



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, May 4, 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 April 6, 2022
5. Recommendation to Commission the approval of March Financials Statements and Billings (Resolution 22-47)
6. Recommendation to Commission the approval of Martin Hood LLC for 2022 audit (Resolution 22-48)
7. Review of Draft FY23 budget
8. Other
9. Adjournment



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

Wednesday, April 6, 2022

8:30 a.m.

Minutes

1. Call to Order
Chairman Menold called the meeting to order at 8:39 a.m.
2. Roll Call
Present: Greg Menold, Andrew Rand. Virtual: Chuck Nagel. Also present: Eric Miller, Ray Lees, Debbie Ulrich, and Rebecca Eisele. Also: Mike Hinrichsen.
3. Public Input-none
4. Approval of Minutes of March 2, 2022
Andrew Rand moved to approve the minutes of March 2, 2022, and Chuck Nagel seconded. Motion carried.
5. Recommendation to Commission the approval of February Financials Statements and Billings (Resolution 22-43)
Chuck Nagel moved to recommend to Commission the approval of February Financial Statements and Billings (Resolution 22-43) and Andrew Rand seconded.
Rebecca Eisele reported on the following:
 - End of month Operating cash was \$753k. Net cash increased in February by \$118k. Operating activities in February resulted in a net surplus of approximately \$5k.
 - Accounts Receivable at the end of the month was \$208k. Of the A/R balance, \$135k was federal funds, \$41k was state funds, and \$33k was local funds.

- Accounts Payable at the end of the month was \$15k, there was \$4k in unpaid pass-through expenses as of the end of February. The remaining \$11k A/P balance included regular monthly bills, including health, dental, vision, and life insurances.
- Total Billings for February were \$77k, minus direct pass-throughs of \$10k which resulted in Operating Revenue of \$67k. February included 19 regular working days, and 1 paid holiday,
- Total Expenses for February were \$72k, minus direct pass-throughs of \$10k which resulted in Operating Expenses of \$62k.
- February ended with a net surplus of about \$5k, and FY22 has a year-to-date surplus of \$14k.

6. Other

Eric Miller mentioned the FY23 annual budget draft budget will be presented to the Executive Board and Ways & Means next meeting.

7. Adjournment

Chuck Nagel moved to adjourn at 8:53 a.m. and Greg Menold seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Transcribed by:

Debbie Ulrich, Office Manager

RESOLUTION 22-47

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

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 March 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 March 2022 are approved.

Presented this 4th day of May 2022

Adopted this 4th day of May 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 March 31, 2022

	Current Month	Previous Month	Previous Year
	Mar 31, 22	Feb 28, 22	Mar 31, 21
ASSETS			
Current Assets			
Checking/Savings			
10000 · Cash - Unrestricted			
10110 · MCB Checking - Operations	859,501	752,648	606,928
Total 10000 · Cash - Unrestricted	859,501	752,648	606,928
11000 · Cash - Restricted			
11110 · MCB Checking - Flex Benefits	1,530	1,530	1,530
11210 · MCB Money Market - PPUATS	194,115	198,896	51,226
11310 · MCB Checking - IL MPO Adv.	19,238	19,238	19,238
11410 · MCB Savings - Unvested Retirement	8,825	11,706	16,734
Total 11000 · Cash - Restricted	223,708	231,370	88,728
Total Checking/Savings	1,083,209	984,018	695,656
Accounts Receivable			
13000 · Accounts and Grants Receivable	111,836	208,377	380,813
Total Accounts Receivable	111,836	208,377	380,813
Other Current Assets			
15000 · Prepaid Expenses	30,516	31,587	22,279
Total Other Current Assets	30,516	31,587	22,279
Total Current Assets	1,225,560	1,223,983	1,098,748
Fixed Assets			
17100 · Computer Equipment	33,098	33,098	33,098
17101 · Accum. Deprec. - Computers	(33,098)	(33,098)	(32,470)
Total Fixed Assets	-	-	628
TOTAL ASSETS	1,225,560	1,223,983	1,099,375
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · Accounts Payable	14,266	14,811	47,388
20011 · MCB Credit Card	-	16	-
Other Current Liabilities			
21000 · Accrued Expenses	1,864	1,610	496
21100 · Accounts Payable - Employees	340	159	-
22100 · Accrued Wages Payable	21,171	21,231	23,977
22200 · Accrued Vacation/Personal Time	58,241	55,475	65,932
22300 · Unvested Retirement	8,995	11,876	16,961
22500 · Payroll Taxes and Withholdings	3,386	3,493	3,618
Total 22000 · Employer Liabilities	91,794	92,075	110,489
23000 · Unearned Revenue			
23100 · PPUATS	188,155	192,941	29,837
23200 · IL MPO	19,238	19,238	19,238
23250 · Walkability Funds	-	-	10,975

Tri-County Regional Planning Commission

Balance Sheet

As of March 31, 2022

	Current Month	Previous Month	Previous Year
	Mar 31, 22	Feb 28, 22	Mar 31, 21
23300 · Woodford County	-	-	7,467
23400 · Regional Server Partnership	2,250	3,000	2,250
23500 · Village of Washburn	488	488	488
Total 23000 · Unearned Revenue	210,130	215,667	70,254
Total Other Current Liabilities	304,128	309,511	181,238
Total Current Liabilities	318,394	324,338	228,626
Total Liabilities	318,394	324,338	228,626
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	21,815	14,293	44,489
Total Equity	907,166	899,645	870,749
TOTAL LIABILITIES & EQUITY	1,225,560	1,223,983	1,099,375

Tri-County Regional Planning Commission

Profit & Loss

March 2022

	Current Month	Previous Month	FY22 - Current YTD	FY21 - Previous YTD
	Mar 22	Feb 22	Jul '21 - Mar 22	Jul '20 - Mar 21
Ordinary Income/Expense				
Revenue by Type				
41000 · Federal Grants and Awards	58,007	55,695	607,624	695,665
42000 · State Grants and Awards	11,143	13,140	185,894	353,869
43000 · Local Matching Contributions	-	1,286	(6,648)	85,519
44010 · GIS Support	1,848	2,073	19,509	49,593
44020 · Planning & Zoning Support	1,187	985	12,081	18,582
45000 · Member Dues	4,250	4,250	37,352	37,220
46000 · Interest Income	20	16	116	252
Total Income	76,455	77,446	855,928	1,240,700
Gross Profit	76,455	77,446	855,928	1,240,700
Expense by Account & Category				
61010 · Computer Hardware and Supplies	-	60	34,093	2,550
61020 · Computer Software & Services	1,384	1,426	15,853	17,285
Total 61000 · Computer Expenses	1,384	1,486	49,946	19,835
61501 · Computer Support Contracts	11	11	28,881	17,671
61503 · Contractual Services	42	2,042	60,923	225,774
61505 · Consultants	2,500	-	77,011	140,650
Total 61500 · Outside Services	2,553	2,053	166,816	384,095
Total 62000 · Depreciation	-	-	157	1,412
63001 · FICA and Medicare	3,282	3,613	31,861	33,972
63002 · Unemployment	150	202	923	859
63010 · Health Insurance	5,394	5,955	61,407	68,589
63020 · Parking	680	680	6,135	7,523
63030 · Retirement	2,235	1,971	20,854	21,828
63040 · Workers Compensation Insurance	113	254	1,339	1,424
Total 63000 · Employee Benefits	11,854	12,676	122,519	134,194
63510 · Bank Service Charges	15	19	138	131
63530 · Copier	(1,379)	418	3,561	3,929
63533 · Fuel	34	-	168	79
63540 · Internet and Phones	669	667	6,015	6,152
63550 · Professional Liab. & Auto Ins.	174	489	2,459	3,965
63560 · Office Supplies	85	67	1,068	1,572
63570 · Parking	189	129	1,338	1,058
63580 · Postage	-	-	64	290
63600 · Repairs and Maintenance	-	-	437	270
63610 · Subscriptions	-	-	59	39
63620 · Water	11	11	339	224
Total 63500 · Office Administration	(202)	1,801	15,647	17,709
64010 · Advertising	-	-	1,830	1,475
64030 · Membership Dues	-	-	3,662	3,512
64040 · Legal Notices	-	-	34	267
64050 · Other	-	-	(10,891)	10,290
Total 64000 · Miscellaneous	-	-	(5,364)	15,544
65010 · Accounting Fees	-	-	37,460	23,890
65015 · Data Collection Services	-	-	188	108,554
65020 · Legal Fees	756	1,786	2,629	18,981

Tri-County Regional Planning Commission

Profit & Loss

March 2022

	Current Month	Previous Month	FY22 - Current YTD	FY21 - Previous YTD
	Mar 22	Feb 22	Jul '21 - Mar 22	Jul '20 - Mar 21
Total 65000 · Professional Fees	756	1,786	40,277	151,425
65510 · Office Rent	2,950	2,950	26,550	26,550
65530 · Cleaning	186	186	1,632	1,569
65560 · Property & Casualty Insurance	460	722	3,719	1,616
65570 · Utilities	254	254	2,356	736
Total 65500 · Facility Costs	3,850	4,112	34,256	30,471
Total 66000 · Salaries and Wages	45,944	48,131	398,055	440,210
67040 · Meals	-	46	122	107
67045 · Meeting Expenses	332	-	444	-
67050 · Mileage	1,379	113	2,578	984
67070 · Training	1,085	325	8,660	225
Total 67000 · Travel and Training	2,796	484	11,804	1,316
Total Expense	68,934	72,529	834,113	1,196,211
Net Income	7,521	4,917	21,815	44,489

Tri-County Regional Planning Commission
Statement of Cash Flows

March 2022

	Mar 22	Jul '21 - Mar 22
OPERATING ACTIVITIES		
Net Income	7,521	21,815
Adjustments to reconcile Net Income to net cash provided by operations:		
13000 · Accounts and Grants Receivable	96,541	327,068
15000 · Prepaid Expenses	1,072	(10,147)
20000 · Accounts Payable	(545)	(102,527)
20011 · MCB Credit Card	(16)	(51)
21000 · Accrued Expenses	254	873
21100 · Accounts Payable - Employees	181	214
22100 · Accrued Wages Payable	(60)	(1,252)
22200 · Accrued Vacation/Personal Time	2,766	(6,832)
22300 · Unvested Retirement	(2,881)	(5,757)
22503 · FICA & Medicare	(260)	(103)
22504 · IL Unemployment Taxes	150	663
22505 · 457 (b) Contributions	(4)	(89)
22520 · United Way	7	-
23100 · PPUATS	(4,786)	158,318
23250 · Walkability Funds	-	(10,975)
23300 · Woodford County	-	(4,667)
23400 · Regional Server Partnership	(750)	2,250
Net cash provided by Operating Activities	99,191	368,802
INVESTING ACTIVITIES		
17101 · Accum. Deprec. - Computers	-	157
Net cash provided by Investing Activities	-	157
Net cash increase for period	99,191	368,959
Cash at beginning of period	984,018	714,250
Cash at end of period	1,083,209	1,083,209

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	40,979	(95,659)	-70.01%
Total IDOT - FTA	136,638	40,979	(95,659)	-70.01%
IDOT Special Planning & Research				
Activity-Based TDM 6/23				
20% Match - State Planning Funds (1437)	96,000	200	(95,800)	-99.79%
80% Federal SPR (1439)	384,000	800	(383,200)	-99.79%
Total Activity-Based TDM 6/23	480,000	1,000	(479,000)	-99.79%
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	19,625	(28,455)	-59.18%
SPR Share - Federal	192,323	78,502	(113,821)	-59.18%
Total Asset Management Software 10/23	256,268	104,791	(151,477)	-59.11%
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	205,683	(630,585)	-75.41%
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	115,400	(54,955)	-32.26%
PL-FTA 80% Federal Funds 12/22	681,421	461,603	(219,818)	-32.26%
Total FY22 UWP 12/22	851,776	577,004	(274,772)	-32.26%
Total IDOT Unified Work Program	851,776	577,004	(274,772)	-32.26%
TOTAL	1,964,682	859,906	(1,104,775)	-56.23%

Tri-County Regional Planning Commission

A/R Aging Summary

As of March 31, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Direct Bill - GIS						
Greater Peoria Sanitary District	150	-	-	-	-	150
Woodford County Zoning	1,698	1,998	-	-	-	3,697
Total Direct Bill - GIS	1,848	1,998	-	-	-	3,847
Direct Bill - Planning Contracts						
Princeville Comprehensive Plan	-	-	-	-	2,140	2,140
Tazewell Co Comm. Development Review	754	-	-	-	-	754
Village of Dunlap Land Use Plan	-	-	-	-	265	265
Village of Tremont Comprehensive Plan	155	-	-	-	-	155
Woodford Co. Planning & Zoning - Review	-	-	-	-	488	488
Total Direct Bill - Planning Contracts	909	-	-	-	2,893	3,801
Dues - County						
PPUATS Dues	3,500	-	-	-	-	3,500
Total Dues - County	3,500	-	-	-	-	3,500
Dues - GIS						
Woodford County	-	-	-	-	3,000	3,000
Total Dues - GIS	-	-	-	-	3,000	3,000
IDOT - FTA						
HSTP 6/23	5,847	-	7,187	-	-	13,034
Total IDOT - FTA	5,847	-	7,187	-	-	13,034
IDOT Special Planning & Research						
Activity-Based TDM 6/23						
20% Match - State Planning Funds (1437)	200	-	-	-	-	200
80% Federal SPR (1439)	800	-	-	-	-	800
Total Activity-Based TDM 6/23	1,000	-	-	-	-	1,000
Asset Management Software 10/23						
SPF Share - State Planning Funds	20	-	-	-	-	20
SPR Share - Federal	79	-	-	-	-	79
Asset Management Software 10/23 - Other	-	-	-	-	-	-
Total Asset Management Software 10/23	98	-	-	-	-	98
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
80% Federal - SPR (1439)	-	-	-	-	15,324	15,324
Total Rdwy Asset Mgmt 12/20	-	-	-	-	16,619	16,619
Total IDOT Special Planning & Research	1,098	-	-	-	16,619	17,718
IDOT State Planning Funds						
19T0058-1437 (SPF) 7/2020						
LRTP Tools	-	-	-	-	386	386
Total 19T0058-1437 (SPF) 7/2020	-	-	-	-	386	386
21T0050 - State Metro PF 06/22						
Congestion Management Plan Update	1,500	-	-	-	-	1,500
Regional Transportation Workshop	327	-	-	-	-	327
Total 21T0050 - State Metro PF 06/22	1,827	-	-	-	-	1,827
Total IDOT State Planning Funds	1,827	-	-	-	386	2,213
IDOT Unified Work Program						

Tri-County Regional Planning Commission

A/R Aging Summary

As of March 31, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
FY22 UWP 12/22						
20% Match - State Planning Funds 12/22	12,945	-	-	-	-	12,945
PL-FTA 80% Federal Funds 12/22	51,779	-	-	-	-	51,779
Total FY22 UWP 12/22	64,723	-	-	-	-	64,723
Total IDOT Unified Work Program	64,723	-	-	-	-	64,723
TOTAL	79,752	1,998	7,187	-	22,898	111,836

Tri-County Regional Planning Commission

A/P Aging Summary

As of March 31, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
APWA	200	-	-	-	-	200
Blue Cross and Blue Shield of Illinois	6,703	-	-	-	-	6,703
Comcast	361	-	-	-	-	361
Delta Dental	238	-	-	-	-	238
Guardian	411	-	-	-	-	411
Heartland Parking 243651-240830	104	-	-	-	-	104
Heyl Royster	-	756	-	-	-	756
Hinckley Springs	11	-	-	-	-	11
Lochmueller Group, Inc.	-	2,500	-	-	-	2,500
Morton Community Bank	2,368	-	-	-	-	2,368
Quill Corporation	85	-	-	-	-	85
The Cleaning Source	186	-	-	-	-	186
Verizon Wireless	308	-	-	-	-	308
WEX Bank	34	-	-	-	-	34
TOTAL	11,010	3,256	-	-	-	14,266

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

Date	Num	Name	Memo	Amount
03/01/2022	1226	Blue Cross and Blue Shield of Illinois	Health Insurance	6,703.10
03/01/2022	1227	Xerox Financial Services	Copier	417.91
03/02/2022	ACH	Comcast	Phones and Internet	359.95
03/02/2022	ACH	Delta Dental	Dental Insurance	238.31
03/02/2022	ACH	Facet Technologies, Inc.	Flex Service / Web Hosting Contract - 03/2022	985.00
03/02/2022	ACH	Guardian	Life, Disability, and Vision Insurance	410.68
03/02/2022	ACH	Heartland Parking	Employee Parking - 03/2022	765.00
03/02/2022	ACH	Heyl Royster	Legal Fees	3,786.30
03/02/2022	ACH	Hinckley Springs	Water	11.25
03/04/2022	ACH	Staff - Payroll	Payroll 02/16/22 - 02/28/22	15,827.14
03/04/2022	ACH	Department of the Treasury	Payroll Taxes 02/16/22 - 02/28/22	5,856.54
03/04/2022	ACH	CEFCU	Payroll Liability 02/16/22 - 02/28/22	50.00
03/04/2022	ACH	Illinois Department of Revenue	Payroll Taxes 02/16/22 - 02/28/22	1,014.64
03/04/2022	ACH	Nationwide	Retirement 02/16/22 - 02/28/22	4,809.66
03/09/2022	1228	City of Peoria	Rent - 03/2022	2,950.00
03/09/2022	1229	Morton Community Bank	Credit Card Payment	407.18
03/09/2022	1230	Morton Community Bank	Credit Card Payment	188.80
03/14/2022	ACH	Heartland Parking	Parking Validations	44.00
03/14/2022	ACH	The Cleaning Source	Office Cleaning - 02/2022	186.00
03/14/2022	ACH	Verizon Wireless	Phones	307.29
03/18/2022	ACH	Staff - Payroll	Payroll 03/01/22 - 03/15/22	15,114.77
03/18/2022	ACH	Department of the Treasury	Payroll Taxes 03/01/22 - 03/15/22	4,940.22
03/18/2022	ACH	CEFCU	Payroll Liability 03/01/22 - 03/15/22	50.00
03/18/2022	ACH	Illinois Department of Revenue	Payroll Taxes 03/01/22 - 03/15/22	956.12
03/18/2022	ACH	Nationwide	Retirement 03/01/22 - 03/15/22	1,474.17
03/18/2022	ACH	Unvested Retirement Account	Retirement 03/01/22 - 03/15/22	225.18
03/25/2022	1231	Xerox Financial Services	Copier	417.91
03/30/2022	ACH	Facet Technologies, Inc.	Flex Service / Web Hosting Contract - 03/2022	985.00
03/30/2022	ACH	Heartland Parking	Employee Parking - 03/2022	765.00
03/30/2022	ACH	Pearl Technology	Domain Registration - tricountyrpc.org	30.00
03/31/2022	ACH	Morton Community Bank	Service Charge	14.83
Register			Total Checks	70,291.95

**Tri-County Regional Planning Commission
Credit Card Register
March 2022**

Date	Employee Card	Vendor	Memo	Amount
02/28/2022	Ulrich	Adobe	Adobe User Subscription - Accounting	15.93
03/01/2022	Ulrich	Casey's General Store	Meeting Supplies	4.53
03/05/2022	Ulrich	Adobe	Adobe User Subscription - Miller	15.93
03/06/2022	Ulrich	Adobe	Adobe User Subscription - Lees	15.93
03/07/2022	Ulrich	American Airlines	Flight to APA Conference - G. Guevara	405.21
03/07/2022	Ulrich	American Planning Association	APA Conference Registration - G. Guevara	785.00
03/09/2022	Ulrich	Qbox	QuickBooks File Management	12.00
03/15/2022	Ulrich	Adobe	Adobe Main Account Subscription	52.99
03/16/2022	Ulrich	APWA	APWA Registration - L. Chapman	50.00
03/18/2022	West	Hilton Hotels	Hotel for Conference - B. West	633.96
03/21/2022	Miller	Scottish Rite Theatre	Deposit for Venue - Strategic Planning Meeting 04/28/22	327.00
03/25/2022	Ulrich	APWA	APWA Registration - B. West	50.00
03/31/2022	N/A	Morton Community Bank	Finance Charges	0.00
Register			Total Charges	2,368.48

Date	Employee Card	Vendor	Memo	Amount
Register			Total Refunds and Credits	0.00

RESOLUTION 22-48

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO CONTRACT WITH THE FIRM OF MARTIN HOOD LLC TO COMPLETE THE FINANCIAL AND COMPLIANCE AUDIT FOR THE FISCAL YEAR 2022.

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, is required to conduct a yearly audit of revenue and expenditures, and

WHEREAS, the firm of Martin Hood LLC submitted a proposal to provide professional auditing services to the Commission for the year ending June 30, 2022 for an estimated fee of \$25,125.00

WHEREAS, the Ways and Means Committee of the Commission recommends that the Commission enter into a contract with the firm of Martin Hood LLC.

THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

That the Commission enter into a contract with the firm of Martin Hood LLC for auditing services for the fiscal year ending June 30, 2022, for an estimated fee of \$25,125.00

Presented this 4th day of May 2022

Adopted this 4th day of May 2022

Mike 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 HSTP	71,546.07	71,546.07		
Hazard Mitigation - Federal	88,250.00	88,250.00		
GIS - GPSD	4,500.00			4,500.00
GIS - Woodford County	21,375.00			21,375.00
GIS - Logan County	19,875.00			19,875.00
County Dues from PPUATS Funds	45,000.00			45,000.00
Planning Review - Tazewell Co	9,045.00			9,045.00
Land Use Plan - NEW	10,000.00			10,000.00
Interest	150.00			150.00
Total Revenue	2,130,584.75	1,502,861.23	354,628.79	273,094.73

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Tri-County Regional Planning Commission Budget for FY23

E nses		FY22 E Y Estimate	FY23 Budget Estimate
Com uter E nses			
	Com uter Hardware Su lies		17,200.00
	Com uter Software Su ort		16,000.00
	Total Com uter E nses	72,843.00	33,200.00
utside Services			
	Com uter Su ort Contracts		96,244.00
	Consultants		935,153.65
	Contract Services - S ecial Projects		-
	Total utside Services	246,393.95	1,031,397.65
eciation			
Em loyee Benefits			
	Health Insurance		72,887.58
	Par ing		11,220.00
	Payroll Ta es		51,235.02
	Retirement		32,662.90
	Wor ers Com ensation Insurance		1,353.00
	Total Em loyee Benefits	165,998.03	169,358.50
ffice dministration			
	Ban Service Charges		185.00
	Co ier E nse		5,014.92
	ehicle Fuel Par ing		2,900.00
	Internet Phones		8,040.00
	Professional Lia Auto Ins		2,088.96
	Office Su lies		1,500.00
	Postage		100.00
	Re airs Maintenance		1,000.00
	Su cri tions		59.00
	Office Water		500.00
	Total ffice dministration	22,974.26	21,387.88
Miscellaneous Pro ects Costs			
	Advertising		2,500.00
	Dues APA		2,000.00
	Legal Pu lications		50.00
	Other Miscellaneous E nses		2,429.80
	Total Miscellaneous Pro ect Costs	6,213.48	6,979.80
Professional Fees			
	Accounting Audit		24,500.00
	HR Consultant		4,700.00
	Legal Fees		7,500.00
	S ea ers		25,000.00
	Total Professional Fees	45,458.19	61,700.00
Facility Costs			
	Office Rent		35,400.00
	Office Cleaning		2,232.00
	Pro erty Casualty Insurance		4,358.04
	Utilities		3,200.00
	Total Facility Costs	45,080.24	45,190.04
Salaries ages			
Travel and Training			
	APWA Conference		7,500.00
	Other Travel, Training Conferences		15,390.72
	Meeting E nses		3,360.00
	Mileage Reim ursements		4,913.76
	Total Travel and Training	13,512.92	31,164.48
T T LE PE SES		618,474.07	2,055,378.35
S RPL S EF CT			75,206.40