

**MINUTES OF MEETING**  
**Springfield-Sangamon County Regional Planning Commission**  
**November 15, 2017**

**1. CALL TO ORDER.**

Chairman Val Yazell called the meeting to order at 9:31 AM.

**2. ROLL CALL.**

Mary Jane Niemann called the roll.

JULY 2017	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY 2018	FEBRUARY	MARCH	APRIL	MAY	JUNE	<b>COMMISSION MEMBERS</b>
X	X	X	X	X								
	X	X	X									Larry Hamlin, Vice-Chairman
X	X	X	X	X								Joe Gooden, Secretary
		X	X	X								Mayor Jim Langfelder – <u>B. Drew</u>
X	X	X	X	X								Andy Van Meter – <u>B. McFadden</u>
X	X	X	X	X								Alderman Joe McMenamin
	X	X										Alderman Andrew Proctor
X		X		X								Greg Stumpf – <u>J. Stone</u>
	X	X	X	X								George Preckwinkle – <u>C. Stratton</u>
	X	X		X								Leslie Sgro – <u>E. McKinley</u>
X	X		X	X								Frank Vala – <u>R. Blickensderfer</u>
X	X		X	X								Brian Brewer – <u>F. Squires</u>
X	X	X	X	X								Dick Ciotti – <u>G. Humphrey</u>
X	X	X	X									Jeff Vose
X	X	X	X	X								Kenneth Springs
X	X	X	X	X								Greg Kruger
X		X		X								Eric Hansen

**Others**

Steve Schoeffel

**Staff**

Molly Berns

Ethan Hendricks

Shannan Karrick

Steve Keenan

Mary Jane Niemann

Norm Sims

3. **MINUTES OF MEETING.**

Chairman Yazell asked if there were any additions or corrections to the minutes of the October 18, 2017, Regional Planning Commission meeting. There were none. The minutes were accepted as mailed.

4. **MINUTES OF THE EXECUTIVE POLICY BOARD.**

Chairman Yazell noted that the Executive Policy Board met on October 18 to review and act on the Commission's budget submission for the upcoming fiscal year. The Board approved the budget submission as submitted, which included the annual salary increase for staff. That increase is the same as the budget mark established for County employees.

The Board also discussed the transition period that will follow the retirement of the Executive Director and the search for a new one. These items are addressed in the Minutes of the Board. (See attached).

Chairman Yazell said with the Board's approval, and as required in the Commission's establishing ordinance, the proposed budget was submitted to the Sangamon County Board for final action.

Gregg Humphrey moved to recommend approval of the minutes of the 10/18/2017 Executive Policy Board meeting. Bonnie Drew seconded the motion and the vote was unanimous.

5. **REPORT OF OFFICERS.**

Chairman Yazell stated that a cake/punch reception will be held in the SSCRPC's conference room immediately following the December 20, 2017 Regional Planning Commission meeting in honor of Norm Sims' retirement.

6. **REPORT OF THE EXECUTIVE DIRECTOR.**

- A. **Historic Preservation Leadership Award** – Norm Sims reported that Charles “Chuck” Pell, Springfield architect and Chair of the Sangamon County Historic Preservation Commission has been selected to receive the Illinois Association of Historic Preservation Commission's 2017 Leadership Award. Sims noted Pell's dedication to historic preservation as well as his thoughtful and consistent leadership he has provided in the region for many years.
- B. **Sangamon Valley Trail** – Sims noted that a ribbon cutting ceremony will be held Thursday, November 16, 2017 commemorating the opening of six additional miles of trail on the north end of the Sangamon Valley Trail.
- C. **Springfield Comprehensive Plan** – Sims stated that a public hearing for the City's new Comprehensive Plan will be held on Thursday, November 16, 2017 at 5:30 PM in the City Council Chambers.
- D. **2018 Meeting Dates** – A list of Regional Planning Commission meeting dates for 2018 was distributed. (See attached). Commissioner Eric Hansen moved to approve the meeting dates for 2018. Frank Squires seconded the motion and the vote was unanimous.

7. **CORRESPONDENCE.**

There was no correspondence.

8. **PUBLIC HEARING.**

There was no one who wished to address the Commission.

9. **COMMITTEE REPORTS.**

**Land Subdivision Committee (LSC)** – There was no report of the Land Subdivision Committee as the 11/02/2017 meeting was cancelled due to a lack of business.

10. **UNFINISHED BUSINESS.**

There was no unfinished business.

11. **NEW BUSINESS.**

There was no new business.

12. **SPECIAL ANNOUNCEMENTS.**

Sims stated that Planning Commission staff wanted to thank the County Board for their action in approving the budget at their November 14, 2017 meeting. The SSCRPC's budget was approved as submitted by the Executive Policy Board.

13. **ADJOURNMENT.**

Chairman Yazell noted that the next Regional Planning Commission will be held on December 20, 2017.

There being no further business, Frank Squires moved to adjourn, Commissioner Eric Hansen seconded the motion and the meeting adjourned at 9:40 AM.

Respectfully Submitted,

MJN

Mary Jane Niemann  
Recording Secretary

MINUTES OF MEETING  
SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
EXECUTIVE POLICY BOARD  
PLANNING COMMISSION CONFERENCE ROOM  
10:50 AM – October 18, 2017

Members Present at the Meeting:

Val Yazell, SSCRPC Chairman  
Larry Hamlin, SSCRPC Vice-Chairman  
Joe Gooden, SSCRPC Secretary  
Brian McFadden, repr. Andy Van Meter, Chairman, Sangamon County Board  
Bonnie Drew, repr. Jim Langfelder, Mayor, City of Springfield  
Gregg Humphrey, repr. Dick Ciotti, Sangamon County Water Reclamation District

Also Attending:

Norm Sims, Executive Director, SSCRPC  
Molly Berns, Assistant Director, SSCRPC  
Mary Jane Niemann, Accounting Technician, SSCRPC

Chairman Val Yazell called the meeting of the Executive Policy Board to order at 10:50 AM, a quorum being present.

**SSCRPC CFY2018 Proposed Budget**

Norm Sims stated that he had largely turned the budget preparation over to Molly Berns and Mary Jane Niemann since he will be retiring December 29. He said there are a number of unknowns in the upcoming year and there is always the challenge of dealing with four different fiscal years as well. The proposed budget was prepared in an effort to hold harmless our local principles being the city and the county in terms of cost. Staff is unsure what our State resources are going to be. The SSCRPC received comprehensive regional planning funds in the past and received some in this current year. Receipt of those funds in the next fiscal year is unknown. Partial funding to do a comprehensive plan for the Village of Chatham is included in the proposed budget; however, the Village has only requested a proposal, which does not mean the SSCRPC will be doing the project. Another unknown is how any changes in economic development at the regional level could affect the Commission. For example, more work for the SSCRPC, who would pay for that, if there is anything at all.

Sims noted that staff was notified by ESRI, who handles all of our GIS work, that they will not be supporting any software that not 64-bit in the near future. None of the SSCRPC's current computers will run 64-bit. Replacement of some of the computers has been addressed in the proposed budget, but not all.

The change in the executive director could affect this in terms of what the cost will finally be, additional staffing changes, and some sunk cost we currently have with staff vacancies.

Molly Berns summarized the SSCRPC's CFY2018 proposed budget.

Berns noted that revenue from grants was 55% of the total revenue in CFY2017 and is estimated to be 46% in CFY2018. The decrease is due to the completion of the Small Communities Gateway

Project (\$24,000), completion of the City's Comprehensive Plan (last draw down of \$15,000) and a final draw down of Comprehensive Regional Planning Funds – Urban in the amount of \$66,000 which was the remaining funding from the total \$101,000 received in this current fiscal year. Berns noted that staff obviously could not take on additional projects while doing the city's Comprehensive Plan. CFY2018 will be a year of rebuilding and seeking new grant funding sources. Other grant categories in the past amounted to \$59,000, but were reduced to \$15,000. This amount is estimated and subject to ongoing negotiations with the Village of Chatham to do their Comprehensive Plan. As is in the past, PL/FTA funding is the SSCRPC's largest source of funding.

Sangamon County is second at 32% and the City of Springfield is third at 14%. Berns noted that after the start of CFY2017, Sangamon County added approximately \$59,000 to the SSCRPC's originally proposed CFY2017 budget. When the SSCRPC received its budget mark for CFY2018, \$59,000 was not included. Sangamon County is going to be putting \$25,000 back in.

On the expense side, Berns stated that personnel and fringe benefits costs make up the majority of our budget at 84% for CFY2018. It is a decrease from CFY2017 of 5.6% largely due to the reduction in the county revenue, but also the retirement of the executive director and the associated hiring lag. In working with Brian McFadden on this issue, this proposed budget contemplates having the executive director salary come in at the mid-range level which is \$105,450 with a three month hiring lag. The proposed budget also assumes that instead of the county covering 100% percent of Jordan Leaf's salary like it did for the first year, the SSCRPC will picking up 75% with county's share being 25%. Leaf primarily works with the Regional Leadership Council as a community liaison and works with the Citizens Efficiency Commission on behalf of the county and works on various projects for the SSCRPC as well.

Berns noted that the decrease in the contractual services line is primarily due to the end of the Small Communities Gateway project and the end of the Land Use Evaluation & Assessment Model (LEAM), both of which had consultant costs. There is a slight reduction in the new equipment line of \$2,700 due to a new plotter being purchased in the current fiscal year. \$10,000 is still being maintained in the equipment line for the purchase of new computers as Sims mentioned earlier. Berns stated this proposed budget also includes a 2.5% salary increase for staff. 1.5% is from increased funding and the other 1% will have to be achieved through hiring lags.

McFadden explained the 2.5% salary increase. He said even though Regional Planning employees are considered county employees for fiscal control, they are not in the county's pay plan. The county's pay plan for non-union employees keys off of our union contracts. All of our union contracts with the exception of the deputies, court security, and correctional officers are CPI plus half a percent which is what the city is working toward as well. CPI is in the 2.1%-2.6% range and the county tries to mirror that to make sure that county non-union employees are competitive with the county union employees. That was how the 2.5% was determined.

Sims said he is pleased with the good working relationships with the Sangamon County, particularly McFadden, the City of Springfield and Village of Chatham. Berns said over time, the Regional Leadership Council will probably become one of the most prominent and well thought of things that the county has done in a long time. Sims said that the city attends the Regional Leadership Council meetings as well.

Yazell asked if an interim director would be appointed and if the proposed budget included funding for that. McFadden said he and Sangamon County Board Chairman Van Meter met with Mayor Langfelder on how they wanted to approach the search for a new executive director. It is the Executive Policy Board's decision to make a recommendation to the County Board for a new director. McFadden said it was decided to do a flow blown search. The Sangamon County Human Resources Department will coordinate the search. The county's policy is any vacancy is supposed to be lagged for 30 days. McFadden said exceptions to that policy have been made on occasion. An exception has been done in the past for the SSCRPC related to federal funds, because no money was going to be saved, as no money would be paid if no one was in that position. McFadden

said he and Sangamon County Board Chairman Van Meter discussed extending the lag to three months to achieve some additional savings and to ensure whoever might be the acting director would not be in that position for an extended period of time. McFadden noted that the county has a policy for “acting up” pay for those that take on additional duties, so whoever would be named by this body and probably concurred by the County Board to be the acting director would fall under that policy. It takes into account additional duties being taken on and the amount of time. So if somebody is covering for somebody for a week they don’t get “acting up” pay. If covering for a period of months, “acting up” pay would apply. The payment of “acting up” pay would be achieved by the lag time.

*Larry Hamlin made a motion to approve the SSCRPC’s proposed 2018 Budget as submitted, which includes a 2.5% increase for the staff. Joe Gooden seconded the motion and the vote was unanimous.*

**Filling the Vacancy of the Executive Director’s Position**

Yazell asked if an Interim Director would be appointed due to the upcoming vacancy of the Executive Director. McFadden said that issue would not have to be addressed yet, since Sims would still be here for a couple of months. He said it could be put off, to be candid; there was an obvious candidate to do that. McFadden said he had not talked to the Mayor or Chairman about this specifically. Molly Berns excused herself from the remainder of the meeting to attend another previously scheduled meeting.

Sims said on the Planning Commission side, there is not much in the ordinance or bylaws that addresses this issue. He thought anybody that was so desired that was on staff could be identified as acting in his absence. This is addressed in the operations policy. McFadden recommended having a conversation with the Chairman and the Mayor and see if they have a preference. McFadden said he has talked to Berns about this interim situation and if she is so chosen, she would have no problem being acting director for a period of time, not for a year, but a few months. McFadden assured her it would not be a year. McFadden said he had not mentioned it to Mayor Langfelder and asked Bonnie Drew to talk with Mayor Langfelder and get back to him and he would talk with Sangamon County Board Chairman Van Meter. Sims said his recommendation would be Molly Berns for acting director.

*Hamlin made a motion to recommend that Molly Berns serve as acting director contingent on the concurrence of Mayor Langfelder and County Board Chairman Van Meter. Gregg Humphrey seconded the motion and the vote was unanimous.*

Hamlin said he thought Sims has done an outstanding job during his term and is proud to have worked with him. Hamlin said he will be hard to replace. Sims said he appreciated that. Sims said he appreciated all of the Executive Policy Board members and said they made his job easier. He commended the SSCRPC staff and said it was one of the best groups he has ever worked with.

There being no further business, the meeting adjourned at 11:23 AM.

Respectfully submitted,

E. Norman Sims  
Executive Director

Attachments: CFY2018 Budget Submission & Detail report

# FY2018 PROPOSED BUDGET SUBMISSION & DETAIL FOR THE SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION

For the Period  
December 1, 2017 – November 30, 2018

As Submitted to  
The Executive Policy Board  
Springfield-Sangamon County Regional Planning Commission  
by the Executive Director  
October 18, 2017

For Submission to the  
Sangamon County Board

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## **FY 2017 REGIONAL PLANNING BUDGET HIGHLIGHTS**

### **REVENUES**

Revenues anticipated for FY18 are \$1,280,593 compared to \$1,370,966 in the adopted FY17 SSCRPC budget. This is a decrease of \$90,373 (-6.6%) from the FY17 adopted budget (see Tables 1 and 2).

Grants accounted for almost 50% of the Commission's budget in FY 16 and 55% in FY 17. In FY 18, it is anticipated that grants will account for 46% of the Commission's budget.

#### **Grant increases in FY 18:**

- Federal Transportation Planning funds and associated match will increase by \$4,583, but there will be a decrease of \$1,669 in Federal Transit Planning funding.
- Revenues in the amount of \$56,785 in Intelligent Transportation System funds will be provided by the Sangamon Mass Transit District during FY 18. This funding will be available until June 2018.

#### **Grant decreases in FY 18:**

- Completion of the work related to a Rural Comprehensive Regional Planning Funds grant (FY 17: \$24,305).
- Completion of the City of Springfield's Comprehensive Plan (FY 17: \$15,000).
- The FY 17 budget included \$101,000 in Illinois Urban Regional Comprehensive Planning (CRPF) funds for use over a two year period. The amount of remaining funds is \$66,000.
- Reduction of the "Other Grant" category to \$15,000 (decreased from \$59,356 included in the FY 17 budget). This amount reflects current discussions about potential projects for which funding may be received in FY 18.
- As in past years, the largest amount of revenue supporting the Commission's efforts (39.7%) comes from Federal Highway Administration and Federal Transit Administration funding and associated local match. Transportation planning makes up \$574,695 of anticipated revenues, or almost 45% of total funding.
- The County is the second largest contributor at almost 32% in FY18. The county transfer will be reduced by the amount of \$34,831 during FY 18. This reduction is due to the reduced funding needs related to changes in staff that are anticipated to occur. The City contribution is third at 14.0%.
- Funding from other municipalities, special districts and agencies make up the remainder. Funding for an update to the Chatham comprehensive plan is factored into the FY 18 budget. It is anticipated that this project will take approximately 24 months.
- The proposed budget anticipates a transfer from the Commission's fund balance in the amount of \$12,107 which is primarily made up of previous year CRPF funding.

## **EXPENDITURES**

**Expenditures anticipated for FY18 mirror revenues at \$1,280,593 compared to \$1,370,966 in the adopted FY17 budget. Again, this is represents a decrease of \$90,373 (-6.6%) between the two years (see Tables 3 and 4).**

- **Personnel** and the related **Fringe** benefits costs remain the Commission's primary cost categories at \$1,076,447 or approximately 84% of the budget. This is a decrease of \$64,039 (-5.6%). This line includes the FY 18 established mark of 2.5% for annual increases, 1% of which must come from hiring lag and associated operating revenues.
- Two positions which are currently vacant are included in this budget. The Commission anticipates filling one of these positions if there are increases in grant funds.
- The **Contractual Services** line shows an expenditure decrease of \$38,446 for FY 18. The decrease is largely due to the completion of the community corridor project funded with Rural Comprehensive Regional Planning Funds and the nearly complete Landuse Evolution and Assessment Model (LEAM) project. The amount of \$23,000 will remain in the FY 18 budget to be utilized primarily for support costs for the Travel Demand Model and associated modules as well as other consultant needs which may arise.
- The **New Equipment greater than \$500** line is reduced by \$2,700 to \$10,000 in FY 18. The plotter included in the FY 17 budget was purchased so a reduction in the proposed expenditure line is warranted. It is anticipated that there will be necessary PC replacements made during FY 18.
- Capital purchases are handled through another budgeting process. The Commission is **not recommending any capital purchases** during FY18.

## CHALLENGES

**The primary challenge facing the SSCRPC during FY18 relates to balancing new funding opportunities with staffing constraints.**

- The reduction of both revenues and expenditures noted in this budget represents a transition from the completion of projects including the Springfield Comprehensive Plan, Rural CRPF project, and the LEAM model to the Commission seeking new projects outside the realm of transportation funding. It is anticipated that the Commission will be retained to coordinate the update to the Village of Chatham's Comprehensive Plan. The County has also indicated that the Commission will be doing its Comprehensive Plan update. Timing of the second item may be contingent on staff availability and ability to fill key vacancies.
- GATA continues to require additional staff time and expertise which reduces availability of staff to assist with other projects. There is no funding provided for the staff time that is required to meet the state regulations related to GATA.
- There is an increasing need to upgrade equipment to meet the updates in software. State and federal regulations limit the transfer of equipment between staff depending on the funding source used to purchase the equipment. This presents a budgeting challenge for the Commission as staff continues to provide more unique and creative ways in which to provide information digitally.
- Management will have a continued lack of flexibility in **conducting special or ad hoc projects** due to the increasing portion of the SSCRPC's budget that must be transportation related given the percentage of funds being received that are earmarked for this purpose. For example, and as Table 2a indicates, 5 FTE of the Commission's currently authorized 13 staff are funded from earmarked transportation grant sources.
- While the FY 18 budget shows the funding received from the City's Planning Services Agreement remaining the same as in FY 16 and FY 17, it may be necessary to seek an increase to address the equipment and staffing limitations addressed above.
- Because of all of the above, and the fact that the Commission must balance effort and funding across four different fiscal years (see page 11), close management and budget line adjustments may likely be needed throughout FY18.

## I. REVENUE

### ANTICIPATED RECEIPTS

Springfield-Sangamon County Regional Planning Commission  
December 1, 2017 – November 30, 2018

**Table 1: Comparison by Revenue Type (FY17 Adopted & FY18 Proposed)**

Revenue Type	Source	Amount FY17 (Adopted)	Amount FY18 (Proposed)	Difference		% of Receipts
				#	%	
<b>Fees &amp; Agreements</b>		<b>\$222,737</b>	<b>\$270,835</b>	<b>\$48,098</b>	<b>21.6%</b>	<b>21.1%</b>
	City of Springfield Service Agreement	\$179,550	\$179,550	\$0		
	SMTD Agreement - Marketing	\$35,000	\$33,000	-\$2,000		
	SMTD Agreement - ITS	\$0	\$56,785	\$56,785		
	Springfield Park District Service Agreement	\$1,500	\$1,500	\$0		
	Other - City of Spfld	\$6,687	\$0	-\$6,687		
<b>Transfers</b>		<b>\$442,787</b>	<b>\$407,956</b>	<b>-\$34,831</b>	<b>-7.9%</b>	<b>31.9%</b>
	Sangamon County Fund Transfer	\$442,787	\$407,956	-\$34,831		
<b>Grants</b>		<b>\$705,442</b>	<b>\$589,695</b>	<b>-\$115,747</b>	<b>-16.4%</b>	<b>46.0%</b>
	SATS PL-Federal	\$323,623	\$327,290	\$3,667		
	SATS PL-Match	\$80,906	\$81,822	\$916		
	SATS FTA-Federal	\$81,002	\$79,666	-\$1,336		
	SATS FTA-Match/SMTD	\$20,250	\$19,917	-\$333		
	Comp Regional Planning Funds	\$101,000	\$66,000	-\$35,000		
	Rural Comp Regional Planning Funds	\$24,305	\$0	-\$24,305		
	City Comp Plan	\$15,000	\$0	-\$15,000		
	Other Grants	\$59,356	\$15,000	-\$44,356		
<b>Misc. Rec.</b>		<b>\$0</b>	<b>\$12,107</b>	<b>\$12,107</b>	<b>---</b>	<b>0.9%</b>
	Fund Balance	\$0	\$12,107	\$12,107		
<b>TOTALS</b>		<b>\$1,370,966</b>	<b>\$1,280,593</b>	<b>-\$90,373</b>	<b>-6.6%</b>	

**Table 2: By Source & Purpose (FY18 Proposed)**

<b>Source</b>	<b>Subject Item</b>	<b>Item Amount</b>	<b>Total FY18 Proposed</b>	<b>% by Source</b>
<b>Sangamon County</b>			<b>\$407,956</b>	<b>31.9%</b>
	General Planning Services	\$401,831		
	Co. Historic Preservation Commission	\$6,125		
<b>City of Springfield</b>			<b>\$179,550</b>	<b>14.0%</b>
	Planning Service Agreement	\$179,550		
<b>SATS (PL, FTA &amp; Match)</b>			<b>\$508,695</b>	<b>39.7%</b>
	Mass Transit Planning	\$99,583		
	Street & Highway	\$409,112		
<b>Other Municipalities, Special Districts &amp; Agencies</b>			<b>\$157,285</b>	<b>12.3%</b>
	SMTD	\$89,785		
	Springfield Park District	\$1,500		
	Regional Comprehensive Planning (Urban)	\$66,000		
<b>Fees &amp; Contingency</b>	Other Possible Grants	\$15,000	<b>\$15,000</b>	<b>1.2%</b>
<b>Fund Balance</b>		\$12,107	<b>\$12,107</b>	<b>0.9%</b>
<b>TOTAL</b>			<b>\$1,280,593</b>	

**Table 2a: Transportation PY 2018 Projected Direct Salaries**

<b>EMPLOYEE</b>	<b>% of Time Billed to Transportation</b>	<b>Program Area</b>
Berns, M.	0%	Admin. Support
Associate Planner - Development (formerly Jordet, P.)	25%	Development
Hendricks, Ethan	0%	Comprehensive & Regional
Karrick, Shannan	100%	Transportation
Keenan, S.	0%	Land & Environment
Leaf, Jordan	7%	Comprehensive & Regional
Niemann, M.J.	9%	Admin. Support
Prather, E.	0%	Land & Environment
Sass, Jason	100%	Transportation
Sheehan, B.	100%	Transportation
Sims, N.	30%	Admin. Support
Soni, N.	100%	Transportation
Weiskopf, G.	4%	Admin. Support
Zeibert, J.	35%	Development
Principal Planner - Transportation (formerly Schultz, D.)	100%	Transportation

## II. EXPENSE

**Table 3: ANTICIPATED DISBURSEMENTS BY LINE AGAINST MARK**

Subject Line	Item	Item Amount	TOTAL	Difference From Mark	% All Expenditures
<b>Personnel</b>			<b>\$1,076,447</b>	<b>\$0</b>	<b>84.1%</b>
	Annual Salaries (15 employees, 13 current, 2 vacant)	\$768,628		\$0	
	Extra Hire	\$0		\$0	
	Fringe Benefits	\$301,694		\$0	
	County Historic Preservation Commission	\$6,125		\$0	
<b>Commodities</b>			<b>\$5,500</b>	<b>-\$2,500</b>	<b>0.4%</b>
	Office Supplies (Misc)	\$3,000		\$0	
	Office Supplies (Toner, Ink Cartridges)	\$2,500		-\$2,500	
<b>Contract Serv.</b>			<b>\$56,350</b>	<b>-\$37,717</b>	<b>4.4%</b>
	Printing	\$250		\$0	
	Exempt Printing	\$2,500		\$0	
	Meeting Expense (& Dues)	\$3,000		\$500	
	Travel	\$2,000		\$0	
	Subscriptions	-0-		\$0	
	Equipment Maintenance	\$4,600		-\$1,200	
	Publications	\$4,500		\$0	
	Equipment Rental	\$500		\$0	
	Building Rental (Rent included in Allocation Cost Transfer Out)	\$0		\$0	
	Postage	\$3,000		\$0	
	Contractual Services (audit, floodplain review)	\$8,000		\$0	
	Contr Svc/Grant (LEAM add ons, transportation)	\$23,000		-\$38,446	
	Photocopier Program	\$5,000		\$1,429	
<b>Cap. Outlay</b>			<b>\$12,000</b>	<b>-\$2,700</b>	<b>0.9%</b>
	New Equipment > \$500	\$10,000		-\$2,700	
	New Equipment < \$500	\$2,000		\$0	
<b>Allocation Cost Transfer Out</b>		<b>\$130,296</b>	<b>\$130,296</b>	<b>\$0</b>	<b>10.2%</b>
<b>Fund Balance Carryover</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>
<b>TOTAL</b>			<b>\$1,280,593</b>	<b>-\$42,917</b>	
ANTICIPATED REVENUE	<b>\$1,280,593</b>				
ANTICIPATED DISBURSEMENTS	<b>\$1,280,593</b>				

## BUDGET COMPARISON

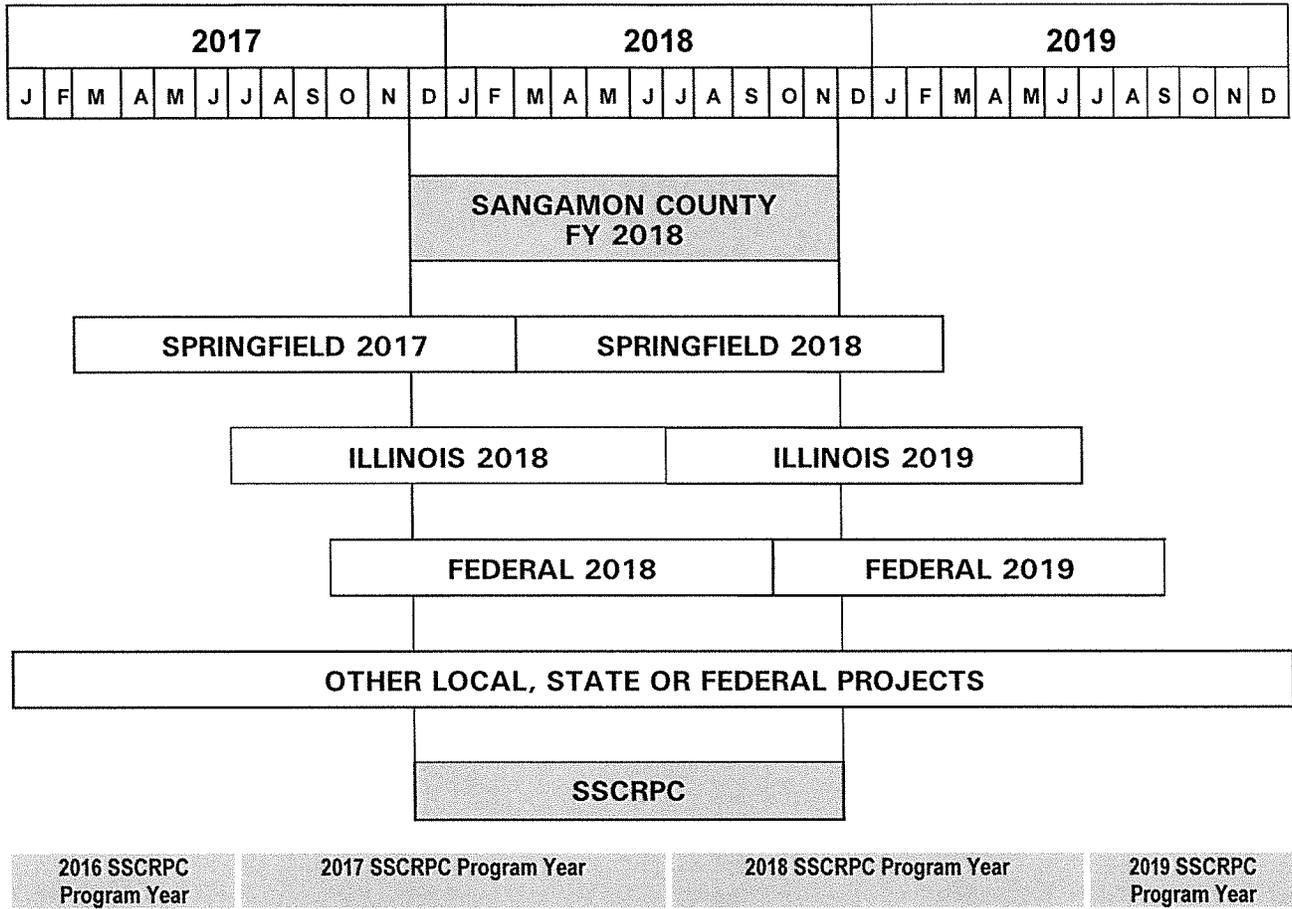
**Table 4: 2017 vs. 2018 BUDGET LISTING – EXPENDITURES BY LINE**

Account	Expend Item	2017 Adopted Budget	2018 Proposed Budget	Difference from 2017 Budget	% Change
EX05-300.000	Personnel	\$840,688	\$768,628	-\$72,060	-8.6%
EX05-301.000	Benefit Exempt Personnel	\$0	\$0	\$0	---
EX05-302.000	Board/Com.	\$8,156	\$6,125	-\$2,031	-24.9%
304.000	Overtime	\$0	\$0	\$0	---
EX06 Fringe	Total Fringe	\$291,642	\$301,694	\$10,052	3.4%
EX10-401.000	Office Supplies - Misc.	\$3,000	\$3,000	\$0	---
EX10-401.000	Office Supplies – Toner, Ink Cartridges	\$5,000	\$2,500	-\$2,500	-50.0%
EX15-501.000	Printing	\$250	\$250	\$0	---
EX15-501.100	Exempt Printing	\$2,500	\$2,500	\$0	---
EX15-502.000	Meeting Expense	\$2,500	\$3,000	\$500	20.0%
EX15-509.000	Travel	\$2,000	\$2,000	\$0	---
EX15-512.000	Subscriptions	\$0	\$0	\$0	---
EX15-513.000	Equip Maint	\$5,800	\$4,600	-\$1,200	-20.7%
EX15-518.000	Publications	\$4,500	\$4,500	\$0	---
EX15-519.000	Equipment Rental	\$500	\$500	\$0	---
EX15-520.000	Postage	\$3,000	\$3,000	\$0	---
EX15-540.000	Bldg. Rent	\$0	\$0	\$0	---
EX15-541.000	Contract Serv	\$8,000	\$8,000	\$0	---
EX15-541.001	Contract Serv/Grant	\$61,446	\$23,000	-\$38,446	-62.6%
EX15-571.000	Photocopier Program	\$1,672	\$5,000	\$3,328	199.0%
EX20-601.000	New Equip > \$500	\$12,700	\$10,000	-\$2,700	-21.3%
EX20-601.500	New Equip < \$500	\$2,000	\$2,000	\$0	---
EX27-666.000	Cost Alloc. Transfer Out	\$115,612	\$130,296	\$14,684	12.7%
	Fund Balance Carryover	\$0	\$0	\$0	---
<b>Total</b>		<b>\$1,370,966</b>	<b>\$1,280,593</b>	<b>-\$90,373</b>	<b>-6.6%</b>

**ADDITIONAL REVENUE**  
**(Going Directly to County General Fund)**

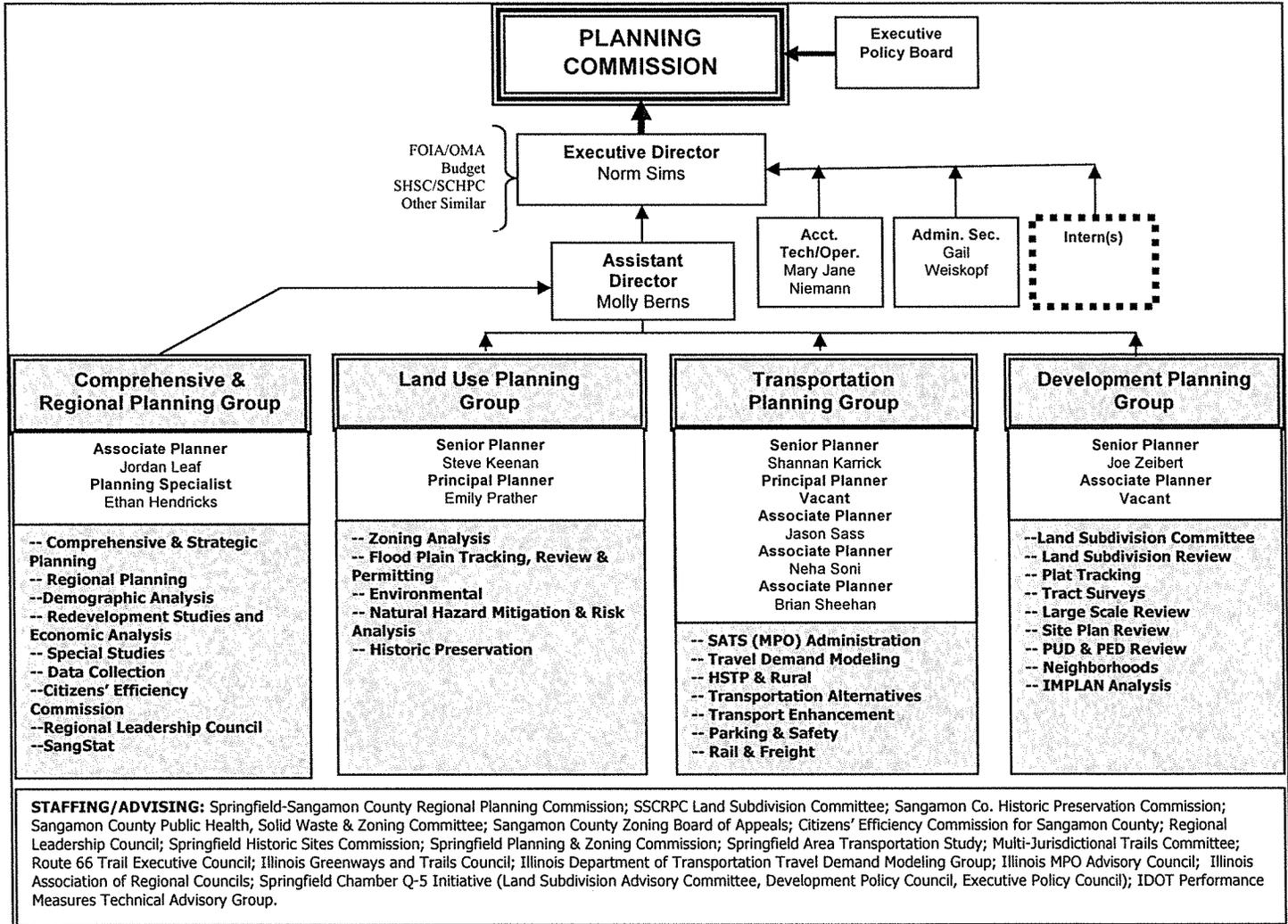
	<b>FY 13 Actual</b>	<b>FY 14 Actual</b>	<b>FY 15 Actual</b>	<b>FY 16 Actual</b>	<b>FY 17 Budget</b>	<b>FY 18 Target</b>
<b>Plat Fees</b>	\$5,950	\$5,450	\$6,500	\$5,650	\$6,000	\$5,880
<b>General Fees (Flood &amp; Road Name)</b>	\$400	\$0	\$0	\$300	\$285	\$279
<b>TOTAL</b>	\$6,350	\$5,450	\$6,500	\$5,950	\$6,285	\$6,159

## FISCAL YEAR BUDGETS



# ESTABLISHED PROGRAM & STAFF STRUCTURE

## May 30, 2017





## **REGIONAL PLANNING COMMISSION 2018 MEETING DATES**

**9:30 A.M. (approximately 1 hour)  
COUNTY BOARD CHAMBERS  
(2<sup>nd</sup> Floor – County Building  
200 South 9<sup>th</sup> Street, Springfield, IL 62701)**

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**January 17**

**February 21**

**March 21**

**April 18**

**May 16**

**June 20**

**July 18**

**August 15**

**September 19**

**October 17**

**November 21**

**December 19**