



Southeast Iowa Regional Planning Commission

July 1, 2014

12:00 p.m.

211 N. Gear Avenue

West Burlington, IA 52655

Meeting Type

Executive Board

— Agenda —

CALL TO ORDER	Schleisman	
Agenda Approval		Board Action
Consent Agenda (Directors Report, Minutes, Financial Report, Claims)		Board Action
OLD BUSINESS		
1. Healthcare Update	Norris	Board Update
2. CTC Position Update	Norris	Board Update
3. Port Authority Update	Norris	Board Update
NEW BUSINESS		
1. Housing Update	Norris	Board Information
2. 2 Transit System Awards (State & Federal)	Norris	Board Update
3. Executive Director Evaluation:	Schleisman	Board Action
<p>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)</p>		
4. To go back into regular Meeting	Schleisman	Board Action
MATTERS FROM THE FLOOR		

Consent Agenda



DIRECTOR'S REPORT

To: SEIRPC Board
From: Mike Norris, Executive Director
Date: July 1, 2014

BUILDING UPDATE

The building's sewer pit is operational after a brief shut down in June. One pump is operational, and another new pump is on order. The system utilizes two pumps in a redundant set up.

MISCELLANEOUS

The Community Transition Coordinator, Kirstin Kramer, has begun working and is familiarizing herself with both county jails and the position. An informative article was written about it in the Hawkeye.

AGENDA ITEMS – OLD BUSINESS

1. Healthcare Update, Board Update: Report from Kerry Erts on the status of a regional health pool.
2. Port Authority Update, Board Update: A briefing on activities to date with the Southeast Iowa Regional and Economic Port Authority.

AGENDA ITEMS – NEW BUSINESS

1. Housing Update, Board Update: A briefing on current activities in the housing department.
2. Transit System of the Year Awards, Board Information: SEIBUS has received the Most Improved System of the Year Award from the Iowa DOT and Federal Transit Administration, Region VII for FY2013.
3. Executive Director Evaluation, Board Action (move to closed session):
4. Executive Director Evaluation, Board Action (move out of closed session):

Southeast Iowa Regional Planning Commission
Finance Committee Meeting
211 N. Gear Avenue, West Burlington, IA 52655
April 28, 2014

Members Present: Brent Schleisman , Hans Trousil, and Gary Folluo
Member Absent: Sue Frice and Mark Huston
Staff Present: Mike Norris, Lori Gilpin, and Debbie Laughlin

Call to order at 11:30 a.m.

Agenda Approval

Motion by Folluo to approve the April 28, 2014 Finance Committee agenda, second by Trousil. All Ayes, motion passed.

1. Executive Director's Report: Norris gave an overview of the proposed FY2015 budget based on the assumptions from key figures from the FY 2014 budget: total expenses: \$2,195,607, total income: \$2,244,016; and projected year end cash: \$700,231. Norris stated that management feels the budget situation is relatively stable for FY2015. Norris stated the budget was prepared on an aggregate 3% salary increase assumption. Norris included a salary survey in his report which shows the % variance for 2014 as compared with the IARC Median (Iowa Association of Regional Councils). He explained that a positive number indicates the SEIRPC salary is below the IARC median and a negative number indicates the SEIRPC is above the IARC median. He noted that staff has been reviewing savings in various changes with partial-self funding; changing disability and life insurance providers, changing flexible spending provider, and getting quotes on building liability insurance, etc., with a total annual savings of \$43,000. Norris stated new equipment for 2015 will include 2 iPads to be used mainly for traffic counting, but could have other uses, trail counters, and 2 new PCs. No action necessary.
2. SEIRPC FY2015 Budget: Norris stated that the aggregate measurement sheet shows that we will be solvent again in 2015. The 2014 estimate shows our non-restricted cash should end at \$607,361. Norris mentioned that Gilpin and he created a new spreadsheet to allow better tracking of contract performance, which will be a good tool moving forward. From EDA we will receive its usual \$61,000 allocation this year. He further stated that RLF loans made in 2013-14 will help sustain the RLF program. CDBG will be announcing their allocation this week. Multi Family grant awards will help sustain the housing department into FY2015-16. Schleisman stated that the budget was well put together and thanked staff. After discussion, Trousil made a motion to recommend to the Full Board Approval of the SEIRPC FY2015 Budget, second by Folluo. All Ayes, motion carried.

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

Meeting adjourned at 11:54 a.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____

Southeast Iowa Regional Planning Commission
Executive Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
April 28, 2014

Members Present: Brent Schleisman, Hans Trousil, and Gary Folluo

Member Absent: Sue Frice and Mark Huston

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

Guest Present: Jason Huddle, IDOT

Call to order at 12:00 p.m.

Agenda Approval

Motion by Trousil to approve the April 28, 2014 agenda, second by Folluo. All Ayes, motion carried.

CONSENT AGENDA APPROVAL

Norris mentioned that SEIBUS recently provided its 1,145,238th ride since we began operation in Southeast Iowa in 1994. He thanked the counties of Region 16, its drivers and its board for allowing SEIBUS to provide valuable service to the region. Motion by Folluo to accept the consent agenda, second by Trousil. All Ayes, motion carried.

Old Business:

1. Healthcare Update: Norris stated that Kerry Erts from Benefit Management Solutions submitted a report for the board regarding the Southeast Iowa Group idea. About 6 entities have completed the application process and quotes should be coming in soon from Co-Opportunity. Erts has scheduled 3 additional meetings and Norris invited Erts to meet with IARC (Iowa Association of Regional Councils) to present the idea to them. Some interest was generated from some IARC members. Norris stated that we recently received a letter from Wellmark letting us know that Kerry Erts is no longer certified to be associated with Wellmark. We will be finding out more about this situation. Wellmark has provided us with options for a replacement broker for our current health plan. No action necessary.
2. Transit Advertising: Kuskowski talked about the signs that could be used on our buses to make people aware of our advertising option. He further stated that Jim Baier is no longer interested in advertising on our buses right now, but may in the future. Kuskowski recommends moving forward with the advertising signs on the buses to see if any interested parties respond, particularly since there is no cost to us. Everyone present was in agreement. No action necessary.
3. EDA RLF Capital Utilization: Norris stated that as a follow up to the February 2014 Executive Board Meeting, SEIRPC has contacted EDA about relaxing the EDA RLF capital utilization standard. The request was given an unfavorable response, but we are still pursuing as staff feels the request may have been misunderstood. Hanan stated that we are not optimistic, however, with the big Iowa Wesleyan College loan recently granted, sequestration will not be an issue for the next 6 month reporting period. No action necessary.

New Business:

1. Auditor Agreement: Norris stated that the FY2013 audit was the end of CPA John Morrow's agreement with SEIRPC, and he has presented an updated engagement letter to provide SEIRPC's audit for FY2014 - 2016. Based on his knowledge of SEIRPC and its finances, and his past performance and continual audit improvements, staff has solicited a proposal from Mr. Morrow for another 3 year agreement. He stated that the cost proposal at an aggregate annual increase of 3.33% per year, totaling \$49,500 for the three year period. Gilpin stated that John Morrow is easy to work with and has a lot of experience. Trousil made a motion to approve the proposed agreement with CPA John Morrow as SEIRPCs Auditor for Three Years (FY2014-2016), second by Folluo. All ayes, motion carried.
2. Public Hearing: Amendment to the FY2014-2017 Transportation Improvement Program (TIP): Schleisman opened the public hearing at 12:20 p.m. James stated that staff received a request from Henry County to add a project to the FFY2014 - 2017 TIP due to state and federal safety funds being awarded to the county in March 2014. The amendment will add: *Mill-in edge line and centerline pavement markings using High Build Waterborne Paint and including wet reflective elements in the beads on 12 road segments in Henry County.* The total cost of this project is \$165,950 (\$149,355 from Highway Safety Improvement Program and \$16,595 local match from the State's Transportation Safety Improvement Program.) Schleisman asked if there were any further comments. There were none. **Folluo made a motion to close the Public Hearing: Amendment to the FY2014-2017 Transportation Improvement Program (TIP) at 12:22 p.m., second by Trousil.** A roll call vote was taken. All ayes, motion carried. **Folluo made a motion to approve the Amendment to the FY2014-2017 Transportation Improvement Program (TIP), second by Trousil.** All ayes, motion carried.
3. Federal Transit Administration (FTA Title VI): Norris stated that the FTA Title VI program assures non-discriminatory communication and practices to comply with FTA. He stated that much of this is covered in the agencies public participation plan. It was further stated that Zach James serves as the agencies Title VI coordinator. Bob Kuskowski mentioned that SEIBUS contracts with the BigWord Group to assist in translation services for instances in which Limited English Proficient call with questions or to schedule a ride. Folluo made a motion approve the Federal Transit Administration (FTA) Title VI program as presented, second by Trousil. All ayes, motion carried.

MATTERS FROM THE FLOOR:

None.

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

Meeting adjourned at 12:28 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____

Financial Report ***May 2014***



Dear SEIRPC Board:

The accompanying Balance Sheet of Southeast Iowa Regional Planning Commission, as of **May 31, 2014**, and the related Statements of Income and Changes in Financial Position for the eleven months ended **May 31, 2014**, have been compiled by Lori Gilpin.

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

Lori Gilpin
Finance Director

Completed June 11, 2014

TO: SEIRPC Board
FROM: Lori Gilpin
DATE: 6/10/2014
RE: Financial Summary for the month of May 2014



PROFIT & LOSS ALL CLASSES

	May-2014	YTD
TOTAL REVENUES :	581,559	4,350,645
TOTAL EXPENSES :	455,182	4,337,258
Excess of revenues over expenditures	126,377	13,387

PROFIT & LOSS REGIONAL TRANSIT AUTHORITY

	May-2014	YTD
TOTAL REVENUES :	97,155	1,212,819
TOTAL EXPENSES :	108,137	1,050,816
Excess of revenues over expenditures	(10,982)	162,003

CASH BALANCE	UNRESTRICTED	RESTRICTED	
Gen'l Government Chkng	624,187	-	
IRP Government Chkng		764,837	
Ft. Madison RLF Government Chkng		192,462	
Henry County RLF Government Chkng		139,279	
Henry County RTA Government Chkng	43,749		
Keokuk RLF Regular Chkng		132,216	
EDA RLF Government Chkng		319,207	
Mediapolis HTF Government Chkng		70,543	
GRHTF Government Chkng		236,168	
TOTAL	667,936	1,854,712	2,522,648

CUSTOMER ACCOUNTS RECEIVABLE BALANCE

Current	1-45	46-90	>90	TOTAL
39,720	481,766	38,710	112,064	672,260

VENDOR ACCOUNTS PAYABLE BALANCE

Current	1-45	46-90	>90	TOTAL
27,388	2,076	0	0	29,464

**Southeast Iowa Regional Planning Commission
Balance Sheet
May 31, 2014**

ASSETS

Current Assets

Checking/Savings

103.00 · Gen'l Government Checking	624,186.59
104.00 · IRP Government Checking	764,836.69
105.00 · Ft. Madison RLF Gov't Chkng	192,461.60
106.00 · Henry County RLF-Gov't Chkng	139,279.22
107.00 · Henry County (RTA)-Gov't Chkng	43,748.85
109.00 · Keokuk RLF	132,216.08
110.00 · EDA RLF Government Checking	319,207.41
113.00 · Mediapolis HTF Gov't Chkng	70,543.46
115.00 · GRHTF-Gov't Checking	236,167.95

Total Checking/Savings	<u>2,522,647.85</u>
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Accounts Receivable

120.00 · Accounts Receivable	<u>672,260.06</u>
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Other Current Assets

101.00 · Petty Cash Account	280.00
130.00 · Ft. Madison RLF Receivable	2,233.68
131.00 · Henry County RLF Receivable	61,491.44
132.00 · Our Home Rehab Receivable	13,250.05
133.00 · Mediapolis HTF Receivable	42,333.46
134.00 · EDA RLF I Receivable	615,117.54
135.00 · IRP I Loan Receivable	189,320.77
136.00 · IRP II Loan Receivable	162,617.90
137.00 · Keokuk RLF Receivable	35,072.01
138.00 · GRHTF Receivable	67,188.85
139.00 · EDA RLF II Receivable	635,868.67

Total Other Current Assets	<u>1,824,774.37</u>
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Total Current Assets	<u>5,019,682.28</u>
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**Southeast Iowa Regional Planning Commission
Balance Sheet
May 31, 2014**

Other Assets	
220.10 · Agency Vehicle/Equipment	97,869.38
221.10 · Acc. Deprec. Agency Vehicle/Equ	-92,975.46
230.10 · Transit Vehicle	1,033,069.25
231.10 · Acc. Deprec. Transit Vehicle	-499,450.39
240.10 · Program Equipment	32,862.97
241.10 · Accum Deprec-Program Equipment	-12,518.40
250.10 · Building/Bldg. Improvements	1,298,269.96
251.10 · Accumulated Depr.-Bldgs	-41,620.50
252.10 · Land	103,440.00
Total Other Assets	<u>1,918,946.81</u>
 TOTAL ASSETS	 <u><u>6,938,629.09</u></u>
 LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
300.00 · Accounts Payable	29,463.80
2100 · Payroll Liabilities	23,970.74
326.40 · Deferred Revenue - Per Capita	677.00
326.79 · Speed Indicators Maintenance	3,202.78
326.80 · Custodial Fund Liability	105.55
355.00 · Accrued Salaries & Vacation	12,546.20
3600 · Short Term Notes Payable	130,850.16
Total Current Liabilities	<u>200,816.23</u>
 Long Term Liabilities	
3700 · Long Term Notes Payable	<u>1,190,178.88</u>
 Total Liabilities	 <u>1,390,995.11</u>
 Equity	
3900 · Unreserved local net Assets	474,401.07
3901 · Non-spendable Reserve for Loans	1,022,135.30
3903 · Assigned to Revolving loan	2,017,662.48
3904 · Investment in property & equipment	1,914,052.90
3905 · GRHTF Net Assets	105,994.96
Net Income (Loss) to date	13,387.27
Total Equity	<u>5,547,633.98</u>
 TOTAL LIABILITIES & EQUITY	 <u><u>6,938,629.09</u></u>

Southeast Iowa Regional Planning Commission
Statement of Revenues, Expenditures and Changes in Fund Balance
For the One Month and Year Ended May 31, 2014

	May-2014	Year-to-Date	FY14 Budget	FY13 Actual	FY12 Actual	FY11 Actual
Revenues:						
4100 · Bus Fare Revenues						
410.00 · General Public	4,535.70	47,181.21	48,740	44,262	44,452	48,826
411.00 · Local Contracts	2,360.00	87,051.56	94,150	113,038	84,903	131,694
Total 4100 · Bus Fares	6,895.70	134,232.77	142,890	157,300	129,355	180,519
4500 · Federal/State Revenues						
450.00 · EDA Planning Grant	0.00	41,175.00	54,900	61,000	61,000	61,000
450.01 · Marketing Grant	0.00	-2,525.00	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	112	54,626	680,251
450.05 · EDA RLF Grant	0.00	0.00	0	634,500	0	0
451.00 · IDED COG Assistance	0.00	10,294.12	0	10,294	11,644	10,294
452.00 · USDA Grant Income	0.00	0.00	0	-	49,968	0
453.00 · PDM (Pre-Disaster Mitigation)	0.00	5,532.00	0	34,099	0	7,083
453.01 · Homeland Security	0.00	0.00	0	-	51,533	251,441
454.00 · Brownfield Grant	0.00	0.00	0	-	0	3,709
455.00 · IDOT Planning	37,223.00	150,316.00	220,264	132,500	214,304	158,306
456.00 · State Transit Assistance (RTA)	14,821.84	228,771.03	214,098	313,161	258,331	385,225
457.00 · Federal Transit Assistance (RTA)	39,460.00	367,431.00	308,588	433,214	317,685	333,332
458.00 · Housing Draws	350,253.50	1,912,751.44	0	1,195,246	1,522,498	817,841
458.01 · IFA Tax Credit Revenues	0.00	0.00	0	3,325	10,325	11,550
459.00 · State Medicaid	35,720.23	397,501.15	350,000	391,052	164,235	148,102
Total 4500 · Federal/State Revenues	477,478.57	3,111,246.74	1,147,850	3,208,503	2,716,149	2,949,989
4600 - Principle on Loans						
461.00 - Principle on Loans	22,689.86	269,162.08	0	207,816	466,532	301,937
4700 · Local Revenues						
470.00 · Per Capita Revenue	0.00	160,827.00	159,885	128,211	122,793	121,743
471.00 · Cities/Counties	0.00	7,250.00	0	16,750	0	24,034
472.00 · Other Contracts	0.00	72,868.60	89,416	96,521	102,254	297,297
473.00 · Grant Administration	50,450.00	192,193.00	210,750	247,719	281,409	460,743
474.00 · CDGB Housing Administration	0.00	16,075.50	0	-	0	0
475.00 · Other Contributions	0.00	0.00	21,010	114,599	37,319	81,279
475.01 · Homeowner Contributions	0.00	17,962.00	0	37,848	20,566	0
479.00 · RLF Administration	0.00	0.00	0	-	80,478	56,442
481.00 · Housing Soft Costs	0.00	74,402.00	17,388	26,635	9,737	5,943
482.00 · Lead Abatement	0.00	9,970.00	0	38,162	41,836	1,350
488.00 · Vehicle Reimbursements	1,429.23	10,805.39	17,300	13,293	23,110	23,406
489.00 · Housing Administration	5,000.00	80,321.77	201,800	60,564	110,897	86,815
Total 4700 · Local Revenues	56,879.23	642,675.26	717,549	780,302	830,400	1,159,052
4900 · Miscellaneous Revenues						
492.00 · Lease Income	10,011.60	102,627.60	111,139	112,039	105,139	49,553
495.00 · Insurance Proceeds	0.00	0.00	0	-	2,501	0
496.00 · Interest Income (Bank)	620.41	8,052.20	7,975	8,889	8,435	10,249
497.00 · Miscellaneous Revenues-Other	250.00	13,552.25	275	8,939	12,941	16,530
498.00 · Matching Funds	0.00	0.00	72,550	-	176,223	731,139
Total 4900 · Miscellaneous Revenues	10,882.01	124,232.05	191,939	129,867	305,239	807,471
5000-52 RLF Income						
507.00 · Late Payment Fees	100.00	1,217.88	100	1,098	975	1,950
508.00 · Loan Closing Fees	300.00	12,152.00	7,000	14,587	2,844	1,875
509.00 · FM RLF Loan Interest Income	8.16	138.53	0	480	1,773	2,374
510.00 · Henry Co. RLF Interest Income	279.23	3,452.03	0	2,467	2,057	3,137
511.01 · EDA RLF I Interest Income	2,083.90	19,775.58	22,200	22,066	31,489	37,549
512.00 · Mediapolis HTF Interest Income	109.55	1,366.50	0	1,611	2,067	3,595
513.00 · EDA RLF II Interest Income	1,987.86	21,354.97	13,500	9,839	0	0
515.00 · IRP I Loan Interest Income	841.36	1,184.64	3,448	1,753	4,859	6,682
516.00 · IRP II Loan Interest Income	756.96	6,186.03	14,700	9,212	15,876	19,087
517.00 · Our Home Rehab Interest Income	0.00	0.00	0	-	48	1,219
518.00 · Keokuk RLF Loan Interest Income	224.86	1,574.52	0	2,023	2,436	3,316
520.00 · GRHTF-Loan Interest	41.84	693.28	0	543	45	0
Total 5000-52 RLF Income	6,733.72	69,095.96	60,948	65,679	64,468	80,783
Total Income	581,559.09	4,350,644.86	2,261,176	4,549,466	4,512,143	5,479,751

Southeast Iowa Regional Planning Commission
Statement of Revenues, Expenditures and Changes in Fund Balance
For the One Month and Year Ended May 31, 2014

	May-2014	Year-to-Date	FY14 Budget	FY13 Actual	FY12 Actual	FY11 Actual
Expenditures:						
701.00 · Salaries	115,213.78	931,006.43	1,044,289	1,017,419	960,569	1,052,364
702.00 · FICA - Employer's Share	8,398.57	66,816.71	74,892	73,438	70,336	77,994
703.00 · IPERS - Employer's Share	10,151.55	82,492.26	93,255	85,618	75,627	72,495
704.00 · Unemployment	0.00	1,932.00	500	382	2,979	9,049
705.00 · Employee Benefits	15,271.85	168,890.45	186,394	166,837	133,183	137,510
706.00 · Physicals	0.00	1,781.00	1,850	1,565	1,508	1,780
707.00 · Uniform Expense	35.01	633.25	1,250	1,585	2,362	825
708.00 · Drug Testing	55.00	604.00	1,000	799	375	967
709.00 · Personnel Expenses-Other	19.95	941.50	1,150	2,326	3,572	425
710.00 · Payroll services	473.60	4,001.78	4,000	3,909	3,487	3,638
712.00 · Advertising	786.20	4,859.16	2,500	4,866	1,589	2,701
717.00 · Audit	0.00	15,000.00	14,000	14,750	14,425	12,750
726.00 · Contractual Expenses-Other	6,953.95	26,823.79	6,500	29,488	164,353	582,750
728.00 · Information Technology	0.00	6,945.00	14,000	14,775	11,961	7,811
729.00 · Copier Expense	435.47	4,613.14	6,000	6,512	7,545	7,651
730.00 · Legal Expense	902.25	7,464.25	7,500	6,896	5,103	24,886
738.00 · Depreciation Expense	0.00	0.00	6,317	2,914	14,423	17,361
740.00 · Dues/Subscriptions	2,384.00	16,354.85	16,750	18,486	8,736	16,459
741.00 · Public Notices	126.46	1,727.71	2,100	2,316	2,416	2,520
745.00 · Land, Structures, Right of Way, etc.	0.00	0.00	0	-	0	1,055,000
746.00 · Leased Equipment	0.00	488.00	700	760	570	760
747.00 · Equipment under \$5000	1,536.00	17,528.32	12,294	17,960	14,124	16,295
748.00 · Capital Equipment	0.00	106,641.00	20,000	156,977	79,518	71,934
749.00 · Principle Expense	0.00	45,219.36	54,915	45,079	44,901	44,670
750.00 · Lead Testing	345.00	2,069.50	2,000	2,935	4,383	1,488
751.00 · Housing	191,258.00	1,215,306.19	0	961,406	1,161,850	579,854
752.00 · Admin. Expense	0.00	0.00	0	39,146	109,581	67,233
754.00 · Insurance	0.00	127,405.79	119,800	111,099	96,620	93,119
756.00 · Mortgage Filing Fees	379.00	1,450.00	355	4,890	1,142	482
757.00 · Interest Expense	366.45	25,612.72	32,739	21,876	34,590	34,974
758.00 · Loan Closing Expense	0.00	0.00	0	-	85	5
759.00 · Credit Report Exp.	0.00	16.44	250	114	509	17
760.00 · Hsng Relocation Expense	0.00	0.00	0	-	937	14,327
766.00 · Bldg. Maintenance & Repair	1,878.84	15,270.16	15,500	14,703	13,561	18,985
767.00 · Vehicle Maintenance & Repair	9,070.60	103,481.99	115,000	123,304	119,960	123,811
768.00 · Marketing	0.00	4,930.65	5,400	15,381	7,948	60
769.00 · Meeting Expense	593.57	3,071.45	2,950	2,622	2,570	6,028
782.00 · Printing/Postage	513.00	5,582.57	4,875	5,704	6,952	8,347
791.00 · Rent	650.00	7,180.00	4,800	6,330	5,411	7,664
806.00 · Supplies	741.19	8,305.93	11,650	18,071	10,578	15,748
807.00 · Bank Charges	0.00	-5.00	42	38	(35)	87
808.00 · Fuel/Oil	13,252.50	142,289.58	153,500	142,962	112,095	111,667
810.00 · Telecommunications	2,983.09	25,881.62	26,360	27,009	25,248	22,932
811.00 · Utilities Expense	2,469.20	35,562.13	33,000	32,570	30,361	21,801
813.00 · Real Estate Taxes	0.00	18,774.00	13,500	12,960	54,129	0
815.00 · Mileage Expense	237.30	2,637.32	100	-	0	19
816.00 · Travel/Training	500.49	3,917.45	14,800	8,084	19,759	13,133
820.00 · Use Allowance	1,429.23	10,805.39	17,300	13,293	23,112	23,406
829.00 · Down Payment Assistance	57,500.00	341,676.75	0	322,840	219,828	316,418
830.00 · Participant Loans & Grants	8,271.00	723,271.00	0	860,198	179,645	0
850.00 · Marketing Grant Expenditure	0.00	0.00	0	5,323	0	0
890.00 · Matching Expenditures	0.00	0.00	72,550	10,000	176,223	731,139
900.00 · Indirect Costs	0.00	0.00	0	-	127,099	(127,099)
Total Expenditures	455,182.10	4,337,257.59	2,218,627	4,438,515	4,167,801	5,306,237
Excess (deficiency) of revenues over (under) expenditures	126,376.99	13,387.27	42,549	110,952	344,341	173,514

Regional Transit Authority
Statement of Revenues, Expenditures and Changes in Fund Balance
For the One Month and Year Ended May 31, 2014



	May-2014	Year-to-Date	FY14 Budget	FY13 Actual	FY12 Actual	FY11 Actual	FY10 Actual
Revenues:							
4100 · Bus Fare Revenues							
410.00 · General Public	4,535.70	47,181.21	48,740	44,262	44,452	48,826	50,916
411.00 · Local Contracts	2,360.00	87,051.56	94,150	113,038	84,903	131,694	306,718
Total 4100 · Bus Fares	6,895.70	134,232.77	142,890	157,300	129,355	180,519	357,634
4500 · Federal/State Revenues							
456.00 · State Transit Assistance	14,821.84	228,771.03	214,098	313,161	258,331	260,046	228,735
457.00 · Federal Transit Assistance	39,460.00	367,431.00	308,588	433,214	317,685	333,332	396,928
459.00 · State Medicaid	35,720.23	397,501.15	350,000	391,052	164,235	148,102	134,998
Total 4500 · Federal/State Revenues	90,002.07	993,703.18	872,686	1,137,427	740,251	741,480	760,660
4700 · Local Revenues							
470.00 · Per Capita Revenue	-	79,904.00	78,962	49,443	49,443	49,443	49,443
472.00 · Other Contracts	-	-	-	-	-	-	-
Total 4700 · Local Revenues	-	79,904.00	78,962	49,443	49,443	49,443	49,443
4900 · Miscellaneous Revenues							
495.00 · Insurance Proceeds	-	-	-	-	2,501	-	3,201
496.00 · Interest Income (Bank)	7.42	78.66	75	73	64	88	55
497.00 · Miscellaneous Revenues-Other	250.00	4,900.00	275	-	2,628	1,628	4,328
498.00 · Matching Funds	-	-	0	589	-	9,855	0
Total 4900 · Miscellaneous Revenues	257.42	4,978.66	350	661	5,192	11,571	7,584
Total Revenues	97,155.19	1,212,818.61	1,094,888	1,344,831	924,241	983,013	1,175,321
Expenditures:							
701.00 · Salaries	44,615.50	358,057.58	394,817	377,934	314,513	368,634	368,395
702.00 · FICA - Employer's Share	3,344.12	26,723.87	29,319	28,276	23,768	27,924	27,710
703.00 · IPERS - Employer's Share	3,983.23	31,986.36	35,257	32,709	25,368	25,738	24,457
704.00 · Unemployment	-	-	500	382	2,979	-	6,974
705.00 · Employee Benefits	5,430.78	60,959.27	63,072	52,911	31,066	40,891	40,252
706.00 · Physicals	-	1,781.00	1,850	1,565	1,508	1,780	1,424
707.00 · Uniform Expense	35.01	518.05	1,250	1,358	437	825	2,026
708.00 · Drug Testing	55.00	604.00	1,000	799	375	967	1,001
709.00 · Personnel Expenses-Other	19.95	564.90	500	458	595	-	100
712.00 · Advertising	300.00	4,101.00	2,500	3,216	1,589	1,968	1,747
726.00 · Contractual Expenses-Other	6,000.00	8,485.00	6,500	6,319	6,358	12,914	8,733
728.00 · Information Technology	-	1,692.50	1,000	5,627	898	990	0
730.00 · Legal Expense	-	600.00	1,000	635	588	5,616	16,378
738.00 · Depreciation Expense	-	-	-	-	-	-	0
740.00 · Dues/Subscriptions	950.00	3,471.50	3,000	2,273	2,525	2,547	1,356
741.00 · Public Notices	-	19.59	-	21	20	23	90
747.00 · Equipment Under \$5000	-	353.76	1,500	-	405	-	0
748.00 · Capital Equipment	-	58,702.08	-	156,977	57,267	57,965	207,221
754.00 · Insurance	-	63,838.00	65,000	64,032	48,892	51,564	69,793
757.00 · Interest Expense	-	659.72	-	-	-	-	0
766.00 · Bldg. Maintenance & Repairs	-	-	500	-	234	3,833	0
767.00 · Vehicle Maintenance & Repair	8,456.21	100,225.08	110,000	119,070	115,842	122,080	115,118
768.00 · Marketing	-	-	1,000	550	1,150	-	0
769.00 · Meeting Expense	-	102.94	350	244	99	100	222
782.00 · Printing/Postage	-	3.75	-	1,122	6	837	52
791.00 · Rent	650.00	7,150.00	4,800	6,300	5,381	5,214	4,976
806.00 · Supplies	-	273.28	500	1,458	429	752	267
807.00 · Bank Charges	-	(5.00)	-	10	5	(25)	30
808.00 · Fuel/Oil	12,485.60	137,061.16	150,000	137,684	106,449	106,784	114,227
810.00 · Telecommunications	749.82	7,860.33	9,000	8,310	7,445	8,657	9,759
815.00 · Mileage Expense	220.50	2,597.00	-	-	-	-	431
816.00 · Travel/Training	11.21	94.30	4,500	2,818	5,570	3,169	5,766
820.00 · Use Allowance	404.05	1,864.63	2,500	2,141	3,662	3,804	6,156
890.00 · Matching Expenditures	-	-	-	-	-	9,855	0
900. Indirect Costs	20,426.08	170,470.41	192,118	174,851	189,092	104,461	104,924
Total Expenditures	108,137.06	1,050,816.06	1,083,333	1,190,051	954,512	969,866	1,139,586
Fund Balance	(10,981.87)	162,002.55	11,555	154,780	(30,272)	13,147	35,734

**Southeast Iowa Regional Planning Commission
Profit Loss by Class
Year to Date thru
May 31, 2014**

	<u>10 Company Vehicles</u>	<u>20 EDA PG</u>	<u>22 Facility</u>	<u>47 Housing</u>	<u>48 Great River Housing Trust</u>
Ordinary Income/Expense					
Income					
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	0.00	41,175.00	0.00	1,699,944.44	212,807.00
461.00 · Principle on Loans	0.00	0.00	0.00	10,343.55	19,299.72
4700-48 · Local Revenues	10,805.39	0.00	0.00	171,780.77	47,149.00
4900 · Miscellaneous Revenues	0.00	0.00	102,627.60	133.89	8,761.05
5000-52 · RLF Income	0.00	0.00	0.00	1,366.50	3,570.28
	<u>10,805.39</u>	<u>41,175.00</u>	<u>102,627.60</u>	<u>1,883,569.15</u>	<u>291,587.05</u>
Expense					
700.00 · Personnel Expenses	0.00	76,184.36	0.00	113,708.17	35,449.58
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	16,151.45	0.00	750.00
728.00 · Information Technology	0.00	0.00	0.00	90.00	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	795.75
740.00 · Dues/Subscriptions	0.00	496.05	0.00	586.25	0.00
741.00 · Public Notices	0.00	37.57	0.00	272.65	33.21
746.00 · Leased Equipment	0.00	0.00	0.00	0.00	0.00
747.00 · Equipment under \$5000	0.00	0.00	451.94	250.00	0.00
748.00 · Capital Equipment	25,005.00	0.00	0.00	5,400.00	0.00
749.00 · Principle Expense	0.00	0.00	0.00	2,672.54	0.00
750.00 · Lead Testing	0.00	0.00	0.00	2,069.50	0.00
751.00 · Housing	0.00	0.00	0.00	1,150,607.19	64,699.00
752.00 · Admin. Expense	0.00	0.00	0.00	0.00	0.00
754.00 · Insurance	3,715.26	0.00	7,367.39	0.00	0.00
756.00 · Mortgage Filing Expenses	0.00	0.00	0.00	363.00	100.00
757.00 · Interest Expense	147.04	0.00	17,262.47	6,308.28	0.00
759.00 · Credit Report Exp.	0.00	0.00	0.00	0.00	16.44
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	15,270.16	0.00	0.00
767.00 · Vehicle Maintenance & Repair	2,428.63	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	406.21	0.00	0.00	364.85
782.00 · Printing/Postage	0.00	0.00	0.00	306.78	57.36
791.00 · Rent	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	0.00	0.00	555.48	0.00	101.62
807.00 · Bank Charges	0.00	0.00	0.00	0.00	0.00
808.00 · Fuel/Oil	5,102.83	0.00	0.00	0.00	0.00
810.00 · Telecommunications	0.00	0.00	0.00	213.90	0.00
811.00 · Utilities Expense	0.00	0.00	35,562.13	0.00	0.00
812.00 · Bldg Operation Allocation	0.00	0.00	-43,233.29	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	18,774.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00	0.00
816.00 · Travel/Training	0.00	330.11	0.00	1,873.23	0.00
820.00 · Use Allowance	42.02	1,494.50	0.00	983.66	109.08
829.00 · Down Payment Assistance	0.00	0.00	0.00	201,676.75	140,000.00
830.00 · Participant Loans	0.00	0.00	0.00	0.00	48,271.00
850.00 · Marketing Grant Expenditure	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	0.00	27,208.16	0.00	40,479.30	12,716.23
	<u>36,440.78</u>	<u>106,156.96</u>	<u>68,161.73</u>	<u>1,527,861.20</u>	<u>303,464.12</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(25,635.39)</u>	<u>(64,981.96)</u>	<u>34,465.87</u>	<u>355,707.95</u>	<u>(11,877.07)</u>
SEIRPC adjusted balance	<u>-</u>	<u>-</u>	<u>21,710.77</u>	<u>(2,296.10)</u>	<u>-</u>

Southeast Iowa Regional Planning Commission
Profit Loss by Class
Year to Date thru
May 31, 2014

	60 IDOT	71 EDA RLF	72 IRP-I	73.00 FM/KK/HC RLF	76 IRP-II
Ordinary Income/Expense					
Income					
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	150,316.00	0.00	0.00	0.00	0.00
461.00 · Principle on Loans	0.00	144,580.88	4,515.74	23,008.12	67,414.07
4700-48 · Local Revenues	20,091.20	-29,500.00	0.00	0.00	0.00
4900 · Miscellaneous Revenues	0.00	939.04	4,338.90	699.59	0.00
5000-52 · RLF Income	0.00	46,905.55	4,034.64	5,490.08	7,728.91
	<u>170,407.20</u>	<u>162,925.47</u>	<u>12,889.28</u>	<u>29,197.79</u>	<u>75,142.98</u>
Expense					
700.00 · Personnel Expenses	155,973.76	34,370.98	1,160.59	0.00	1,160.59
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	925.34	0.00	0.00	0.00	0.00
728.00 · Information Technology	157.50	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	2,161.91	977.17	0.00	2,878.17
740.00 · Dues/Subscriptions	2,234.00	439.85	5.00	0.00	5.00
741.00 · Public Notices	113.58	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	8,550.50	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	20,667.83	0.00	21,878.99
750.00 · Lead Testing	0.00	0.00	0.00	0.00	0.00
751.00 · Housing	0.00	0.00	0.00	0.00	0.00
752.00 · Admin. Expense	0.00	0.00	0.00	0.00	0.00
754.00 · Insurance	0.00	0.00	0.00	0.00	0.00
756.00 · Mortgage Filing Expenses	0.00	90.00	23.00	5.00	27.00
757.00 · Interest Expense	0.00	0.00	118.41	0.00	414.06
759.00 · Credit Report Exp.	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	823.28	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	191.99	0.00	0.00	0.00
769.00 · Meeting Expense	227.23	59.84	0.00	0.00	0.00
782.00 · Printing/Postage	732.61	32.76	0.00	0.00	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	46.11	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	48.94	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	23.52	0.00	0.00	0.00	0.00
816.00 · Travel/Training	442.74	24.94	0.00	9.79	0.00
820.00 · Use Allowance	2,486.53	43.52	0.00	49.34	0.00
829.00 · Down Payment Assistance	0.00	0.00	0.00	0.00	0.00
830.00 · Participant Loans	0.00	385,000.00	190,000.00	0.00	100,000.00
850.00 · Marketing Grant Expenditure	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	55,686.33	12,269.89	414.78	0.00	414.78
	<u>228,471.97</u>	<u>434,685.68</u>	<u>213,366.78</u>	<u>64.13</u>	<u>126,778.59</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(58,064.77)</u>	<u>(271,760.21)</u>	<u>(200,477.50)</u>	<u>29,133.66</u>	<u>(51,635.61)</u>
SEIRPC adjusted balance	<u>(58,064.77)</u>	<u>(1,841.09)</u>	<u>5,674.59</u>	<u>-</u>	<u>2,829.31</u>

Southeast Iowa Regional Planning Commission
Profit Loss by Class
Year to Date thru
May 31, 2014

Ordinary Income/Expense	<u>80 Indirect Cost Center</u>	<u>85 RTA</u>	<u>90 LOCAL</u>	<u>TOTAL</u>
Income				
4100 · Bus Fare Revenues	0.00	134,232.77	0.00	134,232.77
4500 · Federal/State Revenues	0.00	993,703.18	13,301.12	3,111,246.74
461.00 · Principle on Loans	0.00	0.00	0.00	269,162.08
4700-48 · Local Revenues	0.00	79,904.00	342,444.90	642,675.26
4900 · Miscellaneous Revenues	80.00	4,978.66	1,673.32	124,232.05
5000-52 · RLF Income	0.00	0.00	0.00	69,095.96
	<u>80.00</u>	<u>1,212,818.61</u>	<u>357,419.34</u>	<u>4,350,644.86</u>
Expense				
700.00 · Personnel Expenses	220,973.86	477,727.08	132,496.88	1,249,205.85
704.00 · Unemployment	1,932.00	0.00	0.00	1,932.00
706.00 · Physicals	0.00	1,781.00	0.00	1,781.00
707.00 · Uniform Expense	115.20	518.05	0.00	633.25
708.00 · Drug Testing	0.00	604.00	0.00	604.00
709.00 · Personnel Expenses-Other	336.61	564.90	39.99	941.50
710.00 · Payroll Services	4,001.78	0.00	0.00	4,001.78
712.00 · Advertising	271.96	4,101.00	486.20	4,859.16
717.00 · Audit	15,000.00	0.00	0.00	15,000.00
726.00 · Contractual Expenses	0.00	8,485.00	512.00	26,823.79
728.00 · Information Technology	4,465.00	1,692.50	540.00	6,945.00
729.00 · Copier Expense	4,613.14	0.00	0.00	4,613.14
730.00 · Legal Expense	51.25	600.00	0.00	7,464.25
740.00 · Dues/Subscriptions	3,263.60	3,471.50	5,853.60	16,354.85
741.00 · Public Notices	791.04	19.59	460.07	1,727.71
746.00 · Leased Equipment	488.00	0.00	0.00	488.00
747.00 · Equipment under \$5000	7,802.74	353.76	119.38	17,528.32
748.00 · Capital Equipment	17,533.92	58,702.08	0.00	106,641.00
749.00 · Principle Expense	0.00	0.00	0.00	45,219.36
750.00 · Lead Testing	0.00	0.00	0.00	2,069.50
751.00 · Housing	0.00	0.00	0.00	1,215,306.19
752.00 · Admin. Expense	0.00	0.00	0.00	0.00
754.00 · Insurance	53,641.14	63,838.00	-1,156.00	127,405.79
756.00 · Mortgage Filing Expenses	0.00	0.00	842.00	1,450.00
757.00 · Interest Expense	676.99	659.72	25.75	25,612.72
759.00 · Credit Report Exp.	0.00	0.00	0.00	16.44
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	0.00	15,270.16
767.00 · Vehicle Maintenance & Repair	5.00	100,225.08	0.00	103,481.99
768.00 · Marketing	1,275.34	0.00	3,463.32	4,930.65
769.00 · Meeting Expense	1,073.22	102.94	837.16	3,071.45
782.00 · Printing/Postage	4,227.93	3.75	221.38	5,582.57
791.00 · Rent	30.00	7,150.00	0.00	7,180.00
806.00 · Supplies	6,568.82	273.28	760.62	8,305.93
807.00 · Bank Charges	0.00	-5.00	0.00	-5.00
808.00 · Fuel/Oil	36.65	137,061.16	40.00	142,289.58
810.00 · Telecommunications	17,807.39	7,860.33	0.00	25,881.62
811.00 · Utilities Expense	0.00	0.00	0.00	35,562.13
812.00 · Bldg Operation Allocation	43,233.29	0.00	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	0.00	18,774.00
815.00 · Mileage Expense	0.00	2,597.00	16.80	2,637.32
816.00 · Travel/Training	415.62	94.30	726.72	3,917.45
820.00 · Use Allowance	1,167.60	1,864.63	2,564.51	10,805.39
829.00 · Down Payment Assistance	0.00	0.00	0.00	341,676.75
830.00 · Participant Loans	0.00	0.00	0.00	723,271.00
850.00 · Marketing Grant Expenditure	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	-366,889.10	170,470.41	47,229.22	0.00
	<u>44,909.99</u>	<u>1,050,816.06</u>	<u>196,079.60</u>	<u>4,337,257.59</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(44,829.99)</u>	<u>162,002.55</u>	<u>161,339.74</u>	<u>13,387.27</u>
SEIRPC adjusted balance	<u>-</u>	<u>145,863.55</u>	<u>161,339.74</u>	<u>275,216.00</u>

Southeast Iowa Regional Planning Commission

Check Register

May 31, 2014

Type	Date	Num	Name	Amount
Bill Pmt -Check	05/12/2014	26294	Drake Hardware & Software	1,536.00
Bill Pmt -Check	05/15/2014	26295	Aaron Roelfs/Lori Meyer/Mediapolis Saving	37,500.00
Bill Pmt -Check	05/15/2014	26296	Access Systems	253.43
Bill Pmt -Check	05/15/2014	26297	Burlington True Value	3.72
Bill Pmt -Check	05/15/2014	26298	Card Center	2,799.09
Bill Pmt -Check	05/15/2014	26299	Carquest Auto Parts	106.45
Bill Pmt -Check	05/15/2014	26300	CenturyLink	656.84
Bill Pmt -Check	05/15/2014	26301	CenturyLink.	798.08
Bill Pmt -Check	05/15/2014	26302	City of Burlington, Iowa	5,336.85
Bill Pmt -Check	05/15/2014	26303	City of Keokuk.	3,929.89
Bill Pmt -Check	05/15/2014	26304	City of Mount Pleasant	1,286.88
Bill Pmt -Check	05/15/2014	26305	City of West Burlington.	95.19
Bill Pmt -Check	05/15/2014	26306	Clear Falls Bottled Water	39.50
Bill Pmt -Check	05/15/2014	26307	Deery Brothers Ford Lincoln Inc	8,259.87
Bill Pmt -Check	05/15/2014	26308	Drain Tainer	140.00
Bill Pmt -Check	05/15/2014	26309	Ebert Supply Company	96.65
Bill Pmt -Check	05/15/2014	26310	Farmers Elevator & Exchange, Inc.	1,133.40
Bill Pmt -Check	05/15/2014	26311	Henry County Recorders Office	36.00
Bill Pmt -Check	05/15/2014	26312	Hope Haven Area Dev Center	425.00
Bill Pmt -Check	05/15/2014	26313	i connect you.	784.27
Bill Pmt -Check	05/15/2014	26314	Integrated Technology Partners	97.95
Bill Pmt -Check	05/15/2014	26315	Iowa Secretary of State	5.00
Bill Pmt -Check	05/15/2014	26316	J.D. Byrider	103.97
Bill Pmt -Check	05/15/2014	26317	Lowe Holdings LLC.	103,490.00
Bill Pmt -Check	05/15/2014	26318	Lowes	8.28
Bill Pmt -Check	05/15/2014	26319	Mediacom	89.90
Bill Pmt -Check	05/15/2014	26320	Mt. Pleasant Tire & Service	247.88
Bill Pmt -Check	05/15/2014	26321	Napa Auto Parts	9.58
Bill Pmt -Check	05/15/2014	26322	Old Threshers Reunion	6,000.00
Bill Pmt -Check	05/15/2014	26323	Pauwels Lawn Care	125.00
Bill Pmt -Check	05/15/2014	26324	Pep Stop	14.00
Bill Pmt -Check	05/15/2014	26325	Petty Cash	230.63
Bill Pmt -Check	05/15/2014	26326	Ruth Boyd	122.50
Bill Pmt -Check	05/15/2014	26327	SEI Properties LLC	250.00
Bill Pmt -Check	05/15/2014	26328	Shottenkirk Superstore	683.19
Bill Pmt -Check	05/15/2014	26329	Standard of Beaverdale	23.99
Bill Pmt -Check	05/15/2014	26330	Susan Coffey	16.80
Bill Pmt -Check	05/15/2014	26331	Swales Auto Supply Inc.	642.63
Bill Pmt -Check	05/15/2014	26332	Telin Transportation Group	285.68
Bill Pmt -Check	05/15/2014	26333	The Burlington Hawk Eye	82.72
Bill Pmt -Check	05/15/2014	26334	The Democrat Company	22.22
Bill Pmt -Check	05/15/2014	26335	Titan Broadcasting LLC.	300.00
Bill Pmt -Check	05/15/2014	26336	Todd Schneider	70,709.00
Bill Pmt -Check	05/15/2014	26337	UnityPoint Clinic	55.00
Bill Pmt -Check	05/15/2014	26338	Wemiga Waste Inc	22.00
Bill Pmt -Check	05/15/2014	26339	Winners Circle	10.00
Bill Pmt -Check	05/15/2014	26340	Wright Express Fleet Service	1,290.12
Bill Pmt -Check	05/29/2014	26341	Commercial Contractors	4,320.00
Bill Pmt -Check	05/29/2014	26342	Henry County Recorders Office	7.00
Bill Pmt -Check	05/29/2014	26343	Commercial Contractors	4,780.00
Bill Pmt -Check	05/29/2014	26344	Henry County Recorders Office	27.00
Bill Pmt -Check	05/29/2014	26345	Commercial Contractors	2,959.20

Southeast Iowa Regional Planning Commission

Check Register

May 31, 2014

Type	Date	Num	Name	Amount
Bill Pmt -Check	05/29/2014	26346	Aspelmeier,Fisch,Power,Engberg & Helling	51.25
Bill Pmt -Check	05/29/2014	26347	Bezoni's True Value	61.92
Bill Pmt -Check	05/29/2014	26348	Bob. Kuskowski	100.00
Bill Pmt -Check	05/29/2014	26349	Carquest Auto Parts	457.99
Bill Pmt -Check	05/29/2014	26350	CenturyLink	208.33
Bill Pmt -Check	05/29/2014	26351	Clear Falls Bottled Water	33.25
Bill Pmt -Check	05/29/2014	26352	Commercial Contractors	4,999.80
Bill Pmt -Check	05/29/2014	26353	Cray Goddard Miller & Taylor LLP	713.00
Bill Pmt -Check	05/29/2014	26354	Des Moines County News	34.00
Bill Pmt -Check	05/29/2014	26355	Ebert Supply Company	126.45
Bill Pmt -Check	05/29/2014	26356	Hy-Vee, Inc	170.77
Bill Pmt -Check	05/29/2014	26357	Integrated Technology Partners	216.00
Bill Pmt -Check	05/29/2014	26358	IPC, Inc.	400.00
Bill Pmt -Check	05/29/2014	26359	Jack Callas	12.25
Bill Pmt -Check	05/29/2014	26360	Louisa County Recorder's Office	223.00
Bill Pmt -Check	05/29/2014	26361	Mt. Pleasant Tire & Service	495.78
Bill Pmt -Check	05/29/2014	26362	New York Life	30.00
Bill Pmt -Check	05/29/2014	26363	Nextel	749.82
Bill Pmt -Check	05/29/2014	26364	O'Reilly Automotive, Inc.	5.99
Bill Pmt -Check	05/29/2014	26365	Pitney Bowes - Purchase Power	500.00
Bill Pmt -Check	05/29/2014	26366	Ruth Boyd	85.75
Bill Pmt -Check	05/29/2014	26367	Shottenkirk-Fort Madison	752.50
Bill Pmt -Check	05/29/2014	26368	Shottenkirk Superstore	1,222.56
Bill Pmt -Check	05/29/2014	26369	The Burlington Hawk Eye	486.20
Bill Pmt -Check	05/29/2014	26370	The Ivy Bake Shoppe & Cafe	56.00
Bill Pmt -Check	05/29/2014	26371	Truck Repair Inc.	230.49
Bill Pmt -Check	05/29/2014	26372	Valley Safety Services Associates, Inc.	41.00
Bill Pmt -Check	05/29/2014	26373	Waterworks Car Wash	86.00
Bill Pmt -Check	05/29/2014	26374	Wolf Decals	425.00
				275,223.45
Electronic Payment			Wellmark	13,452.69
Electronic Payment			Payroll	82,564.52
Electronic Payment			Payroll Taxes	31,125.95
Electronic Payment			Payroll Processing Fees	473.60
Electronic Payment			Two Rivers Bank - LOC interest	297.20
Electronic Payment			Two Rivers Bank - Vehicle loan payment	520.94
Electronic Payment			Two Rivers Bank - Building loan payment	0.00
Electronic Payment			Advantage fees	228.70
Electronic Payment			MetLife (dental ins.)	945.32
Electronic Payment			Alliant Energy	2,374.01
Electronic Payment			UNUM life insurance	1,063.63
Electronic Payment			IPERS	11,334.30
				144,380.86
			TOTAL EXPENDITURES	419,604.31

BANCARD Services Credit Card Statement

STATEMENT DATE: 5/28/2014

PAYMENT DUE DATE: 6/22/2014

CHECK# 26379

DATE PAID 6/12/2014



Date	Transaction Description	Expense		Class		Amount	Receipt
		Account#	Type	Class#	Class Name		
MIKE NORRIS							
08-May-14	Wallabys Grill - Ames	769	Meeting Expense	20	EDA PG	16.11	YES
08-May-14	India Palace - Ames	769	Meeting Expense	20	EDA PG	26.03	YES
09-May-14	Caseys - Prairie City	816	Travel/Training	80	Indirect	5.33	YES
09-May-14	Gateway Hotel - Ames	816	Travel/Training	80	Indirect	113.12	YES
13-May-14	The Broadway - West Burlington	769	Meeting Expense	90	Local	22.17	YES
23-May-14	Open Sesame - Des Moines	816	Travel/Training	60	IDOT	18.37	YES
TOTAL						201.13	
DEBORAH LAUGHLIN							
28-Apr-14	Mazzios - Burlington	769	Meeting Expense	80	Indirect	42.25	YES
30-Apr-14	Staples (signature stamps)	806	Supplies	80	Indirect	53.98	YES
01-May-14	Hy-Vee - Ft. Madison (funeral plant)	806	Supplies	80	Indirect	42.45	YES
15-May-14	Pizza Hut - Burlington (jail diversion)	769	Meeting Expense	90	Local	28.00	YES
15-May-14	Sub Way - West Burlington	769	Meeting Expense	48	GRHTF	50.29	YES
21-May-14	Pizza Hut - Burlington	769	Meeting Expense	80	Indirect	36.50	YES
21-May-14	Happy Joes - Burlington	769	Meeting Expense	80	Indirect	89.60	YES
22-May-14	Sentrylink LLC (Danny Sempf)	709	Personnel Expense	85	RTA	19.95	YES
TOTAL						363.02	
ZACH JAMES							
29-Apr-14	Hy-Vee - Burlington - Hazard Mit.	769	Meeting Expense	90	Local	62.67	YES
29-Apr-14	Pizza Hut - Keokuk	769	Meeting Expense	90	Local	36.38	YES
30-Apr-14	Caseys - Montrose	769	Meeting Expense	90	Local	63.90	YES
01-May-14	Pizza Hut - Fort Madison	769	Meeting Expense	90	Local	27.61	YES
01-May-14	Caseys - Donnellson	769	Meeting Expense	90	Local	38.06	YES
12-May-14	Farm King - West Burlington(garden)	806	Supplies	90	Local	63.43	YES
13-May-14	McConnell Café - Burlington	816	Travel/Training	60	IDOT	11.24	YES
13-May-14	The Drake - Burlington	816	Travel/Training	60	IDOT	8.78	YES
16-May-14	ESRI Inc - ArcPad updates	740	Dues/Subscriptions	60	IDOT	1,400.00	YES
19-May-14	La Tavola - Burlington	769	Meeting Expense	60	IDOT	26.00	YES
22-May-14	Hy-Vee - Burlington (garden)	806	Supplies	90	Local	17.01	YES
TOTAL						1,755.08	
JEFF HANAN							
28-Apr-14	Accurate Analytical Testing	750	Lead Testing	47.612	MFNC	232.00	YES
28-Apr-14	Accurate Analytical Testing	750	Lead Testing	47.612	MFNC	72.00	YES
15-May-14	Holiday Inn - Ames (Coffey)	816	Travel/Training	90	Local	117.59	YES
15-May-14	Holiday Inn - Ames (Eberhardt)	816	Travel/Training	90	Local	117.59	YES
TOTAL						539.18	
BOB KUSKOWSKI							
01-May-14	Community Transportation	740	Dues/Subscriptions	85	RTA	950.00	YES
08-May-14	McDonalds - Pleasant Hill	816	Travel/Training	85	RTA	11.21	YES
20-May-14	Digi Key Corp	767	Maintenance/Repair	85	RTA	16.06	YES
19-May-14	Miracle Car Wash	767	Maintenance/Repair	10	Vehicles	102.72	YES
TOTAL						1,079.99	
TOTAL						0.00	
TOTAL						3,938.40	

Hans Trousil

Mike Norris

Southeast Iowa Regional Planning Commission
Accounts Receivable Aging Summary
May 31, 2014

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Local:					
ASAP Grant	0.00	0.00	0.00	13,725.00	13,725.00
City of Burlington	0.00	10,000.00	0.00	0.00	10,000.00
City of Fort Madison	0.00	5,000.00	0.00	0.00	5,000.00
City of Fredonia	0.00	0.00	0.00	413.00	413.00
City of Keokuk	0.00	5,000.00	0.00	0.00	5,000.00
City of Letts	0.00	0.00	0.00	1,007.00	1,007.00
City of New London	0.00	5,000.00	0.00	0.00	5,000.00
City of Wapello	0.00	5,000.00	0.00	0.00	5,000.00
Des Moines County	0.00	5,000.00	0.00	0.00	5,000.00
Hope Haven	0.00	0.00	0.00	1,250.00	1,250.00
Indiana-Illinois-Iowa FFC	0.00	0.00	222.25	0.00	222.25
Louisa County Auditor	0.00	7,500.00	2,743.00	7,500.00	17,743.00
SEI Regional and Economic Port Auth.	0.00	0.00	0.00	3,803.40	3,803.40
Town of Mt. Union	0.00	0.00	0.00	322.00	322.00
	<u>0.00</u>	<u>42,500.00</u>	<u>2,965.25</u>	<u>28,020.40</u>	<u>73,485.65</u>
Housing:					
City of Keokuk	0.00	30,783.77	0.00	0.00	30,783.77
Downtown Partners	0.00	0.00	0.00	1,789.00	1,789.00
ECIA	0.00	368,671.50	20,681.00	80,245.00	469,597.50
Lowes Holdings LLC	0.00	0.00	2,000.00	0.00	2,000.00
Three Forwards	0.00	0.00	12,500.00	0.00	12,500.00
	<u>0.00</u>	<u>399,455.27</u>	<u>35,181.00</u>	<u>82,034.00</u>	<u>516,670.27</u>
RTA:					
Ashley Dean	0.00	0.00	0.00	125.00	125.00
Blair House	25.00	0.00	0.00	0.00	25.00
Cardinal Care	25.00	0.00	0.00	0.00	25.00
CPC - Henry County	660.54	0.00	0.00	0.00	660.54
CPC - Lee County	1,699.46	222.04	222.04	580.72	2,724.26
Dennis Gray	25.00	25.00	0.00	0.00	50.00
Ginnie Hager	25.00	25.00	0.00	50.00	100.00
Grasshopper Green	0.00	128.00	0.00	0.00	128.00
Insight Human Services	50.00	0.00	50.00	50.00	150.00
Iowa Medicaid Enterprise	35,720.23	37,673.61	292.05	768.80	74,454.69
Judy Jacobs	0.00	0.00	0.00	360.00	360.00
Lee County CPC	25.00	0.00	0.00	25.00	50.00
Lee County General Assistance	25.00	0.00	0.00	0.00	25.00
Lee County Payee	75.00	25.00	0.00	0.00	100.00
Leroy Kent	0.00	0.00	0.00	25.00	25.00
Loyal Jay Dishler	25.00	0.00	0.00	25.00	50.00
Marla Payne	25.00	0.00	0.00	0.00	25.00
Mt. Pleasant Correctional Facility	236.25	280.00	0.00	0.00	516.25
New London Nursing & Rehab	846.25	516.25	0.00	0.00	1,362.50
Northwood Group Home	50.00	0.00	0.00	0.00	50.00
Opitmae Life Solution	25.00	0.00	0.00	0.00	25.00
Sara Chenowith	60.00	0.00	0.00	0.00	60.00
Theresa Hemann	25.00	0.00	0.00	0.00	25.00
TMS Management Group, INc.	0.00	885.40	0.00	0.00	885.40
Tricia Kroll	0.00	30.00	0.00	0.00	30.00
Walter Detrick	72.50	0.00	0.00	0.00	72.50
	<u>39,720.23</u>	<u>39,810.30</u>	<u>564.09</u>	<u>2,009.52</u>	<u>82,104.14</u>
Total	<u>39,720.23</u>	<u>481,765.57</u>	<u>38,710.34</u>	<u>112,063.92</u>	<u>672,260.06</u>

Southeast Iowa Regional Planning Commission
Accounts Payable Aging Summary
May 31, 2014

	Current	1 - 45	46 - 90	> 90	TOTAL
Access Systems	435.47	0.00	0.00	0.00	435.47
Advantage Administrators	262.61	0.00	0.00	0.00	262.61
All American Turf Beauty Inc	175.00	0.00	0.00	0.00	175.00
Card Center	3,938.40	0.00	0.00	0.00	3,938.40
CenturyLink	352.69	0.00	0.00	0.00	352.69
CenturyLink.	228.08	0.00	0.00	0.00	228.08
City of Burlington, Iowa	4,925.60	0.00	0.00	0.00	4,925.60
City of Keokuk.	4,037.87	0.00	0.00	0.00	4,037.87
City of Mount Pleasant	2,345.79	0.00	0.00	0.00	2,345.79
Clear Falls Bottled Water	33.25	0.00	0.00	0.00	33.25
Cray Goddard Miller & Taylor LLP	138.00	0.00	0.00	0.00	138.00
Deery Brothers Ford Lincoln Inc	274.48	2,075.90	0.00	0.00	2,350.38
Embellishments & Designs Inc	35.01	0.00	0.00	0.00	35.01
Farmers Elevator & Exchange, Inc.	943.01	0.00	0.00	0.00	943.01
Hope Haven Area Dev Center	340.00	0.00	0.00	0.00	340.00
Huffman Welding and Machine Inc	71.01	0.00	0.00	0.00	71.01
Jim's Lock & Safe	13.84	0.00	0.00	0.00	13.84
Lowell Gaulke	2,280.75	0.00	0.00	0.00	2,280.75
Lowe's	37.53	0.00	0.00	0.00	37.53
Mt. Pleasant Tire & Service	1,420.16	0.00	0.00	0.00	1,420.16
Napa Auto Parts	19.38	0.00	0.00	0.00	19.38
O'Reilly Automotive, Inc.	324.48	0.00	0.00	0.00	324.48
Pep Stop	22.50	0.00	0.00	0.00	22.50
Roto Rooter	1,725.00	0.00	0.00	0.00	1,725.00
Shottenkirk Superstore	374.53	0.00	0.00	0.00	374.53
Swailes Auto Supply Inc.	621.76	0.00	0.00	0.00	621.76
Telin Transportation Group	539.34	0.00	0.00	0.00	539.34
The Burlington Hawk Eye	126.46	0.00	0.00	0.00	126.46
Titan Broadcasting LLC.	300.00	0.00	0.00	0.00	300.00
Truck Repair Inc.	4.67	0.00	0.00	0.00	4.67
Wemiga Waste Inc	31.00	0.00	0.00	0.00	31.00
Winners Circle	10.00	0.00	0.00	0.00	10.00
Wright Express Fleet Service	1,000.23	0.00	0.00	0.00	1,000.23
	<u>27,387.90</u>	<u>2,075.90</u>	<u>0.00</u>	<u>0.00</u>	<u>29,463.80</u>

Healthcare Update

OB #1



Benefit Management Solutions, LLC

June 13th, 2014

Southeast Iowa Planning Commission Health Plan Review:

An outstanding meeting was held in Minneapolis with Health Partners in May. Many plan details were discussed and most were resolved with a plan to administrate coverage, provide financial services and quote groups into the “Plan”. HP provides coverage and services to many large and high profile groups in multiple States. Below are some items discussed and a plan of implementation was developed.

Coverage design:

- A monthly plan with “Cumulative Monthly Attachment” will be offered to all interested groups. This provides risk protection to large and small group equally.
- Claim “Pooling” program was developed to provide claim and cost leveling.
- Administrative costs discounts were agreed to at about 6%.
- A two year rate guarantee will be offered perpetually.
- Benefit matching will be provided at guaranteed costs and with the retention of unused claim dollars by each group participating. Paying only for what is used.

Administrative & Financial:

- Each group will have two accounts established, one for fixed costs and one for claim funds
- Weekly claim results will be communicated to each group via a Web Portal.
- Each group will be billed for their employee costs per month and pay directly into that account.
- Claims reports, costs and a host of items are available through a Web Portal.

Other Items:

- January 1, 2015 will be the start date for coverage. A December 1st 2014 start date will be offered to those groups that have a current 12/1 renewal date if the group desires that.
- A target group in SE Iowa including COBCO, SEIRPC, City of Ft. Madison, West Burlington and New London will be first for rates.
- Rate and claim adjustment processes were discussed and agreed on to offer the most competitive premium rates possible.
- Broker arrangements were agreed on allowing each group freedom of choice of broker servicing.
- Additional “COGs” have been met with and NWIPDC has agreed to participate. One or two more are expected by year end.
- Other COGs around the State are pending scheduling.

CTC Position Update

OB #2

Port Authority Update

OB#3



Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: July 1, 2014
Re: Port Authority Update

SEIRPC has recently completed its fifth meeting with the Southeast Iowa Regional and Economic Port Authority (Port Authority) board of directors. The following is an update of activities.

SEIRPC staff have assisted the port authority redefine its focus and look to its capabilities. Research on past activities, strategic plan, like initiatives (Mid-America Port Commission) and potential future roles have taken precedence.

Staff have also created a website for the port authority (not active yet) and are implementing a communications plan. The general direction is to assist the Port Authority understand its capabilities, communicate them and establish the right partnerships to use them.

The following is a bullet list of activities to date.

- Strategic plan review;
- Comparison of abilities between Mid-America Port Commission and SIREPA;
- Research on property tax liability for port operations with Iowa Dept of Management;
- Audit procurement;
- Land owner meetings;
- Analysis of current property profiles;
- State grant extension request;
- Procurement of archeology services for property profiles;
- Communications plan preparation;
- Website development;
- Meeting attendance and communication with Mid-America Port Commission;
- Exploration of roles with economic development projects.

Please let me know if you have questions or comments.

Housing Update

NB #1



Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: July 1, 2014
Re: Housing Update

SEIRPC staff is extremely busy working with current housing programs in all corners of the region. For the board's benefit, here is an update on housing activities.

GREAT RIVER HOUSING TRUST FUND (GRH):

SEIRPC is the administrative entity for the 501c3 organization. GRH is a certified local housing trust fund through the Iowa Finance Authority. Activities are listed below:

- Down payment assistance, 41 closed to date (\$5,000 per home);
- Owner-occupied rehabilitation, 87 closed to date (up to \$10,000 grant per home);
- Development assistance, four awarded to date (up to \$25,000 grant per home);
- Affordable housing finance, two in progress (new construction or as part of down payment assistance).
- Loan servicing for 126 separate loans are completed monthly by SEIRPC.
- Projects:
 - 2011 funds - 88 total
 - 2012 funds - 29 total
 - 2013 funds - 16 total

OWNER OCCUPIED REHABILITATION (CDBG)

SEIRPC annually applies for and typically receives approximately one award per year from the Iowa Economic Development Authority for rehabilitation of 6-10 homes through Community Development Block Grant funds (CDBG). Current projects:

- Keokuk (10 homes in progress)
- Burlington (10 homes in progress)
- Wayland (10 homes, just awarded)
- Typical awards are \$300-350,000

SINGLE FAMILY NEW CONSTRUCTION (SFNC)

Utilized from CDBG flood appropriations, the SFNC program provides a 25% down payment to low to moderate income families for homes up to \$180,000.

SEIRPC matches homeowners to contractors, and completes environmental documents, income verifications, and ensures funds are appropriately spent while drawing and distributing funds. As the program winds down SEIRPC has completed the process for 29 homeowners.

MULTIFAMILY NEW CONSTRUCTION (MFNC)

Utilized from CDBG flood appropriations, the MFNC program is in its sixth round. SEIRPC has submitted 18 applications and has had 6 awarded for \$4,137,000. SEIRPC plans on submitting an additional 6-8 applications for round 6.

SEIRPC helps developers complete the applications to the Iowa Economic Development Authority, completes environmental reviews, and provides technical assistance during construction.

NEIGHBORHOOD STABILIZATION PROGRAM (NSP)

Utilized from CDBG funds, NSP programs were available to many eligible cities in the state. Working with Burlington, SEIRPC administers the program including funding draws, environmental and historical reviews and program eligibility requirements.

To date 16 projects have been completed utilizing \$1,061,620 funds.

LOW INCOME HOUSING TAX CREDIT (LIHTC) AND CDBG INSPECTIONS

Under contract with the Iowa Association of Regional Councils (IARC) SEIRPC completes inspections for the Iowa Economic Development Authority. The inspections are part of federal compliance including income eligibility and property condition.

SEIRPC has approximately 220 units to inspect in 2014-2015 in southeast Iowa and Des Moines.