



Southeast Iowa Regional Planning Commission

February 23, 2012

12:00 p.m.

211 N. Gear Avenue

West Burlington, IA 52655

Meeting Type

Executive Board

— Revised Agenda —

CALL TO ORDER	Schleisman	
Agenda Approval		Board Action
Consent Agenda (Directors Report, Minutes, Financial Report, Claims, Correspondence)		Board Action
OLD BUSINESS		
1. Traffic Speed Indicators	Norris	Board Action
2. Renewable Energy for SEIRPC Building	Norris	Board Information
3. CHDO	Norris	Board Information
4. Lee County Economic Development	Norris	Board Information
MATTERS FROM THE FLOOR		

Consent Agenda



DIRECTOR'S REPORT

To: SEIRPC Board
From: Mike Norris, Executive Director
Date: February 20, 2012

BUILDING UPDATE

One of the building's redundant sewer pumps was replaced recently with some issues from odors emanating from the sewer pit and disturbing the tenant. The odors were lingering due to extended amount of time required to replace the pump. Staff retained commercial air purifiers/deodorizers and mitigated the issue.

Mediacom has completed their installation of new cable to the SEIRPC building, which will provide redundant data connection with Qwest.

AGENDA ITEMS – OLD BUSINESS

1. Traffic Speed Indicators, Board Action: Proposals are back from the RFP issued by SEIRPC for the regional traffic speed indicator sharing program. After a review of all of the products, contacting nearby references, and evaluating costs, staff is recommending purchasing traffic speed indicators from Traffic Logix. Staff is looking for the Executive Board to recommend the proposal to the full board.
2. Renewable Energy for SEIRPC building, Board Information: SEIRPC has completed a pre-application for the Iowa Energy Bank and received its Level II Energy Audit from Alliant Energy. SEIRPC has the opportunity to achieve a net-zero electric status with the right combination of renewable energy projects. Staff is discussing the process with Alliant and will bring costs to the board for consideration.
3. CHDO, Board Information: Staff continues to work with Fagre Baker Daniels, LLP to establish the CHDO. The name will be Southeast Iowa Housing and Mike Norris will be the incorporator and registered agent.
4. Lee County Economic Development, Board Information: LCEDG has offered SEIRPC a seat on their board as an ex-officio. On behalf of SEIRPC, I have accepted the offer and look forward to the partnership.

**Southeast Iowa Regional Planning Commission
Executive Board Minutes
211 N. Gear Avenue, West Burlington, IA 52655
October 27, 2011**

Members Present: Brent Schleisman, Sue Frice, Hans Trousil, Jim Howell, and Gary Folluo,
Staff Present: Mike Norris, Debbie Laughlin, Bob Kuskowski, Kim Schisel, Jeff Hanan,
and Zach James

Call to order at 12:05 p.m.

Agenda Approval

Motion by Frice to approve the October 27, 2011 agenda, second by Trousil. All Ayes, motion passed.

CONSENT AGENDA APPROVAL

Norris stated that we are looking okay financially. Motion by Frice to accept the consent agenda, second by Trousil. All Ayes, motion passed.

Old Business:

1. Golf Outing Update: Norris stated that staff successfully completed its inaugural golf outing fundraiser for the Great River Housing Trust Fund, and that the initial goal of \$2500 was exceeded with net proceeds totaling \$4100. He further stated that we have received a lot of positive comments and that we had participation from lots of businesses from all over the region. Norris stated that next year's outing will be held on September 26, 2012 at Flint Hills Golf Course in Burlington. No action necessary.

New Business:

1. Amend EDA RLF Administration Plan: Hanan stated that there is only a minor amendment on page 4 which allows a fixed asset loan to be repaid over a 10-year term rather than a 7-year term. Hanan stated that the blended loan on the following agenda item necessitates this change, and to make loan plans with EDA / IRP consistent. Frice made a motion to approve the Amended EDA RLF Administration Plan to allow a fixed asset loan to be repaid over a 10-year term, contingent upon EDA approval, second by Trousil. All ayes, motion passed.
2. RLF Application (Scott & Amy Lowe): Hanan stated that Scott and Amy Lowe are attempting to purchase the existing business of Staats (founded in 1898) and are requesting \$360,000 for machinery and equipment. Hanan further stated that this would be the largest loan ever given by the RLF and that it is recommended that \$125,000 come from EDA I; \$125,000 from EDA II; and \$110,000 from IRP II. Hanan

stated that the Loan Review Committee met on September 29th and approved the loan with a ten year term with an interest rate of 75% of Prime variable annually with a cap of 5% for EDA I & II, and 4% for IRP II; and collateral: 2nd lien position on commercial building; 2nd lien position on machinery & equipment and accounts receivable; 2nd lien position on Lowe's home; personal guaranty from Scott & Amy Lowe; and general UCC business lien filing. Hanan stated that the Lowes' will create six full time positions and retain 35 positions. Hanan further stated that although the application and other materials show Scott & Amy as individuals, the loan will actually be made to Staats, Inc. (the S-Corporation established by Scott & Amy Lowe.) Trousil made a motion to approve the RLF Loan of \$360,000 to Staats, Inc. for machinery and Equipment for their purchase of Staats: \$125,000 from EDA I; \$125,000 from EDA II; and \$110,000 from IRP II with a ten year term with an interest rate of 75% of Prime variable annually with a cap of 5% for EDA I & II, and 4% for IRP II; with collateral recommendations made by the Loan Review Committee, second by Howell. All ayes, motion passed.

3. Lease Agreement: Norris stated that McGladrey has agreed to lease 1694 SF in the southwest corner of the lower level for \$8.50/SF/YR for three years, beginning December 1, 2011, and is inclusive of utilities, taxes, and garbage removal. Norris further stated that there will be approximately 10 employees working in the space, engaged in primarily IT consulting. Norris stated that McGladrey's will be paying for the modular office and other changes regarding electrical and HVAC supply and return, and that in order to remain cost neutral, they will not be leasing the bathroom and hall area, but have agreed to clean the area. He further stated that because we are going back and forth with McGladrey attorneys and EDA stipulated language, the lease document will be executed by the chairman in the near future after obtaining approval from the Board. Folluo made a motion to approve the Lease Agreement with McGladrey for 1694 SF on the lower level for \$8.50/SF/YR for three years, contingent upon EDA approval, second by Frice. All ayes, motion passed.
4. Transportation Planning Work Program (TPWP): James stated that the Transportation Planning Work Program is an outline for the work to be performed with federal transportation planning dollars for FY2012. James stated that the revised draft adds \$30,000 to the total budget to cover the cost of traffic speed indicators and Iowa DOT recently informed staff that there is \$52,428 in STP Carryover from FY2011. James further stated that these changes increase the total transportation planning budget to \$267,880 with \$214,304 coming from federal funding, and \$53,576 in local funding. James stated that the final draft of the FY2012 Transportation Planning Work Program will be presented to the full board in November. No action necessary.
5. November Board Meeting: Norris stated that due to the fourth Thursday of the month falling on Thanksgiving day, the November meeting will need to be decided on. He stated that for a couple years, it was done on the third Thursday of the month, although that usually conflicts with ISAC, we have been able to get a quorum. The consensus of the board was to canvas the full board to see if we would be able to get a quorum for November 17th (3rd Thursday.) No action necessary.

MATTERS FROM THE FLOOR:

None.

Motion to adjourn meeting by Frice.

Second by Howell. All Ayes

Meeting adjourned at 12:32 p.m.

Submitted by Debbie Laughlin

Mike Norris, Executive Director

Jim Howell, Secretary

Date: _____

Date: _____



SEIRPC Board of Directors

2012 Calendar Year

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

Financial Report

January 2012

***Completed February 9, 2012
By Kim Schisel***



Dear SEIRPC Board:

The accompanying Balance Sheet of Southeast Iowa Regional Planning Commission, as of **January 31, 2012**, and the related Statements of Income and Changes in Financial Position for the seven months ending **January 31, 2012**, have been compiled by Kim Schisel.

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

*Kim M. Schisel
Finance Director*

TO: Seirpc Board
FROM: Kim Schisel
DATE: 02/13/12
RE: Financial Summary for the month of **Jan-2012**



PROFIT & LOSS ALL CLASSES

	January-12	YTD
TOTAL REVENUES :	480,598	2,785,652
TOTAL EXPENSES :	258,176	2,146,097
Excess (deficiency) of revenues over (under) expenditures	222,423	639,555

PROFIT & LOSS REGIONAL TRANSIT AUTHORITY

	January-12	YTD
TOTAL REVENUES :	147,819	622,836
TOTAL EXPENSES :	60,242	567,589
Excess (deficiency) of revenues over (under) expenditures	87,577	55,247

CASH BALANCE	UNRESTRICTED	RESTRICTED	
Our Home Rehab Government Chkng		4,788	
Gen'l Government Chkng	511,226	-	
IRP Government Chkng		893,901	
Ft. Madison RLF Government Chkng		161,972	
Henry County RLF Government Chkng		155,481	
Henry County RTA Government Chkng	31,508		
Keokuk RLF Regular Chkng		106,859	
EDA RLF Government Chkng		422,150	
Mediapolis HTF Government Chkng		55,605	
GRHTF Government Chkng		262,747	
TOTAL	542,734	2,063,502	2,606,237

CUSTOMER ACCOUNTS RECEIVABLE BALANCE

CURRENT	1-30	31-60	61-90	>90	TOTAL
15,210	336,177	90,123	779	14,912	457,201

Southeast Iowa Regional Planning Commission

Balance Sheet

As of January 31, 2012

Jan 31, 12

ASSETS

Current Assets

Checking/Savings

102.01 · Our Home Rehab Gov't Chkng	4,787.73
103.00 · Gen'l Government Checking	511,226.22
104.00 · IRP Government Checking	893,901.15
105.00 · Ft. Madison RLF Gov't Chkng	161,971.62
106.00 · Henry County RLF-Gov't Chkng	155,480.93
107.00 · Henry County (RTA)-Gov't Chkng	31,508.03
109.00 · Keokuk RLF	106,858.56
110.00 · EDA RLF Government Checking	422,150.37
113.00 · Mediapolis HTF Gov't Chkng	55,605.15
115.00 · GRHTF-Gov't Checking	262,746.81

Total Checking/Savings 2,606,236.57

Accounts Receivable

120.00 · Accounts Receivable	457,201.28
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Total Accounts Receivable 457,201.28

Other Current Assets

101.00 · Petty Cash Account	199.95
121.00 · Indirect Cost Alloc.C/F	127,099.10
130.00 · Ft. Madison RLF Receivable	40,541.08
131.00 · Henry County RLF Receivable	50,969.75
132.00 · Our Home Rehab Receivable	13,250.05
133.00 · Mediapolis HTF Receivable	55,982.08
134.00 · EDA RLF Receivable	561,864.45
135.00 · IRP I Loan Receivable	67,812.07
136.00 · IRP II Loan Receivable	271,410.38
137.00 · Keokuk RLF Receivable	75,805.43
138.00 · GRHTF Receivable	7,050.32

Total Other Current Assets 1,271,984.66

Total Current Assets 4,335,422.51

Other Assets

220.10 · Agency Vehicle/Equipment	127,154.73
221.10 · Acc. Deprec. Agency Vehicle/Equ	-114,801.31
230.10 · Transit Vehicle	818,825.05
231.10 · Acc. Deprec. Transit Vehicle	-316,118.64
240.10 · Program Equipment	32,862.97
241.10 · Accum Deprec-Program Equipment	-5,237.06
250.10 · Building/Bldg. Improvements	1,209,018.26
251.10 · Accumulated Depr.-Bldgs	-10,276.79
252.10 · Land	103,440.00

Total Other Assets 1,844,867.21

TOTAL ASSETS 6,180,289.72

Southeast Iowa Regional Planning Commission

Balance Sheet

As of January 31, 2012

Jan 31, 12

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2100 · Payroll Liabilities	9,535.72
326.47 · Deferred Revenue-SHTF FY12	24,000.00
326.80 · Custodial Fund Liability	105.55
355.00 · Accrued Salaries & Vacation	13,455.21
3600 · Short Term Notes Payable	48,481.34

Total Other Current Liabilities 95,577.82

Total Current Liabilities 95,577.82

Long Term Liabilities

3700 · Long Term Notes Payable 1,259,889.51

Total Long Term Liabilities 1,259,889.51

Total Liabilities 1,355,467.33

Equity

3900 · Unreserved local net Assets 318,838.67

3901 · Non-spendable Reserve for Loans 257,094.85

3903 · Assigned to Revolving loan 1,683,548.00

3904 · Investment in property & equipm 1,854,744.49

3905 · GRHTF Net Assets 71,040.91

Net Income 639,555.47

Total Equity 4,824,822.39

TOTAL LIABILITIES & EQUITY 6,180,289.72

Southeast Iowa Regional Planning Commission
Statement of Revenues, Expenditures, and Changes in Fund Balance
For the Month Ended January 31, 2012

	Jan 2012	YTD	FY12 Budget	FY11 Actual	FY10 Actual	FY09 Actual	FY08 Actual
Revenues:							
3900.00 · Tx from Fund Balance			31,239				
4100 · Bus Fare Revenues							
410.00 · General Public	2,147.25	23,677.34	46,761	48,825.70	50,915.99	60,429.77	70,147.42
411.00 · Local Contracts	2,866.42	48,120.82	63,500	131,693.71	306,718.11	471,354.70	287,147.57
Total 4100 · Bus Fares	5,013.67	71,798.16	110,261	180,519.41	357,634.10	531,784.47	357,294.99
4500 · Federal/State Revenues							
450.00 · EDA Planning Grant	15,250.00	45,750.00	61,000	61,000.00	64,840.00	53,550.00	51,000.00
450.01 · Marketing Grant	0.00	0.00	0	7,550.00	0.00	0.00	97,495.93
450.02 · EDA Flood Recovery	0.00	0.00	0	74,304.76	123,078.44	102,616.80	0.00
450.03 · EDA Technical Assistance	0.00	0.00	0	0.00	9,725.00	4,150.00	0.00
450.04 · EDA Facility Grant	0.00	39,494.76	76,300	680,251.00	0.00	0.00	0.00
451.00 · IDED COG Assistance	0.00	10,294.12	8,471	10,294.12	8,470.58	8,823.53	0.00
452.00 · USDA Grant Income	0.00	0.00	0	0.00	143,790.00	155,766.00	127,144.92
453.00 · PDM (Pre-Disaster Mitigation)	0.00	0.00	0	7,083.00	37,343.00	36,834.00	0.00
453.01 · Homeland Security	0.00	45,198.25	0	251,440.62	81,340.64	0.00	0.00
454.00 · Brownfield Grant	0.00	0.00	0	3,709.45	81,361.40	112,981.66	0.00
455.00 · IDOT Planning	0.00	104,817.00	190,304	158,306.00	140,265.00	149,731.00	168,236.76
456.00 · State Transit Assistance (RTA)	20,658.08	200,069.22	244,350	385,224.84	228,734.55	217,033.97	235,577.31
457.00 · Federal Transit Assistance (RTA)	107,302.00	216,513.00	251,923	333,332.00	396,927.93	315,518.83	184,995.00
458.00 · Housing Draws	182,975.00	1,135,670.08	0	817,841.25	197,178.94	1,683,708.00	92,154.16
458.01 · IFA Tax Credit Revenues	5,075.00	5,075.00	0	11,550.00	28,350.00	7,350.00	0.00
459.00 · State Medicaid	13,529.22	85,067.92	140,000	148,101.74	134,997.51	124,586.16	146,349.29
Total 4500 · Federal/State Revenues	344,789.30	1,887,949.35	972,348	2,949,988.78	1,676,402.99	2,972,649.95	1,102,953.37
4600 - Principle on Loans							
461.00 - Principle on Loans	17,210.23	166,311.42	0	301,937.24	303,497.75	0.00	0.00
Total 4600 - Principle on Loans	17,210.23	166,311.42	0	301,937.24	303,497.75	0.00	0.00
4700 · Local Revenues							
470.00 · Per Capita Revenue	0.00	118,224.50	124,498	121,742.69	125,498.00	119,051.70	116,499.00
471.00 · Cities/Counties	0.00	0.00	0	24,034.49	33,476.79	4,667.00	1,325.00
472.00 · Other Contracts	36,586.00	71,922.00	79,172	297,297.03	963,037.74	3,133,140.17	187,328.81
473.00 · Grant Administration	29,250.00	154,824.75	366,666	460,743.39	67,250.00	40,900.00	56,000.00
474.00 · CDBG Housing Administration	0.00	0.00	0	0.00	11,551.00	16,929.00	11,375.00
475.00 · Other Contributions	0.00	74,558.00	0	81,279.00	8,124.29	9,600.20	3,321.46
476.00 · HOME Administration	0.00	0.00	0	0.00	2,808.00	27,621.00	0.00
477.00 · IRP Administration	0.00	0.00	0	0.00	16,126.13	24,649.45	0.00
478.00 · FT. MADISON RLF Administratio	0.00	0.00	5,627	0.00	5,463.00	801.79	0.00
479.00 · RLF Administration	0.00	40,347.00	0	56,441.83	13,580.41	3,070.98	0.00
480.00 · Henry Co. RLF Administration	0.00	0.00	5,627	0.00	5,463.00	672.96	0.00
481.00 · Housing Soft Costs	2,433.00	5,433.00	24,000	5,943.05	9,595.50	2,762.96	8,255.46
482.00 · Lead Abatement	5,334.53	14,334.53	0	1,350.00	18,300.00	35,200.00	1,155.00
483.00 · Housing Authority Revenue	0.00	0.00	0	0.00	0.00	16,919.37	0.00
484.00 · Housing Inspections	0.00	0.00	0	0.00	0.00	337.50	7,875.00
485.00 · SBA Revenue	0.00	0.00	0	0.00	6,490.00	0.00	9,348.52
486.00 · Keokuk RLF Administration	0.00	0.00	5,627	0.00	5,463.00	2,442.60	2,100.00
487.00 · Mediapolis Housing Trust	0.00	0.00	5,835	0.00	0.00	0.00	0.00
488.00 · Vehicle Reimbursements	2,348.87	14,671.59	8,750	23,405.65	31,002.05	31,990.63	8,784.60
489.00 · Housing Administration	24,794.83	53,218.33	248,150	86,814.66	32,600.00	0.00	0.00
Total 4700 · Local Revenues	100,747.23	547,533.70	873,952	1,159,051.79	1,355,828.91	3,470,757.31	413,367.85
4900 · Miscellaneous Revenues							
491.00 · Note Proceeds	0.00	0.00	0	0.00			
492.00 · Lease Income	5,811.60	58,831.20	96,739	49,552.51	0.00	0.00	0.00
495.00 · Insurance Proceeds	0.00	2,500.87	0	0.00	6,010.93	42.70	1,437.30
496.00 · Interest Income (Bank)	741.69	4,825.13	6,255	10,249.28	9,726.69	16,408.76	40,810.84
497.00 · Miscellaneous Revenues-Other	1,310.71	8,056.26	0	16,530.03	4,757.25	6,234.61	10,519.80
498.00 · Matching Funds	0.00	0.00	0	731,139.00	0.00	26,040.00	0.00
Total 4900 · Miscellaneous Revenues	7,864.00	74,213.46	102,994	807,470.82	20,494.87	48,726.07	52,767.94
5000-52 RLF Income							
507.00 · Late Payment Fees	125.00	675.00	325	1,950.00	3,855.99	600.00	0.00
508.00 · Loan Closing Fees	0.00	0.00	3,500	1,875.00	3,750.00	4,125.00	1,657.50
509.00 · FM RLF Loan Interest Income	128.30	1,093.47	0	2,374.21	2,322.73	0.00	0.00
510.00 · Henry Co. RLF Interest Income	128.29	983.17	0	3,136.95	2,404.54	0.00	0.00
511.01 · EDA RLF I Interest Income	2,674.80	19,770.99	35,000	37,548.98	28,478.01	0.00	0.00
511.02 · EDA RLF II Interest Income	0.00	0.00	7,500	0.00	0.00	0.00	0.00
512.00 · Mediapolis HTF Interest Income	145.54	1,198.18	0	3,595.23	4,765.35	0.00	0.00
515.00 · IRP I Loan Interest Income	156.81	2,692.74	15,000	6,681.81	14,877.07	0.00	0.00
516.00 · IRP II Loan Interest Income	1,397.97	9,965.05	16,000	19,086.77	16,001.78	87,413.48	97,980.20
517.00 · Our Home Rehab Interest Income	0.00	48.18	0	1,218.57	750.56	0.00	0.00
518.00 · Keokuk RLF Loan Interest Income	217.11	1,419.45	0	3,315.57	2,824.58	0.00	0.00
Total 5000-52 RLF Income	4,973.82	37,846.23	77,325	80,783.09	80,030.61	92,138.48	99,637.70
Total Income	480,598.25	2,785,652.32	2,168,119	5,479,751.13	3,793,889.23	7,116,056.28	2,026,021.85

Southeast Iowa Regional Planning Commission
Statement of Revenues, Expenditures, and Changes in Fund Balance
For the Month Ended January 31, 2012

	Jan 2012	YTD	FY12 Budget	FY11 Actual	FY10 Actual	FY09 Actual	FY08 Actual
Expenditures:							
701.00 · Salaries	72,193.72	542,007.26	972,950	1,052,364.19	1,147,061.18	1,078,150.59	859,113.74
702.00 · FICA - Employer's Share	5,334.14	40,064.40	52,833	77,993.62	86,144.50	80,420.84	65,368.60
703.00 · IPERS - Employer's Share	5,722.41	42,421.82	78,517	72,494.61	75,425.69	68,611.33	51,661.71
704.00 · Unemployment	372.00	372.00	1,000	9,049.36	14,805.28	9,462.17	2,481.58
705.00 · Employee Benefits	11,106.41	73,283.67	145,508	137,509.88	147,120.96	98,390.05	57,976.21
706.00 · Physicals	192.00	948.00	1,200	1,780.00	1,424.00	118.00	863.00
707.00 · Uniform Expense	0.00	338.31	600	825.12	3,242.98	3,881.86	3,007.99
708.00 · Drug Testing	0.00	217.00	1,000	967.00	1,001.00	2,023.00	2,980.00
709.00 · Personnel Expenses-Other	1,600.00	2,074.70	500	424.56	400.00	1,850.00	1,932.95
710.00 · Accounting	509.63	2,100.08	4,000	3,637.96	3,800.44	3,556.12	3,457.99
712.00 · Advertising	0.00	1,285.38	2,000	2,701.37	5,449.27	5,221.95	9,000.57
717.00 · Audit	425.00	8,425.00	14,000	12,750.00	12,600.00	12,000.00	13,125.00
726.00 · Contractual Expenses-Other	457.45	140,062.02	164,100	582,750.20	152,573.31	147,874.68	32,393.02
728.00 · Information Technology	669.30	4,898.54	5,000	7,810.99	8,027.35	11,148.04	12,004.45
729.00 · Copier Expense	606.55	3,585.88	9,500	7,650.50	9,691.57	9,915.23	3,755.40
730.00 · Legal Expense	925.00	3,547.00	8,000	24,886.30	33,939.97	19,493.32	4,547.91
738.00 · Depreciation Expense	0.00	9,877.06	4,400	17,361.24	27,495.05	20,153.16	30,965.61
740.00 · Dues/Subscriptions	185.00	5,514.97	13,000	16,458.60	12,435.79	13,593.17	14,164.08
741.00 · Public Notices	178.30	1,083.42	1,700	2,519.69	3,098.10	3,348.15	1,709.91
745.00 · Land,Structures,Right of Way, et	0.00	0.00	0	1,055,000.00	0.00	0.00	0.00
746.00 · Leased Equipment	190.00	380.00	700	760.00	760.00	979.00	478.18
747.00 · Equipment under \$5000	0.00	13,517.32	11,393	16,295.23	4,326.58	54,822.08	30,990.18
748.00 · Capital Equipment	0.00	57,267.40	0	71,933.52	207,221.40	131,687.94	16,616.00
749.00 · Principle Expense	0.00	0.00	52,129	44,669.60	0.00	43,449.17	0.00
750.00 · Lead Testing	723.26	2,674.34	2,000	1,488.00	2,344.00	4,170.00	1,210.00
751.00 · Housing	51,479.14	602,960.06	0	579,853.54	800,582.02	4,286,455.75	97,616.83
752.00 · Admin. Expense	19,152.00	92,847.45	0	67,232.72	24,041.54	22,361.51	3,796.35
754.00 · Insurance	7,246.69	81,572.25	83,502	93,118.73	102,216.99	84,330.57	58,385.62
756.00 · Mortgage Filing Fees	44.00	548.00	255	482.00	1,656.84	1,920.21	603.00
757.00 · Interest Expense	6,522.87	13,154.84	35,619	34,974.14	7,904.85	12,146.88	16,121.69
758.00 · Loan Closing Expense	85.00	85.00	0	5.00	237.88	136.92	32.00
759.00 · Credit Report Exp.	0.00	268.11	250	16.92	18.92	9.46	52.96
760.00 · Hsng Relocation Expense	0.00	265.74	0	14,327.45	0.00	0.00	0.00
766.00 · Bldg. Maintenance & Repair	126.73	4,953.59	10,500	18,984.81	0.00	8.40	0.00
767.00 · Vehicle Maintenance & Repair	10,221.61	70,798.13	91,000	123,811.24	119,727.90	158,776.70	131,010.33
768.00 · Marketing	300.00	5,317.87	0	60.00	2,120.00	1,640.00	97,188.85
769.00 · Meeting Expense	124.69	1,135.00	6,200	6,028.09	6,762.34	6,280.22	7,783.77
782.00 · Printing/Postage	959.42	4,549.95	2,575	8,346.74	11,324.12	8,613.58	8,005.49
791.00 · Rent	430.00	3,230.00	5,200	7,663.55	19,806.22	18,591.81	16,242.28
806.00 · Supplies	1,320.33	6,748.37	15,150	15,747.78	17,733.66	34,975.80	36,449.45
807.00 · Bank Charges	0.00	-40.00	42	87.28	197.35	135.41	33.95
808.00 · Fuel/Oil	6,144.56	49,570.49	83,314	111,666.91	120,291.76	141,034.94	176,001.86
810.00 · Telecommunications	2,071.85	13,935.10	16,990	22,932.01	24,886.71	21,427.50	16,873.15
811.00 · Utilities Expense	2,863.01	16,055.46	33,000	21,801.22	0.00	0.00	0.00
812.00 · Bldg. Operation Allocation	0.00	0.00	0	0.00	0.00	0.00	0.00
812.00 · Real Estate Taxes	0.00	18,619.00	72,250	0.00	0.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	200	18.80	4,188.37	5,452.19	0.00
816.00 · Travel/Training	1,016.72	9,402.30	11,100	13,132.92	17,304.48	24,513.72	41,001.66
820.00 · Use Allowance	2,348.87	14,671.59	8,750	23,405.65	31,002.05	30,020.75	8,784.60
829.00 · Down Payment Assistance	41,828.00	164,828.00	0	316,418.25	0.00	0.00	0.00
830.00 · Participant Loans & Grants	2,500.00	14,675.00	0	0.00	455,400.00	0.00	0.00
890.00 · Matching Expenditures	0.00	0.00	0	731,139.03	0.00	26,040.06	0.00
900.00 · INDIRECT COSTS	0.00	-0.02	82,201	-127,099.10	0.01	0.00	-0.01
Total Expenditures	258,175.66	2,146,096.85	2,104,128	5,306,237.22	3,727,792.43	6,709,192.23	1,935,787.91
Excess (deficiency) of revenues over(under) expenditur	222,422.59	639,555.47	63,991.41	173,513.91	66,096.80	406,864.05	90,233.94

Regional Transit Authority
Statement of Revenues, Expenditures, and Changes in Fund Balance
For the Month Ended January 31, 2012

	Jan 2012	Year-to-Date	FY12 Budget	FY11 Actual	FY10 Actual	FY09 Actual	FY08 Actual
Revenues:							
3900.00 · Tx from Fund Balance			31,239				
4100 · Bus Fare Revenues							
410.00 · General Public	2,147.25	23,677.34	46,761	48,825.70	50,915.99	60,430	70,147.42
411.00 · Local Contracts	2,866.42	48,120.82	63,500	131,693.71	306,718.11	471,355	287,147.57
Total 4100 · Bus Fares	5,013.67	71,798.16	110,261	180,519.41	357,634.10	531,784	357,294.99
4500 · Federal/State Revenues							
456.00 · State Transit Assistance (RTA)	20,658.08	200,069.22	244,350	260,045.84	228,734.55	217,034	235,577.31
457.00 · Federal Transit Assistance (RTA)	107,302.00	216,513.00	251,923	333,332.00	396,927.93	315,519	184,995.00
459.00 · State Medicaid	13,529.22	85,067.92	140,000	148,101.74	134,997.51	124,586	146,349.29
Total 4500 · Federal/State Revenues	141,489.30	501,650.14	636,273	741,479.58	760,659.99	657,139	566,921.60
4700 · Local Revenues							
470.00 · Per Capita Revenue	0.00	44,874.50	49,443	49,443.00	49,443.00	45,523	47,041.00
472.00 · Other Contracts	0.00	0.00	0	0.00	0.00		-15.00
Total 4700 · Local Revenues	0.00	44,874.50	49,443	49,443.00	49,443.00	45,523	47,026.00
4900 · Miscellaneous Revenues							
495.00 · Insurance Proceeds	0.00	2,500.87	0	0.00	3,201.00	43	1,437.30
496.00 · Interest Income (Bank)	5.24	37.64	0	87.83	55.04	57	25.32
497.00 · Miscellaneous Revenues-Other	1,310.71	1,974.76	55	1,628.02	4,327.70	920	702.69
498.00 · Matching Funds	0.00	0.00	0	9,855.05	0.00	26,040	
Total 4900 · Miscellaneous Revenues	1,315.95	4,513.27	55	11,570.90	7,583.74	27,060	2,165.31
Total Revenues	147,818.92	622,836.07	827,271	983,012.89	1,175,320.83	1,261,506	973,407.90
Expenditures:							
701.00 · Salaries	23,064.76	180,467.90	321,430	368,634.18	368,395.08	358,597	311,599.03
702.00 · FICA - Employer's Share	1,744.59	13,654.20	17,910	27,924.24	27,710.01	27,457	24,341.37
703.00 · IPERS - Employer's Share	1,861.33	14,431.17	25,939	25,737.68	24,457.12	22,518	19,352.94
704.00 · Unemployment	372.00	372.00	1,000	0.00	6,973.60	9,380	0.00
705.00 · Employee Benefits	2,616.96	17,030.99	36,005	40,890.88	40,251.91	25,803	14,698.50
706.00 · Physicals	192.00	948.00	1,200	1,780.00	1,424.00	118	863.00
707.00 · Uniform Expense	0.00	338.31	600	825.12	2,025.90	1,194	1,959.19
708.00 · Drug Testing	0.00	217.00	1,000	967.00	1,001.00	2,023	2,980.00
709.00 · Personnel Expenses-Other	100.00	234.70	100	0.00	100.00	1,050	1,503.95
712.00 · Advertising	0.00	1,285.38	2,000	1,967.63	1,746.70	3,896	2,218.58
726.00 · Contractual Expenses-Other	97.50	97.50	11,500	12,913.92	8,733.20	9,741	7,838.63
728.00 · Information Technology	225.00	549.00	0	990.00	0.00	0	0.00
730.00 · Legal Expense	0.00	234.00	3,500	5,616.48	16,378.43	14,058	1,282.50
738.00 · Depreciation Expense	0.00	0.00	0	0.00	0.00	0	18,202.17
740.00 · Dues/Subscriptions	75.00	2,400.00	2,500	2,547.00	1,355.83	2,057	1,958.80
741.00 · Public Notices	0.00	0.00	100	22.53	90.08	279	0.00
746.00 · Leased Equipment	0.00	0.00	0	0.00	0.00	0	0.00
747.00 · Equipment Under \$5000	0.00	404.95	1,000	0.00	0.00	17,243	16,025.44
748.00 · Capital Equipment	0.00	57,267.40	0	57,965.05	207,221.40	107,998	16,616.00
754.00 · Insurance	0.00	48,892.00	49,702	51,564.00	69,793.00	59,100	44,112.00
766.00 · Bldg. Maintenance & Repairs	0.00	234.15	500	3,832.92	0.00	0	0.00
767.00 · Vehicle Maintenance & Repair	10,069.26	69,161.94	90,000	122,079.55	115,118.05	157,507	131,010.33
768.00 · Marketing	100.00	550.00	0	0.00	0.00	0	0.00
769.00 · Meeting Expense	0.00	0.00	200	99.78	222.16	193	98.24
782.00 · Printing/Postage	0.00	0.64	200	837.01	52.12	247	657.92
791.00 · Rent	400.00	3,200.00	5,200	5,213.55	4,976.22	5,019	3,407.59
806.00 · Supplies	0.00	331.15	1,000	752.41	266.80	660	1,070.80
807.00 · Bank Charges	0.00	0.00	0	-25.00	30.00	6	18.48
808.00 · Fuel/Oil	5,931.57	46,901.62	79,414	106,783.81	114,227.21	136,696	173,885.33
810.00 · Telecommunications	627.00	4,377.60	7,800	8,657.12	9,759.24	7,859	6,992.77
815.00 · Mileage Expense	0.00	0.00	200	0.00	431.00	529	0.00
816.00 · Travel/Training	85.75	849.12	500	3,169.41	5,766.39	2,881	6,598.47
820.00 · Use Allowance	365.76	1,970.91	1,500	3,803.99	6,155.75	2,728	374.22
890.00 · Matching Expenditures	0.00	0.00	0	9,855.05	0.00	26,040	
900.00 · INDIRECT COSTS	12,313.43	101,187.33	156,368	104,460.69	104,924.17	109,133	118,165.06
Total Expenditures	60,241.91	567,588.96	818,368	969,866.00	1,139,586.37	1,112,011	927,831.31
Fund Balance	87,577.01	55,247.11	8,903	13,146.89	35,734.46	149,495.21	45,576.59

Southeast Iowa Regional Planning Commission

Statement of Activities by Cost Center

Year to Date thru January 2012

	10 Company Vehicle	20 EDA PG	22 Facility	23 EDA Facility	47 HOUSING	48 GRHTF
Revenues:						
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	0.00	45,750.00	0.00	39,494.76	573,494.80	465,950.00
461 - Principle on Loans	0.00	0.00	0.00	0.00	3,965.19	374.68
4700 · Local Revenues	14,671.59	0.00	0.00	0.00	146,546.86	320.00
4900 · Miscellaneous Revenues	0.00	0.00	59,717.70	0.00	90.21	4,251.33
50000-52 RLF Income	0.00	0.00	0.00	0.00	1,296.36	0.00
	<u>14,671.59</u>	<u>45,750.00</u>	<u>59,717.70</u>	<u>39,494.76</u>	<u>725,393.42</u>	<u>470,896.01</u>
Expenditures:						
700.00 · Personnel Expenses	0.00	47,476.57	0.00	0.00	75,052.13	0.00
704.00 · Unemployment	0.00	0.00	0.00	0.00	0.00	0.00
706.00 · Physicals	0.00	0.00	0.00	0.00	0.00	0.00
707.00 · Uniform Expense	0.00	0.00	0.00	0.00	0.00	0.00
708.00 · Drug Testing	0.00	0.00	0.00	0.00	0.00	0.00
709.00 · Personnel Expenses-Other	0.00	20.00	0.00	0.00	0.00	0.00
710.00 · Accounting	0.00	0.00	0.00	0.00	0.00	0.00
712.00 · Advertising	0.00	0.00	0.00	0.00	0.00	0.00
717.00 · Audit	0.00	0.00	0.00	0.00	0.00	0.00
726.00 · Contractual Expenses	0.00	0.00	2,262.75	87,423.41	2,320.00	750.00
728.00 · Information Technology	0.00	54.00	585.00	0.00	326.23	0.00
729.00 · Copier Expense	0.00	0.00	0.00	0.00	0.00	0.00
730.00 · Legal Expense	0.00	0.00	0.00	0.00	200.00	0.00
738.00 · Depreciation Expense	9,877.06	0.00	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions	0.00	0.00	0.00	0.00	280.00	0.00
741.00 · Public Notices	0.00	0.00	0.00	0.00	255.75	180.08
745.00 · Land, Structures, Right-of-Ways	0.00	0.00	0.00	0.00	0.00	0.00
746.00 · Leased Equipment	0.00	0.00	0.00	0.00	0.00	0.00
747.00 · Equipment under \$5000	0.00	825.20	405.28	0.00	0.00	0.00
748.00 · Capital Equipment	0.00	0.00	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	0.00	0.00	0.00	0.00
750.00 · Lead Testing	0.00	0.00	0.00	0.00	2,383.89	0.00
751.00 · Housing	0.00	0.00	0.00	0.00	483,541.06	39,715.00
752.00 · Admin. Expense	0.00	0.00	0.00	0.00	5,835.00	52,500.45
754.00 · Insurance	3,664.00	0.00	0.00	0.00	0.00	0.00
756.00 · Mortgage Filing Expenses	0.00	0.00	0.00	0.00	447.00	54.00
757.00 · Interest Expense	28.75	0.00	12,508.23	0.00	315.00	0.00
758.00 · Loan Closing Expenses	0.00	0.00	0.00	0.00	0.00	0.00
759.00 · Credit Report Exp.	0.00	0.00	0.00	0.00	0.00	268.11
760.00 · Hsng Relocation Exp.	0.00	0.00	0.00	0.00	265.74	0.00
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	4,719.44	0.00	0.00	0.00
767.00 · Vehicle Maintenance & Repairs	1,311.19	0.00	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	0.00	0.00	0.00	400.00	0.00
769.00 · Meeting Expense	0.00	90.83	0.00	0.00	16.05	108.67
782.00 · Printing/Postage	0.00	82.83	0.00	0.00	73.31	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	0.00	0.00	199.64	0.00	55.46	162.36
807.00 · Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00
808.00 · Fuel/Oil	2,668.87	0.00	0.00	0.00	0.00	0.00
810.00 · Telecommunications	0.00	0.00	0.00	0.00	0.00	0.00
811.00 · Utilities Expense	0.00	0.00	16,055.46	0.00	0.00	0.00
812.00 · Bldg. Operation Allocation	0.00	0.00	-16,498.58	0.00	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	18,619.00	0.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00	0.00	0.00
816.00 · Travel/Training	0.00	122.45	0.00	0.00	2,628.78	7.16
820.00 · Use Allowance	51.64	483.15	0.00	0.00	1,655.92	424.88
829.00 · Down Payment Assistance	0.00	0.00	0.00	0.00	149,828.00	15,000.00
830.00 · Participant Loans & Grants	0.00	0.00	0.00	0.00	2,500.00	12,175.00
890.00 · Matching Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	0.00	21,107.48	0.00	0.00	33,353.17	0.00
	<u>17,601.51</u>	<u>70,262.51</u>	<u>38,856.22</u>	<u>87,423.41</u>	<u>761,732.49</u>	<u>121,345.71</u>
Excess (deficiency) of revenues over (under) expenditures	<u>-2,929.92</u>	<u>-24,512.51</u>	<u>20,861.48</u>	<u>-47,928.65</u>	<u>-36,339.07</u>	<u>349,550.30</u>
SEIRPC adjusted Balance (Exclude RLF's & EDA Facility Grant)	(2,929.92)	(24,512.51)	20,861.48	(47,928.65)	(51,669.07)	-

Southeast Iowa Regional Planning Commission

Statement of Activities by Cost Center

Year to Date thru January 2012

	60 IDOT	71 EDA RLF	72 IRP-I	73 FM/HC/KK RLF	76 IRP-II	80 RPC
Revenues:						
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	104,817.00	0.00	0.00	0.00	0.00	0.00
461 - Principle on Loans	0.00	100,917.98	15,722.48	16,141.99	29,189.10	0.00
4700 · Local Revenues	13,350.00	0.00	0.00	6,477.00	0.00	0.00
4900 · Miscellaneous Revenues	15.00	577.21	2,551.97	503.21	0.00	0.00
50000-52 RLF Income	0.00	19,795.99	2,767.74	4,021.09	9,965.05	0.00
	<u>118,182.00</u>	<u>121,291.18</u>	<u>21,042.19</u>	<u>27,143.29</u>	<u>39,154.15</u>	<u>0.00</u>
Expenditures:						
700.00 · Personnel Expenses	90,618.96	16,460.76	0.00	0.00	0.00	117,243.30
704.00 · Unemployment	0.00	0.00	0.00	0.00	0.00	0.00
706.00 · Physicals	0.00	0.00	0.00	0.00	0.00	0.00
707.00 · Uniform Expense	0.00	0.00	0.00	0.00	0.00	0.00
708.00 · Drug Testing	0.00	0.00	0.00	0.00	0.00	0.00
709.00 · Personnel Expenses-Other	60.00	0.00	0.00	0.00	0.00	240.00
710.00 · Accounting	0.00	0.00	0.00	0.00	0.00	2,100.08
712.00 · Advertising	0.00	0.00	0.00	0.00	0.00	0.00
717.00 · Audit	0.00	0.00	0.00	0.00	0.00	8,425.00
726.00 · Contractual Expenses	0.00	0.00	0.00	0.00	0.00	2,210.00
728.00 · Information Technology	796.95	229.90	0.00	0.00	0.00	1,818.72
729.00 · Copier Expense	0.00	0.00	0.00	0.00	0.00	3,585.88
730.00 · Legal Expense	0.00	3,008.00	0.00	0.00	0.00	105.00
738.00 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions	393.00	0.00	0.00	0.00	0.00	1,317.20
741.00 · Public Notices	47.04	0.00	0.00	0.00	0.00	318.57
745.00 · Land, Structures, Right-of-Ways	0.00	0.00	0.00	0.00	0.00	0.00
746.00 · Leased Equipment	0.00	0.00	0.00	0.00	0.00	380.00
747.00 · Equipment under \$5000	8,159.95	495.10	0.00	0.00	0.00	2,484.16
748.00 · Capital Equipment	0.00	0.00	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	0.00	0.00	0.00	0.00
750.00 · Lead Testing	0.00	0.00	0.00	0.00	0.00	0.00
751.00 · Housing	0.00	0.00	0.00	0.00	0.00	0.00
752.00 · Admin. Expense	0.00	17,631.00	0.00	16,881.00	0.00	0.00
754.00 · Insurance	0.00	0.00	0.00	0.00	0.00	29,016.25
756.00 · Mortgage Filing Expenses	0.00	19.50	5.00	5.00	17.50	0.00
757.00 · Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00
758.00 · Loan Closing Expenses	0.00	0.00	0.00	0.00	0.00	0.00
759.00 · Credit Report Exp.	0.00	0.00	0.00	0.00	0.00	0.00
760.00 · Hsng Relocation Exp.	0.00	0.00	0.00	0.00	0.00	0.00
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	0.00	0.00	0.00	0.00
767.00 · Vehicle Maintenance & Repairs	0.00	0.00	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	500.00	0.00	0.00	0.00	0.00
769.00 · Meeting Expense	75.00	0.00	0.00	0.00	0.00	689.17
782.00 · Printing/Postage	1,500.92	28.15	0.00	0.00	0.00	2,514.70
791.00 · Rent	0.00	0.00	0.00	0.00	0.00	30.00
806.00 · Supplies	251.90	38.50	0.00	0.00	0.00	4,360.10
807.00 · Bank Charges	0.00	0.00	0.00	0.00	0.00	-40.00
808.00 · Fuel/Oil	0.00	0.00	0.00	0.00	0.00	0.00
810.00 · Telecommunications	0.00	0.00	0.00	0.00	0.00	9,256.22
811.00 · Utilities Expense	0.00	0.00	0.00	0.00	0.00	0.00
812.00 · Bldg. Operation Allocation	0.00	0.00	0.00	0.00	0.00	16,498.58
813.00 · Real Estate Taxes	0.00	0.00	0.00	0.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00	0.00	0.00
816.00 · Travel/Training	2,291.14	1,501.78	0.00	0.00	0.00	377.61
820.00 · Use Allowance	3,878.75	35.52	0.00	0.00	0.00	1,132.21
829.00 · Down Payment Assistance	0.00	0.00	0.00	0.00	0.00	0.00
830.00 · Participant Loans & Grants	0.00	0.00	0.00	0.00	0.00	0.00
890.00 · Matching Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	40,297.73	7,315.16	0.00	0.00	0.00	-259,637.99
	<u>148,371.34</u>	<u>47,263.37</u>	<u>5.00</u>	<u>16,886.00</u>	<u>17.50</u>	<u>-55,575.24</u>
Excess (deficiency) of revenues over (under) expenditures	<u>-30,189.34</u>	<u>74,027.81</u>	<u>21,037.19</u>	<u>10,257.29</u>	<u>39,136.65</u>	<u>55,575.24</u>
SEIRPC adjusted Balance (Exclude RLF's & EDA Facility Grant)	(30,189.34)	(29,632.37)	-	-	-	55,575.24

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

	85 RTA	90 LOCAL	TOTAL
Revenues:			
4100 · Bus Fare Revenues	71,798.16	0.00	71,798.16
4500 · Federal/State Revenues	501,650.14	156,792.65	1,887,949.35
461 - Principle on Loans	0.00	0.00	166,311.42
4700 · Local Revenues	44,874.50	321,293.75	547,533.70
4900 · Miscellaneous Revenues	4,513.27	1,993.56	74,213.46
50000-52 RLF Income	0.00	0.00	37,846.23
	<u>622,836.07</u>	<u>480,079.96</u>	<u>2,785,652.32</u>
Expenditures:			
700.00 · Personnel Expenses	225,584.26	126,841.17	699,277.15
704.00 · Unemployment	372.00	0.00	372.00
706.00 · Physicals	948.00	0.00	948.00
707.00 · Uniform Expense	338.31	0.00	338.31
708.00 · Drug Testing	217.00	0.00	217.00
709.00 · Personnel Expenses-Other	234.70	20.00	574.70
710.00 · Accounting	0.00	0.00	2,100.08
712.00 · Advertising	1,285.38	0.00	1,285.38
717.00 · Audit	0.00	0.00	8,425.00
726.00 · Contractual Expenses	97.50	44,998.36	140,062.02
728.00 · Information Technology	549.00	538.74	4,898.54
729.00 · Copier Expense	0.00	0.00	3,585.88
730.00 · Legal Expense	234.00	0.00	3,547.00
738.00 · Depreciation Expense	0.00	0.00	9,877.06
740.00 · Dues/Subscriptions	2,400.00	1,124.77	5,514.97
741.00 · Public Notices	0.00	281.98	1,083.42
745.00 · Land, Structures, Right-of-Ways	0.00	0.00	0.00
746.00 · Leased Equipment	0.00	0.00	380.00
747.00 · Equipment under \$5000	404.95	742.68	13,517.32
748.00 · Capital Equipment	57,267.40	0.00	57,267.40
749.00 · Principle Expense	0.00	0.00	0.00
750.00 · Lead Testing	0.00	290.45	2,674.34
751.00 · Housing	0.00	79,704.00	602,960.06
752.00 · Admin. Expense	0.00	0.00	92,847.45
754.00 · Insurance	48,892.00	0.00	81,572.25
756.00 · Mortgage Filing Expenses	0.00	0.00	548.00
757.00 · Interest Expense	0.00	302.86	13,154.84
758.00 · Loan Closing Expenses	0.00	85.00	85.00
759.00 · Credit Report Exp.	0.00	0.00	268.11
760.00 · Hsng Relocation Exp.	0.00	0.00	265.74
766.00 · Bldg. Maintenance & Repairs	234.15	0.00	4,953.59
767.00 · Vehicle Maintenance & Repairs	69,161.94	325.00	70,798.13
768.00 · Marketing	550.00	3,867.87	5,317.87
769.00 · Meeting Expense	0.00	155.28	1,135.00
782.00 · Printing/Postage	0.64	349.40	4,549.95
791.00 · Rent	3,200.00	0.00	3,230.00
806.00 · Supplies	331.15	1,349.26	6,748.37
807.00 · Bank Charges	0.00	0.00	-40.00
808.00 · Fuel/Oil	46,901.62	0.00	49,570.49
810.00 · Telecommunications	4,377.60	301.28	13,935.10
811.00 · Utilities Expense	0.00	0.00	16,055.46
812.00 · Bldg. Operation Allocation	0.00	0.00	0.00
813.00 · Real Estate Taxes	0.00	0.00	18,619.00
815.00 · Mileage Expense	0.00	0.00	0.00
816.00 · Travel/Training	849.12	1,624.26	9,402.30
820.00 · Use Allowance	1,970.91	5,038.61	14,671.59
829.00 · Down Payment Assistance	0.00	0.00	164,828.00
830.00 · Participant Loans & Grants	0.00	0.00	14,675.00
890.00 · Matching Expenditures	0.00	0.00	0.00
900.00 · INDIRECT COSTS	101,187.33	56,377.10	-0.02
	<u>567,588.96</u>	<u>324,318.07</u>	<u>2,146,096.85</u>
Excess (deficiency) of revenues over (under) expenditures	<u>55,247.11</u>	<u>155,761.89</u>	<u>639,555.47</u>
SEIRPC adjusted Balance (Exclude RLF's & EDA Facility Grant)	55,247.11	155,761.89	100,583.86

Southeast Iowa Regional Planning Commission

CHECK REGISTER

Jan 12	Type	Date	Num	January 2012 Name	Amount
	Check	01/11/2012	23951	Kents Auto Body	-1,339.88
	Check	01/11/2012	23952	Cray Goddard Miller Taylor & Chelf LI	-925.00
	Check	01/11/2012	23953	Bancard Services	-365.16
	Check	01/11/2012	23954	Roberts Tire Center Corporation	-1,363.22
	Check	01/11/2012	23955	Bezoni's True Value	-3.26
	Check	01/11/2012	23956	Lowell Gaulke	-1,576.50
	Check	01/11/2012	23957	Telin Transportation Group	-214.88
	Check	01/11/2012	23958	Great River Business Health	-192.00
	Check	01/11/2012	23959	O'Reilly Automotive, Inc.	-35.36
	Check	01/11/2012	23960	Wright Express Fleet Service	-1,896.14
	Check	01/11/2012	23961	Deery Brothers Ford Lincoln Inc	-2,493.46
	Check	01/11/2012	23962	Waterworks Car Wash	-28.00
	Check	01/11/2012	23963	Integrated Technology Partners	-19.95
	Check	01/11/2012	23964	Billups Tire and Services Inc.	-149.40
	Check	01/11/2012	23965	SHOTTENKIRK SUPERSTORE	-814.04
	Check	01/11/2012	23966	Environmental Hazards Services LLC	-455.35
	Check	01/11/2012	23967	IPTA	-75.00
	Check	01/11/2012	23968	Drake Hardware & Software	-286.80
	Check	01/11/2012	23969	Fedex	-18.13
	Check	01/11/2012	23970	The Burlington Hawk Eye	-107.76
	Check	01/11/2012	23971	LOWES	-126.73
	Check	01/11/2012	23972	SWAILES AUTO SUPPLY INC.	-544.35
	Check	01/11/2012	23973	Truck Repair Inc.	-41.76
	Check	01/11/2012	23974	Pitney Bowes Global Financial Svcs. I	-190.00
	Check	01/11/2012	23975	Ebert Supply Company	-128.42
	Check	01/11/2012	23976	Digital Office Solutions	-163.55
	Check	01/11/2012	23977	US Cellular	-35.31
	Check	01/11/2012	23978	Iowa Illinois Office Solutions	-312.96
	Check	01/11/2012	23979	CenturyLink	-1,409.54
	Check	01/11/2012	23980	COLUMBUS GAZETTE	-19.80
	Check	01/11/2012	23981	Burlington Kiwanis	-110.00
	Check	01/11/2012	23982	The Ivy Bake Shoppe & Cafe	-27.00
	Check	01/11/2012	23983	Fullenkamp Insurance Agency	-4,769.69
	Check	01/11/2012	23984	Louisa Publishing Co.	-50.74
	Check	01/11/2012	23985	Titan Broadcasting LLC.	-300.00
	Check	01/11/2012	23986	City of West Burlington	-66.29
	Check	01/11/2012	23987	Larnall J&Tamara Wheeler&Two River	-11,578.00
	Check	01/11/2012	23988	State Central Bank&Commercial Cont	-10,970.00
	Check	01/11/2012	23989	Commercial Contractors	-10,000.00
	Check	01/11/2012	23990	Troy Lietsch	-2,726.14
	Check	01/11/2012	23991	Henry County Recorders Office	-7.00
	Check	01/11/2012	23992	Justin R Bushong	-1,500.00

Southeast Iowa Regional Planning Commission

CHECK REGISTER

Type	Date	Num	January 2012 Name	Amount
Check	01/11/2012	23993	Burlington True Value	-44.64
Check	01/11/2012	23994	Pep Stop	-8.00
Check	01/11/2012	23995	Jack Callas	-85.75
Check	01/11/2012	23996	Napa Auto Parts	-119.98
Check	01/11/2012	23997	City of Keokuk	-1,140.21
Check	01/11/2012	23998	City of Mt. Pleasant	-2,192.98
Check	01/11/2012	23999	Farmers Elevator & Exchange, Inc.	-915.23
Check	01/19/2012	24000	Anthony Fesler & Abstract Title & Esc	-41,828.00
Check	01/25/2012	24001	Iowa Workforce Development	-372.00
Check	01/25/2012	24002	Drake Hardware & Software	-382.50
Check	01/25/2012	24003	Nextel	-627.00
Check	01/25/2012	24004	Mike Prottsman Sanitation Inc	-97.50
Check	01/25/2012	24005	Crescent Electric Supply Co	-118.64
Check	01/25/2012	24006	Carquest Auto Parts	-40.89
Check	01/25/2012	24007	Telin Transportation Group	-610.26
Check	01/25/2012	24008	Fedex	-59.44
Check	01/25/2012	24009	Professional Office Services	-703.48
Check	01/25/2012	24010	River Basin Publications	-120.00
Check	01/25/2012	24011	Digital Office Solutions	-443.00
Check	01/25/2012	24012	Fort Dearborn Life Insurance Compar	-871.55
Check	01/25/2012	24013	The Ivy Bake Shoppe & Cafe	-111.50
Check	01/25/2012	24014	Iowa Secretary of State	-10.00
Check	01/25/2012	24015	Ebert Supply Company	-27.10
Check	01/25/2012	24016	Environmental Hazards Services LLC	-267.91
Check	01/25/2012	24017	Hope Haven	-340.00
Check	01/25/2012	24018	Hy-Vee, Inc	-217.01
Check	01/25/2012	24019	Huffman Welding and Machine	-77.98
Check	01/25/2012	24020	Bickel's	-40.00
Check	01/25/2012	24021	Roberts Tire Center Corporation	-715.75
Check	01/25/2012	24022	IPC, Inc.	-400.00
Check	01/25/2012	24023	Henry County Abstract Services Co	-85.00
Check	01/25/2012	24024	AdvisorNet Property and Casualty LLC	-2,477.00
Check	01/25/2012	24025	M & H Construction	-12,634.40
Check	01/25/2012	24026	Louisa County Recorder's Office	-27.00
Check	01/25/2012	24027	Iowa Lead Safety	-850.00
Check	01/25/2012	24028	Office of Auditor of State	-425.00
Check	01/25/2012	24029	David Ford	-100.00
Check	01/25/2012	24030	M & H Construction	-6,070.60
Check	01/25/2012	24031	STAATS	-223.26
Check	01/25/2012	24032	Justin R Bushong	-53.31
				-133,370.44

Jan 12

Southeast Iowa Regional Planning Commission

CHECK REGISTER

<u>Type</u>	<u>Date</u>	<u>Num</u>	January 2012	<u>Name</u>	<u>Amount</u>
Electronic Transfer				Wellmark	-12,827.92
Electronic Transfer				Bank Safe Deposit Box	-30.00
Electronic Transfer				Bldg Note Payment	-8,961.66
Electronic Transfer				Payroll	-52,984.03
Electronic Transfer				Payroll Taxes	-18,645.96
Electronic Transfer				Copier Loan Payment	-321.79
Electronic Transfer				Alliant Energy	-2,796.72
Electronic Transfer				IPERS	-14,420.00
					-110,988.08
				TOTAL EXPENDITURES	-244,358.52

BANCARD Services Credit Card Statement

STATEMENT DATE: 12/28/2011
PAYMENT DUE DATE: 1/22/2012
CHECK# 23953
DATE PAID 1/14/2012

Date	Transaction Description	Expense		Class		Amount	Receipt
		Account#	Type	Class#	Class Name		
MIKE NORRIS							
06-Dec-11	Corner Market	769	Meeting Expense	90	Local	27.84	yes
09-Dec-11	HyVee	806	Supplies	90	Local	32.10	yes
TOTAL						59.94	
DEBORAH LAUGHLIN							
04-Dec-11	UPS	782	Printing/Postage	60	IDOT	58.37	yes
05-Dec-11	WalMart	806	Supplies	90	Local	9.94	yes
15-Dec-11	La Tavola	806	Supplies	90	Local	209.25	yes
TOTAL						277.56	
ZACH JAMES							
08-Dec-11	HyVee	816	Travel/Training	60	IDOT	6.93	yes
22-Dec-11	Hardees	816	Travel/Training	60	IDOT	6.40	yes
TOTAL						13.33	
KIM SCHISEL							
TOTAL						0.00	
JEFF HANAN							
09-Dec-11	Press Box Grille & Bar	816	Travel/Training	90	Local	10.00	yes
15-Dec-11	Kum & Go	816	Travel/Training	90	Local	4.33	yes
TOTAL						14.33	
BOB KUSKOWSKI							
TOTAL						0.00	
TOTAL						0.00	
TOTAL						365.16	

Hans Trousil

Mike Norris

Southeast Iowa Regional Planning Commission

A/R Aging Summary

As of January 31, 2012

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Blair House	140.00	0.00	0.00	0.00	0.00	140.00
Char Mouglin	80.68	0.00	0.00	0.00	0.00	80.68
City of Columbus Junction	0.00	5,000.00	0.00	0.00	0.00	5,000.00
City of Fort Madison	0.00	11,500.00	0.00	0.00	0.00	11,500.00
City of Oakville	0.00	2,250.00	0.00	0.00	0.00	2,250.00
City of West Burlington	0.00	10,910.36	0.00	0.00	0.00	10,910.36
CPC - Henry County	801.68	840.60	0.00	0.00	0.00	1,642.28
CPC - Henry County (State Cases)	233.80	0.00	0.00	0.00	0.00	233.80
CPC - Lee County	31.00	34.00	0.00	0.00	0.00	65.00
Danville Care Center	10.00	0.00	0.00	0.00	0.00	10.00
Direct Mail Holdings	0.00	0.00	0.00	0.00	2,825.00	2,825.00
ECIA	0.00	5,000.00	0.00	0.00	0.00	5,000.00
EDA	0.00	0.00	39,494.76	0.00	0.00	39,494.76
Ginnie Hager	25.00	0.00	0.00	0.00	0.00	25.00
IARC	0.00	0.00	0.00	0.00	10,294.12	10,294.12
IDOT	0.00	107,590.71	49,945.00	0.00	0.00	157,535.71
Iowa Finance Authority (IFA)	0.00	182,975.00	0.00	0.00	0.00	182,975.00
Iowa Medicaid Enterprise	13,529.22	0.00	603.37	778.80	1,668.36	16,579.75
Iowa Vocational Rehabilitation Services	180.00	0.00	0.00	0.00	0.00	180.00
Jeff Burkhart	0.00	0.00	0.00	0.00	95.00	95.00
Keokuk Municipal Water Works	0.00	1,250.00	0.00	0.00	0.00	1,250.00
Louisa County Auditor	0.00	5,000.00	0.00	0.00	0.00	5,000.00
Morning Sun Development Corporation	0.00	1,750.00	0.00	0.00	0.00	1,750.00
Mt. Pleasant Chamber of Commerce	0.00	350.00	0.00	0.00	0.00	350.00
Muscatine Community Services	153.12	0.00	0.00	0.00	0.00	153.12
New London Nursing & Rehab	0.00	377.50	0.00	0.00	0.00	377.50
Siemens Energy, Inc.	0.00	0.00	80.00	0.00	0.00	80.00
Tammy Wheeler	25.00	0.00	0.00	0.00	0.00	25.00
TMS Management Group, INC.	0.00	349.20	0.00	0.00	0.00	349.20
UIHC	0.00	0.00	0.00	0.00	30.00	30.00
Workforce Development	0.00	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL	<u><u>15,209.50</u></u>	<u><u>336,177.37</u></u>	<u><u>90,123.13</u></u>	<u><u>778.80</u></u>	<u><u>14,912.48</u></u>	<u><u>457,201.28</u></u>

Traffic Speed Indicators

OB #1

Memo



To: Mike Norris, Executive Director

From: Zach James, Planning Director

Date: February 15, 2012

Re: Regional Traffic Speed Indicator Sharing Program – Request for Proposals

Request for Proposals

In January, staff sent out a Request for Proposals (provided on the following page) for the purchase of traffic speed indicators to 10 companies across the US including:

All Traffic Solutions	State College	PA	16801
Radar Sign	Alpharetta	GA	30005
MPH Industries Inc.	Owensboro	KY	42303
Information Display Company	Beaverton	OR	97005
Radar Sports	Oceanside	NY	11572
Traffic Logix	Spring Valley	NY	10977
Traffic Display Monitoring	Dallas	TX	75243
Radar Speed Signs/Lightcast	Cropwell	AL	35054
Monitor Systems	Dallas	TX	75243
Traffic Calm Systems	Post Falls	ID	83854

Proposals were due back on February 1st, 2012, with 4 companies responding to the RFP:

All Traffic Solutions	State College	PA	16801
Information Display Company	Beaverton	OR	97005
Traffic Logix	Spring Valley	NY	10977
Radar Speed Signs/Lightcast	Cropwell	AL	35054

Staff created a spreadsheet to do a side by side comparison of the specs and costs for each of the traffic speed indicators offered by the four companies. This comparison is provided on the following pages.

Recommendations

After a review of all of the products, contacting nearby references, and evaluating costs, staff is recommending purchasing traffic speed indicators from Traffic Logix. They have provided the lowest cost estimate, longest battery life, with the same or nearly identical features as the other companies. In addition, references from users in Iowa have stated that they have been happy with the product, specifically the life of the battery, ease of movement of the signs, and easy data downloads.

REQUEST FOR PROPOSAL

The Southeast Iowa Regional Planning Commission is requesting proposals from qualified firms for Traffic Speed Indicator/Display equipment. Equipment proposals should include:

- 1 Sign mounted Traffic Speed Indicator - 12" in size
- Cost for additional Sign mount kit
- Cost for additional battery for Sign Mount kit
- Cost for solar panel kit for sign mount
- 1 Trailer mounted Traffic Speed Indicator - 18" or 24" in size
- Cost for additional battery for trailer kit
- Cost for solar panel kit for trailer mount
- Software for downloading/analyzing collected data and any other associated indicatoractivities

Additional criteria that will be used to evaluate proposals should be addressed in the proposal including:

- Warranty
- Discussion of weight and ease of moving speed indicators from site to site
- Types of poles sign mounted speed indicator will attach to
- Software—ease of use, exportable files to Excel, analysis capabilities
- Frequency and expense of software upgrades
- Maintenance agreement and vandalism features - if any
- Battery life
- Internal memory
- Inputs and outputs on devices
- Accessibility of training, support, and service
- Prices
- References from current county, city, MPO/RPA users in Iowa

Product brochures may be used as part of your proposal as long as the criteria are addressed. Each proposal will be evaluated on the aforementioned criteria. The Southeast Iowa Regional Planning Commission staff will recommend an equipment package based on the above criteria to the Southeast Iowa Regional Planning Commission Board of Directors, who shall make the final decision.

Please submit questions and proposals (by mail or e-mail) by 5 PM Central Standard Time February 1st, 2012 to:

- Zach James
Planning Director
Southeast Iowa Regional Planning Commission
211 N Gear Avenue, Suite 100
West Burlington, IA 52655

Phone: 319-753-4313

E-mail: zjames@seirpc.com

SPEED INDICATOR EVALUATIONS - Sign Mounted

	All Traffic Solutions	Information Display Company	Lightcast	Traffic Logix
Warranty	1 Year Warranty	3 years product	2 Year Warranty	2 Year Warranty
Message Size	12 inches	15 Inches	10.5 Inches	10.5 Inches
Dimensions	15.5 x 13.5 x 3.12	26.5 x 20 x 6	18.75 x 13.75 x 2.25	23 x 29 x 2.98 (includes signe surround)
Weight	16 Pounds with Battery	36 lbs	20 Pounds with Battery	17 Pounds (not sure with or without battery)
Ease of Movement	Lightweight, small dimensions, software to track	Heavier and Large size	Lightweight and small dimensions	Lightweight, small dimensions,
Types of Poles to attach	U Channel, Square Channel, Round poles, trailer and hitch mounts available	Round Poles, Wooden Posts,	Just states can attache to most poles with proper brackets or straps	Bracket allows use at multiple locations Two Differents attachments allow all posts Comes with SafePace Pro Software
Software Details and upgrade costs	No upgrade fees for Normal software - includes Smart Apps which has \$1,500 maintenance each year	Traffic Analyzer Software - No upgrade fees	No cost for updates	
Vandal Features	Metal Enclosure, Shatterproof Lexan and Graffiti resistant	Internal parts can flex up to 2.5 inches. Unbreakable window	Metal Enclosure, Lexan Front	No description of update costs 1/4 inch aluminum cover and individual optical lenses for each LED
Battery Life	2 to 3 weeks	2 to 3 weeks	2 to 3 weeks	4 Weeks
Internal Memory	Two Million records	Date for up to 200,000 vehicles	4 MB or about 200,000 vehicles	512 KB ~ 3 months of data
Inputs and outputs	USB, Bluetooth, and Remote Cellular	Unknown	USB	USB with Bluetooth add on
Support	Free	Free	Free	Free
Current Users in Area	Burlington, Moline, East Moline, Rock Island, West Des Moines, Ankeny, Cedar Rapids, Webster City	Unknown	Gave a few references from California, Florida, and V	DMCC, IA, Riverside, Alliant Energy, Precision Industries
Price	\$ 4,585	\$ 5,640	\$ 4,456	\$ 3,283
Comments	Includes camera and violator strobe Good Customer service - 1st quote received Provided personal e-mail, Asked most questions Based in PA Only up to 45 MPH Meet MUTCD requirements	MUTCD Compliant Only up to 45 MPH	Includes strobe up to 99 MPH Based in AL Solar Kit	Includes strobe MUTCD Compliant

SPEED INDICATOR EVALUATIONS - Trailer Mounted

	All Traffic Solutions	Information Display Company	Lightcast	Traffic Logix
Warranty	1 Year Warranty	3 Year sign, 2 Year Warranty	2 Year Warranty	2 Year Warranty
Message Size	18 inches	15 Inches	18 Inches	15 inches
Dimensions	30 x 20 x 2.74	26.5 x 20 x 6	31 x 20 x 4.5	30 x 4 x42
Weight	29 Pounds without battery ~ 32 to 35 with battery	36 lbs	20 Pounds with Battery	35 Lbs.
Ease of Movement			New Lightweight Trailer easier to maneuver with 1 person	States less than 5 minute deployment for one operator
Software Details and upgrade costs	No upgrade fees for Normal software - includes Smart Apps which has \$1,500 maintenance each year	Traffic Analyzer Software - No upgrade fees	No cost for updates	SafePace Pro Software- No cost for updates
Vandal Features	Metal Enclosure, Shatterproof Lexan and Graffiti resistant	Date for up to 200,000 vehicles	Metal Enclosure, Lexan Front	1/4 inch aluminum cover and individual optical lenses for each LED
Battery Life	2 to 3 weeks	2 to 3 weeks	2 to 3 weeks	Battery, Solar, and AC Power 7 to 10 Days on Battery
Internal Memory	Two Million records	Date for up to 200,000 vehicles	4 MB or about 200,000 vehicles	16 MB
Inputs and outputs	USB, Bluetooth, and Remote Cellular	Unknown	USB	Bluetooth and Wifi Compatible
Support	Free	Free	Free	Free
Current Users	Burlington, Moline, East Moline, Rock Island, West Des Moines, Ankeny, Cedar Rapids, Webster City	Unknown	Gave a few references from California, Florida, and Virginia	DMCC, IA, Riverside, Alliant Energy, Precision Industries
Price	\$ 9,470	\$ 8,537	\$ 5,824	\$ 7,201
Comments	Includes camera and violator strobe Good Customer service - 1st quote received Provided personal e-mail, Asked most questions Based in PA Up to 105 MPH Meet MUTCD requirements Solar Kit	MUTCD Compliant Only up to 45 MPH	Includes strobe up to 99 MPH Based in AL Solar Kit	Includes Strobe MUTCD Compliant
Total Package Cost	\$ 14,055	\$ 14,177	\$ 11,230	\$ 10,484

Renewable Energy

OB #2



Memo

To: SEIRPC Board
From: Mike Norris, Executive Director
Date: February 20, 2012
Re: Renewable Energy Production for SEIRPC building

In November, staff updated the board on a financing opportunity for renewable energy sources, and the potential the SEIRPC building could have for renewable generation.

A Level II energy audit was recently completed by Michaels Energy, through Alliant Energy. The results were surprising. The SEIRPC building uses approximately 40% less total energy than comparably sized buildings that have been audited.

Energy efficiency measures totaling \$12,200 were recommended to save approximately \$3900 annually in electric costs. This amounts to roughly a 15% savings in electricity usage.

It is not known if all the measures could be implemented. One recommendation is to take bulbs out of multiple bulb lights in tenant areas.

Staff will be working with Alliant Energy to assess the site suitability for renewable production and interconnection. Currently, an approximately 40kW production project would make the SEIRPC a near net-zero energy user, with exceptions to the summer and peak electric use.

Alliant would either credit forward or purchase excess energy from the meter. Power purchased would be between 5 and 6 cents/kWh.

At the point where it appears feasible to do a renewable project, staff will address the Board of Directors for options moving forward.

OB#3

CHDO



Memo

To: SEIRPC Board
From: Mike Norris, Executive Director
Date: February 20, 2012
Re: Community Housing Development Organization (CHDO)

Staff has continued working with Fagre, Baker, Daniels LLP of Minnesota to establish a Community Housing Development Organization.

Communications have been made to establish the name (Southeast Iowa Housing, Inc.) and the incorporator and registered agent (Mike Norris).

The next steps will be reviewing the incorporation filing for the organization and filing for non-profit status with the IRS. Staff is working towards having the organization established by the end of the year and applying for the 2013 round of HOME funds.

Directors will also be recruited for the organization, from a diverse regional backgrounds as the CHDO is limited for its government representation.

Please let me know if you have any questions.

Lee County Economic Dev

OB #4



Memo

To: SEIRPC Board
From: Mike Norris, Executive Director
Date: February 20, 2012
Re: Lee County Economic Development Group (LCEDG)

LCEDG has offered an ex-officio seat on their board of directors to SEIRPC. On behalf of SEIRPC, I have accepted.

I am looking forward to working more closely with LCEDG in the future and having the closer working relationship pay off with the regional benefit of economic development.

Currently, SEIRPC attends the board meetings of Fort Madison Economic Development Corp. and Keokuk Economic Development Corp. Close contacts with Burlington, Mount Pleasant and Louisa County economic development groups assist SEIRPC to assist in regional development with planning, technical assistance and other services.

Please let me know if you have questions or comments.