

**Ways and Means Committee Meeting
Smith, CHAIRMAN
Neuhauser, and Bender**

**Thursday, November 21, 2019
4:30 PM**

AGENDA

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes of March 28, 2019
5. Recommendation to Commission the approval of September/ October 2019 Financial Statements and Billings (Resolution 20-15)
6. Recommendation to Commission the approval of FY19 audit (Resolution 20-17)
7. Other
8. Adjournment

**Ways and Means Committee Meeting
Smith, CHAIRMAN
Neuhauser**

**Thursday, March 28, 2019
4:30 PM**

MINUTES

1. Call to Order

Chairman Smith called the meeting to order at 4:30 pm

2. Roll Call

Present: Smith and Neuhauser. Staff: Miller, Lees, and Stratton

3. Public Input- none

4. Approval of Minutes of January 24, 2019

Neuhauser moved to approve the January 24, 2019 minutes and Smith seconded. Motion carried.

5. Recommendation to Commission the approval of February Financial Statements and Billings (Resolution 19-45)

Neuhauser moved to recommend to Commission the approval of February Financial Statements and Billings (Resolution 19-45) and Smith seconded. Motion carried.

- Stratton updated on the following:
 - Operating cash is \$615,266 which is a decrease of \$48,286 from last month
 - Accounts receivables is \$213,868 which includes \$90,014 in direct pass thru on various programs
 - Accounts payables is \$100,864 which \$84, 707 is for contract services and remaining \$16k is for bills of normal operating expenses.
 - Total revenue for February was \$131,350
 - Total expenses for February were \$127,981 which leaves a positive of \$3,369. We are 67% of the way through our fiscal year and we have met 68% of our targeted Net income.

6. Recommendation to Commission the approval of auditor selection (Resolution 19-46)
Neuhauser moved to recommend to Commission the approval of auditor selection (Resolution 19-46) and Smith seconded.

Discussion followed: (7)

- Miller explained that we need a recommendation from the Ways & Means Committee to Commission for auditor selection.
- Stratton highly suggested Martin & Hood for price and reputation. They do a really thorough audit.
- Neuhauser suggested looking at Clifton Larson. Several entities has them for auditors and yes they were involved in the Dixon problems but he has complete confidence in them. We need to change for at least a year.

After further discussion, Neuhauser moved to recommend to Commission Martin Hood and Smith seconded. Motion carried.

7. Discussion of auditor selection (see #6)

8. Other

9. Adjournment

Neuhauser moved to adjourn at 5:07 pm and Smith seconded. Motion carried.

RESOLUTION 20-15

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR SEPTEMBER, OCTOBER 2019

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 September, October 2019, 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 September, October 2019 are approved.

Presented this 21st day of November 2019

Adopted this 21st day of November 2019

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

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

TRI-COUNTY REGIONAL PLANNING COMMISSION
COMPARATIVE STATEMENTS OF ASSETS, LIABILITIES, & NET ASSETS
OCTOBER 2019

ASSETS	OCT 31, 2019	SEP 30, 2019	OCT 31, 2018
Current Assets			
Checking/Savings			
Restricted Cash:			
100012 · Checking - Flexible Benefits	1,605	1,620	1,620
100016 · Savings - Unvested Retirement	28,522	27,614	29,168
100011 · Checking - PPUATS	140,724	140,706	137,442
100018 · Checking - IL MPO Advisory Council	19,238	19,238	19,238
Total Restricted Cash - Busey Bank	190,090	189,179	187,469
Unrestricted Cash:			
100010 · Checking - Operations	608,005	657,220	602,929
Total Checking/Savings Busey Bank	798,095	846,399	790,398
100020 · Accounts Receivable	384,792	298,916	227,337
Other Current Assets			
100050 · Prepaid Expenses	28,861	31,438	29,989
Total Other Current Assets	28,861	31,438	29,989
Total Current Assets	1,211,748	1,176,753	1,047,723
Fixed Assets			
100040 · Office Furniture	54,533	54,533	54,533
100042 · Computer Equipment	96,361	96,361	96,361
100044 · Vehicles	23,944	23,944	23,944
100046 · Leasehold Improvements	7,080	7,080	7,080
Less: Accumulated Depreciation	(176,413)	(175,700)	(166,787)
Total Fixed Assets	5,505	6,218	15,131
Other Assets			
190000 · Right of Use - Office Space	345,150	348,100	-
Total Other Assets	345,150	348,100	-
TOTAL ASSETS	\$ 1,562,403	\$ 1,531,071	\$ 1,062,854
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
200010 · Accounts Payable	129,769	69,819	87,221
Other Current Liabilities			
200015 · Accrued Expenses	1,265	1,084	2,083
200021 · Accrued Payroll	25,815	24,530	22,057
200055 · Vacation/Personal Time	40,951	43,681	37,517
200056 · Unvested Retirement Account	28,497	27,589	29,146
200060 · Employer Liabilities	7	3,281	2,278
200071 · Deferred Revenue - PPUATS	147,449	169,653	129,396
200081 · Deferred Revenue - IDOT/PPUATS	11,588	12,875	-
200095 · Deferred Revenue - IL MPO	19,238	19,238	19,238
200103 · Deferred Revenue - Woodford Co.	933	1,867	933
200104 · Deferred Revenue - Regional Server	6,000	6,750	6,000
200107 · Deferred Revenue - Village of Washburn	563	563	825
Total Other Current Liabilities	282,305	311,111	249,474
Total Current Liabilities	412,074	380,930	336,695
Long Term Liabilities			
290000 · Office Space Lease Liability	342,200	345,150	-
Total Long Term Liabilities	342,200	345,150	-
Total Liabilities	754,274	726,080	336,695
Equity			
310000 · General Fixed Asset Equity	13,450	13,450	13,450
350000 · Capital Contribution	193,000	193,000	193,000
390000 · Retained Earnings	564,788	564,788	451,328
Net Income	36,891	33,754	68,381
Total Equity	808,129	804,991	726,159
TOTAL LIABILITIES & EQUITY	\$ 1,562,403	\$ 1,531,071	\$ 1,062,854

**TRI-COUNTY REGIONAL PLANNING COMMISSION
COMPARATIVE STATEMENTS OF INCOME AND EXPENSE
OCTOBER 2019**

	Month of OCTOBER 2019	Month of SEPTEMBER 2019	Current FY To Date	Previous FY To Date	Annual FY20 Budget	% Annual FY19 Budget
Income						
400010 · FHWA PL/FTA Fund	89,847	54,814	255,364	251,643	776,357	32.9%
400015 · PPUATS Matching	22,462	13,703	63,869	62,911	197,859	32.3%
400016 · IDOT Rural Planning	-	1,319	7,455	3,134	32,100	23.2%
400017 · FHWA SPR Fund	-	-	-	-	430,999	0.0%
400020 · Regional/Local Funds	3,438	3,438	13,750	13,750	41,250	33.3%
400022 · Woodford County GIS	5,459	4,446	19,035	12,483	42,000	45.3%
400136 · Municipal GIS Support Services	-	-	1,047	563	500	209.4%
400140 · Tazewell Co. Zoning	754	754	3,015	3,015	9,045	33.3%
400188 · City of El Paso GIS	-	-	75	-	1,000	7.5%
400200 · Interest Income	121	115	457	398	1,200	38.1%
400210 · Other	-	-	-	-	-	0.0%
400213 · Princeville Comprehensive Plan	1,222	2,671	6,361	-	-	0.0%
400214 · El Paso Comprehensive Plan	1,421	1,454	4,903	-	-	0.0%
400240 · Woodford County Planning	-	-	-	-	500	0.0%
400254 · Human Services Trans Plan	3,225	4,987	12,566	11,031	62,108	20.2%
400271 · Regional Server Partnership	750	750	3,000	3,000	9,000	33.3%
400276 · JARC/New Freedom	14,612	20,280	34,892	20,770	25,000	139.6%
400315 · GPSD GIS Staffing	2,625	2,100	9,450	8,925	28,000	33.8%
400320 · Regional Water Supply Plan	2,274	1,118	6,131	-	25,000	24.5%
400322 · Hazard Mitigation Plan	-	-	-	13,576	-	0.0%
400323 · Peoria Park District	-	-	-	-	-	0.0%
400325 · FTA 5310 Admin Fee	32	127	317	476	-	0.0%
400326 · Para-Transit Study	-	-	-	-	10,000	0.0%
400330 · IDOT State Planning	-	-	1,617	28,614	242,204	0.7%
Total Income	\$ 148,240	\$ 112,075	\$ 443,304	\$ 434,289	\$ 1,934,122	22.9%
Expense						
500010 · Advertising and Printing	-	213	283	248	3,000	9.4%
500015 · Contractual Services	64,727	29,327	95,386	69,517	775,476	12.3%
500015 · Community Events	134	924	783	-	500	156.6%
500020 · Copier	725	649	2,404	2,345	6,000	40.1%
500025 · Computer Software and Services	2,747	2,435	10,980	11,922	34,000	32.3%
500025 · Computer Hardware	90	747	860	-	30,000	2.9%
500030 · Equipment Maintenance	-	-	-	123	4,000	0.0%
500035 · Group Health Insurance	7,260	7,260	29,039	27,131	87,036	33.4%
500036 · General Insurance	610	610	2,441	2,532	7,324	33.3%
500038 · Workers Compensation	163	163	653	778	1,959	86.5%
500040 · Membership and Subscriptions	262	572	1,694	2,858	3,000	0.0%
500050 · Miscellaneous	194	40	340	316	2,500	13.6%
500070 · Office Supplies	429	263	1,816	2,091	5,500	33.0%
500080 · Postage	6	35	391	201	500	78.2%
500085 · Rent	2,950	2,950	11,699	11,395	35,298	33.1%
500086 · Retirement	2,507	2,405	9,683	9,917	28,289	34.2%
500090 · Telephone & Internet	667	665	2,663	1,597	5,400	49.3%
500100 · Training, Travel & Conferences	3,468	3,963	10,782	6,936	35,000	30.8%
500110 · Utilities	181	181	723	1,277	3,831	18.9%
500120 · Professional Services	14,000	-	14,000	24,081	44,000	31.8%
500130 · Space Costs	1,050	1,062	4,187	4,140	13,080	32.0%
510000 · Depreciation Expense	714	714	2,973	3,170	9,980	29.8%
520000 · Salaries	44,296	52,034	187,252	169,206	575,304	32.5%
520600 · Payroll Taxes	3,593	3,699	15,381	14,125	50,960	30.2%
Total Expense	\$ 150,771	\$ 110,909	\$ 406,414	\$ 365,908	\$ 1,761,937	23.1%
Net Income	\$ (2,531)	\$ 1,166	\$ 36,891	\$ 68,381	\$ 172,185	21.4%

TRI-COUNTY REGIONAL PLANNING COMMISSION
STATEMENTS OF CASH FLOW
OCTOBER 2019

OPERATING ACTIVITIES	SEP '19	YTD
Net Income	\$ (2,531)	\$ 36,891
Adjustments to reconcile Net Income to net cash provided by operations:		
Depreciation	714	2,973
Effects of changes in operating assets and liabilities:		
100020 · Accounts Receivable	(108,080)	(227,582)
100050 · Prepaid Expenses	2,577	(7,698)
200010 · Accounts Payable	65,618	55,894
200015 · Accrued Expenses	181	723
200021 · Accrued Payroll	1,285	2,672
200055 · Vacation/Personal Time	(2,730)	(3,230)
200060 · Employer Liabilities	(2,366)	(6,238)
200071 · Deferred Revenue - PPUATS	-	124,855
200081 · Deferred Revenue - IDOT/PPUATS	(1,288)	11,588
200103 · Deferred Revenue - Woodford Co.	(934)	(3,733)
200104 · Deferred Revenue - Regional Server	(750)	6,000
200107 · Deferred Revenue - Village of Washburn	-	-
Net cash provided by Operating Activities	\$ (48,304)	\$ (6,886)
INVESTING ACTIVITIES		
100042 · Computer Equipment	-	-
190000 · ROU - Office Space	2,950	(345,150)
Net cash provided by Investing Activities	2,950	(345,150)
FINANCING ACTIVITIES		
390000 · Office Space Lease Liability	(2,950)	342,200
350000 · Capital Contribution	-	-
Net cash provided by Financing Activities	(2,950)	342,200
Net cash increase/(decrease) for period	(48,304)	(9,836)
Cash at beginning of period	846,399	807,931
Cash at end of period	\$ 798,095	\$ 798,095

Tri-County Regional Planning Commission
Check Register
October 2019

DATE	CHECK #	Name	Memo	AMOUNT
10/04/2019	ACH	IL Director of Employment Security	Payroll liabilities 3rd Quarter	394.48
10/04/2019	ACH	Staff	Payroll 9/16/19 - 9/30/19	1,911.16
10/04/2019	ACH	Staff	Payroll 9/16/19 - 9/30/19	1,555.97
10/04/2019	ACH	Staff	Payroll 9/16/19 - 9/30/19	1,585.04
10/04/2019	ACH	Staff	Payroll 9/16/19 - 9/30/19	1,687.72
10/04/2019	ACH	Staff	Payroll 9/16/19 - 9/30/19	3,101.79
10/04/2019	ACH	Staff	Payroll 9/16/19 - 9/30/19	2,173.73
10/04/2019	ACH	Staff	Payroll 9/16/19 - 9/30/19	3,563.39
10/04/2019	ACH	Staff	Payroll 9/16/19 - 9/30/19	1,481.96
10/04/2019	ACH	Staff	Payroll 9/16/19 - 9/30/19	1,160.84
10/04/2019	ACH	Staff	Payroll 9/16/19 - 9/30/19	1,541.41
10/04/2019	ACH	CEFCU	Payroll liability - HSA	50.00
10/04/2019	ACH	Department of the Treasury	Payroll tax liabilities 9/16/19 - 9/30/19	6,781.08
10/04/2019	ACH	Illinois Department of Revenue	Payroll tax liabilities 9/16/19 - 9/30/19	1,218.19
10/04/2019	ACH	Nationwide	Vested retirement liability 9/16/19 - 9/30/19	1,438.29
10/04/2019	ACH	Unvested Retirement	Unvested retirement liability 9/16/19 - 9/30/19	453.97
10/08/2019	15141	A5.com Inc.	Website hosting	39.95
10/08/2019	15142	Amazon Business	Office supplies	837.48
10/08/2019	15143	Busey Bank Credit Card	September charges	1,908.37
10/08/2019	15144	Donnas Downtown Deli	Meeting expense	190.00
10/08/2019	15145	Facet	Computer support	280.00
10/08/2019	15146	Heartland Parking 243651-240830	September parking validations	72.00
10/08/2019	15147	Hinckley Springs	Office water	79.95
10/08/2019	15148	Lee Enterprises-Central Illinois	Legal notices	22.40
10/08/2019	15149	RK Dixon	Copier expense	198.21
10/08/2019	15150	The Cleaning Source	Office cleaning	165.00
10/08/2019	15151	Verizon Wireless	Telephones & Internet	299.35
10/08/2019	15152	WEX Bank	Fuel	76.18
10/08/2019	15153	American Planning Association	Membership fees	95.00
10/18/2019	ACH	Staff	Payroll 10/1/19 - 10/15/19	830.96
10/18/2019	ACH	Staff	Payroll 10/1/19 - 10/15/19	1,196.74
10/18/2019	ACH	Staff	Payroll 10/1/19 - 10/15/19	1,394.91
10/18/2019	ACH	Staff	Payroll 10/1/19 - 10/15/19	1,540.37
10/18/2019	ACH	Staff	Payroll 10/1/19 - 10/15/19	1,491.75
10/18/2019	ACH	Staff	Payroll 10/1/19 - 10/15/19	2,468.71
10/18/2019	ACH	Staff	Payroll 10/1/19 - 10/15/19	1,570.18
10/18/2019	ACH	Staff	Payroll 10/1/19 - 10/15/19	3,246.39
10/18/2019	ACH	Staff	Payroll 10/1/19 - 10/15/19	1,444.25
10/18/2019	ACH	Staff	Payroll 10/1/19 - 10/15/19	1,085.47
10/18/2019	ACH	Nationwide	Vested retirement liability 10/1/19 - 10/15/19	1,438.29
10/18/2019	ACH	CEFCU	Payroll liability - HSA	50.00
10/18/2019	ACH	Unvested Retirement	Unvested retirement liability 9/16/19 - 9/30/19	453.97

Tri-County Regional Planning Commission
Check Register
October 2019

DATE	CHECK #	Name	Memo	AMOUNT
10/18/2019	ACH	Department of the Treasury	Payroll tax liabilities 10/1/19 - 10/15/19	5,974.06
10/18/2019	ACH	Illinois Department of Revenue	Payroll tax liabilities 10/1/19 - 10/15/19	1,109.53
10/23/2019	15154	Amazon Business	Office supplies	93.98
10/23/2019	15155	City of Peoria Rent & Utilities	Office Rent	2,950.00
10/23/2019	15156	CityBlue	Printing	84.00
10/23/2019	15157	Delta Dental	November premium	293.08
10/23/2019	15158	Facet	Computer support	385.00
10/23/2019	15159	Guardian	November premium	431.94
10/23/2019	15160	Martin Hood	Audit expense	14,000.00
10/23/2019	15161	Quill Corporation	Office supplies	52.25
10/23/2019	15162	TIAA Bank	Copier contract	410.26
10/23/2019	15163	United Healthcare	November premium	7,990.09
10/31/2019	ACH		Service Charge	37.02
			TOTAL	<u>86,386.11</u>



ERIC MILLER

Account Number: XXXX XXXX XXXX 9435

ACCOUNT SUMMARY

Credit Limit	\$5,000.00
Credit Available	\$2,837.00
Statement Closing Date	October 26, 2019
Days in Billing Cycle	30
Previous Balance	\$1,908.37
- Payments & Credits	\$1,908.37
+ Purchases & Other Charges	\$1,182.59
+ Balance Transfer	\$0.00
+ Cash Advances	\$0.00
+ FEE CHARGED	\$0.00
+ INTEREST CHARGED	\$0.00
= New Balance	\$1,182.59

Questions? Call Card Services 1-800-248-9600
 Or Write: PO BOX 2360
 Omaha, NE 68108
 Or email: customercare@busey.com

PAYMENT INFORMATION

New Balance	\$1,182.59
Minimum Payment Due	\$59.00
Payment Due Date	November 23, 2019

Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay a \$20.00 late fee.

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take longer to pay off your balance. For example:

If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Only the minimum payment	6 years	\$1,605.00
\$42.00	3 years	\$1,516.00 (Savings = \$89.00)

If you would like information about credit counseling services, call 1-888-671-2227

Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

TRANSACTIONS

Tran Date	Post Date	Reference Number	Transaction Description	Amount
09/26	09/27	24692168D2XTBL7VT	Intuit *PayrollEE usag 833-830-9255 CA	27.63 ✓
09/27	09/29	24210738F8AK5F63K	ASSN. OF METRO PLANNING 202-296-7051 DC	525.00 ✓
10/01	10/03	24137468K00YJN6TP	USPS PO 1661800802 PEORIA IL	5.71 ✓
10/03	10/04	24445718L8PMEM4F1	KROGER #657 WASHINGTON IL	50.43 ✓
10/11	10/11	F3248008W000PI284	PAYMENT-BRANCH THANK YOUPEORIA IL	1,908.37-
10/10	10/13	24789308WQRYABGJT	DIGITAL NEWSPAPER SUBSCRI877-5782716 NY	4.99 ✓
10/13	10/14	24692168Y2XPJ3AGH	LOGMEIN*GOTOMEETING LOGMEIN.COM CA	36.00 ✓
10/16	10/17	2443106910RS203TF	ADOBE CREATIVE CLOUD 800-833-6687 CA	56.30 ✓
10/16	10/17	244450092BLKDXXZY	WM SUPERCENTER #1028 EAST PEORIA IL	4.08 ✓

Transactions continued on next page

1035 VVG 001 7 26 191025 0 PAGE 1 of 3 1 0 3248 4000 QC52 01AA1035



Busey
100 W. University Ave
Champaign IL 61820

ERIC MILLER
456 FULTON ST SUITE 401
PEORIA IL 61602

Make Check
Payable to:

BUSEY
PO BOX 660525
DALLAS TX 75266-0525

Payment Information

Account Number:	XXXX XXXX XXXX 9435
Payment Due Date	November 23, 2019
New Balance	\$1,182.59
Minimum Payment Due	\$59.00
Past Due Amount	\$0.00

Amount Enclosed: \$

Amount Enclosed: \$

TRANSACTIONS (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
10/16	10/18	244310692WESNBNZ3	AMERICAN AIR0012383864228 FORT WORTH TX	297.60 ✓
10/16	10/18	244310692WESPKPK5	AMERICAN AIR0010658338152 FORT WORTH TX	61.99 ✓
10/23	10/25	247619799611MNZWW	SCI MOLINE,LLC MOLINE IL	112.86 ✓
			TOTAL FEES FOR THIS PERIOD	0.00
			INTEREST CHARGED	
10/26	10/26		Interest Charge on Purchases	0.00
10/26	10/26		Interest Charge on Cash Advances	0.00
			TOTAL INTEREST FOR THIS PERIOD	0.00

Totals 2019 Year-to-Date	
Total fees charged in 2019	\$35.00
Total interest charged in 2019	\$12.90

REWARDS SUMMARY

Available Points 37,128

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	ANNUAL PERCENTAGE RATE (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	16.90% (f)	\$0.00	30	\$0.00
Cash Advances	16.90% (f)	\$0.00	30	\$0.00

(v) = variable (f) = fixed

IMPORTANT MESSAGES

Access your Legacy South Side Bank Credit Card by visiting busey.com/ssbcards.

Tri-County Regional Planning Commission
A/R Aging Summary
As of October 31, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Federal						
19T0005 UWP 12/19						
80% Federal Funds	0.00	0.00	0.00	0.00	15,183.04	15,183.04
Total 19T0005 UWP 12/19	0.00	0.00	0.00	0.00	15,183.04	15,183.04
20T0006 UWP 12/20						
20% PPUATS Funding	0.00	0.00	0.00	0.00	0.00	0.00
80% Federal Funds	88,816.85	0.00	53,783.65	53,929.47	0.00	196,529.97
Total 20T0006 UWP 12/20	88,816.85	0.00	53,783.65	53,929.47	0.00	196,529.97
Hazard Mitigation	0.00	0.00	0.00	0.00	3,439.73	3,439.73
5310 Administration	31.66	0.00	126.59	0.00	158.25	316.50
HSTP 2050 6/21	3,224.71	0.00	4,987.03	1,920.83	2,433.40	12,565.97
JARC/New Freedom	14,612.00	0.00	20,280.00	0.00	0.00	34,892.00
Total Federal	106,685.22	0.00	79,177.27	55,850.30	21,214.42	262,927.21
GIS - Direct Bill						
Hollis Park District	0.00	0.00	349.04	0.00	0.00	349.04
Greater Peoria Sanitary District	2,625.00	0.00	0.00	0.00	0.00	2,625.00
Woodford County Zoning	5,458.84	4,446.34	0.00	0.00	0.00	9,905.18
Total GIS - Direct Bill	8,083.84	4,446.34	349.04	0.00	0.00	12,879.22
Member Dues						
Peoria County	1,333.34	0.00	0.00	0.00	0.00	1,333.34
Tazewell County 11/19	1,170.84	0.00	1,170.84	0.00	0.00	2,341.68
Total Member Dues	2,504.18	0.00	1,170.84	0.00	0.00	3,675.02
Planning Contracts						
El Paso Comprehensive Plan Land Use	1,420.75	0.00	0.00	0.00	0.00	1,420.75
Princeville Comprehensive Plan	1,222.05	0.00	0.00	0.00	0.00	1,222.05
Tazewell Co Comm. Development Review	753.75	0.00	0.00	0.00	0.00	753.75
Total Planning Contracts	3,396.55	0.00	0.00	0.00	0.00	3,396.55
PPUATS Funding						
City of Peoria	0.00	0.00	0.00	0.00	43,924.00	43,924.00
Peoria County	0.00	0.00	0.00	0.00	36,710.00	36,710.00
Village of Creve Coeur	0.00	0.00	0.00	0.00	2,082.00	2,082.00
Total PPUATS Funding	0.00	0.00	0.00	0.00	82,716.00	82,716.00
Regional Server Ptnshp						
City Link	0.00	0.00	0.00	0.00	3,000.00	3,000.00
Total Regional Server Ptnshp	0.00	0.00	0.00	0.00	3,000.00	3,000.00
State Grants						
IDNR						
OWR360 Water Supply Planning	2,274.00	1,118.11	0.00	1,656.00	4,366.36	9,414.47
Total IDNR	2,274.00	1,118.11	0.00	1,656.00	4,366.36	9,414.47

Tri-County Regional Planning Commission
A/R Aging Summary
As of October 31, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Metro Planning						
19T0058 State Planning Funds	0.00	0.00	0.00	0.00	1,616.96	1,616.96
Total Metro Planning	0.00	0.00	0.00	0.00	1,616.96	1,616.96
Rural Planning						
19T0035 4 Bicycle/Pedestrian & Transit						
Delavan	0.00	116.59	472.77	0.00	0.00	589.36
Eureka	0.00	998.07	2,523.01	0.00	0.00	3,521.08
Hanna City	0.00	203.93	852.64	0.00	0.00	1,056.57
Total 19T0035 4 Bicycle/Pedestrian & Transit	0.00	1,318.59	3,848.42	0.00	0.00	5,167.01
Total Rural Planning	0.00	1,318.59	3,848.42	0.00	0.00	5,167.01
Total State Grants	2,274.00	2,436.70	3,848.42	1,656.00	5,983.32	16,188.44
TOTAL	122,943.79	6,883.04	84,545.57	57,506.30	112,913.74	384,792.44

Tri-County Regional Planning Commission
A/P Aging Summary

As of October 31, 2019

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Staff reimbursements	24.50	0.00	0.00	0.00	0.00	24.50
Staff reimbursements	240.79	0.00	0.00	0.00	0.00	240.79
Staff reimbursements	629.76	0.00	0.00	0.00	0.00	629.76
Staff reimbursements	118.23	0.00	0.00	0.00	0.00	118.23
Staff reimbursements	42.92	0.00	0.00	0.00	0.00	42.92
Staff reimbursements	678.24	0.00	0.00	0.00	0.00	678.24
Staff reimbursements	683.07	0.00	0.00	0.00	0.00	683.07
Staff reimbursements	26.68	0.00	0.00	0.00	0.00	26.68
Amazon Business	80.97	0.00	0.00	0.00	0.00	80.97
American Environmental	0.00	0.00	0.00	0.00	3,438.73	3,438.73
Busey Bank Credit Card	1,182.59	0.00	0.00	0.00	0.00	1,182.59
City Link	0.00	34,892.00	0.00	0.00	0.00	34,892.00
Comcast	367.26	0.00	0.00	0.00	0.00	367.26
Facet	0.00	280.00	0.00	0.00	0.00	280.00
Hanson	28,656.89	1,789.73	8,572.13	0.00	15,902.80	54,921.55
HDR	5,250.00	8,750.00	0.00	0.00	0.00	14,000.00
Heartland Parking 243602	825.00	0.00	0.00	0.00	0.00	825.00
Heartland Parking 243651-240830	60.00	0.00	0.00	0.00	0.00	60.00
Hinckley Springs	69.71	0.00	0.00	0.00	0.00	69.71
NCICG	0.00	475.00	0.00	0.00	1,850.00	2,325.00
Patrick N Meyer & Associates Inc	0.00	0.00	0.00	7,000.00	7,076.00	14,076.00
RK Dixon	314.94	0.00	0.00	0.00	0.00	314.94
The Cleaning Source	165.00	0.00	0.00	0.00	0.00	165.00
Verizon Wireless	299.47	0.00	0.00	0.00	0.00	299.47
WEX Bank	26.73	0.00	0.00	0.00	0.00	26.73
TOTAL	<u>39,742.75</u>	<u>46,186.73</u>	<u>8,572.13</u>	<u>7,000.00</u>	<u>28,267.53</u>	<u>129,769.14</u>

TRI-COUNTY REGIONAL PLANNING COMMISSION
COMPARATIVE STATEMENTS OF ASSETS, LIABILITIES, & NET ASSETS
SEPTEMBER 2019

ASSETS	SEP 30, 2019	AUG 31, 2019	SEP 30, 2018
Current Assets			
Checking/Savings			
Restricted Cash:			
100012 · Checking - Flexible Benefits	1,620	1,620	1,620
100016 · Savings - Unvested Retirement	27,614	26,705	27,976
100011 · Checking - PPUATS	140,706	106,180	142,383
100018 · Checking - IL MPO Advisory Council	19,238	19,238	19,238
Total Restricted Cash - Busey Bank	189,179	153,744	191,218
Unrestricted Cash:			
100010 · Checking - Operations	657,220	648,299	541,005
Total Checking/Savings Busey Bank	846,399	802,044	732,223
100020 · Accounts Receivable	298,916	322,809	302,462
Other Current Assets			
100050 · Prepaid Expenses	31,438	34,015	32,441
Total Other Current Assets	31,438	34,015	32,441
Total Current Assets	1,176,753	1,158,867	1,067,126
Fixed Assets			
100040 · Office Furniture	54,533	54,533	54,533
100042 · Computer Equipment	96,361	96,361	96,361
100044 · Vehicles	23,944	23,944	23,944
100046 · Leasehold Improvements	7,080	7,080	7,080
Less: Accumulated Depreciation	(175,700)	(174,986)	(165,955)
Total Fixed Assets	6,218	6,932	15,963
Other Assets			
190000 · Right of Use - Office Space	348,100	351,050	-
Total Other Assets	348,100	351,050	-
TOTAL ASSETS	\$ 1,531,071	\$ 1,516,849	\$ 1,083,089
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
200010 · Accounts Payable	69,819	42,468	109,674
Other Current Liabilities			
200015 · Accrued Expenses	1,084	904	1,894
200021 · Accrued Payroll	24,530	24,752	22,132
200055 · Vacation/Personal Time	43,681	39,665	38,186
200056 · Unvested Retirement Account	27,589	26,681	27,954
200060 · Employer Liabilities	3,281	3,281	2,654
200071 · Deferred Revenue - PPUATS	169,653	182,910	147,391
200081 · Deferred Revenue - IDOT/PPUATS	12,875	14,163	-
200095 · Deferred Revenue - IL MPO	19,238	19,238	19,238
200103 · Deferred Revenue - Woodford Co.	1,867	2,800	1,867
200104 · Deferred Revenue - Regional Server	6,750	7,500	6,750
200107 · Deferred Revenue - Village of Washburn	563	563	825
Total Other Current Liabilities	311,111	322,456	268,891
Total Current Liabilities	380,930	364,924	378,564
Long Term Liabilities			
290000 · Office Space Lease Liability	345,150	348,100	-
Total Long Term Liabilities	345,150	348,100	-
Total Liabilities	726,080	713,024	378,564
Equity			
310000 · General Fixed Asset Equity	13,450	13,450	13,450
350000 · Capital Contribution	193,000	193,000	193,000
390000 · Retained Earnings	564,788	564,788	451,328
Net Income	33,754	32,588	46,747
Total Equity	804,992	803,826	704,525
TOTAL LIABILITIES & EQUITY	\$ 1,531,072	\$ 1,516,849	\$ 1,083,089

TRI-COUNTY REGIONAL PLANNING COMMISSION
COMPARATIVE STATEMENTS OF INCOME AND EXPENSE
SEPTEMBER 2019

	Month of <u>SEPTEMBER 2019</u>	Month of <u>AUGUST 2019</u>	Current FY <u>To Date</u>	Previous FY <u>To Date</u>	Annual <u>FY20 Budget</u>	% Annual <u>FY19 Budget</u>
Income						
400010 · FHWA PL/FTA Fund	54,814	54,959	165,518	179,662	776,357	21.3%
400015 · PPUATS Matching	13,703	13,740	41,408	44,916	197,859	20.9%
400016 · IDOT Rural Planning	1,319	3,848	7,455	2,748	32,100	23.2%
400017 · FHWA SPR Fund	-	-	-	-	430,999	0.0%
400020 · Regional/Local Funds	3,438	3,438	10,313	10,313	41,250	25.0%
400022 · Woodford County GIS	4,446	6,945	13,577	9,098	42,000	32.3%
400136 · Municipal GIS Support Services	-	1,047	1,047	563	500	209.4%
400140 · Tazewell Co. Zoning	754	754	2,261	2,261	9,045	25.0%
400188 · City of El Paso GIS	-	75	75	-	1,000	7.5%
400200 · Interest Income	115	104	336	287	1,200	28.0%
400210 · Other	-	-	-	-	-	0.0%
400213 · Princeville Comprehensive Plan	2,671	1,371	5,139	-	-	0.0%
400214 · El Paso Comprehensive Plan	1,454	1,555	3,482	-	-	0.0%
400240 · Woodford County Planning	-	-	-	-	500	0.0%
400254 · Human Services Trans Plan	4,987	1,921	9,341	8,223	62,108	15.0%
400271 · Regional Server Partnership	750	750	2,250	2,250	9,000	25.0%
400276 · JARC/New Freedom	20,280	-	20,280	-	25,000	81.1%
400315 · GPSD GIS Staffing	2,100	2,625	6,825	6,825	28,000	24.4%
400320 · Regional Water Supply Plan	1,118	1,656	3,857	-	25,000	15.4%
400322 · Hazard Mitigation Plan	-	-	-	5,928	-	0.0%
400323 · Peoria Park District	-	-	-	-	-	0.0%
400325 · FTA 5310 Admin Fee	127	-	285	-	-	0.0%
400326 · Para-Transit Study	-	-	-	-	10,000	0.0%
400330 · IDOT State Planning	-	-	1,617	18,682	242,204	0.7%
Total Income	\$ 112,075	\$ 94,787	\$ 295,064	\$ 291,753	\$ 1,934,122	15.3%
Expense						
500010 · Advertising and Printing	213	-	283	171	3,000	9.4%
500015 · Contractual Services	29,327	7,000	36,327	31,166	775,476	4.7%
500015 · Community Events	924	(275)	649	-	500	129.8%
500020 · Copier	649	610	1,679	1,788	6,000	28.0%
500025 · Computer Software and Services	2,435	3,561	8,234	9,664	34,000	24.2%
500025 · Computer Hardware	747	-	770	-	30,000	2.6%
500030 · Equipment Maintenance	-	-	-	-	4,000	0.0%
500035 · Group Health Insurance	7,260	7,260	21,779	20,348	87,036	25.0%
500036 · General Insurance	610	610	1,831	1,899	7,324	25.0%
500038 · Workers Compensation	163	163	490	584	1,959	73.1%
500040 · Membership and Subscriptions	572	193	1,433	2,687	3,000	0.0%
500050 · Miscellaneous	40	72	146	156	2,500	5.8%
500070 · Office Supplies	263	976	1,387	1,636	5,500	25.2%
500080 · Postage	35	26	385	201	500	77.0%
500085 · Rent	2,950	2,950	8,749	8,546	35,298	24.8%
500086 · Retirement	2,405	2,443	7,177	7,627	28,289	25.4%
500090 · Telephone & Internet	665	665	1,996	1,201	5,400	37.0%
500100 · Training, Travel & Conferences	3,963	2,275	7,314	4,552	35,000	20.9%
500110 · Utilities	181	181	542	958	3,831	14.2%
500120 · Professional Services	-	-	-	9,930	44,000	0.0%
500130 · Space Costs	1,062	1,007	3,137	3,150	13,080	24.0%
510000 · Depreciation Expense	714	714	2,259	2,338	9,980	22.6%
520000 · Salaries	52,034	48,701	142,957	125,636	575,304	24.8%
520600 · Payroll Taxes	3,699	4,207	11,788	10,770	50,960	23.1%
Total Expense	\$ 110,909	\$ 83,339	\$ 261,311	\$ 245,007	\$ 1,761,937	14.8%
Net Income	\$ 1,166	\$ 11,448	\$ 33,754	\$ 46,747	\$ 172,185	19.6%

**TRI-COUNTY REGIONAL PLANNING COMMISSION
STATEMENTS OF CASH FLOW
SEPTEMBER 2019**

OPERATING ACTIVITIES	SEP '19	YTD
Net Income	\$ 1,166	\$ 33,754
Adjustments to reconcile Net Income to net cash provided by operations:		
Depreciation	714	2,259
Effects of changes in operating assets and liabilities:		
100020 · Accounts Receivable	23,892	(119,502)
100050 · Prepaid Expenses	2,577	(10,275)
200010 · Accounts Payable	27,352	(4,056)
200015 · Accrued Expenses	181	542
200021 · Accrued Payroll	(222)	1,386
200055 · Vacation/Personal Time	4,017	(501)
200060 · Employer Liabilities	908	(3,872)
200071 · Deferred Revenue - PPUATS	(13,257)	124,855
200081 · Deferred Revenue - IDOT/PPUATS	(1,288)	12,875
200103 · Deferred Revenue - Woodford Co.	(934)	(2,800)
200104 · Deferred Revenue - Regional Server	(750)	6,750
200107 · Deferred Revenue - Village of Washburn	-	-
Net cash provided by Operating Activities	\$ 44,355	\$ 41,417
INVESTING ACTIVITIES		
100042 · Computer Equipment	-	-
190000 · ROU - Office Space	2,950	(351,050)
Net cash provided by Investing Activities	2,950	(351,050)
FINANCING ACTIVITIES		
390000 · Office Space Lease Liability	(2,950)	348,100
350000 · Capital Contribution	-	-
Net cash provided by Financing Activities	(2,950)	348,100
Net cash increase/(decrease) for period	44,355	38,467
Cash at beginning of period	802,044	807,931
Cash at end of period	\$ 846,398	\$ 846,398

**Tri-County Regional Planning Commission
Check Register**

DATE	CHECK #	Name	September 2019	Memo	AMOUNT
09/03/2019	15078	Busey Bank Credit Card	August charges		1,830.09
09/03/2019	15079	Comcast	Internet & Phones		366.06
09/03/2019	15080	ESRI	Computer support		1,047.12
09/03/2019	15081	Facet	Computer support		385.00
09/03/2019	15082	Heartland Parking 243602	Parking		825.00
09/03/2019	15083	Illinois Association of Regional Councils	Training		210.00
09/03/2019	15084	ITS Midwest	Training		250.00
09/03/2019	15085	Neopost USA Inc	Postage		25.40
09/03/2019	15086	Quill Corporation	Office supplies		331.41
09/03/2019	15087	RK Dixon	Copier		200.07
09/03/2019	15088	TIAA Bank	Copier		410.26
09/03/2019	15089	Verizon Wireless	Internet & Phones		299.29
09/03/2019	15091	WEX Bank	Fuel		28.80
09/05/2019	ACH	Staff	Payroll 8/16/19 - 8/31/19		18,675.83
09/05/2019	ACH	Illinois Department of Revenue	Payroll liability 8/16/19 - 8/31/19		1,221.79
09/05/2019	ACH	CEFCU	Payroll liability 8/16/19 - 8/31/19		50.00
09/05/2019	ACH	Department of the Treasury	Payroll liability 8/16/19 - 8/31/19		6,602.00
09/05/2019	ACH	Nationwide	Payroll liability 8/16/19 - 8/31/19		1,438.29
09/05/2019	ACH	Unvested retirement account	Payroll liability 8/16/19 - 8/31/19		453.97
09/11/2019	15092	A5.com Inc.	Website hosting		19.95
09/11/2019	15093	Amazon Business	Computer monitor		104.58
09/11/2019	15095	Facet	Computer support		280.00
09/11/2019	15096	Heartland Parking 243651-240830	Parking		17.00
09/11/2019	15097	The Cleaning Source	Office cleaning		165.00
09/11/2019	15098	Cracked Pepper Catering	BUDM event		1,109.00
09/16/2019	15099	Hinckley Springs	Office water		79.70
09/16/2019	15100	Illinois Association of Regional Councils	Training		420.00
09/16/2019	15101	Lee Enterprises-Central Illinois	Legal notices		64.00
09/16/2019	15102	Peoria Area Chamber of Commerce	Dues		400.00
09/16/2019	15103	TIAA Bank	Copier		450.61
09/16/2019	ACH	Checks for less	Office supplies		70.45
09/20/2019	ACH	Staff	Payroll 9/1/19 - 9/15/19		16,370.06
09/20/2019	ACH	Unvested retirement account	Payroll liability 9/1/19 - 9/15/19		453.97
09/20/2019	ACH	CEFCU	Payroll liability 9/1/19 - 9/15/19		50.00
09/20/2019	ACH	Nationwide	Payroll liability 9/1/19 - 9/15/19		1,438.29
09/20/2019	ACH	Illinois Department of Revenue	Payroll liability 9/1/19 - 9/15/19		1,101.99
09/20/2019	ACH	Department of the Treasury	Payroll liability 9/1/19 - 9/15/19		5,737.70
09/30/2019	15140	Heart of IL United Way	Payroll liability		19.50
09/30/2019	15131	City of Peoria Rent & Utilities	Rent		2,950.00
09/30/2019	15132	Comcast	Internet & Phones		366.06
09/30/2019	15133	Delta Dental	Monthly premium		293.08
09/30/2019	15134	Facet	Computer support		385.00
09/30/2019	15135	Guardian	Monthly premium		431.94
09/30/2019	15136	Heartland Parking 243602	Parking		825.00
09/30/2019	15137	Peoria Journal Star	Legal notices		126.36
09/30/2019	15138	Quill Corporation	Office supplies		112.96
09/30/2019	15139	United Healthcare	Monthly premium		7,990.09
09/30/2019	ACH	Busey Bank	Service Charge		39.63
Total					76,522.30



RECEIVED

ERIC MILLER

Account Number: XXXX XXXX XXXX 9435

ACCOUNT SUMMARY

Credit Limit \$5,000.00
Credit Available \$3,064.00
Statement Closing Date September 26, 2019
Days in Billing Cycle 31
Previous Balance \$1,830.09
- Payments & Credits \$2,130.09
+ Purchases & Other Charges \$2,208.37
+ Balance Transfer \$0.00
+ Cash Advances \$0.00
+ FEE CHARGED \$0.00
+ INTEREST CHARGED \$0.00
= New Balance \$1,908.37

Questions? Call Card Services 1-800-248-9600
Or Write: PO BOX 2360
Omaha, NE 68108
Or email: customercare@busey.com

PAYMENT INFORMATION

New Balance \$1,908.37
Minimum Payment Due \$95.00
Payment Due Date October 23, 2019

Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay a \$20.00 late fee.

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take longer to pay off your balance. For example:

Table with 3 columns: If you make no additional charges using this card and each month you pay..., You will pay off the balance shown on this statement in about..., And you will end up paying an estimated total of...
Rows: Only the minimum payment (7 years, \$2,614.00), \$68.00 (3 years, \$2,446.00 Savings = \$168.00)

If you would like information about credit counseling services, call 1-888-671-2227

Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

TRANSACTIONS

Table with columns: Tran Date, Post Date, Reference Number, Transaction Description, Amount. Includes transactions from Intuit, ILLINOIS PUB, HUCK'S FOOD & FUEL, KROGER, PAYMENT-BRANCH, DIGITAL NEWSPAPER, USPS, and LOGMEIN. Includes handwritten notes: 'Approved by [Signature] Date 10/7/19' and 'Project'.

Transactions continued on next page



Busey
100 W. University Ave
Champaign IL 61820

ERIC MILLER
456 FULTON ST SUITE 401
PEORIA IL 61602

Make Check
Payable to:

BUSEY
PO BOX 660525
DALLAS TX 75266-0525

Payment Information

Account Number: XXXX XXXX XXXX 9435
Payment Due Date October 23, 2019
New Balance \$1,908.37
Minimum Payment Due \$95.00
Past Due Amount \$0.00

Amount Enclosed: \$ []

ERIC MILLER

Account Number: XXXX XXXX XXXX 9435

TRANSACTIONS (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
09/13	09/13	247606280DMP3QMNB	RIVER ACTION INC 563-3222969 IA	320.00 ✓
09/16	09/17	2443106830RPMLN20	ADOBE *CREATIVE CLOUD 800-833-6687 CA	56.30 ✓
09/20	09/20	74760628742QAD049	RIVER ACTION INC DAVENPORT IA CREDIT	200.00
09/23	09/24	21137468B00PMPV25	USPS PO 1661800802 PEORIA IL	2.65 ✓
09/23	09/24	24492158AMJEF62QX	SQ *RIVER ACTION DAVENPORT IA	250.00 ✓
			TOTAL FEES FOR THIS PERIOD	0.00
			INTEREST CHARGED	
09/26	09/26		Interest Charge on Purchases	0.00
09/26	09/26		Interest Charge on Cash Advances	0.00
			TOTAL INTEREST FOR THIS PERIOD	0.00

Totals 2019 Year-to-Date	
Total fees charged in 2019	\$35.00
Total interest charged in 2019	\$12.90

REWARDS SUMMARY

Available Points 35,945

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	ANNUAL PERCENTAGE RATE (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	16.90% (f)	\$0.00	31	\$0.00
Cash Advances	16.90% (f)	\$0.00	31	\$0.00

(v) = variable (f) = fixed

IMPORTANT MESSAGES

Access your Legacy South Side Bank Credit Card by visiting busey.com/ssbcards.

RESOLUTION 20-17

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ACCEPT AND FILE THE FISCAL YEAR 2019 INDEPENDENT AUDIT REPORT.

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

WHEREAS, the Commission has contracted with the firm of Martin, Hood LLC to conduct the FY 2019 Audit, which covers July 1, 2018 to June 30, 2019 and

WHEREAS, the firm of Martin, Hood LLC conducted the audit in accordance with accounting principles generally accepted in the United States of America; this includes 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,

WHEREAS, on November 21, 2019 the Ways & Means reviewed the audit and forwarded it on to the Full Commission for acceptance,

THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:

that the Commission accepts the FY 2019 Independent Auditors Report and directs Executive Director Eric Miller, and managing staff to sign off on the final audit conducted by the firm of Martin, Hood LLC.

Presented this 21st day of November 2019

Adopted this 21st day of November 2019

Tim Neuhauser, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission