374.21
510.00 · Henry Co. RLF Interest Income	194.25	581.50	<b>0</b>	2,056.62	3,136.95
511.01 · EDA RLF I Interest Income	2,269.29	6,373.85	<b>35,000</b>	31,489.47	37,548.98
512.00 · Mediapolis HTF Interest Income	138.97	394.60	<b>0</b>	2,066.85	3,595.23

**Southeast Iowa Regional Planning Commission**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Month Ended September 30, 2012**

	Sept 2012	YTD	FY13 Budget	FY12 Actual	FY11 Actual
513.00 · EDA RLF II Interest Income	391.67	403.66	7,500	0.00	0.00
515.00 · IRP I Loan Interest Income	327.83	982.98	5,000	4,859.19	6,681.81
516.00 · IRP II Loan Interest Income	984.78	2,910.88	16,000	15,875.86	19,086.77
517.00 · Our Home Rehab Interest Income	0.00	0.00	0	48.18	1,218.57
518.00 · Keokuk RLF Loan Interest Income	240.46	735.77	0	2,435.72	3,315.57
520.00 · GRHTF-Loan Interest	22.61	67.09	0	44.63	0.00
<b>Total 5000-52 RLF Income</b>	<b>5,215.75</b>	<b>16,397.54</b>	<b>67,300</b>	<b>64,467.62</b>	<b>80,783.09</b>
<b>Total Income</b>	<b>219,863.41</b>	<b>1,016,888.43</b>	<b>2,180,705</b>	<b>4,356,301.50</b>	<b>5,479,751.13</b>
<b>Expenditures:</b>					
701.00 · Salaries	86,762.11	234,988.68	963,649	960,569.22	1,052,364.19
702.00 · FICA - Employer's Share	6,252.11	16,924.50	70,936	70,336.36	77,993.62
703.00 · IPERS - Employer's Share	6,998.22	18,876.79	83,548	75,626.71	72,494.61
704.00 · Unemployment	0.00	0.00	500	2,979.00	9,049.36
705.00 · Employee Benefits	13,318.56	38,260.30	141,408	133,113.52	137,509.88
706.00 · Physicals	94.00	401.00	1,200	1,508.00	1,780.00
707.00 · Uniform Expense	0.00	275.55	500	2,361.63	825.12
708.00 · Drug Testing	0.00	59.00	1,000	375.00	967.00
709.00 · Personnel Expenses-Other	62.40	247.05	980	3,552.55	424.56
710.00 · Accounting	265.65	813.65	4,000	3,486.64	3,637.96
712.00 · Advertising	582.96	2,434.86	2,119	1,588.98	2,701.37
717.00 · Audit	0.00	0.00	14,000	14,425.00	12,750.00
726.00 · Contractual Expenses-Other	739.95	1,469.85	6,500	164,353.08	582,750.20
728.00 · Information Technology	1,372.50	1,896.45	3,500	11,961.13	7,810.99
729.00 · Copier Expense	314.10	523.21	6,000	7,544.89	7,650.50
730.00 · Legal Expense	148.00	308.00	5,500	5,102.50	24,886.30
738.00 · Depreciation Expense	0.00	0.00	6,317	14,423.06	17,361.24
740.00 · Dues/Subscriptions	0.00	6,877.00	14,750	8,735.66	16,458.60
741.00 · Public Notices	70.59	355.03	1,700	2,415.86	2,519.69
745.00 · Land, Structures, Right of Way, et	0.00	0.00	0	0.00	1,055,000.00
746.00 · Leased Equipment	0.00	152.00	700	570.00	760.00
747.00 · Equipment under \$5000	715.91	2,280.89	26,225	14,124.29	16,295.23
748.00 · Capital Equipment	0.00	0.00	158,635	79,518.40	71,933.52
749.00 · Principle Expense	0.00	42,484.76	53,165	44,900.87	44,669.60
750.00 · Lead Testing	0.00	144.00	2,000	4,382.53	1,488.00
751.00 · Housing	32,340.00	145,380.84	0	1,164,099.89	579,853.54
752.00 · Admin. Expense	5,796.00	39,141.00	0	115,590.80	67,232.72
754.00 · Insurance	4,933.54	40,230.65	94,800	96,620.35	93,118.73
756.00 · Mortgage Filing Fees	1.00	330.00	255	1,274.00	482.00
757.00 · Interest Expense	27.53	83.31	35,239	34,589.63	34,974.14
758.00 · Loan Closing Expense	0.00	0.00	0	85.00	5.00
759.00 · Credit Report Exp.	38.38	71.87	250	508.94	16.92
760.00 · Hsng Relocation Expense	0.00	0.00	0	936.95	14,327.45
766.00 · Bldg. Maintenance & Repair	1,055.30	2,325.13	10,500	13,561.20	18,984.81
767.00 · Vehicle Maintenance & Repair	8,290.52	16,905.69	96,451	119,960.30	123,811.24
768.00 · Marketing	300.00	1,930.00	5,000	7,947.87	60.00
769.00 · Meeting Expense	414.56	496.39	3,400	2,570.17	6,028.09
782.00 · Printing/Postage	395.77	398.40	4,675	6,951.94	8,346.74
791.00 · Rent	400.00	1,200.00	5,600	5,411.00	7,663.55
806.00 · Supplies	439.40	1,986.66	9,650	10,577.79	15,747.78
807.00 · Bank Charges	0.00	0.00	42	-35.00	87.28
808.00 · Fuel/Oil	16,270.73	24,226.05	92,263	112,094.83	111,666.91
810.00 · Telecommunications	1,563.02	5,368.16	24,861	25,247.69	22,932.01
811.00 · Utilities Expense	3,623.26	7,427.40	33,000	30,361.38	21,801.22
812.00 · Bldg. Operation Allocation	0.00	0.00	0	0.00	0.00
812.00 · Real Estate Taxes	6,480.00	6,480.00	13,500	54,129.00	0.00
815.00 · Mileage Expense	0.00	18.50	0	0.00	18.80
816.00 · Travel/Training	661.94	1,283.53	18,100	19,759.27	13,132.92
820.00 · Use Allowance	921.19	2,631.56	13,850	23,111.66	23,405.65
829.00 · Down Payment Assistance	0.00	59,950.00	0	219,828.00	316,418.25
830.00 · Participant Loans & Grants	0.00	157,500.00	0	177,395.00	0.00
890.00 · Matching Expenditures	0.00	0.00	77,037	0.00	731,139.03
900.00 · INDIRECT COSTS	0.00	0.00	0	127,099.00	-127,099.10
<b>Total Expenditures</b>	<b>201,649.20</b>	<b>885,137.71</b>	<b>2,107,306</b>	<b>3,997,631.54</b>	<b>5,306,237.22</b>
<b>Excess (deficiency) of revenues over(under) expenditur</b>	<b>18,214.21</b>	<b>131,750.72</b>	<b>73,399</b>	<b>358,669.96</b>	<b>173,513.91</b>

**Regional Transit Authority**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Month Ended September 30, 2012**

	Sept 2012	Year-to-Date	FY13 Budget	FY12 Actual	FY11 Actual	FY10 Actual	FY09 Actual
<b>Revenues:</b>							
3900.00 · Tx from Fund Balance							
4100 · Bus Fare Revenues							
410.00 · General Public	5,194.25	12,948.87	<b>41,681</b>	44,451.86	48,825.70	50,915.99	60,430
411.00 · Local Contracts	2,562.16	16,563.98	<b>86,949</b>	84,902.81	131,693.71	306,718.11	471,355
<b>Total 4100 · Bus Fares</b>	<b>7,756.41</b>	<b>29,512.85</b>	<b>128,630</b>	<b>129,354.67</b>	<b>180,519.41</b>	<b>357,634.10</b>	<b>531,784</b>
4500 · Federal/State Revenues							
456.00 · State Transit Assistance (RTA)	6,463.04	80,705.02	<b>214,990</b>	258,330.77	260,045.84	228,734.55	217,034
457.00 · Federal Transit Assistance (RT)	0.00	0.00	<b>389,856</b>	317,685.00	333,332.00	396,927.93	315,519
459.00 · State Medicaid	0.00	63,054.66	<b>153,065</b>	164,234.82	148,101.74	134,997.51	124,586
<b>Total 4500 · Federal/State Revenues</b>	<b>6,463.04</b>	<b>143,759.68</b>	<b>757,911</b>	<b>740,250.59</b>	<b>741,479.58</b>	<b>760,659.99</b>	<b>657,139</b>
4700 · Local Revenues							
470.00 · Per Capita Revenue	0.00	49,443.00	<b>49,443</b>	49,443.00	49,443.00	49,443.00	45,523
472.00 · Other Contracts	0.00	0.00	<b>0</b>	0.00	0.00	0.00	0.00
<b>Total 4700 · Local Revenues</b>	<b>0.00</b>	<b>49,443.00</b>	<b>49,443</b>	<b>49,443.00</b>	<b>49,443.00</b>	<b>49,443.00</b>	<b>45,523</b>
4900 · Miscellaneous Revenues							
495.00 · Insurance Proceeds	0.00	0.00	<b>0</b>	2,500.87	0.00	3,201.00	43
496.00 · Interest Income (Bank)	5.34	16.81	<b>65</b>	63.50	87.83	55.04	57
497.00 · Miscellaneous Revenues-Other	5.00	55.00	<b>2,000</b>	2,627.92	1,628.02	4,327.70	920
498.00 · Matching Funds	0.00	0.00	<b>26,969</b>	0.00	9,855.05	0.00	26,040
<b>Total 4900 · Miscellaneous Revenues</b>	<b>10.34</b>	<b>71.81</b>	<b>29,034</b>	<b>5,192.29</b>	<b>11,570.90</b>	<b>7,583.74</b>	<b>27,060</b>
<b>Total Revenues</b>	<b>14,229.79</b>	<b>222,787.34</b>	<b>965,018</b>	<b>924,240.55</b>	<b>983,012.89</b>	<b>1,175,320.83</b>	<b>1,261,506</b>
<b>Expenditures:</b>							
701.00 · Salaries	30,982.83	80,851.13	<b>313,390</b>	314,513.24	368,634.18	368,395.08	358,597
702.00 · FICA - Employer's Share	2,318.44	6,049.95	<b>23,723</b>	23,768.36	27,924.24	27,710.01	27,457
703.00 · IPERS - Employer's Share	2,686.18	7,009.73	<b>27,171</b>	25,368.05	25,737.68	24,457.12	22,518
704.00 · Unemployment	0.00	0.00	<b>500</b>	2,979.00	0.00	6,973.60	9,380
705.00 · Employee Benefits	3,996.07	10,292.83	<b>30,505</b>	31,065.88	40,890.88	40,251.91	25,803
706.00 · Physicals	94.00	401.00	<b>1,200</b>	1,508.00	1,780.00	1,424.00	118
707.00 · Uniform Expense	0.00	275.55	<b>500</b>	437.22	825.12	2,025.90	1,194
708.00 · Drug Testing	0.00	59.00	<b>1,000</b>	375.00	967.00	1,001.00	2,023
709.00 · Personnel Expenses-Other	15.36	105.93	<b>580</b>	594.60	0.00	100.00	1,050
712.00 · Advertising	582.96	2,434.86	<b>2,119</b>	1,588.98	1,967.63	1,746.70	3,896
726.00 · Contractual Expenses-Other	0.00	0.00	<b>6,500</b>	6,357.50	12,913.92	8,733.20	9,741
728.00 · Information Technology	112.50	112.50	<b>500</b>	897.75	990.00	0.00	0
730.00 · Legal Expense	0.00	160.00	<b>1,000</b>	587.50	5,616.48	16,378.43	14,058
738.00 · Depreciation Expense	0.00	0.00	<b>0</b>	0.00	0.00	0.00	0
740.00 · Dues/Subscriptions	0.00	0.00	<b>2,500</b>	2,525.00	2,547.00	1,355.83	2,057
741.00 · Public Notices	0.00	0.00	<b>100</b>	20.28	22.53	90.08	279
746.00 · Leased Equipment	0.00	0.00	<b>0</b>	0.00	0.00	0.00	0
747.00 · Equipment Under \$5000	0.00	0.00	<b>1,000</b>	404.95	0.00	0.00	17,243
748.00 · Capital Equipment	0.00	0.00	<b>158,635</b>	57,267.40	57,965.05	207,221.40	107,998
754.00 · Insurance	0.00	15,543.00	<b>50,000</b>	48,892.00	51,564.00	69,793.00	59,100
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	<b>500</b>	234.15	3,832.92	0.00	0
767.00 · Vehicle Maintenance & Repair	8,197.77	16,446.38	<b>91,451</b>	115,841.67	122,079.55	115,118.05	157,507
768.00 · Marketing	100.00	300.00	<b>1,000</b>	1,150.00	0.00	0.00	0
769.00 · Meeting Expense	0.00	0.00	<b>200</b>	98.59	99.78	222.16	193
782.00 · Printing/Postage	218.07	220.70	<b>0</b>	5.94	837.01	52.12	247
791.00 · Rent	400.00	1,200.00	<b>5,600</b>	5,381.00	5,213.55	4,976.22	5,019
806.00 · Supplies	98.38	235.92	<b>500</b>	428.68	752.41	266.80	660
807.00 · Bank Charges	0.00	0.00	<b>0</b>	5.00	-25.00	30.00	6
808.00 · Fuel/Oil	15,662.54	23,330.72	<b>87,263</b>	106,448.71	106,783.81	114,227.21	136,696
810.00 · Telecommunications	0.00	1,387.53	<b>7,501</b>	7,445.31	8,657.12	9,759.24	7,859
815.00 · Mileage Expense	0.00	0.00	<b>0</b>	0.00	0.00	431.00	529
816.00 · Travel/Training	234.38	670.83	<b>4,500</b>	5,569.61	3,169.41	5,766.39	2,881
820.00 · Use Allowance	225.94	520.19	<b>2,500</b>	3,661.53	3,803.99	6,155.75	2,728
890.00 · Matching Expenditures	0.00	0.00	<b>0</b>	0.00	9,855.05	0.00	26,040
900.00 · INDIRECT COSTS	14,239.92	36,446.37	<b>143,079</b>	189,091.59	104,460.69	104,924.17	109,133
<b>Total Expenditures</b>	<b>80,165.34</b>	<b>204,054.12</b>	<b>965,018</b>	<b>954,512.49</b>	<b>969,866.00</b>	<b>1,139,586.37</b>	<b>1,112,011</b>
<b>Fund Balance</b>	<b>-65,935.55</b>	<b>18,733.22</b>	<b>0</b>	<b>-30,271.94</b>	<b>13,146.89</b>	<b>35,734.46</b>	<b>149,495.21</b>

**Southeast Iowa Regional Planning Commission**

**Statement of Activities by Cost Center**

**Year to Date thru September 2012**

	<b>10 Company Vehicle</b>	<b>20 EDA PG</b>	<b>22 Facility</b>	<b>47 HOUSING</b>	<b>48 GRHTF</b>	<b>60 IDOT</b>
<b>Revenues:</b>						
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	0.00	0.00	0.00	330,014.32	0.00	0.00
461 - Principle on Loans	0.00	0.00	0.00	4,454.03	1,661.70	0.00
4700 · Local Revenues	2,631.56	15,250.00	0.00	6,390.00	34,900.00	12,155.87
4900 · Miscellaneous Revenues	0.00	0.00	27,784.80	42.61	3,529.54	0.00
50000-52 RLF Income	0.00	0.00	0.00	444.60	1,311.09	0.00
	<u>2,631.56</u>	<u>15,250.00</u>	<u>27,784.80</u>	<u>341,345.56</u>	<u>41,402.33</u>	<u>12,155.87</u>
<b>Expenditures:</b>						
700.00 · Personnel Expenses	0.00	23,915.99	0.00	31,304.85	0.00	42,411.80
704.00 · Unemployment	0.00	0.00	0.00	0.00	0.00	0.00
706.00 · Physicals	0.00	0.00	0.00	0.00	0.00	0.00
707.00 · Uniform Expense	0.00	0.00	0.00	0.00	0.00	0.00
708.00 · Drug Testing	0.00	0.00	0.00	0.00	0.00	0.00
709.00 · Personnel Expenses-Other	0.00	13.38	0.00	22.32	0.00	13.68
710.00 · Payroll Service	0.00	0.00	0.00	0.00	0.00	0.00
712.00 · Advertising	0.00	0.00	0.00	0.00	0.00	0.00
717.00 · Audit	0.00	0.00	0.00	0.00	0.00	0.00
726.00 · Contractual Expenses	0.00	0.00	659.85	0.00	45.00	0.00
728.00 · Information Technology	0.00	0.00	0.00	855.00	0.00	488.50
729.00 · Copier Expense	0.00	0.00	0.00	0.00	0.00	0.00
730.00 · Legal Expense	0.00	0.00	0.00	105.00	0.00	0.00
738.00 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
741.00 · Public Notices	0.00	0.00	0.00	26.19	34.77	22.06
745.00 · Land, Structures, Right-of-Ways	0.00	0.00	0.00	0.00	0.00	0.00
746.00 · Leased Equipment	0.00	0.00	0.00	0.00	0.00	0.00
747.00 · Equipment under \$5000	0.00	0.00	0.00	0.00	0.00	1,564.98
748.00 · Capital Equipment	0.00	0.00	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	0.00	0.00	0.00	0.00
750.00 · Lead Testing	0.00	0.00	0.00	144.00	0.00	0.00
751.00 · Housing	0.00	0.00	0.00	142,806.84	2,574.00	0.00
752.00 · Admin. Expense	0.00	0.00	0.00	6,010.00	15,743.00	0.00
754.00 · Insurance	0.00	0.00	0.00	0.00	0.00	0.00
756.00 · Mortgage Filing Expenses	0.00	0.00	0.00	231.00	1.00	0.00
757.00 · Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00
758.00 · Loan Closing Expenses	0.00	0.00	0.00	0.00	0.00	0.00
759.00 · Credit Report Exp.	0.00	0.00	0.00	0.00	71.87	0.00
760.00 · Hsng Relocation Exp.	0.00	0.00	0.00	0.00	0.00	0.00
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	2,325.13	0.00	0.00	0.00
767.00 · Vehicle Maintenance & Repairs	459.31	0.00	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	0.00	0.00	200.00	0.00	0.00
769.00 · Meeting Expense	0.00	78.37	0.00	0.00	138.25	53.66
782.00 · Printing/Postage	0.00	0.00	0.00	0.00	0.00	27.70
791.00 · Rent	0.00	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	0.00	0.00	14.97	86.41	0.00	456.56
807.00 · Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00
808.00 · Fuel/Oil	895.33	0.00	0.00	0.00	0.00	0.00
810.00 · Telecommunications	0.00	0.00	0.00	0.00	0.00	0.00
811.00 · Utilities Expense	0.00	0.00	7,427.40	0.00	0.00	0.00
812.00 · Bldg. Operation Allocation	0.00	0.00	-5,943.59	0.00	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	6,480.00	0.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00	0.00	18.50
816.00 · Travel/Training	0.00	0.00	0.00	160.18	0.00	4.59
820.00 · Use Allowance	5.83	160.42	0.00	172.81	146.24	599.14
829.00 · Down Payment Assistance	0.00	0.00	0.00	44,950.00	15,000.00	0.00
830.00 · Participant Loans & Grants	0.00	0.00	0.00	0.00	7,500.00	0.00
890.00 · Matching Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	0.00	8,409.24	0.00	10,957.70	0.00	14,873.37
	<u>1,360.47</u>	<u>32,577.40</u>	<u>10,963.76</u>	<u>238,032.30</u>	<u>41,254.13</u>	<u>60,534.54</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>1,271.09</u>	<u>-17,327.40</u>	<u>16,821.04</u>	<u>103,313.26</u>	<u>148.20</u>	<u>-48,378.67</u>
<b>SEIRPC adjusted Balance (Exclude RLF's &amp; GRHTF)</b>	<b>1,271.09</b>	<b>(17,327.40)</b>	<b>16,821.04</b>	<b>(38,944.22)</b>	<b>-</b>	<b>(48,378.67)</b>

**Southeast Iowa Regional Planning Commission**

**Statement of Activities by Cost Center**

**Year to Date thru September 2012**

	71 EDA RLF	72 IRP-I	73 FM/HC/KK RLF	76 IRP-II	80 RPC	85 RTA
<b>Revenues:</b>						
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00	29,485.35
4500 · Federal/State Revenues	112,500.00	0.00	0.00	0.00	0.00	143,759.68
461 - Principle on Loans	25,402.09	7,377.45	10,602.88	8,731.49	0.00	0.00
4700 · Local Revenues	0.00	0.00	10,299.00	0.00	0.00	49,443.00
4900 · Miscellaneous Revenues	278.25	1,223.55	207.84	0.00	0.00	71.81
50000-52 RLF Income	9,027.51	982.98	1,720.48	2,910.88	0.00	0.00
	<u>147,207.85</u>	<u>9,583.98</u>	<u>22,830.20</u>	<u>11,642.37</u>	<u>0.00</u>	<u>222,759.84</u>
<b>Expenditures:</b>						
700.00 · Personnel Expenses	6,348.83	0.00	0.00	0.00	46,909.14	104,203.64
704.00 · Unemployment	0.00	0.00	0.00	0.00	0.00	0.00
706.00 · Physicals	0.00	0.00	0.00	0.00	0.00	401.00
707.00 · Uniform Expense	0.00	0.00	0.00	0.00	0.00	275.55
708.00 · Drug Testing	0.00	0.00	0.00	0.00	0.00	59.00
709.00 · Personnel Expenses-Other	5.61	0.00	0.00	0.00	36.72	105.93
710.00 · Payroll Service	0.00	0.00	0.00	0.00	813.65	0.00
712.00 · Advertising	0.00	0.00	0.00	0.00	0.00	2,434.86
717.00 · Audit	0.00	0.00	0.00	0.00	0.00	0.00
726.00 · Contractual Expenses	0.00	0.00	0.00	0.00	765.00	0.00
728.00 · Information Technology	0.00	0.00	0.00	0.00	346.45	112.50
729.00 · Copier Expense	0.00	0.00	0.00	0.00	523.21	0.00
730.00 · Legal Expense	0.00	0.00	0.00	0.00	43.00	160.00
738.00 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions	0.00	0.00	0.00	0.00	5,882.00	0.00
741.00 · Public Notices	0.00	0.00	0.00	0.00	120.83	0.00
745.00 · Land, Structures, Right-of-Ways	0.00	0.00	0.00	0.00	0.00	0.00
746.00 · Leased Equipment	0.00	0.00	0.00	0.00	152.00	0.00
747.00 · Equipment under \$5000	0.00	0.00	0.00	0.00	715.91	0.00
748.00 · Capital Equipment	0.00	0.00	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	20,463.19	0.00	22,021.57	0.00	0.00
750.00 · Lead Testing	0.00	0.00	0.00	0.00	0.00	0.00
751.00 · Housing	0.00	0.00	0.00	0.00	0.00	0.00
752.00 · Admin. Expense	0.00	0.00	17,388.00	0.00	0.00	0.00
754.00 · Insurance	0.00	0.00	0.00	0.00	24,687.65	15,543.00
756.00 · Mortgage Filing Expenses	91.00	0.00	0.00	0.00	0.00	0.00
757.00 · Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00
758.00 · Loan Closing Expenses	0.00	0.00	0.00	0.00	0.00	0.00
759.00 · Credit Report Exp.	0.00	0.00	0.00	0.00	0.00	0.00
760.00 · Hsng Relocation Exp.	0.00	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	0.00
767.00 · Vehicle Maintenance & Repairs	0.00	0.00	0.00	0.00	0.00	16,446.38
768.00 · Marketing	200.00	0.00	0.00	0.00	0.00	300.00
769.00 · Meeting Expense	0.00	0.00	0.00	0.00	145.87	0.00
782.00 · Printing/Postage	0.00	0.00	0.00	0.00	0.00	220.70
791.00 · Rent	0.00	0.00	0.00	0.00	0.00	1,200.00
806.00 · Supplies	0.00	0.00	0.00	0.00	1,132.87	235.92
807.00 · Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00
808.00 · Fuel/Oil	0.00	0.00	0.00	0.00	0.00	23,330.72
810.00 · Telecommunications	0.00	0.00	0.00	0.00	3,873.69	1,387.53
811.00 · Utilities Expense	0.00	0.00	0.00	0.00	0.00	0.00
812.00 · Bldg. Operation Allocation	0.00	0.00	0.00	0.00	5,943.59	0.00
813.00 · Real Estate Taxes	0.00	0.00	0.00	0.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00	0.00	0.00
816.00 · Travel/Training	150.00	0.00	0.00	0.00	277.56	670.83
820.00 · Use Allowance	137.38	0.00	12.90	0.00	153.32	520.19
829.00 · Down Payment Assistance	0.00	0.00	0.00	0.00	0.00	0.00
830.00 · Participant Loans & Grants	150,000.00	0.00	0.00	0.00	0.00	0.00
890.00 · Matching Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	2,228.82	0.00	0.00	0.00	-91,844.03	36,446.37
	<u>159,161.64</u>	<u>20,463.19</u>	<u>17,400.90</u>	<u>22,021.57</u>	<u>678.43</u>	<u>204,054.12</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>-11,953.79</b>	<b>-10,879.21</b>	<b>5,429.30</b>	<b>-10,379.20</b>	<b>-678.43</b>	<b>18,705.72</b>
<b>SEIRPC adjusted Balance (Exclude RLF's &amp; GRHTF)</b>	<b>(9,161.64)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(678.43)</b>	<b>18,705.72</b>

**Southeast Iowa Regional Planning Commission**  
**Statement of Activities by Cost Center**  
**Year to Date thru September 2012**

	<b>90 LOCAL</b>	<b>TOTAL</b>
<b>Revenues:</b>		
4100 · Bus Fare Revenues	0.00	29,485.35
4500 · Federal/State Revenues	0.00	586,274.00
461 - Principle on Loans	0.00	58,229.64
4700 · Local Revenues	161,164.00	292,233.43
4900 · Miscellaneous Revenues	1,102.57	34,240.97
50000-52 RLF Income	0.00	16,397.54
	<u>162,266.57</u>	<u>1,016,860.93</u>
<b>Expenditures:</b>		
700.00 · Personnel Expenses	53,956.02	309,050.27
704.00 · Unemployment	0.00	0.00
706.00 · Physicals	0.00	401.00
707.00 · Uniform Expense	0.00	275.55
708.00 · Drug Testing	0.00	59.00
709.00 · Personnel Expenses-Other	49.41	247.05
710.00 · Payroll Service	0.00	813.65
712.00 · Advertising	0.00	2,434.86
717.00 · Audit	0.00	0.00
726.00 · Contractual Expenses	0.00	1,469.85
728.00 · Information Technology	94.00	1,896.45
729.00 · Copier Expense	0.00	523.21
730.00 · Legal Expense	0.00	308.00
738.00 · Depreciation Expense	0.00	0.00
740.00 · Dues/Subscriptions	995.00	6,877.00
741.00 · Public Notices	151.18	355.03
745.00 · Land, Structures, Right-of-Ways	0.00	0.00
746.00 · Leased Equipment	0.00	152.00
747.00 · Equipment under \$5000	0.00	2,280.89
748.00 · Capital Equipment	0.00	0.00
749.00 · Principle Expense	0.00	42,484.76
750.00 · Lead Testing	0.00	144.00
751.00 · Housing	0.00	145,380.84
752.00 · Admin. Expense	0.00	39,141.00
754.00 · Insurance	0.00	40,230.65
756.00 · Mortgage Filing Expenses	7.00	330.00
757.00 · Interest Expense	83.31	83.31
758.00 · Loan Closing Expenses	0.00	0.00
759.00 · Credit Report Exp.	0.00	71.87
760.00 · Hsng Relocation Exp.	0.00	0.00
766.00 · Bldg. Maintenance & Repairs	0.00	2,325.13
767.00 · Vehicle Maintenance & Repairs	0.00	16,905.69
768.00 · Marketing	1,230.00	1,930.00
769.00 · Meeting Expense	80.24	496.39
782.00 · Printing/Postage	150.00	398.40
791.00 · Rent	0.00	1,200.00
806.00 · Supplies	59.93	1,986.66
807.00 · Bank Charges	0.00	0.00
808.00 · Fuel/Oil	0.00	24,226.05
810.00 · Telecommunications	106.94	5,368.16
811.00 · Utilities Expense	0.00	7,427.40
812.00 · Bldg. Operation Allocation	0.00	0.00
813.00 · Real Estate Taxes	0.00	6,480.00
815.00 · Mileage Expense	0.00	18.50
816.00 · Travel/Training	20.37	1,283.53
820.00 · Use Allowance	723.33	2,631.56
829.00 · Down Payment Assistance	0.00	59,950.00
830.00 · Participant Loans & Grants	0.00	157,500.00
890.00 · Matching Expenditures	0.00	0.00
900.00 · INDIRECT COSTS	18,928.53	0.00
	<u>76,635.26</u>	<u>885,137.71</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>85,631.31</u>	<u>131,723.22</u>
<b>SEIRPC adjusted Balance (Exclude RLF's &amp; GRHTF)</b>	<b>85,631.31</b>	<b>7,938.80</b>



**Southeast Iowa Regional Planning Commission**  
**CHECK REGISTER**

**September 2012**

<b>Sep 12</b>	<b>Type</b>	<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
	Check	09/05/2012	24617	Jack Callas	-110.25
	Check	09/05/2012	24618	City of West Burlington	-100.02
	Check	09/05/2012	24619	US Cellular	-35.60
	Check	09/05/2012	24620	Professional Office Services	-218.07
	Check	09/05/2012	24621	River Basin Publications	-150.00
	Check	09/05/2012	24622	Louisa Publishing Co.	-17.14
	Check	09/05/2012	24623	CenturyLink	-887.47
	Check	09/05/2012	24624	Frank Millard and Company Inc.	-358.08
	Check	09/05/2012	24625	Cray Goddard Miller Taylor & Chelf LI	-148.00
	Check	09/05/2012	24626	Ebert Supply Company	-125.18
	Check	09/05/2012	24627	ABC FIRE EXTINGUISHER SALES & S	-34.30
	Check	09/05/2012	24628	Lowell Gaulke	-618.00
	Check	09/05/2012	24629	Deery Brothers Ford Lincoln Inc	-2,564.57
	Check	09/05/2012	24630	Des Moines County Treasurer	-6,480.00
	Check	09/05/2012	24631	Wright Express Fleet Service	-1,339.38
	Check	09/05/2012	24632	Fullenkamp Insurance Agency	-4,933.54
	Check	09/05/2012	24633	Schaer Construction	-11,428.00
	Check	09/05/2012	24634	Polk County Housing Trust Fund	-45.00
	Check	09/05/2012	24635	Bancard Services	-1,818.51
	Check	09/05/2012	24636	Titan Broadcasting LLC.	-300.00
	Check	09/19/2012	24637	IPC, Inc.	-400.00
	Check	09/19/2012	24638	SHOTTENKIRK SUPERSTORE	-869.35
	Check	09/19/2012	24639	Telin Transportation Group	-413.65
	Check	09/19/2012	24640	SWAILES AUTO SUPPLY INC.	-139.74
	Check	09/19/2012	24641	O'Reilly Automotive, Inc.	-332.25
	Check	09/19/2012	24642	LOWES	-36.59
	Check	09/19/2012	24643	Hy-Vee, Inc	-158.43
	Check	09/19/2012	24644	The Burlington Hawk Eye	-269.72
	Check	09/19/2012	24645	Billups Tire and Services Inc.	-2,162.60
	Check	09/19/2012	24646	Bezoni's True Value	-48.50
	Check	09/19/2012	24647	Winners Circle	-10.00
	Check	09/19/2012	24648	Jim's Body Shop	-55.00
	Check	09/19/2012	24649	MT. PLEASANT TIRE & SERVICE	-890.34
	Check	09/19/2012	24650	Wemiga Waste Inc	-22.00
	Check	09/19/2012	24651	Mutual Wheel Co.	-96.25
	Check	09/19/2012	24652	Great River Business Health	-94.00
	Check	09/19/2012	24653	ABC FIRE EXTINGUISHER SALES & S	-29.60
	Check	09/19/2012	24654	Hope Haven	-425.00
	Check	09/19/2012	24655	City of Burlington	-10,895.24
	Check	09/19/2012	24656	Farmers Elevator & Exchange, Inc.	-1,071.24



**Southeast Iowa Regional Planning Commission  
CHECK REGISTER**

**September 2012**

<b>Type</b>	<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
Check	09/19/2012	24657	City of Mount Pleasant	-2,917.74
Check	09/19/2012	24658	Integrated Technology Partners	-19.95
Check	09/19/2012	24659	CenturyLink	-570.00
Check	09/19/2012	24660	Mediacom	-69.95
Check	09/19/2012	24661	The Mt. Pleasant News	-123.17
Check	09/19/2012	24662	Experian	-38.38
Check	09/19/2012	24663	O'Keefe Elevator Company	-665.00
Check	09/19/2012	24664	Digital Office Solutions	-314.10
Check	09/19/2012	24665	Pauwels Lawn Care	-250.00
Check	09/19/2012	24666	Daily Gate City	-226.80
Check	09/19/2012	24667	The New London Journal	-16.72
Check	09/19/2012	24668	Drake Hardware & Software	-1,372.50
Check	09/19/2012	24669	Des Moines County Recorder's Office	-1.00
Check	09/19/2012	24670	Schaer Construction	-6,200.00
Check	09/19/2012	24671	Schaer Construction	-5,228.00
Check	09/19/2012	24672	Schaer Construction	-9,484.00
Check	09/19/2012	24673	Jack Callas	-98.00
Check	09/19/2012	24674	Joe Yocum	-12.25
Check	09/19/2012	24675	Fort Dearborn Life Insurance Compar.	-1,011.13
<b>Sep 12</b>				<b>-78,749.30</b>
	Electronic Transfer		Wellmark	-14,713.08
	Electronic Transfer		Payroll	-63,827.41
	Electronic Transfer		Payroll Taxes	-21,830.67
	Electronic Transfer		Copier Loan Payment	-321.79
	Electronic Transfer		Alliant Energy	-3,523.24
	Electronic Transfer		Wellmark-Flex Admin Fees	-62.40
	Electronic Transfer		IPERS	-11,476.47
				<b>-115,755.06</b>
<b>Sep 12</b>				<b>TOTAL EXPENDITURES</b>
				<b>-194,504.36</b>

**BANCARD Services Credit Card Statement**

**STATEMENT DATE: 8/28/2012**

**PAYMENT DUE DATE: 9/22/2012**

**CHECK# 24635**

**DATE PAID 9/5/2012**

Date	Transaction Description	Expense		Class		Amount	Receipt
		Account#	Type	Class#	Class Name		
<b>MIKE NORRIS</b>							
27-Jul-12	Hy Vee Gas Keokuk	808	Fuel	10	Co Cars	47.13	yes
30-Jul-12	Gators Restaurant	769	Meeting Expense	60	IDOT	23.66	yes
08-Aug-12	Hawkeye Restaurant	769	Meeting Expense	90	Local	64.11	yes
09-Aug-12	Ivy Bake Shoppe	769	Meeting Expense	90	Local	15.03	NO
14-Aug-12	Ivy Bake Shoppe	769	Meeting Expense	20	EDA	11.06	yes
17-Aug-12	Ivy Bake Shoppe	769	Meeting Expense	90	Local	13.10	yes
18-Aug-12	Apple Online Store	747	Equip under \$5000	80	ICC	613.74	yes
18-Aug-12	Amazon.com	747	Equip under \$5000	80	ICC	19.96	yes
18-Aug-12	Amazon.com	747	Equip under \$5000	80	ICC	18.00	yes
18-Aug-12	Amazon.com	747	Equip under \$5000	80	ICC	1.52	yes
18-Aug-12	Amazon.com	747	Equip under \$5000	80	ICC	0.80	yes
20-Aug-12	Amazon.com	747	Equip under \$5000	80	ICC	61.89	yes
27-Aug-12	Amazon.com (M.Norris ck#2614)	123	A/R Other			15.98	yes
						<b>TOTAL</b>	<b>905.98</b>
<b>DEBORAH LAUGHLIN</b>							
02-Aug-12	Mazzios Italian	769	Meeting Expense	80	ICC	81.04	yes
13-Aug-12	Quality Inn and Suites Davenport	816	Travel/Training	80	ICC	61.60	yes
13-Aug-12	Prairie Grill Restaurant Davenport	816	Travel/Training	80	ICC	8.48	yes
14-Aug-12	Prairie Grill Restaurant Davenport	816	Travel/Training	80	ICC	8.48	yes
15-Aug-12	Ron Davoo Inc	769	Meeting Expense	48	GRHTF	80.25	yes
21-Aug-12	Rockhurst University	816	Travel/Training	80	ICC	199.00	yes
24-Aug-12	Happy Joes	769	Meeting Expense	20	EDA	67.31	yes
						<b>TOTAL</b>	<b>506.16</b>
<b>ZACH JAMES</b>							
15-Aug-12	USPS	782	Printing/Postage	60	IDOT	27.70	yes
24-Aug-12	Bistro	769	Meeting Expense	60	IDOT	30.00	yes
						<b>TOTAL</b>	<b>57.70</b>
<b>KIM SCHISEL</b>							
						<b>TOTAL</b>	<b>0.00</b>
<b>JEFF HANAN</b>							
07-Aug-12	Amazon.com (2012 IRC Book)	806	Supplies	47	Housing	86.41	yes
20-Aug-12	National Association of Regional	816	Travel/Training	71.01	RLF EDA I	75.00	yes
20-Aug-12	National Association of Regional	816	Travel/Training	71.02	RLF EDA II	75.00	yes
						<b>TOTAL</b>	<b>236.41</b>
<b>BOB KUSKOWSKI</b>							
02-Aug-12	Innovative Plastics	806	Supplies	85	RTA	46.79	yes
15-Aug-12	Innovative Plastics	806	Supplies	85	RTA	51.59	yes
17-Aug-12	Machine Shed Urbandale	816	Travel/Training	85	RTA	13.88	yes
						<b>TOTAL</b>	<b>112.26</b>
						<b>TOTAL</b>	<b>0.00</b>
						<b>TOTAL</b>	<b>1,818.51</b>

Hans Trousil

Mike Norris

**Southeast Iowa Regional Planning Commission**  
**A/R Aging Summary**  
As of September 30, 2012

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Alcohol and Drug Dependence Services	0.00	25.00	0.00	0.00	25.00
Alexandria & Autumn Turner	0.00	0.00	0.00	30.00	30.00
Blair House	0.00	90.00	0.00	0.00	90.00
Burlington Community School District	0.00	6,000.00	0.00	0.00	6,000.00
City of Burlington	0.00	8,105.00	0.00	0.00	8,105.00
City of Donnellson	0.00	0.00	0.00	5,000.00	5,000.00
City of Houghton	0.00	439.00	0.00	0.00	439.00
City of Keokuk	0.00	5,000.00	0.00	5,796.00	10,796.00
City of Letts	0.00	0.00	500.00	0.00	500.00
City of Mediapolis	0.00	2,405.87	0.00	0.00	2,405.87
City of Mt. Pleasant	0.00	2,500.00	0.00	0.00	2,500.00
City of Oakville	0.00	22,500.00	0.00	0.00	22,500.00
Community Action of Southeast Iowa	0.00	300.00	0.00	0.00	300.00
CPC - Des Moines County	0.00	286.44	0.00	0.00	286.44
CPC - Henry County	0.00	802.85	0.00	0.00	802.85
CPC - Henry County (State Cases)	0.00	161.23	0.00	0.00	161.23
CPC - Lee County	0.00	7,759.44	0.00	0.00	7,759.44
Danville Community School District	0.00	6,000.00	0.00	0.00	6,000.00
Des Moines County Auditor	0.00	10,000.00	0.00	0.00	10,000.00
Direct Mail Holdings	0.00	0.00	0.00	2,825.00	2,825.00
Donald Newman	27.50	0.00	0.00	0.00	27.50
Downtown Partners	0.00	0.00	64,159.46	1,864.00	66,023.46
EDA	0.00	0.00	0.00	15,131.34	15,131.34
Ginnie Hager	0.00	25.00	0.00	0.00	25.00
Henry County Auditor	0.00	5,000.00	0.00	0.00	5,000.00
Insight Human Services	0.00	75.00	50.00	0.00	125.00
Iowa Medicaid Enterprise	0.00	610.68	402.86	0.00	1,013.54
Iowa Vocational Rehabilitation Services	0.00	25.00	25.00	0.00	50.00
Jeanne Mott	0.00	3,500.00	0.00	0.00	3,500.00
Joe Reuther	0.00	0.00	0.00	4,500.00	4,500.00
Keokuk Saving Bank	0.00	500.00	0.00	0.00	500.00
Louisa County Auditor	0.00	25,500.00	41,352.75	0.00	66,852.75
Mediapolis Savings Bank	0.00	0.00	0.00	45,000.00	45,000.00
Meyers Construction	0.00	100.00	0.00	0.00	100.00
Midwest One Bank	0.00	100.00	0.00	0.00	100.00
Morning Sun Development Corporation	0.00	0.00	0.00	875.00	875.00
Mt. Pleasant Correctional Facility	0.00	431.25	218.75	0.00	650.00
Muscatine Community Services	0.00	293.97	0.00	0.00	293.97
New London Nursing & Rehab	0.00	296.25	0.00	0.00	296.25
Pleasant Manor Care Center	0.00	30.00	0.00	0.00	30.00
Southeast Iowa Area Agency on Aging	0.00	2,088.93	0.00	0.00	2,088.93
Tammy Wheeler	0.00	25.00	25.00	0.00	50.00
TMS Management Group, INC.	316.80	673.00	0.00	0.00	989.80
Town of Columbus City	0.00	0.00	0.00	5,000.00	5,000.00
Tri-State Rodeo	0.00	1,575.68	0.00	0.00	1,575.68
Troy Lietsch-	0.00	0.00	2,000.00	0.00	2,000.00
Two Rivers Bank & Trust	0.00	3,000.00	0.00	0.00	3,000.00
UIHC Social Services	0.00	30.00	0.00	0.00	30.00
Walter Detrick	0.00	237.50	0.00	0.00	237.50
Wilson Rentals	0.00	0.00	0.00	16,000.00	16,000.00
Wonder Years Learning Center	0.00	123.00	436.00	0.00	559.00
<b>TOTAL</b>	<b><u>344.30</u></b>	<b><u>116,615.09</u></b>	<b><u>109,169.82</u></b>	<b><u>102,021.34</u></b>	<b><u>328,150.55</u></b>

# Close CEDS Comment Period

OB #1

# RLF Application: Comfort Suites

NB #1



# Memo

To: Mike Norris, Executive Director  
From: Jeff Hanan, Assistant Director/RLF Administrator  
Date: October 22, 2012  
Re: Comfort Suites & Peaches

---

Don Sheedy, through primary lender Two Rivers Bank, has applied for \$500,000 in revolving loan funds to be used for the purpose of purchasing an existing business. The project includes the purchase of the Comfort Suites & Peaches Restaurant, located at 1780 Stonegate Center Drive, Burlington, by current operations manager Mr. Sheedy.

The project is consistent with the goals and objectives outlined in the SEIRPC RLF Mission Statement. The project is expected to help retain 63 jobs.

On Thursday, October 18, 2012, 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: \$500,000
  - o Sources: \$250,000 EDA I pool; \$250,000 EDA II pool
- Term: 10-year balloon with 20-year amortization
- Interest Rate: 3.5% Adjustable in 5 years
- Collateral: 2<sup>nd</sup> mortgage on commercial buildings; general UCC business lien filing; personal guaranty

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

