



Southeast Iowa Regional Planning Commission

October 26, 2017

12:00 PM

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

Meeting Type

Executive Board

— Agenda —

CALL TO ORDER	Schleisman	
Agenda Approval		Board Action
Consent Agenda (Director's Report, Minutes, Financial Report, Claims, Correspondence)		Board Action
OLD BUSINESS		
1. Housing update	Hecox	Board Update
NEW BUSINESS		
1. FY2018 – 2021 Transportation Improvement Program (TIP) Amendment: Fort Madison Bridge Study	James	Board Action
2. FTA Subsidy Update	Keller	Board Update
3. Approve Application to Iowa Finance Authority (IFA) for HOME Down Payment Program	Eberhardt	Board Action
MATTERS FROM THE FLOOR		

Consent Agenda



DIRECTOR'S REPORT

To: SEIRPC Board
From: Mike Norris, Executive Director
Date: October 26, 2017

BUILDING UPDATE

Various maintenance on HVAC systems is being completed before winter. The original condensing H/E furnaces are in a maintenance cycle, with blower motors, ignitors and some other parts replaced periodically. Maintaining these bits are more cost-effective in their life-cycle than new units at this point.

New carpet is in around the atrium and a welcome refreshment of the environment.

MISCELLANEOUS

Progress is happening, albeit slowly, on the Prison-built housing project. Dan Clark, IPI Director and myself met with the Governor's chief policy strategist and legal counsel, and another policy advisor in Des Moines on October 11. Comments were very positive about the project and its presentation. A meeting with the Governor should happen in the near future and several possibilities exist for funding the program; chances of each are too variable to provide solid comment right now.

SEIRPC along three other Iowa COG executive directors were invited by the Iowa Banker's Association to discuss housing strategies for rural Iowa. The meeting was held October 18 at Iowa Banker's building in Johnston. The meeting was productive and there are some ideas for additional local or statewide partnerships out of the meeting. More to come.

CONSENT AGENDA

September financials are presented. You will see SEIRPC in a solid financial position. The \$300,000 CD was renewed with Two Rivers Bank at the most competitive rate found (1.75%) for 13 months. After the slight delay, SEIRPC is in good position. As a board FYI, regional revolving loan funds available are around \$777,000.

AGENDA ITEMS – OLD BUSINESS

1. Housing Update, Board Information: Happenings and upcoming projects for housing initiatives in southeast Iowa run by SEIRPC.

AGENDA ITEMS – NEW BUSINESS

1. Public Hearing: FY2018-2021 Transportation Improvement Program (TIP) Amendment: Fort Madison Bridge Study, Board Action: Amending TIP to provide \$288,000 in federal and \$72,000 in local funds to complete a study on the Fort Madison Bridge. No funds are sourced from regional STP funds – the states of Iowa and Illinois are providing funds through their statewide fund allocation. The purpose of the study is to evaluate alternatives to improve approaches to the bridge that would allow fully loaded tractor trailers (80,000lb) to traverse the structure.
2. FTA Subsidy Update, Board Information: Roger Keller, SEIBUS Director, will provide update on FTA subsidy. Based on changes in Iowa Code, Chapter 20, FTA funds were held upon further review by US Dept of Labor and FTA. Funds are now flowing.
3. Application for HOME down payment assistance to Iowa Finance Authority, Board Action: SEIRPC seeks to apply for a second round of down payment assistance of HOME funds to be implemented in Burlington, IA. Based on pools of potential applicants and homes, Burlington is the place with the highest chances of implementation. Total application is for \$375,000 to assist at least 10 home buyers.

Southeast Iowa Regional Planning Commission
Executive Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
June 29, 2017

Members Present: Brent Schleisman, Mark Huston, Hans Trousil, Mike Ash and Gary Folluo
Staff Present: Mike Norris, Jeff Hanan, Zach James, Lori Gilpin, and Debbie Laughlin

Call to order at 12:00 p.m.

Agenda Approval

Motion by Trousil to approve the June 29, 2017 agenda, second by Ash. All Ayes, motion carried.

CONSENT AGENDA APPROVAL

Norris stated that caulking project is near completion and other ongoing building maintenance includes addressing the goose mess, atrium floor cleaning, landscaping trimming and weeding. Norris recently represented SEIRPC with the Southeast Iowa Delegation in Washington D.C. The group met with Senator Grassley and Ernst and Rep. Loeb sack at their respective offices to discuss transportation infrastructure funding, immigration reform and broadband development. The trip was worthwhile and Norris would attend again with the delegation. Financials are in a strong position. Motion by Trousil to accept the consent agenda, second by Huston. All Ayes, motion carried.

Old Business:

1. RLF Update: Hanan stated that since January 2017, we have processed seven new loans for two different businesses totaling \$650,000. Those loans are expected to create or retain over 200 jobs. Also, since January, nine RLF loans have been paid in full, and we expect to have two more paid off by the end of June. All loans are current, and there are no delinquencies. Randy Stroud has sold Zee's Quick Break, yet he is still making payments. Currently there is approximately \$1,100,836 available to be lent throughout the region. No action Necessary.
2. RLF Payment Extension – Kuckelman Properties, Inc.: Hanan stated that Kuckelman Properties has requested to extend their balloon pay-off one more year. It has been extended until May 2017, and he has continued to make regular monthly payments of \$388.57 throughout this period. Mr. Kuckelman states he will be in a position to pay off the loan after the 12-month extension, and intends to do so. The current balance is \$14,367.30, and is balance is expected to be \$10,512.50 by June 2018. Staff recommends granting the extension. Huston made a motion to approve the RLF Loan Extension for Kuckelman Properties, Inc. one more year, second by Ash. All ayes, motion carried.

New Business:

1. Pilot Project Presentation: James stated that Summer Planning Intern Elizabeth Darnall has prepared a presentation on the Keokuk Impervious Surface Mapping Project, however, she is in Florida on vacation at this time. James went through her PowerPoint presentation and explained that the statistics from the mapping project (which is currently 60% complete) would be used to determine the appropriate method for establishing a storm water utility fee, as allowed by Iowa Code. James then introduced Summer Planning Intern Joel Heilman to the board. James stated that Columbus Junction had contacted us to map their water and sewer utilities as the head of public works would be retiring in the next few years, and most of the information of the system is in his head. Joel Heilman reported on the project and noted that some of the data has been digitized from maps the city had on record, and the rest will be collected in the field. He said that he added some features to track the latitude and longitude, number of satellites, accuracy of GPS, etc. Specific locations will be recorded using an iPad and a high accuracy Bluetooth GPS. The project has begun, but most of the field work is planned for the month of July. The GPS will provide data within 2 meter accuracy. Huston suggested that we contact Columbus City to see if they would like to be included in this project. Schleisman mentioned that he was glad to see that the Planning Department is starting to do these types of projects, as he sees great potential. He stated that it would be nice to see the final projects brought to a meeting in the future. No action necessary
2. Executive Director Evaluation: To go into Closed Session for the purpose of: To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Iowa State Code 21.5 (i). Folluo made a motion to go into closed session at 12:36 p.m., second by Trousil. A roll call vote was taken. All ayes, motion carried.
3. To go back into regular meeting: Ash made a motion to go back into regular meeting at 12:45 p.m., second by Folluo. A roll call vote was taken. All ayes, motion carried. Ash made a motion to increase the Executive Director's salary by 5% for FY2018, second by Folluo. All ayes, motion carried

MATTERS FROM THE FLOOR:

None.

Motion to adjourn meeting by Huston.
Second by Ash. All Ayes

Meeting adjourned at 12:47 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____

Financial Report ***September 2017***



Dear SEIRPC Board:

The accompanying Balance Sheet of Southeast Iowa Regional Planning Commission, as of **September 30, 2017**, and the related Statements of Income and Changes in Financial Position for the three months ended **September 30, 2017**.

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 October 18, 2017

TO: SEIRPC Board
FROM: Lori Gilpin
DATE: 10/18/2017
RE: Financial Summary for the month of September 2017



PROFIT & LOSS ALL CLASSES

	September 2017	YTD
TOTAL REVENUES :	703,548	1,350,367
TOTAL EXPENSES :	712,227	1,308,041
Excess of revenues over expenditures	(8,679)	42,326

PROFIT & LOSS REGIONAL TRANSIT AUTHORITY

	September 2017	YTD
TOTAL REVENUES :	91,404	316,141
TOTAL EXPENSES :	125,342	276,210
Excess of revenues over expenditures	(33,938)	39,931

CASH BALANCE	UNRESTRICTED	RESTRICTED	
Gen'l Government Chkng	843,666	-	
IRP Government Chkng		354,192	
Ft. Madison RLF Government Chkng		175,332	
Henry County RLF Government Chkng		163,683	
Henry County RTA Government Chkng	56,354		
Keokuk RLF Regular Chkng		98,433	
EDA RLF Government Chkng		453,178	
Mediapolis HTF Government Chkng		106,138	
GRHTF Government Chkng		376,019	
TOTAL	900,020	1,726,975	2,626,994

CUSTOMER ACCOUNTS RECEIVABLE BALANCE

Current	1-45	46-90	>90	TOTAL
71,749	687,179	153	89,140	848,221

VENDOR ACCOUNTS PAYABLE BALANCE

Current	1-45	46-90	>90	TOTAL
435,296	175,858	0	15,053	626,206

Southeast Iowa Regional Planning Commission
Balance Sheet
September 30, 2017

ASSETS

Current Assets

Checking/Savings

General Government Checking	843,666.36
IRP Government Checking	354,191.84
Ft. Madison RLF Checking	175,332.24
Henry County RLF Checking	163,683.31
Henry County RTA Checking	56,353.55
Keokuk RLF Checking	98,433.38
EDA RLF Government Checking	453,177.59
Mediapolis HTF Checking	106,137.75
GRHTF Checking	376,018.68
Total Checking/Savings	<u>2,626,994.70</u>

Accounts Receivable

Accounts Receivable	<u>848,221.53</u>
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Other Current Assets

Petty Cash Account	302.00
13 Month CD	303,374.14
SIREPA Receivable	22.80
SE Iowa Housing Inc. Receivable	106.18
Ft. Madison RLF Receivable	18,337.73
Henry County RLF Receivable	30,994.04
Our Home Rehab Receivable	13,250.05
Mediapolis HTF Receivable	28,054.30
EDA RLF I Receivable	669,104.35
IRP I Loan Receivable	443,372.24
IRP II Loan Receivable	235,995.30
Keokuk RLF Receivable	67,882.72
GRHTF Receivable	22,690.18
EDA RLF II Receivable	617,734.67
Prepaid Insurance	85,523.19
Total Other Current Assets	<u>2,536,743.89</u>

Total Current Assets

6,011,960.12

Other Assets

Agency Vehicle/Equipment	99,760.92
A/D Agency Vehicle/Equipment	(58,796.51)
Transit Vehicle	924,052.65
A/D Transit Vehicle	(666,486.53)
Program Equipment	38,262.97
A/D Program Equipment	(27,251.47)
Building/Bldg. Improvements	1,298,269.96
A/D Building/Bldg. Improvements	(110,576.74)
Land	103,440.00
Pension Related Deferred Outflow	247,158.00
Total Other Assets	<u>1,847,833.25</u>

TOTAL ASSETS

7,859,793.37

Southeast Iowa Regional Planning Commission
Balance Sheet
September 30, 2017

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	626,206.26
Payroll Liabilities	28,243.00
Deferred Revenue - RTA	-
Speed Indicators Maintenance	3,117.83
Custodial Fund Liability	209.55
Accrued Vacation	16,520.73
Short Term Notes Payable	5,052.24

Total Current Liabilities 679,349.61

Long Term Liabilities

Long Term Notes Payable	883,152.91
Pension Related Dererred Inflow	177,993.00
Net Pension Liability	764,423.00

Total Liabilities 2,504,918.52

Equity

Unreserved local net Assets	637,008.27
Non-spendable Reserve for Loans	1,488,797.44
Assigned to Revolving loan	2,017,662.48
Pension Net Asset	(774,574.00)
Investment in property & equipment	1,559,710.85
GRHTF Net Assets	383,943.92
Net Income (Loss) to date	42,325.89

Total Equity 5,354,874.85

TOTAL LIABILITIES & EQUITY **7,859,793.37**

Southeast Iowa Regional Planning Commission
Statement of Revenues, Expenditures and Changes in Fund Balance
For the One Month and Year-to-Date September 30, 2017

	Sep-2017	Year-to-Date	FY18 Budget	FY17 Actual	FY16 Actual	FY15 Actual
Revenues:						
4100 · Bus Fare Revenues						
410.00 · General Public	8,137.07	15,790.64	67,500	45,001	72,017	66,758
411.00 · Local Contracts	16,468.75	20,137.50	85,000	97,000	81,325	67,100
Total 4100 · Bus Fares	24,605.82	35,928.14	152,500	142,000	153,342	133,858
4500 · Federal/State Revenues						
450.00 · EDA Planning Grant	-	-	70,000	66,000	61,000	91,500
450.01 · Marketing Grant	-	-	-	-	-	-
450.04 · EDA Facility Grant	-	-	-	-	-	-
450.05 · EDA RLF Grant	-	-	-	-	-	-
451.00 · IDED COG Assistance	-	-	-	11,176	11,765	11,765
453.00 · PDM (Pre-Disaster Mitigation)	-	-	-	-	19,400	11,900
455.00 · IDOT Planning	-	-	234,748	196,241	187,177	165,267
456.00 · State Transit Assistance (RTA)	31,676.90	78,808.59	318,453	300,889	285,844	257,780
457.00 · Federal Transit Assistance (RTA)	-	-	298,175	555,526	327,865	288,460
458.00 · Housing Draws	520,550.00	714,664.00	-	2,424,889	5,480,818	2,905,347
459.00 · State Medicaid	34,586.27	111,294.94	385,000	461,526	412,393	403,906
Total 4500 · Federal/State Revenues	586,813.17	904,767.53	1,306,376	4,016,248	6,786,262	4,135,924
4600 - Principle on Loans						
461.00 - Principal on Loans	17,005.78	51,461.37	-	748,639	334,209	456,963
4700 · Local Revenues						
470.00 · Per Capita Revenue	-	182,018.00	174,927	172,776	170,335	165,603
471.00 · Cities/Counties	2,500.00	2,500.00	-	62,805	11,994	26,424
472.00 · Other Contracts	-	28,075.00	263,925	163,678	371,173	309,495
473.00 · Grant Administration	15,000.00	31,250.00	-	140,572	103,696	64,595
474.00 · CDGB Housing Administration	-	-	-	-	1,026	13,775
475.00 · Other Contributions	-	-	-	12,500	-	-
475.01 · Homeowner Contributions	361.00	361.00	-	12,284	3,859	12,489
476.00 · HOME Administration	2,500.00	2,500.00	-	30,000	-	-
478.00 · SIREPA Administration	-	-	-	5,000	-	-
479.00 · RLF Administration	-	-	15,198	37,540	30,483	37,081
481.00 · Housing Soft Costs	18,250.00	19,750.00	-	51,025	164,697	152,416
482.00 · Lead Abatement	-	10,000.00	-	-	-	-
488.00 · Vehicle Reimbursements	1,210.96	3,320.22	10,800	11,916	13,703	10,992
489.00 · Housing Administration	8,610.00	8,610.00	154,373	132,114	121,345	203,467
Total 4700 · Local Revenues	48,431.96	288,384.22	619,223	832,210	992,311	996,336
4900 · Miscellaneous Revenues						
492.00 · Lease Income	9,452.29	28,356.87	115,000	114,177	116,312	112,729
494.00 · Vehicle Cost Recovery	-	-	-	7,341	-	-
496.00 · Interest Income (Bank)	1,308.59	2,154.54	3,855	8,361	5,756	6,760
497.00 · Miscellaneous Revenues-Other	8,325.00	16,900.00	5,000	24,072	32,660	20,402
498.00 · Matching Funds	-	-	128,687	-	113,117	-
Total 4900 · Miscellaneous Revenues	19,085.88	47,411.41	252,542	153,951	267,844	139,891
5000-52 RLF Income						
507.00 · Late Payment Fees	30.19	155.19	-	412	285	700
508.00 · Loan Closing Fees	350.00	700.00	-	19,662	6,779	16,392
509.00 · FM RLF Loan Interest Income	38.41	115.17	400	493	550	420
510.00 · Henry Co. RLF Interest Income	133.30	400.48	1,500	1,783	2,280	2,917
511.01 · EDA RLF I Interest Income	2,238.76	6,579.38	20,000	23,523	25,485	21,856
512.00 · Mediapolis HTF Interest Income	119.25	362.75	1,650	1,162	1,137	1,359
513.00 · EDA RLF II Interest Income	2,069.87	6,202.08	21,000	23,529	20,179	22,289
515.00 · IRP I Loan Interest Income	1,547.86	4,574.51	15,000	16,469	17,192	9,157
516.00 · IRP II Loan Interest Income	805.11	2,399.13	7,000	8,322	7,843	7,583
518.00 · Keokuk RLF Loan Interest Income	271.80	894.27	2,600	2,390	1,097	1,028
520.00 · GRHTF-Loan Interest	0.34	31.33	-	107	238	475
Total 5000-52 RLF Income	7,604.89	22,414.29	69,150	97,853	83,065	84,176
Total Income	703,547.50	1,350,366.96	2,399,791	5,990,900	8,617,033	5,947,149

Southeast Iowa Regional Planning Commission
Statement of Revenues, Expenditures and Changes in Fund Balance
For the One Month and Year-to-Date September 30, 2017

	Sep-2017	Year-to-Date	FY18 Budget	FY17 Actual	FY16 Actual	FY15 Actual
Expenditures:						
701.00 · Salaries	134,016.18	267,152.42	1,081,935	1,050,400	1,144,949	1,091,362
702.00 · FICA - Employer's Share	9,588.51	18,968.93	79,120	76,313	83,352	78,602
703.00 · IPERS - Employer's Share	11,851.17	23,182.29	95,186	91,585	100,826	95,173
704.00 · Unemployment	-	7,064.00	500	17,073	-	9,906
705.00 · Employee Benefits	14,183.05	31,028.16	140,679	162,500	164,830	176,293
706.00 · Physicals	188.00	526.00	3,000	2,841	1,676	2,038
707.00 · Uniform Expense	-	285.87	3,500	1,936	2,914	3,665
708.00 · Drug Testing	65.00	420.00	1,700	1,310	1,005	939
709.00 · Personnel Expenses-Other	-	80.00	1,500	1,315	439	2,342
710.00 · Payroll services	547.13	1,297.45	5,000	4,722	4,974	4,758
712.00 · Advertising	84.00	232.50	7,000	6,221	7,665	9,015
717.00 · Audit	-	-	16,000	20,350	19,925	18,650
726.00 · Contractual Expenses-Other	1,028.42	3,028.32	15,000	29,008	66,486	36,686
728.00 · Information Technology	4,606.25	9,208.53	35,150	24,359	15,017	9,894
729.00 · Copier Expense	1,063.98	1,620.85	5,000	4,252	6,522	5,273
730.00 · Legal Expense	-	-	500	3,846	3,741	28,599
738.00 · Depreciation Expense	825.50	2,476.50	-	9,906	10,605	17,504
740.00 · Dues/Subscriptions/Conferences	249.00	8,138.58	28,000	19,768	16,961	15,388
741.00 · Public Notices	147.75	474.63	1,525	2,105	1,123	1,219
746.00 · Leased Equipment	152.00	152.00	1,000	608	760	456
747.00 · Equipment under \$5000	-	788.00	14,000	25,807	17,687	12,936
748.00 · Capital Equipment/Improvements	-	-	115,000	361,840	65,731	-
749.00 · Principal Expense	-	35,020.61	67,087	34,674	34,331	39,949
750.00 · Lead/Radon Testing	-	645.00	2,000	2,857	2,977	2,199
751.00 · Housing	427,706.00	664,071.40	-	2,101,343	5,360,445	2,715,266
752.00 · Admin. Expense	-	15,000.00	-	100,401	52,874	160,677
754.00 · Insurance	9,502.57	28,478.71	97,500	95,131	104,443	101,517
756.00 · Mortgage Filing Fees	14.00	472.00	500	1,068	549	746
757.00 · Interest Expense	16.21	485.46	21,120	21,385	12,517	22,009
759.00 · Credit Report Exp.	-	-	-	-	-	-
766.00 · Bldg. Maintenance & Repair	149.00	149.00	35,000	40,237	9,075	13,585
767.00 · Vehicle Maintenance & Repair	18,395.62	53,377.21	125,500	126,177	110,674	115,504
768.00 · Marketing	-	1,475.00	13,000	7,287	5,386	3,389
769.00 · Meeting Expense	-	519.07	4,000	2,910	2,868	4,096
782.00 · Printing/Postage	475.00	1,109.05	6,100	5,659	4,400	5,707
791.00 · Rent	550.00	1,650.00	6,600	7,580	9,980	7,830
806.00 · Supplies	1,168.79	3,003.55	13,600	10,380	12,493	11,453
807.00 · Bank Charges	-	5.00	-	1	103	38
808.00 · Fuel/Oil	8,870.39	24,342.29	112,500	84,213	80,946	108,521
810.00 · Telecommunications	2,098.36	6,286.44	28,650	24,068	27,563	24,711
811.00 · Utilities Expense	4,228.45	11,563.10	39,500	37,138	34,354	34,737
813.00 · Real Estate Taxes	5,427.00	5,427.00	11,000	10,802	12,632	16,166
815.00 · Mileage Expense	367.50	1,310.50	3,550	3,428	1,232	2,417
816.00 · Travel/Training	951.17	3,622.93	7,850	6,753	10,739	9,612
820.00 · Use Allowance	1,210.96	3,320.22	12,900	11,916	13,703	10,890
825.00 · Bad Debt Expense	-	-	-	-	-	580
829.00 · Down Payment Assistance	52,500.00	67,500.00	-	273,377	131,933	203,750
830.00 · Participant Loans & Grants	-	-	-	1,000,783	105,446	807,634
850.00 · Grant Expenditures	-	3,082.50	-	-	-	-
890.00 · Matching Expenditures	-	-	128,687	-	113,117	-
900.00 · Indirect Costs	-	-	-	-	-	-
Total Expenditures	712,226.96	1,308,041.07	2,386,939	5,927,631	7,991,968	6,043,679
Excess (deficiency) of revenues over (under) expenditures	(8,679.46)	42,325.89	12,852	63,269	625,065	(96,530)

Regional Transit Authority
Statement of Revenues, Expenditures and Changes in Fund Balance
For the One Month and Year-to-Date September 30, 2017



	Sep-2017	Year-to-Date	FY18 Budget	FY17 Actual	FY16 Actual	FY15 Actual
Revenues:						
4100 · Bus Fare Revenues						
410.00 · General Public	8,137.07	15,790.64	67,500	45,001	72,017	66,758
411.00 · Local Contracts	16,468.75	20,137.50	85,000	97,000	81,325	67,100
Total 4100 · Bus Fares	24,605.82	35,928.14	152,500	142,000	153,342	133,858
4500 · Federal/State Revenues						
456.00 · State Transit Assistance	31,676.90	78,808.59	318,453	300,889	285,844	257,780
457.00 · Federal Transit Assistance	-	-	298,175	555,526	327,865	288,460
459.00 · State Medicaid	34,586.27	111,294.94	385,000	461,526	412,393	403,906
Total 4500 · Federal/State Revenues	66,263.17	190,103.53	1,001,628	1,317,941	1,026,102	950,146
4700 · Local Revenues						
470.00 · Per Capita Revenue	-	88,629.00	86,467	86,467	84,359	82,301
472.00 · Other Contracts	-	-	-	-	-	-
Total 4700 · Local Revenues	-	88,629.00	86,467	86,467	84,359	82,301
4900 · Miscellaneous Revenues						
494.00 · Cost Recovery	-	-	-	7,341	-	-
496.00 · Interest Income (Bank)	9.77	30.50	85	118	110	96
497.00 · Miscellaneous Revenues	525.00	1,450.00	5,000	6,038	4,207	4,577
498.00 · Matching Funds	-	-	-	-	-	-
Total 4900 · Miscellaneous Revenues	534.77	1,480.50	5,085	13,497	4,318	4,673
Total Revenues	91,403.76	316,141.17	1,245,680	1,559,905	1,268,121	1,170,978
Expenditures:						
701.00 · Salaries	53,256.44	101,030.59	380,693	377,981	393,742	390,756
702.00 · FICA - Employer's Share	4,038.12	7,653.21	28,767	28,814	29,607	29,267
703.00 · IPERS - Employer's Share	4,746.01	8,997.54	33,996	33,406	35,117	34,961
704.00 · Unemployment	-	486.00	500	11,136	-	9,906
705.00 · Employee Benefits	4,942.13	10,634.01	45,157	57,272	57,750	62,646
706.00 · Physicals	188.00	526.00	3,000	2,841	1,676	2,038
707.00 · Uniform Expense	-	278.37	2,000	1,760	1,421	2,978
708.00 · Drug Testing	65.00	420.00	1,700	1,310	1,005	939
709.00 · Personnel Expenses-Other	-	80.00	1,500	805	419	1,980
712.00 · Advertising	84.00	232.50	2,000	4,740	2,287	7,775
726.00 · Contractual Expenses	508.47	508.47	1,000	13,503	25,593	6,595
728.00 · Information Technology	1,021.25	1,149.50	20,000	3,186	2,257	1,313
730.00 · Legal Expense	-	-	500	210	2,436	28,047
738.00 · Depreciation Expense	-	-	-	-	-	-
740.00 · Dues/Subscriptions/Conferences	-	2,364.00	5,000	2,553	4,196	2,531
741.00 · Public Notices	-	-	-	419	18	16
747.00 · Equipment Under \$5000	-	-	-	5,182	5,454	470
748.00 · Capital Equipment/Improvements	-	-	115,000	348,020	58,802	-
754.00 · Insurance	3,714.72	11,144.16	50,000	47,124	65,285	61,046
757.00 · Interest Expense	-	-	-	-	-	-
766.00 · Bldg. Maintenance & Repairs	-	-	-	-	-	-
767.00 · Vehicle Maintenance & Repair	18,115.62	52,393.88	125,000	123,995	109,804	115,183
768.00 · Marketing	-	1,325.00	3,000	3,653	775	750
769.00 · Meeting Expense	-	156.08	500	183	351	440
782.00 · Printing/Postage	-	-	-	447	(52)	938
791.00 · Rent	550.00	1,650.00	6,600	7,550	9,950	7,800
806.00 · Supplies	405.83	892.67	1,100	1,215	818	802
807.00 · Bank Charges	-	-	-	1	5	-
808.00 · Fuel/Oil	8,553.84	23,495.43	110,000	81,564	78,082	104,313
810.00 · Telecommunications	1,021.86	3,062.96	12,000	11,737	10,437	9,001
811.00 · Utilities	23.16	89.43	-	439	-	-
815.00 · Mileage Expense	367.50	1,310.50	2,500	3,173	667	1,234
816.00 · Travel/Training	154.52	971.54	2,000	407	191	192
820.00 · Use Allowance	72.36	436.72	2,500	1,394	1,115	2,262
825.00 · Bad Debt Expense	-	-	-	-	2,531	580
890.00 · Matching Expenditures	-	-	10,000	-	10,000	-
900.00 · Indirect Costs	23,513.01	44,921.38	172,603	174,515	172,560	184,649
Total Expenditures	125,341.84	276,209.94	1,138,616	1,350,535	1,084,300	1,071,408
Fund Balance	(33,938.08)	39,931.23	107,064	209,370	183,821	99,570

Southeast Iowa Regional Planning Commission
Statement of Revenues and Expenses by Class
For the Three Months Ending
September 30, 2017

	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	0.00	0.00	662,490.00	52,174.00
461.00 · Principal on Loans	0.00	0.00	0.00	863.47	2,441.80
4700-48 · Local Revenues	3,320.22	0.00	0.00	39,761.00	16,460.00
4900 · Miscellaneous Revenues	0.00	0.00	28,356.87	58.11	15,655.23
5000-52 · RLF Income	0.00	0.00	0.00	362.75	886.52
	<u>3,320.22</u>	<u>0.00</u>	<u>28,356.87</u>	<u>703,535.33</u>	<u>87,617.55</u>
Expense					
700.00 · Personnel Expenses	0.00	22,221.38	839.67	21,587.87	5,949.51
704.00 · Unemployment	0.00	0.00	0.00	6,578.00	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	2,269.85	250.00	0.00
728.00 · Information Technology	0.00	0.00	0.00	389.50	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	1,599.81	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions/Conference	0.00	384.00	0.00	20.00	0.00
741.00 · Public Notices	0.00	0.00	0.00	0.00	26.70
746.00 · Leased Equipment	0.00	0.00	0.00	0.00	0.00
747.00 · Equipment under \$5000	0.00	0.00	788.00	0.00	0.00
748.00 · Capital Equipment/Improvements	0.00	0.00	0.00	0.00	0.00
749.00 · Principal Expense	0.00	0.00	0.00	0.00	0.00
750.00 · Lead/Radon Testing	0.00	0.00	0.00	541.00	104.00
751.00 · Housing	0.00	0.00	0.00	600,001.00	64,070.40
752.00 · Admin. Expense	0.00	0.00	0.00	0.00	15,000.00
754.00 · Insurance	2,030.61	0.00	2,763.27	0.00	-133.52
756.00 · Mortgage Filing Expenses	0.00	0.00	0.00	104.00	28.00
757.00 · Interest Expense	48.20	0.00	110.87	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	149.00	0.00	0.00
767.00 · Vehicle Maintenance & Repair	983.33	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	0.00	0.00	0.00	97.34
782.00 · Printing/Postage	0.00	0.00	0.00	100.88	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	0.00	0.00	188.83	2.34	-33.95
807.00 · Bank Charges	0.00	0.00	0.00	0.00	5.00
808.00 · Fuel/Oil	757.65	0.00	8.85	0.00	0.00
810.00 · Telecommunications	0.00	0.00	11,473.67	0.00	0.00
811.00 · Utilities Expense	0.00	0.00	-10,766.49	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	5,427.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00	0.00
816.00 · Travel/Training	0.00	202.26	0.00	240.46	535.43
820.00 · Use Allowance	44.27	287.15	0.00	126.31	149.55
829.00 · Down Payment Assistance	0.00	0.00	0.00	30,000.00	37,500.00
830.00 · Participant Loans	0.00	0.00	0.00	0.00	0.00
825.00 · Bad Debt Expense	0.00	0.00	0.00	0.00	0.00
850.00 · Grant Expenditure	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	0.00	7,752.19	296.57	7,523.59	2,080.86
	<u>5,463.87</u>	<u>30,846.98</u>	<u>13,549.09</u>	<u>667,464.95</u>	<u>125,379.32</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(2,143.65)</u>	<u>(30,846.98)</u>	<u>14,807.78</u>	<u>36,070.38</u>	<u>(37,761.77)</u>
SEIRPC Adjusted Balance	<u>-</u>	<u>-</u>	<u>(41,816.35)</u>	<u>2,717.91</u>	<u>-</u>

Southeast Iowa Regional Planning Commission
Statement of Revenues and Expenses by Class
For the Three Months Ending
September 30, 2017

	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	0.00	0.00	0.00	0.00	0.00
461.00 · Principal on Loans	0.00	34,690.69	7,035.55	3,429.89	2,999.97
4700-48 · Local Revenues	30.00	0.00	0.00	0.00	0.00
4900 · Miscellaneous Revenues	0.00	235.64	77.43	185.84	116.14
5000-52 · RLF Income	0.00	12,781.46	4,574.51	1,409.92	2,399.13
	<u>30.00</u>	<u>47,707.79</u>	<u>11,687.49</u>	<u>5,025.65</u>	<u>5,515.24</u>
Expense					
700.00 · Personnel Expenses	47,648.62	9,638.17	2,979.33	5,107.41	2,128.11
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	0.00	0.00	0.00
728.00 · Information Technology	2,219.79	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	138.90	0.00	0.00	0.00	0.00
741.00 · Public Notices	12.32	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	0.00	0.00	0.00	0.00	0.00
748.00 · Capital Equipment/Improvements	0.00	0.00	0.00	0.00	0.00
749.00 · Principal Expense	0.00	0.00	21,507.02	0.00	13,513.59
750.00 · Lead/Radon 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	18.50	29.00	0.00	3.50
757.00 · Interest Expense	0.00	0.00	97.98	0.00	228.41
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	50.00	0.00	0.00	0.00	0.00
769.00 · Meeting Expense	10.00	0.00	0.00	0.00	0.00
782.00 · Printing/Postage	16.95	0.00	0.00	0.00	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	267.28	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	902.62	0.00	0.00	0.00	0.00
820.00 · Use Allowance	884.73	0.00	0.00	32.94	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	0.00	0.00
825.00 · Bad Debt Expense	0.00	0.00	0.00	0.00	0.00
850.00 · Grant Expenditure	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	16,661.23	3,371.46	1,042.47	1,794.45	737.22
	<u>68,812.44</u>	<u>13,028.13</u>	<u>25,655.80</u>	<u>6,934.80</u>	<u>16,610.83</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(68,782.44)</u>	<u>34,679.66</u>	<u>(13,968.31)</u>	<u>(1,909.15)</u>	<u>(11,095.59)</u>
SEIRPC Adjusted Balance	<u>(68,782.44)</u>	<u>(11.03)</u>	<u>503.16</u>	<u>-</u>	<u>(581.97)</u>

Southeast Iowa Regional Planning Commission
Statement of Revenues and Expenses by Class
For the Three Months Ending
September 30, 2017

	80 Indirect Cost Center	85 RTA	90 LOCAL	TOTAL
Ordinary Income/Expense				
Income				
4100 · Bus Fare Revenues	0.00	35,928.14	0.00	35,928.14
4500 · Federal/State Revenues	0.00	190,103.53	0.00	904,767.53
461.00 · Principal on Loans	0.00	0.00	0.00	51,461.37
4700-48 · Local Revenues	0.00	88,629.00	140,184.00	288,384.22
4900 · Miscellaneous Revenues	0.00	1,480.50	1,245.65	47,411.41
5000-52 · RLF Income	0.00	0.00	0.00	22,414.29
	<u>0.00</u>	<u>316,141.17</u>	<u>141,429.65</u>	<u>1,350,366.96</u>
Expense				
700.00 · Personnel Expenses	69,939.12	128,315.35	23,977.26	340,331.80
704.00 · Unemployment	0.00	486.00	0.00	7,064.00
706.00 · Physicals	0.00	526.00	0.00	526.00
707.00 · Uniform Expense	7.50	278.37	0.00	285.87
708.00 · Drug Testing	0.00	420.00	0.00	420.00
709.00 · Personnel Expenses-Other	0.00	80.00	0.00	80.00
710.00 · Payroll Services	1,297.45	0.00	0.00	1,297.45
712.00 · Advertising	0.00	232.50	0.00	232.50
717.00 · Audit	0.00	0.00	0.00	0.00
726.00 · Contractual Expenses	0.00	508.47	0.00	3,028.32
728.00 · Information Technology	4,988.99	1,149.50	460.75	9,208.53
729.00 · Copier Expense	1,620.85	0.00	0.00	1,620.85
730.00 · Legal Expense	0.00	0.00	0.00	0.00
738.00 · Depreciation Expense	876.69	0.00	0.00	2,476.50
740.00 · Dues/Subscriptions/Conference	5,151.68	2,364.00	80.00	8,138.58
741.00 · Public Notices	140.07	0.00	295.54	474.63
746.00 · Leased Equipment	152.00	0.00	0.00	152.00
747.00 · Equipment under \$5000	0.00	0.00	0.00	788.00
748.00 · Capital Equipment/Improvements	0.00	0.00	0.00	0.00
749.00 · Principal Expense	0.00	0.00	0.00	35,020.61
750.00 · Lead/Radon Testing	0.00	0.00	0.00	645.00
751.00 · Housing	0.00	0.00	0.00	664,071.40
752.00 · Admin. Expense	0.00	0.00	0.00	15,000.00
754.00 · Insurance	12,674.19	11,144.16	0.00	28,478.71
756.00 · Mortgage Filing Expenses	0.00	0.00	289.00	472.00
757.00 · Interest Expense	0.00	0.00	0.00	485.46
760.00 · Housing Relocation Expense	0.00	0.00	0.00	0.00
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	0.00	149.00
767.00 · Vehicle Maintenance & Repair	0.00	52,393.88	0.00	53,377.21
768.00 · Marketing	0.00	1,325.00	100.00	1,475.00
769.00 · Meeting Expense	255.65	156.08	0.00	519.07
782.00 · Printing/Postage	968.50	0.00	22.72	1,109.05
791.00 · Rent	0.00	1,650.00	0.00	1,650.00
806.00 · Supplies	1,673.34	892.67	13.04	3,003.55
807.00 · Bank Charges	0.00	0.00	0.00	5.00
808.00 · Fuel/Oil	80.36	23,495.43	0.00	24,342.29
810.00 · Telecommunications	3,223.48	3,062.96	0.00	17,760.11
811.00 · Utilities Expense	10,766.49	89.43	0.00	89.43
812.00 · Bldg Operation Allocation	0.00	0.00	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	0.00	5,427.00
815.00 · Mileage Expense	0.00	1,310.50	0.00	1,310.50
816.00 · Travel/Training	-194.29	971.54	964.91	3,622.93
820.00 · Use Allowance	520.36	436.72	838.19	3,320.22
829.00 · Down Payment Assistance	0.00	0.00	0.00	67,500.00
830.00 · Participant Loans	0.00	0.00	0.00	0.00
825.00 · Bad Debt Expense	0.00	0.00	0.00	0.00
850.00 · Grant Expenditure	0.00	0.00	3,082.50	3,082.50
900.00 · INDIRECT COSTS	(94,559.88)	44,921.38	8,378.46	0.00
	<u>19,582.55</u>	<u>276,209.94</u>	<u>38,502.37</u>	<u>1,308,041.07</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(19,582.55)</u>	<u>39,931.23</u>	<u>102,927.28</u>	<u>42,325.89</u>
SEIRPC Adjusted Balance	<u>-</u>	<u>39,931.23</u>	<u>102,927.28</u>	<u>34,887.79</u>

Schedule 3

Southeast Iowa Regional Planning Commission

Check Register

September 30, 2017

Type	Date	Num	Name	Amount
Bill Pmt -Check	09/13/2017	270291	Burlington Hawkeye	219.00
Bill Pmt -Check	09/13/2017	270292	Card Center	3,547.66
Bill Pmt -Check	09/13/2017	270293	City of Burlington, Iowa	2,249.91
Bill Pmt -Check	09/13/2017	270294	City of Keokuk.	2,628.57
Bill Pmt -Check	09/13/2017	270295	City of Mount Pleasant	2,152.10
Bill Pmt -Check	09/13/2017	270296	City of West Burlington.	322.15
Bill Pmt -Check	09/13/2017	270297	Cullie Thomas and Two Rivers Bank & Trust	30,000.00
Bill Pmt -Check	09/13/2017	270298	Daily Gate City	36.48
Bill Pmt -Check	09/13/2017	270299	Dave Ewinger	24.50
Bill Pmt -Check	09/13/2017	270300	Deery Brothers Ford Lincoln Inc	820.51
Bill Pmt -Check	09/13/2017	270301	Dex Media East Inc	50.00
Bill Pmt -Check	09/13/2017	270302	Ebert Supply Company	115.41
Bill Pmt -Check	09/13/2017	270303	Farmers Elevator & Exchange, Inc.	685.82
Bill Pmt -Check	09/13/2017	270304	Gary McPherson	36.75
Bill Pmt -Check	09/13/2017	270305	Gerald Huebner	154.52
Bill Pmt -Check	09/13/2017	270306	Great River Business Health	94.00
Bill Pmt -Check	09/13/2017	270307	hibu Inc. - West	34.00
Bill Pmt -Check	09/13/2017	270308	Huffmans Farm & Home	32.97
Bill Pmt -Check	09/13/2017	270309	i connect you.	979.10
Bill Pmt -Check	09/13/2017	270310	Integrated Technology Partners	528.42
Bill Pmt -Check	09/13/2017	270311	Jack Callas	61.25
Bill Pmt -Check	09/13/2017	270312	Jim Sholl	12.25
Bill Pmt -Check	09/13/2017	270313	Joe Yocum	24.50
Bill Pmt -Check	09/13/2017	270314	Ken Marang	24.50
Bill Pmt -Check	09/13/2017	270315	Lowell Gaulke	712.00
Bill Pmt -Check	09/13/2017	270316	Martin Wiegard	24.50
Bill Pmt -Check	09/13/2017	270317	Mediacom	97.40
Bill Pmt -Check	09/13/2017	270318	Mediapolis News	124.13
Bill Pmt -Check	09/13/2017	270319	Mt. Pleasant Tire & Service	1,983.88
Bill Pmt -Check	09/13/2017	270320	O'Reilly Automotive, Inc.	472.16
Bill Pmt -Check	09/13/2017	270321	Pauwels Lawn Care	275.00
Bill Pmt -Check	09/13/2017	270322	Pep Stop	33.00
Bill Pmt -Check	09/13/2017	270323	Randy Spiker	51.35
Bill Pmt -Check	09/13/2017	270324	Sara Hecox	769.90
Bill Pmt -Check	09/13/2017	270325	Swailles Auto Supply Inc.	108.80
Bill Pmt -Check	09/13/2017	270326	The Burlington Hawk Eye	115.44
Bill Pmt -Check	09/13/2017	270327	Thomas Bus Sales	343.61
Bill Pmt -Check	09/13/2017	270328	Titan Broadcasting LLC.	575.00
Bill Pmt -Check	09/13/2017	270329	Traffic Logix Corporation	84.95
Bill Pmt -Check	09/13/2017	270330	UnityPoint Clinic	235.00
Bill Pmt -Check	09/13/2017	270331	Valley Safety Services Associates, Inc.	41.00
Bill Pmt -Check	09/13/2017	270332	Waterworks Car Wash	15.00
Bill Pmt -Check	09/13/2017	270333	Wemiga Waste Inc	30.00
Bill Pmt -Check	09/13/2017	270334	Wex Bank	320.43
Bill Pmt -Check	09/13/2017	270335	Wolf Decals	280.00
Bill Pmt -Check	09/27/2017	270336	Ace Appraisals	250.00
Bill Pmt -Check	09/27/2017	270337	Dave Ewinger	12.25
Bill Pmt -Check	09/27/2017	270338	Drake Hardware & Software	2,366.25

Schedule 3

Southeast Iowa Regional Planning Commission

Check Register

September 30, 2017

Type	Date	Num	Name	Amount
Bill Pmt -Check	09/27/2017	270339	Fedex	73.53
Bill Pmt -Check	09/27/2017	270340	Fullenkamp Insurance Agency	888.00
Bill Pmt -Check	09/27/2017	270341	Gary McPherson	12.25
Bill Pmt -Check	09/27/2017	270342	Greater Burlington Partnership	30.00
Bill Pmt -Check	09/27/2017	270343	Hope Haven Area Dev Center	425.00
Bill Pmt -Check	09/27/2017	270344	Huffman Welding and Machine Inc	16.99
Bill Pmt -Check	09/27/2017	270345	Hy-Vee, Inc	94.89
Bill Pmt -Check	09/27/2017	270346	Jim Sholl	98.00
Bill Pmt -Check	09/27/2017	270347	Joe Yocum	24.50
Bill Pmt -Check	09/27/2017	270348	Kinney & Sons Excavating & Grading Inc	322.76
Bill Pmt -Check	09/27/2017	270349	Lori Gilpin	78.78
Bill Pmt -Check	09/27/2017	270350	Martin Wiegard	12.25
Bill Pmt -Check	09/27/2017	270351	Mt. Pleasant Glass	110.00
Bill Pmt -Check	09/27/2017	270352	Mutual Wheel Co.	28.67
Bill Pmt -Check	09/27/2017	270353	Pitney Bowes Global Financial Svcs. LLC	152.00
Bill Pmt -Check	09/27/2017	270354	Precision Repair	29.60
Bill Pmt -Check	09/27/2017	270355	Susan Coffey	26.75
Bill Pmt -Check	09/27/2017	270356	The Ivy	32.00
Bill Pmt -Check	09/27/2017	270357	Thomas Bus Sales	844.15
Bill Pmt -Check	09/27/2017	270358	Truck Repair Inc.	745.05
Bill Pmt -Check	09/27/2017	270359	Winners Circle	41.00
				58,241.59
Electronic Payment	09/01/2017		MetLife (dental ins.)	1,069.65
Electronic Payment	09/01/2017		Principal Financial (life ins.)	963.12
Electronic Payment	09/01/2017		Welmark	14,863.07
Electronic Payment	09/01/2017		IPERS	12,759.12
Electronic Payment	09/18/2017		Alliant Energy	3,692.99
Electronic Payment	09/20/2017		Two Rivers Bank - vehicle loan payment	520.94
Electronic Payment	09/30/2017		Payroll	95,721.35
Electronic Payment	09/30/2017		Payroll Taxes	37,108.06
Electronic Payment	09/30/2017		Payroll Processing Fees	547.13
Electronic Payment	09/30/2017		Advantage fees	114.75
				167,360.18
			TOTAL EXPENDITURES	225,601.77

BANCARD Services Credit Card Statement

STATEMENT DATE: 9/28/2017
 PAYMENT DUE DATE: 10/22/2017
 CHECK#: 270365
 DATE PAID: 10/11/2017



Expense				Class		Amount	Receipt
Date	Transaction Description	Account#	Type	Class#	Class Name		
MIKE NORRIS							
29-Aug-17	The Cool House Plans Co	806	Supplies	47.8	SIHI	800.00	Yes
29-Aug-17	Iowa Secretary of State	740	Dues/Subscriptions	47	Housing	5.00	Yes
05-Sep-17	Jamar Technologies	806	Supplies	60	IDOT	961.18	Yes
12-Sep-17	ConstantContact.com	740	Dues/Subscriptions	80.00	RPC	45.00	Yes
21-Sep-17	Press Box Grille & Bar Mt. Pleasant	769	Meeting Expense	80	RPC	43.34	Yes
25-Sep-17	Hilton Memphis TN	816	Travel/Training	20	EDA	139.01	Yes
TOTAL						1,993.53	
DEBORAH LAUGHLIN							
28-Aug-17	Target	806	Supplies	80	RPC	6.09	Yes
28-Aug-17	Subway	769	Meeting Expense	80	RPC	55.27	Yes
01-Sep-17	Horse & Hound Country Store	806	Supplies	48.02	GRHTF	56.38	Yes
17-Sep-17	Facebook	768	Marketing	47.8	SIHI	25.09	Yes
22-Sep-17	HyVee Aisles Online	806	Supplies	80	RPC	68.15	Yes
TOTAL						210.98	
ZACH JAMES							
28-Aug-17	Lou Malnatis Pizzeria Chicago	816	Travel/Training	60	IDOT	14.27	Yes
28-Aug-17	Native Foods Loop Chicago	816	Travel/Training	60	IDOT	10.04	Yes
29-Aug-17	Corner Bakery Chicago	816	Travel/Training	60	IDOT	6.44	Yes
29-Aug-17	Wendys Galesburg	816	Travel/Training	60	IDOT	4.73	Yes
02-Sep-17	Amazon.com	806	Supplies	60	IDOT	16.42	Yes
15-Sep-17	Sonic Drive In Keokuk	816	Travel/Training	60	IDOT	4.15	Yes
19-Sep-17	American Planning Assoc.	740	Dues/Subscriptions	60	IDOT	210.00	Yes
19-Sep-17	Amazon Mktplace	806	Supplies	60	IDOT	16.49	Yes
22-Sep-17	BP Olds	808	Fuel	60	IDOT	42.00	Yes
TOTAL						324.54	
JEFF HANAN							
31-Aug-17	Accurate Analytical (lead testing)	750	Lead Testing	47.61	MFNC	104.00	Yes
06-Sep-17	DPH Regulatory Programs	740	Dues/Subscriptions	47.00	Housing	250.00	Yes
TOTAL						354.00	
LORI GILPIN							
TOTAL						0.00	
ROGER KELLER							
05-Sep-17	Menards	806	Supplies	85	RTA	36.27	Yes
07-Sep-17	Menards	806	Supplies	85	RTA	36.27	Yes
15-Sep-17	Zuma Office Supply	806	Supplies	85	RTA	124.50	Yes
21-Sep-17	Zuma Office Supply	806	Supplies	85	RTA	65.89	Yes
27-Sep-17	Conoco Hwy 34 Truckstop	808	Fuel	85	RTA	21.01	Yes
27-Sep-17	Conoco Hwy 34 Truckstop	767	Vehicle Maint/Repair	85	RTA	11.00	Yes
27-Sep-17	Conoco Hwy 34 Truckstop	808	Fuel	85	RTA	100.00	Yes
27-Sep-17	Conoco Hwy 34 Truckstop	767	Vehicle Maint/Repair	85	RTA	11.00	Yes
TOTAL						405.94	
BOB KUSKOWSKI							
14-Sep-17	Gettysburgflag.com	806	Supplies	22	Facility	444.75	Yes
TOTAL						444.75	
TOTAL						3,733.74	

Hans Trousil

Mike Norris

Southeast Iowa Regional Planning Commission
Accounts Receivable Aging Summary
September 30, 2017

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Local:					
City of Columbus City	-	-	-	1,086.00	1,086.00
City of Fort Madison	-	5,000.00	-	-	5,000.00
City of Franklin	-	-	-	359.00	359.00
City of Fredonia	-	-	-	435.00	435.00
City of Letts	-	-	-	542.00	542.00
City of Middletown	-	-	-	492.00	492.00
City of Morning Sun	-	-	-	885.00	885.00
City of Mount Pleasant	-	5,000.00	-	-	5,000.00
City of Salem	-	-	-	541.00	541.00
City of St. Paul	-	-	-	348.00	348.00
City of West Burlington	-	5,000.00	-	-	5,000.00
City of Westwood	-	-	-	335.00	335.00
JK Homes	-	-	-	550.00	550.00
	<u>-</u>	<u>15,000.00</u>	<u>-</u>	<u>5,573.00</u>	<u>20,573.00</u>
Housing:					
Barker Financial	6,500.00	-	-	-	6,500.00
City of Burlington	-	2,500.00	-	6,900.00	9,400.00
City of Fort Madison	-	567,421.00	-	-	567,421.00
ECIA	-	-	-	25,449.00	25,449.00
Historic Tama LLC	11,750.00	-	-	-	11,750.00
IFA	-	62,500.00	-	1,918.00	64,418.00
	<u>18,250.00</u>	<u>632,421.00</u>	<u>-</u>	<u>34,267.00</u>	<u>684,938.00</u>
Great River Housing Trust Fund:					
City of Burlington	-	-	-	10,000.00	10,000.00
Des Moines County Auditor	-	-	-	10,000.00	10,000.00
Henry County Auditor	-	-	-	10,000.00	10,000.00
Lee County Auditor	-	-	-	10,000.00	10,000.00
Louisa County Auditor	-	-	-	7,500.00	7,500.00
	<u>-</u>	<u>-</u>	<u>-</u>	<u>47,500.00</u>	<u>47,500.00</u>
RTA:					
A2C	1,009.20	-	-	-	1,009.20
AHC AmeriHealth Caritas	33,403.50	39,530.50	-	-	72,934.00
Billie Driggers	-	25.00	25.00	-	50.00
Blair House	50.00	112.50	-	-	162.50
City of Fort Madison	2,500.00	-	-	-	2,500.00
City of Keokuk	2,125.00	-	-	-	2,125.00
Great River Health Systems	5,000.00	-	-	-	5,000.00
Hope Haven	3,757.72	-	-	-	3,757.72
Inpropco	2,500.00	-	-	-	2,500.00
Iowa Medicaid Enterprise	354.65	81.29	103.46	118.24	657.64
Logisticare	409.92	34.16	-	-	444.08
Milestones Area Agency on Aging	1,593.75	-	-	-	1,593.75
New London Specialty Care	795.00	-	-	-	795.00
Rebecca Shibley	-	-	-	140.75	140.75
Ruth Boyd.	-	-	-	1,535.89	1,535.89
Stacey Kitman	-	-	-	5.00	5.00
Steve Anderson	-	(75.00)	-	-	(75.00)
Travis Spitznogle	-	25.00	-	-	25.00
Tyrone Seay	-	25.00	25.00	-	50.00
	<u>53,498.74</u>	<u>39,758.45</u>	<u>153.46</u>	<u>1,799.88</u>	<u>95,210.53</u>
Total	<u>71,748.74</u>	<u>687,179.45</u>	<u>153.46</u>	<u>89,139.88</u>	<u>848,221.53</u>

Southeast Iowa Regional Planning Commission
Accounts Payable Aging Summary
September 30, 2017

	Current	1 - 45	46 - 90	> 90	TOTAL
Access Systems	1,063.98	-	-	-	1,063.98
Alliant Energy	4.28	-	-	-	4.28
Barker Financial LLC	402,706.00	164,715.00	-	-	567,421.00
Brad Holtkamp Automotive, Inc.	285.46	-	-	-	285.46
City of Burlington, Iowa	2,220.07	-	-	-	2,220.07
City of Keokuk.	2,404.68	-	-	-	2,404.68
City of Mount Pleasant	2,551.02	-	-	-	2,551.02
City of West Burlington.	190.15	-	-	-	190.15
Clear Falls Bottled Water	20.75	20.75	-	-	41.50
Craftsman Press	465.00	-	-	-	465.00
Daily Gate City	180.12	-	-	-	180.12
Deery Brothers Ford Lincoln Inc	3,358.57	-	-	-	3,358.57
Dex Media East Inc	50.00	-	-	-	50.00
Drake Hardware & Software	2,327.50	-	-	-	2,327.50
Farmers Elevator & Exchange, Inc.	734.91	-	-	-	734.91
Great River Business Health	188.00	-	-	-	188.00
Hoglund Bus Co. Inc.	306.11	-	-	-	306.11
Iowa Illinois Office Solutions	591.29	-	-	-	591.29
Kempker's True Value	9.28	-	-	-	9.28
Lee County Recorder/Registrar	7.00	-	-	-	7.00
Lowe's	73.42	-	-	-	73.42
Mt. Pleasant Tire & Service	903.40	-	-	-	903.40
Mutual Wheel Co.	-	21.70	-	-	21.70
Napa Auto Parts	-	-	-	(0.98)	(0.98)
O'Reilly Automotive, Inc.	171.22	-	-	-	171.22
Pauwels Lawn Care	275.00	-	-	-	275.00
Pep Stop	42.00	-	-	-	42.00
Shottenkirk-Fort Madison	39.31	10,813.11	-	-	10,852.42
Shottenkirk Superstore	10,276.97	-	-	-	10,276.97
Southeast Iowa Builders Association	100.00	-	-	-	100.00
Swales Auto Supply Inc.	68.51	-	-	-	68.51
The Burlington Hawk Eye	24.63	-	-	-	24.63
The Ivy	-	30.00	-	-	30.00
Thomas Bus Sales	1,501.26	-	-	-	1,501.26
Todd Schneider dba Schoolhouse Apts	-	-	-	15,000.00	15,000.00
Truck Country of Iowa	-	257.08	-	-	257.08
UnityPoint Clinic	65.00	-	-	-	65.00
Verizon Wireless	1,021.86	-	-	-	1,021.86
Waterworks Car Wash	27.00	-	-	-	27.00
Wemiga Waste Inc	30.00	-	-	-	30.00
Wex Bank	951.10	-	-	-	951.10
Winners Circle	61.00	-	-	53.75	114.75
	<u>435,295.85</u>	<u>175,857.64</u>	<u>-</u>	<u>15,052.77</u>	<u>626,206.26</u>

Southeast Iowa Regional Economic and Port Authority
Financial Summary
September 30, 2017

PROFIT & LOSS ALL CLASSES

	Sept 2017
TOTAL REVENUES :	-
TOTAL EXPENSES :	12
Excess of revenues over expenditures- note this is cash basis	(12)

CASH BALANCE

Connection Bank	3,263
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ACCOUNTS RECEIVABLE BALANCE

	1-45	46-90	>90	TOTAL
City of Fort Madison	-	4,500	-	4,500
City of Keokuk	-	1,000	-	1,000
Lee County	-	1,000	-	1,000

ACCOUNTS PAYABLE BALANCE

	1-45	46-90	>90	TOTAL
none	0	0	0	0

CASH RECEIPTS - life to date

Alliant Energy	12/2/2013	FY14	5,000
State of Iowa	7/24/2014	FY15	2,500
Lee County Auditor	4/25/2016	FY16	1,000
City of Keokuk	8/29/2016	FY16	1,000

CASH DISBURSEMENTS - life to date

SEIRPC	7/25/2014	#1001	5,000
University of Iowa	7/25/2014	#1002	2,500
Delux	8/6/2014	electronic	131
SEIRPC	6/30/2015	#1003	2,694
service fee	10/31/2016	electronic	4
service fee	11/30/2016	electronic	4
service fee	12/31/2016	electronic	4
service fee	1/31/2017	electronic	4
service fee	2/28/2017	electronic	4
service fee	3/31/2017	electronic	4
SEIRPC	4/12/2017	#1004	5,080
service fee	4/30/2017	electronic	4
service fee	5/31/2017	electronic	4
service fee	6/30/2017	electronic	4
service fee	7/31/2017	electronic	4
service fee	8/31/2017	electronic	4
service fee	9/30/2017	electronic	4

Housing Update

OB #1 Power Point Presentation

FY2018 - 2021 TIP Amendment

NB #1

Memo



To: Mike Norris, Executive Director

From: Zach James, Planning Director

Date: October 19, 2017

Re: FFY2018 – 2021 Transportation Improvement Program Amendment (TIP)

Staff has been working with the Iowa Department of Transportation, Illinois Department of Transportation, and the City of Fort Madison on a project to do a study on the bridge approaches to the Fort Madison Mississippi River Bridge. Each Department of Transportation has committed to providing federal funds for the project if the city would provide the local matching funds. The project needs to be included in the regional TIP for the city to access the federal funds and begin work on the bridge study. This change to the TIP would constitute a Standard Amendment, as the project does not involve or impact SEIRPC's regional STBG or TAP funding allocations. The amendment will add the project described as follows to the FFY2018 – 2021 TIP:

- City of Fort Madison, Project # STP-U-2697(629)--70-56
Fort Madison Mississippi River Bridge Study
- Year of Expenditure – FFY2018
- Total Cost –\$360,000
- Federal Contribution –\$288,000 (\$144,000 for each state DOT)
- Local Match Contribution - \$72,000

FTA Subsidy Update

NB#2



Memo

To: SEIRPC Executive Board of Directors
From: Roger Keller, Transit Director
Date: 10/17/2017
Re: SEIBUS FY-2018 FTA Funding Update

SEIBUS received word from Iowa DOT Office of Public Transit on Oct 10th that after working with the Iowa DOT's general counsel and with the U.S. Department of Labor on matters surrounding the enactment of Iowa House File 291 to ensure continued compliance with 49 USC 5333(b), the Office of Public Transit is now able to release **all** pending Federal Transit Administration (FTA) funding contracts that were on hold. This includes those public transit agencies with collective bargaining agreements and those without.

Approve Application to IFA for HOME Down Payment Program

NB #3



Memo

To: SEIRPC Executive Board
From: Dan Eberhardt, Regional Planner II
Cc:
Date: October 19, 2017
Re: HOME Down Payment Assistance Application to IFA

As some of you may recall, the Southeast Iowa Regional Planning Commission in the summer of 2015 applied successfully to the Iowa Finance Authority through its HOME Funding Round for the purpose of a down payment assistance program. The Down Payment Assistance program was specifically for the City of Burlington in assisting low to moderate income households purchase single family housing.

Shortly after the program was awarded, IFA changed its program rules and initiated a very specific and stringent process whereby all households completed a spreadsheet to verify a mortgage amount that households could afford. Instead of any low to moderate income family being eligible for funding, very few households were able to qualify for the program.

SEIRPC was one of the very few organizations in the State of Iowa to make the program viable due to the fact that it had a wide pool of applicants, a variety of housing available in Burlington and most importantly an aggressive banker that worked diligently to qualify homeowners. In just a little over a year, SEIRPC was able to assist 8 first time homebuyers within the City of Burlington.

SEIRPC staff is seeking approval from the board to apply again for HOME funds in the amount of \$375,000 to assist at least 10 households in down payment/rehab. The City of Burlington and Great River Housing Trust Fund will provide local match to the program. The reason that SEIRPC is the applicant for the program instead of Burlington is that general administrative funds can only be awarded to the applicant. The application is due October 30th to the IFA.