



# Southeast Iowa Regional Planning Commission

September 22, 2011

12:00 AM

211 N. Gear Avenue

West Burlington, IA 52655

Meeting Type

Full Board

## — Revised Agenda —

<b>CALL TO ORDER</b>	Frice	
Agenda Approval		Board Action
Consent Agenda (Directors Report, Minutes, Financial Report, Claims, Correspondence)		Board Action
<b>OLD BUSINESS</b>		
1. Department Updates	Various	Board Information
2. Draft Public Participation Plan	James	Board Information
3. Traffic Speed Indicators Update	James	Board Information
4. CEDS Update	Norris	Board Information
5. Governor's 2020 Citizen's Advisory Panel	Norris	Board Action
6. Golf Outing Update	Norris	Board Information
<b>MATTERS FROM THE FLOOR</b>		

# Consent Agenda



## DIRECTOR'S REPORT

To: SEIRPC Board  
From: Mike Norris, Executive Director  
Date: September 22, 2011

### BUILDING UPDATE

The basement board room/community area is now functional. The space will serve as professional meeting space for the SEIRPC board, community activities, or building tenants. SEIRPC is transitioning into heating season, and ensuring the furnaces are in good working order.

### AGENDA ITEMS – OLD BUSINESS

1. Department Updates, Board Information. Updates from Transit, Development and Planning Departments.
2. Draft Public Participation Plan, Board Information. Draft plan for engaging the public in transportation planning and development activities. Comments welcomed.
3. Traffic Speed Indicators Update, Board Information. Staff has garnered interest from seven entities to use traffic speed indicators. Next steps are to obtain updated cost estimates for units and update transportation planning work program to secure DOT and board approval for purchasing units.
4. CEDS Update, Board Information. The first CEDS committee meeting was held on September 1, 2011. Attendance and participation from committee members was good. Several recommendations were made for the plan, which staff is following up on. Next CEDS committee meeting is in January.
5. Governor's 2020 Citizen's Advisory Committee Panel, Board Action. This committee, tasked with reviewing current levels of the road use tax fund and the sufficiency of those revenues for the projected construction and maintenance needs of city, county, and state governments in the future, will meet at Iowa Wesleyan College Wednesday, Sept 21, from 6-8pm. I have prepared a letter to the committee on behalf of SEIRPC supporting increased revenues for repair and development of our highway infrastructure.

6. Golf Outing Update, Board Information. As of September 19, SEIRPC has 55 golfers registered for its annual golf outing. As previously discussed, this year's outing is a fundraiser for the Great River Housing Trust Fund. Net proceeds goal for the Housing Trust Fund is \$2500.

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

Members Present: Brent Schleisman, Sue Frice, Hans Trousil, Chris Ball, Bob Fleming (Alternate for City of Burlington), Bob Beck, John Luna (Alternate for City of Fort Madison), Bob Hesler, Mark Hempen, Marc Lindeen (Alternate for Henry County)

Members Absent: Steve Bisenius, Mark Huston, Gary Folluo, Klay Edwards, Jim Howell, David File, Phil Thomas, Michael O'Connor, and Randy Tillman

Guests Present: Sam Shea, IDOT

Staff Present: Mike Norris, Debbie Laughlin, Bob Kuskowski, Jeff Hanan, Kim Schisel, and Madeline Emmerson

Call to order at 12:03 p.m.

### **Agenda Approval**

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

### **Consent Agenda Approval**

Norris stated that Trinity Consultants moved into the ground level and that the construction went well. Schisel stated that she is still making year end adjustments, but that the figures should show a positive margin. Motion by Hempen to accept the consent agenda, second by Beck. All Ayes, motion passed.

### **Old Business**

1. Department Reports: Hanan reported on things that were happening in the Development Department, such as the status of the application process for the Housing Trust Fund projects; and that 3 homes are under construction for the Single Family New Construction projects; and that \$55,000 in local match is needed for GRHTF 2012 application process. He further stated that Flood Recovery efforts should be completed in about 3 months, and that there are potential RLF applications in the works. Norris highlighted some points from the Planning Department stating that our intern from Iowa State University anticipates that our new website should be launched in mid to late August; planning department staff recently completed GIS training providing an introduction to the latest version ArcGIS software used by Seirpc; staff will begin working on a Louisa County Trails Plan; and noted upcoming grant opportunities. Kuskowski handed out a press release in regard to new bus service to Iowa City (now operating on Wednesdays also) beginning, August 3, 2011. Kuskowski further stated that the new medical shuttle bus has arrived. Kuskowski stated that we were the successful bidder for the Lee County CPC and public transit business, although the effective start date is not definite at this time, but we are anticipating 25,000 rides annually for the added routes. No action necessary.
2. Public Hearing – Resolution No. 84-2011: A Resolution Adopting the FFY2012 – FFY2015 Transportation Improvement Program (TIP): Schleisman opened the Public Hearing at 12:22 p.m. Emmerson stated that the Transportation Improvement Program (TIP) includes all transportation projects that are receiving federal transportation dollars. Emmerson

further stated that the FFY2015 Target from Iowa DOT is \$1,975,000, and that the Technical Advisory Committee ranked the following projects to receive STP and TE funding: Fort Madison Avenue E - 22<sup>nd</sup> to 24<sup>th</sup> for \$411,28; Burlington - Division St. for \$396,000; Des Moines County - Highway 99 for \$998,770; and the Des Moines County / Burlington - Flint River Trail for \$154,000. Emmerson explained that the full size report is posted on the wall for their review. Schleisman stated that the applications will be due for FFY2016 by the end of December, 2011. Schleisman asked for comments, and there was no one from the public in attendance, and no further comments were made. Frice made a motion to close the Public Hearing to Approve Resolution No. 84-2011: A Resolution Adopting the FFY2012 - FFY2015 Transportation Improvement Program (TIP) at 12:25 p.m., second by Trousil. All Ayes, motion carried. Frice made a motion to Approve Resolution No. 84-2011: A Resolution Adopting the FFY2012 - FFY2015 Transportation Improvement Program (TIP) at 12:25 p.m., second by Trousil. All Ayes, motion carried.

### New Business

1. Golf Outing / GRHTF Fund Raiser: Norris stated that Seirpc is partnering with Great River Housing, Inc. to raise awareness and funds toward the local match for the housing trust fund, which will benefit the regions' cities and counties. Norris further stated that our goal is to raise \$2,500 net proceeds for Great River Housing, Inc. and that we will give the results following the event to see if it will become an ongoing event. No action necessary.
2. Citizen's Advisory Committee (Iowa DOT): Norris stated that the Citizen's Advisory Committee (CAC) was tasked with assisting the Iowa DOT in its legislatively mandated review of current levels of the road use tax fund and its sufficiency for projected construction and maintenance needs in the future. Norris further stated that he presented on behalf of IARC (Iowa Association of Regional Councils) at the July 7 public meeting in Ankeny to advocate for increased revenues into the state road use tax fund. Norris encouraged the board to attend the next public meeting on September 21<sup>st</sup> at Iowa Wesleyan College, 6-8 pm. No action necessary.

### MATTERS FROM THE FLOOR:

None.

Motion to adjourn meeting by Hempen, second by Ball. All Ayes

Meeting adjourned at 12:34 p.m.

Submitted by Debbie Laughlin

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

\_\_\_\_\_  
Jim Howell, Secretary

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

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

# ***Financial Report***

***August 2011***

***Completed September 14, 2011  
By Kim Schisel***



Dear SEIRPC Board:

The accompanying Balance Sheet of Southeast Iowa Regional Planning Commission, as of **August 31, 2011**, and the related Statements of Income and Changes in Financial Position for the two months ending **August 31, 2011**, 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:** 09/14/11  
**RE:** Financial Summary for the month of **AUGUST-2011**



**PROFIT & LOSS ALL CLASSES**

	August-11	YTD
TOTAL REVENUES :	348,180	717,373
TOTAL EXPENSES :	233,595	512,226
Excess (deficiency) of revenues over (under) expenditures	114,585	205,147

**PROFIT & LOSS REGIONAL TRANSIT AUTHORITY**

	August-11	YTD
TOTAL REVENUES :	41,700	125,129
TOTAL EXPENSES :	72,122	159,530
Excess (deficiency) of revenues over (under) expenditures	(30,422)	(34,401)

CASH BALANCE	UNRESTRICTED	RESTRICTED	
Our Home Rehab Government Chkng		4,788	
Gen'l Government Chkng	333,844	16,891	
IRP Government Chkng		852,555	
Ft. Madison RLF Government Chkng		158,796	
Henry County RLF Government Chkng		157,136	
Henry County RTA Government Chkng	28,920		
Keokuk RLF Regular Chkng		103,748	
EDA RLF Government Chkng		344,078	
Mediapolis HTF Government Chkng		63,196	
GRHTF Government Chkng		121,245	
<b>TOTAL</b>	<b>362,764</b>	<b>1,822,432</b>	<b>2,185,196</b>

**CUSTOMER ACCOUNTS RECEIVABLE BALANCE**

CURRENT	1-30	31-60	61-90	>90	TOTAL
37,449	118,031	21,060	206,633	15,437	398,610

**Southeast Iowa Regional Planning Commission**

**Balance Sheet**

As of August 31, 2011

Aug 31, 11

**ASSETS**

**Current Assets**

**Checking/Savings**

102.01 · Our Home Rehab Gov't Chkng	4,787.73
103.00 · Gen'l Government Checking	350,734.53
104.00 · IRP Government Checking	852,555.10
105.00 · Ft. Madison RLF Gov't Chkng	158,795.60
106.00 · Henry County RLF-Gov't Chkng	157,135.50
107.00 · Henry County (RTA)-Gov't Chkng	28,920.21
109.00 · Keokuk RLF	103,747.79
110.00 · EDA RLF Government Checking	344,078.48
113.00 · Mediapolis HTF Gov't Chkng	63,196.17
115.00 · GRHTF-Gov't Checking	121,244.65

**Total Checking/Savings** 2,185,195.76

**Accounts Receivable**

120.00 · Accounts Receivable	398,610.45
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**Total Accounts Receivable** 398,610.45

**Other Current Assets**

101.00 · Petty Cash Account	199.95
111.00 · Payroll Transfer	-11,233.76
130.00 · Ft. Madison RLF Receivable	45,947.48
131.00 · Henry County RLF Receivable	52,386.49
132.00 · Our Home Rehab Receivable	13,250.05
133.00 · Mediapolis HTF Receivable	58,747.97
134.00 · EDA RLF Receivable	643,001.84
135.00 · IRP I Loan Receivable	77,563.12
136.00 · IRP II Loan Receivable	292,335.30
137.00 · Keokuk RLF Receivable	101,937.58

**Total Other Current Assets** 1,274,136.02

**Total Current Assets** 3,857,942.23

**Other Assets**

220.10 · Agency Vehicle/Equipment	127,154.73
221.10 · Acc. Deprec. Agency Vehicle/Equ	-109,438.49
230.10 · Transit Vehicle	818,825.05
231.10 · Acc. Deprec. Transit Vehicle	-290,226.89
240.10 · Program Equipment	18,690.00
241.10 · Accum Deprec-Program Equipment	-3,893.75
250.10 · Building	956,560.00
251.10 · Accumulated Depr.-Bldgs	-6,974.92
252.10 · Land	103,440.00

**Total Other Assets** 1,614,135.73

**TOTAL ASSETS** 5,472,077.96

**Southeast Iowa Regional Planning Commission**

**Balance Sheet**

As of August 31, 2011

Aug 31, 11

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

2100 · Payroll Liabilities	1.87
310.00 · Accounts Payable	16,891.00
326.47 · Deferred Revenue-SHTF FY12	3,000.00
326.80 · Custodial Fund Liability	144.07
355.00 · Accrued Salaries & Vacation	13,455.21
3600 · Short Term Notes Payable	8,911.38

**Total Other Current Liabilities** 42,403.53

**Total Current Liabilities** 42,403.53

**Long Term Liabilities**

3700 · Long Term Notes Payable 1,267,937.30

**Total Long Term Liabilities** 1,267,937.30

**Total Liabilities** 1,310,340.83

**Equity**

3900 · Fund Balance	2,413,286.10
3901 · Investment in Transit Vehicles	528,598.16
3902 · Investment in Program Equipment	14,796.25
3903 · Investment in Property	647,000.00
3904 · Reserve for Mediapolis Loans	58,747.97
3905 · Reserve for FM RLF Loans	45,947.48
3906 · Reserve for Henry Co. Loans	52,386.49
3908 · Reserve for Our Home Loans	-2,570.07
3909 · Reserve for Keokuk RLF Loans	101,937.58
3971 · Reserve for EDA RLF Loans	643,001.84
3972 · Reserve for IRP-I Loans	-463,437.86
3976 · Reserve for IRP II Loans	-83,103.96
Net Income	205,147.15

**Total Equity** 4,161,737.13

**TOTAL LIABILITIES & EQUITY** 5,472,077.96

**Southeast Iowa Regional Planning Commission**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Month Ended August 31, 2011**

	August 2011	YTD	FY12 Budget	FY11 Actual	FY10 Actual	FY09 Actual	FY08 Actual
<b>Revenues:</b>							
3900.00 · Tx from Fund Balance			31,239				
<b>4100 · Bus Fare Revenues</b>							
410.00 · General Public	3,821.60	5,940.10	46,761	48,825.70	50,915.99	60,429.77	70,147.42
411.00 · Local Contracts	1,981.28	6,310.42	63,500	131,693.71	306,718.11	471,354.70	287,147.57
<b>Total 4100 · Bus Fares</b>	5,802.88	12,250.52	110,261	180,519.41	357,634.10	531,784.47	357,294.99
<b>4500 · Federal/State Revenues</b>							
450.00 · EDA Planning Grant	0.00	0.00	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	74,304.84	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	0.00	76,300	680,251.00	0.00	0.00	0.00
451.00 · IDED COG Assistance	0.00	0.00	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	57,710.88	57,710.88	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	0.00	190,304	158,306.00	140,265.00	149,731.00	168,236.76
456.00 · State Transit Assistance (RTA)	21,495.57	43,712.34	244,350	385,224.84	228,734.55	217,033.97	235,577.31
457.00 · Federal Transit Assistance (RTA)	0.00	0.00	251,923	333,332.00	396,927.93	315,518.83	184,995.00
458.00 · Housing Draws	169,999.00	292,237.06	0	817,841.25	197,178.94	1,683,708.00	92,154.16
458.01 · IFA Tax Credit Revenues	0.00	0.00	0	11,550.00	28,350.00	7,350.00	0.00
459.00 · State Medicaid	14,370.44	19,668.31	140,000	148,101.74	134,997.51	124,586.16	146,349.29
<b>Total 4500 · Federal/State Revenues</b>	263,575.89	413,328.59	972,348	2,949,988.86	1,676,402.99	2,972,649.95	1,102,953.37
<b>4600 - Principle on Loans</b>							
461.00 - Principle on Loans	19,372.98	39,466.92	0	301,937.24	303,497.75	0.00	0.00
<b>Total 4600 - Principle on Loans</b>	19,372.98	39,466.92	0	301,937.24	303,497.75	0.00	0.00
<b>4700 · Local Revenues</b>							
470.00 · Per Capita Revenue	0.00	122,321.00	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	7,500.00	38,336.00	291,172	297,297.03	963,037.74	3,133,140.17	187,328.81
473.00 · Grant Administration	25,000.00	45,825.00	154,666	455,415.50	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	9,184.00	9,184.00	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	0.00	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	0.00	0.00	24,000	5,943.05	9,595.50	2,762.96	8,255.46
482.00 · Lead Abatement	0.00	0.00	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	2,079.16	3,899.89	8,750	23,405.65	31,002.05	31,990.63	8,784.60
489.00 · Housing Administration	0.00	0.00	248,150	86,814.66	32,600.00	0.00	0.00
<b>Total 4700 · Local Revenues</b>	43,763.16	219,565.89	873,952	1,153,723.90	1,355,828.91	3,470,757.31	413,367.85
<b>4900 · Miscellaneous Revenues</b>							
491.00 · Note Proceeds	0.00	0.00	0	413,000.00			
492.00 · Lease Income	8,061.60	18,373.20	96,739	49,552.51	0.00	0.00	0.00
495.00 · Insurance Proceeds	0.00	0.00	0	0.00	6,010.93	42.70	1,437.30
496.00 · Interest Income (Bank)	672.50	1,542.61	6,255	10,249.28	9,726.69	16,408.76	40,810.84
497.00 · Miscellaneous Revenues-Other	1,461.00	1,776.67	0	16,530.03	4,757.25	6,234.61	10,519.80
498.00 · Matching Funds	0.00	0.00	0	102,021.91	0.00	26,040.00	0.00
<b>Total 4900 · Miscellaneous Revenues</b>	10,195.10	21,692.48	102,994	591,353.73	20,494.87	48,726.07	52,767.94
<b>5000-52 RLF Income</b>							
507.00 · Late Payment Fees	75.00	150.00	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	137.31	338.30	0	2,374.21	2,322.73	0.00	0.00
510.00 · Henry Co. RLF Interest Income	128.93	363.66	0	3,136.95	2,404.54	0.00	0.00
511.01 · EDA RLF I Interest Income	2,837.21	5,607.37	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	156.32	337.36	0	3,595.23	4,765.35	0.00	0.00
515.00 · IRP I Loan Interest Income	491.85	939.53	15,000	6,681.81	14,877.07	0.00	0.00
516.00 · IRP II Loan Interest Income	1,459.47	2,922.72	16,000	19,086.77	16,001.78	87,413.48	97,980.20
517.00 · Our Home Rehab Interest Income	24.20	48.18	0	1,218.57	750.56	0.00	0.00
518.00 · Keokuk RLF Loan Interest Income	159.44	361.53	0	3,315.57	2,824.58	0.00	0.00
<b>Total 5000-52 RLF Income</b>	5,469.73	11,068.65	77,325	80,783.09	80,030.61	92,138.48	99,637.70
<b>Total Income</b>	348,179.74	717,373.05	2,168,119	5,258,306.23	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 August 31, 2011**

	August 2011	YTD	FY12 Budget	FY11 Actual	FY10 Actual	FY09 Actual	FY08 Actual
<b>Expenditures:</b>							
701.00 · Salaries	73,738.46	139,134.21	972,950	1,052,364.19	1,147,061.18	1,078,150.59	859,113.74
702.00 · FICA - Employer's Share	5,425.00	10,319.77	52,833	77,993.62	86,144.50	80,420.84	65,368.60
703.00 · IPERS - Employer's Share	5,868.17	10,268.61	78,517	72,494.61	75,425.69	68,611.33	51,661.71
704.00 · Unemployment	0.00	0.00	1,000	9,049.36	14,805.28	9,462.17	2,481.58
705.00 · Employee Benefits	11,075.98	17,991.01	145,508	138,963.48	147,120.96	98,390.05	57,976.21
706.00 · Physicals	94.00	94.00	1,200	1,780.00	1,424.00	118.00	863.00
707.00 · Uniform Expense	44.95	100.35	600	825.12	3,242.98	3,881.86	3,007.99
708.00 · Drug Testing	0.00	0.00	1,000	967.00	1,001.00	2,023.00	2,980.00
709.00 · Personnel Expenses-Other	0.00	54.80	500	424.56	400.00	1,850.00	1,932.95
710.00 · Accounting	235.50	527.53	4,000	3,637.96	3,800.44	3,556.12	3,457.99
712.00 · Advertising	1,285.38	1,285.38	2,000	2,701.37	5,449.27	5,221.95	9,000.57
717.00 · Audit	0.00	0.00	14,000	12,750.00	12,600.00	12,000.00	13,125.00
726.00 · Contractual Expenses-Other	1,428.00	1,528.00	164,100	590,150.20	152,573.31	147,874.68	32,393.02
728.00 · Information Technology	1,423.99	1,423.99	5,000	14,038.44	8,027.35	11,148.04	12,004.45
729.00 · Copier Expense	246.22	246.22	9,500	7,650.50	9,691.57	9,915.23	3,755.40
730.00 · Legal Expense	60.00	60.00	8,000	24,886.30	33,939.97	19,493.32	4,547.91
738.00 · Depreciation Expense	0.00	0.00	4,400	28,850.73	27,495.05	20,153.16	30,965.61
740.00 · Dues/Subscriptions	917.20	917.20	13,000	16,458.60	12,435.79	13,593.17	14,164.08
741.00 · Public Notices	174.31	174.31	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	0.00	0.00	700	760.00	760.00	979.00	478.18
747.00 · Equipment under \$5000	3,250.00	6,455.00	11,393	29,438.03	4,326.58	54,822.08	30,990.18
748.00 · Capital Equipment	0.00	0.00	0	57,965.05	207,221.40	131,687.94	16,616.00
749.00 · Principle Expense	0.00	0.00	52,129	0.00	0.00	43,449.17	0.00
750.00 · Lead Testing	0.00	0.00	2,000	1,488.00	2,344.00	4,170.00	1,210.00
751.00 · Housing	70,300.00	138,538.06	0	579,853.54	800,582.02	4,286,455.75	97,616.83
752.00 · Admin. Expense	13,685.95	13,685.95	0	61,904.83	24,041.54	22,361.51	3,796.35
754.00 · Insurance	0.00	56,228.80	83,502	93,118.73	102,216.99	84,330.57	58,385.62
756.00 · Mortgage Filing Fees	86.00	164.00	255	482.00	1,656.84	1,920.21	603.00
757.00 · Interest Expense	56.36	117.07	35,619	34,974.14	7,904.85	12,146.88	16,121.69
758.00 · Loan Closing Expense	0.00	0.00	0	5.00	237.88	136.92	32.00
759.00 · Credit Report Exp.	71.43	71.43	250	16.92	18.92	9.46	52.96
766.00 · Bldg. Maintenance & Repair	2,088.20	2,260.20	10,500	19,684.81	0.00	8.40	0.00
767.00 · Vehicle Maintenance & Repair	20,200.54	22,810.52	91,000	123,811.24	119,727.90	158,776.70	131,010.33
768.00 · Marketing	60.00	1,375.00	0	60.00	2,120.00	1,640.00	97,188.85
769.00 · Meeting Expense	128.02	292.95	6,200	6,028.09	6,762.34	6,280.22	7,783.77
782.00 · Printing/Postage	1,041.66	1,135.06	2,575	8,346.74	11,324.12	8,613.58	8,005.49
791.00 · Rent	400.00	1,200.00	5,200	7,663.55	19,806.22	18,591.81	16,242.28
806.00 · Supplies	342.43	1,185.70	15,150	16,573.45	17,733.66	34,975.80	36,449.45
807.00 · Bank Charges	-40.00	-40.00	42	87.28	197.35	135.41	33.95
808.00 · Fuel/Oil	6,059.33	6,059.33	83,314	111,666.91	120,291.76	141,034.94	176,001.86
810.00 · Telecommunications	1,610.67	3,472.30	16,990	22,932.01	24,886.71	21,427.50	16,873.15
811.00 · Utilities Expense	3,617.04	3,617.04	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	0.00	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	1,540.89	1,572.22	11,100	13,132.92	17,304.48	24,513.72	41,001.66
820.00 · Use Allowance	2,079.16	3,899.89	8,750	23,405.65	31,002.05	30,020.75	8,784.60
829.00 · Down Payment Assistance	5,000.00	64,000.00	0	316,418.25	0.00	0.00	0.00
830.00 · Participant Loans & Grants	0.00	0.00	0	0.00	455,400.00	0.00	0.00
890.00 · Matching Expenditures	0.00	0.00	0	0.00	0.00	26,040.06	0.00
900.00 · INDIRECT COSTS	0.00	0.00	82,201	102,021.91	0.01	0.00	-0.01
<b>Total Expenditures</b>	<b>233,594.84</b>	<b>512,225.90</b>	<b>2,104,128</b>	<b>4,767,164.80</b>	<b>3,727,792.43</b>	<b>6,709,192.23</b>	<b>1,935,787.91</b>
<b>Excess (deficiency) of revenues over(under) expenditures</b>	<b>114,584.90</b>	<b>205,147.15</b>	<b>63,991.41</b>	<b>491,141.43</b>	<b>66,096.80</b>	<b>406,864.05</b>	<b>90,233.94</b>

**Regional Transit Authority**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Month Ended August 31, 2011**

	August 2011	Year-to-Date	FY12 Budget	FY11 Actual	FY10 Actual	FY09 Actual	FY08 Actual
<b>venues:</b>							
3900.00 · Tx from Fund Balance			31,239				
<b>4100 · Bus Fare Revenues</b>							
410.00 · General Public	3,821.60	5,940.10	46,761	48,825.70	50,915.99	60,430	70,147.42
411.00 · Local Contracts	1,981.28	6,310.42	63,500	131,693.71	306,718.11	471,355	287,147.57
<b>Total 4100 · Bus Fares</b>	<b>5,802.88</b>	<b>12,250.52</b>	<b>110,261</b>	<b>180,519.41</b>	<b>357,634.10</b>	<b>531,784</b>	<b>357,294.99</b>
<b>4500 · Federal/State Revenues</b>							
456.00 · State Transit Assistance (RTA)	21,495.57	43,712.34	244,350	260,045.84	228,734.55	217,034	235,577.31
457.00 · Federal Transit Assistance (RT)	0.00	0.00	251,923	333,332.00	396,927.93	315,519	184,995.00
459.00 · State Medicaid	14,370.44	19,668.31	140,000	148,101.74	134,997.51	124,586	146,349.29
<b>Total 4500 · Federal/State Revenues</b>	<b>35,866.01</b>	<b>63,380.65</b>	<b>636,273</b>	<b>741,479.58</b>	<b>760,659.99</b>	<b>657,139</b>	<b>566,921.60</b>
<b>4700 · Local Revenues</b>							
470.00 · Per Capita Revenue	0.00	49,443.00	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
<b>Total 4700 · Local Revenues</b>	<b>0.00</b>	<b>49,443.00</b>	<b>49,443</b>	<b>49,443.00</b>	<b>49,443.00</b>	<b>45,523</b>	<b>47,026.00</b>
<b>4900 · Miscellaneous Revenues</b>							
495.00 · Insurance Proceeds	0.00	0.00	0	0.00	3,201.00	43	1,437.30
496.00 · Interest Income (Bank)	5.10	13.41	0	87.83	55.04	57	25.32
497.00 · Miscellaneous Revenues-Other	26.00	41.67	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	
<b>Total 4900 · Miscellaneous Revenues</b>	<b>31.10</b>	<b>55.08</b>	<b>55</b>	<b>11,570.90</b>	<b>7,583.74</b>	<b>27,060</b>	<b>2,165.31</b>
<b>Total Revenues</b>	<b>41,699.99</b>	<b>125,129.25</b>	<b>827,271</b>	<b>983,012.89</b>	<b>1,175,320.83</b>	<b>1,261,506</b>	<b>973,407.90</b>
<b>penditures:</b>							
701.00 · Salaries	24,872.00	44,992.86	321,430	368,634.18	368,395.08	358,597	311,599.03
702.00 · FICA - Employer's Share	1,882.85	3,412.16	17,910	27,924.24	27,710.01	27,457	24,341.37
703.00 · IPERS - Employer's Share	2,007.17	3,517.88	25,939	25,737.68	24,457.12	22,518	19,352.94
704.00 · Unemployment	0.00	0.00	1,000	0.00	6,973.60	9,380	0.00
705.00 · Physiole Benefits	2,586.51	4,303.34	36,005	40,888.57	40,251.91	25,803	14,698.50
706.00 · Physicals	94.00	94.00	1,200	1,780.00	1,424.00	118	863.00
707.00 · Uniform Expense	44.95	100.35	600	825.12	2,025.90	1,194	1,959.19
708.00 · Drug Testing	0.00	0.00	1,000	967.00	1,001.00	2,023	2,980.00
709.00 · Personnel Expenses-Other	0.00	54.80	100	0.00	100.00	1,050	1,503.95
712.00 · Advertising	1,285.38	1,285.38	2,000	1,967.63	1,746.70	3,896	2,218.58
726.00 · Contractual Expenses-Other	0.00	0.00	11,500	12,913.92	8,733.20	9,741	7,838.63
728.00 · Information Technology	135.00	135.00	0	990.00	0.00	0	0.00
730.00 · Legal Expense	0.00	0.00	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	0.00	0.00	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	0.00	1,000	0.00	0.00	17,243	16,025.44
748.00 · Capital Equipment	0.00	0.00	0	57,965.05	207,221.40	107,998	16,616.00
754.00 · Insurance	0.00	46,816.00	49,702	51,564.00	69,793.00	59,100	44,112.00
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	500	3,832.92	0.00	0	0.00
767.00 · Vehicle Maintenance & Repair	19,785.54	22,395.52	90,000	122,079.55	115,118.05	157,507	131,010.33
768.00 · Marketing	0.00	0.00	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	0.00	200	837.01	52.12	247	657.92
791.00 · Rent	400.00	1,200.00	5,200	5,213.55	4,976.22	5,019	3,407.59
806.00 · Supplies	51.49	59.11	1,000	1,003.41	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	5,632.05	5,632.05	79,414	106,783.81	114,227.21	136,696	173,885.33
810.00 · Telecommunications	621.44	1,242.68	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	10.36	10.36	500	3,169.41	5,766.39	2,881	6,598.47
820.00 · Use Allowance	199.26	513.96	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	12,513.83	23,764.58	156,368	104,460.17	104,924.17	109,133	118,165.06
<b>Total Expenditures</b>	<b>72,121.83</b>	<b>159,530.03</b>	<b>818,368</b>	<b>970,114.17</b>	<b>1,139,586.37</b>	<b>1,112,011</b>	<b>927,831.31</b>
<b>nd Balance</b>	<b>-30,421.84</b>	<b>-34,400.78</b>	<b>8,903</b>	<b>12,898.72</b>	<b>35,734.46</b>	<b>149,495.21</b>	<b>45,576.59</b>

**Southeast Iowa Regional Planning Commission**

**Statement of Activities by Cost Center**

**Year to Date thru August 2011**

	<b>10 Company Vehicle</b>	<b>20 EDA PG</b>	<b>22 Facility</b>	<b>23 EDA Facility</b>	<b>30 DMPLAN</b>	<b>47 HOUSING</b>
<b>Revenues:</b>						
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	0.00	0.00	0.00	0.00	0.00	192,237.06
461 - Principle on Loans	0.00	0.00	0.00	0.00	0.00	1,199.30
4700 · Local Revenues	3,899.89	0.00	0.00	0.00	24,586.00	2,012.00
4900 · Miscellaneous Revenues	0.00	0.00	18,958.20	0.00	0.00	34.94
50000-52 RLF Income	0.00	0.00	0.00	0.00	0.00	385.54
	<u>3,899.89</u>	<u>0.00</u>	<u>18,958.20</u>	<u>0.00</u>	<u>24,586.00</u>	<u>195,868.84</u>
<b>Expenditures:</b>						
700.00 · Personnel Expenses	0.00	12,065.62	0.00	0.00	5,065.44	20,859.25
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	0.00	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	1,188.00	0.00	0.00	0.00
728.00 · Information Technology	0.00	0.00	585.00	0.00	9.00	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	0.00	0.00
738.00 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
741.00 · Public Notices	0.00	0.00	0.00	0.00	27.68	25.99
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	0.00	0.00	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	0.00	0.00
751.00 · Housing	0.00	0.00	0.00	0.00	0.00	118,238.06
752.00 · Admin. Expense	0.00	0.00	0.00	0.00	0.00	0.00
754.00 · Insurance	0.00	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	127.00
757.00 · Interest Expense	23.86	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
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	2,260.20	0.00	0.00	0.00
767.00 · Vehicle Maintenance & Repairs	415.00	0.00	0.00	0.00	0.00	0.00
768.00 · Marketing	0.00	0.00	0.00	0.00	0.00	0.00
769.00 · Meeting Expense	0.00	0.00	0.00	0.00	0.00	16.05
782.00 · Printing/Postage	0.00	0.00	0.00	0.00	0.00	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	0.00	0.00	0.00	0.00	0.00	0.00
807.00 · Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00
808.00 · Fuel/Oil	427.28	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	3,617.04	0.00	0.00	0.00
812.00 · Bldg. Operation Allocation	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	0.00	0.00	0.00	0.00	0.00	11.92
820.00 · Use Allowance	32.76	100.46	0.00	0.00	17.21	80.73
829.00 · Down Payment Assistance	0.00	0.00	0.00	0.00	0.00	54,000.00
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	0.00	5,243.80	0.00	0.00	2,138.14	8,673.03
	<u>898.90</u>	<u>17,409.88</u>	<u>7,650.24</u>	<u>0.00</u>	<u>7,257.47</u>	<u>202,032.03</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>3,000.99</u>	<u>-17,409.88</u>	<u>11,307.96</u>	<u>0.00</u>	<u>17,328.53</u>	<u>-6,163.19</u>
<b>SEIRPC adjusted Balance (Exclude RLF's &amp; EDA Facility Grant)</b>	<b>3,000.99</b>	<b>(17,409.88)</b>	<b>11,307.96</b>	<b>-</b>	<b>17,328.53</b>	<b>(6,163.19)</b>

**Southeast Iowa Regional Planning Commission**

**Statement of Activities by Cost Center**

**Year to Date thru August 2011**

	<b>48 GRHTF</b>	<b>60 IDOT</b>	<b>71 EDA RLF</b>	<b>72 IRP-I</b>	<b>73 FM/HC/KK RLF</b>	<b>76 IRP-II</b>
<b>Revenues:</b>						
4100 · Bus Fare Revenues	0.00	0.00	0.00	0.00	0.00	0.00
4500 · Federal/State Revenues	100,000.00	0.00	0.00	0.00	0.00	0.00
461 - Principle on Loans	0.00	0.00	19,780.59	5,971.43	4,251.42	8,264.18
4700 · Local Revenues	0.00	6,750.00	0.00	0.00	7,172.00	0.00
4900 · Miscellaneous Revenues	1,189.35	0.00	200.33	727.43	190.16	0.00
50000-52 RLF Income	0.00	0.00	5,607.37	964.53	1,188.49	2,922.72
	<u>101,189.35</u>	<u>6,750.00</u>	<u>25,588.29</u>	<u>7,663.39</u>	<u>12,802.07</u>	<u>11,186.90</u>
<b>Expenditures:</b>						
700.00 · Personnel Expenses	0.00	24,435.03	4,237.51	0.00	0.00	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	0.00	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	0.00	0.00	0.00	0.00
728.00 · Information Technology	0.00	135.00	184.00	0.00	0.00	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	0.00	0.00
738.00 · Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
741.00 · Public Notices	50.08	11.22	0.00	0.00	0.00	0.00
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	6,455.00	0.00	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	0.00	0.00
751.00 · Housing	20,300.00	0.00	0.00	0.00	0.00	0.00
752.00 · Admin. Expense	13,685.95	0.00	0.00	0.00	0.00	0.00
754.00 · Insurance	0.00	0.00	0.00	0.00	0.00	0.00
756.00 · Mortgage Filing Expenses	27.00	0.00	2.50	0.00	5.00	2.50
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.	71.43	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	0.00	0.00	0.00	0.00	0.00
769.00 · Meeting Expense	0.00	40.00	0.00	0.00	0.00	0.00
782.00 · Printing/Postage	0.00	10.95	0.00	0.00	0.00	0.00
791.00 · Rent	0.00	0.00	0.00	0.00	0.00	0.00
806.00 · Supplies	162.36	40.00	0.00	0.00	0.00	0.00
807.00 · Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00
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	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00	0.00	0.00
816.00 · Travel/Training	7.16	762.98	442.80	0.00	0.00	0.00
820.00 · Use Allowance	91.02	1,571.25	35.52	0.00	0.00	0.00
829.00 · Down Payment Assistance	10,000.00	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	0.00	10,257.14	1,754.91	0.00	0.00	0.00
	<u>44,395.00</u>	<u>43,718.57</u>	<u>6,657.24</u>	<u>0.00</u>	<u>5.00</u>	<u>2.50</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>56,794.35</u>	<u>-36,968.57</u>	<u>18,931.05</u>	<u>7,663.39</u>	<u>12,797.07</u>	<u>11,184.40</u>
<b>SEIRPC adjusted Balance (Exclude RLF's &amp; EDA Facility Grant)</b>	-	<b>(36,968.57)</b>	<b>(6,657.24)</b>	-	-	-

**Southeast Iowa Regional Planning Commission**  
**Statement of Activities by Cost Center**  
**Year to Date thru August 2011**

	<b>80 RPC</b>	<b>85 RTA</b>	<b>90 LOCAL</b>	<b>TOTAL</b>
<b>Revenues:</b>				
4100 · Bus Fare Revenues	0.00	12,250.52	0.00	12,250.52
4500 · Federal/State Revenues	0.00	63,380.65	57,710.88	413,328.59
461 - Principle on Loans	0.00	0.00	0.00	39,466.92
4700 · Local Revenues	0.00	49,443.00	125,703.00	219,565.89
4900 · Miscellaneous Revenues	0.00	55.08	336.99	21,692.48
50000-52 RLF Income	0.00	0.00	0.00	11,068.65
	<u>0.00</u>	<u>125,129.25</u>	<u>183,750.87</u>	<u>717,373.05</u>
<b>Expenditures:</b>				
700.00 · Personnel Expenses	27,228.25	56,226.24	27,596.26	177,713.60
704.00 · Unemployment	0.00	0.00	0.00	0.00
706.00 · Physicals	0.00	94.00	0.00	94.00
707.00 · Uniform Expense	0.00	100.35	0.00	100.35
708.00 · Drug Testing	0.00	0.00	0.00	0.00
709.00 · Personnel Expenses-Other	0.00	54.80	0.00	54.80
710.00 · Accounting	527.53	0.00	0.00	527.53
712.00 · Advertising	0.00	1,285.38	0.00	1,285.38
717.00 · Audit	0.00	0.00	0.00	0.00
726.00 · Contractual Expenses	340.00	0.00	0.00	1,528.00
728.00 · Information Technology	339.99	135.00	36.00	1,423.99
729.00 · Copier Expense	246.22	0.00	0.00	246.22
730.00 · Legal Expense	60.00	0.00	0.00	60.00
738.00 · Depreciation Expense	0.00	0.00	0.00	0.00
740.00 · Dues/Subscriptions	307.20	0.00	610.00	917.20
741.00 · Public Notices	45.99	0.00	13.35	174.31
745.00 · Land, Structures, Right-of-Ways	0.00	0.00	0.00	0.00
746.00 · Leased Equipment	0.00	0.00	0.00	0.00
747.00 · Equipment under \$5000	0.00	0.00	0.00	6,455.00
748.00 · Capital Equipment	0.00	0.00	0.00	0.00
749.00 · Principle Expense	0.00	0.00	0.00	0.00
750.00 · Lead Testing	0.00	0.00	0.00	0.00
751.00 · Housing	0.00	0.00	0.00	138,538.06
752.00 · Admin. Expense	0.00	0.00	0.00	13,685.95
754.00 · Insurance	9,412.80	46,816.00	0.00	56,228.80
756.00 · Mortgage Filing Expenses	0.00	0.00	0.00	164.00
757.00 · Interest Expense	0.00	0.00	93.21	117.07
758.00 · Loan Closing Expenses	0.00	0.00	0.00	0.00
759.00 · Credit Report Exp.	0.00	0.00	0.00	71.43
766.00 · Bldg. Maintenance & Repairs	0.00	0.00	0.00	2,260.20
767.00 · Vehicle Maintenance & Repairs	0.00	22,395.52	0.00	22,810.52
768.00 · Marketing	0.00	0.00	1,375.00	1,375.00
769.00 · Meeting Expense	227.47	0.00	9.43	292.95
782.00 · Printing/Postage	1,008.80	0.00	115.31	1,135.06
791.00 · Rent	0.00	1,200.00	0.00	1,200.00
806.00 · Supplies	788.11	59.11	136.12	1,185.70
807.00 · Bank Charges	-40.00	0.00	0.00	-40.00
808.00 · Fuel/Oil	0.00	5,632.05	0.00	6,059.33
810.00 · Telecommunications	2,172.20	1,242.68	57.42	3,472.30
811.00 · Utilities Expense	0.00	0.00	0.00	3,617.04
812.00 · Bldg. Operation Allocation	0.00	0.00	0.00	0.00
815.00 · Mileage Expense	0.00	0.00	0.00	0.00
816.00 · Travel/Training	325.00	10.36	12.00	1,572.22
820.00 · Use Allowance	203.13	513.96	1,253.85	3,899.89
829.00 · Down Payment Assistance	0.00	0.00	0.00	64,000.00
830.00 · Participant Loans & Grants	0.00	0.00	0.00	0.00
890.00 · Matching Expenditures	0.00	0.00	0.00	0.00
900.00 · INDIRECT COSTS	-63,547.05	23,764.58	11,715.45	0.00
	<u>-20,354.36</u>	<u>159,530.03</u>	<u>43,023.40</u>	<u>512,225.90</u>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<u>20,354.36</u>	<u>-34,400.78</u>	<u>140,727.47</u>	<u>205,147.15</u>
<b>SEIRPC adjusted Balance (Exclude RLF's &amp; EDA Facility Grant)</b>	<b>20,354.36</b>	<b>(34,400.78)</b>	<b>140,727.47</b>	<b>91,119.65</b>

	<b>Type</b>	<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
<b>Aug 11</b>	Bill Pmt -Check	08/10/2011	23555	MT. PLEASANT TIRE & SERVICE	-208.28
	Check	08/10/2011	23556	Daily Gate City	-26.00
	Check	08/10/2011	23557	Hope Haven	-340.00
	Check	08/10/2011	23558	LOWES	-23.18
	Check	08/10/2011	23559	Integrated Technology Partners	-138.00
	Check	08/10/2011	23560	Hy-Vee, Inc	-164.46
	Check	08/10/2011	23561	City of Keokuk	-738.91
	Check	08/10/2011	23562	Farmers Elevator & Exchange, Inc.	-1,514.61
	Check	08/10/2011	23563	City of Mt. Pleasant	-2,457.12
	Check	08/10/2011	23564	Digital Office Solutions	-246.22
	Check	08/10/2011	23565	Pep Stop	-19.00
	Check	08/10/2011	23566	Burlington True Value	-29.16
	Check	08/10/2011	23567	SWAILES AUTO SUPPLY INC.	-508.86
	Check	08/10/2011	23568	Napa Auto Parts	-152.80
	Check	08/10/2011	23569	SHOTTENKIRK SUPERSTORE	-601.70
	Check	08/10/2011	23570	O'Reilly Automotive, Inc.	-164.40
	Check	08/10/2011	23571	The Burlington Hawk Eye	-134.96
	Check	08/10/2011	23572	Deery Brothers Ford Lincoln Inc	-15,110.47
	Check	08/10/2011	23573	Billups Tire and Services Inc.	-550.37
	Check	08/10/2011	23574	CenturyLink	-931.81
	Check	08/10/2011	23575	YELLOW BOOK USA	-1,285.38
	Check	08/10/2011	23576	Control Installations of Iowa Inc	-2,070.90
	Check	08/10/2011	23577	Louisa Publishing Co.	-13.35
	Check	08/10/2011	23578	City of West Burlington	-66.29
	Check	08/10/2011	23579	US Cellular	-57.42
	Check	08/10/2011	23580	Burlington Bees Baseball Club	-120.00
	Check	08/10/2011	23581	Huffman Welding and Machine	-176.25
	Check	08/10/2011	23582	MT. PLEASANT TIRE & SERVICE	-208.28
	Check	08/10/2011	23583	Agri-Center of Henry County	-20.00
	Check	08/10/2011	23584	Ebert Supply Company	-20.20
	Check	08/10/2011	23585	Tom Smith	-44.95
	Check	08/10/2011	23586	Experian	-71.43
	Bill Pmt -Check	08/10/2011	23587	Metzger Johnson Architects Inc.	-25,207.83
	Check	08/10/2011	23588	The Democrat Company	-135.20
	Check	08/10/2011	23589	Drake Hardware & Software	-184.00
	Check	08/10/2011	23590	Tri-State Development Summit	-500.00
	Check	08/10/2011	23591	Louisa County Recorder's Office	-27.00
	Check	08/10/2011	23592	Lee County Recorder/Registrar	-27.00
	Check	08/10/2011	23593	Commercial Contractors	-10,300.00
	Check	08/10/2011	23594	Ft Madison Chpt of the Greater Keokuk	-50,000.00
	Check	08/10/2011	23595	The Secret Garden	-450.00
	Check	08/10/2011	23596	Wright Express Fleet Service	-1,348.69
	Check	08/10/2011	23597	Bancard Services	-4,483.30
	Check	08/24/2011	23598	Drake Hardware & Software	-1,239.99
	Check	08/24/2011	23599	Professional Developers of Iowa	-325.00
	Check	08/24/2011	23600	Bradley & Riley, PC	-60.00
	Check	08/24/2011	23601	SHOTTENKIRK SUPERSTORE	-1,024.63

Check	08/24/2011	23602	Dave Gill Trucks, Inc.	-50.00
Check	08/24/2011	23603	MT. PLEASANT TIRE & SERVICE	-594.84
Check	08/24/2011	23604	SWAILES AUTO SUPPLY INC.	-256.01
Check	08/24/2011	23605	Roberts Tire Center Corporation	-477.16
Check	08/24/2011	23606	Iowa Secretary of State	-30.00
Check	08/24/2011	23607	IPC, Inc.	-400.00
Check	08/24/2011	23608	Pauwels Lawn Care	-500.00
Check	08/24/2011	23609	Fedex	-30.71
Check	08/24/2011	23610	Pitney Bowes - Purchase Power	-1,000.00
Check	08/24/2011	23611	Des Moines County Emergency Mana	-767.77
Check	08/24/2011	23612	Great River Business Health	-94.00
Check	08/24/2011	23613	Iowa Illinois Office Solutions	-233.45
Check	08/24/2011	23614	The Burlington Hawk Eye	-147.00
Check	08/24/2011	23615	Burlington Kiwanis	-110.00
Check	08/24/2011	23616	Brozene Hydraulic Services	-11.87
Check	08/24/2011	23617	Auto Glass Masters	-239.74
Check	08/24/2011	23618	Waterworks Car Wash	-5.00
Check	08/24/2011	23619	Fort Dearborn Life Insurance Compar	-841.10
Check	08/24/2011	23620	Nextel	-621.44
Check	08/24/2011	23621	Commercial Contractors	-10,000.00
Check	08/24/2011	23622	Amanda & Lance Applegarth & Farme	-5,000.00
Check	08/24/2011	23623	Des Moines County Recorder's Office	-27.00

**Aug 11**

**-144,964.49**

Electronic Transfer	Wellmark	-12,827.92
Electronic Transfer	Payroll	-53,740.48
Electronic Transfer	Payroll Taxes	-19,153.79
Electronic Transfer	Copier Loan Payment	-321.79
Electronic Transfer	(2) Vehicle Loan Payments	-860.92
Electronic Transfer	Alliant Energy	-3,550.75
Electronic Transfer	IPERS	-14,453.11

**-104,908.76**

**TOTAL EXPENDITURES**

**-249,873.25**

**BANCARD Services Credit Card Statement**

**STATEMENT DATE: 7/28/2011**

**PAYMENT DUE DATE: 8/22/2011**

**CHECK# 23597**

**DATE PAID 8/10/2011**

Date	Transaction Description	Expense		Class		Amount	Receipt
		Account#	Type	Class#	Class Name		
<b>MIKE NORRIS</b>							
07-Jul-11	ESRI Inc	747	Equip under \$5000	60	IDOT	250.00	yes
07-Jul-11	ESRI Inc	747	Equip under \$5000	60	IDOT	3,000.00	yes
	Annual fee refund	807	Bank Charges	80	RPC	(20.00)	n/a
	Annual fee refund	807	Bank Charges	80	RPC	(20.00)	n/a
<b>TOTAL</b>						<b>3,210.00</b>	
<b>DEBORAH LAUGHLIN</b>							
<b>TOTAL</b>						<b>0.00</b>	
<b>ZACH JAMES</b>							
01-Jul-11	USPS	782	Printing/Postage	60	IDOT	10.95	yes
07-Jul-11	Hotels.com US	816	Travel/Training	60	IDOT	86.97	yes
14-Jul-11	Es Tas on Stanton	816	Travel/Training	60	IDOT	31.00	yes
14-Jul-11	Dublin Bay Irish Pub	816	Travel/Training	60	IDOT	40.00	yes
15-Jul-11	Vesuvius Wood-Fired	816	Travel/Training	60	IDOT	29.96	yes
19-Jul-11	La Tavola	769	Meeting Expense	60	IDOT	40.00	yes
21-Jul-11	Nat'l Assoc of Development Org	816	Travel/Training	60	IDOT	225.00	yes
21-Jul-11	American AI (Expedia Inc)	816	Travel/Training	60	IDOT	342.80	yes
<b>TOTAL</b>						<b>806.68</b>	
<b>KIM SCHISEL</b>							
<b>TOTAL</b>						<b>0.00</b>	
<b>JEFF HANAN</b>							
15-Jul-11	American AI (Expedia Inc)	816	Travel/Training	71.01	RLF	442.80	yes
22-Jul-11	MI Pueblo Real	816	Travel/Training	90	Local	7.00	yes
<b>TOTAL</b>						<b>449.80</b>	
<b>BOB KUSKOWSKI</b>							
05-Jul-11	Fastenal Company	766	Bldg Maintenance	22	Facility	6.46	yes
22-Jul-11	Mineral City Mill	816	Travel/Training	85	RTA	10.36	yes
<b>TOTAL</b>						<b>16.82</b>	
<b>TOTAL</b>						<b>0.00</b>	
<b>TOTAL</b>						<b>4,483.30</b>	

Hans Trousil

Mike Norris

Southeast Iowa Regional Planning Commission

**A/R Summary**

As of August 31, 2011

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
<b>Blair House</b>	95.00	0.00	0.00	0.00	0.00	95.00
<b>Char Mouglin</b>	80.68	0.00	0.00	0.00	0.00	80.68
<b>City of Burlington</b>	0.00	0.00	10,000.00	0.00	10,000.00	20,000.00
<b>City of Fort Madison</b>	0.00	53,078.00	0.00	0.00	0.00	53,078.00
<b>City of Keokuk</b>	0.00	2,312.00	0.00	0.00	0.00	2,312.00
<b>City of Mediapolis</b>	0.00	2,012.00	0.00	0.00	0.00	2,012.00
<b>City of Mt. Pleasant</b>	0.00	19,999.00	0.00	0.00	0.00	19,999.00
<b>City of Oakville</b>	0.00	0.00	0.00	2,500.00	0.00	2,500.00
<b>City of Wapello</b>	0.00	5,000.00	0.00	0.00	5,000.00	10,000.00
<b>CPC - Des Moines County</b>	18.00	531.50	0.00	0.00	0.00	549.50
<b>CPC - Henry County</b>	940.88	843.44	0.00	0.00	0.00	1,784.32
<b>CPC - Henry County (State Case</b>	361.92	215.76	0.00	0.00	0.00	577.68
<b>CPC - Johnson County</b>	25.00	0.00	0.00	0.00	0.00	25.00
<b>CPC - Lee County</b>	38.00	27.00	0.00	0.00	437.42	502.42
<b>CPC - Louisa County</b>	463.68	364.32	0.00	0.00	0.00	828.00
<b>Danville Care Center</b>	50.00	0.00	0.00	0.00	0.00	50.00
<b>Des Moines County Auditor</b>	0.00	30,836.00	6,250.00	0.00	0.00	37,086.00
<b>Direct Mail Holdings</b>	0.00	0.00	2,825.00	0.00	0.00	2,825.00
<b>Downtown Partners</b>	0.00	0.00	0.00	13,211.00	0.00	13,211.00
<b>ECIA</b>	0.00	0.00	0.00	10,366.00	0.00	10,366.00
<b>EDA</b>	0.00	0.00	0.00	170,563.77	0.00	170,563.77
<b>Henry County Auditor</b>	0.00	1,782.00	0.00	0.00	0.00	1,782.00
<b>Iowa Medicaid Enterprise</b>	14,370.44	0.00	1,985.28	854.74	0.00	17,210.46
<b>Iowa Workforce</b>	0.00	180.00	0.00	0.00	0.00	180.00
<b>Louisa County Auditor</b>	20,000.00	0.00	0.00	9,137.00	0.00	29,137.00
<b>Meyers Construction</b>	0.00	450.00	0.00	0.00	0.00	450.00
<b>Mt. Pleasant Correctional Facili</b>	312.50	0.00	0.00	0.00	0.00	312.50
<b>Muscatine Community Services</b>	153.12	0.00	0.00	0.00	0.00	153.12
<b>New London Nursing &amp; Rehab</b>	70.00	0.00	0.00	0.00	0.00	70.00
<b>Trinity Consultants</b>	0.00	135.00	0.00	0.00	0.00	135.00
<b>Wonder Years Learning Center</b>	0.00	265.00	0.00	0.00	0.00	265.00
<b>Workforce Development</b>	470.00	0.00	0.00	0.00	0.00	470.00
<b>TOTAL</b>	<u><u>37,449.22</u></u>	<u><u>118,031.02</u></u>	<u><u>21,060.28</u></u>	<u><u>206,632.51</u></u>	<u><u>15,437.42</u></u>	<u><u>398,610.45</u></u>

# Department Reports

OB #1

# Memo



To: Mike Norris, Executive Director  
From: Zach James, Planning Director  
Date: September 19, 2011  
Re: Planning Department Project Update

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Below are updates on projects in the Planning Department.

- **Website Update**  
Work on our website with our intern from Iowa State University is complete. He helped develop the template and organization of our website. We have launched the site and will be working on updating content as needed.
- **Public Participation Plan**  
Draft will be presented during Board Meeting.
- **Comprehensive Economic Development Strategy (CEDS) Update**  
Staff has begun work on updating the CEDS, which also includes an update to the regional Long Range Transportation Plan. Staff is starting work on public outreach and getting set to gather public input throughout the region through surveys and individual meetings.
- **Louisa County Trails Plan**  
Staff has started work on a trails plan for Louisa County starting in early September. Staff will be working with the National Park Service to hold a series of public input meetings in October, with the plan expected to be complete by the end of the year.
- **Columbus Community Comprehensive Plan**  
Staff has started work on updating the Columbus Community Comprehensive Plan. In the process of distributing community surveys, interviewing members of the community, and attending public events.

### Submitted Grants

- **Scenic Byways** - Staff was notified Des Moines County received \$365,000
- **REAP** – Staff was notified City of Columbus Junction received \$75,000
- **Rail Revolving Loan and Grant Program** – Staff submitted 2 applications for businesses in the Burlington area and should find out about funding in October

### Upcoming Grant Opportunities

- **TIGER III – Pre Applications due October 3, Full application due October 31**
  - Staff is working on 1 application for the City of Keokuk
- **Statewide Enhancements – Applications due October 1<sup>st</sup>**
  - Staff is working on one application for Des Moines County
- **Safe Routes to Schools – Applications due October 1<sup>st</sup>**
  - Staff is working on applications for Columbus Junction, Burlington, Fort Madison, and Wapello
- **Federal Recreation Trails – Applications due October 1<sup>st</sup>**
  - Staff is working on one application for Des Moines County



# Memo

To: SEIRPC Board of Directors  
From: Bob Kuskowski, Transit Director  
Date: 9/15/2011  
Re: SEIBUS Updates

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- The new Medical Shuttle bus has operated for six Wednesday's and has produced 38 rides.
- We have received the new replacement bus for # 932 (# 112) it has been inspected, and it conforms to all specifications. We are in the process of putting it into service.
- We had a driver resign that was driving for our Louisa County route. We are in the process of interviewing drivers for this route.
- There has been a glitch in the Lee county business. Due to a 28E agreement between Lee County and 10-15 Transit we are on hold as far as starting in Lee County. Possible legal action by Lee County has been discussed. IDOT and SEIBUS have discussed emergency plans for equipment in the event 10-15 defaults. No firm direction as of yet.
- The Old Threshers Reunion and the Ft. Madison Rodeo were both successful. They both increased their ridership by more than 150 rides each.

# Draft Public Participation Plan

OB #2



# Memo

To: Mike Norris, Executive Director  
From: Zach James, Planning Director  
Date: September 15, 2011  
Re: Draft Public Participation Plan

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As SEIRPC begins work on updating the Regional Long Range Transportation Plan, Iowa DOT suggests a review of the Public Participation Process outlined by the region for engaging the public in regional transportation planning.

Upon review of existing policies, staff felt that an update was needed to provide better guidance and expectations for involving the public in the regional transportation planning process. In addition, we felt that we should update our plan to meet most of the requirement for MPO's as outlined in the transportation bill SAFETEA-LU. While we are not required to do all of this, we felt that it provides the best possibilities for public participation throughout the region. The following pages include a full draft of the Public Participation Plan.

We are required to have a 45 day public comment period before final approval. A public notice will be sent out and the final draft PPP will be presented at the November Full Board Meeting.

# Region 16 Public Participation Plan

September 2011

Prepared by:



**RESOLUTION #XX-2011**

INTRODUCED BY: SEIRPC

INTENT: A RESOLUTION ADOPTING THE SEIRPC 2011 PUBLIC PARTICIPATION PLAN

**WHEREAS**, the Southeast Iowa Regional Planning Commission serves local government within Des Moines, Henry, Lee, and Louisa Counties, Iowa; and

**WHEREAS**, the mission of the Southeast Iowa Regional Planning Commission is to provide quality direct and technical services, to promote intergovernmental cooperation and to effect a strengthening of the governmental units of the region; and

WHEREAS, the Southeast Iowa Regional Planning Commission desires to incorporate a public participation process that fosters public involvement throughout the transportation planning and decision making process; and

WHEREAS, the SEIRPC has prepared the 2011 Public Participation Plan that complies with SAFETEA-LU regulations; and

WHEREAS, the draft Public Participation Plan has been available for public comment for 45 days and the comment period on the draft has now expired.

**BE IT RESOLVED** by the Southeast Iowa Regional Planning Commission on this 26th day of May, 2011 that the Policy Board hereby approves the Public Participation Plan.

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Brent Schleisman, Chairman

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Mike Norris, SEIRPC Executive Director

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## Chapter 1: Introduction

This document serves as the Public Participation Plan for the Southeast Iowa Regional Planning Commissions (SEIRPC) transportation planning efforts. SEIRPC oversees transportation planning and programming for Des Moines, Henry, Lee, and Louisa Counties in Southeast Iowa. The Public Participation Plan outlines the ways for the public to be involved in SEIRPC transportation planning activities. Public input is a key component of creating useful tools for the Southeast Iowa region. Without interest and input from the public, ideas will be limited in scope and execution and the planning process will be constrained. SEIRPC strives to actively involve the public in decision-making and increase public awareness of the transportation planning process.

This plan serves as the first true Public Participation Plan to be adopted by the SEIRPC. This plan builds on the existing public participation efforts in place, but also works to identify new opportunities to increase public involvement in future transportation planning efforts. Input on how to increase public awareness and participation in the planning process has been sought through SEIRPC Board meetings, input from other regions, trial and error, and attending conferences/webinars on the topic. SEIRPC feels that they have created a useful tool for engaging the public through traditional means, while also utilizing a new range of technological tools available today.

This plan outlines how public involvement is incorporated into SEIRPC activities. The plan is organized as follows:

- **Chapter 2: Overview**  
This chapter provides an overview of SEIRPC, its responsibilities, and the importance of public participation.
- **Chapter 3: Regulations and Requirements**  
This chapter contains federal and state regulations relating to transportation planning efforts.
- **Section 4: Public Participation during SEIRPC Transportation Document Development**  
This chapter highlights the public involvement activities that will be used to create each of the major transportation planning documents that the SEIRPC is required to prepare.
- **Section 5: Ongoing Public Involvement Activities and Participants**  
This chapter focuses on routine activities and participants currently involved in SEIRPC transportation planning efforts.
- **Section 6: How to Get Involved**  
This chapter provides some information on how to get involved in the transportation planning process in Southeast Iowa.

## Chapter 2: Overview

### Background

#### Regional Planning Affiliations

RPA's in Iowa were formed to assist in the coordination of regional transportation planning. RPA's were established in Iowa in 1992 after passage of the Intermodal Surface Transportation Efficiency Act, also known as ISTEA. RPA's began an effort in Iowa to form new state/regional transportation planning partnerships and 18 RPA's currently exist in the State of Iowa. Once RPA's were established, each was asked to form a Technical Advisory Committee and a Policy Committee. The SEIRPC Technical Committee is made up of professional staff, including engineers and planners from member cities, counties, and regional transit systems. The Technical Committee is responsible for making funding recommendations to the Policy Committee for inclusion into the Transportation Improvement Program. The Region 16 Policy Committee is made up of the SEIRPC Board of Directors. The Policy Committee is responsible for approving all projects in the TIP and approving the Transportation Planning Work Program. Through these committees, the RPA's are responsible for producing a Transportation Planning Work Program (TPWP), Transportation Improvement Program (TIP), Long Range Transportation Plan (LRTP), and a Public Involvement Plan to coordinate planning and programming efforts.

#### Structure of SEIRPC

SEIRPC is responsible for the submission of required transportation planning documents to the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Iowa Department of Transportation (IDOT), and also distributing this information to the general public. SEIRPC staff works directly with the SEIRPC Policy Board, the Technical Advisory Committee, and the public to help in the preparation of these transportation planning documents. Public involvement is sought and encouraged throughout the development of the area's transportation plans and programs. Citizens will be provided the opportunity to comment and provide input into all aspects of the transportation planning process through Policy Board meetings, public hearings, surveys, and any other identified means of correspondence. The paragraphs below provide more detailed information on the SEIRPC staff and committees that guide the transportation planning process.

### Major Documents

There are 5 primary documents that the RPA is responsible for and that public participation is a crucial role in developing.

- Long Range Transportation Plan

The Long Range Transportation Plan (LRTP) is the document the region uses to outline transportation projects for the next 20 to 30 years. The plan outlines goals and objectives that will ensure the development and safety of the transportation system and changes it may face in the next 20 to 30 years. The LRTP identifies major projects and priorities in the region. This is used as a tool for planning, implementing and maintaining the region's transportation system into the future.

- Transportation Improvement Program

The Transportation Improvement Program (TIP) identifies projects funded by the Federal Highway Administration and Federal Transit Administration in Region 16. This document is prepared annually and incorporates all city, county and state transportation projects of regional significance that are considered to be eligible for federal-aid funding.

- Transportation Planning Work Program

The Region 16 Transportation Planning Work Program (TPWP) is intended to provide a description of the local, state, and federal transportation planning activities SEIRPC works on annually. SEIRPC assists member government with short and long-term planning needs, project development, grant writing, grant administration, technical assistance, mapping services, transit planning, and other services as needed related to transportation.

- Passenger Transportation Plan

The Passenger Transportation Plan (PTP) is a required document by Iowa Department of Transportation's (IDOT) Office of Public Transit (OPT), and is in efforts to meet the requirements of the federal transportation authorizing legislation, SAFETEA-LU, to follow a coordinated planning process with human services agencies and transportation providers. The purpose of the Region 16 PTP is to improve passenger transit services in the Southeast Iowa Region and provide justification for transit projects in the Transportation Improvement Program (TIP).

- Public Participation Plan

The Public Participation Plan (PPP) outlines the process for involving the public in development of transportation planning documents and decision-making in Southeast Iowa. The PPP covers regulations concerning public involvement in the five major transportation planning documents as outlined within this document. Furthermore, it identifies ways that SEIRPC will attempt to solicit public participation in transportation planning.

### Importance of Public Participation

Public participation is a crucial part of the development of the planning documents that are created for the Des Moines, Henry, Lee and Louisa County region. This plan has been created to inform staff and the public of the transportation issues and to provide a framework in which to have an open and clear process for incorporating public participation into the transportation planning and programming decision making process.

The Public Participation Plan provides an overall outline for the public to access the transportation planning process. All individuals and organizations interested in participating in the planning process will have their views and opinions considered. Public participation is a key component of the planning process and increasing the amount of participation is a high priority.

## Chapter 3: Regulations and Requirements

The federal transportation legislation of SAFETEA-LU outlines regulations that are required of state and metropolitan planning organizations. The following are the guidelines that are required by SAFETEA-LU as well as other legislation the RTA is required to follow.

SEIRPC follows public participation guidelines that are outlined in SAFETEA-LU. Broadly, these requirements state that the “participation plan defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved” in the planning process. The specific requirements are as follows:

- The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:
  - Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;
  - Providing timely notice and reasonable access to information about transportation issues and processes;
  - Employing visualization techniques to describe metropolitan transportation plans and TIPs;
  - Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;
  - Holding any public meetings at convenient and accessible locations and times;
  - Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;
  - Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
  - Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts;
  - Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and
  - Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.
- When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.
- A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan

shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

- In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, metropolitan transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:
  - Recipients of assistance under title 49 U.S.C. Chapter 53;
  - Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and
  - Recipients of assistance under 23 U.S.C. 204.
- When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.
- When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.
- MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.

#### **Title VI, ADA, and Environmental Justice**

SEIRPC plans should be consistent with Title VI of the Civil Rights Act of 1964, which ensures that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, national origin, age, sex, disability, or religion.

SEIRPC plans should also comply with the Americans with Disabilities Act of 1990. This is a civil rights law that protects individuals from discrimination based on disabilities.

SEIRPC plans must also observe Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations. This states that programs, policies, and activities that affect human health or the environment should identify and avoid disproportionately high and adverse effects on minority and low-income populations. Environmental Justice aims to ensure that no racial, ethnic, or socioeconomic group bears a disproportionate share of negative environmental consequences resulting from governmental programs and policies.

#### **Open Meeting Law**

Chapter 21 of the Iowa Code, also known as The Iowa Open Meeting Law is designed to facilitate public access to government decisions. It applies to government bodies, including boards, councils, commissions, and task forces created by the state or its political subdivisions. The law defines what

constitutes a meeting and lists requirements for public notices, agendas, meeting procedures, and minutes, as well as regulations concerning closed meetings.

SEIRPC operates in accordance with the Open Meeting Law by welcoming and encouraging the public to attend meetings. Regular meetings of the SEIRPC Policy Board occur on the fourth Thursday of the month at 12:00 PM at the SEIRPC Offices in West Burlington (Meeting times and locations are subject to change). Meeting notices and agendas are mailed or e-mailed to all media serving the region which request notification. Information about meetings, including minutes and agendas, is also available at SEIRPC Offices and on the SEIRPC website at [www.seirpc.com](http://www.seirpc.com).

**Public Records Law**

Chapter 22 of the Iowa Code, also known as the Iowa Public Records Law, provides for openness from government agencies with regard to public records. With exception for some SEIRPC records, every person has the right to examine and copy public records. SEIRPC complies with the Public Records Law, and public documents are available for review at the SEIRPC Offices. Documents may be viewed during normal office hours, with a nominal fee for copies.

## **Chapter 4: Public Participation during SEIRPC Transportation Document Development**

This section details ways in which the public can get involved during the development of the major documents that SEIRPC is responsible for.

### **Long Range Transportation Plan (LRTP)**

The Long Range Transportation Plan is the document the region uses to outline transportation projects for the next 20 to 30 years. The plan outlines goals and objectives that will ensure the development and safety of the transportation system. To do this, it entails analysis of the current system and how it may change in the next 20 to 30 years. The LRTP identifies major projects and priorities in the region. This is used as a tool for planning, implementing and maintaining the region's transportation system into the future. The following lists the ways that SEIRPC will use to ensure all of the public has an opportunity to be involved in LRTP development.

#### **1. Draft LRTP**

- Input will be sought from citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties.
- The draft LRTP will be developed by RPA staff, with further input from jurisdiction representatives and the Iowa DOT and oversight by the Technical Advisory Committee.

#### **2. Notices and Public Meetings**

- A minimum of one public input session will be held regarding the draft LRTP, with an attempt to have at least one input session in each of the four counties in Region 16.
- Public input sessions will try to be held in an area identified as being a low-income or minority neighborhood. All meetings will be held in accessible facilities.
- Notices for public input sessions will be advertised through local media sources.
- Notices may be posted at governmental offices, public libraries, post offices, at the SEIRPC Offices, and on the SEIRPC website.
- Notices may also be sent to organizations serving traditionally underserved populations, such as minority, low-income, and elderly populations.
- LRTP draft copies will be available at the SEIRPC Offices, SEIRPC website, and upon request.
- Persons requiring special material or presentation formats will be asked for advanced notice of at least one week prior to a public hearing. Reasonable accommodations to provide documents in an accessible format, as required by the American with Disabilities Act, will be made when requested by the public.

#### **3. Public Comment Period and Public Hearings**

- The general public shall be afforded the opportunity to provide comments on the development LRTP. A minimum of a 15 day comment period shall be provided to submit comments via fax, letter, phone, or email.

- A public hearing will be held at a regularly scheduled RPA meeting during the adoption of the final version of the LRTP. A notice of the public hearing will be published no more than twenty days and no less than four days before the date of the hearing.

#### **4. Final LRTP**

- Following the public hearing, the SEIRPC Policy Board will adopt a final version of the LRTP.
- A final version of the LRTP will be submitted to the Iowa DOT and the FHWA.
- The final version of the LRTP will be available at the SEIRPC Offices, on the SEIRPC website, and upon request.
- The public participation process associated with the LRTP will be evaluated and updated as needed.

#### **5. Revisions**

- The LRTP is a long range planning document and projects in the Transportation Improvement Program should be included in the LRTP. The TIP is updated annually and projects in it may be moved forward or backward in time or change in cost or scope. Therefore, the LRTP may be revised between full document updates to reflect current project information as shown in the TIP.
- Other amendments to the LRTP will be made as needed.
- Amendments will require a public hearing to be held at a regularly scheduled SEIRPC Board meeting. A notice of the public hearing will be published no more than twenty days and no less than four days before the date of the hearing.

## **Transportation Improvement Program (TIP)**

The Transportation Improvement Program identifies projects funded by the Federal Highway Administration and Federal Transit Administration in Region 16. This document is prepared annually and incorporates all city, county and state transportation projects of regional significance that are considered to be eligible for federal-aid funding. As part of the TIP development process, SEIRPC receives an annual allocation of federal Surface Transportation Program and Transportation Enhancement funding to be distributed to counties and communities in the Region 16 planning area. The Region 16 Technical Advisory Committee (TAC) reviews, prioritizes, and recommends projects for STP and ENH funding to the SEIRPC Board of Directors. Final approval of projects for inclusion into the TIP is the sole responsibility of the SEIRPC Board of Directors. The TIP is fiscally constrained by adjusting the region's recommended projects to match best the estimated target of available federal STP and ENH funds for the next four years.

### **1. Draft TIP**

- The draft TIP will be developed by input from the Technical Advisory Committee regarding project selection for regional STP and TE funding.

### **3. Public Comment Period and Public Hearings**

- The general public shall be afforded the opportunity to provide comments on the draft TIP. Following development of the draft TIP, a public notice will be advertised through local media sources with a minimum of a 15 day comment period provided to submit comments via fax, letter, phone, or email.
- A public hearing will be held at a regularly scheduled RPA Board meeting during the adoption of the final version of the TIP. A notice of the public hearing will be published no more than twenty days and no less than four days before the date of the hearing.
- Persons requiring special material or presentation formats will be asked for advanced notice of at least one week prior to a public hearing. Reasonable accommodations to provide documents in an accessible format, as required by the American with Disabilities Act, will be made when requested by the public.
- TIP draft copies will be available at the SEIRPC Offices, on the SEIRPC website, and upon request.
- Application forms for STP and TE funding shall be available online on the SEIRPC website from the last week of October until applications are due in December.

### **4. Final TIP**

- Following the public hearing, the SEIRPC Board will adopt a final version of the TIP, including a summary of comments and responses.
- The final TIP will be submitted to the Iowa DOT, the FHWA, and the FTA.
- The final version of the TIP will be available at the SEIRPC Offices, on the SEIRPC website, and upon request.
- The public participation process associated with the TIP will be evaluated and updated as needed.

## 5. Revisions

Occasionally projects programmed to receive federal STP and TE funds must be revised to change the program year, amount of funds, scope of work, or some other change to the project. There are two types of revisions known as an amendment or an administrative modification.

- An amendment involves a major change to a project included in the TIP. This includes an addition or deletion of a project, a major change in project cost, project/project phase initiation dates, or a major change in design concept or scope (e.g. changing project termini or the number of through lanes). An amendment is a revision that requires review by the Technical Advisory Committee, a public review and comment period, requires proof of fiscal constraint, and requires a public hearing. Changes that affect fiscal constraint must take place by amendment of the TIP.
- An administrative modification is considered a minor revision to the TIP. It includes minor changes/project phase costs, minor changes to funding sources of previously-included projects, and minor changes to project/project phase initiation dates. An administrative modification is a revision that does not require public review and comment or proof of fiscal constraint. SEIRPC staff may notify the Board of administrative modifications, but staff is allowed to process administrative modifications without approval of the SEIRPC Board.

## **Transportation Planning Work Program (TPWP)**

The Region 16 Transportation Planning Work Program (TPWP) is intended to provide a description of the local, state, and federal transportation planning activities SEIRPC works on annually. SEIRPC assists member government with short and long-term planning needs, project development, grant writing, grant administration, technical assistance, mapping services, transit planning, and other services as needed related to transportation.

### **1. Draft TPWP**

- The draft document will be prepared by SEIRPC staff with input from jurisdiction representatives, the Iowa DOT and oversight by the SEIRPC Policy Board.
- The draft will be available for public review on the SEIRPC website and at the SEIRPC offices.

### **2. Public Comment Period and Public Hearings**

- The general public shall be afforded the opportunity to provide comments on the draft TPWP. Following development of the draft TPWP a public notice will be advertised through local media sources with minimum of a 15 day comment period provided to submit comments via fax, letter, phone, or email.
- TPWP draft copies will be available at the SEIRPC Offices, on the SEIRPC website, and upon request.
- A public hearing will be held at a regularly scheduled RPA Board meeting during the adoption of the final version of the TPWP. A notice of the public hearing will be published no more than twenty days and no less than four days before the date of the hearing.
- Persons requiring special material or presentation formats will be asked for advanced notice of at least one week prior to a public hearing. Reasonable accommodations to provide documents in an accessible format, as required by the American with Disabilities Act, will be made when requested by the public.

### **3. Final TPWP**

- Following the public hearing, the SEIRPC Board will adopt a final version of the TPWP, including a summary of comments and responses.
- The TPWP will be submitted to the Iowa DOT, the FHWA, and the FTA and made available on the SEIRPC website, at the SEIRPC offices, and upon request.
- The public participation process associated with the TPWP will be evaluated and updated as needed.

### **4. Revisions**

- Revisions to the TPWP will be made as needed.
- Revisions will require a public hearing to be held at a regularly scheduled SEIRPC Board meeting. A notice of the public hearing will be published no more than twenty days and no less than four days before the date of the hearing.

## **Passenger Transportation Plan (PTP)**

The PTP is a required document by Iowa Department of Transportation's (IDOT) Office of Public Transit (OPT), and is in efforts to meet the requirements of the federal transportation authorizing legislation, SAFETEA-LU, to follow a coordinated planning process with human services agencies and transportation providers. The purpose of the Region 16 PTP is to improve passenger transit services in the Southeast Iowa Region and provide justification for transit projects in the Transportation Improvement Program (TIP).

### **1. Draft PTP**

- The draft document will be prepared by SEIRPC staff with input from the Transit Advisory Committee (TRAC), which consists of human service agencies, passenger transportation providers, and users and advocates of transportation services.
- The draft will be available for public review on the SEIRPC website and at the SEIRPC offices.

### **2. Public Comment Period and Public Hearings**

- The TRAC and the general public shall be afforded the opportunity to provide comments on the draft PTP. Following development of the draft PTP a public notice will be advertised through local media sources with minimum of a 15 day comment period provided to submit comments via fax, letter, phone, or email.
- PTP draft copies will be available at the SEIRPC Offices, on the SEIRPC website, and upon request.
- A public hearing will be held at a regularly scheduled SEIRPC Board meeting during the adoption of the final version of the PTP. A notice of the public hearing will be published no more than twenty days and no less than four days before the date of the hearing.
- Persons requiring special material or presentation formats will be asked for advanced notice of at least one week prior to a public hearing. Reasonable accommodations to provide documents in an accessible format, as required by the American with Disabilities Act, will be made when requested by the public.

### **3. Final PTP**

- Following the public hearing, the SEIRPC Board will adopt a final version of the TPWP, including a summary of comments and responses.
- The TPWP will be submitted to the Iowa DOT, the FHWA, and the FTA and made available on the SEIRPC website, at the SEIRPC offices, and upon request.

### **4. Revisions**

- The PTP will be revised as necessary. A full document will be prepared every five years, with annual updates of progress and projects provided in between full updates.
- Revisions will require a public hearing to be held at a regularly scheduled SEIRPC Board meeting. A notice of the public hearing will be published no more than twenty days and no less than four days before the date of the hearing.

## **Public Participation Plan (PPP)**

The PPP outlines the process for involving the public in development of transportation planning documents and decision-making in Southeast Iowa. The PPP covers regulations concerning public involvement in the five major transportation planning documents as outline within this document. Furthermore, it identifies ways that SEIRPC will attempt to solicit public participation in transportation planning.

### **1. Draft PPP**

- Input for the draft document will be sought from all interested parties. Input may be sought through SEIRPC Board meetings, public meetings, surveys, focus groups, and any other effective means of communicating with the public.
- The draft document will be prepared by SEIRPC staff with input from jurisdiction representatives and the Iowa DOT and oversight by the SEIRPC Policy Board.
- The draft will be available for public review on the SEIRPC website and at the SEIRPC offices.

### **2. Public Comment Period and Public Hearing**

- The general public shall be afforded the opportunity to provide comments on the draft PPP. Following development of the draft PPP a public notice will be advertised through local media sources with minimum of a 45 day comment period provided to submit comments via fax, letter, phone, or email.
- TPWP draft copies will be available at the SEIRPC Offices, on the SEIRPC website, and upon request.
- A public hearing will be held at a regularly scheduled SEIRPC Board meeting during the adoption of the final version of the PPP. A notice of the public hearing will be published no more than twenty days and no less than four days before the date of the hearing.
- Persons requiring special material or presentation formats will be asked for advanced notice of at least one week prior to a public hearing. Reasonable accommodations to provide documents in an accessible format, as required by the American with Disabilities Act, will be made when requested by the public.

### **3. Final PPP**

- Following the public hearing, the SEIRPC Board will adopt a final version of the PPP, including a summary of comments and responses.
- The PPP will be submitted to the Iowa DOT, the FHWA, and the FTA and made available on the SEIRPC website, at the SEIRPC offices, and upon request.
- The public participation process associated with the PPP will be evaluated and updated as needed.

### **4. Revisions**

- The PPP will be updated as needed. New methods for public input will continually be explored and included in PPP as needed.
- Minor revisions will be made in consultation with the Policy Board. Major revisions will be considered an update and follow the process outlined above.

**Summary of SEIRPC Transportation Planning Document Development**

Plan	Updated	Draft Development	Public Notice	Public Comment Period	Public Hearing and Adoption	Availability
Long Range Transportation Plan (LRTP)	Every 3 to 5 years	Draft developed by SEIRPC staff with input from interested parties and focus groups	Notice published for public comment period and for public hearing	15 day public comment period	Adopted after a public hearing during SEIRPC Board Meeting	SEIRPC Offices, SEIRPC Website, Upon request
Transportation Improvement Program (TIP)	Annually	Draft developed by SEIRPC staff with input from Technical Advisory Committee	Notice published for public comment period and for public hearing	15 day public comment period	Adopted after a public hearing during SEIRPC Board Meeting	SEIRPC Offices, SEIRPC Website, Upon request
Transportation Planning Work Program (TPWP)	Annually	Draft developed by SEIRPC staff with oversight of Policy Board	Notice published for public comment period and for public hearing	15 day public comment period	Adopted after a public hearing during SEIRPC Board Meeting	SEIRPC Offices, SEIRPC Website, Upon request
Passenger Transportation Plan (PTP)	Before LRTP updates and as needed	Draft developed by SEIRPC staff with input from Transit Advisory Committee	Notice published for public comment period and for public hearing	15 day public comment period	Adopted after a public hearing during SEIRPC Board Meeting	SEIRPC Offices, SEIRPC Website, Upon request
Public Participation Plan (PPP)	Every 5 years with annual updates	Draft developed by SEIRPC staff with oversight of Policy Board	Notice published for public comment period and for public hearing	45 day public comment period	Adopted after a public hearing during SEIRPC Board Meeting	SEIRPC Offices, SEIRPC Website, Upon request

## Chapter 5: Ongoing Public Involvement Activities and Participants

The public is encouraged to participate in all transportation related document development and any other concerns or ideas they may have. Ways to do this not specifically related to the major document development include but are not limited to:

- Monthly Board Meetings open to the public
- Work sessions, focus groups, open houses, public input sessions, surveys, interviews, public events, and public hearings during the development of other major projects.
- Newsletter publications
- Newspaper articles with area media as requested
- Presentations to city councils, planning commissions and county supervisors as needed
- Presentations to local service clubs and groups or other organizations
- Information available on the SEIRPC website and Facebook page

In addition to the opportunities above for public input, the following list details committees and organizations that are regularly involved in the transportation planning process. This list is not all inclusive and other interested parties may be added to this list.

### SEIRPC Policy Board

Name	Title	Agency Represented
Chris Ball	County Supervisor	Louisa County
Bob Beck	County Supervisor	Des Moines County
Steve Bisenius	New Business Development	Lee County Economic Development Group
Jim Davidson	City Council Member	City of Burlington
Klay Edwards		Henry County – Private Sector
David File	Associate VP and Dean of Extended Learning	Iowa Wesleyan College
Gary Folluo	County Supervisor	Lee County
Sue Frice	Regional Manager	Iowa Vocational Rehab Services
Mark Hempen	City Council Member	City of New London
Bob Hesler		Des Moines County – Private Sector
Jim Howell		Louisa County – Private Sector
Mark Huston	City Council Member	City of Columbus Junction
Michael O’Connor	City Council Member	City of Keokuk
Brent Schleisman	City Administrator	City of Mount Pleasant
Byron Smith	City Administrator	City of Fort Madison
Phil Thomas	VP of Teaching and Learning	Southeastern Community College
Randy Tillman	City Council Member	City of Wapello
Hans Trousil	Mayor	City of West Burlington
Kent White	County Supervisor	Henry County

## Transportation Advisory Committee (TAC)

Name	Title	Agency Represented
Jim Davidson	City Council Member	City of Burlington and SEIRPC Board Member
Eric Tysland	Community Development Director	City of Burlington
Chuck Reighard	Superintendent of Schools	City of New London
Bob Kephart	Public Works Director	City of Mount Pleasant
Bill Richards	Professional Engineer	PSBA Associates
Mike Holtkamp	Agriculture Professional	From West Point
Bill Small	Business Professional	State Bank of Wapello
Larry Roehl	County Engineer	Louisa County
Gary Folluo	County Supervisor	Lee County and SEIRPC Board Member
Sam Shea (Non Voting)		Iowa DOT
Mark Bechtel (Non Voting)		Federal Transit Administration
Tracy Troutner (Non Voting)		Federal Highway Administration

## Transit Advisory Committee (TrAC)

Name	Title	Agency Represented
Doug Roelfs	Transit Manager	Burlington Urban Service
Mary Maine	Director	Des Moines County RSVP
Connie Storms	Director	Fort Madison United Way
Karen Bates-Chabel	Director	Mount Pleasant RSVP
Dennis Zegarac	Executive Director	Southeast Iowa AAA
Brenda Sayre	Planning Director	Southeast Iowa AAA
Gary See	County Supervisor	Henry County
Ken Hyndman	County Engineer	Des Moines County CPC
Paula Buckman	County Supervisor	Louisa County
Pam Erhardt	Program Supervisor	Hope Haven Development Center
Bob Bartles	Executive Director	Hope Haven Development Center
Mike O'Connor	City Council Member	City of Keokuk
Sarah Kaufman	Director	Henry County CPC
Steve Ireland	Mayor	City of Fort Madison
Ryane Wood	Director	Lee County CPC
Bob Hoxie		Burlington Trailways
Bob Kuskowski	Transit Director	SEIBUS
Pat Colthurst	Director	Louisa County CPC

## Highway 34 Coalition

Name	Agency Represented
Kurt McChesney	Gladstone Grain
Bill Reichow	Warren County
Yvonne Knapp	Lee County Economic Development Group
Mike Albaugh	Ideal Concrete
Brad Weiss	Vista Bakery, Inc.
Brenda Levitt	Greater Burlington Partnership
Tom Doran	Henderson County Economic Development
Jerry Link	Knox County Board
Linda Utsinger	Galesburg Regional Economic Development
Lomax Payton	
Blanche Shoup	Workforce Investment Office
Sherry Berg	Carl Sandburg College
Mike Norris	SEIRPC
Terry Davis	Big River Resources
Jolene Willis	Western Illinois
Gene Blade	Honorary Member
Don Chicken	Honorary Member
Mark Hagerla	Honorary Member

## Highway 61 Coalition

Name	Title	Agency Represented
Bob Beck	County Supervisor	Des Moines County
Dennis Hinkle	President/CEO	Greater Burlington Partnership
Brenda Levitt	Secretary/Treasurer	Greater Burlington Partnership
Steve Ireland	Mayor	City of Fort Madison
Terry Knoke	Professional Engineer	PSBA Associates
Gary Folluo	County Supervisor	Lee County
Osama Shihadeh		Grain Processing Corporation
Jeff Stone		Grain Processing Corporation
John Vose	City Council Member	City of Mediapolis
Julie Tribbey	City Clerk	City of Mediapolis
Ron Durbin	Mayor	City of Wapello
Paula Buckman	County Supervisor	Louisa County
Zachary James	Planning Director	SEIRPC
Vern Meierotto	61 Coalition Chairman	City of West Point
Forest Bartenhagen	Retired	Louisa County

## Heartland Highway Corridor Consortium

Name	Title	Agency Represented
Brent Vandelune	Land Use Planning Manager	Polk County
Roger Schletzbaum	County Engineer	Marion County
Steve Bowers	Corporate Logistics Manager	Pella Corporation
Dale Uehling	Mayor	City of Ottumwa
Ed Malloy	Mayor	City of Fairfield
Jon Sullivan	Commerce Director	Oskaloosa Chamber and Development Group
Don Carmody	Business Professional	Two Rivers Bank and Trust
Bob Beck	County Supervisor	Des Moines County
Brad Weiss	Logistics Manager	Vista Bakery, Inc.
Sam Shea (Non Voting)	District 5 Planner	Iowa DOT
Joe Crowe (Non Voting)	Region 3 Deputy Director	Illinois DOT
Tom Hart (Non Voting)	Transportation and Infrastructure Manager	Iowa Department of Economic Development

## **Chapter 6: How to Get Involved**

To get involved in the transportation planning process, the public can directly contact SEIRPC staff listed below by mail, e-mail, phone, or in person.

Mike Norris | Executive Director

P|319-753-4310

[mnorris@seirpc.com](mailto:mnorris@seirpc.com)

Zach James | Planning Director

P|319-753-4313

[zjames@seirpc.com](mailto:zjames@seirpc.com)

Southeast Iowa Regional Planning Commission (SEIRPC)

211 North Gear Avenue Suite 100

West Burlington, Iowa 52655

P| 319.753.5107

F| 319.754.4763

[www.seirpc.com](http://www.seirpc.com)

[www.facebook.com/SEIRPC](https://www.facebook.com/SEIRPC)

# Traffic Speed Indicators Update

OB #3

# Memo



To: Mike Norris, Executive Director  
From: Zach James, Planning Director  
Date: September 15, 2011  
Re: Regional Traffic Speed Indicator Sharing Program Update

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## **January 2010 Board Meeting**

I presented a memo to the Full Policy Board at their January 2010 meeting, which provided an update on the status of the speed indicator process. Below is a list of the next steps that I presented that were supported by the Board.

1. Use information gathered from surveys and public meetings to establish a detailed structure on how the regional speed indicator program will work.
2. Contact communities to provide them with details on regional speed indicator program and get commitments from entities interested in program
3. Determine local match to purchase speed indicators based on number of entities participating
4. Present details on regional speed indicator program including structure of program and funding details to SEIRPC Policy Board at the March full board meeting.

## **Current Status**

Staff has moved forward with this project by contacting communities about their interest in participating in the program. We received interest from 7 entities that are willing to participate.

Staff will work on:

- Getting updated cost estimates for the speed indicators
- Contacting communities about final costs for purchasing speed indicators, and
- Work on amending the Transportation Planning Work Program to include the purchase of the speed indicators. We hope to have this to the Policy Board for the November meeting.

# CEDS Update

OB #4



# Memo

To: SEIRPC Board  
From: Mike Norris, Executive Director  
Date: September 22, 2011  
Re: CEDS Update

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SEIRPC is on schedule for its CEDS development. The first meeting with the CEDS steering committee went well with excellent input for the public input part of the plan.

The public input will feature over 70 personal interviews in addition to surveys. The responses will give subcommittees, CEDS committee and the SEIRPC board a broad base to establish goals.

Be on the lookout for information leading to online survey that will inquire about regional priorities regarding transportation, community development and economic development.

Public input should be complete by the end of calendar year 2011, with subcommittee work starting in February.

# Governor's 2020 Citizen's Advisory Panel

OB #5



# Memo

To: SEIRPC Board  
From: Mike Norris, Executive Director  
Date: September 22, 2011  
Re: Citizen's Advisory Committee, Transportation Funding

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The Governor-appointed Citizens Advisory Committee will hold a meeting at Iowa Wesleyan College, 6-8pm on Wednesday, September 21.

The purpose of the committee is to review current levels of the road use tax fund and the sufficiency of those revenues for the projected construction and maintenance needs of city, county, and state governments in the future.

This is a great opportunity to let the committee know how you feel about the sufficiency of transportation funding.

Since the board meeting will be held after the committee meeting, my hope is that board members will see this memo before Wednesday, September 21.

I will be attending on behalf of SEIRPC and advocating for increasing revenues.

# Golf Outing Update

OB #6



# Memo

To: SEIRPC Board  
From: Mike Norris, Executive Director  
Date: September 22, 2011  
Re: Golf outing update

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Currently, there are approximately 60 individuals playing in the SEIRPC golf tournament. There may be additional by board meeting.

Staff feels that the \$2500 net proceeds goal is within reach for the Great River Housing Trust Fund, with the amount of golfers and donated items received for auction.

If you haven't signed up, please do ASAP. The cost is \$50 per player, with hole prizes, top team prizes, and chances at auction items.

Auction items include:

- Tailgate package with Iowa State tickets (Nov 5 vs. Kansas), a grill and accompaniments.
- Louisa County package with local wine, gifts and coupons.
- Steamboat Days tickets.
- Two round trip tickets out of Southeast Iowa Regional Airport to either Chicago or St. Louis.
- Multiple store gift certificates .
- Golf rounds at area courses like Flint Hills, Spirit Hollow, Sheaffer, Indian Hills and training equipment from Momentus Golf.
- Other exciting items.