



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

AGENDA

Tri-County Regional Planning Commission Ways & Means Committee

Camille Coates, Chairperson
Greg Menold, and Autum Jones

Wednesday, November 6, 2024, at 8:00 a.m.
456 Fulton St, Room 420
Peoria, IL 61602

Microsoft Teams

[Join via computer or smartphone](#)

Meeting ID: 251 314 490 868

Passcode: 6WpPja

Dial in by phone

(929) 346-7201

Phone Conference ID: 238 205 795#

1. Call to Order
2. Roll Call
3. Public Comment
4. Motion to approve the Meeting Minutes on May 1, 2024
5. Recommendation to the Commission the approval of the September 2024 Financial Statements and Billings
6. Recommendation to the Commission the approval of the FY 2024 Independent Audit Report
7. Other
 - a. Next meeting is scheduled for December 4, 2024, at 8:30 a.m.
8. Adjournment

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Tri-County Regional Planning Commission

456 Fulton Street, Suite 420

Peoria, IL 61602

Phone- 309-673-9330

www.tricountyrpc.org

Ways & Means Committee

Camille Coates, Chairperson

Greg Menold, and Autum Jones

MINUTES

Wednesday, May 1, 2024 @ 8:30 a.m.

1. Call to Order
Chairperson Camille Coates called the meeting to order at 8:30 a.m.
2. Roll Call
Present: Camille Coates, and Greg Menold. Absent: Autum Jones. Staff: Eric Miller, Debbie Ulrich, Ray Lees, and Rebecca Eisele.
3. Public Input-none
4. Approval of Minutes of December 6, 2023
Greg Menold moved to approve the minutes of December 6, 2023, and Greg Menold seconded.
Motion carried.
5. Recommendation to Commission the approval of March Financial Statements and Billings (Resolution 24-51)
Greg Menold recommended to Commission the approval of March Financial Statements and Billings (Resolution 24-51), and Camille Coates seconded.
Rebecca Eisele updated on the following:
 - Total Operating Cash at the end of October was approximately \$1,021k. Operating cash increased by \$34k in March, compared to February.
 - Total Accounts Receivable at the end of month was \$\$244k. Of the A/R balance \$192k was federal funds, \$25k was state funds, and \$27k was local funds.

- Accounts Payable balance at the end of March was \$134k, and of that amount there was \$132k in unpaid pass-through expenses as of the end of March. The remaining \$2k A/P balance was for regular monthly bills unpaid as of the end of the month.
- Current billing for March was \$102k, minus direct pass-through expenses and adjusting entries of (\$17k) resulting in Operating Revenue of \$86k.
- Total Expenses for March were (\$104k) minus direct pass-through expenses and adjusting entries of \$17k, resulting in Operating Expenses of (\$88k)
- March ended with a deficit of approximately (\$2k). Fiscal Year 2024 has a surplus of approximately \$264k.

Motion carried.

6. Recommendation to Commission the approval Martin Hood LLC to complete the financial and compliance audit for fiscal year 2024 (Resolution 24-49)
Greg Menold moved to recommend to Commission the approval Martin Hood LLC to complete the financial and compliance audit for fiscal year 2024 (Resolution 24-49) and Camille Coates seconded. Eric Miller explained that this is the 5th consecutive year that Martin Hood LLC has been doing TCRPC's audit. Next year we will need to go out for a bid and decide who to do our audit.
Motion carried.
7. Review of Draft 2025 Budget
Eric Miller explained the changes in the Draft FY25 budget.
8. Adjournment
Greg Menold moved to adjourn at 8:45 am and Camille Coates seconded. Motion carried.

Submitted by:
Eric Miller, Executive Director

Recorded and transcribed by:
Debbie Ulrich, Office Administrator

SEPTEMBER 2024

Ways & Means Committee - Financial Summary

	September-24	August-24	FY25 YTD
Net Income / (Loss)	(13,132)	(4,759)	223,239

	September-24	August-24	FY25 YTD
Internal Funds Used for Safe Streets Plan	(2,405)	(4,242)	(6,647)
Internal Funds Used for Kickapoo Creek Watershed Study	(1,005)	(358)	(1,364)
TOTAL INTERNAL FUNDS USED - FY25			(8,011)

Page 1 **Monthly Financial Summary**

Page 2 **PPUATS Joint Funding Account Summary**

	September-24	August-24	Increase / (Decrease)
Balance Sheet			
Operating Cash	945,183	967,486	(22,304)
Joint Funding Account	567,380	477,165	90,214
All Unrestricted and Restricted Cash	1,527,505	1,459,593	67,912

Page 5 **Reference Statement of Cash Flows for Detail on Changes in Cash**

	September-24	August-24	Increase / (Decrease)
A/R Aging Summary			
Total Accounts Receivable	471,270	520,374	(49,104)
Total Federal Receivables	315,110	295,561	19,549
Total State Receivables	56,094	56,175	(82)
Total Local Receivables	100,066	168,638	(68,572)

	September-24	August-24	Increase / (Decrease)
A/P Aging Summary			
Total Accounts Payable at EOM	115,120	108,484	6,636
A/P to be billed - Pass-throughs	108,694	95,101	13,593
A/P Indirect Costs	6,426	13,382	(6,956)

	September-24	August-24	Increase / (Decrease)
Income Statement			
Current Billing	140,747	171,456	(30,709)
Current Expenses	(153,879)	(176,216)	22,337
Net Operating Income / (Loss)	(13,132)	(4,759)	(8,373)

	September-24	August-24	Increase / (Decrease)
Staff Time			
Regular Working Days	20.00	22.00	(2.00)
Paid Holidays	1.00	-	1.00
PTO Used (Hours)	136.74	123.50	13.24

	September-24	August-24	Increase / (Decrease)
Staff Expense			
Salary Expenses	68,125	67,028	1,097
Benefits and Employer Taxes	21,012	22,961	(1,948)
Total Salary and Benefits Expense	89,137	89,989	(852)

Page 11 **Checking Account Registers of Expenses Paid**

Pages 12 - 21 **Bank Account Statements**

Page 22 **Credit Card Registers of Expenses Paid**

Pages 23-24 **Credit Card Statements**

SEPTEMBER 2024

PPUATS Joint Funding Account Summary

	Current Month September-24	Previous Month August-24
Account Balance	567,380	477,165

Account Income	September-24	August-24
Joint Funding Payments Received - 08/2024	90,170	-
MPO Fund Balance Transferred to Joint Funding Account	-	-
Interest Income	44	41
Monthly Income	90,214	41

Account Expenses	September-24	August-24
Peoria, Tazewell, Woodford - Member Dues**	-	(3,750)
Safe Streets 4 All - Local Match	-	-
Monthly Expenses	-	(3,750)

FY25 Joint Funding Summary	Received	Due
Total Joint Funding	\$ 216,392	\$ 27,242
City Link	3,800	-
City of Chillicothe	3,417	-
City of East Peoria	12,539	-
City of Pekin	-	17,696
City of Peoria	63,102	-
City of Washington	8,963	-
City of West Peoria	2,377	-
Peoria County	53,661	-
Tazewell County	42,451	-
Village of Bartonville	3,315	-
Village of Creve Coeur	2,752	-
Village of Germantown Hills	1,903	-
Village of Morton	-	9,546
Village of Peoria Heights	3,295	-
Woodford County	14,817	-

Tri-County Regional Planning Commission

Balance Sheet

As of September 30, 2024

	Current Month	Previous Month	Previous Year
	Sep 30, 24	Aug 31, 24	Sep 30, 23
ASSETS			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	945,183	967,486	934,889
Total 10000 · Cash - Unrestricted	945,183	967,486	934,889
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	567,380	477,165	389,777
11310 · MCB Checking - IL MPO Adv.	-	-	19,238
11410 · MCB Savings - Unvested Retirement	13,412	13,411	9,792
Total 11000 · Cash - Restricted	582,322	492,107	420,338
Total Checking/Savings	1,527,505	1,459,593	1,355,227
Accounts Receivable			
13000 · Accounts and Grants Receivable			
Total 13000 · Accounts and Grants Receivable	471,270	543,676	436,527
Total Accounts Receivable	471,270	543,676	436,527
Other Current Assets			
15000 · Prepaid Expenses	35,576	42,331	40,433
Total Other Current Assets	35,576	42,331	40,433
Total Current Assets	2,034,350	2,045,600	1,832,188
Fixed Assets			
17100 · Computer Equipment	96,029	96,029	93,173
17101 · Accum. Deprec. - Computers	(84,205)	(82,457)	(63,863)
Total Fixed Assets	11,824	13,572	29,311
Other Assets			
19000 · Right of Use - Office Space	146,014	148,531	27,926
19001 · Right of Use - Copier	10,374	10,846	15,108
19002 · Right of Use - SBIT Agreements	-	-	5,807
Total Other Assets	156,388	159,377	48,841
TOTAL ASSETS	2,202,562	2,218,549	1,910,339
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · Accounts Payable	115,120	108,484	151,862
Total Accounts Payable	115,120	108,484	151,862
Other Current Liabilities			
21000 · Accrued Expenses	1,068	712	2,647
21100 · Accounts Payable - Employees	1,721	772	1,035
22000 · Employer Liabilities			
22100 · Accrued Wages Payable	29,895	34,256	30,663
22200 · Accrued Vacation/Personal Time	60,843	56,173	60,598

Tri-County Regional Planning Commission

Balance Sheet

As of September 30, 2024

	Current Month	Previous Month	Previous Year
	Sep 30, 24	Aug 31, 24	Sep 30, 23
22300 · Unvested Retirement	13,667	13,667	10,114
22500 · Payroll Taxes and Withholdings			
22503 · FICA & Medicare	2,257	2,617	2,528
22504 · IL Unemployment Taxes	331	289	134
22505 · 457 (b) Contributions	-	-	1,132
22515 · IMRF - Employee Pension	-	1,251	-
22516 · IMRF - Commission	6,771	10,887	-
22520 · United Way	20	13	-
Total 22500 · Payroll Taxes and Withholdings	9,379	15,058	3,794
Total 22000 · Employer Liabilities	113,784	119,154	105,169
22800 · Local Matches			
22801 · Local Match - City of Peoria	-	-	5,000
22802 · Local Match - GPSD	-	-	9,500
22803 · Local Match - PDC Services, Inc	-	-	5,000
22804 · Local Match - Wildlife Prairie	-	-	500
Total 22800 · Local Matches	-	-	20,000
23000 · Unearned Revenue			
23101 · Deferred Revenue - IDOT	26,205	29,015	34,263
23200 · IL MPO	-	-	19,238
23500 · Village of Washburn	-	-	488
Total 23000 · Unearned Revenue	26,205	29,015	53,988
28000 · Current Lease Liab. - Office Sp	19,903	22,056	26,091
28001 · Current Lease Liab. - Copier	4,205	4,668	3,923
Total Other Current Liabilities	166,886	176,377	212,853
Total Current Liabilities	282,006	284,860	364,715
Long Term Liabilities			
29000 · Lease Liability - Office Space	126,852	126,852	2,941
29001 · Lease Liability - Copier	6,292	6,292	11,210
Total Long Term Liabilities	133,144	133,144	14,152
Total Liabilities	415,150	418,004	378,867
Equity			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	1,357,723	1,357,723	1,089,308
Net Income	223,239	236,371	235,714
Total Equity	1,787,412	1,800,544	1,531,472
TOTAL LIABILITIES & EQUITY	2,202,562	2,218,549	1,910,339

Tri-County Regional Planning Commission

Statement of Cash Flows

July through September 2024

	Sep 24	Jul - Sep 24
OPERATING ACTIVITIES		
Net Income	(13,132)	223,239
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	64,368	(37,937)
13001 · Accrued Receivables	8,038	(19,593)
15000 · Prepaid Expenses	6,755	(20,998)
20000 · Accounts Payable	6,636	(46,352)
21000 · Accrued Expenses	356	(1,432)
21100 · Accounts Payable - Employees	949	1,196
22100 · Accrued Wages Payable	(4,361)	(962)
22200 · Accrued Vacation/Personal Time	4,670	(491)
22503 · FICA & Medicare	(359)	(99)
22504 · IL Unemployment Taxes	42	47
22515 · IMRF - Employee Pension	(1,251)	-
22516 · IMRF - Commission	(4,116)	3,415
22520 · United Way	7	-
23101 · Deferred Revenue - IDOT	(2,810)	22,172
23210 · Kickapoo Creek Watershed-Local	-	(2,935)
28000 · Current Lease Liab. - Office Sp	(2,153)	19,903
28001 · Current Lease Liab. - Copier	(463)	4,205
Net cash provided by Operating Activities	63,175	143,378
INVESTING ACTIVITIES		
17101 · Accum. Deprec. - Computers	1,748	5,244
19000 · Right of Use - Office Space	2,517	(143,221)
19001 · Right of Use - Copier	472	735
Net cash provided by Investing Activities	4,737	(137,242)
FINANCING ACTIVITIES		
29000 · Lease Liability - Office Space	-	123,910
29001 · Lease Liability - Copier	-	(4,918)
Net cash provided by Financing Activities	-	118,992
Net cash increase for period	67,912	125,128
Cash at beginning of period	1,459,593	1,402,377
Cash at end of period	1,527,505	1,527,505

Tri-County Regional Planning Commission

A/R Aging Summary

As of September 30, 2024

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Direct Bill - GIS						
Logan County	188	-	-	-	-	188
Woodford County Zoning	2,400	-	-	-	-	2,400
Total Direct Bill - GIS	2,588	-	-	-	-	2,588
Direct Bill - Planning Contracts						
HUD Healthy Homes - METEC	300	-	-	-	1,989	2,289
Tazewell Co Comm. Development Review	754	754	-	-	-	1,508
Total Direct Bill - Planning Contracts	1,054	754	-	-	1,989	3,797
Heart of IL Regional Port District	420	-	-	-	-	420
IDOT - FTA						
HSTP 06/23	-	-	-	-	9,559	9,559
HSTP 06/25	6,075	5,248	-	6,789	-	18,112
Total IDOT - FTA	6,075	5,248	-	6,789	9,559	27,670
IDOT SPR						
Multi-Jurisdictional Comp Plans (06/25)						
20% Local - Chillicothe - 23T0034	809	-	-	-	-	809
20% Local - Brimfield - 23T0034	59	-	-	-	-	59
20% Local - Creve Coeur - 23T0034	680	1,652	-	-	283	2,615
20% Local - East Peoria - 23T0034	2,127	2,709	-	-	-	4,836
20% Local - Germantown Hills - 23T0034	253	-	-	-	-	253
80% Federal - Chillicothe - 23T0034	3,238	2,082	-	-	-	5,320
80% Federal - Brimfield - 23T0034	234	-	-	-	-	234
80% Federal - Creve Coeur - 23T0034	2,720	6,610	-	-	-	9,330
80% Federal - East Peoria - 23T0034	8,508	10,836	-	-	-	19,344
80% Federal - Germantown Hills - 23T0034	1,013	802	-	-	-	1,815
Total Multi-Jurisdictional Comp Plans (06/25)	19,641	24,692	-	-	283	44,615
Port District Master Plan - 23T0047 12/25						
20% State Match Port District Master Plan	5,049	4,634	-	-	-	9,683
80% Federal SPR - Port District Master PI	20,195	18,537	-	-	-	38,732
Total Port District Master Plan - 23T0047 12/25	25,244	23,171	-	-	-	48,415
Total IDOT SPR	44,885	47,863	-	-	283	93,030
IDOT UPWP						
FY25 IDOT UPWP 12/25 - 25T0023						
80% Federal Funds PL-FTA 12/25	70,525	108,093	-	-	-	178,618
20% Match - State Planning Funds 12/25	17,631	27,023	-	-	-	44,654
Total FY25 IDOT UPWP 12/25 - 25T0023	88,156	135,116	-	-	-	223,272
FY24 IDOT UPWP 12/24 - 24T0008						
20% Match - State Planning Funds 12/24	1,386	370	-	-	-	1,756
80% Federal Funds PL-FTA 12/24	10,176	4,723	-	-	-	14,900
Total FY24 IDOT UPWP 12/24 - 24T0008	11,562	5,094	-	-	-	16,656
Total IDOT UPWP	99,718	140,210	-	-	-	239,928
IEMA						
3HM4489TRIC - Hazard Mitigation - 05/25	-	-	-	-	3,104	3,104
Total IEMA	-	-	-	-	3,104	3,104
Illinois Environmental Protection Agency						
3192204 - IEPA - Kickapoo Creek Watershed						
60% Federal Funds - IEPA - Kickapoo Creek	1,507	4,916	-	-	-	6,423
Total 3192204 - IEPA - Kickapoo Creek Watershed	1,507	4,916	-	-	-	6,423
Total Illinois Environmental Protection Agency	1,507	4,916	-	-	-	6,423

Tri-County Regional Planning Commission

A/R Aging Summary

As of September 30, 2024

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
PPUATS Funding						
Pekin, City of	-	-	-	17,696	-	17,696
Tazewell County	-	-	-	42,451	-	42,451
Creve Coeur, Village of	-	-	-	180	-	180
Morton, Village of	-	-	-	9,546	-	9,546
Woodford County	-	-	-	14,817	-	14,817
Total PPUATS Funding	-	-	-	84,690	-	84,690
USDOT						
FHWA - SS4A						
80% Federal - FHWA SS4A	9,620	-	-	-	-	9,620
Total FHWA - SS4A	9,620	-	-	-	-	9,620
Total USDOT	9,620	-	-	-	-	9,620
TOTAL	165,865	198,990	-	91,479	14,935	471,270

Tri-County Regional Planning Commission
A/P Aging Summary
As of September 30, 2024

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Baxter & Woodman, Inc.	-	2,299	-	-	-	2,299
CityBlue	-	220	-	-	-	220
Crawford, Murphy, & Tilly	-	-	-	6,930	-	6,930
Facet Technologies, Inc.	113	225	-	-	-	338
GateHouse Media Illinois Holdings-PJ Star	125	-	-	-	-	125
Guardian	20	20	-	-	-	41
Hanson Professional Services, Inc.	4,632	3,243	-	-	-	7,875
Heartland Parking 243651-240830	105	-	-	-	-	105
Heyl Royster	-	572	1,365	-	-	1,937
Hinckley Springs	130	-	-	-	-	130
IT Unified	-	1,200	-	-	-	1,200
Lochmueller Group, Inc.	12,024	-	-	-	-	12,024
Martin Hood	20,825	-	-	-	-	20,825
Morton Community Bank	2,378	-	-	-	-	2,378
PGAV Planners, LLC	14,035	17,145	-	-	-	31,180
Platte River Analytics, LLC	825	-	-	-	-	825
Staples	-	369	-	-	-	369
The Cleaning Source	202	-	-	-	-	202
Verizon Wireless	336	-	-	-	-	336
WEX Bank	16	40	-	-	-	56
WSP USA, Inc.	15,033	10,211	-	-	-	25,244
Xerox Financial Services	481	-	-	-	-	481
TOTAL	71,281	35,544	1,365	6,930	-	115,120

Pass Through Expenses	Amount
Baxter & Woodman, Inc.	2,299
Crawford, Murphy, & Tilly	6,930
Hanson Professional Services, Inc.	7,875
Lochmueller Group, Inc.	12,024
Martin Hood	20,825
Morton Community Bank	1,492
PGAV Planners, LLC	31,180
Platte River Analytics, LLC	825
WSP USA, Inc.	25,244
TOTAL Pass Through Expenses	108,694

Tri-County Regional Planning Commission

Profit & Loss

September 2024

	CURRENT Month	Previous Month	FY25 - CURRENT YTD	FY24 - Previous YTD
	Sep 24	Aug 24	Jul - Sep 24	Jul - Sep 23
Ordinary Income/Expense				
Income				
41000 · Federal Grants and Awards	112,115	139,020	376,690	413,293
42000 · State Grants and Awards	20,548	20,314	64,179	89,380
43000 · Local Matching Contributions				
43001 · Joint Funding Contributions	(3,750)	(3,750)	232,384	222,566
43000 · Local Matching Contributions - Other	3,654	7,155	15,055	2,350
Total 43000 · Local Matching Contributions	(96)	3,405	247,439	224,916
44000 · Charges for Services				
44010 · GIS Support	1,763	2,200	7,363	7,461
44020 · Planning & Zoning Support	2,565	2,678	7,543	4,033
Total 44000 · Charges for Services	4,328	4,878	14,905	11,494
45000 · Member Dues	3,750	3,750	11,250	11,250
46000 · Interest Income	103	90	291	248
Total Income	140,747	171,456	714,754	750,582
Gross Profit	140,747	171,456	714,754	750,582
Expense				
60500 · Amortization Expense				
60501 · Amortization Expense - Office	2,517	2,517	7,828	8,378
60502 · Amortization Expense - Copier	472	472	1,387	1,308
60503 · Amortization Expense - SBITAs	-	-	-	2,489
Total 60500 · Amortization Expense	2,989	2,989	9,215	12,175
61000 · Computer Expenses				
61010 · Computer Hardware and Supplies	4,271	-	4,271	9,866
61020 · Computer Software & Services	1,121	2,013	4,086	1,263
Total 61000 · Computer Expenses	5,392	2,013	8,357	11,129
61500 · Outside Services				
61501 · Computer Support Contracts	4,010	4,010	11,483	8,888
61503 · Contractual Services	-	-	-	10,885
61505 · Consultants	35,445	49,949	145,640	209,189
Total 61500 · Outside Services	39,454	53,959	157,122	228,961
62000 · Depreciation	1,748	1,748	5,244	5,006
63000 · Employee Benefits				
63001 · FICA and Medicare	4,641	5,124	14,555	13,800
63002 · Unemployment	42	111	270	125
63010 · Health Insurance	8,669	9,066	23,721	23,658
63020 · Employee Parking	930	1,026	2,886	2,681
63030 · Retirement	-	-	-	8,818
63035 · Pension Expense	6,612	7,457	24,175	-
63040 · Workers Compensation Insurance	118	178	403	335
Total 63000 · Employee Benefits	21,012	22,961	66,010	49,417
63400 · Interest Expense				
63401 · Interest Expense - Office Space	797	808	1,614	304
63402 · Interest Expense - Copier	18	19	56	79
63403 · Interest Expense - SBITAs	-	-	-	-
Total 63400 · Interest Expense	815	827	1,670	383

Tri-County Regional Planning Commission

Profit & Loss

September 2024

	CURRENT Month	Previous Month	FY25 - CURRENT YTD	FY24 - Previous YTD
	Sep 24	Aug 24	Jul - Sep 24	Jul - Sep 23
63500 · Office Administration				
63510 · Bank Service Charges	18	18	50	48
63530 · Copier	-	-	-	25
63533 · Fuel	16	40	92	61
63540 · Internet and Phones	454	454	1,362	1,226
63550 · Professional Liab. & Auto Ins.	457	457	1,372	1,730
63560 · Office Supplies	376	238	636	844
63570 · Parking	192	152	455	531
63580 · Postage	-	-	-	125
63600 · Repairs and Maintenance	-	-	7	63
63610 · Subscriptions	-	-	-	59
63620 · Water	130	169	469	426
Total 63500 · Office Administration	1,644	1,528	4,442	5,137
64000 · Miscellaneous				
64010 · Advertising	295	-	295	-
64020 · Community Events	-	-	-	250
64030 · Membership Dues	480	2,500	2,980	3,955
64040 · Legal Notices	125	-	125	549
64045 · Printing	220	144	412	-
64050 · Other	-	-	-	100
Total 64000 · Miscellaneous	1,120	2,644	3,812	4,854
65000 · Professional Fees				
65010 · Accounting Fees	4,700	16,125	25,252	16,200
65020 · Legal Fees	572	1,365	1,937	-
Total 65000 · Professional Fees	5,272	17,490	27,189	16,200
65500 · Facility Costs				
65530 · Cleaning	202	202	606	582
65560 · Property & Casualty Insurance	617	2,316	3,210	411
65570 · Utilities	356	(156)	556	986
Total 65500 · Facility Costs	1,175	2,362	4,372	1,979
66000 · Salaries and Wages	68,125	67,028	196,369	172,241
66500 · Training & Education				
66510 · In-State / Regional Conferences	1,400	-	1,875	2,300
66540 · Professional Membership Dues	687	374	2,215	-
Total 66500 · Training & Education	2,087	374	4,090	2,300
67000 · Travel				
67030 · Lodging	-	-	-	3,619
67040 · Meals	-	-	-	171
67045 · Meeting Expenses	-	-	-	30
67050 · Mileage	310	293	887	1,265
67070 · Training Travel	2,736	-	2,736	-
Total 67000 · Travel	3,046	293	3,623	5,085
Total Expense	153,879	176,216	491,515	514,867
Net Ordinary Income	(13,132)	(4,759)	223,239	235,714
Net Income	(13,132)	(4,759)	223,239	235,714

**Tri-County Regional Planning Commission
Check Register - Operating Account
SEPTEMBER 2024**

Date	Num	Name	Memo	Amount
09/02/2024	ACH	IMRF	IMRF Pension Payment - 08/01/24 - 08/15/24	4,732.23
09/02/2024	1508	Blue Cross Blue Shield of Illinois	Health Insurance - 09/2024	12,825.60
09/02/2024	1509	City of Peoria	Rent - 09/2024	2,950.00
09/02/2024	1510	CityBlue	Map Printing	144.00
09/02/2024	1511	Joan's Trophy	Name Plates	24.00
09/02/2024	1514	PIP Printing	Business Cards	50.00
09/02/2024	1515	Platte River Analytics, LLC	Consultant Services - Woodford County GIS	3,100.00
09/05/2024	ACH	Staff - Payroll	Payroll 08/16/24 - 08/31/24	25,642.17
09/05/2024	ACH	Department of the Treasury	Payroll Taxes 08/16/24 - 08/31/24	8,260.56
09/05/2024	ACH	Illinois Department of Revenue	Payroll Taxes 08/16/24 - 08/31/24	1,583.24
09/05/2024	ACH	CEFCU	Payroll Liability 08/16/24 - 08/31/24	50.00
09/05/2024	ACH	Nationwide Retirement	Nationwide Retirement - 08/16/24 - 08/31/24	775.00
09/05/2024	ACH	IMRF	IMRF Pension Payment - 08/16/24 - 08/31/24	5,034.04
09/06/2024	ACH	Delta Dental	Dental Insurance	488.67
09/06/2024	ACH	Facet Technologies	GIS Web Hosting	385.00
09/06/2024	ACH	Guardian	Life, Disability, and Vision Insurance	551.20
09/06/2024	ACH	Hanson Professional	Consultant Services - IDOT FY24 UPWP	1,851.00
09/06/2024	ACH	Heartland Parking	Parking Validations	65.00
09/06/2024	ACH	Heartland Parking	Monthly Parking	1,017.00
09/06/2024	ACH	Hinckley Springs	Drinking Water	103.92
09/06/2024	ACH	The Cleaning Source	Cleaning Services	202.00
09/06/2024	ACH	Verizon Wireless	Phones	336.40
09/06/2024	ACH	WSP USA, Inc.	Consultant Services - Port District Master Plan	23,092.83
09/12/2024	ACH	FHWA	FHWA - refund payment received in error	327.20
09/18/2024	1516	City of Peoria	Utilities - Q1-Q2 2024	1,988.30
09/18/2024	1517	Dr. Annie Kelvie	Consultant Services - 2024 writing instruction	480.00
09/18/2024	1518	Peoria Area Chamber of Commerce	Chamber Dues	480.00
09/18/2024	1519	CityBlue	New Plotter Printer	3,995.00
09/18/2024	1520	Cincinnati Insurance	Liability Insurance	4,078.00
09/18/2024	1521	Cincinnati Insurance	Work Comp Insurance	142.00
09/20/2024	ACH	Staff - Payroll	Payroll 09/01/24 - 09/15/24	22,160.80
09/20/2024	ACH	Department of the Treasury	Payroll Taxes 09/01/24 - 09/15/24	7,440.98
09/20/2024	ACH	Illinois Department of Revenue	Payroll Taxes 09/01/24 - 09/15/24	1,429.31
09/20/2024	ACH	CEFCU	Payroll Liability 09/01/24 - 09/15/24	50.00
09/20/2024	ACH	Nationwide Retirement	Nationwide Retirement - 09/01/24 - 09/15/24	775.00
09/20/2024	ACH	IMRF	IMRF Pension Payment - 09/01/24 - 09/15/24	4,817.90
09/25/2024	ACH	Staff - Payroll	Additional Payroll 09/25/24	108.37
09/20/2024	ACH	Department of the Treasury	Payroll Taxes 09/01/24 - 09/15/24	18.98
09/20/2024	ACH	Illinois Department of Revenue	Payroll Taxes 09/01/24 - 09/15/24	6.14
09/25/2024	ACH	Morton Community Bank	Bruner - Payment for CC Charges	848.12
09/27/2024	ACH	Guevara, Gabriel	Expense Reimbursement	330.51
09/30/2024	ACH	Morton Community Bank	Service Charge	18.42
Register			Total Checks	142,758.89

**Tri-County Regional Planning Commission
Reconciliation Summary**

10110 · MCB Checking - Operations, Period Ending 09/30/2024

	<u>Sep 30, 24</u>
Beginning Balance	981,498.84
Cleared Transactions	
Checks and Payments - 69 items	(245,981.47)
Deposits and Credits - 24 items	210,625.35
Total Cleared Transactions	<u>(35,356.12)</u>
Cleared Balance	<u><u>946,142.72</u></u>
Uncleared Transactions	
Checks and Payments - 2 items	(960.00)
Total Uncleared Transactions	<u>(960.00)</u>
Register Balance as of 09/30/2024	<u><u>945,182.72</u></u>
New Transactions	
Checks and Payments - 72 items	(178,818.66)
Deposits and Credits - 7 items	76,710.27
Total New Transactions	<u>(102,108.39)</u>
Ending Balance	<u><u>843,074.33</u></u>



**Morton
Community
Bank**
PO Box 104, Morton, IL 61550

Statement Ending 09/30/2024

TRI-COUNTY REGIONAL PLANNING

Page 1 of 4

Customer Number: XXXXXXXX4581

RETURN SERVICE REQUESTED

TRI-COUNTY REGIONAL PLANNING COMMISSION
OPERATING
456 FULTON ST STE 401
PEORIA IL 61602-1299

At Your Service

Local Office Fondulac Bank
 Levee District
Local Phone (309) 407-3900
Local Address 201 Clock Tower Dr
 East Peoria IL 61611
Customer Service (888) 418-5585
Online Banking hometownbanks.com

Effective July 30th, oral stop payment orders will not lapse after 14 days and will be effective for 6 months from the date of the request. You may renew any stop payment order either orally or in writing.

Summary of Accounts

Account Type	Account Number	Ending Balance
BUSINESS ANALYSIS SWEEP	XXXXXXXX4581	\$224,981.58

BUSINESS ANALYSIS SWEEP - XXXXXXXX4581

Account Summary

Date	Description	Amount
08/31/2024	Beginning Balance	\$224,982.24
	21 Credit(s) This Period	\$393,964.11
	42 Debit(s) This Period	\$393,964.77
09/30/2024	Ending Balance	\$224,981.58

Operating - \$224,981.58
Sweep - \$721,161.14
Total Balance - \$946,142.72
Service Charge - \$18.42
Interest - \$57.45

Deposits

Date	Description	Amount
09/05/2024	DEPOSIT	\$65,500.22
09/19/2024	DEPOSIT	\$10,069.54
09/27/2024	DEPOSIT	\$983.64

Electronic Credits

Date	Description	Amount
09/03/2024	State of Ill Commercial AC5888265007073	\$25,872.04
09/09/2024	State of Ill Commercial AC5903999011809	\$84.53
09/10/2024	State of Ill Commercial AC5909269008755	\$2,858.36
09/10/2024	State of Ill Commercial AC5909269008754	\$3,140.65
09/12/2024	State of Ill Commercial AC5917133005360	\$663.00
09/12/2024	State of Ill Commercial AC5917133005359	\$2,652.00
09/26/2024	State of Ill Commercial AC5962543004270	\$16,355.12
09/26/2024	State of Ill Commercial AC5962543004269	\$65,420.34
09/27/2024	MISC PAY FHWA TREAS 310 RMR* IV* 025091-2* AI* 16968.46* 16968.46* 0.00\	\$16,968.46

Other Credits

Date	Description	Amount
09/04/2024	TRANSFER FROM ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$481.43
09/06/2024	TRANSFER FROM ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$28,093.02
09/10/2024	TRANSFER FROM ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$90,415.14
09/11/2024	TRANSFER FROM ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$12,849.60
09/12/2024	TRANSFER FROM ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$2,046.24



BUSINESS ANALYSIS SWEEP - XXXXXXXX4581 (continued)

Other Credits (continued)

Date	Description	Amount
09/20/2024	TRANSFER FROM ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$35,851.09
09/23/2024	TRANSFER FROM ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$2,500.00
09/24/2024	TRANSFER FROM ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$1,988.30
09/25/2024	TRANSFER FROM ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$9,171.39

Electronic Debits

Date	Description	Amount
09/05/2024	TRI COUNTY REGIO HSA XXXXX3204	\$50.00
09/05/2024	NATIONWIDE PAYMENTS DCDXXXXXXXX0298	\$775.00
09/05/2024	EDI PYMNTS IL DEPT OF REVEN TXP* 376020231000* 0112* 20240930* T* 158324\	\$1,583.24
09/05/2024	RECEIVABLE IMRF	\$4,732.23
09/05/2024	IRS USATAXPYMT 270464940006101	\$8,260.56
09/05/2024	TRI COUNTY REGIO TCRPC PR XXXXX3204	\$25,642.17
09/06/2024	TRI COUNTY REGIO ACH 09/06 XXXXX3204	\$28,093.02
09/12/2024	DOT FHWA PAYMENT 0000	\$327.20
09/12/2024	RECEIVABLE IMRF	\$5,034.04
09/20/2024	TRI COUNTY REGIO HSA XXXXXX0231	\$50.00
09/20/2024	NATIONWIDE PAYMENTS DCDXXXXXXXX8677	\$775.00
09/20/2024	EDI PYMNTS IL DEPT OF REVEN TXP* 376020231000* 0112* 20240930* T* 142931\	\$1,429.31
09/20/2024	IRS USATAXPYMT 270466485999998	\$7,440.98
09/20/2024	TRI COUNTY REGIO ACH Paymen XXXXXX0231	\$22,160.80
09/25/2024	EDI PYMNTS IL DEPT OF REVEN TXP* 376020231000* 0112* 20240930* T* 614\	\$6.14
09/25/2024	IRS USATAXPYMT 270466972028314	\$18.98
09/25/2024	TRI COUNTY REGIO Payroll XXXXXX0231	\$108.37
09/25/2024	RECEIVABLE IMRF	\$4,817.90
09/26/2024	VISA PAYMENT 462501XXXXX4795	\$848.12
09/27/2024	TRI COUNTY REGIO Payroll XXXXXX0231	\$330.51

Other Debits

Date	Description	Amount
09/03/2024	TRANSFER TO ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$25,854.28
09/05/2024	TRANSFER TO ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$13,426.02
09/09/2024	TRANSFER TO ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$84.53
09/10/2024	Joint Funding Received - 08/2024	\$90,170.15
09/19/2024	TRANSFER TO ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$10,069.54
09/26/2024	TRANSFER TO ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$80,927.34
09/27/2024	TRANSFER TO ICS DEMAND ACCOUNT XXXXXXXXXXXXXXX4608	\$17,621.59
09/30/2024	ANALYSIS SERVICE CHARGE	\$18.42

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
1504	09/05/2024	\$7,716.00	1509	09/10/2024	\$2,950.00	1516	09/24/2024	\$1,988.30
1505	09/05/2024	\$3,315.00	1510	09/10/2024	\$144.00	1519*	09/20/2024	\$3,995.00
1506	09/23/2024	\$2,500.00	1511	09/11/2024	\$24.00	1520	09/25/2024	\$4,078.00
1507	09/04/2024	\$481.43	1514*	09/10/2024	\$50.00	1521	09/25/2024	\$142.00
1508	09/11/2024	\$12,825.60	1515	09/10/2024	\$3,100.00			

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
09/03/2024	\$225,000.00	09/11/2024	\$225,000.00	09/25/2024	\$225,000.00
09/04/2024	\$225,000.00	09/12/2024	\$225,000.00	09/26/2024	\$225,000.00
09/05/2024	\$225,000.00	09/19/2024	\$225,000.00	09/27/2024	\$225,000.00
09/06/2024	\$225,000.00	09/20/2024	\$225,000.00	09/30/2024	\$224,981.58
09/09/2024	\$225,000.00	09/23/2024	\$225,000.00		
09/10/2024	\$225,000.00	09/24/2024	\$225,000.00		



**Morton
Community
Bank**
PO Box 104, Morton, IL 61550

Statement Ending 09/30/2024

TRI-COUNTY REGIONAL PLANNING

Page 1 of 4

Customer Number: XXXXXXXX4608

RETURN SERVICE REQUESTED

TRI-COUNTY REGIONAL PLANNING COMMISSION
456 FULTON ST STE 401
PEORIA IL 61602-1299

At Your Service

Local Office Fondulac Bank
 Levee District
Local Phone (309) 407-3900
Local Address 201 Clock Tower Dr
 East Peoria IL 61611
Customer Service (888) 418-5585
Online Banking hometownbanks.com

Effective July 30th, oral stop payment orders will not lapse after 14 days and will be effective for 6 months from the date of the request. You may renew any stop payment order either orally or in writing.

Summary of Accounts

Account Type	Account Number	Ending Balance
INSURED CASH SWEEP - PUBLIC	XXXXXXXXX4608	\$721,161.14

INSURED CASH SWEEP - PUBLIC - XXXXXXXX4608

Account Summary

Date	Description	Amount
08/31/2024	Beginning Balance	\$756,516.60
	7 Credit(s) This Period	\$148,040.75
	9 Debit(s) This Period	\$183,396.21
09/30/2024	Ending Balance	\$721,161.14

Interest Summary

Description	Amount
Interest Earned From 08/31/2024 Through 09/30/2024	
Annual Percentage Yield Earned	0.10%
Interest Days	31
Interest Earned	\$57.45
Interest Paid This Period	\$57.45
Interest Paid Year-to-Date	\$528.02

Other Credits

Date	Description	Amount
09/03/2024	TRANSFER FROM BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$25,854.28
09/05/2024	TRANSFER FROM BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$13,426.02
09/09/2024	TRANSFER FROM BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$84.53
09/19/2024	TRANSFER FROM BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$10,069.54
09/26/2024	TRANSFER FROM BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$80,927.34
09/27/2024	TRANSFER FROM BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$17,621.59
09/30/2024	INTEREST POSTING FOR DDA 774608	\$57.45

Other Debits

Date	Description	Amount
09/04/2024	TRANSFER TO BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$481.43
09/06/2024	TRANSFER TO BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$28,093.02
09/10/2024	TRANSFER TO BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$90,415.14
09/11/2024	TRANSFER TO BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$12,849.60
09/12/2024	TRANSFER TO BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$2,046.24
09/20/2024	TRANSFER TO BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$35,851.09
09/23/2024	TRANSFER TO BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$2,500.00
09/24/2024	TRANSFER TO BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$1,988.30
09/25/2024	TRANSFER TO BUS ANALYSIS SWEEP ACCOUNT XXXXXXXXXXXX4581	\$9,171.39



**Tri-County Regional Planning Commission
Reconciliation Summary**

11210 · MCB Money Market - PPUATS, Period Ending 09/30/2024

	<u>Sep 30, 24</u>
Beginning Balance	477,165.48
Cleared Transactions	
Deposits and Credits - 2 items	<u>90,214.28</u>
Total Cleared Transactions	<u>90,214.28</u>
Cleared Balance	<u>567,379.76</u>
Register Balance as of 09/30/2024	567,379.76
New Transactions	
Checks and Payments - 4 items	<u>(14,146.99)</u>
Total New Transactions	<u>(14,146.99)</u>
Ending Balance	<u>553,232.77</u>



**Morton
Community
Bank**
PO Box 104, Morton, IL 61550

Statement Ending 09/30/2024

TRI-COUNTY REGIONAL PLANNING

Page 1 of 2

Customer Number: XXXXXXXX4611

RETURN SERVICE REQUESTED

TRI-COUNTY REGIONAL PLANNING COMMISSION
PPUATS
456 FULTON ST STE 401
PEORIA IL 61602-1299

At Your Service

Local Office Fondulac Bank
 Levee District
Local Phone (309) 407-3900
Local Address 201 Clock Tower Dr
 East Peoria IL 61611
Customer Service (888) 418-5585
Online Banking hometownbanks.com

Effective July 30th, oral stop payment orders will not lapse after 14 days and will be effective for 6 months from the date of the request. You may renew any stop payment order either orally or in writing.

Summary of Accounts

Account Type	Account Number	Ending Balance
INSURED CASH SWEEP - PUBLIC	XXXXXXXXX4611	\$567,379.76

INSURED CASH SWEEP - PUBLIC - XXXXXXXX4611

Account Summary

Date	Description	Amount
08/31/2024	Beginning Balance	\$477,165.48
	2 Credit(s) This Period	\$90,214.28
	0 Debit(s) This Period	\$0.00
09/30/2024	Ending Balance	\$567,379.76

Interest Summary

Description	Amount
Interest Earned From 08/31/2024 Through 09/30/2024	
Annual Percentage Yield Earned	0.10%
Interest Days	31
Interest Earned	\$44.13
Interest Paid This Period	\$44.13
Interest Paid Year-to-Date	\$376.52

Other Credits

Date	Description	Amount
09/10/2024	Joint Funding Received - 08/2024	\$90,170.15
09/30/2024	INTEREST POSTING FOR DDA 774611	\$44.13

Daily Balances

Date	Amount	Date	Amount
09/10/2024	\$567,335.63	09/30/2024	\$567,379.76



**Tri-County Regional Planning Commission
Reconciliation Summary**

11410 · MCB Savings - Unvested Retirement, Period Ending 09/30/2024

	<u>Sep 30, 24</u>
Beginning Balance	13,411.10
Cleared Transactions	
Deposits and Credits - 1 item	1.08
	<u>1.08</u>
Total Cleared Transactions	
	<u>13,412.18</u>
Cleared Balance	
	<u>13,412.18</u>
Register Balance as of 09/30/2024	13,412.18
Ending Balance	13,412.18



**Morton
Community
Bank**
PO Box 104, Morton, IL 61550

Statement Ending 09/30/2024

TRI-COUNTY REGIONAL PLANNING

Page 1 of 2

Customer Number: XXXXXXXX4614

RETURN SERVICE REQUESTED

TRI-COUNTY REGIONAL PLANNING COMMISSION
UNVESTED RETIREMENT FUND
456 FULTON ST STE 401
PEORIA IL 61602-1299

At Your Service

Local Office Fondulac Bank
 Levee District
Local Phone (309) 407-3900
Local Address 201 Clock Tower Dr
 East Peoria IL 61611
Customer Service (888) 418-5585
Online Banking hometownbanks.com

Effective July 30th, oral stop payment orders will not lapse after 14 days and will be effective for 6 months from the date of the request. You may renew any stop payment order either orally or in writing.

Summary of Accounts

Account Type	Account Number	Ending Balance
INSURED CASH SWEEP - PUBLIC	XXXXXXXX4614	\$13,412.18

INSURED CASH SWEEP - PUBLIC - XXXXXXXX4614

Account Summary

Date	Description	Amount
08/31/2024	Beginning Balance	\$13,411.10
	1 Credit(s) This Period	\$1.08
	0 Debit(s) This Period	\$0.00
09/30/2024	Ending Balance	\$13,412.18

Interest Summary

Description	Amount
Interest Earned From 08/31/2024 Through 09/30/2024	
Annual Percentage Yield Earned	0.09%
Interest Days	31
Interest Earned	\$1.08
Interest Paid This Period	\$1.08
Interest Paid Year-to-Date	\$9.21

Other Credits

Date	Description	Amount
09/30/2024	INTEREST POSTING FOR DDA 774614	\$1.08

Daily Balances

Date	Amount
09/30/2024	\$13,412.18



**Tri-County Regional Planning Commission
Reconciliation Summary**

11110 · MCB Checking - Flex Benefits, Period Ending 09/30/2024

	<u>Sep 30, 24</u>
Beginning Balance	1,530.21
Cleared Balance	1,530.21
Register Balance as of 09/30/2024	1,530.21
Ending Balance	1,530.21



Statement Ending 09/30/2024

TRI-COUNTY REGIONAL PLANNING

Page 1 of 2

Customer Number: XXXXXXXX4590

RETURN SERVICE REQUESTED

TRI-COUNTY REGIONAL PLANNING COMMISSION
 FLEX BENEFITS
 456 FULTON ST STE 401
 PEORIA IL 61602-1299

At Your Service

Local Office Fondulac Bank
 Levee District
 Local Phone (309) 407-3900
 Local Address 201 Clock Tower Dr
 East Peoria IL 61611
 Customer Service (888) 418-5585
 Online Banking hometownbanks.com

Effective July 30th, oral stop payment orders will not lapse after 14 days and will be effective for 6 months from the date of the request. You may renew any stop payment order either orally or in writing.

Summary of Accounts

Account Type	Account Number	Ending Balance
HOMETOWN COMMUNITY CHECKING	XXXXXXXX4590	\$1,530.21

HOMETOWN COMMUNITY CHECKING - XXXXXXXX4590

Account Summary

Date	Description	Amount
08/31/2024	Beginning Balance	\$1,530.21
	0 Credit(s) This Period	\$0.00
	0 Debit(s) This Period	\$0.00
09/30/2024	Ending Balance	\$1,530.21



**Tri-County Regional Planning Commission
Credit Card Register
SEPTEMBER 2024**

Date	Employee Card	Vendor	Memo	Amount
09/05/2024	Bruner	American Planning Association	Professional Membership - Bruner	356.00
09/06/2024	Bruner	Amazon.com	Office Supplies	57.99
09/07/2024	Bruner	Qbox	QuickBooks File Management	15.00
09/10/2024	Bruner	Amazon.com	Office Supplies	119.97
09/10/2024	Bruner	American Planning Association	Job Posting	295.00
09/12/2024	Bruner	i3 Broadband	Internet Service	117.48
09/22/2024	Bruner	Amazon.com	Office Supplies	97.99
09/27/2024	Abi-Akar	Holiday Inn	Lodging - APA Conference - Abi-Akar	567.84
09/27/2024	Abi-Akar	Holiday Inn	Lodging - APA Conference - Hayes	567.84
09/29/2024	Bruner	Adobe	Adobe Subscription - Main Account	182.66
09/30/2024	N/A	Morton Community Bank	Finance Charges	0.00
Register			Total Charges	2,377.77

Date	Employee Card	Vendor	Memo	Amount
Register			Total Refunds and Credits	-



SCORECARD Bonus Points Available **8,682**

Account Summary

Billing Cycle		10/01/2024
Days In Billing Cycle		30
Previous Balance		\$400.00
Purchases	+	\$1,135.68
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$400.00
Payments	-	\$0.00
Other Charges	+	\$0.00
Finance Charges	+	\$0.00
NEW BALANCE		\$1,135.68

Credit Summary

Total Credit Line	\$2,000.00
Available Credit Line	\$864.32
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

- Call us at: (866) 317-0355
Lost or Stolen Card: (866) 839-3485
- Go to www.mycardstatement.com
- Write us at PO BOX 30495, TAMPA, FL 33630-3495

Payment Summary

NEW BALANCE	\$1,135.68
MINIMUM PAYMENT	\$35.00
PAYMENT DUE DATE	10/26/2024

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/19	09/22		24011344264000076141092	CREDIT VOUCHER CGIREULTS.COM WWW.CGIREULT AR	\$400.00-
09/27	09/29	PBUS01	24943004272063472303545	HOLIDAY INN CHAMPAIGN CHAMPAIGN IL	\$567.84
09/27	09/29	PBUS01	24943004272063472304329	HOLIDAY INN CHAMPAIGN CHAMPAIGN IL	\$567.84

Additional Information About Your Account

DON'T MISS YOUR CHANCE TO SCOREBIG! TOP PRIZE IS 1,500,000 BONUS POINTS. SIMPLY USE YOUR CARD TO MAKE QUALIFYING PURCHASES AND EARN ADDITIONAL ENTRIES BETWEEN 8/1 AND 10/31. VISIT [HTTPS://INFO.SCORECARDREWARDS.COM/SCOREBIG](https://info.scorecardrewards.com/scorebig) FOR OFFICIAL RULES AND MORE INFORMATION.

MANAGE YOUR CARD ACCOUNT ON-LINE. IT'S FREE! SIMPLY GO TO WWW.MYCARDSTATEMENT.COM TO ENROLL IN YOUR ON-LINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET UP ALERT NOTIFICATIONS, DOWNLOAD STATEMENTS AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE AND EASY WITH MYCARDSTATEMENT.

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT 5415

MORTON COMMUNITY BANK
 721 W JACKSON
 MORTON IL 61550-1537



Account Number
 ####-####-####-4209

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
10/01/24	\$1,135.68	\$35.00	10/26/24

\$



REEMA ABI AKAR
 TRI COUNTY REGIONAL PC
 456 FULTON STREET
 SUITE 401
 PEORIA IL 61602



MAKE CHECK PAYABLE TO:



MORTON COMMUNITY BANK
 PO BOX 4517
 CAROL STREAM IL 60197-4517



MICHAEL BRUNER
 TRI COUNTY REGIONAL PC
 Account Number: ####-####-####-4795
 Page 1 of 3



SCORECARD Bonus Points Available **12,432**

Account Summary

Billing Cycle		10/01/2024
Days In Billing Cycle		30
Previous Balance		\$848.12
Purchases	+	\$1,242.09
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$848.12-
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE \$1,242.09

Credit Summary

Total Credit Line	\$2,000.00
Available Credit Line	\$757.91
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

- Call us at: (866) 317-0355
Lost or Stolen Card: (866) 839-3485
- Go to www.mycardstatement.com
- Write us at PO BOX 30495, TAMPA, FL 33630-3495

Payment Summary

NEW BALANCE	\$1,242.09
MINIMUM PAYMENT	\$38.00
PAYMENT DUE DATE	10/26/2024

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Important Information About Your Account

YOU'VE EARNED IT, YOU'VE GOT IT! WE HOPE YOU ENJOY YOUR NEW AWARD.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/06	09/06	PBUS01	24011344250000016876357	AMAZON MARK* ZT4HD5GX0 HTTPSAMAZON.C WA	\$57.99
09/05	09/06	PBUS01	24801974250080561272341	AMERICAN PLANNING ASSOCI 312-431-9100 IL	\$356.00
09/07	09/08	PBUS01	24116414251718045193676	CORALTREE-QBOX 408-448-7269 CA	\$15.00
09/10	09/11	PBUS01	24011344254000086709724	AMAZON MARK* 5114197U3 HTTPSAMAZON.C WA	\$119.97
09/10	09/12	PBUS01	24198804255436841403582	APA SAN JOSE IL	\$295.00
09/12	09/13	PBUS01	24755424257132577225048	I3 BROADBAND 309-6890711 IL	\$117.48
09/22	09/23	PBUS01	24692164266108657369879	AMAZON MKTPL*9T8FZ20U3 Amzn.com/bill WA	\$97.99
09/25	09/25		4585673	INTERNET PMT-THANK YOU	\$848.12-
09/29	09/30	PBUS01	24036294273714678440093	ADOBE *ADOBE 408-536-6000 CA	\$182.66

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT 5415

MORTON COMMUNITY BANK
 721 W JACKSON
 MORTON IL 61550-1537



Account Number
 ####-####-####-4795

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
10/01/24	\$1,242.09	\$38.00	10/26/24

\$

MICHAEL BRUNER
 TRI COUNTY REGIONAL PC
 456 FULTON STREET
 SUITE 401
 PEORIA IL 61602



MAKE CHECK PAYABLE TO:

MORTON COMMUNITY BANK
 PO BOX 4517
 CAROL STREAM IL 60197-4517

TRI-COUNTY REGIONAL PLANNING COMMISSION

Peoria, Illinois

**Basic Financial Statements
and Supplementary Information**

For the Year Ended
June 30, 2024

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INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners
Tri-County Regional Planning Commission
Peoria, Illinois

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Tri-County Regional Planning Commission (the Commission) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Commission as of June 30, 2024, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Commission and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission’s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management’s Discussion and Analysis on pages 5 through 9 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Commission’s basic financial statements. The accompanying Schedules 1 through 3, including the Schedule of Expenditures of Federal Awards, are required by Title 2, U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying Schedule 4 is presented for purposes of additional analysis as required by the Illinois Grant Accountability and Transparency Act and is also not a required part of the basic financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information, including the information in the Schedule of Expenditures of Federal Awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 9, 2024, on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Commission's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Commission's internal control over financial reporting and compliance.

MH CPA PLLC

Champaign, Illinois

October 9, 2024

MANAGEMENT'S DISCUSSION & ANALYSIS

About the Financial Statements of Tri-County Regional Planning Commission

This section of the financial report presents management's discussion and analysis of the Tri-County Regional Planning Commission's (the Commission) financial performance during the fiscal years ended June 30, 2024 and 2023. Please read it in conjunction with the Commission's financial statements. The financial statements of the Commission are presented on an accrual basis. Accounting principles used are similar to principles applicable in the private sector. The Commission's basic financial statements consist of the Balance Sheet, the Statement of Revenues, Expenses, and Changes in Net Position, and the Statement of Cash Flows. These statements are the measures used to evaluate the short-term and long-term outlook of the Commission's finances and are used in conjunction with the annual budget, which is the Commission's financial plan for the fiscal year.

The Balance Sheet reports the difference between assets and liabilities, as net position. Assets are reported in order of liquidity, or how readily they are expected to be converted to cash, and whether restrictions limit the Commission's ability to use the resources. Liabilities are reported based on their maturity, or when cash is expected to be used to liquidate them. Net position is displayed in three components: net investment in capital assets; restricted; and unrestricted. This statement can be found on page 10 of this report.

The Statement of Revenues, Expenses, and Changes in Net Position distinguishes between operating and non-operating revenues and expenses. It reconciles net position at the beginning and end of the financial period, explaining the relationship between this statement and the Balance Sheet. The Statement of Revenues, Expenses and Changes in Net Position can be found on page 11 of this report.

The Statement of Cash Flows provides relevant information about the cash receipts and cash disbursements of the Commission during the period. It categorizes cash activity from operating, financing, and investing activities. The total cash generated or used reconciles the prior year cash balance to the current year cash balance as shown on the Balance Sheet. This statement can be found on page 12 of this report.

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements. The notes to the financial statements can be found on pages 13 through 21 of this report. In addition to the basic financial statements and accompanying notes, this report also presents certain *supplementary information*. Supplementary information can be found on pages 22 through 24 and 30.

Financial Highlights

The Commission is showing increase in net position for the fiscal years 2024 and 2023 of \$268,416 and \$169,174, respectively.

Balance Sheet

The Balance Sheet presents the assets, deferred outflows of resources, liabilities, and deferred inflows of resources, of the Commission similar to the private sector on an accrual basis. The Commission has no items considered deferred outflows or deferred inflows for 2024 or 2023. Assets and liabilities are recorded when the related revenues and expenses, respectively, are recognized. Revenues and expenses are recognized when earned and incurred rather than when cash is received or paid, respectively. The difference between assets and liabilities represents the net position of the Commission. A comparative analysis of the Commission's net position is presented below.

	Net Position As of June 30 (in thousands)	
	<u>2024</u>	<u>2023</u>
Current Assets	\$ 1,830.7	\$ 1,531.7
Capital Assets, Net of Accumulated Depreciation and Amortization	<u>30.9</u>	<u>87.6</u>
Total Assets	<u>1,861.6</u>	<u>1,619.3</u>
Current Liabilities	285.8	277.2
Long-Term Liabilities	<u>11.7</u>	<u>46.4</u>
Total Liabilities	<u>297.5</u>	<u>323.6</u>
Net Position:		
Net Investment in Capital Assets	16.8	34.4
Unrestricted	<u>1,547.3</u>	<u>1,261.3</u>
Total Net Position	<u>\$ 1,564.1</u>	<u>\$ 1,295.7</u>

Overall Financial Position

For the year ended June 30, 2024, the Commission's total net position increased from \$1,295,758 to \$1,564,174. The Commission has no restrictions on its net position. This year's increase in net position is illustrated in the Operating Results schedule below.

Operating Results For Year Ended June 30 (in thousands)

	<u>2024</u>	<u>2023</u>
Operating Revenues:		
Charges for Services	\$ 60.7	\$ 59.1
Less: Operating Expenses	<u>2,090.2</u>	<u>1,706.1</u>
Operating Loss	(2,029.5)	(1,647.0)
Non-Operating Revenues (Expenses):		
Federal Grants	1,677.0	1,354.5
State Grants	305.0	263.5
Local Matching Contributions	251.6	155.1
Member Dues	45.0	45.0
Other	<u>19.3</u>	<u>(2.0)</u>
Increase in Net Position	268.4	169.1
Net Position, Beginning of Year	<u>1,295.7</u>	<u>1,126.6</u>
Net Position, End of Year	<u><u>\$ 1,564.1</u></u>	<u><u>\$ 1,295.7</u></u>

Change in Net Position Analysis

For the year ended June 30, 2024, the Commission's Operating Revenue increased \$2 thousand over the prior year. The Commission's revenue is based on providing specialized services to municipalities and local agencies in the Peoria, Tazewell, and Woodford County area on an hourly basis. Therefore, variances are directly attributable to less need and/or less budget for services from the Commission.

Total Non-Operating Revenue increased by \$482 thousand. The increase in revenue over the prior year is due to increased grant opportunities and additional Federal and State grants awarded to the Commission. Significant new grants for the year were the FHWA Safe Streets for All grant with revenue of \$150 thousand, the IDOT SPR Port District Master Plan grant with revenue of \$229 thousand, and the IDOT SPR Multi-Jurisdictional Comprehensive Plans grant with revenue of \$144 thousand.

Total operating expenses increased in the current year by \$384 thousand. A few of the significant line item increases and/or decreases were as follows:

- Salaries and Wages increased in FY24 by 15% from the prior year by \$92 thousand.
 - The Commission was fully staffed in FY24. Personnel changes in FY24 included two new full-time hires, three terminations, and three promotions.
 - All employees received a 4% pay increase at the beginning of FY24. In January 2024, a Planner I was promoted to Planner II with a pay increase. In April 2024, a Planner III was promoted to Senior Planner with a pay increase. In June 2024, a GIS Specialist I received a 5% merit pay increase.
- Contractual Services decreased in FY24 by 73% from the prior year by \$167 thousand due to a decrease in grant funding for Contractual Services.
- Consultant Services increased in FY24 by 90% from the prior year by \$421 thousand from the prior year due to a significant increase in grant funding for Consultant Services.
- Computer Equipment, Support, and Maintenance increased in FY24 by 19% from the prior year by \$11 thousand due to the need for new computer equipment for staff.

Capital Assets Administration

The Commission purchased a video conference system and a GIS workstation that were capitalized in FY24.

The Commission also purchased three new laptops and various computer equipment that was reimbursed with grant funds, but these items were under the threshold for being capitalized.

More detailed information about the Commission's capital assets is presented in Notes 1.f. and 5 to the financial statements.

Long-Term Debt Management

The Commission's accrued compensated absences for vacation and personal time is a long-term liability on the Balance Sheet. In FY24, the Commission accrued \$60 thousand and paid out \$65 thousand of compensated absences.

The Commission had a long-term liability of \$38 thousand for the Office Space lease agreement as of the beginning of FY24, and \$35 thousand of the liability was paid during the year.

The Commission had a long-term liability of \$16 thousand for the Copier lease agreement as of the beginning of FY24, and \$4 thousand of the liability was paid during the year.

More detailed information about long-term debt can be found in Note 8 to the financial statements.

Economic Trends

The Commission revenue will remain stable over the FY25 Overall Work Program. Transportation will be the primary focus of Commission activity in the next year. The Illinois Department of Transportation (IDOT) continues to be the primary source of funding for Commission projects. IDOT State Planning and Research Grants have been awarded to the Commission to carry out important planning projects. A majority of the SPR Grants will be done by consultants.

In terms of planning activities not related to transportation, the Commission's staff will continue to pursue grants and contracts for environmental related planning projects to build on past work as it related to the restoration of the Illinois River and its watershed. The sources of funding for these projects will likely come from the Illinois Department of Natural Resources, and the Illinois Environmental Protection Agency. The Commission will also lead a regional natural hazard mitigation planning effort with funds sourced from the Illinois Emergency Management Agency. Additionally, the Commission will administer an Environmental Protection Agency (EPA) Brownfield Assessment Grant for the region. This work will be done by consultants and have a four-year duration.

The Commission is fully staffed, filling vacant positions in FY24. In addition, the Commission joined the Illinois Municipal Retirement Fund (IMRF) in FY25. IMRF is a defined benefit plan that is consistent with other municipal and county employers in the region. The move will make the Commission more competitive in retention and attraction of staff. The Commission will continue to invest in employee training to maintain the Commission's staff at optimum performance levels.

Contacting the Commission's Management

The financial reports of the Commission provide an overview for the public of the financial accountability the Commission maintains for the resources received. Further questions concerning this report should be directed to Eric Miller, Executive Director, Tri-County Regional Planning Commission, 456 Fulton Street, Suite 401, Peoria, IL 61602.

TRI-COUNTY REGIONAL PLANNING COMMISSION

Balance Sheet

June 30, 2024

ASSETS

Current Assets

Cash	\$ 1,387,438
Cash - Restricted	14,939
Accounts and Grants Receivable	413,740
Prepaid Expenses	14,577
Total Current Assets	<u>1,830,694</u>

Capital Assets, Net

30,971

Total Assets

\$ 1,861,665

LIABILITIES AND NET POSITION

Current Liabilities

Accounts Payable	\$ 161,471
Accrued Expenses	53,566
Unearned Grant Revenue	6,969
Accrued Compensated Absences	56,100
Lease Liabilities	7,721
Total Current Liabilities	<u>285,827</u>

Long-Term Liabilities

Accrued Compensated Absences, Net of Current Portion	5,234
Lease Liabilities, Net of Current Portion	6,430
Total Long-Term Liabilities	<u>11,664</u>

Total Liabilities

297,491

Net Position

Net Investment in Capital Assets	16,820
Unrestricted	1,547,354
Total Net Position	<u>1,564,174</u>

Total Liabilities and Net Position

\$ 1,861,665

See Accompanying Notes

TRI-COUNTY REGIONAL PLANNING COMMISSION
Statement of Revenues, Expenses, and Changes in Net Position
For the Year Ended June 30, 2024

Operating Revenues	
Charges for Services	\$ 60,677
Operating Expenses	
Consultants	890,729
Salaries and Wages	709,302
Employee Benefits	126,159
Computer Equipment, Support, and Maintenance	73,523
Contractual Services	63,497
Payroll Taxes	56,645
Amortization	47,113
Professional Services	34,068
Depreciation	20,104
Rent and Utilities	19,323
Travel	11,660
General Insurance	8,647
Training	8,335
Office Supplies and Expenses	5,904
Internet and Phones	5,114
Dues and Subscriptions	4,673
Other	5,400
Total Operating Expenses	2,090,196
Operating Loss	(2,029,519)
Non-Operating Revenues (Expenses)	
Federal Grants	1,676,988
State Grants	304,984
Local Matching, Funding Contributions, and Member Dues	296,606
Interest Income	1,162
Other Income	19,238
Interest Expense	(1,043)
Net Non-Operating Revenues (Expenses)	2,297,935
Increase in Net Position	268,416
Net Position, Beginning of Year	1,295,758
Net Position, End of Year	\$ 1,564,174

See Accompanying Notes

TRI-COUNTY REGIONAL PLANNING COMMISSION
Statement of Cash Flows
For the Year Ended June 30, 2024

Cash Flows From Operating Activities	
Receipts from Customers	\$ 42,046
Payments to Employees and Benefits	(847,399)
Payments to Vendors	(1,108,744)
Net Cash Used in Operating Activities	<u>(1,914,097)</u>
Cash Flows From Capital Related Financing Activities	
Purchases of Capital Assets	(10,513)
Principal Payments on Lease Liabilities	(39,098)
Interest Payments on Lease Liabilities	(1,043)
Net Cash Used in Capital Related Financing Activities	<u>(50,654)</u>
Cash Flows From Non-Capital Financing Activities	
Federal and State Grants	1,831,257
Local Matching, Funding Contributions, and Member Dues	296,118
Other Income	19,238
Net Cash Provided by Non-Capital Financing Activities	<u>2,146,613</u>
Cash Flows From Investing Activities	
Interest Received	<u>1,162</u>
Increase in Cash	183,024
Cash, Beginning of Year	<u>1,219,353</u>
Cash, End of Year	<u>\$ 1,402,377</u>
Included in the Balance Sheet Under the Following Captions	
Cash	\$ 1,387,438
Cash - Restricted	14,939
Total Cash	<u>\$ 1,402,377</u>
Reconciliation of Operating Loss to Net Cash Used in Operating Activities	
Operating Loss	\$ (2,029,519)
Adjustments to Reconcile Operating Loss to Net Cash Provided by Operating Activities:	
Depreciation and Amortization	67,217
(Increase) Decrease in Current Assets	
Accounts and Grants Receivable	(2,328)
Prepaid Expenses	17,798
Increase (Decrease) in Current Liabilities	
Accounts Payable	60,079
Unearned Grant Revenue	(16,303)
Accrued Expenses	(6,740)
Accrued Compensated Absences	(4,301)
Net Adjustments	<u>115,422</u>
Net Cash Used in Operating Activities	<u>\$ (1,914,097)</u>

See Accompanying Notes

TRI-COUNTY REGIONAL PLANNING COMMISSION
Notes to Basic Financial Statements
June 30, 2024

1. Summary of Significant Accounting Policies

a. Financial Reporting Entity

The Tri-County Regional Planning Commission (the Commission) was formed on July 1, 1993, by the County Boards of Peoria, Tazewell and Woodford Counties, Illinois, to coordinate regional planning activities for the Tri-County area. This entity was formed by a division of assets of the former Tri-County Regional Commission formed March 12, 1958. The Commission is a unit of County Government and therefore exempt from income taxes. Revenues are substantially generated from federal and state grants awarded to benefit the residents of the three counties, from direct contributions of the three counties, and from contracts for services.

The financial statements of the Commission are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Government Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments. GAAP includes all relevant GASB pronouncements plus other sources of accounting and financial reporting guidance noted in GASB Statement No. 76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*.

b. Basis of Presentation

The definition of what constitutes the entity of the Commission is based on the guidelines set forth in GASB Statement No. 14, as amended by GASB Statements No. 61, No. 84, No. 85, No. 90, and No. 97. According to GASB Statement No. 14, as amended, a legally separate organization should be included as a component unit of the primary organization if the primary government is financially accountable for the legally separate organization. Financial accountability is determined as follows:

1. The organization is fiscally dependent on the primary government and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government, or
2. The primary government appoints a voting majority of the organization's governing body, and:
 - It is able to impose its will on the organization, or
 - There is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens, on the primary government.

Based on these requirements, the Commission has no component units and the Commission itself is not considered a component unit of any other governmental unit.

c. Basis of Accounting

The financial statements of the Commission are presented on the accrual basis of accounting. Revenue is recognized when earned and expenses are recognized when incurred. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

d. Investments

Under Illinois law (30 ILCS 235/2), the Commission may invest excess funds in interest bearing deposits at federally insured banks and savings and loans, commercial paper, short term discount obligations of the Federal National Mortgage Association, and securities issued by the U.S. Treasury or other federal agencies. At June 30, 2024, the Commission had no investments.

e. Accounts and Grants Receivables

Accounts and grants receivables are reported at the estimated net realizable amounts from third-party payers and others for services rendered or for grant revenue earned. Receivables are stated at the amount management expects to collect on outstanding balances. Management has not provided an allowance against receivables at June 30, 2024 as management estimates that all receivables are fully collectible.

f. Capital Assets

Capital assets, which consist of office furniture and fixtures, computer equipment, vehicles, leasehold improvements, leased assets, and subscription assets are valued at cost (or estimated historical cost if actual cost is unavailable) except for leased assets and subscription assets, which are valued at the amortized present value of future payments under the lease. The Commission maintains a capitalization threshold of \$2,500. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Depreciation is provided over an asset's estimated useful life using the straight-line method. Leased assets and subscription assets are amortized using the straight-line method over the term of the agreement.

The estimated useful lives by type of asset are as follows:

	<u>Years</u>
Computer and Equipment	3
Vehicles	5
Office Furniture and Fixtures	7

g. Accrued Compensated Absences

Accrued compensated absences consist of accumulated unused vacation days up to a maximum of 140 hours that employees are allowed to accumulate and accumulated unused personal days up to a maximum of 175 hours that employees are allowed to accumulate. Those days are guaranteed to be paid to employees upon termination of employment. The accrued compensated absences liability is calculated based on the employee's equivalent hourly rate as of June 30, 2024.

h. Deferred Outflows and Inflows

The financial statement element deferred outflows of resources represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) until then. The Commission has no item that qualifies for reporting in this category at June 30, 2024.

The financial statement element deferred inflows of resources represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Commission has no item that qualifies for reporting in this category at June 30, 2024.

i. Operating Revenue

Operating Revenue consists of revenue received from contracted services. Non-operating revenue consists of grant revenue, local matching contributions, member county contributions, interest income, and other income.

Revenue from contracted services is recognized as expenses are charged to the contracts. Contracts are typically one year or less in duration.

j. Restricted Net Position

Restricted net position results from assets, less any related liabilities, that are externally restricted to fund an activity that is narrower than the Commission's general activity of coordinating regional planning. When an expense is incurred for purposes for which both restricted and unrestricted net position is available, the Commission considers restricted funds to have been spent first.

k. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

The most sensitive estimates affecting the financial statements were:

1. The allowance for uncollectible receivables
2. The amount of direct and indirect expenses eligible for reimbursement under the Commission's state and federal operating grants

2. Budgets

The Board of Commissioners approves an annual operational budget, but the Commission is not required by statute to pass an annual legal budget and appropriations document.

3. Cash

Cash – Restricted

At June 30, 2024, the Commission held \$13,409 of cash restricted for payment to the employee's retirement account trustee and \$1,530 for employee flexible spending account payments.

Custodial Credit Risk – Bank Deposits

Custodial credit risk is the risk that in the event of a bank failure, the Commission's deposits may not be returned to it. The Commission's investment policy requires all bank deposit amounts in excess of federal depository insurance to be collateralized by an independent third-party institution. At June 30, 2024, \$1,215,247 of the Commission's bank deposits of \$1,465,247 which reconciled to a book balance of \$1,402,377, was exposed to custodial credit risk. The \$1,215,247 balance exposed to custodial credit risk was fully collateralized by an insured cash sweep agreement with the Commission's bank.

4. Accounts and Grants Receivable

Accounts and grants receivable from other governmental agencies as of June 30, 2024 were as follows:

Due from Federal Agencies	\$ 324,757
Due from State of Illinois Agencies	70,137
Due from Counties	4,683
Due from Other	14,163
Total Accounts and Grants Receivable	<u>\$ 413,740</u>

5. Capital Assets

Capital asset activity for the year ended June 30, 2024 was as follows:

Capital Assets	June 30, 2023	Additions	Deletions	June 30, 2024
Depreciable Capital Assets:				
Computer Equipment	\$ 86,403	\$ 10,513	\$ -	\$ 96,916
Office Furniture and Equipment	23,019	-	-	23,019
Vehicles	23,944	-	-	23,944
Leasehold Improvements	7,080	-	-	7,080
Total Depreciable Capital Assets	<u>140,446</u>	<u>10,513</u>	<u>-</u>	<u>150,959</u>
Less: Accumulated Depreciation				
Computer Equipment	(58,856)	(20,104)	-	(78,960)
Office Furniture and Equipment	(23,019)	-	-	(23,019)
Vehicles	(23,944)	-	-	(23,944)
Leasehold Improvements	(7,080)	-	-	(7,080)
Total Accumulated Depreciation	<u>(112,899)</u>	<u>(20,104)</u>	<u>-</u>	<u>(133,003)</u>
Total Depreciable Capital Assets, Net	<u>27,547</u>	<u>(9,591)</u>	<u>-</u>	<u>17,956</u>
Lease Assets:				
Building	103,325	-	-	103,325
Office Equipment	23,472	-	-	23,472
Total Lease Assets	<u>126,797</u>	<u>-</u>	<u>-</u>	<u>126,797</u>
Less: Accumulated Amortization				
Building	(67,022)	(33,511)	-	(100,533)
Office Equipment	(7,942)	(5,307)	-	(13,249)
Total Lease Assets, Being Amortized, Net	<u>51,833</u>	<u>(38,818)</u>	<u>-</u>	<u>13,015</u>
Subscription Assets:				
Technology Software	18,250	-	18,250	-
Less: Accumulated Amortization				
Technology Software	(9,955)	(8,295)	(18,250)	-
Total Subscription Assets, Being Amortized, Net	<u>8,295</u>	<u>(8,295)</u>	<u>-</u>	<u>-</u>
Total Capital Assets, Net	<u>\$ 87,675</u>	<u>\$ (56,704)</u>	<u>\$ -</u>	<u>\$ 30,971</u>

6. Accrued Expenses

As of June 30, 2024, the Commission had accrued expenses consisting of the following:

Accrued Payroll	\$	30,857
Unvested Retirement Contributions		13,667
Other Accruals		9,042
Total Accrued Expenses	\$	<u>53,566</u>

7. Leases

The Commission leases its office space, which requires monthly lease payments of \$2,950 through the expiration of the lease on July 31, 2024. The lease agreement provides for the cancellation of the lease under certain conditions.

The Commission leases a copier, which requires monthly lease payments through the expiration of the lease on July 31, 2026. The lease requires monthly payments of \$411 through July 31, 2026.

The total costs of the Commission’s lease assets are \$126,797 less accumulated amortization of \$113,782.

The future lease payments under the lease agreements are as follows:

Fiscal Year Ending June 30	Principal	Interest	Total
2025	\$ 7,721	\$ 166	\$ 7,887
2026	6,020	61	6,081
2027	410	1	411
Total	<u>\$ 14,151</u>	<u>\$ 228</u>	<u>\$ 14,379</u>

Lease Commitment

Effective August 1, 2024, the Commission entered into a new lease agreement for office space, which requires monthly lease payments of \$2,950 through the expiration of the lease on July 31, 2029. The lease agreement includes the option to renew for an additional two five-year terms.

8. Changes in Long-Term Liabilities

The following is a summary of changes in long-term liabilities for the year ended June 30, 2024:

	<u>June 30,</u> <u>2023</u>	<u>Issued</u>	<u>Retired</u>	<u>June 30,</u> <u>2024</u>	<u>Due Within</u> <u>One Year</u>
Accrued Compensated Absences	\$ 65,635	\$ 60,419	\$ 64,720	\$ 61,334	\$ 56,100
Lease Liabilities	<u>53,249</u>	<u>-</u>	<u>39,098</u>	<u>14,151</u>	<u>7,721</u>
Total Long-Term Liabilities	<u>\$ 118,884</u>	<u>\$ 60,419</u>	<u>\$ 103,818</u>	<u>\$ 75,485</u>	<u>\$ 63,821</u>

9. Retirement Plan

The Commission sponsors a defined contribution pension plan known as the Tri-County Regional Planning Commission Section 457 Governmental Deferred Compensation Plan (the Plan). The Plan was authorized by the Commission's Board of Commissioners. For full-time employees, the Commission contributes 5 percent of monthly gross earnings in years one through ten of employment and seven percent for employees with more than ten years with the Commission. Employees may also make tax deferred contributions from their gross earnings. Employees vest in the Commission's contributions at increasing percentages over the first five years and are fully vested upon completing five years of employment with the Commission. Employees are fully vested in the amounts deferred from their own compensation immediately upon deferral. The Plan's requirements may only be amended by the Commission's Board of Commissioners. All plan assets are held in a trust by a third-party administrator only for the purpose of paying plan benefits. Total expense incurred by the Commission for the retirement plan for the year ended June 30, 2024 was \$34,226, which is included in employee benefits expense. At June 30, 2024, the Commission had a payable of \$0 due to the Plan.

10. Risk of Loss

Significant losses are covered by commercial insurance for property, liability, and workers' compensation. During the year ended June 30, 2024, there were no significant reductions in coverage. There have been no settlement amounts that have exceeded insurance coverage or that have not been covered by insurance in the past three years.

11. Related-Party Transactions

During the year ended June 30, 2024, the Commission received \$45,000 in member dues from the three counties that are the member organizations of the Commission.

During the year ended June 30, 2024, the Commission incurred \$40,080 of contractual services to two cities that are member organizations of the Commission.

12. Concentrations of Revenues

For the year ended June 30, 2024, the Commission had the following concentrations of revenues:

- Approximately 68 percent, or \$1,602,125 of the Commission's revenue was earned from grants originating from the U.S. Department of Transportation.
- Approximately 13 percent, or \$304,984 of the Commission's revenue was earned from grants originating from the Illinois Department of Transportation (IDOT).

At June 30, 2024, the Commission had the following concentrations of receivables:

- Approximately 17 percent, or \$324,757 of the Commission's assets are receivables from grants originating from the U.S. Department of Transportation.

13. Grant Contingencies

Revenues under various state and federal grants have been recognized based on allowable costs incurred on those agreements by the Commission as identified by the Commission's management. Additionally, indirect costs have been allocated to certain agreements as allowable costs based on allocations determined by the Commission's management. Uncertainties inherent in this process and uncertainties relating to the future review and approval of allowable costs by state and federal agencies makes it at least reasonably possible that grant revenues recognized are subject to retroactive change subsequent to June 30, 2024.

14. Project Commitments

As of June 30, 2024, the Commission had contracts with unrelated consultants for the following:

Consultant Project Commitments	Rounded Remaining Commitment	Fiscal Year of Expenditure
Tri-County Comprehensive Safety Action Plan	\$ 310,000	2026
IDOT Port District Master Plan	190,000	2025
Local Comprehensive Plans	90,000	2025
Kickapoo Creek Watershed-Based Plan	50,000	2026
Peoria Heights Active Transportation Plan	40,000	2025
Germantown Hills Feasibility Study	45,000	2025
Charging and Fueling Infrastructure Grant Writing	35,000	2025
Viaduct Benefit-Cost Analysis	20,000	2025
Waverly Avenue Access, Circulation, and Parking Study	30,000	2025
Total Consultant Project Commitments	\$ 810,000	

The majority of these commitments will be funded with grants from federal and State of Illinois agencies.

15. Subsequent Event

Effective July 1, 2024, the Commission entered into an agreement to begin participating in the Illinois Municipal Retirement Fund (IMRF). As of the date of the independent auditor's report, no actuarial calculation has been performed to determine the Commission's initial net pension liability as of July 1, 2024.

16. New Government Accounting Standards

In June 2022, GASB issued Statement No. 101 (GASB 101), *Compensated Absences*. The provisions of GASB 101 require that liabilities for compensated absences be recognized for leave that has not been used and leave that has been used but not yet paid in cash or settled through noncash means. GASB 101 is effective for the Commission's Fiscal Year 2025. Early adoption is permitted; however, the Commission has chosen not to do so.

In December 2023, GASB issued GASB Statement 102 (GASB 102), *Certain Risk Disclosures*. The provisions of GASB 102 require that risks related to government vulnerabilities due to certain concentrations or constraints are provided to users of the financial statements. GASB 102 is effective for the Commission's Fiscal Year 2025. Early adoption is permitted; however, the Commission has chosen not to do so.

In April 2024, GASB issued GASB Statement 103 (GASB 103), *Financial Reporting Model Improvements*. The provisions of GASB 103 change certain components of the basic financial statements and required supplementary information presented by governmental entities. GASB 103 is effective for the Commission's Fiscal Year 2026. Early adoption is permitted; however, the Commission has chosen not to do so.

The Commission's management is currently reviewing what impact, if any, these new standards will have on its future financial statements and/or disclosures.

TRI-COUNTY REGIONAL PLANNING COMMISSION
 Schedule of Expenditures of Federal Awards
 For the Year Ended June 30, 2024

Federal Grantor/State Pass-Through Grantor/Program Title/Grant Name	Assistance Listing Number	Pass-Through Entity Identifying Number	Federal Expenditures	Total Provided to Sub-recipients
Department of Transportation				
<i>Direct</i>				
Enhanced Mobility of Seniors and People with Disabilities	20.513		\$ 60,381	\$ -
Safe Streets and Roads for All	20.939		149,761	-
<i>Passed through the Illinois Department of Transportation</i>				
Highway Planning and Construction (Federal-Aid Highway Program)	20.205	24-1009-1437-40515	* 819,525	-
Highway Planning and Construction (Federal-Aid Highway Program)	20.205	23-1009-33231	* 69,830	-
Highway Planning and Construction (Federal-Aid Highway Program)	20.205	21-1439-22584	* 119,682	-
Highway Planning and Construction (Federal-Aid Highway Program)	20.205	23-1439-38462	* 115,319	-
Highway Planning and Construction (Federal-Aid Highway Program)	20.205	23-1439/1437-38783	* 183,284	-
Highway Planning and Construction (Federal-Aid Highway Program)	20.205	21-1439/1437-23455	* 19,191	-
Total Highway Planning and Construction			<u>1,326,831</u>	<u>-</u>
Formula Grants for Rural Areas	20.509	5121	65,153	-
Department of Homeland Security				
<i>Passed through the Illinois Emergency Management Agency</i>				
Hazard Mitigation Program	97.039	FRMA-4489-DR-IL	49,264	-
Environmental Protection Agency				
<i>Passed through the Illinois Environmental Protection Agency</i>				
Nonpoint Source Implementation Grants	66.460	24-0378-39467	25,598	-
Total Expenditures of Federal Awards			<u>\$ 1,676,988</u>	<u>\$ -</u>

* - Denotes a major program.

Notes to Schedule of Expenditures of Federal Awards

- The accompanying Schedule of Expenditures of Federal Awards is a summary of the activity of the Commission's federal award programs presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in the basic financial statements, which are presented in conformity with accounting principles generally accepted in the United States of America.
- The Commission did not use the 10 percent de minimis indirect cost rate for the year ended June 30, 2024.
- Property and equipment purchases that are presented as expenditures in the Schedule of Expenditures of Federal Awards may be capitalized by the Commission for presentation in the basic financial statements.

TRI-COUNTY REGIONAL PLANNING COMMISSION
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2024

1. Summary of Auditor's Results

- (i) Type of auditor's report issued on the financial statements: Unmodified
- (ii) The audit did not disclose a material weakness or report a significant deficiency in internal control over financial reporting.
- (iii) The audit did not disclose instances of noncompliance material to the financial statements.
- (iv) The audit did not disclose a material weakness or report a significant deficiency in internal control over the major federal award program.
- (v) Type of auditor's report issued on compliance for the major program: Unmodified
- (vi) The audit did not disclose a finding that is required to be reported in accordance with 2 CFR section 200.516a.
- (vii) Major program:
 - U.S. Department of Transportation – Highway Planning and Construction:
 - Passed through the Illinois Department of Transportation
 - Assistance Listing #20.205
- (viii) The dollar threshold used to distinguish Type A and Type B programs was \$750,000.
- (ix) Tri-County Regional Planning Commission does not qualify as a low-risk auditee.

2. Findings – Financial Statement Audit

None noted.

3. Findings and Questioned Costs – Major Federal Award Program Audit

None noted.

TRI-COUNTY REGIONAL PLANNING COMMISSION
Summary Schedule of Prior Audit Findings
For the Year Ended June 30, 2024

No audit findings were noted in the prior fiscal year.



CERTIFIED PUBLIC ACCOUNTANTS



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Commissioners
Tri-County Regional Planning Commission
Peoria, Illinois

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Tri-County Regional Planning Commission (the Commission), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements and have issued our report thereon dated October 9, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Commission's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Audit Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Commission's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Commission's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

MH CPA PLLC

Champaign, Illinois
October 9, 2024



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
FOR EACH MAJOR PROGRAM AND ON INTERNAL
CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Commissioners
Tri-County Regional Planning Commission
Peoria, Illinois

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Tri-County Regional Planning Commission's (the Commission) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the Commission's major federal program for the year ended June 30, 2024. The Commission's major federal program is identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs (Schedule 2).

In our opinion, the Commission complied, in all material respects with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Commission and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Commission's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Commission's federal programs.

Auditor's Responsibility for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Commission's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Commission's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Commission's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Commission's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

MH CPA PLLC

Champaign, Illinois
October 9, 2024

TRI-COUNTY REGIONAL PLANNING COMMISSION
 Illinois Grant Accountability and Transparency - Consolidated Year-End Financial Report
 For the Year Ended June 30, 2024

CSFA Number	Program Name	State Funding	Federal Funding	Other Funding	Total
494-00-1437	State Planning Funds	\$ 304,984	\$ 889,355	\$ -	\$ 1,194,339
494-00-1439	Statewide Planning and Research Funds	-	437,476	-	437,476
494-80-1291	Enhanced Mobility Funds	-	60,381	-	60,381
588-40-0449	Hazard Mitigation Grant	-	49,264	-	49,264
532-60-0378	Nonpoint Source Pollution Control Grant	-	25,598	-	25,598
	Other Grant Programs and Activities	-	214,914	-	214,914
	All Other Costs Not Allocated	-	-	119,780	119,780
Total		<u>\$ 304,984</u>	<u>\$ 1,676,988</u>	<u>\$ 119,780</u>	<u>\$ 2,101,752</u>

Reconciliation of GATA CYEFR Expenses to Audited Expenses

GATA CYEFR Expenses	\$ 2,101,752
Purchases of Capital Assets	<u>(10,513)</u>
Audited Expenses	<u>\$ 2,091,239</u>

October 9, 2024

Board of Commissioners
Tri-County Regional Planning Commission
456 Fulton St., Suite 401
Peoria, Illinois 61602

We have audited the financial statements of the Tri-County Regional Planning Commission (the Commission) for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in an email to the Ways and Means Committee dated August 19, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Commission are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the Commission during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were (1) the allowance for uncollectible receivables and (2) the amount of direct and indirect expenses eligible for reimbursement under the Commission's state and federal operating grants.

Management's estimate of the allowance for uncollectible receivables is based on past payment history with the state or federal agencies or private clients from which accounts receivable are due at June 30, 2024.

Management's estimate of the eligible expenses, including indirect cost allocations, for the grants was based on all available guidance from the Illinois Department of Transportation, the U.S. Department of Transportation, the Illinois Emergency Management Agency, and the U.S. Department of Homeland Security.

We evaluated the methods, assumptions, and data used to develop the estimates noted above in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management.

- Management may choose not to correct certain misstatements due to qualitative and quantitative factors, such as materiality. If applicable, these uncorrected misstatements are summarized on the attached Audit Difference Evaluation Form. Management has determined that their effects are immaterial, both individually and in the aggregate to the financial statements taken as a whole. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the financial statements under audit.
- The attached Adjusting, Eliminating, and/or Reclassifying Journal Entry Reports, as applicable, summarize misstatements that were corrected by management. These entries were either (1) provided by management, or (2) identified during the performance of audit procedures and proposed to, discussed with, and approved by management.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the Management Representation Letter dated October 9, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Commission's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Commission's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management's Discussion and Analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary schedules (Schedules 1 through 4), which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Board of Commissioners and management of the Commission and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

MH CPA PLLC

MH CPA PLLC

Tri-County Regional Planning Commission

Year End: June 30, 2024

Adjusting Journal Entries

Date: 7/1/2023 To 6/30/2024

TB-02

Preparer	In-Charge	Manager
	MJP 8/30/2024	GAK 9/26/2024
Director	Tech Review	
GJD 10/7/2024		

Number	Date	Name	Account No	Reference	Annotation	Debit	Credit	Recurrence	Misstatement
1	6/30/2024	Computer Equipment	17100	PBC		2,856.00			
1	6/30/2024	Accum. Deprec. - Computers	17101	PBC			79.00		
1	6/30/2024	Accrued Vacation/Personal Time	22200	PBC			187.00		
1	6/30/2024	Computer Hardware and Supplies	61010	PBC			2,856.00		
1	6/30/2024	Depreciation	62000	PBC		79.00			
1	6/30/2024	Salaries and Wages	66000	PBC		187.00			
Post trial balance entry provided by Rebecca Eisele, Accountant, on 8/20/24.									
						3,122.00	3,122.00		

Net Income (Loss) 268,416.00

Tri-County Regional Planning Commission

Year End: June 30, 2024

Reclassifying Journal Entries

Date: 7/1/2023 To 6/30/2024

TB-03

Preparer	In-Charge	Manager
	MJP 8/30/2024	GAK 9/26/2024
Director	Tech Review	
GJD 10/7/2024		

Number	Date	Name	Account No	Reference	Annotation	Debit	Credit	Recurrence	Misstatement
2	6/30/2024	Federal Grants and Awards	41000	R-01			25,598.00		
2	6/30/2024	State Grants and Awards	42000	R-01		25,598.00			
<p>To reclassify Kickapoo Creek grant recorded as state grant revenue. Discussed with and approved by Rebecca Eisele, Accountant, on 10/7/24.</p>									
						25,598.00	25,598.00		
Net Income (Loss)			268,416.00						

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ALG-CX-12.2: Audit Difference Evaluation Form

Governmental Unit:

Financial Statement Date:

Completed by:

Date:

Opinion Unit:

A Listing of Known Audit Differences Over: \$

Description (Nature) of Audit Difference (AD)	Factual (F), Judgmental (J), or Projected (P)	Cause	W/P Ref.	Financial Statement Effect—Amount of Over- (Under-) statement of:						
				Total Assets	Total Liabilities	Working Cap.	Net Position	Revenues	Expen.	Change in Net Position
None noted										
Total				0	0	0	0	0	0	0
Less audit adjustments subsequently booked										
Net unadjusted AD—current year (iron curtain method)				0	0	0	0	0	0	0
Effect of unadjusted AD—prior years								25,000	25,000	0
Combined current year and prior year AD (rollover method)				0	0	0	0	25,000	25,000	0
Financial statement caption totals				1,861,665	297,491	1,544,867	1,564,174	2,359,655	2,091,239	268,416
Current year AD as % of F/S captions (iron curtain method)				0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Current and prior year AD as % of F/S captions (rollover method)				0.00%	0.00%	0.00%	0.00%	1.06%	1.20%	0.00%