

**Ways and Means Committee Meeting  
White, CHAIRMAN  
Sundell, and Logan**

**Thursday, August 27, 2020**

**5:00 PM- NEW TIME  
CONFERENCE ROOM 420**

**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 July 23, 2020
5. Recommendation to Commission the approval of July Financial Statements and Billings (Resolution 21-04)
6. Discussion of change to credit card policy.
7. Other
8. Adjournment

**Ways and Means Committee Meeting  
White, CHAIRMAN  
Sundell, and Logan**

**Thursday, July 23, 2020  
4:30 PM**

**MINUTES**

1. Call to Order  
Chairman White called the meeting to order at 4:30 pm
2. Roll Call  
Present: White, Sundell, and Logan. Also present: Miller, Stratton, and Lees - Virtual
3. Public Input-none
4. Approval of Minutes of June 25, 2020  
Logan moved to approve the June 25, 2020 minutes and Sundell seconded. Motion carried.
5. Recommendation to Commission the approval of June Financial Statements and Billings (Resolution 21-02)  
Sundell moved to recommend to Commission the approval of June Financial Statements and Billings (Resolution 21-02) and Logan seconded. Motion carried.  
Stratton updated on the following:
  - End of month cash \$795,434. Overall, cash decreased by \$46.4k. Our result of operations was positive \$8,255.
  - Accounts receivables at the end of the month was \$187.7k which is up from last month by \$2837. All funds are within budget and expected to be received.
  - Accounts payable at the end of the month was \$289k which is lower than May by \$49.9k. All but about \$3.3k is direct pass-thru money for contract services and consultants.
  - Total Billings for June were \$206.9k less direct pass-throughs of \$124.6k = operating revenue of \$82.2k for 22 working days.
  - Total expenses for June were \$198.6k less direct pass-throughs of \$124.6k = operating expenses of \$74k which I swell within our expected range.
  - June results in a surplus of \$8.3k
  - Fiscal year ended 6/30/2020 resulted in a surplus of \$54,428.
  - Miller added that they did readjust indirect cost rate as needed.
  - Sundell asked who auditor and Miller is replied Martin Hood- 2<sup>nd</sup> year on their 5-year term. Field work will be mid-September

6. Motion to recommend to Full Commission the approval of new bank signatories (Resolution 21-01)  
Logan moved to recommend to Full Commission the approval of new bank signatories (Resolution 21-01) and Sundell seconded. Motion carried.

7. Other

White questioned the Aging report

- Stratton replied the Census projects are listed on the summary. Time lapse and other contractors bill to state to make sure they pay.
- Miller added the 2 state & research grants of \$600,000 and the metropolitan funds to pay local match for PPUATS.
- Logan asked to change time of meeting to 4:00 pm. After discussion it was unanimous to change time of Ways & Means meeting time to 5:00 pm

8. Adjournment

Sundell moved to adjourn at 4:45 pm and Logan seconded. Motion carried.

Submitted by:

Eric Miller

Executive Director

Recorded and transcribed by Debbie Ulrich

**RESOLUTION 21-04**

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

**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 July 2020, 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 July 2020 are approved.

Presented this 27th day of August 2020

Adopted this 27th of August 2020

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Mike Hinrichsen, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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

**TRI-COUNTY REGIONAL PLANNING COMMISSION**  
**COMPARATIVE STATEMENTS OF ASSETS, LIABILITIES, & NET ASSETS**  
**AS OF JULY 31, 2020**

<b>ASSETS</b>	<b>JULY 2020</b>	<b>JUNE 2020</b>	<b>JULY 2019</b>
Current Assets			
Checking/Savings			
Restricted Cash:			
11100 · Checking - Flexible Benefits	1,530	1,530	1,620
11200 · Checking - PPUATS	60,318	72,881	69,539
11300 · Checking - IL MPO Advisory Council	19,238	19,238	19,238
11400 · Savings - Unvested Retirement	26,711	26,059	32,375
Total Restricted Cash	107,797	119,708	122,772
Unrestricted Cash:			
10000 · Checking - Operations	590,452	675,727	607,006
Total Checking/Savings	698,249	795,434	729,778
13000 · Accounts Receivable	536,636	475,690	389,878
Other Current Assets			
15000 · Prepaid Expenses	39,928	20,294	36,592
Total Other Current Assets	39,928	20,294	36,592
Total Current Assets	1,274,813	1,291,418	1,156,248
Fixed Assets			
17100 · Computer Equipment	96,361	96,361	96,361
17200 · Office Furniture	53,953	54,533	54,533
17300 · Vehicles	23,944	23,944	23,944
17400 · Leasehold Improvements	7,080	7,080	7,080
Less: Accumulated Depreciation	(179,455)	(179,878)	(174,272)
Total Fixed Assets	1,883	2,040	7,646
Other Assets			
19000 · Right of Use - Office Space	318,600	321,550	354,000
Total Other Assets	318,600	321,550	354,000
<b>TOTAL ASSETS</b>	<b>\$ 1,595,296</b>	<b>\$ 1,615,008</b>	<b>\$ 1,517,893</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
20000 · Accounts Payable	244,506	289,049	30,701
Other Current Liabilities			
21000 · Accrued Expenses	2,131	599	723
22100 · Accrued Payroll	23,585	23,585	23,261
22200 · Vacation/Personal Time	50,874	53,041	40,396
22300 · Unvested Retirement Account	26,996	26,346	32,351
22000 · Employer Liabilities	2,562	2,653	3,219
23100 · Deferred Revenue - PPUATS	29,837	38,897	196,581
23101 · Deferred Revenue - IDOT/PPUATS	20,300	1,288	15,450
23200 · Deferred Revenue - IL MPO	19,238	19,238	19,238
23500 · Deferred Revenue - Walkability	10,374	10,374	-
23300 · Deferred Revenue - Woodford Co.	3,733	4,667	3,733
23400 · Deferred Revenue - Regional Server	8,250	-	8,250
23500 · Deferred Revenue - Village of Washburn	488	488	563
Total Other Current Liabilities	198,369	181,175	343,764
Total Current Liabilities	442,875	470,224	374,466
Long Term Liabilities			
29000 · Office Space Lease Liability	315,650	318,600	351,050
Total Long Term Liabilities	315,650	318,600	351,050
<b>Total Liabilities</b>	<b>758,525</b>	<b>788,824</b>	<b>725,516</b>
Equity			
31000 · General Fixed Asset Equity	13,450	13,450	13,450
35000 · Capital Contribution	193,000	193,000	193,000
39000 · Retained Earnings	619,928	564,788	564,788
Net Income	10,393	54,946	21,140
<b>Total Equity</b>	<b>836,771</b>	<b>826,184</b>	<b>792,378</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 1,595,296</b>	<b>\$ 1,615,008</b>	<b>\$ 1,517,893</b>

**TRI-COUNTY REGIONAL PLANNING COMMISSION  
COMPARATIVE STATEMENTS OF INCOME AND EXPENSE  
JULY 2020**

	<u>Month of JULY 2020</u>	<u>Month of JUNE 2020</u>	<u>Current FY To Date</u>	<u>Previous FY To Date</u>	<u>Annual FY21 Budget</u>	<u>YTD % Budget</u>
<b>Revenue by Source and Project:</b>						
FHWA: FY20 PL/FTA	33,569	51,305	33,569	55,744	45,883	73.2%
PPUATS: FY20 PL/FTA Match	8,392	12,826	8,392	13,964	11,471	73.2%
FHWA: FY21 PL/FTA	14,350	-	14,350	-	681,422	2.1%
IDOT FY21 SPF: PL/FTA Match	3,587	-	3,587	-	170,354	2.1%
FTA: Paratransit Study	475	434	475	-	2,000	23.7%
PPUATS: Paratransit Study Match	119	807	119	-	-	0.0%
FHWA SPR: Grey Area Study	-	12,139	-	-	51,114	0.0%
IDOT FY20 SPF: Grey Area Study Match	-	3,035	-	-	12,778	0.0%
FHWA SPR: Roadway Asset Mgmt	33,225	13,805	33,225	-	104,000	31.9%
Localities: Roadway Asset Mgmt Match	8,306	3,451	8,306	-	26,000	31.9%
FHWA SPR: Planimetrics	-	-	-	-	149,000	0.0%
Counties: Planimetrics Match	-	-	-	-	37,250	0.0%
FTA: 5310 Admin	480	198	480	158	1,000	48.0%
FHWA: HSTP	2,744	1,984	2,744	2,433	94,000	2.9%
IDOT FY20 SPF: Unallocated	-	-	-	-	140,000	0.0%
IDOT FY19 SPF: LRTP Tools	386	1,306	386	1,617	-	0.0%
IDOT FY19 Rural Planning Funds	-	-	-	2,288	-	0.0%
IDHS: 2020 Census	74,760	94,873	74,760	-	235,000	31.8%
IDNR: Water Supply Planning	102	1,555	102	1,083	19,800	0.5%
GPSD: GIS Staffing	2,625	1,575	2,625	2,100	28,000	9.4%
Woodford County: GIS Staffing	3,171	3,096	3,171	2,186	42,000	7.6%
Washburn: GIS Staffing	-	-	-	-	475	0.0%
Regional Server Partnership	750	750	750	750	9,000	8.3%
Tazewell County: Planning & Zoning Review	754	754	754	754	9,045	8.3%
Dunlap: Land Use Plan	182	-	182	-	-	0.0%
El Paso: Land Use Plan	-	-	-	473	-	0.0%
Princeville: Land Use Plan	-	-	-	1,098	-	0.0%
Peoria County: Dues	1,333	1,333	1,333	1,333	16,000	8.3%
Tazewell County: Dues	1,171	1,171	1,171	1,171	14,050	8.3%
Woodford County: Dues	933	933	933	933	11,200	8.3%
Interest	41	70	41	117	-	0.0%
<b>Total Revenue</b>	<b>\$ 191,457</b>	<b>\$ 207,399</b>	<b>\$ 191,457</b>	<b>\$ 88,202</b>	<b>\$ 1,910,842</b>	<b>10.0%</b>
<b>Expense By Category</b>						
Computer Expenses	2,961	3,074	2,961	2,353	35,000	8.5%
Contractual and Consulting Services	111,739	124,378	111,739	-	873,926	12.8%
Depreciation	157	(104)	157	832	2,000	7.8%
Employee Benefits	14,913	12,902	14,913	14,385	192,485	7.7%
Office Administration	2,266	2,747	2,266	2,371	28,844	7.9%
Miscellaneous Costs	420	594	420	462	625	67.2%
Professional Fees	-	-	-	-	24,000	0.0%
Facility Costs	3,540	3,540	3,540	3,363	42,474	8.3%
Salaries and Wages	44,953	51,326	44,953	42,222	624,683	7.2%
Travel and Training	115	168	115	1,076	29,789	0.4%
<b>Total Expense</b>	<b>\$ 181,064</b>	<b>\$ 198,626</b>	<b>\$ 181,064</b>	<b>\$ 67,062</b>	<b>\$ 1,853,826</b>	<b>9.8%</b>
<b>Surplus/(Shortfall)</b>	<b>\$ 10,393</b>	<b>\$ 8,773</b>	<b>\$ 10,393</b>	<b>\$ 21,140</b>	<b>\$ 57,016</b>	<b>18.2%</b>

**TRI-COUNTY REGIONAL PLANNING COMMISSION**  
**STATEMENTS OF CASH FLOW**  
**JULY 2020**

<b>OPERATING ACTIVITIES</b>	<u><b>JULY '20</b></u>	<u><b>YTD</b></u>
Net Income	\$ 10,393	\$ 10,393
Adjustments to reconcile Net Income to net cash provided by operations:		
Depreciation	157	157
Effects of changes in operating assets and liabilities:		
100020 · Accounts Receivable	(60,752)	(60,752)
100050 · Prepaid Expenses	(19,634)	(19,634)
200010 · Accounts Payable	(44,543)	(44,543)
200015 · Accrued Expenses	1,532	1,532
200021 · Accrued Payroll	-	-
200055 · Vacation/Personal Time	(2,167)	(2,167)
200060 · Employer Liabilities	559	559
200071 · Deferred Revenue - PPUATS	(9,060)	(9,060)
200081 · Deferred Revenue - IDOT/PPUATS	19,013	19,013
200081 · Deferred Revenue - Walkability	-	-
200103 · Deferred Revenue - Woodford Co.	(933)	(933)
200104 · Deferred Revenue - Regional Server	8,250	8,250
200107 · Deferred Revenue - Village of Washburn	-	-
Net cash provided by Operating Activities	<u>\$ (97,186)</u>	<u>\$ (97,186)</u>
<b>INVESTING ACTIVITIES</b>		
100042 · Computer Equipment	-	-
190000 · ROU - Office Space	2,950	2,950
Net cash provided by Investing Activities	<u>2,950</u>	<u>2,950</u>
<b>FINANCING ACTIVITIES</b>		
390000 · Office Space Lease Liability	(2,950)	(2,950)
350000 · Capital Contribution	-	-
Net cash provided by Financing Activities	<u>(2,950)</u>	<u>(2,950)</u>
Net cash increase/(decrease) for period	(97,186)	(97,186)
Cash at beginning of period	<u>795,434</u>	<u>795,434</u>
<b>Cash at end of period</b>	<u><b>\$ 698,249</b></u>	<u><b>\$ 698,249</b></u>

**Tri-County Regional Planning Commission**  
**Check Listing**  
**July 2020**

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
07/03/2020	ACH	Staff	Payroll 6/16/20 - 6/30/20	17,347.06
07/03/2020	ACH	Department of the Treasury	Payroll Liabilities 6/16/20 - 6/30-20	6,259.70
07/03/2020	ACH	Illinois Department of Revenue	Payroll Liabilities 6/16/20 - 6/30-20	1,271.23
07/03/2020	ACH	CEFCU	Employee HSA Contribution	50.00
07/03/2020	ACH	Unvested Retirement Savings	Unvested Retirement Liabilities 6/16/20 - 6/30/20	324.91
07/06/2020	ACH	Nationwide	Vested Retirement Liabilities 6/16/20 - 6/30/20	1,571.39
07/06/2020	1059	Fnu Nikita	Refund of Resident Taxes	97.16
07/07/2020	ACH	A5.com Inc.	Website and Google Suite	981.95
07/07/2020	ACH	Amazon Business	Office Supplies	14.44
07/07/2020	ACH	ESRI	Annual Support Contract	17,000.00
07/07/2020	ACH	Facet	Web Hosting and Computer Support	420.00
07/07/2020	ACH	Quill Corporation	Office Supplies	762.78
07/07/2020	ACH	The Cleaning Source	Office Cleaning	172.00
07/07/2020	ACH	Trimble	Annual Support Contract	3,300.00
07/07/2020	1054	Heartland Parking 243651-240830	Parking Validation	1.00
07/07/2020	1055	Illinois Association of Regional Councils	Annual Membership	2,000.00
07/07/2020	1056	Morton Community Bank	MCB Credit Card	938.49
07/07/2020	1057	Verizon Wireless	Internet and Phones	316.06
07/07/2020	1058	Peoria Journal Star	Legal Notices	87.21
07/10/2020	ACH	CAPCIL	2020 Census Subrecipient	11,858.24
07/10/2020	ACH	City of East Peoria	2020 Census Subrecipient	371.82
07/10/2020	ACH	DCC Marketing, LLC	2020 Census Subrecipient	29,255.43
07/10/2020	ACH	Henry County Public Library	2020 Census Subrecipient	2,914.64
07/10/2020	ACH	Marshall County	2020 Census Subrecipient	4,819.50
07/10/2020	ACH	McLean County RPC	2020 Census Subrecipient	13,868.05
07/10/2020	ACH	Stark County	2020 Census Subrecipient	3,029.77
07/10/2020	1060	City of Pontiac	2020 Census Subrecipient	1,145.88
07/10/2020	1061	Village of Dwight	2020 Census Subrecipient	2,204.46
07/10/2020	1062	Woodford Co Health Dept	2020 Census Subrecipient	3,489.50
07/10/2020	1063	Woodford Co Journal	Legal Notices	19.20
07/20/2020	ACH	Staff	Payroll 7/1/20 - 7/15/20	16,249.96
07/20/2020	ACH	Department of the Treasury	Payroll Liabilities 7/1/20 - 7/15/20	5,691.84
07/20/2020	ACH	Illinois Department of Revenue	Payroll Liabilities 7/1/20 - 7/15/20	1,094.27
07/20/2020	ACH	Nationwide	Vested Retirement Liabilities 7/1/20 - 7/15/20	1,571.39
07/20/2020	ACH	CEFCU	Employee HSA Contribution	50.00
07/20/2020	ACH	Unvested Retirement Savings	Unvested Retirement Liabilities 7/1/20 - 7/15/20	324.91
07/24/2020	1064	American Planning Association	Membership	236.00
07/24/2020	1065	City of Peoria	Rent	2,950.00
07/24/2020	1066	Comcast	Internet and Phones	372.79
07/24/2020	1067	Heartland Parking 243602	Employee Parking	935.00
07/24/2020	1068	Delta Dental	Monthly Premium	293.08
07/24/2020	1069	Hinckley Springs	Office Water	58.99
07/24/2020	1070	TIAA Bank	Copier Lease	410.26

**Tri-County Regional Planning Commission**  
**Check Listing**  
**July 2020**

07/24/2020	1071	Verizon Wireless	Internet and Phones	317.33
07/27/2020	ACH	Cloudpoint Geographics Inc	Contractual Services	2,375.00
07/27/2020	ACH	Facet	Web Hosting	385.00
07/27/2020	ACH	Hanson	Contractual Services	1,305.51
07/27/2020	ACH	Transmap Corporation	Contractual Services	77,932.40
07/27/2020	ACH	United Healthcare	Monthly Premium	8,639.49
07/27/2020	ACH	WEX Bank	Fuel	23.90
07/31/2020	ACH	MCB	Service Charge	10.89
			<b>TOTAL CHECKS</b>	<b>247,119.88</b>



**SCORECARD** Bonus Points Available 1,943

**Account Summary**

Billing Cycle		08/02/2020
Days In Billing Cycle		32
Previous Balance		\$938.49
Purchases	+	\$728.44
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$938.49-
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

**NEW BALANCE \$728.44**

**Credit Summary**

Total Credit Line	\$5,000.00
Available Credit Line	\$4,271.56
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](http://www.mycardstatement.com)
- Write us at PO BOX 30495, TAMPA, FL 33630-3495

**Payment Summary**

<b>NEW BALANCE</b>	<b>\$728.44</b>
<b>MINIMUM PAYMENT</b>	<b>\$22.00</b>
<b>PAYMENT DUE DATE</b>	<b>08/26/2020</b>

*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**

**IT'S BACK-TO-SCHOOL TIME! EARN EXTRA POINTS WHILE DOING YOUR BACK-TO-SCHOOL SHOPPING! YOUR SCORECARD REWARDS CARD GIVES YOU EXTRA BONUS POINTS - 2X, 3X, 4X OR MORE - THROUGH THE SCOREMORE MALL WITH PARTICIPATING RETAILERS ONLINE AND IN-STORE. MORE POINTS MEANS MORE GREAT MERCHANDISE AND TRAVEL REWARDS! LOG-IN AT [WWW.SCORECARDREWARDS.COM](http://WWW.SCORECARDREWARDS.COM) TODAY FOR MORE DETAILS!**

**CONGRATULATIONS! YOU ARE WITHIN 250 POINTS OF THE NEXT AWARD LEVEL. KEEP USING YOUR SCORECARD TO REACH MORE VALUABLE AWARDS.**

**Cardholder Account Summary**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/06	07/07	PBUS01	24431060188700534065398	ADOBE ACROPRO SUBS 408-536-6000 CA	\$15.93
07/06	07/07	PBUS01	24431060188700534186384	ADOBE ACROPRO SUBS 408-536-6000 CA	\$15.93
07/08	07/09	PBUS01	24137460191001199744755	USPS PO 1661800802 PEORIA IL	\$55.00
07/10	07/13		74625010195001204400891	PAYMENT - THANK YOU	\$938.49-

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT 5005

MORTON COMMUNITY BANK  
 721 W JACKSON  
 MORTON IL 61550-1537



**Account Number**  
 ####-####-#### 1692

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
08/02/20	\$728.44	\$22.00	08/26/20

\$

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

e-Statement



MAKE CHECK PAYABLE TO:

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

IMPORTANT INFORMATION

Finance Charge Calculation Methods and Computation of Average Daily Balance Subject to Finance Charge: The Finance Charge Calculation Method applicable to your account for Cash Advances and Credit Purchases of goods and services that you obtain through the use of your card is specified on the front side of this statement and explained below:

Method A - Average Daily Balance (including current transactions): The Finance Charge on purchases begins on the date the transaction posted to your account. The Finance Charge on Cash Advances begins on the date you obtained the cash advance, or the first day of the billing cycle within which it is posted to your account, whichever is later. There is no grace period.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of your account. To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Method E - Average Daily Balance (excluding current transactions): To avoid incurring an additional Finance Charge on the balance of purchases (and cash advances if Method E is specified as applicable to cash advances) reflected on your monthly statement, you must pay the New Balance shown on your monthly statement on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day and subtract any payments, credits, non-accruing fees, and unpaid finance charges. We do not add in any new purchases or cash advances. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Method G - Average Daily Balance (including current transactions): To avoid incurring an additional Finance Charge on the balance of purchases (and cash advances, if Method G is specified as applicable to cash advances) reflected on your monthly statement and, on any new purchases (and if applicable, cash advances) appearing on your next monthly statement, you must pay the New Balance, shown on your monthly statement, on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Payment Crediting and Credit Balance: Payments received at the location specified on the front of the statement after the phrase "MAKE CHECK PAYABLE TO" will be credited to the account specified on the payment coupon as of the date of receipt. Payments received at a different location or payments that do not conform to the requirements set forth on or with the periodic statement (e.g. missing payment stub, payment envelope other than as provided with your statement, multiple checks or multiple coupons in the same envelope) may be subject to delay in crediting, but shall be credited within five days of receipt. If there is a credit balance due on your account, you may request in writing, a full refund. Submit your request to the Account Inquiries address on the front of this statement.

By sending your check, you are authorizing the use of the information on your check to make a one-time electronic debit from the account on which the check is drawn. This electronic debit, which may be posted to your account as early as the date your check is received, will be only for the amount of your check. The original check will be destroyed and we will retain the image in our records. If you have questions please call the customer service number on the front of this billing statement.

Closing Date: The closing date is the last day of the billing cycle; all transactions received after the closing date will appear on your next statement.

Annual Fee: If your account has been assessed an annual fee, you may avoid paying this annual fee by sending written notification of termination within 30 days following the mailing date of this bill. Submit your request to the Account Inquiries address on the front of this statement. You may use your card(s) during this 30 day period but immediately thereafter must send your card(s), which you have cut in half, to this same address.

Negative Credit Reports: You are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligations.

BILLING RIGHTS SUMMARY

In Case of Errors or Inquiries About Your Bill: If you suspect there is an error on your account or you need information about a transaction on your bill, send your written inquiry to the Account Inquiries address on the front of this statement within 60 days of the date of the statement containing the transaction in question. You may telephone us, however a written request is required to preserve your rights.

In your letter, give us the following information:

- Your name and account number.
The dollar amount of the suspected error.
Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

Please provide a legal document evidencing your name change, such as a court document. Please use blue or black ink to complete form

NAME CHANGE

Last [grid]

First [grid] Middle [grid]

ADDRESS CHANGE

Street [grid]

City [grid] State [grid] ZIP Code [grid]

Home Phone ( [grid] ) [grid] - [grid] Business Phone ( [grid] ) [grid] - [grid]

Cell Phone ( [grid] ) [grid] - [grid] E-mail Address [grid]

SIGNATURE REQUIRED

TO AUTHORIZE CHANGES Signature [line]

Cardholder Account Summary Continued					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/13	07/14	PBUS01	24692160195100692320730	LOGMEIN*GoToMeeting logmein.com MA	\$36.00
07/13	07/14	PBUS01	24692160195100688588530	SQ *RIDE ILLINOIS gosq.com IL	\$60.00
07/16	07/17	PBUS01	24431060198700560257412	ADOBE CREATIVE CLOUD 408-536-6000 CA	\$56.30
07/21	07/22	PBUS01	24692160203100173808575	LOGMEIN*GoToMyPC logmein.com MA	\$435.23
07/23	07/26	PBUS01	24789300206147202703320	DIGITAL NEWSPAPER SUBSCRI 877-5782716 NY	\$39.00
07/31	08/02	PBUS01	24137460214001357810458	USPS PO 1661800802 PEORIA IL	\$15.05

**Additional Information About Your Account**  
 MANAGE YOUR CARD ACCOUNT ON-LINE. IT'S FREE! SIMPLY GO TO [WWW.MYCARDSTATEMENT.COM](http://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.

ScoreCard Bonus Points Information as of 07/31/2020					
SCORECARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	1,230	713	0	0	1,943

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM <sup>1</sup>	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
<b>Purchases</b>									
PBUS01 001	PURCHASE	G	\$0.00	0.85416%(M)	10.2500%(V)	\$0.00	\$0.00	0.0000%	\$728.44
<b>Cash</b>									
CBUS01 001	CASH	A	\$0.00	0.85416%(M)	10.2500%(V)	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 32		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
<sup>1</sup> FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

	<b>Month of JULY 2020</b>	<b>Month of JUNE 2020</b>	<b>Current FY To Date</b>	<b>Previous FY To Date</b>	<b>Annual FY21 Budget</b>	<b>YTD % Annual FY21 Budget</b>
<b>Revenue by Source and Project:</b>						
FHWA: FY20 PL/FTA	33,569	51,305	33,569	55,744	45,883	73.2%
PPUATS: FY20 PL/FTA Match	8,392	12,826	8,392	13,964	11,471	73.2%
FHWA: FY21 PL/FTA	14,350	-	14,350	-	681,422	2.1%
IDOT FY21 SPF: PL/FTA Match	3,587	-	3,587	-	170,354	2.1%
FTA: Paratransit Study	475	434	475	-	2,000	23.7%
PPUATS: Paratransit Study Match	119	807	119	-	-	0.0%
FHWA SPR: Grey Area Study	-	12,139	-	-	51,114	0.0%
IDOT FY20 SPF: Grey Area Study Match	-	3,035	-	-	12,778	0.0%
FHWA SPR: Roadway Asset Mgmt	33,225	13,805	33,225	-	104,000	31.9%
Localities: Roadway Asset Mgmt Match	8,306	3,451	8,306	-	26,000	31.9%
FHWA SPR: Planimetrics	-	-	-	-	149,000	0.0%
Counties: Planimetrics Match	-	-	-	-	37,250	0.0%
FTA: 5310 Admin	480	198	480	158	1,000	48.0%
FHWA: HSTP	2,744	1,984	2,744	2,433	94,000	2.9%
IDOT FY20 SPF: Unallocated	-	-	-	-	140,000	0.0%
IDOT FY19 SPF: LRTP Tools	386	1,306	386	1,617	-	0.0%
IDOT FY19 Rural Planning Funds	-	-	-	2,288	-	0.0%
IDHS: 2020 Census	74,760	94,873	74,760	-	235,000	31.8%
IDNR: Water Supply Planning	102	1,555	102	1,083	19,800	0.5%
GPSD: GIS Staffing	2,625	1,575	2,625	2,100	28,000	9.4%
Woodford County: GIS Staffing	3,171	3,096	3,171	2,186	42,000	7.6%
Washburn: GIS Staffing	-	-	-	-	475	0.0%
Regional Server Partnership	750	750	750	750	9,000	8.3%
Tazewell County: Planning & Zoning Review	754	754	754	754	9,045	8.3%
Dunlap: Land Use Plan	182	-	182	-	-	0.0%
El Paso: Land Use Plan	-	-	-	473	-	0.0%
Princeville: Land Use Plan	-	-	-	1,098	-	0.0%
Peoria County: Dues	1,333	1,333	1,333	1,333	16,000	8.3%
Tazewell County: Dues	1,171	1,171	1,171	1,171	14,050	8.3%
Woodford County: Dues	933	933	933	933	11,200	8.3%
Interest	41	70	41	117	-	0.0%
<b>Total Revenue</b>	<b>\$ 191,457</b>	<b>\$ 207,399</b>	<b>\$ 191,457</b>	<b>\$ 88,202</b>	<b>\$ 1,910,842</b>	<b>10.0%</b>

	Month of JULY 2020	Month of JUNE 2020	Current FY To Date	Previous FY To Date	Annual FY21 Budget	YTD % Annual FY21 Budget
<b>Expense By Account &amp; Category</b>						
Computer Expenses:						
Computer Hardware and Supplies	-	-	-	23	5,000	
Computer Software and Support	2,961	3,074	2,961	2,330	30,000	
<b>Total Computer Expenses</b>	<b>2,961</b>	<b>3,074</b>	<b>2,961</b>	<b>2,353</b>	<b>35,000</b>	8.5%
Outside Services:						
Consultants	-	-	-	-	381,773	
Contract Services - Special Projects	111,739	124,378	111,739	-	492,153	
<b>Total Outside Services</b>	<b>111,739</b>	<b>124,378</b>	<b>111,739</b>	<b>-</b>	<b>873,926</b>	12.8%
<b>Depreciation</b>	<b>157</b>	<b>(104)</b>	<b>157</b>	<b>832</b>	<b>2,000</b>	7.8%
Employee Benefits:						
Health Insurance	7,871	5,769	7,871	7,260	99,842	
Parking	850	850	850	750	10,200	
Payroll Taxes	3,617	3,708	3,617	3,882	48,664	
Retirement	2,413	2,413	2,413	2,329	31,820	
Workers Compensation Insurance	163	163	163	163	1,959	
<b>Total Employee Benefits</b>	<b>14,913</b>	<b>12,902</b>	<b>14,913</b>	<b>14,385</b>	<b>192,485</b>	7.7%
Office Administration						
Bank Service Charges	11	27	11	35	592	
Copier Costs	410	410	410	420	6,875	
Vehicles (Includes parking validations)	136	110	136	153	1,598	
Internet and Phones	690	694	690	665	8,224	
Professional Liability and Auto Insurance	450	450	450	442	5,311	
Office Supplies	152	1,040	152	89	4,158	
Postage	249	-	249	324	681	
Repairs and Maintenance	69	-	69	-	200	
Subscriptions	39	5	39	184	239	
Office Water	59	11	59	59	966	
<b>Total Office Administration</b>	<b>2,266</b>	<b>2,747</b>	<b>2,266</b>	<b>2,371</b>	<b>28,844</b>	7.9%
Miscellaneous Costs	420	594	420	462	625	67.2%
Professional Fees:						
Accounting/Audit	-	-	-	-	24,000	
Legal	-	-	-	-	-	
<b>Total Professional Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,000</b>	0.0%
Facility Costs						
Office Rent	2,950	2,950	2,950	2,849	35,400	
Office Cleaning	172	172	172	165	2,064	
Property & Casualty Insurance	169	169	169	169	2,025	
Utilities	249	249	249	181	2,985	
<b>Total Facility</b>	<b>3,540</b>	<b>3,540</b>	<b>3,540</b>	<b>3,363</b>	<b>42,474</b>	8.3%
<b>Salaries and Wages</b>	<b>44,953</b>	<b>51,326</b>	<b>44,953</b>	<b>42,222</b>	<b>624,683</b>	7.2%
Travel and Training						
APWA Conference	-	-	-	-	7,500	
Other Travel, Training & Conferences	97	160	97	1,076	20,649	
Mileage Reimbursements	18	9	18	-	1,640	
<b>Total Travel and Training</b>	<b>115</b>	<b>168</b>	<b>115</b>	<b>1,076</b>	<b>29,789</b>	0.4%
<b>Total Expense</b>	<b>\$ 181,064</b>	<b>\$ 198,626</b>	<b>\$ 181,064</b>	<b>\$ 67,062</b>	<b>\$ 1,853,826</b>	<b>9.8%</b>
<b>Surplus/(Shortfall)</b>	<b>\$ 10,393</b>	<b>\$ 8,773</b>	<b>\$ 10,393</b>	<b>\$ 21,140</b>	<b>\$ 57,016</b>	<b>18.2%</b>

**Revenues and Expenses from Operations:**

Total Revenue	191,457	Salaries Paid	47,120
Less: Direct Pass-Thru	(115,209)	PTO Unused	(2167)
Revenue from Operations	76,247	July Wages	44,953
Total Expenses	181,064	June Wages	51,326
Less: Direct Pass-Thru	(115,209)	Variance	(6,373)
Expense of Operations	65,854		
Surplus/(Shortfall)	10,393	22 Billable WD	134 PTO Hrs Used

**Tri-County Regional Planning Commission**  
**A/R Aging Summary**  
 As of July 31, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
<b>IRS</b>	0.00	0.00	194.31	0.00	0.00	194.31
<b>Federal</b>						
<b>Paratransit Study</b>						
80% Federal	474.75	0.00	434.12	813.86	565.07	2,287.80
<b>Total Paratransit Study</b>	474.75	0.00	434.12	813.86	565.07	2,287.80
<b>21T0000 FY21 UWP</b>						
20% IL Share	7,647.45	0.00	0.00	0.00	0.00	7,647.45
80% Federal Share	30,589.78	0.00	0.00	0.00	0.00	30,589.78
<b>Total 21T0000 FY21 UWP</b>	38,237.23	0.00	0.00	0.00	0.00	38,237.23
<b>20T0037 SPR Grey Area Study 6/30</b>						
20% Match (FY20 SPF)	0.00	0.00	3,034.71	2,377.07	0.00	5,411.78
80% Federal Share	0.00	0.00	12,138.86	9,508.31	0.00	21,647.17
<b>Total 20T0037 SPR Grey Area Study 6/30</b>	0.00	0.00	15,173.57	11,885.38	0.00	27,058.95
<b>20T0006 UWP 12/20</b>						
20% PPUATS Funding-12/2020	0.00	0.00	0.00	0.00	0.00	0.00
80% Federal Funds	32,539.39	0.00	50,274.98	0.00	0.00	82,814.37
<b>Total 20T0006 UWP 12/20</b>	32,539.39	0.00	50,274.98	0.00	0.00	82,814.37
<b>19T0037 SPR-Rdwy Asset Mgmt 9/20</b>						
20% Local						
Hanna City 2.212%	183.74	0.00	0.00	0.00	0.00	183.74
West Peoria 2.809%	233.33	0.00	0.00	0.00	0.00	233.33
El Paso 3.408%	283.08	117.62	0.00	0.00	0.00	400.70
Germantown Hills 3.017%	250.60	0.00	0.00	0.00	0.00	250.60
Peoria Hts 3.476%	288.73	119.97	0.00	0.00	0.00	408.70
Woodford County 15.142%	1,257.75	522.60	0.00	0.00	0.00	1,780.35
Washington 6.147%	510.59	212.15	0.00	0.00	0.00	722.74
City of Peoria 38.113%	3,165.81	1,315.40	8,602.37	0.00	0.00	13,083.58
Pekin 11.902%	988.62	0.00	0.00	0.00	0.00	988.62
East Peoria 9.725%	807.79	335.64	2,195.00	0.00	0.00	3,338.43
Bartonville 4.049%	336.32	0.00	913.89	0.00	0.00	1,250.21
<b>Total 20% Local</b>	8,306.36	2,623.38	11,711.26	0.00	0.00	22,641.00
80% Federal	33,225.44	13,805.20	90,282.80	0.00	0.00	137,313.44
<b>Total 19T0037 SPR-Rdwy Asset Mgmt 9/20</b>	41,531.80	16,428.58	101,994.06	0.00	0.00	159,954.44
<b>5310 Administration</b>	480.39	0.00	197.82	339.10	112.27	1,129.58
<b>HSTP 2050 6/21</b>	2,744.35	0.00	1,983.96	912.88	7,424.93	13,066.12
<b>Total Federal</b>	116,007.91	16,428.58	170,058.51	13,951.22	8,102.27	324,548.49
<b>GIS - Direct Bill</b>						
Greater Peoria Sanitary District	2,625.00	0.00	0.00	0.00	0.00	2,625.00
Woodford County Zoning	3,171.16	3,096.16	0.00	0.00	0.00	6,267.32
<b>Total GIS - Direct Bill</b>	5,796.16	3,096.16	0.00	0.00	0.00	8,892.32
<b>Member Dues</b>						
Peoria County	1,333.33	0.00	0.00	0.00	0.00	1,333.33
Tazewell County 11/19	1,170.88	0.00	1,170.88	0.00	0.00	2,341.76
<b>Total Member Dues</b>	2,504.21	0.00	1,170.88	0.00	0.00	3,675.09
<b>Planning Contracts</b>						
Village of Dunlap	182.09	0.00	0.00	0.00	0.00	182.09
Tazewell Co Comm. Development Review	753.75	0.00	0.00	0.00	0.00	753.75
<b>Total Planning Contracts</b>	935.84	0.00	0.00	0.00	0.00	935.84

**Tri-County Regional Planning Commission**  
**A/R Aging Summary**  
As of July 31, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
<b>Regional Server Ptnshp</b>						
City Link	3,000.00	0.00	0.00	0.00	0.00	3,000.00
Logan County	3,000.00	0.00	0.00	0.00	0.00	3,000.00
Woodford County	3,000.00	0.00	0.00	0.00	0.00	3,000.00
<b>Total Regional Server Ptnshp</b>	9,000.00	0.00	0.00	0.00	0.00	9,000.00
<b>State Grants</b>						
<b>IDHS</b>						
AJCYZ03067 - 2020 Census 6/2020	74,759.86	94,873.14	0.00	0.00	0.00	169,633.00
<b>Total IDHS</b>	74,759.86	94,873.14	0.00	0.00	0.00	169,633.00
<b>IDNR</b>						
OWR360 WSP 6/2020	101.77	1,554.70	178.09	994.48	11,388.12	14,217.16
<b>Total IDNR</b>	101.77	1,554.70	178.09	994.48	11,388.12	14,217.16
<b>Metro Planning</b>						
19T0058 State Planning Funds 7/2020						
LRTP Tools	386.25	1,305.51	0.00	0.00	0.00	1,691.76
<b>Total 19T0058 State Planning Funds 7/2020</b>	386.25	1,305.51	0.00	0.00	0.00	1,691.76
<b>Total Metro Planning</b>	386.25	1,305.51	0.00	0.00	0.00	1,691.76
<b>Rural Planning</b>						
19T0035 4 Bicycle/Pedestrian Transit 4/20						
Delavan	0.00	0.00	0.00	0.00	472.77	472.77
Eureka	0.00	0.00	0.00	0.00	2,523.01	2,523.01
Hanna City	0.00	0.00	0.00	0.00	852.64	852.64
<b>Total 19T0035 4 Bicycle/Pedestrian Transit 4/20</b>	0.00	0.00	0.00	0.00	3,848.42	3,848.42
<b>Total Rural Planning</b>	0.00	0.00	0.00	0.00	3,848.42	3,848.42
<b>Total State Grants</b>	75,247.88	97,733.35	178.09	994.48	15,236.54	189,390.34
<b>TOTAL</b>	<b>209,492.00</b>	<b>117,258.09</b>	<b>171,601.79</b>	<b>14,945.70</b>	<b>23,338.81</b>	<b>536,636.39</b>

**Tri-County Regional Planning Commission**  
**A/P Aging Summary**  
As of July 31, 2020

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Amazon Business	179.00	0.00	0.00	0.00	0.00	179.00
CAPCIL	6,916.65	14,447.23	0.00	0.00	0.00	21,363.88
City of Canton	0.00	8,688.75	0.00	0.00	0.00	8,688.75
City of East Peoria	0.00	571.95	0.00	0.00	0.00	571.95
DCC Marketing, LLC	56,246.67	30,520.60	0.00	0.00	0.00	86,767.27
Guardian	0.00	442.47	0.00	0.00	0.00	442.47
Hanson	386.25	0.00	0.00	0.00	0.00	386.25
Henry County Public Library	0.00	324.52	0.00	0.00	0.00	324.52
Marshall County	0.00	4,395.98	0.00	0.00	0.00	4,395.98
McLean County RPC	6,657.29	18,188.21	0.00	0.00	0.00	24,845.50
Stark County	0.00	1,555.25	0.00	0.00	0.00	1,555.25
The Cleaning Source	172.00	0.00	0.00	0.00	0.00	172.00
Transmap Corporation	41,531.80	17,256.50	0.00	0.00	0.00	58,788.30
WEX Bank	22.22	0.00	0.00	0.00	0.00	22.22
Heartland Parking 243651-240830	29.00	0.00	0.00	0.00	0.00	29.00
Lochmueller Group Inc	0.00	7,007.95	17,393.89	0.00	0.00	24,401.84
City of Pontiac	0.00	3,109.30	0.00	0.00	0.00	3,109.30
Morton Community Bank	728.44	0.00	0.00	0.00	0.00	728.44
NCICG	0.00	0.00	0.00	0.00	1,268.73	1,268.73
Tazewell Co	0.00	1,835.83	0.00	0.00	0.00	1,835.83
Village of Dwight	0.00	1,556.93	0.00	0.00	0.00	1,556.93
Woodford Co Health Dept	0.00	3,072.79	0.00	0.00	0.00	3,072.79
<b>TOTAL</b>	<b><u>112,869.32</u></b>	<b><u>112,974.26</u></b>	<b><u>17,393.89</u></b>	<b><u>0.00</u></b>	<b><u>1,268.73</u></b>	<b><u>244,506.20</u></b>