



# Southeast Iowa Regional Planning Commission

February 28, 2013

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>		
<b>NEW BUSINESS</b>		
1. SEIRPC FY2012 Audit	Morrow	Board Action
2. CDBG Scoring Committee	Norris	Board Review
3. RLF Application	Hanan	Board Action
4. MAP- 21 Targets	Norris	Board Review
5. SEIRPC 40 <sup>th</sup> Anniversary	Norris	Board Review
<b>MATTERS FROM THE FLOOR</b>		

# Consent Agenda



## DIRECTOR'S REPORT

To: SEIRPC Board  
From: Mike Norris, Executive Director  
Date: February 21, 2013

### BUILDING UPDATE

As part of the budget, staff will be planning to replace nearly all of the fluorescent lamps with higher efficiency lamps, and de-lamping 4-lamp fixtures as identified in the energy audit completed in 2011. The annual savings are estimated at \$1900 annually and costs are estimated at \$5700. The payback is approximately three years.

### IOWA FREIGHT ADVISORY COMMITTEE

Your executive director is an ex-officio member of this committee, which is working to develop white papers on the following freight topics:

- Deteriorating Infrastructure
- Workforce Shortage,
- Transloading/Intermodal Development
- Freight Operations
- Finance
- Regulations

The committee includes representatives from leaders in the state's freight industry from rail, intermodal, truck, bio fuels, ag associations and other groups involved in freight development, operations and originating product.

The result of the white papers will be direct input into a forthcoming State Freight Plan, which will help guide future investment into the state's freight system.

A tangible result of the renewed emphasis on freight is a new funding program for intermodal development. More information will come out for this program as it passes through the legislative appropriation process.

### IOWA FERTILIZER COMPANY

Your executive director is the chair of the Great River Regional Partnership this year. The GRRP is putting together a housing website for prospective contractors to locate housing and community amenities. SCC is putting together the website, and Mount Pleasant Area Chamber Alliance will be maintaining the site. SEIRPC also funded its largest RISE grant last week,

securing nearly \$5 million for Lee County to reconstruct and construct roads to serve the IFC development.

#### CHDO STATUS

Staff is contacting the IRS for status of the CHDO application for 501c3 status. The application was filed July 24, 2012. An update to the current CHDO board will be sent in the next couple weeks.

#### AGENDA ITEMS – OLD BUSINESS

#### AGENDA ITEMS – NEW BUSINESS

1. SEIRPC FY2012 Audit, Board Action: John Morrow will discuss results of the FY2012 SEIRPC Audit.
2. CDBG Scoring Committee, Board Action:  
The Iowa Economic Development Authority (IEDA) has concurred with the Iowa Association of Regional Councils' (IARC) recommendation for a pilot regional review program of CDBG projects. Five COGs have been identified to complete the review pilot, of which SEIRPC is one.

Staff will be assembling a committee to review the last round of applications for water and sewer. Reviews should take place in April.

3. RLF Application, Board Action: Mike and Kalen Henderson (Aviation Blvd., LLC & Reunion Vineyard Inc.), have applied for \$170,000 in revolving loan funds to purchase land and property. The overall project will acquire land and property, operate a winery along with construction and operation of an events center. Recommend approval.
4. MAP-21 Targets, Board Information  
Iowa DOT has released target amounts for FY2013 and beyond as part of the state's process to allocate funding based on changes in MAP-21. SEIRPC's funding will remain steady (read: no increases) at \$2.5 million for STP funds for the foreseeable future. Transportation Alternatives funding will increase, with the option of using some of the allocation for either TA or STP purposes. Please see memo for details.
5. SEIRPC 40<sup>th</sup> Anniversary, Board Information  
SEIRPC was incorporated in September, 1973, and 2013 is the organization's 40<sup>th</sup> Anniversary. Staff feels some kind of recognition of this milestone is important, but does not feel an inordinate amount of time

should be spent organizing activities to recognize the milestone. Please see memo for recognition ideas.



# SEIRPC Board of Directors

## 2013 Calendar Year

Executive Board of Directors		
Name	Officer	Representing
Brent Schleisman schleisman@windstream.net	Chairman	City of Mount Pleasant
Sue Frice Suzanne.Frice@iowa.gov	Vice Chairperson	Workforce Representative
Hans Trousil trousilh@westburlington.org	Treasurer	City of West Burlington
Mark Huston cjstatebank@cjstatebank.com	Secretary	Private Sector
Gary Folluo gfolluo@leecounty.org	Member at Large	Lee County
Full Board of Directors		
Des Moines County	Henry County	Lee County
Jim Davidson City of Burlington davidsonj@burlingtoniowa.org	Brent Schleisman City of Mount Pleasant Schleisman@windstream.net	Byron Smith City of Fort Madison bsmith@fortmadison-ia.com
Hans Trousil City of West Burlington trousilh@westburlington.org	Greg Moeller Henry County supervisors@henrycountyiowa.us	Gary Folluo Lee County gfolluo@leecounty.org
Robert Beck Des Moines County beckb@co.des-moines.ia.us	Mark Hemen City of New London markhemen@titanburlington.com	Michael O'Connor City of Keokuk oconnors@mchsi.com
Bob Hesler Private Sector bhesler@danvilletelco.net	Klay Edwards Private Sector klayedwards@farmtel.net	Steve Bisenius Private Sector stevewbisenius@gmail.com
Louisa County	Other	SEIRPC Management
Chris Ball Louisa County cball@windstream.net	David File, Assoc. Dean Iowa Wesleyan College dfile@iwc.edu	Mike Norris Executive Director mnorris@seirpc.com
Mark Huston City of Columbus Junction cjstatebank@cjstatebank.com	Dr. Michael Ash Southeastern Community College mash@sccia.edu	Jeff Hanan Assistant Director jhanan@seirpc.com
Andy Truitt City of Wapello andytruitt@hotmail.com	Sue Frice Workforce Representative Suzanne.Frice@iowa.gov	Lori Gilpin Finance Director lgilpin@seirpc.com
Jim Howell Private Sector howell@louisacomm.net		Bob Kuskowski Transit Director bkuskowski@seirpc.com
		Zach James Planning Director zjames@seirpc.com

**Southeast Iowa Regional Planning Commission  
Executive Board Minutes  
211 N. Gear Avenue, West Burlington, IA 52655  
December 21, 2012**

Members Present: Brent Schleisman, Sue Frice, and Hans Trousil. Gary Folluo participated via telecommunication

Members Absent: Jim Howell

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

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

Call to order at 12:02 p.m.

**Agenda Approval**

Motion by Trousil to approve the December 21, 2012 agenda, second by Folluo. All Ayes, motion carried.

**CONSENT AGENDA APPROVAL**

Norris stated that Lori Gilpin has accepted the position of Finance Director. He further stated that Lori has 28 years of accounting experience, and most recently has been working at CPA & Associates as an Accounting Manager. Motion by Frice to accept the consent agenda, second by Trousil. All Ayes, motion carried.

**Old Business:**

None.

**New Business:**

1. RLF Application – River Ridge Dental Care: Hanan stated that Dr. Nathan Heubner is requesting an RLF gap loan of \$170,000 from SEIRPC RLF for the purchase of the River Ridge Dental practice, which includes equipment, leasehold improvements, supplies, inventory and customer list/goodwill, but will not include the purchase of the building. Hanan stated that the project is consistent with the goals and objectives outlined in the SEIRPC RLF Mission statement, and is expected to retain 8.5 jobs. Hanan further stated that the RLF Loan Review Committee recommended approval at its December 20<sup>th</sup> meeting under the following terms: Sources: from the EDA II pool; Term: 5 years; Interest rate: 3.5% adjustable after 5 years with a 5 year balloon, and a 10 year amortization; and Collateral: general UCC business lien filing; and personal guaranty. Trousil made a motion to approve the RLF Application from Dr. Nathan Heubner for the amount of \$170,000 from the EDA II pool at the interest rate of 3.5% for 5 years, adjustable after 5 years with a 5 year balloon, and a 10 year amortization as recommended by the RLF Loan Review Committee, second by Frice. All Ayes, motion carried.

2. RLF Application: Manning Ventures (Mount Pleasant Maid Rite): Hanan stated that Manning Ventures is requesting \$48,500 from the EDA II pool for working capital for the business start-up (Mount Pleasant Maid Rite) in an existing facility. Hanan further stated that this total project of \$304,937 is expected to create 17 jobs. Hanan stated that Steve Brimhall mentioned that the business recently opened, and that they are extremely busy, and the location is excellent. Hanan further stated that the RLF Loan Review Committee recommended approval at its December 20<sup>th</sup> meeting. Hanan stated that this would be the 10<sup>th</sup> RLF loan this year totaling \$995,500. Trousil made a motion to approve the RLF Application from Manning Ventures (Mount Pleasant Maid Rite) for the amount of \$48,500 for working capital from the EDA II pool at the interest rate of 3.5% for 5 years as recommended by the RLF Loan Review Committee, second by Frice. All Ayes, motion carried.
  
3. HOME Application: Norris stated that SEIRPC staff has received a final notification from Iowa Finance Authority (IFA) ruling that Southeast Iowa Housing, Inc. cannot apply for HOME Funds until it has its 501c3 designation from the IRS. He further stated that staff proposes SEIRPC apply for the 2013 HOME funds and administer the program in conjunction with Great River Housing, Inc. to complete four rehab projects over two years. Norris stated SEIRPC will own property at some time during the process, however staff feels that the potential risk (if a home is not sold within six months of drawing HOME funds, the property must be made available to rent,) can be mitigated with pre-qualifying Low to Moderate Income (LMI) home buyers and purchase agreements. Norris further stated that any income would be used for the housing program. Trousil made a motion to approve SEIRPC apply for HOME funds in the amount of \$125,000 to complete four rehab projects over two years in conjunction with Great River Housing, Inc., second by Frice. All ayes, motion carried.

**MATTERS FROM THE FLOOR:**

None.

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

Meeting adjourned at 12:23 p.m.

Submitted by Debbie Laughlin

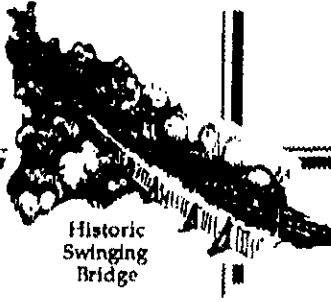
\_\_\_\_\_  
 Mike Norris, Executive Director

\_\_\_\_\_  
 Mark Huston, Secretary

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

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





## City of Columbus Junction

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232 Second Street  
Columbus Junction, IA 52738-0209  
(319) 728-7971

To the Board of Directors of the Southeast Iowa Regional Planning Commission:

I am very pleased to be selected as the recipient of the Leland McCosh Award for 2012. I am sorry that I am not able to attend the January 24<sup>th</sup> meeting to accept the award. I am in Chicago for a business meeting. I have asked Mark Huston to accept on my behalf and to present this letter of thanks. I will plan on attending the March meeting to convey my personal thanks.

As Mayor of Columbus Junction I have been very fortunate to work with outstanding people in our community and throughout the area. Our city councils over the years have been dedicated, visionary, and progressive. I want to thank Mark and the other council members for their efforts. I also have been blessed with a great city staff, including Julie Heindel our city clerk and Mallory Smith our Community Development Director. Their support and ideas have helped Columbus Junction grow and improve.

The relationship between our city and the Southeast Iowa Regional Planning has been an important one in most of our development projects, from grant applications to administration and implementation. Your assistance has been vital to our growth. I appreciated the work you do and the help you give us. We certainly plan to continue this valued relationship. We cannot provide the services you do so well.

Community service is important to me. I have long believed that a community that is thriving is one that has citizens willing to step forward and take an active role. Columbus Junction has a long history of this type of citizenry and the "can do" attitude that makes things happen. I am enthused about the growth of our community and the development we currently have in progress, such as our new water treatment facility and our levee improvements. We also have a new Youth Center being built at the fairgrounds and some new housing development. All these have included SEIRP assistance.

The Leland McCosh Award has a special meaning to me. Molly (McCosh) Clause and her husband Tom Clause are very good friends. Molly and I have often talked about her father and his community work and how this award came to be. I have been privileged to serve as Mayor of my community and also to be involved in other civic organizations. I feel rewarded by the opportunity to be involved and hopefully make positive contributions to my community.

I am proud to accept this award and I thank the SEIRP Board and Mike Norris for considering me for this award. I will look forward to the March meeting.

Sincerely,

A handwritten signature in black ink that reads 'Dan Wilson'.

Dan Wilson

# ***Financial Report***

***January 2013***

***Completed February 19, 2013  
By Lori Gilpin***



Dear SEIRPC Board:

The accompanying Balance Sheet of Southeast Iowa Regional Planning Commission, as of **January 31, 2013**, and the related Statements of Income and Changes in Financial Position for the seven months ended **January 31, 2013**, have been compiled by Lori Gilpin.

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

*Lori Gilpin*  
*Finance Director*

**TO:** SEIRPC Board  
**FROM:** Lori Gilpin  
**DATE:** 02/19/13  
**RE:** Financial Summary for the month of January 2013



**PROFIT & LOSS ALL CLASSES**

	January-13	YTD
TOTAL REVENUES :	581,480	2,588,845
TOTAL EXPENSES :	398,263	2,556,266
Excess of revenues over expenditures	183,217	32,579

**PROFIT & LOSS REGIONAL TRANSIT AUTHORITY**

	January-13	YTD
TOTAL REVENUES :	58,926	720,247
TOTAL EXPENSES :	74,113	687,702
Excess (deficiency) of revenues over (under) expenditures	(15,187)	32,545

**CASH BALANCE**

**UNRESTRICTED**

**RESTRICTED**

Our Home Rehab Government Chkng		1,867	
Gen'l Government Chkng	407,739	-	
IRP Government Chkng		1,000,230	
Ft. Madison RLF Government Chkng		186,916	
Henry County RLF Government Chkng		167,611	
Henry County RTA Government Chkng	37,062		
Keokuk RLF Regular Chkng		119,011	
EDA RLF Government Chkng		466,861	
Mediapolis HTF Government Chkng		78,016	
GRHTF Government Chkng		222,364	
<b>TOTAL</b>	<b>444,801</b>	<b>2,242,876</b>	<b>2,687,677</b>

**CUSTOMER ACCOUNTS RECEIVABLE BALANCE**

Current	1-45	46-90	>90	TOTAL
32,446	192,919	12,958	109,496	347,818

**Southeast Iowa Regional Planning Commission  
Balance Sheet  
January 31, 2013**

**ASSETS**

**Current Assets**

**Checking/Savings**

102.01 · Our Home Rehab Gov't Chkng	1,867.37
103.00 · Gen'l Government Checking	407,739.07
104.00 · IRP Government Checking	1,000,229.82
105.00 · Ft. Madison RLF Gov't Chkng	186,915.50
106.00 · Henry County RLF-Gov't Chkng	167,610.67
107.00 · Henry County (RTA)-Gov't Chkng	37,062.15
109.00 · Keokuk RLF	119,011.21
110.00 · EDA RLF Government Checking	466,861.41
113.00 · Mediapolis HTF Gov't Chkng	78,015.65
115.00 · GRHTF-Gov't Checking	222,363.94

<b>Total Checking/Savings</b>	<u>2,687,676.79</u>
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**Accounts Receivable**

120.00 · Accounts Receivable	<u>347,818.49</u>
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**Other Current Assets**

101.00 · Petty Cash Account	199.95
130.00 · Ft. Madison RLF Receivable	14,983.28
131.00 · Henry County RLF Receivable	28,056.83
132.00 · Our Home Rehab Receivable	13,250.05
133.00 · Mediapolis HTF Receivable	40,043.85
134.00 · EDA RLF I Receivable	468,786.79
135.00 · IRP I Loan Receivable	51,087.60
136.00 · IRP II Loan Receivable	202,869.98
137.00 · Keokuk RLF Receivable	45,806.23
138.00 · GRHTF Receivable	65,954.91
139.00 · EDA RLF II Receivable	385,456.83
172.00 · Prepaid Expenses	2,100.00

<b>Total Other Current Assets</b>	<u>1,318,596.30</u>
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<b>Total Current Assets</b>	<u>4,354,091.58</u>
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**Southeast Iowa Regional Planning Commission  
Balance Sheet  
January 31, 2013**

<b>Other Assets</b>	
220.10 · Agency Vehicle/Equipment	97,869.38
221.10 · Acc. Deprec. Agency Vehicle/Equ	-90,061.86
230.10 · Transit Vehicle	876,092.45
231.10 · Acc. Deprec. Transit Vehicle	-400,528.16
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
<b>Total Other Assets</b>	<u>1,794,419.76</u>
 <b>TOTAL ASSETS</b>	 <b><u><u>6,148,511.34</u></u></b>
 <b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	12,350.44
326.40 · Deferred Revenue-Per Capita	325.00
326.79 · Speed Indicators Maintenance	866.95
326.80 · Custodial Fund Liability	105.55
355.00 · Accrued Salaries & Vacation	12,405.55
3600 · Short Term Notes Payable	<u>139,248.84</u>
 <b>Total Current Liabilities</b>	 <u>165,302.33</u>
 <b>Long Term Liabilities</b>	
3700 · Long Term Notes Payable	<u>1,257,895.08</u>
 <b>Total Liabilities</b>	 <u>1,423,197.41</u>
 <b>Equity</b>	
3900 · Unreserved local net Assets	351,296.27
3901 · Non-spendable Reserve for Loans	466,123.22
3903 · Assigned to Revolving loan	2,017,662.48
3904 · Investment in property & equipm	1,786,612.25
3905 · GRHTF Net Assets	71,040.91
Net Income to date	<u>32,578.80</u>
<b>Total Equity</b>	<u>4,725,313.93</u>
 <b>TOTAL LIABILITIES &amp; EQUITY</b>	 <b><u><u>6,148,511.34</u></u></b>

**Southeast Iowa Regional Planning Commission**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the One and Seven Months Ended January 31, 2013**

	Jan-13	Year-to-Date	FY13 Budget	FY12 Actual	FY11 Actual
<b>Revenues:</b>					
<b>4100 · Bus Fare Revenues</b>					
410.00 · General Public	2,046.15	28,139.15	41,681	44,452	48,826
411.00 · Local Contracts	4,551.16	62,242.97	86,949	84,903	131,694
<b>Total 4100 · Bus Fares</b>	<b>6,597.31</b>	<b>90,382.12</b>	<b>128,630</b>	<b>129,355</b>	<b>180,519</b>
<b>4500 · Federal/State Revenues</b>					
450.00 · EDA Planning Grant	0.00	15,250.00	61,000	61,000	61,000
450.01 · Marketing Grant	0.00	0.00	0	0	7,550
450.02 · EDA Flood Recovery	0.00	0.00	0	0	74,305
450.04 · EDA Facility Grant	0.00	0.00	0	54,626	680,251
450.05 · EDA RLF Grant	196,650.00	354,150.00	0	0	0
451.00 · IDEED COG Assistance	0.00	0.00	10,294	11,644	10,294
452.00 · USDA Grant Income	0.00	0.00	0	49,968	0
453.00 · PDM (Pre-Disaster Mitigation)	0.00	0.00	0	0	7,083
453.01 · Homeland Security	0.00	0.00	0	51,533	251,441
454.00 · Brownfield Grant	0.00	0.00	0	0	3,709
455.00 · IDOT Planning	0.00	46,503.00	185,060	214,304	158,306
456.00 · State Transit Assistance (RTA)	23,990.20	179,178.74	214,990	258,331	385,225
457.00 · Federal Transit Assistance (RTA)	0.00	184,103.00	389,856	317,685	333,332
458.00 · Housing Draws	239,401.54	842,904.33	0	1,382,498	817,841
458.01 · IFA Tax Credit Revenues	0.00	3,325.00	0	10,325	11,550
459.00 · State Medicaid	28,307.42	216,931.68	153,065	164,235	148,102
<b>Total 4500 · Federal/State Revenues</b>	<b>488,349.16</b>	<b>1,842,345.75</b>	<b>1,014,265</b>	<b>2,576,149</b>	<b>2,949,989</b>
<b>4600 · Principle on Loans</b>					
461.00 · Principle on Loans	16,782.94	120,761.52	0	466,532	301,937
<b>4700 · Local Revenues</b>					
470.00 · Per Capita Revenue	0.00	128,211.00	127,943	122,793	121,743
471.00 · Cities/Counties	10,000.00	34,366.00	0	0	24,034
472.00 · Other Contracts	1,202.75	48,834.62	89,088	102,254	297,297
473.00 · Grant Administration	16,500.00	111,045.00	215,250	281,409	460,743
475.00 · Other Contributions	0.00	49,599.00	58,398	169,187	81,279
475.01 · Homeowner Contributions	0.00	5,441.00	0	0	0
479.00 · RLF Administration	0.00	0.00	0	80,478	56,442
481.00 · Housing Soft Costs	0.00	0.00	21,000	9,636	5,943
482.00 · Lead Abatement	6,000.00	15,000.00	0	41,937	1,350
488.00 · Vehicle Reimbursements	911.34	6,992.81	13,850	23,112	23,406
489.00 · Housing Administration	20,223.33	20,223.33	220,526	110,897	86,815
<b>Total 4700 · Local Revenues</b>	<b>54,837.42</b>	<b>419,712.76</b>	<b>746,055</b>	<b>941,704</b>	<b>1,159,052</b>
<b>4900 · Miscellaneous Revenues</b>					
492.00 · Lease Income	7,011.60	66,031.20	111,139	105,139	49,553
495.00 · Insurance Proceeds	0.00	0.00	0	2,501	0
496.00 · Interest Income (Bank)	730.66	5,200.34	7,309	8,435	10,249
497.00 · Miscellaneous Revenues-Other	25.03	8,516.46	2,000	15,370	16,530
498.00 · Matching Funds	0.00	0.00	104,006	1,650	731,139
<b>Total 4900 · Miscellaneous Revenues</b>	<b>7,767.29</b>	<b>79,748.00</b>	<b>224,454</b>	<b>133,095</b>	<b>807,471</b>
<b>5000-52 RLF Income</b>					
507.00 · Late Payment Fees	25.00	673.00	300	975	1,950
508.00 · Loan Closing Fees	3,274.50	7,747.50	3,500	2,844	1,875
509.00 · FM RLF Loan Interest Income	51.91	344.60	0	1,773	2,374
510.00 · Henry Co. RLF Interest Income	155.36	1,248.04	0	2,057	3,137
511.01 · EDA RLF I Interest Income	1,865.98	13,818.40	35,000	31,489	37,549
512.00 · Mediapolis HTF Interest Income	93.16	793.18	0	2,067	3,595
513.00 · EDA RLF II Interest Income	771.40	2,239.60	7,500	0	0
515.00 · IRP I Loan Interest Income	27.38	1,363.43	5,000	4,859	6,682
516.00 · IRP II Loan Interest Income	678.50	5,918.35	16,000	15,876	19,087
517.00 · Our Home Rehab Interest Income	0.00	0.00	0	48	1,219
518.00 · Keokuk RLF Loan Interest Income	139.80	1,451.86	0	2,436	3,316
520.00 · GRHTF-Loan Interest	62.80	296.78	0	45	0
<b>Total 5000-52 RLF Income</b>	<b>7,145.79</b>	<b>35,894.74</b>	<b>67,300</b>	<b>64,468</b>	<b>80,783</b>
<b>Total Income</b>	<b>581,479.91</b>	<b>2,588,844.89</b>	<b>2,180,705</b>	<b>4,311,302</b>	<b>5,479,751</b>

**Southeast Iowa Regional Planning Commission**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the One and Seven Months Ended January 31, 2013**

	Jan-13	Year-to-Date	FY13 Budget	FY12 Actual	FY11 Actual
<b>Expenditures:</b>					
701.00 · Salaries	75,941.61	584,739.86	963,649	960,569	1,052,364
702.00 · FICA - Employer's Share	5,445.43	42,254.33	70,936	70,336	77,994
703.00 · IPERS - Employer's Share	6,536.47	48,404.71	83,548	75,627	72,495
704.00 · Unemployment	0.00	382.00	500	2,979	9,049
705.00 · Employee Benefits	12,770.63	87,241.97	141,408	133,114	137,510
706.00 · Physicals	77.25	1,002.25	1,200	1,508	1,780
707.00 · Uniform Expense	112.96	802.16	500	2,362	825
708.00 · Drug Testing	256.50	489.50	1,000	375	967
709.00 · Personnel Expenses-Other	162.40	1,125.50	980	3,553	425
710.00 · Payroll services	599.15	2,341.34	4,000	3,487	3,638
712.00 · Advertising	0.00	3,055.43	2,119	1,589	2,701
717.00 · Audit	0.00	0.00	14,000	14,425	12,750
726.00 · Contractual Expenses-Other	8,321.70	14,872.88	6,500	164,353	582,750
728.00 · Information Technology	1,164.15	5,045.60	3,500	11,961	7,811
729.00 · Copier Expense	204.93	2,462.33	6,000	7,545	7,651
730.00 · Legal Expense	959.50	2,360.25	5,500	5,103	24,886
738.00 · Depreciation Expense	0.00	0.00	6,317	14,423	17,361
740.00 · Dues/Subscriptions	315.00	11,188.77	14,750	8,736	16,459
741.00 · Public Notices	107.32	832.35	1,700	2,416	2,520
745.00 · Land, Structures, Right of Way, etc.	0.00	0.00	0	0	1,055,000
746.00 · Leased Equipment	152.00	456.00	700	570	760
747.00 · Equipment under \$5000	1,454.85	9,679.70	26,225	14,124	16,295
748.00 · Capital Equipment	0.00	117,534.80	158,635	79,518	71,934
749.00 · Principle Expense	0.00	42,484.76	53,165	44,901	44,670
750.00 · Lead Testing	104.00	1,151.00	2,000	4,383	1,488
751.00 · Housing	153,724.04	488,394.87	0	1,164,100	579,854
752.00 · Admin. Expense	0.00	39,141.00	0	115,591	67,233
754.00 · Insurance	10,384.18	92,268.33	94,800	96,620	93,119
756.00 · Mortgage Filing Fees	47.00	501.50	255	1,274	482
757.00 · Interest Expense	6,310.84	12,635.98	35,239	34,590	34,974
758.00 · Loan Closing Expense	0.00	0.00	0	85	5
759.00 · Credit Report Exp.	0.00	114.21	250	509	17
760.00 · Hsng Relocation Expense	0.00	0.00	0	937	14,327
766.00 · Bldg. Maintenance & Repair	597.73	5,083.89	10,500	13,561	18,985
767.00 · Vehicle Maintenance & Repair	8,174.34	59,243.89	96,451	119,960	123,811
768.00 · Marketing	0.00	4,081.45	5,000	7,948	60
769.00 · Meeting Expense	228.38	1,030.98	3,400	2,570	6,028
782.00 · Printing/Postage	117.80	2,804.59	4,675	6,952	8,347
791.00 · Rent	680.00	3,080.00	5,600	5,411	7,664
806.00 · Supplies	1,181.57	5,632.18	9,650	10,578	15,748
807.00 · Bank Charges	0.00	0.00	42	(35)	87
808.00 · Fuel/Oil	9,799.30	78,887.14	92,263	112,095	111,667
810.00 · Telecommunications	2,256.49	14,759.96	24,861	25,248	22,932
811.00 · Utilities Expense	3,380.93	18,506.54	33,000	30,361	21,801
813.00 · Real Estate Taxes	0.00	6,480.00	13,500	54,129	0
815.00 · Mileage Expense	0.00	18.50	0	0	19
816.00 · Travel/Training	483.35	3,552.78	18,100	19,759	13,133
820.00 · Use Allowance	911.34	6,992.81	13,850	23,112	23,406
829.00 · Down Payment Assistance	75,000.00	278,700.00	0	219,828	316,418
830.00 · Participant Loans & Grants	10,300.00	454,448.00	0	177,395	0
890.00 · Matching Expenditures	0.00	0.00	77,037	0	731,139
900.00 · Indirect Costs	0.00	0.00	0	127,099	(127,099)
<b>Total Expenditures</b>	<b>398,263.14</b>	<b>2,556,266.09</b>	<b>2,107,306</b>	<b>3,997,632</b>	<b>5,306,237</b>
<b>Excess of revenues over expenditures</b>	<b>183,216.77</b>	<b>32,578.80</b>	<b>73,399</b>	<b>313,670</b>	<b>173,514</b>

**Regional Transit Authority**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the One and Seven Months Ended January 31, 2013**

	Jan-13	Year-to-Date	FY13 Budget	FY12 Actual	FY11 Actual	FY10 Actual	FY09 Actual
<b>Revenues:</b>							
<b>4100 · Bus Fare Revenues</b>							
410.00 · General Public	2,046.15	28,139.15	41,681	44,452	48,826	50,916	60,430
411.00 · Local Contracts	4,551.16	62,242.97	86,949	84,903	131,694	306,718	471,355
<b>Total 4100 · Bus Fares</b>	<b>6,597.31</b>	<b>90,382.12</b>	<b>128,630</b>	<b>129,355</b>	<b>180,519</b>	<b>357,634</b>	<b>531,784</b>
<b>4500 · Federal/State Revenues</b>							
456.00 · State Transit Assistance	23,990.20	179,178.74	214,990	258,331	260,046	228,735	217,034
457.00 · Federal Transit Assistance	0.00	184,103.00	389,856	317,685	333,332	396,928	315,519
459.00 · State Medicaid	28,307.42	216,931.68	153,065	164,235	148,102	134,998	124,586
<b>Total 4500 · Federal/State Revenues</b>	<b>52,297.62</b>	<b>580,213.42</b>	<b>757,911</b>	<b>740,251</b>	<b>741,480</b>	<b>760,660</b>	<b>657,139</b>
<b>4700 · Local Revenues</b>							
470.00 · Per Capita Revenue	0.00	49,443.00	49,443	49,443	49,443	49,443	45,523
472.00 · Other Contracts	0.00	0.00	0	0	0	0	0
<b>Total 4700 · Local Revenues</b>	<b>0.00</b>	<b>49,443.00</b>	<b>49,443</b>	<b>49,443</b>	<b>49,443</b>	<b>49,443</b>	<b>45,523</b>
<b>4900 · Miscellaneous Revenues</b>							
495.00 · Insurance Proceeds	0.00	0.00	0	2,501	0	3,201	43
496.00 · Interest Income (Bank)	6.26	41.56	65	64	88	55	57
497.00 · Miscellaneous Revenues-Other	25.03	166.78	2,000	2,628	1,628	4,328	920
498.00 · Matching Funds	0.00	0.00	26,969	0	9,855	0	26,040
<b>Total 4900 · Miscellaneous Revenues</b>	<b>31.29</b>	<b>208.34</b>	<b>29,034</b>	<b>5,192</b>	<b>11,571</b>	<b>7,584</b>	<b>27,060</b>
<b>Total Revenues</b>	<b>58,926.22</b>	<b>720,246.88</b>	<b>965,018</b>	<b>924,241</b>	<b>983,013</b>	<b>1,175,321</b>	<b>1,261,506</b>
<b>Expenditures:</b>							
701.00 · Salaries	27,484.25	210,384.15	313,390	314,513	368,634	368,395	358,597
702.00 · FICA - Employer's Share	2,051.24	15,752.66	23,723	23,768	27,924	27,710	27,457
703.00 · IPERS - Employer's Share	2,382.88	18,240.16	27,171	25,368	25,738	24,457	22,518
704.00 · Unemployment	0.00	382.00	500	2,979	0	6,974	9,380
705.00 · Employee Benefits	3,953.42	26,116.86	30,505	31,066	40,891	40,252	25,803
706.00 · Physicals	77.25	1,002.25	1,200	1,508	1,780	1,424	118
707.00 · Uniform Expense	0.00	689.20	500	437	825	2,026	1,194
708.00 · Drug Testing	256.50	489.50	1,000	375	967	1,001	2,023
709.00 · Personnel Expenses-Other	15.36	252.22	580	595	0	100	1,050
712.00 · Advertising	0.00	2,434.86	2,119	1,589	1,968	1,747	3,896
726.00 · Contractual Expenses-Other	63.75	63.75	6,500	6,358	12,914	8,733	9,741
728.00 · Information Technology	90.00	1,535.00	500	898	990	0	0.00
730.00 · Legal Expense	0.00	160.00	1,000	588	5,616	16,378	14,058
738.00 · Depreciation Expense	0.00	0.00	0	0	0	0	0
740.00 · Dues/Subscriptions	0.00	2,273.00	2,500	2,525	2,547	1,356	2,057
741.00 · Public Notices	0.00	0.00	100	20	23	90	279
746.00 · Leased Equipment	0.00	0.00	0	0	0	0	0
747.00 · Equipment Under \$5000	0.00	0.00	1,000	405	0	0	17,243
748.00 · Capital Equipment	0.00	117,534.80	158,635	57,267	57,965	207,221	107,998
754.00 · Insurance	5,445.64	50,268.52	50,000	48,892	51,564	69,793	59,100
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	500	234	3,833	0	0
767.00 · Vehicle Maintenance & Repair	7,896.55	56,411.31	91,451	115,842	122,080	115,118	157,507
768.00 · Marketing	0.00	300.00	1,000	1,150	0	0	0
769.00 · Meeting Expense	0.00	0.00	200	99	100	222	193
782.00 · Printing/Postage	0.00	220.70	0	6	837	52	247
791.00 · Rent	650.00	3,050.00	5,600	5,381	5,214	4,976	5,019
806.00 · Supplies	538.51	852.33	500	429	752	267	660
807.00 · Bank Charges	0.00	0.00	0	5	(25)	30	6
808.00 · Fuel/Oil	9,356.04	76,101.08	87,263	106,449	106,784	114,227	136,696
810.00 · Telecommunications	716.82	4,653.20	7,501	7,445	8,657	9,759	7,859
815.00 · Mileage Expense	0.00	0.00	0	0	0	431	529
816.00 · Travel/Training	171.50	1,562.34	4,500	5,570	3,169	5,766	2,881
820.00 · Use Allowance	188.50	1,220.53	2,500	3,662	3,804	6,156	2,728
890.00 · Matching Expenditures	0.00	0.00	0	0	9,855	0	26,040
900 · Indirect Costs	12,775.05	95,751.93	143,079	189,092	104,461	104,924	109,133
<b>Total Expenditures</b>	<b>74,113.26</b>	<b>687,702.35</b>	<b>965,018</b>	<b>954,512</b>	<b>969,866</b>	<b>1,139,586</b>	<b>1,112,011</b>
<b>Fund Balance</b>	<b>(15,187.04)</b>	<b>32,544.53</b>	<b>0</b>	<b>(30,272)</b>	<b>13,147</b>	<b>35,734</b>	<b>149,495</b>



**Southeast Iowa Regional Planning Commission  
Profit Loss by Class  
Year to Date thru January 2013**

	<u>10 Company Vehicles</u>	<u>20 EDA PG</u>	<u>22 Facility</u>	<u>47 HOUSING</u>	<u>48 GRHTF</u>
<b>Income</b>					
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	0.00	15,250.00	0.00	842,904.33	0.00
461.00 · Principle on Loans	0.00	0.00	0.00	6,041.25	5,384.54
4700-48 · Local Revenues	6,992.81	0.00	0.00	46,454.33	36,900.00
4900 · Miscellaneous Revenues	0.00	0.00	66,031.20	102.10	7,179.76
5000-52 · RLF Income	0.00	0.00	0.00	843.18	2,139.78
	<u>6,992.81</u>	<u>15,250.00</u>	<u>66,031.20</u>	<u>896,345.19</u>	<u>51,604.08</u>
<b>Expense</b>					
700.00 · Personnel Expenses	0.00	61,003.61	0.00	80,841.74	0.00
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	31.22	0.00	52.08	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
726.00 · Contractual Expenses	0.00	0.00	2,362.15	0.00	795.00
728.00 · Information Technology	0.00	0.00	0.00	2,952.16	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	1,149.00	0.00
740.00 · Dues/Subscriptions	0.00	0.00	0.00	390.00	0.00
741.00 · Public Notices	0.00	14.75	0.00	77.61	84.22
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	0.00	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	0.00	0.00	0.00
750.00 · Lead Testing	0.00	0.00	0.00	1,151.00	0.00
751.00 · Housing	0.00	0.00	0.00	473,494.87	14,900.00
752.00 · Admin. Expense	0.00	0.00	0.00	6,010.00	15,743.00
754.00 · Insurance	0.00	0.00	0.00	0.00	0.00
756.00 · Mortgage Filing Expenses	0.00	0.00	0.00	349.00	1.00
757.00 · Interest Expense	0.00	0.00	12,019.44	448.93	0.00
759.00 · Credit Report Exp.	0.00	0.00	0.00	0.00	105.75
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	5,083.89	0.00	0.00
767.00 · Vehicle Maintenance & Repairs	2,832.58	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	0.00	0.00	200.00	0.00
769.00 · Meeting Expense	0.00	122.87	0.00	0.00	258.75
782.00 · Printing/Postage	0.00	52.99	0.00	0.00	40.49
791.00 · Rent	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	0.00	0.00	23.02	146.38	180.27
808.00 · Fuel/Oil	2,786.06	0.00	0.00	0.00	0.00
810.00 · Telecommunications	0.00	0.00	0.00	108.33	0.00
811.00 · Utilities Expense	0.00	0.00	18,506.54	0.00	0.00
812.00 · Bldg Operation Allocation	0.00	0.00	(5,943.59)	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	6,480.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00	0.00
816.00 · Travel/Training	0.00	23.72	0.00	520.42	7.75
820.00 · Use Allowance	18.99	631.79	0.00	395.98	436.45
829.00 · Down Payment Assistance	0.00	0.00	0.00	263,700.00	15,000.00
830.00 · Participant Loans	0.00	0.00	0.00	0.00	35,948.00
900.00 · INDIRECT COSTS	0.00	21,690.18	0.00	28,639.01	0.00
	<u>5,637.63</u>	<u>83,571.13</u>	<u>38,531.45</u>	<u>860,626.51</u>	<u>83,500.68</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>1,355.18</u>	<u>(68,321.13)</u>	<u>27,499.75</u>	<u>35,718.68</u>	<u>(31,896.60)</u>
<b>SEIRPC adjusted balance (excluding RLF's &amp; GRHTF)</b>	<u>-</u>	<u>(68,321.13)</u>	<u>27,499.75</u>	<u>(76,875.21)</u>	<u>-</u>

**Southeast Iowa Regional Planning Commission  
Profit Loss by Class  
Year to Date thru January 2013**

	<b>60 IDOT</b>	<b>71 EDA RLF</b>	<b>72 IRP-I</b>	<b>73 FM/KK/HC RLF</b>	<b>76 IRP-II</b>
<b>Income</b>					
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	46,503.00	354,150.00	0.00	0.00	0.00
461.00 · Principle on Loans	0.00	61,971.80	9,729.97	18,284.34	19,349.62
4700-48 · Local Revenues	17,500.00	0.00	0.00	10,299.00	0.00
4900 · Miscellaneous Revenues	0.00	642.66	2,915.38	496.17	0.00
5000-52 · RLF Income	0.00	22,335.50	1,363.43	3,294.50	5,918.35
	<u>64,003.00</u>	<u>439,099.96</u>	<u>14,008.78</u>	<u>32,374.01</u>	<u>25,267.97</u>
<b>Expense</b>					
700.00 · Personnel Expenses	97,341.78	15,860.27	0.00	0.00	0.00
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	31.92	13.09	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
726.00 · Contractual Expenses	1,808.98	0.00	0.00	0.00	0.00
728.00 · Information Technology	488.50	413.57	0.00	0.00	0.00
729.00 · Copier Expense	0.00	0.00	0.00	0.00	0.00
730.00 · Legal Expense	48.75	0.00	479.75	479.75	0.00
740.00 · Dues/Subscriptions	524.00	0.00	0.00	0.00	0.00
741.00 · Public Notices	57.88	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	1,564.98	0.00	0.00	0.00	0.00
748.00 · Capital Equipment	0.00	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	20,463.19	0.00	22,021.57
750.00 · Lead Testing	0.00	0.00	0.00	0.00	0.00
751.00 · Housing	0.00	0.00	0.00	0.00	0.00
752.00 · Admin. Expense	0.00	0.00	0.00	17,388.00	0.00
754.00 · Insurance	0.00	0.00	0.00	0.00	0.00
756.00 · Mortgage Filing Expenses	0.00	133.00	0.00	0.00	0.00
757.00 · Interest Expense	0.00	0.00	0.00	0.00	0.00
759.00 · Credit Report Exp.	0.00	8.46	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 & Repairs	0.00	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	200.00	0.00	0.00	0.00
769.00 · Meeting Expense	72.97	0.00	0.00	0.00	0.00
782.00 · Printing/Postage	126.95	5.75	5.75	0.00	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	456.56	51.43	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	18.50	0.00	0.00	0.00	0.00
816.00 · Travel/Training	684.13	310.92	0.00	0.00	0.00
820.00 · Use Allowance	1,781.48	279.82	0.00	23.78	0.00
829.00 · Down Payment Assistance	0.00	0.00	0.00	0.00	0.00
830.00 · Participant Loans	0.00	418,500.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	34,515.37	5,628.66	0.00	0.00	0.00
	<u>139,522.75</u>	<u>441,404.97</u>	<u>20,948.69</u>	<u>17,891.53</u>	<u>22,021.57</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>(75,519.75)</u>	<u>(2,305.01)</u>	<u>(6,939.91)</u>	<u>14,482.48</u>	<u>3,246.40</u>
<b>SEIRPC adjusted balance (excluding RLF's &amp; GRHTF)</b>	<u><b>(75,519.75)</b></u>	<u><b>73.19</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>

**Southeast Iowa Regional Planning Commission**  
**Profit Loss by Class**  
**Year to Date thru January 2013**

	<b>80 Indirect Cost Center</b>	<b>85 RTA</b>	<b>90 LOCAL</b>	<b>TOTAL</b>
<b>Income</b>				
4100 · Bus Fare Revenues	0.00	90,382.12	0.00	90,382.12
4500 · Federal/State Revenues	0.00	580,213.42	3,325.00	1,842,345.75
461.00 · Principle on Loans	0.00	0.00	0.00	120,761.52
4700-48 · Local Revenues	0.00	49,443.00	249,717.75	417,306.89
4900 · Miscellaneous Revenues	0.00	208.34	2,172.39	79,748.00
5000-52 · RLF Income	0.00	0.00	0.00	35,894.74
	<u>0.00</u>	<u>720,246.88</u>	<u>255,215.14</u>	<u>2,586,439.02</u>
<b>Expense</b>				
700.00 · Personnel Expenses	106,072.60	270,493.83	129,240.40	760,854.23
704.00 · Unemployment	0.00	382.00	0.00	382.00
706.00 · Physicals	0.00	1,002.25	0.00	1,002.25
707.00 · Uniform Expense	112.96	689.20	0.00	802.16
708.00 · Drug Testing	0.00	489.50	0.00	489.50
709.00 · Personnel Expenses-Other	604.68	252.22	140.29	1,125.50
710.00 · Payroll Services	2,341.34	0.00	0.00	2,341.34
712.00 · Advertising	620.57	2,434.86	0.00	3,055.43
726.00 · Contractual Expenses	9,843.00	63.75	0.00	14,872.88
728.00 · Information Technology	1,319.35	1,535.00	446.88	7,155.46
729.00 · Copier Expense	2,462.33	0.00	0.00	2,462.33
730.00 · Legal Expense	43.00	160.00	0.00	2,360.25
740.00 · Dues/Subscriptions	6,277.00	2,273.00	1,724.77	11,188.77
741.00 · Public Notices	320.48	0.00	277.41	832.35
746.00 · Leased Equipment	456.00	0.00	0.00	456.00
747.00 · Equipment under \$5000	2,390.76	0.00	3,614.10	7,569.84
748.00 · Capital Equipment	0.00	117,534.80	0.00	117,534.80
749.00 · Principle Expense	0.00	0.00	0.00	42,484.76
750.00 · Lead Testing	0.00	0.00	0.00	1,151.00
751.00 · Housing	0.00	0.00	0.00	488,394.87
752.00 · Admin. Expense	0.00	0.00	0.00	39,141.00
754.00 · Insurance	41,999.81	50,268.52	0.00	92,268.33
756.00 · Mortgage Filing Expenses	0.00	0.00	18.50	501.50
757.00 · Interest Expense	0.00	0.00	167.61	12,635.98
759.00 · Credit Report Exp.	0.00	0.00	0.00	114.21
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	0.00	5,083.89
767.00 · Vehicle Maintenance & Repairs	0.00	56,411.31	0.00	59,243.89
768.00 · Marketing	0.00	300.00	3,381.45	4,081.45
769.00 · Meeting Expense	477.10	0.00	99.29	1,030.98
782.00 · Printing/Postage	2,173.00	220.70	178.96	2,804.59
791.00 · Rent	30.00	3,050.00	0.00	3,080.00
806.00 · Supplies	3,316.49	852.33	605.70	5,632.18
808.00 · Fuel/Oil	0.00	76,101.08	0.00	78,887.14
810.00 · Telecommunications	9,855.33	4,653.20	143.10	14,759.96
811.00 · Utilities Expense	0.00	0.00	0.00	18,506.54
812.00 · Bldg Operation Allocation	5,943.59	0.00	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	0.00	6,480.00
815.00 · Mileage Expense	0.00	0.00	0.00	18.50
816.00 · Travel/Training	299.96	1,562.34	143.54	3,552.78
820.00 · Use Allowance	251.99	1,220.53	1,952.00	6,992.81
829.00 · Down Payment Assistance	0.00	0.00	0.00	278,700.00
830.00 · Participant Loans	0.00	0.00	0.00	454,448.00
900.00 · INDIRECT COSTS	(233,094.94)	95,751.93	46,250.56	(619.23)
	<u>(35,883.60)</u>	<u>687,702.35</u>	<u>188,384.56</u>	<u>2,553,860.22</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>35,883.60</u>	<u>32,544.53</u>	<u>66,830.58</u>	<u>32,578.80</u>
<b>SEIRPC adjusted balance (excluding RLF's &amp; GRHTF)</b>	<u>-</u>	<u><b>32,544.53</b></u>	<u><b>66,830.58</b></u>	<u><b>(93,768.04)</b></u>

**Southeast Iowa Regional Planning Commission**  
**Check Register**  
**January 2013**

<b>Type</b>	<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
Check	01/04/2013	24931	Shafer Construction LLC.	-9,770.00
Check	01/04/2013	24932	BRC	-9,150.00
Check	01/04/2013	24933	Schaer Construction	-9,900.00
Check	01/04/2013	24934	Commercial Contractors	-11,200.00
Check	01/04/2013	24935	BRC	-10,000.00
Check	01/09/2013	24936	Cray Goddard Miller Taylor & Chelf LLP	-959.50
Check	01/09/2013	24937	American Country Insurance	-5,445.64
Check	01/09/2013	24938	Fullenkamp Insurance Agency	-4,938.54
Check	01/09/2013	24939	COZO	-150.00
Check	01/09/2013	24940	CPA Associates	-6,980.00
Check	01/09/2013	24941	CenturyLink	-680.54
Check	01/09/2013	24942	US Cellular	-35.74
Check	01/09/2013	24943	Pitney Bowes Global Financial Svcs. LLC	-152.00
Check	01/09/2013	24944	St. Luke's Drug & Alcohol Testing	-256.50
Check	01/09/2013	24945	Pauwels Lawn Care	-265.00
Check	01/09/2013	24946	Drake Hardware & Software	-1,164.15
Check	01/09/2013	24947	Iowa Illinois Office Solutions	-279.52
Check	01/09/2013	24948	Embellishments & Designs Inc	-112.96
Check	01/09/2013	24949	Burlington True Value	-3.72
Check	01/09/2013	24950	The Burlington Hawk Eye	-92.57
Check	01/09/2013	24951	Mike Prottzman Sanitation Inc	-63.75
Check	01/09/2013	24952	Dave's Towing & Recovery	-200.00
Check	01/09/2013	24953	City of West Burlington	-109.56
Check	01/09/2013	24954	Integrated Technology Partners	-19.95
Check	01/09/2013	24955	Burlington Kiwanis	-110.00
Check	01/09/2013	24956	Debbie Laughlin	-100.00
Check	01/09/2013	24960	SHOTTENKIRK SUPERSTORE	-3,496.56
Check	01/09/2013	24961	Frank Millard and Company Inc.	-117.00
Check	01/09/2013	24962	Digital Office Solutions	-204.93
Check	01/09/2013	24963	LOWES	-149.09
Check	01/09/2013	24964	Jack Callas	-36.75
Check	01/09/2013	24965	Joe Yocum	-24.50
Check	01/09/2013	24967	Bancard Services	-652.45
Check	01/09/2013	24968	City of Keokuk	-3,188.12
Check	01/09/2013	24969	City of Burlington	-4,143.93
Check	01/09/2013	24970	City of Mount Pleasant	-1,869.97
Check	01/09/2013	24971	Hope Haven	-345.72
Check	01/09/2013	24972	The Democrat Company	-14.75
Check	01/09/2013	24957	Jacob Orth & Two Rivers Bank & Trust	-37,500.00
Check	01/09/2013	24958	Troy Lietsch	-9,508.00
Check	01/09/2013	24959	Dansco Contracting	-8,980.00
Check	01/09/2013	24966	Mike Kilbride and Iowa State Bank	-37,500.00
Check	01/09/2013	24973	Becky Anderson d/b/a Hilltop Properties	-27,268.06
Check	01/23/2013	24974	Secretary of State	-30.00

**Southeast Iowa Regional Planning Commission**  
**Check Register**  
**January 2013**

<b>Type</b>	<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
Check	01/23/2013	24975	Nextel	-716.82
Check	01/23/2013	24976	Wright Express Fleet Service	-597.28
Check	01/23/2013	24977	CenturyLink	-753.44
Check	01/23/2013	24978	Mediacom	-69.95
Check	01/23/2013	24979	Billups Tire and Services Inc.	-340.05
Check	01/23/2013	24980	Deery Brothers Ford Lincoln Inc	-191.25
Check	01/23/2013	24981	Hy-Vee, Inc	-688.16
Check	01/23/2013	24982	Napa Auto Parts	-30.98
Check	01/23/2013	24983	O'Reilly Automotive, Inc.	-10.96
Check	01/23/2013	24984	Fort Dearborn Life Insurance Company	-1,020.71
Check	01/23/2013	24985	IPC, Inc.	-400.00
Check	01/23/2013	24986	SEI Properties LLC	-250.00
Check	01/23/2013	24987	Central Printing	-105.00
Check	01/23/2013	24988	Waterworks Car Wash	-5.00
Check	01/23/2013	24989	Iowa State Association of Counties	-25.00
Check	01/23/2013	24990	Tri-State Medical Group Inc	-77.25
Check	01/23/2013	24991	Wemiga Waste Inc	-22.00
Check	01/23/2013	24992	CPA Associates	-653.00
Check	01/23/2013	24993	Iowa Secretary of State	-5.00
Check	01/23/2013	24994	Frank Millard and Company Inc.	-411.40
Check	01/23/2013	24995	Ebert Supply Company	-86.23
Check	01/23/2013	24996	ABC Fire Extinguisher Sales & Servcs Inc	-55.15
Check	01/23/2013	24997	Telin Transportation Group	-716.34
Check	01/23/2013	24998	Pep Stop	-10.00
Check	01/23/2013	24999	Lowell Gaulke	-70.00
Check	01/23/2013	25000	Bob Kuskowski	-3,020.33
Check	01/23/2013	25001	SEIRPC Petty Cash	-153.85
Check	01/23/2013	25002	Dixie Darnell	-64.00
Check	01/23/2013	25003	Becky Anderson d/b/a Hilltop Properties	-4,553.62
Check	01/23/2013	25004	Gary Wenger	-34,079.82
Check	01/23/2013	25005	Wenger Rental LLC	-18,866.54
Check	01/23/2013	25006	Jack Callas	-110.25
Check	01/23/2013	25007	Schaer Construction	-10,748.00
Check	01/28/2013	25008	Drake Hardware & Software Inc.	-1,454.85
				<b>-287,531.70</b>
Electronic Transfer			Wellmark	-14,520.02
Electronic Transfer			Payroll	-51,720.04
Electronic Transfer			Payroll Taxes	-22,539.18
Electronic Transfer			Payroll Processing Fees	-599.15
Electronic Transfer			Two Rivers Bank - LOC interest	-240.81
Electronic Transfer			Two Rivers Bank - qrtly facility note pymt	-8,961.66
Electronic Transfer			Safe deposit box rent	-30.00

**Southeast Iowa Regional Planning Commission  
Check Register  
January 2013**

<b>Type</b>	<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
Electronic Transfer			Copier Loan Payment	-321.79
Electronic Transfer			Alliant Energy	-3,271.37
Electronic Transfer			Wellmark-Flex Admin Fees	-62.40
Electronic Transfer			IPERS	-10,573.57
				<b>-112,839.99</b>
			<b>TOTAL EXPENDITURES</b>	<b>-400,371.69</b>

**BANCARD Services Credit Card Statement**

**STATEMENT DATE:** 1/28/2013  
**PAYMENT DUE DATE:** 2/22/2013  
**CHECK#** 25035  
**DATE PAID** 2/6/2013

Date	Transaction Description	Expense		Class		Amount	Receipt
		Account#	Type	Class#	Class Name		
<b>MIKE NORRIS</b>							
04-Jan-13	The Drake Restaurant	806	Supplies	90	Local	475.35	yes
15-Jan-13	Ivy Bake Shoppe	769	Meeting Expense	71.01	EDA I	15.79	yes
16-Jan-13	Concord Supplies	806	Supplies	80	ICC	46.96	yes
24-Jan-13	Hotel Fort Des Moines	816	Travel/Training	80	ICC	83.80	yes
24-Jan-13	Hotel Fort Des Moines	816	Travel/Training	20	EDA	28.90	yes
24-Jan-13	Hotel Fort Des Moines	816	Travel/Training	60	IDOT	17.33	yes
24-Jan-13	Hotel Fort Des Moines	816	Travel/Training	90	Local	14.45	yes
25-Jan-13	Splash and Dash Car Wash	767	Vehicle Maintenance	10	Co Car	5.00	yes
<b>TOTAL</b>						<b>687.58</b>	
<b>DEBORAH LAUGHLIN</b>							
02-Jan-13	Happy Joes Pizza	769	Meeting Expense	48	GRHTF	71.20	yes
23-Jan-13	Happy Joes Pizza	769	Meeting Expense	80	ICC	144.07	yes
<b>TOTAL</b>						<b>215.27</b>	
<b>ZACH JAMES</b>							
<b>TOTAL</b>						<b>0.00</b>	
<b>JEFF HANAN</b>							
05-Jan-13	Holiday Inn Downtown Des Moines	816	Travel/Training	90	Local	94.08	yes
09-Jan-13	Accurate Analytical	750	Lead Testing	47.54	NSP	104.00	yes
09-Jan-13	Accurate Analytical	750	Lead Testing	47.54	NSP	104.00	yes
14-Jan-13	Accurate Analytical	750	Lead Testing	47.54	NSP	180.00	yes
16-Jan-13	Accurate Analytical	750	Lead Testing	47.58	DPI	48.00	yes
22-Jan-13	Accurate Analytical	750	Lead Testing	47.54	NSP	90.00	yes
<b>TOTAL</b>						<b>620.08</b>	
<b>BOB KUSKOWSKI</b>							
<b>TOTAL</b>						<b>0.00</b>	
<b>TOTAL</b>						<b>1,522.93</b>	

Hans Trousil

Mike Norris

**Southeast Iowa Regional Planning Commission**  
**A/R Aging Summary**  
**As of January 31, 2013**

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Alexandria & Autumn Turner	0.00	-30.00	0.00	30.00	0.00
Ann Noel	25.00	0.00	0.00	0.00	25.00
Becky Anderson	0.00	6,000.00	0.00	0.00	6,000.00
Blair House	70.00	10.00	52.50	0.00	132.50
City of Burlington	0.00	23,653.33	0.00	0.00	23,653.33
City of Columbus Junction	0.00	10,000.00	0.00	0.00	10,000.00
City of Keokuk	0.00	1,250.00	0.00	5,000.00	6,250.00
City of Letts	0.00	0.00	0.00	500.00	500.00
City of Mt. Pleasant	0.00	1,500.00	0.00	0.00	1,500.00
City of West Burlington	0.00	27,365.00	0.00	0.00	27,365.00
Community Action of Southeast Iowa	0.00	0.00	0.00	300.00	300.00
CPC - Des Moines County	0.00	16.58	0.00	0.00	16.58
CPC - Henry County	677.47	652.28	0.00	0.00	1,329.75
CPC - Henry County (State Cases)	232.93	175.57	0.00	0.00	408.50
CPC - Lee County	2,652.80	2,178.03	0.00	0.00	4,830.83
CPC - Louisa County	41.45	0.00	0.00	0.00	41.45
Des Moines Co Public Health	25.00	25.00	0.00	0.00	50.00
Des Moines County Conservation Board	0.00	2,750.00	0.00	0.00	2,750.00
Downtown Partners	0.00	0.00	0.00	51,440.46	51,440.46
EDA	0.00	0.00	0.00	15,131.34	15,131.34
First Community Bank	0.00	59,100.00	0.00	0.00	59,100.00
Gary D Wenger	0.00	0.00	0.00	9,000.00	9,000.00
Ginnie Hager	25.00	0.00	0.00	0.00	25.00
IARC	0.00	1,202.75	0.00	0.00	1,202.75
Insight Human Services	50.00	-150.00	25.00	125.00	50.00
Iowa Medicaid Enterprise	28,307.42	256.89	1,409.89	76.50	30,050.70
Iowa Vocational Rehabilitation Services	0.00	0.00	0.00	99.74	99.74
Joe Reuther	0.00	0.00	0.00	4,500.00	4,500.00
Lee County Auditor	0.00	3,000.00	11,366.00	0.00	14,366.00
Louisa County Auditor	0.00	3,000.00	0.00	4,568.50	7,568.50
Mediapolis Savings Bank	0.00	0.00	0.00	0.00	0.00
Morning Sun Development Corporation	0.00	0.00	0.00	875.00	875.00
Mt. Pleasant Correctional Facility	0.00	273.76	0.00	218.75	492.51
Muscatine Community Services	114.72	0.00	0.00	0.00	114.72
New London Nursing & Rehab	113.75	250.00	80.00	0.00	443.75
Pleasant Manor Care Center	65.00	0.00	0.00	0.00	65.00
Tammy Wheeler	25.00	25.00	25.00	25.00	100.00
TMS Management Group, INC.	0.00	394.40	0.00	0.00	394.40
Tri-State Rodeo	0.00	0.00	0.00	1,575.68	1,575.68
UIHC Social Services	0.00	0.00	0.00	30.00	30.00
Wapello Nursing & Rehab	20.00	20.00	0.00	0.00	40.00
Wayland State Bank	0.00	50,000.00	0.00	0.00	50,000.00
Wilson Rentals	0.00	0.00	0.00	16,000.00	16,000.00
<b>Total</b>	<b><u>32,445.54</u></b>	<b><u>192,918.59</u></b>	<b><u>12,958.39</u></b>	<b><u>109,495.97</u></b>	<b><u>347,818.49</u></b>



# SEIRPC FY2012 Audit

NB #1

NB #1

Not available at this time.

# CDBG Scoring Committee

NB#2



# Memo

To: SEIRPC Finance Committee  
From: Mike Norris, SEIRPC Executive Director  
Date: February 21, 2013  
Re: CDBG Regional Scoring Committee

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As brought to the board previously, the regional scoring process with Iowa Economic Development Authority (IEDA) is moving towards a pilot scoring session.

SEIRPC is one of five COGs in Iowa selected by IEDA to participate in the regional scoring process. Each COG will set up a regional scoring committee comprised of a variable number of members from backgrounds like:

- Public works
- Community development
- Economic development
- Public employees with CDBG experience
- CEDS committee
- Private sector
- Engineering

Staff will assemble a committee of around nine members to complete the pilot review process. SEIRPC will have three applications to score – two water/sewer and one community facility. Once the committee is formed, staff will distribute the list to the board.

The goal is to have the committee formed in one month or less. After the committee is formed, all will be given access to [www.iowagrants.gov](http://www.iowagrants.gov) to evaluate the applications, which should be completed in April.

Please let me know if you have questions or comments.

# RLF Application

NB #3

# Memo

To: Mike Norris, Executive Director  
From: Jeff Hanan, Assistant Director/RLF Administrator  
Date: February 22, 2013  
Re: Aviation Blvd., LLC

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Mike & Kalen Henderson (Aviation Blvd., LLC & Reunion Vineyard Inc.), through primary lender Two Rivers Bank & Trust, have applied for \$170,000 in revolving loan funds to be used for the purpose of purchasing land and building acquisition. The project includes a refinance for a 7.48 acre property located at 2555 Lexington Avenue in Mount Pleasant. The overall project includes the construction of a 5,000 s.f. event center with a 15' x 80' covered patio (RLF proceeds are not intended to be used for construction). The end result will be the operation of a winery and events center.

The project is consistent with the goals and objectives outlined in the SEIRPC RLF Mission Statement. The project is expected to help retain 29 jobs.

On Thursday, February 21, 2013, 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: \$170,000
  - o Source: EDA II pool
- Term: 10 years
- Interest Rate: 4.5%
- Collateral: Mortgages, General UCC business lien filing; personal guarantees

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

# MAP - 21 Targets

NB #4



# Memo

To: SEIRPC Finance Committee  
 From: Mike Norris, SEIRPC Executive Director  
 Date: February 21, 2013  
 Re: MAP-21 Targets

A new two-year transportation bill was approved by Congress in 2012. The bill consolidated programs and provided what amounts to level funding for the Surface Transportation Program (STP) and an overall funding cut for alternative transportation programs, but an increase to the regional allocation.

The Transportation Alternatives Program (TAP) takes the place of the former Transportation Enhancements (TE) program – although they are essentially the same program.

TAP funds in Iowa have a base allocation and a flexible allocation. The base allocation must be used for TAP eligible projects; the flexible allocation could be used for TAP projects or for STP-eligible projects.

Staff recommends using flexible allocation for TAP-eligible projects as the total amount of alternative transportation funding statewide was cut in half. This adversely affects SEIRPC's ability to fund regional TAP projects and using the flex fund can help mitigate this loss of overall funding.

## STP PROJECTED TARGETS FY2013-2017 (in millions)

\*MAP-21 expires October 1, 2014 (end of FY2014 for federal government)

2013	2014	2015	2016	2017
\$2.602	\$2.518	\$2.530	\$2.530	\$2.530

## TAP BASE PROJECTED TARGETS FY2013-2017 (in thousands)

*FLEX FUNDS BELOW TAP BASE TARGETS*

2013	2014	2015	2016	2017
\$148	\$151	\$151	\$151	\$151
\$112	\$115	\$115	\$115	\$115

Total TE Funding before MAP-21: \$217,000  
 TAP Funding, Base + Flex, MAP-21: \$260,000 (20% increase)

# SEIRPC 40<sup>th</sup> Anniversary

NB #5





# Memo

To: SEIRPC Finance Committee  
From: Mike Norris, SEIRPC Executive Director  
Date: February 21, 2013  
Re: 40<sup>th</sup> Anniversary

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SEIRPC will reach its 40<sup>th</sup> anniversary in September, 2013 as it was incorporated that same month in 1973.

Staff feels some kind of recognition of this milestone is important, but does not feel an inordinate amount of time should be spent organizing activities to recognize the milestone based on current workload and staff assignments.

Suggested ideas for recognizing the milestone:

- Affix 'Celebrating 40 years of Regionalism' or something similar to website, newsletter, letter head.
- Publish a short document (something like the annual report) that highlights accomplishments in last 40 years ("40 projects for 40 years?"); mail to members, make available on website.
- Plant a tree on SEIRPC grounds commemorating milestone.
- Media press release referring to highlights of published document.

Other ideas or input are welcomed. Please let me know if you have comments or questions.