

**Ways and Means Committee Meeting
Smith, CHAIRMAN
(Proehl, Drury)**

**Thursday, June 28, 2018
4:30 PM**

AGENDA

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes of April 26, 2018
5. Recommendation to Commission the approval of May Financial Reports and Billings (Resolution 18-48)
6. Recommendation to Commission the approval of FY2019 Budget (Resolution 18-49)
7. Other
8. Adjournment

**Ways and Means Committee Meeting
, CHAIRMAN
(Proehl, Drury)**

**Thursday, April 26, 2018
4:30 PM**

MINUTES

1. Call to Order
Drury called the meeting to order at 4:30 pm
2. Roll Call
Present: Drury and Proehl. Staff: Miller, Lees, and Stratton
3. Public Input
None
4. Approval of Minutes of October 26 , 2017
Proehl moved to approve the minutes of October 26, 2017 as corrected and Drury seconded. Motion carried.
5. Recommendation to Commission the approval of March Financial Reports and Billings (Resolution 18-37)
Drury moved to approve Resolution 18-37 March Financial Reports and billings and Proehl seconded. Motion carried.
Stratton reported on the following:
 - Operating cash is 450,479, accounts receivables is \$236,63, and accounts payables is \$84,757.
 - Total revenue is \$138,036 and total expenses are \$125,666 which leaves March at a positive \$12,371.Miller commented the consulting contracts were late in billing process.
Fiscal YTD we are positive \$57,877 which is slightly better than same time last year.
6. Recommendation to Commission the approval of contract with Martin, Hood and Associates to complete Financial and Compliance Audit for Fiscal Year 2018 (Resolution 18-38)
Proehl moved to approve Resolution 18-38 contract with Martin, Hood and Associates. To complete Financial and Compliance Audit for FY 2018 and Drury seconded. Motion carried.
Miller explained the process to keep an auditor for 5 years and to go out for proposal next year.

7. Other

- Miller updated that the preliminary budget is the same as last year. We are adding a GIS person.
- Proehl asked how the credit card process is going and Miller said good.

8. Adjournment

Proehl moved to adjourn at 4:45 pm and Drury seconded. Motion carried.

Submitted by:

Eric W. Miller

Executive Director

Recorded and subscribed by: Debbie Ulrich

DRAFT

RESOLUTION 18-48

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR MAY 2018

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 May 2018, 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 May 2018 are approved.

Presented this 28th day of June 2018

Adopted this 28th day of June 2018

Stephen Van Winkle, 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
MAY 2018

ASSETS	MAY 31, 2018	APR 30, 2018	MAY 31, 2017
Current Assets			
Checking/Savings			
Restricted Cash:			
100012 · Checking - Flexible Benefits	1,620	1,620	1,620
100016 · South Side - Unvested Retirement	26,121	26,121	14,252
100011 · Checking - PPUATS	92,229	138,085	108,682
100018 · Checking - IL MPO Advisory Council	19,238	19,238	19,238
Total Restricted Cash - South Side Bank	<u>139,208</u>	<u>185,064</u>	<u>143,793</u>
Unrestricted Cash:			
100010 · Checking - South Side Bank	539,644	414,820	418,981
Total Checking/Savings South Side Bank	<u>678,852</u>	<u>599,884</u>	<u>562,773</u>
100020 · Accounts Receivable	188,566	256,192	113,789
Other Current Assets			
100050 · Prepaid Expenses	16,323	19,609	15,989
Total Other Current Assets	<u>16,323</u>	<u>19,609</u>	<u>15,989</u>
Total Current Assets	<u>883,741</u>	<u>875,686</u>	<u>692,552</u>
Fixed Assets			
100040 · Office Furniture	54,533	54,533	54,533
100042 · Computer Equipment	83,413	83,413	70,668
100044 · Vehicles	41,567	41,567	41,567
100046 · Leasehold Improvements	7,080	7,080	7,080
Less: Accumulated Depreciation	<u>(178,335)</u>	<u>(177,863)</u>	<u>(170,759)</u>
Total Fixed Assets	<u>8,258</u>	<u>8,730</u>	<u>3,089</u>
TOTAL ASSETS	<u>\$ 891,999</u>	<u>\$ 884,415</u>	<u>\$ 695,640</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
200010 · Accounts Payable	52,513	49,469	890
Other Current Liabilities			
200009 · IDOT Payable			-
200015 · Accrued Expenses	1,136	947	2,231
200021 · Accrued Payroll	20,521	20,832	18,703
200055 · Vacation/Personal Time	41,622	41,617	33,180
200056 · Unvested Retirement Account	27,107	25,949	14,239
200060 · Employer Liabilities	5,759	5,614	3,433
200071 · Deferred Revenue - PPUATS	79,018	92,520	78,537
200078 · Deferred Revenue - Tazewell County	-	1,171	-
200092 · Deferred Revenue - IDNR			-
200095 · Deferred Revenue - IL MPO	19,238	19,238	19,238
200103 · Deferred Revenue - Woodford Co.	5,600	6,533	5,600
200104 · Deferred Revenue - Regional Server	750	1,500	750
200107 · Deferred Revenue - Village of Washburn	1,500	1,500	-
Total Other Current Liabilities	<u>202,251</u>	<u>217,421</u>	<u>175,911</u>
Total Current Liabilities	<u>254,764</u>	<u>266,890</u>	<u>176,801</u>
Total Liabilities	<u>254,764</u>	<u>266,890</u>	<u>176,801</u>
Equity			
310000 · General Fixed Asset Equity	13,450	13,450	5,710
350000 · Capital Contribution	193,000	193,000	193,000
390000 · Retained Earnings	332,021	332,021	268,859
Net Income	98,764	79,055	51,271
Total Equity	<u>637,235</u>	<u>617,526</u>	<u>518,840</u>
TOTAL LIABILITIES & EQUITY	<u>\$ 891,999</u>	<u>\$ 884,415</u>	<u>\$ 695,640</u>

**TRI-COUNTY REGIONAL PLANNING COMMISSION
COMPARATIVE STATEMENTS OF INCOME AND EXPENSE
MAY 2018**

	<u>Month of MAY 2018</u>	<u>Month of APR 2018</u>	<u>Current FY YTD</u>	<u>Previous FY YTD</u>	<u>Annual FY18 Budget</u>	<u>% Annual FY18 Budget</u>
Income						
400010 · FHWA PL Fund	61,455	42,668	504,658	396,676	643,330	78.4%
400011 · FTA Section 8	16,336	11,342	134,455	109,679	171,189	78.5%
400015 · PPUATS Matching	19,448	13,502	158,881	126,597	203,630	78.0%
400016 · IDOT Rural Planning	1,134	422	9,114	-	32,000	28.5%
400020 · Regional/Local Funds	4,771	7,171	39,146	40,625	41,250	94.9%
400022 · Woodford County GIS	3,985	5,196	46,085	35,552	45,000	102.4%
400136 · Municipal GIS Support Services	-	-	2,423	3,360	-	0.0%
400140 · Tazewell Co. Zoning	754	754	9,175	8,812	9,000	101.9%
400188 · City of El Paso GIS	-	-	-	-	5,000	0.0%
400200 · Interest Income	88	88	1,013	955	500	202.6%
400210 · Other	-	2,000	3,707	-	-	0.0%
400240 · Woodford County Planning	-	-	-	-	500	0.0%
400254 · Human Services Trans Plan	2,570	4,453	35,964	55,249	62,000	58.0%
400271 · Regional Server Partnership	750	750	8,250	12,000	10,000	82.5%
400276 · JARC/New Freedom	-	-	77,291	37,826	86,979	88.9%
400279 · Homeless Info. Mgt. Systems	-	-	-	6,638	-	0.0%
400291 · JARC - cicarpool	-	-	-	-	5,000	0.0%
400315 · GPSD GIS Staffing	700	1,756	18,854	22,831	25,000	75.4%
400322 · Hazard Mitigation Plan	-	3,660	12,001	-	48,713	24.6%
400323 · Peoria Park District	-	-	563	4,253	-	0.0%
400325 · FTA 5310 Admin Fee	-	-	-	-	10,000	0.0%
400326 · Para-Transit Study	-	-	-	-	12,000	0.0%
400328 · MPO Special Projects	-	-	-	13,623	-	0.0%
400329 · IDOT Dist 4	-	-	31,565	-	-	0.0%
400321 · IDOT FY16	-	-	-	20,678	-	0.0%
400330 · IDOT State Planning FY17	-	-	-	-	157,000	0.0%
400320 · Regional Water Supply Plan	1,194	1,297	16,932	-	20,000	84.7%
Total Income	\$ 113,184	\$ 95,060	\$ 1,110,076	\$ 895,352	\$ 1,588,091	69.9%
Expense						
500010 · Advertising and Printing	-	-	867	2,377	3,000	28.9%
500012 · Community Events	-	-	-	-	500	0.0%
500015 · Contractual Services	22,964	3,660	219,267	166,958	569,925	38.5%
500020 · Copier	411	388	4,785	4,558	10,000	47.9%
500025 · Computer Software and Support	147	2,018	36,441	43,397	64,408	56.6%
500030 · Equipment Maintenance	135	107	6,421	1,193	4,000	160.5%
500035 · Group Health Insurance	5,796	5,989	67,371	56,930	84,000	80.2%
500036 · General Insurance	633	547	10,019	11,218	18,000	55.7%
500038 · Workers Compensation	195	258	-	-	-	0.0%
500040 · Membership and Subscriptions	263	-	2,702	2,817	7,500	36.0%
500050 · Miscellaneous	2,290	301	3,902	2,363	2,500	156.1%
500070 · Office Supplies	565	305	3,945	3,754	4,000	98.6%
500080 · Postage	99	-	295	589	500	59.0%
500085 · Rent	2,849	2,849	31,335	31,335	34,184	91.7%
500086 · Retirement	2,087	2,087	25,106	22,408	27,000	93.0%
500090 · Telephone	437	437	4,858	5,607	7,500	64.8%
500100 · Conference Travel	-	1,053	5,388	2,616	5,000	107.8%
500110 · Utilities	319	319	2,641	4,157	7,000	37.7%
500111 · Travel	272	138	2,102	1,304	5,000	42.0%
500115 · Conference Registration	-	7,500	9,952	9,722	11,500	86.5%
500120 · Professional Services	7,745	-	28,907	23,283	55,000	52.6%
500130 · Space Costs	991	1,274	12,525	10,610	13,000	96.3%
510000 · Depreciation Expense	472	472	5,192	1,527	5,000	103.8%
520000 · Salaries	41,561	40,800	482,184	399,673	511,759	94.2%
520600 · Payroll Taxes	3,267	3,410	45,130	35,685	40,300	112.0%
Total Expense	\$ 93,498	\$ 73,912	\$ 1,011,335	\$ 844,081	\$ 1,490,576	67.8%
Net Income	\$ 19,687	\$ 21,147	\$ 98,741	\$ 51,271	\$ 97,515	

**TRI-COUNTY REGIONAL PLANNING COMMISSION
STATEMENTS OF CASH FLOW
MAY 2018**

OPERATING ACTIVITIES	MAY 18	YTD
Net Income	\$ 19,687	\$ 98,741
Adjustments to reconcile Net Income to net cash provided by operations:		
Depreciation	472	5,192
Effects of changes in operating assets and liabilities:		
100020 · Accounts Receivable	67,625	(50,665)
100050 · Prepaid Expenses	3,286	643
200010 · Accounts Payable	3,067	18,600
200015 · Accrued Expenses	189	(1,345)
200021 · Accrued Payroll	(311)	(1,146)
200055 · Vacation/Personal Time	6	9,999
200060 · Employer Liabilities	1,302	14,742
200071 · Deferred Revenue - PPUATS	(13,502)	21,040
200078 · Deferred Revenue - Tazewell Co.	(1,171)	-
200103 · Deferred Revenue - Woodford Co.	(933)	933
200104 · Deferred Revenue - Regional Server	(750)	750
200107 · Deferred Revenue - Village of Washburn	-	1,500
Net cash provided by Operating Activities	\$ 78,967	\$ 118,985
INVESTING ACTIVITIES		
100042 · Computer Equipment	-	-
100046 · Leasehold Improvements	-	-
Net cash provided by Investing Activities	-	-
FINANCING ACTIVITIES		
350000 · Capital Contribution	-	-
Net cash provided by Financing Activities	-	-
Net cash increase/(decrease) for period	78,967	118,985
Cash at beginning of period	599,884	559,867
Cash at end of period	\$ 678,852	\$ 678,852

Check Register - General Fund
Tri-County Regional Planning Commission
MAY 2018

DATE	CHECK #	VENDOR NAME	MEMO	AMOUNT
05/01/2018	14627	Corbin Design	Contractual Services	14,954.32
05/01/2018	14628	Donna's Downtown Deli Co.	HSTP meeting	207.00
05/01/2018	14629	Neopost USA Inc	Postage	107.34
05/01/2018	14630	Quill Corporation	Office Supplies	147.72
05/01/2018	14631	Verizon Wireless	Telephone	207.50
05/03/2018	14632	Staff	April Travel Expenses	26.43
05/03/2018	14633	Staff	April Travel Expenses	40.33
05/03/2018	14634	Staff	April Travel Expenses	81.97
05/03/2018	14635	Staff	April Travel Expenses	971.43
05/03/2018	14636	Busey Bank Credit Card	April charges	127.49
05/03/2018	14637	Heartland Parking Inc. 243651/240830	April parking validations	131.00
05/03/2018	14638	The Cleaning Source	April cleaning	165.00
05/04/2018	ACH	CEFCU - HSA	Health Savings Account - Withheld	50.00
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	1,144.03
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	1,377.10
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	1,505.13
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	1,477.00
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	194.68
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	2,894.34
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	1,466.73
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	3,114.66
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	1,416.34
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	606.97
05/05/2018	ACH	Staff	Payroll 4/15/18 - 4/30/18	359.36
05/07/2018	ACH	IL Dept of Revenue	Payroll taxes	1,046.20
05/07/2018	ACH	United States Treasury	Payroll taxes	5,314.62
05/07/2018	ACH	Nationwide Retirement Solutions	Vested Retirement	954.44
05/08/2018	14639	Videogenique	Video recording for symposium	675.00
05/09/2018	14640	A5.com, Inc.	Web hosting	49.95
05/09/2018	14641	FACET, Inc.	Office365 user licenses/Support services	1,171.00
05/09/2018	14642	Quill Corporation	Office Supplies	67.79
05/09/2018	14643	The Cincinnati Insurance Company	Insurance	137.00
05/09/2018	14644	Videogenique	Video recording for symposium	675.00
05/09/2018	14645	WEX Bank	Auto expense	32.31
05/17/2018	ACH	Busey Bank	Service Charge	81.44
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	577.02
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	1,068.66
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	1,301.69
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	1,468.42
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	1,353.27
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	216.31
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	1,933.62
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	1,429.02
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	3,081.96
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	522.15
05/18/2018	ACH	Staff	Payroll 5/1/18 - 5/15/18	1,378.63
05/18/2018	ACH	CEFCU - HSA	Health Savings Account - Withheld	50.00
05/21/2018	ACH	IL Dept of Revenue	Payroll taxes	963.64
05/21/2018	ACH	United States Treasury	Payroll taxes	4,827.56
05/21/2018	ACH	Nationwide Retirement Solutions	Vested Retirement	954.44
05/24/2018	14646	City Blue Technologies, LLC.	Sponsors Board	80.00
05/24/2018	14647	Comcast	Internet	359.08
05/24/2018	14648	Delta Dental	June dental insurance	266.86
05/24/2018	14649	Everbank Commercial Finance, Inc.	June copier payment	388.34
05/24/2018	14650	FACET, Inc.	June web hosting	385.00
05/24/2018	14651	Guardian	June vision, STD, life insurance	374.08
05/24/2018	14652	Hinckley Springs	Office Supplies	85.15
05/24/2018	14653	Peoria Park District	6/21/18 201 Rental	100.00
05/24/2018	14654	Quill Corporation	Office Supplies	127.92
05/24/2018	14655	Strong Towns	Speaker	6,395.08
05/24/2018	14656	United Healthcare	June health insurance	7,023.33
05/31/2018	14657	*Debbie Ulrich	Parking reimbursement	6.00
05/31/2018	14658	American Environmental	Contractual Services	2,617.39
05/31/2018	14659	Cracked Pepper Catering and Bakery Inc	Catering for symposium	1,902.00
05/31/2018	14660	Heartland Parking 243602	June employee parking	825.00
05/31/2018	14661	Quill Corporation	Office Supplies	78.95
05/31/2018	14662	RK Dixon	Copier overage	23.12
05/31/2018	14663	United Security Communications	Phone maintenance	135.00
05/31/2018	14664	Verizon Wireless	May/Jun telephone	207.50
			Total Checks	85,484.81



RECEIVED
6-5-18

ERIC MILLER

Account Number: XXXX XXXX XXXX 9435

ACCOUNT SUMMARY

Credit Limit \$5,000.00
 Credit Available \$4,466.00
 Statement Closing Date May 26, 2018
 Days in Billing Cycle 30
 Previous Balance \$127.49
 - Payments & Credits \$127.49
 + Purchases & Other Charges \$533.81
 + Balance Transfer \$0.00
 + Cash Advances \$0.00
 + FEE CHARGED \$0.00
 + INTEREST CHARGED \$0.00
 = New Balance \$533.81

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

Approved by _____

Date _____

Project _____ Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

PAYMENT INFORMATION

New Balance \$533.81
 Minimum Payment Due \$27.00
 Payment Due Date June 23, 2018

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	4 years	\$701.00
\$19.00	3 years	\$684.00 (Savings = \$17.00)

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

TRANSACTIONS

Tran Date	Post Date	Reference Number	Transaction Description	Amount
04/27	04/27	2469216G52XX4G7KE	Intuit *PayrollEE usag 800-446-8848 CA	23.38 ✓
05/06	05/07	2443106GE2DYGE0LZ	AMAZON MKTPLACE PMTS WWW. WWW.AMAZON.CO WA	85.76 ✓
05/07	05/08	2416407GF2LR7PBES	TARGET 00028241 EAST PEORIA IL	27.95 ✓
05/08	05/09	2449215GGS0S82217	AMERICAN PLANNING A 312-431-9100 IL	263.00 ✓
05/10	05/10	7496665GKEHNF3STJ	PAYMENT-MAIL THANK YOU PEORIA IL	127.49
05/13	05/14	2469216GM2XKA20JY	LOGMEIN*GOTOMEETING 855-837-1750 CA	36.00 ✓
05/15	05/16	2422638GR2LR3X7QK	WAL-MART #1028 EAST PEORIA IL	9.61 ✓
05/15	05/16	2449215GGS13075KN	PAYPAL *ASHANJAYDES 402-935-7733 CA	35.00 ✓
05/16	05/17	2443106GR0RTDSEWS	ADOBE *CREATIVE CLOUD 800-833-6687 CA	53.11 ✓
			TOTAL FEES FOR THIS PERIOD	0.00

Transactions continued on next page

1035 0001 VVG 001 7 26 180525 0 PAGE 1 of 2 10 3248 4000 QC52 01AA1035 516

Please detach bottom portion and submit with payment using enclosed envelope



Busey
100 W. University Ave
Champaign IL 61820

Payment Information

Account Number: XXXX XXXX XXXX 9435
 Payment Due Date June 23, 2018
 New Balance \$533.81
 Minimum Payment Due \$27.00
 Past Due Amount \$0.00

Amount Enclosed: \$ 533.81

ERIC MILLER
456 FULTON ST SUITE 401
PEORIA IL 61602

516

Make Check
Payable to:

BUSEY
PO BOX 660525
DALLAS TX 75266-0525



405061400005943500002700000533810

TRANSACTIONS (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
INTEREST CHARGED				
05/26	05/26		Interest Charge on Purchases	0.00
05/26	05/26		Interest Charge on Cash Advances	0.00
TOTAL INTEREST FOR THIS PERIOD				0.00

Totals 2018 Year-to-Date	
Total fees charged in 2018	\$15.00
Total interest charged in 2018	\$0.00

REWARDS SUMMARY

Available Points 12,448

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.

1-1
2-

Tri-County Regional Planning Commission
A/R Aging Summary
As of May 31, 2018

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
WOODFORD COUNTY DUES						
Village of Bayview Gardens	0.00	0.00	533.33	0.00	0.00	533.33
Woodford County Board	0.00	0.00	1,600.00	0.00	0.00	1,600.00
Woodford County Zoning	0.00	0.00	1,600.00	0.00	0.00	1,600.00
Total WOODFORD COUNTY DUES	0.00	0.00	3,733.33	0.00	0.00	3,733.33
Farnsworth Group, Inc.	0.00	0.00	300.00	0.00	0.00	300.00
1210-IDOT Rural Planning Funds FY17						
Roanoke Comp Plan Update	1,133.79	0.00	0.00	0.00	0.00	1,133.79
Total 1210-IDOT Rural Planning Funds FY17	1,133.79	0.00	0.00	0.00	0.00	1,133.79
212-Regional Water Supply Planning						
500-GREATER PEORIA SANITARY DISTRICT	1,193.66	0.00	1,297.46	3,373.37	5,195.07	11,059.56
600-WOODFORD COUNTY GIS IMPLEMENTATION	700.00	0.00	0.00	0.00	0.00	700.00
FTA 5311	3,985.03	0.00	5,196.06	0.00	0.00	9,181.09
207-HSTP	2,628.58	0.00	4,452.68	1,729.27	5,244.21	14,054.74
Total FTA 5311	2,628.58	0.00	4,452.68	1,729.27	5,244.21	14,054.74
IDOT DIST 4						
IDOT FY18	0.00	0.00	0.00	0.00	31,564.69	31,564.69
FTA & Fund	16,336.05	0.00	0.00	0.00	0.00	16,336.05
PL Funds	61,454.62	0.00	0.00	0.00	0.00	61,454.62
PPUATS	19,447.68	0.00	0.00	10,501.15	-11,400.05	18,548.78
Total IDOT FY18	97,238.35	0.00	0.00	10,501.15	-11,400.05	96,339.45
IEMA						
Hazard Mitigation	0.00	0.00	3,660.00	0.00	4,237.50	7,897.50
Total IEMA	0.00	0.00	3,660.00	0.00	4,237.50	7,897.50
PEORIA COUNTY DUES						
PPUATS Village of Bartonville	2,666.68	0.00	1,333.34	2,666.68	1,333.34	8,000.04
TAZ CO PLANNING CONTRACT	0.00	0.00	0.00	0.00	2,340.80	2,340.80
	0.00	753.75	753.75	753.75	0.00	2,261.25
TOTAL	109,546.09	753.75	20,726.62	19,024.22	38,515.56	188,566.24

Tri-County Regional Planning Commission
A/P Aging Summary
As of May 31, 2018

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
*Andrew Hendon	10.03	0.00	0.00	0.00	0.00	10.03
*Eric Miller	74.67	0.00	0.00	0.00	0.00	74.67
*Hannah Martin	87.80	0.00	0.00	0.00	0.00	87.80
*Reema Abi-Akar	76.30	0.00	0.00	0.00	0.00	76.30
*Ryan Harms	40.81	0.00	0.00	0.00	0.00	40.81
9th World Congress	0.00	0.00	0.00	0.00	0.00	0.00
American Environmental	0.00	0.00	3,660.00	0.00	4,237.50	7,897.50
Busey Bank Credit Card	533.81	0.00	0.00	0.00	0.00	533.81
Corbin Design	0.00	15,963.75	0.00	0.00	0.00	15,963.75
Hanson Professional Services Inc.	0.00	7,000.00	0.00	0.00	20,395.89	27,395.89
Neopost USA Inc	99.00	0.00	0.00	0.00	0.00	99.00
The Cleaning Source	165.00	0.00	0.00	0.00	0.00	165.00
Walz Label and Mailing System	167.99	0.00	0.00	0.00	0.00	167.99
WEX Bank	22.93	0.00	0.00	0.00	0.00	22.93
TOTAL	<u>1,278.34</u>	<u>22,963.75</u>	<u>3,660.00</u>	<u>0.00</u>	<u>24,633.39</u>	<u>52,535.48</u>

RESOLUTION 18-49

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO ADOPT THE FISCAL YEAR 2019 BUDGET.

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

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

WHEREAS, the Executive Board recommends the attached budget,

WHEREAS, the Ways and Means Committee has reviewed the FY2019 Budget and recommends approval.

NOW THEREFORE BE IT RESOLVED, that the Tri-County Regional Planning Commission hereby approves and adopts the FY 2019 Budget for the period from July 1, 2018, to June 30, 2019 and authorizes the Executive Director to take such actions as necessary to implement the budget within the confines of the Commission policy.

Presented this 28th day of June 2018

Adopted this 28th day of June 2018

Stephen Van Winkle, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

Tri-County Regional Planning Commission

FY 2019 Draft Budget

June 2019

	FY17	FY18 APPROVED May 1	FY18 FINAL	FY19 Draft
Revenue:				
UWP: FHWA	\$491,723	\$497,820	\$643,330	\$516,608
UWP: FTA	\$134,785	\$132,469	\$171,189	\$137,326
UWP: PPUATS MATCH	\$156,627	\$157,572	\$203,630	\$163,483
Regional/Local	\$48,000	\$41,250	\$41,250	\$41,250
Woodford County GIS	\$70,000	\$45,000	\$45,000	\$45,000
Woodford County Planning & Zoning	\$300	\$500	\$500	\$500
Tazewell County Planning & Zoning	\$10,050	\$9,000	\$9,000	\$9,000
Human Services Transportation Plan - Rural	\$62,000	\$62,000	\$62,000	\$73,810
Regional Server Partnership	\$10,000	\$10,000	\$10,000	\$9,000
JARC - ciCarpool - (Driving Change/Air Quality)	\$5,000	\$5,000	\$5,000	\$9,800
GPSD GIS Staffing	\$25,000	\$25,000	\$25,000	\$25,000
City of El Paso GIS	\$0	\$0	\$5,000	\$3,425
Village of Washburn GIS	\$0	\$0	\$0	\$1,000
IDOT State Planning Funds FY18				\$160,000
IDOT State Planning Funds FY17		\$0	\$157,000	\$157,000
IDOT Rural Planning Funds FY18		\$0	\$32,000	\$22,000
Minonk GIS				\$4,240
Elmwood GIS				\$3,674
Hazard Mitigation Plan		\$48,713	\$48,713	\$23,139
Interest Income	\$500	\$500	\$500	\$1,000
FTA JARC & New Freedom (Pass Through)	\$119,000	\$0	\$86,979	\$71,390
FTA Paratransit Study	\$10,000	\$0	\$12,000	\$10,000
FTA 5310 Administration Fee	\$10,000	\$10,000	\$10,000	\$10,000
Water Supply Planning		\$0	\$20,000	\$0
Total Income	\$1,401,764	\$1,248,755	\$1,588,091	\$1,497,645

	FY17	FY18 APPROVED May 1	FY18 FINAL	FY19 Draft
Expense:				
Advertising/Legal Notices	\$3,000	\$3,000	\$3,000	\$1,800
Community Events	\$0	\$500	\$500	\$0
Contractual Services	\$334,000	\$290,000	\$569,925	
Hazard Mitigation				\$23,139
ci Car Pool				\$9,800
New Freedom				\$71,390
TCRPC Pavement Contract				\$105,000
IDOT State Planning Funds FY18				\$160,000
IDOT PL Funds - Unallocated				\$90,000
Copying and Printing	\$10,000	\$10,000	\$10,000	\$6,000
Repairs and Maintenance	\$4,000	\$4,000	\$4,000	\$2,000
Computer Software and Support	\$32,800	\$25,000	\$25,000	\$32,000
Computer Hardware	\$25,000	\$12,000	\$39,408	\$20,000
Group Health Insurance, Vision, Life, Disability	\$80,674	\$84,000	\$84,000	\$82,000
Insurance - Property, General Liab, Crime, Auto, Umbrella	\$18,000	\$18,000	\$18,000	\$7,100
Insurance - Workers Compensation				\$2,700
Memberships and Subscriptions	\$7,500	\$7,500	\$7,500	\$3,000
Miscellaneous	\$2,500	\$2,500	\$2,500	\$2,500
Office Supplies	\$5,000	\$4,000	\$4,000	\$4,000
Postage	\$500	\$500	\$500	\$500
Space Costs - Rent	\$34,184	\$34,184	\$34,184	\$34,184
Space Costs - Cleaning				\$1,980
Space Costs - Utilities	\$6,000	\$7,000	\$7,000	\$3,832
Space Costs - Parking	\$13,000	\$13,000	\$13,000	\$11,400
Retirement	\$35,333	\$27,000	\$27,000	\$28,000
Salaries	\$578,419	\$511,759	\$511,759	\$555,000
Telephone	\$7,500	\$7,500	\$7,500	\$2,688
Conference Travel	\$10,000	\$5,000	\$5,000	\$2,500
Local Travel	\$2,500	\$5,000	\$5,000	\$1,700
Conferences Registration	\$11,500	\$11,500	\$11,500	\$10,000
Professional Services - Legal	\$20,000	\$20,000	\$20,000	\$10,000
Professional Services - Accounting/Audit	\$25,000	\$28,000	\$28,000	\$29,400
Professional Services Compensation and benefits Study		\$7,000	\$7,000	\$2,000
ER Taxes (@8%)	\$45,514	\$40,300	\$40,300	\$49,000
Depreciation Expense	\$5,000	\$5,000	\$5,000	\$5,000
Total Expense	\$1,316,924	\$1,183,243	\$1,490,576	\$1,369,613
Excess rev. over exp.	\$84,840	\$65,512	\$97,515	\$128,032