



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

Ways and Means Committee Meeting

456 Fulton Suite 420

Peoria, IL 61602

Phone: 309-673-9330 FAX: 309-673-9802

www.tricountyrpc.org

**Greg Menold, CHAIRMAN
Andrew Rand, and Chuck Nagel**

Wednesday, June 1, 2022

8:30 a.m.

AGENDA

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/291023189>

You can also dial in using your phone.

United States: +1 (408) 650-3123

Access Code: 291-023-189

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes of May 4, 2022
5. Recommendation to Commission the approval of April Financials Statements and Billings (Resolution 22-52)
6. Recommendation to Commission the approval of FY23 Budget (Resolution 22-54)
7. Other
8. Adjournment



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Greg Menold, CHAIRMAN
Andrew Rand, and Chuck Nagel

Wednesday, May 4, 2022
8:30 a.m.
MINUTES

1. Call to Order
Chairman Greg Menold called the meeting to order at 9:00 a.m.
2. Roll Call
Present: Greg Menold and Chuck Nagel- virtual. Absent- Andrew Rand. Also present: Debbie Ulrich, Eric Miller, Ray Lees, and Rebecca Eisele
3. Public Input- none
4. Approval of Minutes of April 6, 2022
Chuck Nagel moved to approve the minutes of April 6, 2022, and Greg Menold seconded. Motion carried.
5. Recommendation to Commission the approval of March Financials Statements and Billings (Resolution 22-47)
Chuck Nagel moved to recommend to Commission the approval of March Financials Statements and Billings (Resolution 22-47) and Greg Menold seconded.
Rebecca Eisele reported on the following:
 - End of month Operating cash was \$860k. Net cash increased in March by \$107k. Operating Activities in March resulted in a net surplus of approximately \$8k.
 - Accounts Receivable at the end of the month was \$112k. Of the A/R balance, \$81k was federal funds, \$15k was state funds, and \$15k was local funds.
 - Accounts Payable at the end of the month was \$14k, there was \$5k in unpaid pass-through expenses as of the end of March. The remaining \$9k A/P balance included regular monthly bills, including health, dental, vision, and life insurances.
 - Total Current Billings for March were \$80k, less uncollectible write-offs of \$3k and minus direct pass-throughs of \$5k, resulted in Operating Revenue of approximately \$71k. March included 23 regular working days, and no paid holidays.
 - Total Expenses for March were \$73k, minus direct pass-throughs of \$5k which resulted in Operating Expenses of \$67k.
 - March ended with a net surplus of about \$8k, and FY22 has a year-to-date surplus of \$22k. Motion carried.

6. Recommendation to Commission the approval of Martin Hood LLC for 2022 audit (Resolution 22-48)
Chuck Nagel moved to recommend to Commission the approval of Martin Hood LLC for 2022 audit (Resolution 22-48) and Greg Menold seconded.
Eric Miller explained this is the contract with Martin Hood LLC for our FY22 audit, which will take place in September. This is 3rd year of our 5-year contract. It increased by \$625. Motion carried.
7. Review of Draft FY23 budget
Eric Miller presented the FY23 budget. He discussed the local dues. Menold asked if these can be banked, and Eric Miller said yes. Menold asked if not used then why collect? Eric Miller added these can be possible be used elsewhere. Eric Miller discussed the problems they are having hiring another Planner. We had 1 but was offered more money in area. Greg Menold asked about salary comparisons and Eric Miller said we do have one. Greg Menold said that salary reviews are beneficial. He then asked if we could use interns and Eric Miller said we are at this time, and we will make her an offer when she graduates this month.
8. Other- nothing to add
9. Adjournment
Chuck Nagel moved to adjourn at 8:54 a.m. and Greg Menold seconded. Motion carried.

Submitted by:
Eric Miller, Executive Director

Transcribed by:
Debbie Ulrich, Office Manager

RESOLUTION 22-52

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR APRIL

WHEREAS the Tri-County Regional Planning Commission is required to establish and maintain proper accounting procedures and cash management records in accordance with Generally Accepted Accounting Principles (GAAP) as applied to governmental agencies, and

WHEREAS, on a monthly basis, the staff accountant prepares end-of-month financial reports and a listing of cash disbursements, and

WHEREAS, the Ways & Means Committee has reviewed the end-of-month financial statements and cash disbursements report for April 2022 and recommends that the Commission approve said reports.

THEREFORE, BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the financial reports and cash disbursements for April 2022 are approved.

Presented this 1st day of June 2022

Adopted this 1st day of June 2022

Michael Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric W. Miller
Executive Director
Tri-County Regional Planning Commission

Tri-County Regional Planning Commission

Balance Sheet

As of April 30, 2022

	Current Month	Previous Month	Previous Year
	Apr 30, 22	Mar 31, 22	Apr 30, 21
ASSETS			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	862,183	859,501	653,406
Total 10000 · Cash - Unrestricted	862,183	859,501	653,406
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	206,079	194,115	51,228
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retirement	9,275	8,825	17,288
Total 11000 · Cash - Restricted	236,122	223,708	89,285
Total Checking/Savings	1,098,305	1,083,209	742,691
Accounts Receivable			
13000 · Accounts and Grants Receivable	118,008	111,836	363,240
Total Accounts Receivable	118,008	111,836	363,240
Other Current Assets			
15000 · Prepaid Expenses	27,797	28,949	21,642
Total Other Current Assets	27,797	28,949	21,642
Total Current Assets	1,244,110	1,223,994	1,127,573
Fixed Assets			
17100 · Computer Equipment	33,098	33,098	33,098
17101 · Accum. Deprec. - Computers	(33,098)	(33,098)	(32,627)
Total Fixed Assets	-	-	471
TOTAL ASSETS	1,244,110	1,223,994	1,128,043
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · Accounts Payable	38,275	15,292	72,629
20011 · MCB Credit Card	1,347	16	-
Other Current Liabilities			
21000 · Accrued Expenses	1,488	1,864	661
21100 · Accounts Payable - Employees	289	340	20
22000 · Employer Liabilities			
22100 · Accrued Wages Payable	22,021	21,171	22,997
22200 · Accrued Vacation/Personal Time	58,179	58,241	64,796
22300 · Unvested Retirement	9,446	8,995	17,514
22500 · Payroll Taxes and Withholdings	2,746	3,386	2,880
Total 22000 · Employer Liabilities	92,391	91,794	108,188
23000 · Unearned Revenue			
23100 · PPUATS	184,655	188,155	29,837
23200 · IL MPO	19,238	19,238	19,238

Tri-County Regional Planning Commission

Balance Sheet

As of April 30, 2022

	Current Month	Previous Month	Previous Year
	Apr 30, 22	Mar 31, 22	Apr 30, 21
23250 · Walkability Funds	-	-	10,975
23300 · Woodford County	-	-	6,533
23400 · Regional Server Partnership	2,250	2,250	1,500
23500 · Village of Washburn	488	488	488
Total 23000 · Unearned Revenue	206,630	210,130	68,571
Total Other Current Liabilities	300,799	304,128	177,440
Total Current Liabilities	340,421	319,436	250,069
Total Liabilities	340,421	319,436	250,069
Equity			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	678,902	678,902	619,810
Net Income	18,338	19,206	51,714
Total Equity	903,689	904,558	877,975
TOTAL LIABILITIES & EQUITY	1,244,110	1,223,994	1,128,043

Tri-County Regional Planning Commission
Profit & Loss
 April 2022

	Current Month	Previous Month	FY22 - Current YTD	FY21 - Previous YTD
	Apr 22	Mar 22	Jul '21 - Apr 22	Jul '20 - Apr 21
Ordinary Income/Expense				
Revenue by Type				
41000 · Federal Grants and Awards	58,998	58,007	666,613	771,558
42000 · State Grants and Awards	32,090	11,143	217,993	371,340
43000 · Local Matching Contributions	-	-	(6,648)	85,519
44010 · GIS Support	1,623	1,848	21,132	53,841
44020 · Planning & Zoning Support	1,315	1,187	13,396	20,767
45000 · Member Dues	3,500	4,250	40,852	41,290
46000 · Interest Income	20	20	136	271
Total Income	97,547	76,455	953,474	1,344,587
Gross Profit	97,547	76,455	953,474	1,344,587
Expense by Account & Category				
61010 · Computer Hardware and Supplies	-	-	34,093	3,535
61020 · Computer Software & Services	1,790	1,480	17,739	18,747
Total 61000 · Computer Expenses	1,790	1,480	51,832	22,282
61501 · Computer Support Contracts	111	11	28,992	17,671
61503 · Contractual Services	442	42	60,864	231,963
61505 · Consultants	32,112	2,500	109,123	144,850
Total 61500 · Outside Services	32,665	2,553	198,979	394,483
Total 62000 · Depreciation	-	-	157	1,569
63001 · FICA and Medicare	3,386	3,282	35,247	37,457
63002 · Unemployment	40	150	963	908
63010 · Health Insurance	6,394	5,394	67,801	75,994
63020 · Parking	680	680	6,815	8,288
63030 · Retirement	2,235	2,235	23,089	24,252
63040 · Workers Compensation Insurance	113	113	1,452	1,542
Total 63000 · Employee Benefits	12,848	11,854	135,367	148,441
63510 · Bank Service Charges	46	15	184	160
63530 · Copier	420	(1,379)	3,981	4,466
63533 · Fuel	-	34	168	79
63540 · Internet and Phones	674	669	6,689	6,837
63550 · Professional Liab. & Auto Ins.	174	174	2,633	4,230
63560 · Office Supplies	198	85	1,265	1,638
63570 · Parking	121	189	1,459	1,169
63580 · Postage	-	-	64	294
63600 · Repairs and Maintenance	-	-	437	1,611
63610 · Subscriptions	-	-	59	39
63620 · Water	88	11	428	304
Total 63500 · Office Administration	1,721	(202)	17,367	20,827
64010 · Advertising	-	-	1,830	1,505
64030 · Membership Dues	-	-	3,662	3,984
64040 · Legal Notices	-	-	98	267
64050 · Other	-	-	(10,891)	10,290
Total 64000 · Miscellaneous	-	-	(5,300)	16,046
65010 · Accounting Fees	-	-	37,460	23,890
65015 · Data Collection Services	-	-	188	125,706
65020 · Legal Fees	295	756	2,925	18,981
Total 65000 · Professional Fees	295	756	40,573	168,577
65510 · Office Rent	2,950	2,950	32,450	29,500

Tri-County Regional Planning Commission

Profit & Loss

April 2022

	Current Month	Previous Month	FY22 - Current YTD	FY21 - Previous YTD
	Apr 22	Mar 22	Jul '21 - Apr 22	Jul '20 - Apr 21
65530 · Cleaning	186	186	1,818	1,748
65560 · Property & Casualty Insurance	460	460	4,179	1,979
65570 · Utilities	50	254	2,406	902
Total 65500 · Facility Costs	3,646	3,850	40,852	34,128
Total 66000 · Salaries and Wages	44,477	45,944	442,532	485,133
67040 · Meals	146	-	268	107
67045 · Meeting Expenses	575	332	1,020	-
67050 · Mileage	88	1,379	2,666	1,005
67070 · Training	164	1,085	8,824	275
Total 67000 · Travel and Training	974	2,796	12,778	1,387
Total Expense	98,415	69,030	935,137	1,292,873
Net Income	(869)	7,425	18,338	51,714

Tri-County Regional Planning Commission

Statement of Cash Flows

July 2021 through April 2022

	Apr 22	Jul '21 - Apr 22
OPERATING ACTIVITIES		
Net Income	(869)	18,338
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	(6,172)	320,896
15000 · Prepaid Expenses	1,152	(7,428)
20000 · Accounts Payable	22,983	(78,518)
20011 · MCB Credit Card	1,331	1,296
21000 · Accrued Expenses	(376)	497
21100 · Accounts Payable - Employees	(51)	163
22100 · Accrued Wages Payable	850	(402)
22200 · Accrued Vacation/Personal Time	(63)	(6,895)
22300 · Unvested Retirement	450	(5,306)
22503 · FICA & Medicare	65	(38)
22504 · IL Unemployment Taxes	(692)	(29)
22505 · 457 (b) Contributions	(0)	(89)
22520 · United Way	(13)	(13)
23100 · PPUATS	(3,500)	154,818
23250 · Walkability Funds	-	(10,975)
23300 · Woodford County	-	(4,667)
23400 · Regional Server Partnership	-	2,250
Net cash provided by Operating Activities	15,096	383,898
INVESTING ACTIVITIES		
17101 · Accum. Deprec. - Computers	-	157
Net cash provided by Investing Activities	-	157
Net cash increase for period	15,096	384,055
Cash at beginning of period	1,083,209	714,250
Cash at end of period	1,098,305	1,098,305

Tri-County Regional Planning Commission
Funding Summary by Project
Since Project Inception

	Est. Revenue	Act. Revenue	(\$ Diff.	(%) Diff.
IDOT - FTA				
HSTP 6/23	136,638	43,574	(93,064)	-68.11%
Total IDOT - FTA	136,638	43,574	(93,064)	-68.11%
IDOT Special Planning & Research				
Activity-Based TDM 6/23				
20% Match - State Planning Funds (1437)	96,000	2,139	(93,861)	-97.77%
80% Federal SPR (1439)	384,000	8,558	(375,442)	-97.77%
Total Activity-Based TDM 6/23	480,000	10,697	(469,303)	-97.77%
Asset Management Software 10/23				
Local Share				
City of Pekin	9,864	6,664	(3,200)	-32.44%
City of Peoria	6,000	-	(6,000)	-100.0%
Total Local Share	15,864	6,664	(9,200)	-57.99%
SPF Share - State Planning Funds	48,081	19,951	(28,130)	-58.51%
SPR Share - Federal	192,323	79,805	(112,518)	-58.51%
Total Asset Management Software 10/23	256,268	106,420	(149,848)	-58.47%
Grey Area Study 3/22				
20% Match - State Planning Funds (1437)	20,000	19,978	(22)	-0.11%
80% Federal - SPR (1439)	80,000	79,914	(86)	-0.11%
Total Grey Area Study 3/22	100,000	99,892	(108)	-0.11%
Total IDOT Special Planning & Research	836,268	217,009	(619,259)	-74.05%
IDOT State Planning Funds				
21T0050 - State Metro PF 06/22	140,000	36,241	(103,759)	-74.11%
Total IDOT State Planning Funds	140,000	36,241	(103,759)	-74.11%
IDOT Unified Work Program				
FY22 UWP 12/22				
20% Match - State Planning Funds 12/22	170,355	127,236	(43,119)	-25.31%
PL-FTA 80% Federal Funds 12/22	681,421	508,945	(172,476)	-25.31%
Total FY22 UWP 12/22	851,776	636,181	(215,595)	-25.31%
Total IDOT Unified Work Program	851,776	636,181	(215,595)	-25.31%
TOTAL	1,964,682	933,005	(1,031,677)	-52.51%

Tri-County Regional Planning Commission

A/R Aging Summary

As of April 30, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Direct Bill - GIS						
Greater Peoria Sanitary District	150	-	-	-	-	150
Woodford County Zoning	1,473	1,698	-	-	-	3,172
Total Direct Bill - GIS	1,623	1,698	-	-	-	3,322
Direct Bill - Planning Contracts						
Princeville Comprehensive Plan	-	-	-	-	2,140	2,140
Tazewell Co Comm. Development Review	754	-	-	-	-	754
Village of Dunlap Land Use Plan	258	-	-	-	-	258
Village of Tremont Comprehensive Plan	304	-	-	-	-	304
Woodford Co. Planning & Zoning - Review	-	-	-	-	488	488
Total Direct Bill - Planning Contracts	1,315	-	-	-	2,627	3,943
Dues - County						
PPUATS Dues	3,500	-	-	-	-	3,500
Total Dues - County	3,500	-	-	-	-	3,500
IDOT - FTA						
HSTP 6/23	2,595	5,847	-	7,187	-	15,629
Total IDOT - FTA	2,595	5,847	-	7,187	-	15,629
IDOT Special Planning & Research						
Activity-Based TDM 6/23						
20% Match - State Planning Funds (1437)	1,939	-	-	-	-	1,939
80% Federal SPR (1439)	7,758	-	-	-	-	7,758
Total Activity-Based TDM 6/23	9,697	-	-	-	-	9,697
Asset Management Software 10/23						
SPF Share - State Planning Funds	326	-	-	-	-	326
SPR Share - Federal	1,303	-	-	-	-	1,303
Asset Management Software 10/23 - Other	-	-	-	-	-	-
Total Asset Management Software 10/23	1,629	-	-	-	-	1,629
Rdwy Asset Mgmt 12/20						
20% Local						
Bartonville 4.049%	-	-	-	-	54	54
East Peoria 9.725%	-	-	-	-	105	105
Germantown Hills 3.017%	-	-	-	-	282	282
Peoria Hts 3.476%	-	-	-	-	854	854
Total 20% Local	-	-	-	-	1,295	1,295
Total Rdwy Asset Mgmt 12/20	-	-	-	-	1,295	1,295
Total IDOT Special Planning & Research	11,326	-	-	-	1,295	12,621
IDOT State Planning Funds						
21T0050 - State Metro PF 06/22						
Congestion Management Plan Update	6,000	1,500	-	-	-	7,500
Regional Transportation Workshop	11,990	327	-	-	-	12,317
Total 21T0050 - State Metro PF 06/22	17,990	1,827	-	-	-	19,817
Total IDOT State Planning Funds	17,990	1,827	-	-	-	19,817
IDOT Unified Work Program						
FY22 UWP 12/22						
20% Match - State Planning Funds 12/22	11,836	-	-	-	-	11,836
PL-FTA 80% Federal Funds 12/22	47,342	-	-	-	-	47,342
Total FY22 UWP 12/22	59,178	-	-	-	-	59,178
Total IDOT Unified Work Program	59,178	-	-	-	-	59,178
TCRPC						
Regional Org. Cooperation						
Walkability	-	-	-	-	-	-
Total Regional Org. Cooperation	-	-	-	-	-	-
Total TCRPC	-	-	-	-	-	-
TOTAL	97,526	9,372	-	7,187	3,922	118,008

Tri-County Regional Planning Commission

A/P Aging Summary

As of April 30, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Blue Cross and Blue Shield of Illinois	-	6,703	-	-	-	6,703
CC-GoToMeeting	-	(105)	-	-	-	(105)
Cempel Int. Transportation Consulting	6,509	-	-	-	-	6,509
Comcast	366	-	-	-	-	366
Delta Dental	238	-	-	-	-	238
DJ4U Corp	-	350	-	-	-	350
GateHouse Media Illinois Holdings, Inc.	-	-	-	-	64	64
Guardian	411	-	-	-	-	411
Hanson Professional Services, Inc.	-	5,000	-	-	-	5,000
Heartland Parking 243602	765	-	-	-	-	765
Heartland Parking 243651-240830	36	-	-	-	-	36
Heyl Royster	-	295	-	-	-	295
Joan's Trophy	19	-	-	-	-	19
Lochmueller Group, Inc.	-	15,697	-	-	-	15,697
Pearl Technology	-	-	962	-	-	962
Peoria Area Chamber of Commerce	25	-	-	-	-	25
Quill Corporation	25	-	-	-	-	25
RK Dixon	2	-	-	-	-	2
The Cleaning Source	186	-	-	-	-	186
Verizon Wireless	308	-	-	-	-	308
Xerox Financial Services	418	-	-	-	-	418
TOTAL	9,308	27,941	962	-	64	38,275

Tri-County Regional Planning Commission
Check Register - Operating Account
April 2022

Date	Num	Name	Memo	Amount
04/01/2022	ACH	Comcast	Phones and Internet	360.95
04/01/2022	ACH	Delta Dental	Dental Insurance	238.31
04/01/2022	ACH	Guardian	Life, Disability, and Vision Insurance	410.68
04/01/2022	ACH	Hinckley Springs	Water	11.25
04/01/2022	1233	Heart of IL United Way	Community Impact Fund - Payroll Liability	19.50
04/04/2022	TRANSFER	PPUATS Money Market	PPUATS Funds Transfer	15,459.00
04/05/2022	ACH	Staff - Payroll	Payroll 03/16/22 - 03/31/22	16,105.68
04/05/2022	ACH	Department of the Treasury	Payroll Taxes 03/16/22 - 03/31/22	5,324.10
04/05/2022	ACH	CEFCU	Payroll Liability 03/16/22 - 03/31/22	1,050.00
04/05/2022	ACH	Illinois Department of Revenue	Payroll Taxes 03/16/22 - 03/31/22	1,005.51
04/05/2022	ACH	Nationwide	Retirement 03/16/22 - 03/31/22	1,599.17
04/05/2022	ACH	Unvested Retirement Account	Retirement 03/16/22 - 03/31/22	225.18
04/06/2022	FEE	Morton Community Bank	Stop Payment Fee - Check# 1210 Lardner/Klein	30.00
04/06/2022	1234	APWA	Registrations	200.00
04/06/2022	1235	Blue Cross and Blue Shield of Illinois	Health Insurance	6,703.10
04/06/2022	1236	City of Peoria	Rent - 04/2022	2,950.00
04/08/2022	ACH	Heartland Parking	Parking Validations	104.00
04/08/2022	ACH	Heyl Royster	Legal Fees	756.00
04/08/2022	ACH	Lochmueller Group, Inc.	Activity Based TDM / Metro Planning	2,500.00
04/08/2022	ACH	Quill Corporation	Office Supplies	84.85
04/08/2022	ACH	The Cleaning Source	Office Cleaning - 03/2022	186.00
04/08/2022	ACH	Verizon Wireless	Phones	308.31
04/20/2022	ACH	Staff - Payroll	Payroll 04/01/22 - 04/15/22	15,416.44
04/20/2022	ACH	Department of the Treasury	Payroll Taxes 04/01/22 - 04/15/22	5,045.56
04/20/2022	ACH	CEFCU	Payroll Liability 04/01/22 - 04/15/22	50.00
04/20/2022	ACH	Illinois Department of Revenue	Payroll Taxes 04/01/22 - 04/15/22	975.28
04/20/2022	ACH	Nationwide	Retirement 04/01/22 - 04/15/22	1,599.17
04/20/2022	ACH	Unvested Retirement Account	Retirement 04/01/22 - 04/15/22	225.17
04/20/2022	ACH	IL Dept of Employment Security	1st Qtr Unemployment Taxes	732.33
04/20/2022	1237	Morton Community Bank	03/2022 Credit Card Payment - West	633.96
04/20/2022	1238	Morton Community Bank	03/2022 Credit Card Payment - Miller	327.00
04/20/2022	1239	Morton Community Bank	03/2022 Credit Card Payment - Ulrich	1,407.52
04/20/2022	1240	C-City of Peoria	Utilities	425.73
04/22/2022	ACH	Cempel Int. Transportation Consulting	TCRPC Strategic Planning Workshop	4,435.20
04/22/2022	ACH	ESRI, Inc.	ArcGIS credits	500.00
04/22/2022	ACH	Facet Technologies, Inc.	Flex Service / Web Hosting Contract - 05/2022	985.00
04/22/2022	ACH	Hinckley Springs	Water	88.38
04/22/2022	ACH	Pearl Technology	SSL Certificate	49.95
04/22/2022	ACH	Quill Corporation	Office Supplies	109.92
04/22/2022	ACH	WEX Bank	Gas Card Payment	33.86
04/30/2022	ACH	Morton Community Bank	Service Charge	15.81
Register			Total Checks	88,687.87

Tri-County Regional Planning Commission
Credit Card Register
April 2022

Date	Employee Card	Vendor	Memo	Amount
03/31/2022	Ulrich	Adobe	Adobe User Subscription - Accounting	15.93
04/03/2022	Bruner	Amazon Business	Office Supplies	25.34
04/05/2022	Ulrich	Adobe	Adobe User Subscription - Miller	15.93
04/05/2022	Ulrich	Amazon Business	Office Supplies	14.99
04/06/2022	Ulrich	Adobe	Adobe User Subscription - Lees	15.93
04/07/2022	Ulrich	Qbox	QuickBooks File Management	12.00
04/12/2022	Miller	Scottish Rite Theater	Strategic Planning Meeting 04/28/22	552.00
04/15/2022	Ulrich	Adobe	Adobe Main Account Subscription	52.99
04/15/2022	Ulrich	Intuit - QuickBooks	Annual Payroll Subscription	515.13
04/19/2022	Bruner	American Planning Association	2022 APA-ISS Spring Conference - M. Bruner	75.89
04/24/2022	Ulrich	American Planning Association	2022 APA-ISS Spring Conference - R. Lees	12.24
04/25/2022	Bruner	Poll Everywhere, Inc.	Polling Program for Strategic Planning Workshop	120.00
04/29/2022	Miller	Scottish Rite Theater	Strategic Planning Meeting 04/28/22	23.22
04/30/2022	N/A	Morton Community Bank	Finance Charges	0.00
Register			Total Charges	1,451.59

Date	Employee Card	Vendor	Memo	Amount
04/18/2022	Ulrich	GoToMeeting.com	Credit for GoToMeeting.com - rate correction	(115.33)
04/21/2022	Ulrich	GoToMeeting.com	Adjustment for GoToMeeting.com - rate correction	25.00
04/21/2022	Ulrich	GoToMeeting.com	Credit for GoToMeeting.com - rate correction	(14.28)
Register			Total Refunds and Credits	(104.61)

RESOLUTION 22-54

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2023 BUDGET.

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, routinely seeks funding from a variety of sources to perform projects that are beneficial to the region and/or to the individual communities in the region, and

WHEREAS, the Commission creates and uses a consolidated budget to manage its programs and monitor its finances, and

WHEREAS, the Executive Board recommends the attached budget,

WHEREAS, the Ways and Means Committee has reviewed the FY2023 Budget and recommends approval.

NOW THEREFORE BE IT RESOLVED, that the Tri-County Regional Planning Commission hereby approves and adopts the FY 2023 Budget for the period from July 1, 2022, to June 30, 2023 and authorizes the Executive Director to take such actions as necessary to implement the budget within the confines of the Commission policy.

Presented this 1st day of June 2022

Adopted this 1st day of June 2022

Michael Hinrichsen, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

Tri-County Regional Planning Commission Budget for FY23

Revenue By Fund	FY23 Budget Estimate	FY23 Federal	FY23 State	FY23 Local
FY23 UWP Federal	814,198.91	814,198.91		
FY23 UWP State Match	203,549.73		203,549.73	
FY23 PPUATS Local Projects - TO BE PROGRAMMED	158,549.73			158,549.73
FY22 UWP Federal	86,779.45	86,779.45		
FY22 UWP State Match	21,694.86		21,694.86	
FY23 IDOT Asset Mgmt Software Federal	62,086.80	62,086.80		
FY23 IDOT Asset Mgmt Software State Match	34,384.20		34,384.20	
FY23 IDOT Asset Mgmt Software Local Match	4,600.00			4,600.00
FY23 IDOT Activity Based TDM Federal	380,000.00	380,000.00		
FY23 IDOT Activity Based TDM State Match	95,000.00		95,000.00	
FY23 IDOT District 4 TDM - NEW	68,821.78	68,821.78		
FY23 HSTP	71,546.07	71,546.07		
Hazard Mitigation - Federal - NEW	88,250.00			
GIS - GPSD	4,500.00			4,500.00
GIS - Woodford County	21,375.00			21,375.00
GIS - Logan County - NEW	19,875.00			
County Dues from PPUATS Funds	45,000.00			
Planning Review - Tazewell Co	9,045.00			9,045.00
Land Use Plan - NEW	10,000.00			
Interest	150.00			150.00
Total FY23 Budgeted Revenue	2,199,406.53	1,483,433.01	354,628.79	198,219.73

Tri-County Regional Planning Commission Budget for FY23

E x p e n s e s	FY22 E x p e n s e s Estimate	FY23 Budget Estimate
Computer Expenses		
Computer Hardware Supplies		17,200.00
Computer Software Support		28,000.00
Total Computer Expenses	72,843.00	45,200.00
Outside Services		
Computer Support Contracts		96,244.00
Consultants		1,003,975.43
Contract Services - Special Projects		-
Total Outside Services	246,393.95	1,100,219.43
Depreciation		-
Employee Benefits		
Health Insurance		77,376.58
Parking		11,220.00
Payroll Taxes		54,810.07
Retirement		33,379.89
Workers Compensation Insurance		1,353.00
Total Employee Benefits	165,998.03	178,139.54
Office Administration		
Bank Service Charges		185.00
Cozier Expense		5,014.92
Vehicle Fuel Parking		2,900.00
Internet Phones		8,040.00
Professional Liability Auto Insurance		2,088.96
Office Supplies		1,500.00
Postage		100.00
Repairs Maintenance		1,000.00
Subscriptions		59.00
Office Water		500.00
Total Office Administration	22,974.26	21,387.88
Miscellaneous Projects Costs		
Advertising		2,500.00
Dues APA		2,000.00
Legal Publications		50.00
Other Miscellaneous Expenses		2,429.80
Total Miscellaneous Project Costs	6,213.48	6,979.80
Professional Fees		
Accounting Audit		25,125.00
HR Consultant		4,700.00
Legal Fees		7,500.00
Speakers		25,000.00
Total Professional Fees	45,458.19	62,325.00
Facility Costs		
Office Rent		35,400.00
Office Cleaning		2,232.00
Property Casualty Insurance		4,358.04
Utilities		3,200.00
Total Facility Costs	45,080.24	45,190.04
Salaries Wages		668,443.81
Travel and Training		
APWA Conference		7,500.00
Other Travel, Training Conferences		15,390.72
Meeting Expenses		3,360.00
Mileage Reimbursements		4,913.76
Total Travel and Training	13,512.92	31,164.48
TOTAL EXPENSES	618,474.07	2,159,049.98
SURPLUS DEFICIT		40,356.55