



Southeast Iowa Regional Planning Commission

September 25, 2014

12:00 PM

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

Meeting Type

Full Board

— Agenda —

CALL TO ORDER	Schleisman	
Agenda Approval		Board Action
Consent Agenda (Director's Report, Minutes, Financial Report, Claims, Correspondence)		Board Action
OLD BUSINESS		
1. Department Reports	Various	Board Update
2. Golf Outing Update	Norris	Board Information
3. Health Insurance Update	Norris	Board Information
NEW BUSINESS		
1. Work Force Housing Tax Credits	Norris	Board Information
2. Housing Redevelopment	Norris	Board Information
MATTERS FROM THE FLOOR		

Consent Agenda



DIRECTOR'S REPORT

To: SEIRPC Board
From: Mike Norris, Executive Director
Date: September 25, 2014

BUILDING UPDATE

Heavy rains in early September sprung a couple leaks in non-critical areas of the basement (off-ground file storage). Staff will caulk concrete panel joints below grade to reduce infiltration. Annual HVAC tune-ups have been completed to prepare facility for winter.

McGladrey, LLC, has re-upped with SEIRPC to lease their current basement space for another three years (ending November, 2017) for \$1320/mo, or \$9.35/sf.

MISCELLANEOUS ITEMS

Current boards and commissions Executive Director is serving on:

- Chair, Iowa Association of Regional Councils;
- Chair, Great River Region Partnership;
- Member, Iowa DOT Freight Advisory Committee;
- Member, Iowa DOT Bicycle and Pedestrian Advisory Committee;
- Member, Greater Burlington Imagine Appearance Committee;
- Member, Burlington Kiwanis;
- Ex-officio member, Lee County Economic Development Group

SEIRPC is working on an EDA grant for Southeastern Community College, to help construct the new Industrial Technology and Maintenance building on the Keokuk Campus. A draft application has been turned in to EDA, with final application due in mid-October. Grant ask is around \$2 million.

CONSENT AGENDA

Financials are normal for this time of year, showing RTA with a negative balance. Insurance is paid at the beginning of the year, and the expenses > revenues reflect this. Accounts receivable is high, but mostly from flood appropriations funds flowing to SEIRPC for housing, making up the lion's share of the \$729,000.

AGENDA ITEMS – OLD BUSINESS

1. Department Reports, Board Information: Departmental updates from Planning, Development and Transit departments.
2. Golf outing update, Board Information: The fourth annual golf outing to benefit the Great River Housing Trust fund is in the books. SEIRPC has set a new high for net proceeds - \$8100. A total of 92 golfers participated in the outing, with 93 sponsors.
3. Health Insurance, Board Information: Representatives from Health Partners, Mutual Med and Kerry Erts met with SEIRPC regarding a regional self-funded plan. Prices and plan details will be available before January, and prospective plan availability is July 1, 2015. More details on self funding, status and decision making process included in the memo.

AGENDA ITEMS – NEW BUSINESS

1. About Workforce Housing Tax Credits, Board Information: An explanation with examples of the new Iowa Economic Development Authority (IEDA) tax credit program and how to use it.
2. Housing Redevelopment Resources, Board Information : A couple examples of how to utilize available regional housing resources.

**Southeast Iowa Regional Planning Commission
Full Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
July 24, 2014**

Members Present: Brent Schleisman, Hans Trousil, Gary Folluo, Steve Bisenius, Bob Beck, David File, Bob Hesler, Ron Sadler, Byron Smith, Dr. Michael Ash, Greg Moeller, Michael O'Connor, and Randy Griffin (alternate for Chris Ball).

Members Absent: Jim Howell, Sue Frice, Mark Huston, Klay Edwards, and Tim Scott

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

Call to order at 12:03 p.m.

Agenda Approval

Motion by Folluo to approve the July 24, 2014 agenda, second by Trousil. All Ayes, motion passed.

Consent Agenda Approval

Norris stated that the Preliminary Year End financials show a \$76,000 loss, which is a gross estimate which includes the loans, therefore we are actually in the black and the cash is okay. Motion by Trousil to accept the consent agenda, second by Sadler. All Ayes, motion passed.

Old Business

1. Department Reports: Hanan highlighted the Development report stating that on the RLF side, we are still working on the consolidated work plans and that last year we had 3 RLF recipients totaling \$675,000. Hanan noted GRHTF is promoting work on less than 30% LMI applicants from Henry and Louisa Counties for the Great River Housing Trust Fund to close out the 2012 grant, which must be expended by the end of the year. We are unable to access 2014 funds until 2012 funds are closed out. James highlighted the planning department report noting that he is excited about the Complete Streets Policy that we are working on for Burlington and West Burlington. This will be the first complete streets policy staff has worked on with any community in Southeast Iowa. Kuskowski explained year end statistics which show an overall 10% increase in rides, not even counting the 12,400 rides for Keokuk Power Days weekend. Kuskowski showed the awards to the board that SEIBUS earned for FY2013: State award "For the Most Improved Transit System 2013" and FTA "Award of Excellence". No Action Necessary.
2. Public Hearing: Resolution No. 108-2014: A Resolution Adopting the FY2015 - 2018 Transportation Improvement Program (TIP): Schleisman opened the public meeting at 12:17 p.m. James stated that TIP includes all transportation projects that are receiving federal transportation dollars, and must be included in order to be eligible to receive the funding. James highlighted the Regional Surface Transportation

Program Target Dollars (STP) and Transportation Alternative Program Dollars (TAP) received from Iowa DOT for FFY2018. James stated that the Technical Advisory Committee received 5 City applications of which the Fort Madison – Business 61 (Ave H), 2nd Street to 6th St. project was ranked #1 with an anticipated award of \$695,200; and Mount Pleasant Reconstruction on “old, old” former Highway 218 project was ranked #2 with an anticipated award of \$423,922; and there was only one County application received for Des Moines County – Resurfacing of Beaverdale Road, Mediapolis Road, 205th Avenue and 260th St. which is anticipated to receive \$1,490,037. The anticipated TAP funds would go to the City of Burlington – Mason Road Shared Use Path Connection in the anticipated amount of \$233,668, and a portion to City of Fort Madison – recreational trails improvements with anticipated funding of \$82,305. **Beck made a motion to close the public hearing: Resolution NO. 108-2014: A Resolution Adopting the FFY2015 – 2018 Transportation Improvement Program (TIP) at 12:20 p.m., second by Trousil. A roll call vote was taken, all ayes, motion carried. File made a motion to approve Resolution NO. 108-2014: A Resolution Adopting the FFY2015 – 2018 Transportation Improvement Program (TIP), second by Bisenius. All Ayes, motion carried.**

3. Multi Family New Construction Update: Hanan listed the 7 MFNC applications that we have been working on and the applications are due to super-cog ECIA by August 15th. Staff will be assembling project scopes, budgets and pro forma data from the developers prior to completing the applications. Once funded, SEIRPC will be responsible for technical assistance, including lead abatement analysis and expenses related to lead testing, and grant administration which includes Davis-Bacon compliance, Greenstreet compliance, submittals of invoices and processing draws. Awards will be announced in early January 2015. No Action Necessary.
4. EDA Supplemental Award: Norris stated that in June, the Denver EDA office contacted SEIRPC for a one time opportunity to expand the usual Planning Partnership Grant Award that we have been receiving from EDA since the late 1970s (\$61,000) resulting in an additional \$30,500. The expanded scope of work will provide analysis on: a) Preferred alternative for a regional venture capital solution; b) Preferred alternative for a regional POC for economic development; and c) Completion of at least one business continuity plan in the region. SEIRPC will look over our Community Economic Development Strategy (CEDS) plan and work with Great River Region Partnership (GRRP) and the Center for Industrial Research and Service through Iowa State University (CIRAS) for this work. No Action Necessary.
5. CDBG Consolidated Plan Status Update: Norris stated that Iowa’s Consolidated CDBG Plan is the guiding document for investing CDBG dollars in Iowa which is updated every 5 years. The Iowa Economic Development Authority (IEDA) has completed its preliminary public input period, which included a statewide survey of priorities, existing conditions, and future needs (over 400 surveys were completed.) The next phase is to evaluate the input and bring recommendations from IEDA for program spending to public input, and SEIRPC will distribute the information when it is available. Norris encouraged regional participation as it will impact our region for 5 years. Some changes likely to occur include a dedicated source of downtown funding for expanded uses, and a neighborhood funds to supplant the existing housing rehabilitation category. No Action Necessary.

MATTERS FROM THE FLOOR:

None.

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

Meeting adjourned at 12:42 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Mark Huston, Secretary

Date: _____

Date: _____

Financial Report ***August 2014***



Dear SEIRPC Board:

The accompanying Balance Sheet of Southeast Iowa Regional Planning Commission, as of **August 31, 2014**, and the related Statements of Income and Changes in Financial Position for the two months ended **August 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 September 19, 2014

TO: SEIRPC Board
FROM: Lori Gilpin
DATE: 9/19/2014
RE: Financial Summary for the month of August 2014



PROFIT & LOSS ALL CLASSES

	Aug-2014	YTD
TOTAL REVENUES :	395,517	1,449,438
TOTAL EXPENSES :	301,467	999,450
Excess of revenues over expenditures	94,050	449,988

PROFIT & LOSS REGIONAL TRANSIT AUTHORITY

	Aug-2014	YTD
TOTAL REVENUES :	63,368	213,750
TOTAL EXPENSES :	89,429	158,452
Excess of revenues over expenditures	(26,062)	55,298

CASH BALANCE	UNRESTRICTED	RESTRICTED	
Gen'l Government Chkng	928,486	-	
IRP Government Chkng		738,873	
Ft. Madison RLF Government Chkng		191,808	
Henry County RLF Government Chkng		136,744	
Henry County RTA Government Chkng	44,773		
Keokuk RLF Regular Chkng		135,041	
EDA RLF Government Chkng		391,881	
Mediapolis HTF Government Chkng		91,408	
GRHTF Government Chkng		156,748	
TOTAL	973,259	1,842,504	2,815,763

CUSTOMER ACCOUNTS RECEIVABLE BALANCE

Current	1-45	46-90	>90	TOTAL
38,006	584,364	82,337	24,938	729,645

VENDOR ACCOUNTS PAYABLE BALANCE

Current	1-45	46-90	>90	TOTAL
66,022	849	0	0	66,871

Southeast Iowa Regional Planning Commission
Balance Sheet
August 31, 2014

ASSETS

Current Assets

Checking/Savings

103.00 · Gen'l Government Checking	928,485.54
104.00 · IRP Government Checking	738,873.39
105.00 · Ft. Madison RLF Gov't Chkng	191,808.42
106.00 · Henry County RLF-Gov't Chkng	136,744.17
107.00 · Henry County (RTA)-Gov't Chkng	44,772.76
109.00 · Keokuk RLF	135,041.18
110.00 · EDA RLF Government Checking	391,881.19
113.00 · Mediapolis HTF Gov't Chkng	91,407.90
115.00 · GRHTF-Gov't Checking	156,747.82

Total Checking/Savings	<u>2,815,762.37</u>
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Accounts Receivable

120.00 · Accounts Receivable	<u>729,645.34</u>
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Other Current Assets

101.00 · Petty Cash Account	280.00
130.00 · Ft. Madison RLF Receivable	1,488.72
131.00 · Henry County RLF Receivable	58,047.82
132.00 · Our Home Rehab Receivable	13,250.05
133.00 · Mediapolis HTF Receivable	41,003.76
134.00 · EDA RLF I Receivable	569,813.48
135.00 · IRP I Loan Receivable	184,825.96
136.00 · IRP II Loan Receivable	155,842.91
137.00 · Keokuk RLF Receivable	28,837.07
138.00 · GRHTF Receivable	68,104.79
139.00 · EDA RLF II Receivable	621,198.36
174.00 · Prepaid Insurance	61,927.79

Total Other Current Assets	<u>1,804,620.71</u>
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Total Current Assets	<u>5,350,028.42</u>
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**Southeast Iowa Regional Planning Commission
Balance Sheet
August 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

7,268,975.23

LIABILITIES & EQUITY

Liabilities

Current Liabilities

300.00 · Accounts Payable	66,871.39
2100 · Payroll Liabilities	21,676.93
315.00 · Deferred Revenue - Comm. Trans.	65,692.71
326.12 · Deferred Revenue - RTA	22,017.43
326.79 · Speed Indicators Maintenance	3,202.78
326.80 · Custodial Fund Liability	105.55
355.00 · Accrued Salaries & Vacation	14,817.93
3600 · Short Term Notes Payable	60,654.01
Total Current Liabilities	<u>255,038.73</u>

Long Term Liabilities

3700 · Long Term Notes Payable	1,147,723.42
Total Liabilities	<u>1,402,762.15</u>

Equity

3900 · Unreserved local net Assets	404,099.23
3901 · Non-spendable Reserve for Loans	974,415.14
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	449,988.37
Total Equity	<u>5,866,213.08</u>

TOTAL LIABILITIES & EQUITY

7,268,975.23

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

	Aug-2014	Year-to-Date	FY15 Budget	FY14 Actual	FY13 Actual	FY12 Actual	FY11 Actual
Revenues:							
4100 · Bus Fare Revenues							
410.00 · General Public	4,928.15	10,853.31	52,023	51,127	44,262	44,452	48,826
411.00 · Local Contracts	1,283.67	2,431.34	95,998	102,063	113,038	84,903	131,694
Total 4100 · Bus Fares	6,211.82	13,284.65	148,021	153,190	157,300	129,355	180,519
4500 · Federal/State Revenues							
450.00 · EDA Planning Grant	0.00	0.00	61,000	54,900	61,000	61,000	61,000
450.01 · Marketing Grant	0.00	0.00	0	(2,525)	-	0	7,550
450.02 · EDA Flood Recovery	0.00	0.00	0	-	-	0	74,305
450.04 · EDA Facility Grant	0.00	0.00	0	-	112	54,626	680,251
450.05 · EDA RLF Grant	0.00	0.00	0	-	634,500	0	0
451.00 · IDED COG Assistance	0.00	0.00	0	10,294	10,294	11,644	10,294
452.00 · USDA Grant Income	0.00	0.00	0	-	-	49,968	0
453.00 · PDM (Pre-Disaster Mitigation)	0.00	0.00	0	5,532	34,099	0	7,083
453.01 · Homeland Security	0.00	0.00	0	-	-	51,533	251,441
454.00 · Brownfield Grant	0.00	0.00	0	-	-	0	3,709
455.00 · IDOT Planning	0.00	0.00	206,621	203,082	177,706	214,304	158,306
456.00 · State Transit Assistance (RTA)	21,461.84	45,364.41	223,525	247,848	307,254	258,331	385,225
457.00 · Federal Transit Assistance (RTA)	0.00	0.00	286,788	367,431	438,906	317,685	333,332
458.00 · Housing Draws	254,558.00	966,513.00	0	2,053,675	1,192,246	1,522,498	817,841
458.01 · IFA Tax Credit Revenues	0.00	0.00	0	-	3,325	10,325	11,550
459.00 · State Medicaid	35,711.58	72,784.65	443,855	434,092	391,052	164,235	148,102
Total 4500 · Federal/State Revenues	311,731.42	1,084,662.06	1,221,789	3,374,329	3,250,494	2,716,149	2,949,989
4600 · Principle on Loans							
461.00 · Principle on Loans	38,611.91	63,724.12	0	296,053	207,816	466,532	301,937
4700 · Local Revenues							
470.00 · Per Capita Revenue	0.00	167,131.00	166,454	159,407	128,211	122,793	121,743
471.00 · Cities/Counties	4,054.01	22,424.26	0	7,250	16,750	0	24,034
472.00 · Other Contracts	6,569.27	42,832.49	266,155	84,440	86,521	102,254	297,297
473.00 · Grant Administration	7,000.00	12,000.00	0	192,193	245,019	281,409	460,743
474.00 · CDGB Housing Administration	0.00	0.00	0	16,075	-	0	0
475.00 · Other Contributions	0.00	0.00	0	-	114,599	37,319	81,279
475.01 · Homeowner Contributions	0.00	1,801.00	0	22,733	37,848	20,566	0
479.00 · RLF Administration	0.00	0.00	17,596	44,050	11,585	80,478	56,442
481.00 · Housing Soft Costs	0.00	0.00	0	107,588	26,635	9,737	5,943
482.00 · Lead Abatement	0.00	0.00	0	9,970	38,162	41,836	1,350
488.00 · Vehicle Reimbursements	908.32	1,747.55	17,100	11,830	13,293	23,110	23,406
489.00 · Housing Administration	0.00	0.00	207,699	119,177	150,171	110,897	86,815
Total 4700 · Local Revenues	18,531.60	247,936.30	675,004	774,713	868,794	830,400	1,159,052
4900 · Miscellaneous Revenues							
492.00 · Lease Income	9,261.60	18,523.20	111,139	111,889	112,039	105,139	49,553
495.00 · Loan Proceeds	0.00	0.00	5,000	-	-	2,501	0
496.00 · Interest Income (Bank)	662.05	1,354.84	8,315	8,721	8,889	8,435	10,249
497.00 · Miscellaneous Revenues-Other	4,300.00	5,050.00	100,000	13,973	8,939	12,941	16,530
498.00 · Matching Funds	0.00	0.00	86,284	99,844	89,318	176,223	731,139
Total 4900 · Miscellaneous Revenues	14,223.65	24,928.04	310,738	234,427	219,185	305,239	807,471
5000-52 RLF Income							
507.00 · Late Payment Fees	0.00	0.00	100	1,343	1,098	975	1,950
508.00 · Loan Closing Fees	199.00	3,399.00	3,750	12,252	14,587	2,844	1,875
509.00 · FM RLF Loan Interest Income	5.90	12.21	0	146	480	1,773	2,374
510.00 · Henry Co. RLF Interest Income	286.07	549.53	0	3,739	2,467	2,057	3,137
511.01 · EDA RLF I Interest Income	2,035.22	3,954.73	82,076	22,440	22,066	31,489	37,549
512.00 · Mediapolis HTF Interest Income	255.28	356.90	0	1,484	1,611	2,067	3,595
513.00 · EDA RLF II Interest Income	1,966.90	3,831.37	0	23,407	9,839	0	0
515.00 · IRP I Loan Interest Income	648.82	1,310.02	0	1,819	1,753	4,859	6,682
516.00 · IRP II Loan Interest Income	608.32	1,236.96	0	6,792	9,212	15,876	19,087
517.00 · Our Home Rehab Interest Income	0.00	0.00	0	2,004	-	48	1,219
518.00 · Keokuk RLF Loan Interest Income	162.67	162.67	0	-	2,023	2,436	3,316
520.00 · GRHTF-Loan Interest	38.49	89.52	0	737	543	45	0
Total 5000-52 RLF Income	6,206.67	14,902.91	85,926	76,163	65,679	64,468	80,783
Total Income	395,517.07	1,449,438.08	2,441,478	4,908,875	4,769,268	4,512,143	5,479,751

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

	Aug-2014	Year-to-Date	FY15 Budget	FY14 Actual	FY13 Actual	FY12 Actual	FY11 Actual
Expenditures:							
701.00 · Salaries	86,896.90	146,998.01	1,144,288	1,041,129	1,017,419	960,569	1,052,364
702.00 · FICA - Employer's Share	6,215.78	10,597.58	75,223	74,420	73,438	70,336	77,994
703.00 · IPERS - Employer's Share	7,365.10	12,485.75	93,255	91,656	85,618	75,627	72,495
704.00 · Unemployment	0.00	4,572.00	500	1,932	382	2,979	9,049
705.00 · Employee Benefits	15,445.46	23,778.12	177,721	191,614	166,837	133,183	137,510
706.00 · Physicals	335.00	563.00	2,761	2,019	1,565	1,508	1,780
707.00 · Uniform Expense	58.20	142.62	950	950	1,585	2,362	825
708.00 · Drug Testing	127.00	242.00	1,000	604	799	375	967
709.00 · Personnel Expenses-Other	0.00	0.00	1,595	1,009	2,326	3,572	425
710.00 · Payroll services	336.56	680.63	4,000	4,330	3,909	3,487	3,638
712.00 · Advertising	0.00	752.70	3,600	5,390	4,866	1,589	2,701
717.00 · Audit	0.00	0.00	15,000	15,250	14,750	14,425	12,750
726.00 · Contractual Expenses-Other	1,206.95	2,258.45	38,500	28,433	29,488	164,353	582,750
728.00 · Information Technology	1,074.00	1,074.00	6,676	9,847	10,818	11,961	7,811
729.00 · Copier Expense	294.72	988.40	4,500	4,836	6,512	7,545	7,651
730.00 · Legal Expense	0.00	0.00	3,700	7,464	6,896	5,103	24,886
738.00 · Depreciation Expense	0.00	0.00	5,000	-	2,914	14,423	17,361
740.00 · Dues/Subscriptions/Conferences	4,106.60	3,860.70	18,420	16,648	13,241	8,736	16,459
741.00 · Public Notices	166.15	232.69	2,200	1,838	2,316	2,416	2,520
745.00 · Land,Structures,Right of Way, etc.	0.00	0.00	0	-	-	0	1,055,000
746.00 · Leased Equipment	0.00	0.00	700	640	760	570	760
747.00 · Equipment under \$5000	0.00	0.00	7,060	17,528	21,918	14,124	16,295
748.00 · Capital Equipment	0.00	0.00	10,000	106,641	156,977	79,518	71,934
749.00 · Principle Expense	0.00	34,361.29	48,064	45,219	45,079	44,901	44,670
750.00 · Lead Testing	90.00	174.00	2,000	2,173	2,935	4,383	1,488
751.00 · Housing	121,294.00	644,406.00	0	1,510,203	966,267	1,161,850	579,854
752.00 · Admin. Expense	0.00	0.00	0	27,058	113,086	109,581	67,233
754.00 · Insurance	8,962.82	18,195.64	112,365	127,406	111,099	96,620	93,119
756.00 · Mortgage Filing Fees	0.00	94.00	750	1,450	4,890	1,142	482
757.00 · Interest Expense	263.49	449.96	30,370	38,957	35,704	34,590	34,974
758.00 · Loan Closing Expense	0.00	0.00	0	-	-	85	5
759.00 · Credit Report Exp.	0.00	0.00	0	16	114	509	17
760.00 · Hsng Relocation Expense	0.00	0.00	0	-	-	937	14,327
766.00 · Bldg. Maintenance & Repair	0.00	11,041.82	15,000	20,296	14,703	13,561	18,985
767.00 · Vehicle Maintenance & Repair	12,212.16	18,964.11	113,500	115,818	122,756	119,960	123,811
768.00 · Marketing	100.00	600.00	5,800	4,931	5,381	7,948	60
769.00 · Meeting Expense	410.47	693.10	2,500	3,346	2,622	2,570	6,028
782.00 · Printing/Postage	593.88	1,103.48	7,600	6,115	5,704	6,952	8,347
791.00 · Rent	650.00	1,300.00	8,000	7,830	6,330	5,411	7,664
806.00 · Supplies	844.26	2,811.84	10,850	9,152	18,071	10,578	15,748
807.00 · Bank Charges	0.00	0.00	0	(5)	37	(35)	87
808.00 · Fuel/Oil	13,097.64	25,949.32	170,100	155,930	154,381	112,095	111,667
810.00 · Telecommunications	2,184.91	4,431.95	25,810	28,215	27,009	25,248	22,932
811.00 · Utilities Expense	3,779.79	6,689.12	36,000	37,737	32,570	30,361	21,801
813.00 · Real Estate Taxes	8,083.00	8,083.00	20,000	18,774	12,960	54,129	0
815.00 · Mileage Expense	356.89	632.64	2,760	2,877	-	0	19
816.00 · Travel/Training	2,106.81	1,594.24	15,090	4,954	8,205	19,759	13,133
820.00 · Use Allowance	908.32	1,747.55	13,650	11,830	13,293	23,112	23,406
829.00 · Down Payment Assistance	0.00	5,000.00	0	351,677	317,840	219,828	316,418
830.00 · Participant Loans & Grants	1,900.00	1,900.00	0	723,271	860,198	179,645	0
850.00 · Marketing Grant Expenditure	0.00	0.00	0	-	5,323	0	0
890.00 · Matching Expenditures	0.00	0.00	-10,955	99,844	99,318	176,223	731,139
900.00 · Indirect Costs	0.00	0.00	-8,886	-	-	127,099	(127,099)
Total Expenditures	301,466.86	999,449.71	2,237,017	4,979,252	4,611,209	4,167,801	5,306,237
Excess (deficiency) of revenues over (under) expenditures	94,050.21	449,988.37	204,461	(70,377)	158,059	344,341	173,514

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



	Aug-2014	Year-to-Date	FY15 Budget	FY14 Actual	FY13 Actual	FY12 Actual	FY11 Actual
Revenues:							
4100 · Bus Fare Revenues							
410.00 · General Public	4,903.15	10,853.31	52,023	51,127	44,262	44,452	48,826
411.00 · Local Contracts	1,283.67	2,431.34	95,998	102,063	113,038	84,903	131,694
Total 4100 · Bus Fares	6,186.82	13,284.65	148,021	153,190	157,300	129,355	180,519
4500 · Federal/State Revenues							
456.00 · State Transit Assistance	21,461.84	45,364.41	223,525	247,848	307,254	258,331	260,046
457.00 · Federal Transit Assistance	-	-	286,788	367,431	438,906	317,685	333,332
459.00 · State Medicaid	35,711.58	72,784.65	443,855	434,092	391,051	164,235	148,102
Total 4500 · Federal/State Revenues	57,173.42	118,149.06	954,168	1,049,371	1,137,211	740,251	741,480
4700 · Local Revenues							
470.00 · Per Capita Revenue	-	82,301.00	82,301	79,904	49,443	49,443	49,443
472.00 · Other Contracts	-	-	-	-	-	-	-
Total 4700 · Local Revenues	-	82,301.00	82,301	79,904	49,443	49,443	49,443
4900 · Miscellaneous Revenues							
495.00 · Insurance Proceeds	-	-	-	-	-	2,501	-
496.00 · Interest Income (Bank)	7.36	15.16	75	86	73	64	88
497.00 · Miscellaneous Revenues-Other	-	-	0	4,900	-	2,628	1,628
498.00 · Matching Funds	-	-	0	-	589	-	9,855
Total 4900 · Miscellaneous Revenues	7.36	15.16	75	4,986	662	5,192	11,571
Total Revenues	63,367.60	213,749.87	1,184,565	1,287,451	1,344,616	924,241	983,013
Expenditures:							
701.00 · Salaries	31,875.27	53,769.39	418,869	399,237	377,934	314,513	368,634
702.00 · FICA - Employer's Share	2,369.49	4,009.88	31,261	29,677	28,276	23,768	27,924
703.00 · IPERS - Employer's Share	2,845.39	4,799.83	37,405	35,553	32,709	25,368	25,738
704.00 · Unemployment	-	4,572.00	500	-	382	2,979	-
705.00 · Employee Benefits	5,223.11	8,062.48	64,208	68,465	52,911	31,066	40,891
706.00 · Physicals	335.00	563.00	2,761	2,019	1,565	1,508	1,780
707.00 · Uniform Expense	58.20	142.62	750	835	1,358	437	825
708.00 · Drug Testing	127.00	242.00	1,000	604	799	375	967
709.00 · Personnel Expenses-Other	-	-	945	605	458	595	-
712.00 · Advertising	-	752.70	3,600	4,632	3,216	1,589	1,968
726.00 · Contractual Expenses-Other	-	6.55	6,500	9,101	6,318	6,358	12,914
728.00 · Information Technology	165.00	165.00	1,226	2,117	2,630	898	990
730.00 · Legal Expense	-	-	-	600	635	588	5,616
738.00 · Depreciation Expense	-	-	-	-	-	-	-
740.00 · Dues/Subscriptions/Conferences	-	(760.00)	4,371	3,471	2,273	2,525	2,547
741.00 · Public Notices	-	-	-	20	21	20	23
747.00 · Equipment Under \$5000	-	-	60	354	2,997	405	-
748.00 · Capital Equipment	-	-	-	58,702	156,977	57,267	57,965
754.00 · Insurance	5,392.92	11,055.84	68,000	63,838	64,032	48,892	51,564
757.00 · Interest Expense	-	-	-	660	-	-	-
766.00 · Bldg. Maintenance & Repairs	-	-	-	-	-	234	3,833
767.00 · Vehicle Maintenance & Repair	12,212.16	18,964.11	110,000	112,561	118,522	115,842	122,080
768.00 · Marketing	-	500.00	500	-	550	1,150	-
769.00 · Meeting Expense	27.01	27.01	250	132	244	99	100
782.00 · Printing/Postage	187.00	187.00	-	3	1,122	6	837
791.00 · Rent	650.00	1,300.00	8,000	7,800	6,300	5,381	5,214
806.00 · Supplies	8.08	11.29	500	671	1,453	429	752
807.00 · Bank Charges	-	-	-	(5)	10	5	(25)
808.00 · Fuel/Oil	12,635.03	24,913.62	165,000	150,075	149,104	106,449	106,784
810.00 · Telecommunications	773.58	1,521.97	10,000	8,610	8,310	7,445	8,657
815.00 · Mileage Expense	232.75	441.00	2,760	2,786	-	-	-
816.00 · Travel/Training	-	(775.00)	3,500	825	2,939	5,570	3,169
820.00 · Use Allowance	145.24	378.51	2,000	2,210	2,141	3,662	3,804
890.00 · Matching Expenditures	-	-	10,000	10,000	-	-	9,855
900. Indirect Costs	14,167.05	23,601.25	228,974	178,081	174,851	189,092	104,461
Total Expenditures	89,429.28	158,452.05	1,182,940	1,154,239	1,201,037	954,512	969,866
Fund Balance	(26,061.68)	55,297.82	1,625	133,212	143,579	(30,272)	13,147

Southeast Iowa Regional Planning Commission
Profit Loss by Class
For Year Ending
August 31, 2014

	10 Company Vehicles	20 EDA PG	22 Facility	47 Housing	48 Great River Housing Trust
Ordinary Income/Expense					
Income					
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	0.00	0.00	0.00	966,513.00	0.00
461.00 · Principle on Loans	0.00	0.00	0.00	894.78	5,877.29
4700-48 · Local Revenues	1,747.55	0.00	0.00	31,225.26	0.00
4900 · Miscellaneous Revenues	0.00	0.00	18,523.20	30.76	5,126.88
5000-52 · RLF Income	0.00	0.00	0.00	356.90	3,488.52
	<u>1,747.55</u>	<u>0.00</u>	<u>18,523.20</u>	<u>999,020.70</u>	<u>14,492.69</u>
Expense					
700.00 · Personnel Expenses	0.00	10,985.84	0.00	19,489.32	5,322.81
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	2,079.90	0.00	0.00
728.00 · Information Technology	0.00	0.00	0.00	0.00	0.00
729.00 · Copier Expense	0.00	0.00	0.00	0.00	0.00
730.00 · Legal Expense	0.00	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions/Conference	0.00	0.00	0.00	0.00	0.00
741.00 · Public Notices	0.00	0.00	0.00	18.47	12.86
746.00 · Leased Equipment	0.00	0.00	0.00	0.00	0.00
747.00 · Equipment under \$5000	0.00	0.00	0.00	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	174.00	0.00
751.00 · Housing	0.00	0.00	0.00	584,406.00	60,000.00
752.00 · Admin. Expense	0.00	0.00	0.00	0.00	0.00
754.00 · Insurance	509.56	0.00	1,358.50	0.00	0.00
756.00 · Mortgage Filing Expenses	0.00	0.00	0.00	7.00	73.00
757.00 · Interest Expense	116.32	0.00	113.36	220.28	0.00
759.00 · Credit Report Exp.	0.00	0.00	0.00	0.00	0.00
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	11,041.82	0.00	0.00
767.00 · Vehicle Maintenance & Repair	0.00	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	0.00	0.00	0.00	0.00
769.00 · Meeting Expense	0.00	17.01	0.00	0.00	70.00
782.00 · Printing/Postage	0.00	13.20	0.00	85.90	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	0.00	0.00	7.43	15.95	0.00
807.00 · Bank Charges	0.00	0.00	0.00	0.00	0.00
808.00 · Fuel/Oil	1,035.70	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	6,689.12	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	8,083.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	19.14	0.00
816.00 · Travel/Training	0.00	390.61	0.00	1,426.55	58.34
820.00 · Use Allowance	4.31	170.77	0.00	63.52	54.40
829.00 · Down Payment Assistance	0.00	0.00	0.00	0.00	5,000.00
830.00 · Participant Loans	0.00	0.00	0.00	0.00	1,900.00
850.00 · Marketing Grant Expenditure	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	0.00	3,676.06	0.00	6,508.81	1,779.67
	<u>1,665.89</u>	<u>15,253.49</u>	<u>29,373.13</u>	<u>612,434.94</u>	<u>74,271.08</u>
Excess (deficiency) of revenues over (under) expenditures	<u>81.66</u>	<u>(15,253.49)</u>	<u>(10,849.93)</u>	<u>386,585.76</u>	<u>(59,778.39)</u>
SEIRPC adjusted balance	<u>-</u>	<u>-</u>	<u>(23,605.03)</u>	<u>3,583.98</u>	<u>-</u>

Southeast Iowa Regional Planning Commission
Profit Loss by Class
For Year Ending
August 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	0.00	0.00	0.00	0.00	0.00
461.00 · Principle on Loans	0.00	46,016.08	2,845.66	3,582.25	4,508.06
4700-48 · Local Revenues	0.00	0.00	0.00	0.00	0.00
4900 · Miscellaneous Revenues	0.00	117.43	612.94	131.56	0.00
5000-52 · RLF Income	0.00	7,786.10	1,310.02	724.41	1,236.96
	<u>0.00</u>	<u>53,919.61</u>	<u>4,768.62</u>	<u>4,438.22</u>	<u>5,745.02</u>
Expense					
700.00 · Personnel Expenses	22,083.02	6,272.77	792.39	0.00	792.39
704.00 · Unemployment	0.00	0.00	0.00	0.00	0.00
706.00 · Physicals	0.00	0.00	0.00	0.00	0.00
707.00 · Uniform Expense	0.00	0.00	0.00	0.00	0.00
708.00 · Drug Testing	0.00	0.00	0.00	0.00	0.00
709.00 · Personnel Expenses-Other	0.00	0.00	0.00	0.00	0.00
710.00 · Payroll Services	0.00	0.00	0.00	0.00	0.00
712.00 · Advertising	0.00	0.00	0.00	0.00	0.00
717.00 · Audit	0.00	0.00	0.00	0.00	0.00
726.00 · Contractual Expenses	0.00	0.00	0.00	0.00	0.00
728.00 · Information Technology	0.00	0.00	0.00	0.00	0.00
729.00 · Copier Expense	0.00	0.00	0.00	0.00	0.00
730.00 · Legal Expense	0.00	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions/Conference	219.60	25.00	0.00	0.00	0.00
741.00 · Public Notices	25.72	0.00	0.00	0.00	0.00
746.00 · Leased Equipment	0.00	0.00	0.00	0.00	0.00
747.00 · Equipment under \$5000	0.00	0.00	0.00	0.00	0.00
748.00 · Capital Equipment	0.00	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	20,987.82	0.00	13,373.47
750.00 · Lead Testing	0.00	0.00	0.00	0.00	0.00
751.00 · Housing	0.00	0.00	0.00	0.00	0.00
752.00 · Admin. Expense	0.00	0.00	0.00	0.00	0.00
754.00 · Insurance	0.00	0.00	0.00	0.00	0.00
756.00 · Mortgage Filing Expenses	0.00	0.00	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	0.00	0.00	0.00	0.00
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	0.00	0.00	0.00
767.00 · Vehicle Maintenance & Repair	0.00	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	0.00	0.00	0.00	0.00
769.00 · Meeting Expense	97.64	11.01	0.00	0.00	0.00
782.00 · Printing/Postage	9.60	8.91	0.00	0.00	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	1,066.12	0.00	0.00	0.00	0.00
807.00 · Bank Charges	0.00	0.00	0.00	0.00	0.00
808.00 · Fuel/Oil	0.00	0.00	0.00	0.00	0.00
810.00 · Telecommunications	0.00	0.00	0.00	0.00	0.00
811.00 · Utilities Expense	0.00	0.00	0.00	0.00	0.00
812.00 · Bldg Operation Allocation	0.00	0.00	0.00	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	0.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00	0.00
816.00 · Travel/Training	196.90	5.35	0.00	0.00	0.00
820.00 · Use Allowance	625.96	0.00	0.00	13.66	0.00
829.00 · Down Payment Assistance	0.00	0.00	0.00	0.00	0.00
830.00 · Participant Loans	0.00	0.00	0.00	0.00	0.00
850.00 · Marketing Grant Expenditure	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	7,412.92	2,098.85	265.40	0.00	265.40
	<u>31,737.48</u>	<u>8,421.89</u>	<u>22,045.61</u>	<u>13.66</u>	<u>14,431.26</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(31,737.48)</u>	<u>45,497.72</u>	<u>(17,276.99)</u>	<u>4,424.56</u>	<u>(8,686.24)</u>
SEIRPC adjusted balance	<u>(31,737.48)</u>	<u>(518.36)</u>	<u>865.17</u>	<u>-</u>	<u>179.17</u>

Southeast Iowa Regional Planning Commission
Profit Loss by Class
For Year Ending
August 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	13,284.65	0.00	13,284.65
4500 · Federal/State Revenues	0.00	118,149.06	0.00	1,084,662.06
461.00 · Principle on Loans	0.00	0.00	0.00	63,724.12
4700-48 · Local Revenues	0.00	82,301.00	132,662.49	247,936.30
4900 · Miscellaneous Revenues	0.00	15.16	370.11	24,928.04
5000-52 · RLF Income	0.00	0.00	0.00	14,902.91
	<u>0.00</u>	<u>213,749.87</u>	<u>133,032.60</u>	<u>1,449,438.08</u>
Expense				
700.00 · Personnel Expenses	31,940.86	70,641.58	25,538.48	193,859.46
704.00 · Unemployment	0.00	4,572.00	0.00	4,572.00
706.00 · Physicals	0.00	563.00	0.00	563.00
707.00 · Uniform Expense	0.00	142.62	0.00	142.62
708.00 · Drug Testing	0.00	242.00	0.00	242.00
709.00 · Personnel Expenses-Other	0.00	0.00	0.00	0.00
710.00 · Payroll Services	680.63	0.00	0.00	680.63
712.00 · Advertising	0.00	752.70	0.00	752.70
717.00 · Audit	0.00	0.00	0.00	0.00
726.00 · Contractual Expenses	0.00	6.55	172.00	2,258.45
728.00 · Information Technology	594.00	165.00	315.00	1,074.00
729.00 · Copier Expense	988.40	0.00	0.00	988.40
730.00 · Legal Expense	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions/Conference	881.10	-760.00	3,495.00	3,860.70
741.00 · Public Notices	123.00	0.00	52.64	232.69
746.00 · Leased Equipment	0.00	0.00	0.00	0.00
747.00 · Equipment under \$5000	0.00	0.00	0.00	0.00
748.00 · Capital Equipment	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	0.00	34,361.29
750.00 · Lead Testing	0.00	0.00	0.00	174.00
751.00 · Housing	0.00	0.00	0.00	644,406.00
752.00 · Admin. Expense	0.00	0.00	0.00	0.00
754.00 · Insurance	5,271.74	11,055.84	0.00	18,195.64
756.00 · Mortgage Filing Expenses	0.00	0.00	14.00	94.00
757.00 · Interest Expense	0.00	0.00	0.00	449.96
759.00 · Credit Report Exp.	0.00	0.00	0.00	0.00
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	0.00	11,041.82
767.00 · Vehicle Maintenance & Repair	0.00	18,964.11	0.00	18,964.11
768.00 · Marketing	0.00	500.00	100.00	600.00
769.00 · Meeting Expense	183.95	27.01	286.48	693.10
782.00 · Printing/Postage	787.98	187.00	10.89	1,103.48
791.00 · Rent	0.00	1,300.00	0.00	1,300.00
806.00 · Supplies	1,557.48	11.29	153.57	2,811.84
807.00 · Bank Charges	0.00	0.00	0.00	0.00
808.00 · Fuel/Oil	0.00	24,913.62	0.00	25,949.32
810.00 · Telecommunications	2,808.58	1,521.97	101.40	4,431.95
811.00 · Utilities Expense	0.00	0.00	0.00	6,689.12
812.00 · Bldg Operation Allocation	0.00	0.00	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	0.00	8,083.00
815.00 · Mileage Expense	0.00	441.00	172.50	632.64
816.00 · Travel/Training	249.00	-775.00	42.49	1,594.24
820.00 · Use Allowance	56.67	378.51	379.75	1,747.55
829.00 · Down Payment Assistance	0.00	0.00	0.00	5,000.00
830.00 · Participant Loans	0.00	0.00	0.00	1,900.00
850.00 · Marketing Grant Expenditure	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	-54,122.50	23,601.25	8,514.14	0.00
	<u>-7,999.11</u>	<u>158,452.05</u>	<u>39,348.34</u>	<u>999,449.71</u>
Excess (deficiency) of revenues over (under) expenditures	<u>7,999.11</u>	<u>55,297.82</u>	<u>93,684.26</u>	<u>449,988.37</u>
SEIRPC adjusted balance	<u>-</u>	<u>34,859.82</u>	<u>93,684.26</u>	<u>77,311.53</u>

Southeast Iowa Regional Planning Commission
Check Register
August 31, 2014

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	08/07/2014	26523	Access Systems	252.69
Bill Pmt -Check	08/07/2014	26524	AdvisorNet Property and Casualty LLC	270.00
Bill Pmt -Check	08/07/2014	26525	Burlington True Value	41.32
Bill Pmt -Check	08/07/2014	26526	CARD CENTER	998.47
Bill Pmt -Check	08/07/2014	26527	Carquest Auto Parts	91.42
Bill Pmt -Check	08/07/2014	26528	CenturyLink	333.57
Bill Pmt -Check	08/07/2014	26529	CenturyLink.	246.48
Bill Pmt -Check	08/07/2014	26530	City of Keokuk.	3,633.58
Bill Pmt -Check	08/07/2014	26531	City of Mount Pleasant	2,439.66
Bill Pmt -Check	08/07/2014	26532	City of West Burlington.	162.97
Bill Pmt -Check	08/07/2014	26533	Clear Falls Bottled Water	20.75
Bill Pmt -Check	08/07/2014	26534	Daily Gate City	26.45
Bill Pmt -Check	08/07/2014	26535	Drake Hardware & Software	990.00
Bill Pmt -Check	08/07/2014	26536	Ebert Supply Company	162.85
Bill Pmt -Check	08/07/2014	26537	Farmers Elevator & Exchange, Inc.	1,058.94
Bill Pmt -Check	08/07/2014	26538	Fullenkamp Insurance Agency	8,530.28
Bill Pmt -Check	08/07/2014	26539	Hope Haven Area Dev Center	6.55
Bill Pmt -Check	08/07/2014	26540	Huffman Welding and Machine Inc	16.38
Bill Pmt -Check	08/07/2014	26541	i connect you.	208.00
Bill Pmt -Check	08/07/2014	26542	Jack Callas	85.75
Bill Pmt -Check	08/07/2014	26543	Kirsten Kramer	37.50
Bill Pmt -Check	08/07/2014	26544	Louisa Development Group	25.00
Bill Pmt -Check	08/07/2014	26545	Lowe Holdings LLC.	27,621.00
Bill Pmt -Check	08/07/2014	26546	Lowes	821.57
Bill Pmt -Check	08/07/2014	26547	M & H Construction	7,232.00
Bill Pmt -Check	08/07/2014	26548	Napa Auto Parts	23.66
Bill Pmt -Check	08/07/2014	26549	New York Life	30.00
Bill Pmt -Check	08/07/2014	26550	O'Reilly Automotive, Inc.	55.47
Bill Pmt -Check	08/07/2014	26551	Pauwels Lawn Care	500.00
Bill Pmt -Check	08/07/2014	26552	Pep Stop	20.00
Bill Pmt -Check	08/07/2014	26553	Roto Rooter	1,120.00
Bill Pmt -Check	08/07/2014	26554	Ruth Boyd	12.25
Bill Pmt -Check	08/07/2014	26555	Sara Hecox	270.00
Bill Pmt -Check	08/07/2014	26556	SEI Properties LLC	250.00
Bill Pmt -Check	08/07/2014	26557	Shottenkirk	37.10
Bill Pmt -Check	08/07/2014	26558	Shottenkirk Superstore	1,262.55
Bill Pmt -Check	08/07/2014	26559	Swailes Auto Supply Inc.	440.74
Bill Pmt -Check	08/07/2014	26560	Telin Transportation Group	311.79
Bill Pmt -Check	08/07/2014	26561	The Burlington Hawk Eye	40.09
Bill Pmt -Check	08/07/2014	26562	The Goodyear Tire & Rubber Company	533.88
Bill Pmt -Check	08/07/2014	26563	The Ivy Bake Shoppe & Cafe	30.00
Bill Pmt -Check	08/07/2014	26564	Todd Schneider dba Schoolhouse Apts	422,449.00
Bill Pmt -Check	08/07/2014	26565	Truck Repair Inc.	5,774.17
Bill Pmt -Check	08/07/2014	26566	US Cellular	50.70
Bill Pmt -Check	08/07/2014	26567	Waterworks Car Wash	5.00
Bill Pmt -Check	08/07/2014	26568	Wemiga Waste Inc	25.00
Bill Pmt -Check	08/07/2014	26569	Winners Circle	10.00
Bill Pmt -Check	08/07/2014	26570	Wright Express Fleet Service	1,126.36
Bill Pmt -Check	08/07/2014	26571	Wunderlich, Inc.	9,131.82
Bill Pmt -Check	08/08/2014	26572	Chris Conrad Const. & First National Bank	6,960.00
Bill Pmt -Check	08/22/2014	26573	Bezoni's True Value	38.26
Bill Pmt -Check	08/22/2014	26574	Bob. Kuskowski	115.00
Bill Pmt -Check	08/22/2014	26575	Burlington Hawkeye	171.60
Bill Pmt -Check	08/22/2014	26576	CenturyLink.	570.00
Bill Pmt -Check	08/22/2014	26577	Chris Conrad Const. & First National Bank	11,280.00

**Southeast Iowa Regional Planning Commission
Check Register
August 31, 2014**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	08/22/2014	26578	Chris Ralph	19.14
Bill Pmt -Check	08/22/2014	26579	City of Burlington, Iowa	4,593.14
Bill Pmt -Check	08/22/2014	26580	Clear Falls Bottled Water	27.00
Bill Pmt -Check	08/22/2014	26581	Craftsman Press	33.00
Bill Pmt -Check	08/22/2014	26582	Daily Gate City	27.88
Bill Pmt -Check	08/22/2014	26583	Des Moines County Treasurer	8,083.00
Bill Pmt -Check	08/22/2014	26584	Drake Hardware & Software	84.00
Bill Pmt -Check	08/22/2014	26585	Fastenal	6.67
Bill Pmt -Check	08/22/2014	26586	Friends of Community Field.	100.00
Bill Pmt -Check	08/22/2014	26587	Great River Business Health	188.00
Bill Pmt -Check	08/22/2014	26588	Greater Burlington Partnership	795.00
Bill Pmt -Check	08/22/2014	26589	Hawkeye Community College	300.00
Bill Pmt -Check	08/22/2014	26590	Hope Haven Area Dev Center	425.00
Bill Pmt -Check	08/22/2014	26591	Hy-Vee, Inc	163.39
Bill Pmt -Check	08/22/2014	26592	IARC.	3,250.00
Bill Pmt -Check	08/22/2014	26593	Integrated Technology Partners	19.95
Bill Pmt -Check	08/22/2014	26594	Iowa Illinois Office Solutions	555.23
Bill Pmt -Check	08/22/2014	26595	Iowa Secretary of State	25.00
Bill Pmt -Check	08/22/2014	26596	IPC, Inc.	400.00
Bill Pmt -Check	08/22/2014	26597	J.D. Byrider	356.59
Bill Pmt -Check	08/22/2014	26598	Jack Swarm	172.00
Bill Pmt -Check	08/22/2014	26599	Jerry Bush	58.20
Bill Pmt -Check	08/22/2014	26600	Joe Yocum	12.25
Bill Pmt -Check	08/22/2014	26601	Louisa County Recorder's Office	7.00
Bill Pmt -Check	08/22/2014	26602	Mediacom	89.90
Bill Pmt -Check	08/22/2014	26603	National Seminars Training	249.00
Bill Pmt -Check	08/22/2014	26604	Nextel	773.58
Bill Pmt -Check	08/22/2014	26605	Ruth Boyd	61.25
Bill Pmt -Check	08/22/2014	26606	Sheila Mae, LLC	353.80
Bill Pmt -Check	08/22/2014	26607	UnityPoint Clinic	127.00
Bill Pmt -Check	08/22/2014	26608	Waterworks Car Wash	65.00
Bill Pmt -Check	08/22/2014	26609	Yellow Book USA	752.70
Bill Pmt -Check	08/22/2014	26610	Zachary James	9.63
				540,140.92
Electronic Payment			Wellmark	14,946.33
Electronic Payment			Payroll	61,717.95
Electronic Payment			Payroll Taxes	23,068.90
Electronic Payment			Payroll Processing Fees	336.56
Electronic Payment			Two Rivers Bank - LOC interest	195.79
Electronic Payment			Two Rivers Bank - Vehicle loan payment	520.94
Electronic Payment			Two Rivers Bank - Building loan payment	0.00
Electronic Payment			Advantage fees	163.65
Electronic Payment			MetLife (dental ins.)	1,000.50
Electronic Payment			Alliant Energy	3,616.82
Electronic Payment			UNUM life insurance	1,013.42
Electronic Payment			IPERS	12,087.29
				118,668.15
TOTAL EXPENDITURES				658,809.07

BANCARD Services Credit Card Statement

STATEMENT DATE: 8/28/2014

PAYMENT DUE DATE: 9/22/2014

CHECK# 26615

DATE PAID 9/4/2014



Date	Transaction Description	Expense		Class		Amount	Receipt
		Account#	Type	Class#	Class Name		
MIKE NORRIS							
20-Aug-14	The Broadway Grill - West Burlington	769	Meeting Expense	60	IDOT	23.12	YES
						TOTAL	23.12
DEBORAH LAUGHLIN							
29-Jul-14	Target - credit for error	769	Meeting Expense	60.07	SIREPA	(5.69)	YES
29-Jul-14	Target - Burlington	769	Meeting Expense	60.07	SIREPA	11.38	YES
30-Jul-14	Pizza Hut - Burlington	769	Meeting Expense	60.07	SIREPA	41.50	YES
01-Aug-14	Current (cards)	806	Supplies	80	INDIRECT	8.08	YES
01-Aug-14	Current (cards)	806	Supplies	85	RTA	8.08	YES
06-Aug-14	Walgreens - Burlington (photos)	806	Supplies	47	HOUSING	9.96	YES
06-Aug-14	Hobby Lobby - Burlington (frame)	806	Supplies	47	HOUSING	5.99	YES
19-Aug-14	Pitney Bowes (ink)	782	Printing/Postage	80	INDIRECT	100.98	YES
						TOTAL	180.28
ZACH JAMES							
05-Aug-14	Hy-Vee Drugstore - Mt. Pleasant	769	Meeting Expense	90	LOCAL	22.43	YES
05-Aug-14	Caseys - Winfield	769	Meeting Expense	90	LOCAL	59.45	YES
07-Aug-14	Pizza Ranch - Mt. Pleasant	769	Meeting Expense	90	LOCAL	181.76	YES
12-Aug-14	Park Cedar Rapids - Cedar Rapid	816	Travel/Training	60	IDOT	1.50	YES
							YES
						TOTAL	265.14
JEFF HANAN							
01-Aug-14	Press Box Grill & Bar - Mt. Pleasant	769	Meeting Expense	90	LOCAL	10.00	YES
12-Aug-14	Press Box Grill & Bar - Mt. Pleasant	769	Meeting Expense	71	RLF	11.01	YES
21-Aug-14	ASFPM - Madison WI	740	Dues/Subscriptions	90	LOCAL	220.00	YES
21-Aug-14	Park- 5 Seasons - Cedar Rapids	816	Travel/Training	47.61	MFNC	7.50	YES
23-Aug-14	Accurate Analytical Testing	750	Lead Testing	47.64	BOO	90.00	YES
26-Aug-14	Caseys - Pella	816	Travel/Training	20	EDA PG	7.48	YES
						TOTAL	345.99
BOB KUSKOWSKI							
04-Aug-14	Uncle Ronnies -West Burlington	769	Meeting Expense	85	RTA	27.01	YES
						TOTAL	27.01
						TOTAL	0.00
						TOTAL	841.54

Hans Trousil

Mike Norris

Southeast Iowa Regional Planning Commission
Accounts Receivable Aging Summary
August 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	13,725.00	0.00	13,725.00
City of Columbus Junction	0.00	0.00	5,000.00	0.00	5,000.00
City of Keokuk	0.00	0.00	7,796.00	0.00	7,796.00
City of Letts	0.00	0.00	519.00	0.00	519.00
Hope Haven	0.00	0.00	0.00	1,250.00	1,250.00
SEI Regional and Economic Port Auth.	0.00	0.00	0.00	7,693.95	7,693.95
Town of Mt. Union	0.00	0.00	325.00	0.00	325.00
Town of Rome	0.00	0.00	332.00	0.00	332.00
	<u>0.00</u>	<u>0.00</u>	<u>27,697.00</u>	<u>8,943.95</u>	<u>36,640.95</u>
Housing:					
City of Burlington	0.00	0.00	2,536.00	0.00	2,536.00
City of Keokuk	0.00	0.00	3,791.60	0.00	3,791.60
City of Mediapolis	0.00	0.00	4,743.25	0.00	4,743.25
Downtown Partners	0.00	0.00	0.00	1,789.00	1,789.00
ECIA	0.00	541,484.00	4,740.00	0.00	546,224.00
Kevin Kuckelman	0.00	500.00	0.00	0.00	500.00
Lowe Holdings LLC	0.00	500.00	2,000.00	0.00	2,500.00
Mike Mohrfield	0.00	500.00	0.00	0.00	500.00
Three Forwards	0.00	0.00	0.00	12,500.00	12,500.00
	<u>0.00</u>	<u>542,984.00</u>	<u>17,810.85</u>	<u>14,289.00</u>	<u>575,083.85</u>
Great River Housing Trust Fund:					
Burlington Junction Railway	0.00	150.00	0.00	0.00	150.00
Debra Massner	0.00	100.00	0.00	0.00	100.00
Deery Bros	0.00	100.00	0.00	0.00	100.00
IFA	0.00	0.00	36,319.00	0.00	36,319.00
Terracon Consultants, Inc.	0.00	200.00	0.00	0.00	200.00
	<u>0.00</u>	<u>550.00</u>	<u>36,319.00</u>	<u>0.00</u>	<u>36,869.00</u>
RTA:					
Blair House	25.00	20.00	0.00	0.00	45.00
Cardinal Care	0.00	50.00	0.00	0.00	50.00
CPC - Lee County	0.00	0.00	0.00	1,024.80	1,024.80
Danville Care Center	0.00	152.50	160.00	0.00	312.50
Dennis Gray	0.00	25.00	0.00	0.00	25.00
Ginnie Hager	0.00	0.00	0.00	75.00	75.00
Hope Haven	0.00	785.68	0.00	0.00	785.68
Insight Human Services	0.00	75.00	0.00	50.00	125.00
Iowa Medicaid Enterprise	35,711.58	37,073.07	325.50	120.00	73,230.15
Judy Jacobs	0.00	0.00	0.00	360.00	360.00
Lee County Payee	0.00	0.00	0.00	25.00	25.00
Leroy Kent	0.00	0.00	0.00	25.00	25.00
Loyal Jay Dischler	0.00	25.00	0.00	0.00	25.00
Marla Payne	0.00	25.00	0.00	0.00	25.00
Milestones Area Agency on Aging	1,283.67	1,147.67	0.00	0.00	2,431.34
Nancy Shultz	93.94	102.48	0.00	0.00	196.42
New London Nursing & Rehab	365.00	466.25	0.00	0.00	831.25
Opitmae Life Solution	0.00	25.00	25.00	25.00	75.00
Park Place	120.00	0.00	0.00	0.00	120.00
Theresa Hemann	0.00	-25.00	0.00	0.00	-25.00
TMS Management Group, INC.	407.20	787.20	0.00	0.00	1,194.40
Voc Rehab	0.00	80.00	0.00	0.00	80.00
Young House	0.00	15.00	0.00	0.00	15.00
	<u>38,006.39</u>	<u>40,829.85</u>	<u>510.50</u>	<u>1,704.80</u>	<u>81,051.54</u>
Total	<u>38,006.39</u>	<u>584,363.85</u>	<u>82,337.35</u>	<u>24,937.75</u>	<u>729,645.34</u>

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

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Access Systems	294.72	0.00	0.00	0.00	294.72
Advantage Administrators	1,726.48	0.00	0.00	0.00	1,726.48
All American Turf Beauty Inc	175.00	0.00	0.00	0.00	175.00
Card Center	841.54	0.00	0.00	0.00	841.54
Carquest Auto Parts	0.00	28.57	0.00	0.00	28.57
CenturyLink	249.40	0.00	0.00	0.00	249.40
CenturyLink.	243.33	0.00	0.00	0.00	243.33
Clear Falls Bottled Water	20.75	0.00	0.00	0.00	20.75
Commercial Contractors	11,600.00	0.00	0.00	0.00	11,600.00
Craftsman Press	374.00	0.00	0.00	0.00	374.00
Daily Gate City	20.07	0.00	0.00	0.00	20.07
Deery Brothers Ford Lincoln Inc	2,464.56	0.00	0.00	0.00	2,464.56
Des Moines County News	15.69	0.00	0.00	0.00	15.69
Ebert Supply Company	27.85	0.00	0.00	0.00	27.85
Farmers Elevator & Exchange, Inc.	44.51	0.00	0.00	0.00	44.51
Fedex	85.90	0.00	0.00	0.00	85.90
Fuel	12,146.44	0.00	0.00	0.00	12,146.44
Hope Haven Area Dev Center	340.00	0.00	0.00	0.00	340.00
Huffman Welding and Machine Inc	109.58	0.00	0.00	0.00	109.58
Hy-Vee, Inc	83.00	0.00	0.00	0.00	83.00
Iowa Illinois Office Solutions	6.26	0.00	0.00	0.00	6.26
Iowa League of Cities	350.00	0.00	0.00	0.00	350.00
Iowa Smart Conference	65.00	0.00	0.00	0.00	65.00
J.D. Byrider	181.27	0.00	0.00	0.00	181.27
Jack Callas	61.25	0.00	0.00	0.00	61.25
Kirsten Kramer	67.50	0.00	0.00	0.00	67.50
Lowe Holdings LLC.	19,742.00	0.00	0.00	0.00	19,742.00
Lowes	25.60	4.61	0.00	0.00	30.21
M & H Construction	5,480.00	0.00	0.00	0.00	5,480.00
Mt. Pleasant Tire & Service	510.76	0.00	0.00	0.00	510.76
Mutual Wheel Co.	308.45	0.00	0.00	0.00	308.45
Napa Auto Parts	183.98	0.00	0.00	0.00	183.98
O'Reilly Automotive, Inc.	112.19	241.42	0.00	0.00	353.61
Pep Stop	13.00	0.00	0.00	0.00	13.00
Pitney Bowes - Purchase Power	0.00	500.00	0.00	0.00	500.00
Roberts Tire Center Corporation	401.56	0.00	0.00	0.00	401.56
Sara Hecox	466.70	0.00	0.00	0.00	466.70
Shottenkirk	0.00	27.13	0.00	0.00	27.13
Shottenkirk Superstore	5,050.45	98.42	0.00	0.00	5,148.87
Swales Auto Supply Inc.	315.96	0.00	0.00	0.00	315.96
Telin Transportation Group	172.20	0.00	0.00	0.00	172.20
The Burlington Hawk Eye	30.74	-51.23	0.00	0.00	-20.49
The Democrat Company	123.00	0.00	0.00	0.00	123.00
Tri-State Medical Group Inc	147.00	0.00	0.00	0.00	147.00
Truck Repair Inc.	307.88	0.00	0.00	0.00	307.88
US Cellular	50.70	0.00	0.00	0.00	50.70
Wemiga Waste Inc	25.00	0.00	0.00	0.00	25.00
Winners Circle	10.00	0.00	0.00	0.00	10.00
Wright Express Fleet Service	951.20	0.00	0.00	0.00	951.20
	<u>66,022.47</u>	<u>848.92</u>	<u>0.00</u>	<u>0.00</u>	<u>66,871.39</u>

**Southeast Iowa Regional Economic and Port Authority
Financial Summary
August 31, 2014**

PROFIT & LOSS ALL CLASSES	
	Aug-2014
TOTAL REVENUES :	-
TOTAL EXPENSES :	7,631
Excess of revenues over expenditures	(7,631)

CASH BALANCE	
Keokuk Savings Bank	9,082

ACCOUNTS RECEIVABLE BALANCE				
	1-45	46-90	>90	TOTAL
Current Iowa EDA	0	2,500	0	2,500

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

CHECK REGISTER	
Check # 1001 - SEIRPC	5,000.00
Check #1002 - The University of Iowa	2,500.00
Electronic payment - Delux	130.73
Total	7,630.73

Department Reports

OB #1



Memo

To: Mike Norris, Executive Director
From: Jeff Hanan, Assistant Director
Date: September 2014
Re: Departmental Updates

Following are updates from the Development Department:

RLF:

- Working with the City of Fort Madison on proposed modifications/updates to RLF Work Plan.
- Processing application for City of Fort Madison RLF. This is the first FM RLF since 2010.
- Working with four prospects for potential RLF projects (one in Keokuk, one in Lee County, one in Fort Madison and one in Burlington).

HOUSING:

- Wrapping up Keokuk Owner-Occupied.
- Wrapping up Burlington Owner-Occupied.
- Finalizing <30% LMI for GRHTF to close out 2012 grant. Projects in Mediapolis, Morning Sun and Fort Madison.
- Continue to work on HOME compliance with recipients in Burlington, Mount Pleasant and Fort Madison for long-term compliance.
- Finishing last two homes (one in West Burlington and one in Wapello) to close out SFNC.

CDBG:

- MFNC: Submitted 19 projects (two in Mount Pleasant, one in Keokuk, four in Fort Madison, six in Burlington, one in West Burlington, one in Columbus Junction) for 200 units. Total grant request \$21.35 million.
- Contact Tracey Lamm if you have any water/sewer or community facilities projects. Due to changes, it's never too soon to begin planning.

Memo

To: Mike Norris, Executive Director
From: Zach James, Planning Director
Date: September 19, 2014
Re: Planning Department Project Update



Below are updates on projects in the Planning Department.

- **Hall Towing Website Development**
SEIRPC staff has partnered with Hall Towing in Lee County to develop a new website for their company. This assistance came after Hall Towing saw the website we developed for the Southeast Iowa Regional Economic and Port Authority. Additional discussion with the company has led the possibility of some future planning and/or marketing for the company.
- **Louisa County Solid Waste Plan**
Staff recently completed the update to the Louisa County Solid Waste Plan as required by Iowa DNR to have a permitted solid waste facility. Through this process staff has found some potential opportunities for additional solid waste planning and/or collaboration between entities to improve solid waste disposal in the region.
- **Henry County REAP Plan**
Henry County is working to develop a county wide REAP plan to assist in getting future funding through the REAP grant program. SEIRPC staff is providing some technical assistance in the planning efforts, attending the first planning meeting to discuss the REAP program and purpose of the county REAP plan to over 20 county stakeholders.

Grant Applications in Process/Submitted

Entity	Project	Grant Program	Request
Mediapolis	Tornado Siren	Hazard Mitigation Grant Program	\$36,725
Burlington	Area Wide Planning Grant	EPA Brownfields Program	\$200,000
Burlington	Adding Turn Signals and Turn Lanes	Traffic Safety Improvement Program	\$500,000
Burlington	New Traffic Signals and Turn Lanes	Traffic Safety Improvement Program	\$75,000
Burlington	New Traffic Signals	Traffic Safety Improvement Program	\$144,860

Funded Grants

Entity	Project	Grant Program	Awarded
Columbus Junction	Swinging Bridge Park Expansion	REAP	\$52,165
Burlington	Roosevelt Avenue Pedestrian Crossing	Wellmark Foundation	\$18,260

Upcoming Grant Opportunities

Grant Program	Entity	Due Date
Federal Recreational Trails Program	Iowa DOT	October 1 st , 2014
Statewide Transportation Alternatives Program (TAP)	Iowa DOT	October 1 st , 2014
Regional Transportation Alternatives Program (TAP)	Iowa DOT	December 31 st , 2014
Regional Surface Transportation Program (STP)	Iowa DNR	December 31 st , 2014
Highway Safety Improvement Program	Iowa DOT	Ongoing



Memo

To: SEIRPC Board of Directors
From: Bob Kuskowski, Transit Director
Date: 9/22/2014
Re: SEIBUS Updates

• Old Threshers stats:	<u>FY2013</u>	<u>FY2014</u>
○ SEIBUS Rides	2,820	4,910
○ Old Thresher Rides	18,970	22,050
○ Total Rides	23,880	24,870
• Rodeo stats:	<u>FY2013</u>	<u>FY2014</u>
○ SEIBUS Rides	1,237	1,103

- We have experienced two recent attempted thefts at our Gear Ave bus yard. The first was a catalytic converter removed from bus #132 and an attempt at removing another converter from bus #122. The perpetrators must have been scared off before they could finish. The second bus only had the exhaust pipe cut half way through.

The second theft was an attempt to siphon gasoline from the buses and a driver's truck that was on site. The local police interrupted the theft and recovered several gas cans, a siphon hose, and a backpack. We are working with the local authorities on the investigation and also to install security monitoring devices to protect our vehicles.

Golf Outing Update

OB #2



Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: September 18, 2014
Re: Golf Outing Update

The 2014 SEIRPC golf outing is complete. The annual golf outing is held as a fundraiser for the Great River Housing Trust Fund (GRH). All net proceeds go to match state grants that are reinvested into affordable housing.

Through four years, over \$25,000 has been raised through the golf outing to match \$100,000 in state grants.

So far, GRH has assisted 126 homeowners and affordable housing partners with \$600,000, for down payment assistance, rehabilitation assistance or development assistance. Another \$900,000 will be programmed over the next two years for additional investment.

This year:

- 92 golfers participated (23 teams);
- \$8100 secured in net proceeds;
- 89 hamburgers and 75 hot dogs consumed;
- 93 total sponsors (listed on next page):
 - 38 prize sponsors
 - 35 hole sponsors
 - 15 food sponsors
 - 4 cart sponsors
 - 1 putting green sponsor

It was a great opportunity to see SEIRPC members, partners and clients in a relaxed environment.

SAVE THE DATE:

5th Annual GRH Fundraising Golf Tournament, September 17, 2015 at Flint Hills Golf Course

Health Insurance Update

OB #3



Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: September 18, 2014
Re: Health Insurance Update

SEIRPC met with Kerry Carruthers (Health Partners), Todd Vershaw (Mutual Med) and Kerry Erts (Benefit Management Solutions, LLC) regarding a regional self-funded insurance plan on September 3, 2014.

The representative's roles were:

- Plan administration (Health Partners);
- Plan design (Mutual Med, Health Partners, Benefits Management Solutions, LLC advising Co-Opportunity);
- Plan sales and representation (Benefits Management Solutions, LLC)

The representatives discussed the historical timeline of the plan, and the delays experienced versus prior timeline expectations. Co-Opportunity, an exchange-traded health care provider, has experienced a significant increase in policies, and given the administrative load, had not been able to put adequate resources in developing the self-funded regional concept.

Moving forward, the new plan will be available to quote rates before January, 2015, and plan rollout would be available in July, 2015.

As information is obtained with detailed mechanics, risks, and fiscal characteristics of the plan, SEIRPC staff will bring them to the board. Typically, basic changes in benefits coverage would be handled by staff in the course of budgeting.

A self-funded plan is a different product altogether from the fully insured plan, and both board and staff should be educated before any decisions are made. Staff would look to the board for authorization to move forward with a self-funded plan based on the more intense fiscal nature of the self-funded concept.

A more detailed run-through about how the plan works, is funded and is analyzed will be presented to the board in the future.

Work Force Housing Tax Credits

NB #1



Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: September 18, 2014
Re: Workforce Housing Tax Credits

The 2013-2014 Iowa Legislature passed House File 2448, which repealed the Enterprise Zone program and established the Workforce Housing Tax Credit (WHTC) program.

Not all communities were eligible for Enterprise Zones, but all communities can be eligible for the WHTC.

BENEFITS OF WHTC:

- Refund of state sales, service or use taxes paid during construction;
- Investment tax credit (transferable) of to 10% of the first \$150,000 per unit of housing (\$15,000);
- Units can be

WHTC ELIGIBILITY:

- Basic criteria (meet one)
 - Located on grayfield or brownfield site;
 - Repair or rehab of dilapidated housing stock;
 - Upper story project;
 - New construction in community with demonstrated workforce housing needs.
- Units Needed to Qualify
 - Four single family homes per project;
 - One multi-family structure with at least three units;
 - At least two upper story units.
- Cost Maximums
 - \$200,000 per unit (new construction);
 - \$250,000 per unit (historic rehabilitation);

- Benefit Maximums
 - \$1 million total program benefits to one recipient per project.
 - Benefits cannot be received for qualified expenses paid for through public funds (historic tax credits, TIF, abatements, grants, etc).

- Process
 - Project must be approved by IEDA before construction begins.

- Timeline
 - Projects to be completed within three years of award;
 - Projects are received on a first come first serve basis.

EXAMPLE 1:

AB Development plans to rehabilitate five single family homes in Middletown, IA, considered dilapidated by the City.

- Cost estimate: \$160,000 total, \$32,000 average per home;
- Potential tax credit available: \$16,000
- Potential sales tax refund: Estimated ($\$80,000 \times 7\%$) = \$5,600
- Total benefit: \$21,600 (or 13.5% of total project)

AB Development sends in a required application to IEDA with local match (\$1,000 per unit), budget pro formas, local support resolution and project details.

IEDA approves, and AB Development commences project. AB Development receives tax credit certificate from the state, and applies \$16,000 against their 2015 tax liability. The sales and use tax receipts are sent to the state and they receive a \$5,600 check they deposit in their operating account.

EXAMPLE 2:

AB Development plans to build a new 12-unit apartment building on a grayfield site in downtown Donnellson, on an unused parking lot.

- Cost estimate: \$1.8 million, or \$150,000 per unit;
- Potential tax credit available: \$180,000

- Potential sales tax refund: Estimated ($\$900,000 \times 7\%$) = \$63,000
- Total benefit: \$243,000 (or 13.5% of total project).

Workforce Housing Tax Credit

September 18, 2014

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AB Development sends in a required application to IEDA with local match (\$1,000 per unit), budget pro formas, local support resolution and project details.

IEDA approves, and AB Development commences project. AB Development receives tax credit certificate from the state, and applies \$180,000 against their 2015 tax liability. The sales and use tax receipts are sent to the state and they receive a \$63,000 check they deposit in their operating account.

OTHER NOTES:

Projects not in a brownfield/grayfield area, or rehabilitating dilapidated units must be considered to provide housing where a shortage exists for the current workforce. A plan or study of some kind will likely be needed to demonstrate the situation to IEDA.

SEIRPC is happy to help cities or developers with the tax credit application and to perform and planning functions needed.

Administrative rules should be released for comment around the first of October.

Housing Redevelopment

NB #2



Memo

To: SEIRPC Board of Directors
From: Mike Norris, Executive Director
Date: September 18, 2014
Re: Housing Redevelopment Resources

Many communities inquire to SEIRPC annually about how to rehabilitate or redevelop run down homes or neighborhoods, or how to provide needed repairs.

Here is an introduction to housing development resources SEIRPC works with, and a couple examples of how they can work together.

CDBG Funds

USE: Primarily for owner occupied rehabilitation. Includes roof, siding, windows, plumbing, electrical service. Must conform to minimum rehab standards for State of Iowa (standards for home systems, safety and livability).

HOW TO OBTAIN: Once per year, SEIRPC sends applications to IEDA for targeted neighborhoods in southeast Iowa. Typically 5-10 homes are targeted.

RECENT PROJECTS: Keokuk, Burlington, Wayland

TYPICAL AMOUNTS: \$24,999 per unit (rehabilitation cost) plus administration and soft costs.

RESTRICTIONS: Only income-qualified home owners (80% of median family income ex: 1 person = \$33,400, 4- person = \$44,700). Receding retention agreement of 5 years.

Federal Home Loan Bank (FHLB) Affordable Housing Program Funds

USE: Single family rehabilitation, rental rehabilitation, or for financing new development.

HOW TO OBTAIN: Once per year, FHLB receives applications. SEIRPC works with FHLB through Great River Housing to layer rehabilitation funds.

RECENT PROJECTS: SEIRPC received \$700,000 region wide in 2011, and \$190,000 in 2013 for owner occupied rehabilitation.

TYPICAL AMOUNTS: \$10,000 per unit for single family rehabs/rental rehabs

RESTRICTIONS: Five-year retention period, 100% affordability.

Great River Housing Trust Fund (GRH)

USE: Investing into affordable housing through owner occupied rehabilitation, down payment assistance, development assistance and special financing or emergency projects.

HOW TO OBTAIN: Applications are taken any time of year through SEIRPC who also manages the program.

RECENT PROJECTS: GRH has projects in all four counties and most of the cities.

TYPICAL AMOUNTS: Down payment assistance is \$5,000; Owner occupied rehabilitation is typically up to \$10,000 with mix of grant/loan depending on income; Development assistance is up to \$25,000 or 50% of the project (Habitat chapters have made most use of this); Micro financing for down payment rehab is <\$3,500 typically. Special financing amounts depends.

RESTRICTIONS: Only income-qualified home owners (80% of median family income ex: 1 person = \$33,400, 4- person = \$44,700). Receding retention agreement of 5 years.

EXAMPLE 1: Infill Development

A small city desires to remove a problem house and redevelop a new house in its place. The city has already obtained title. What to do next?

RESOURCES: GRH Development Assistance, \$25,000

PROCESS: The city or a developer can apply for the funds, which would need to be approved before construction commences.

After approval, demolition can begin, followed by construction. If a public entity or non-profit are the developer, the funds can be dispersed up front. If a private developer, funds would be dispersed at closing. A closing fee of 10% or up to \$2,500 is required.

The product is a forgivable loan, with GRH taking a secured position on the property. After the affordable period of five years is up, the loan is forgiven.

EXAMPLE 2: Neighborhood Rehabilitation

A city desires to initiate a project to assist homeowners rehabilitate homes in a targeted neighborhood. What to do next?

RESOURCES: GRH owner occupied rehabilitation; FHLB Affordable Housing program; CDBG funds.

PROCESS: SEIRPC would develop an application sewing together at least two and potentially three funding sources. The process would begin over a year before work would commence.

November: Apply for CDBG owner occupied grant from IEDA

April: Receive CDBG award

May: Submit application to FHLB for rehabilitation (typically \$7,500 per home)

September: Receive FHLB award

October: GRH applies for state housing trust fund grant (for entire region)

October: Commence rehabilitation projects

An example funding structure:

- CDBG \$15,000
- FHLB \$7,500
- GRH \$2,500 (loan)

If you have an opportunity to use the funding described above, please let SEIRPC know:

319-753-5107 or mnorris@seirpc.com