



## **AGENDA**

### **Audit, Facilities and Finance Committee**

July 26, 2022 – 1:30 p.m.  
**James River Board Room – PlanRVA**

Members of the public may observe the meeting on our YouTube Channel at [www.youtube.com/PlanRVA](http://www.youtube.com/PlanRVA)

View our complete [Public Participation Guide](#) for other ways to participate. Register to attend the meeting virtually [here](#).

#### **1. Welcome, Roll Call and Introductions**

#### **2. Administrative Items**

##### **a. June 13, 2022 Meeting Minutes**

**Requested Action:** Motion to approve meeting minutes.

##### **b. Committee Membership and Leadership**

**Requested Action:** Motion to recommend membership as follows for the remainder of calendar year 2022 to assure continuity through the office relocation project:

- Andreas Addison
- Mike Byerly
- Jim Holland
- Patricia O'Bannon
- Patricia Paige (new member/Treasurer)
- Canova Peterson

#### **3. Financial Update-Mr. Van Doornik**

##### **a. Fiscal Year 2022 Results**

##### **b. Audit Update**

##### **c. Financial Management Systems Update**

#### **4. New Office Space and Relocation Update- Ms. Heeter**

#### **5. Other Items**

##### **a. Discussion of Meeting Schedule for 1<sup>st</sup> and 2<sup>nd</sup> Quarters**

#### **6. Adjourn**



**Audit, Facilities & Finance Committee**  
**July 13, 2022 – 11:00 AM**  
**Meeting Minutes**

Link to meeting recording: [PlanRVA Audit, Facilities & Finance Committee Meeting](#)

**Members Present:**

Mr. Michael Byerly, Powhatan County  
Mr. Jim Holland, Chesterfield County, Chair  
Mr. Canova Peterson, Hanover County

**Staff Present:**

Diane Fusco, Finance Manager (Virtual)  
Martha Heeter, Executive Director  
Dan Van Doornik, Director of Finance

**Others Present:**

Katie Chalmers, Thalhimer Project Manager  
Michael Gaza, Thalhimer

**Welcome, Roll Call and Introductions**

Chairman Holland called the meeting to order at approximately 11:00 AM. A quorum was present for the meeting.

The June 21, 2022 meeting minutes were presented for approval by the committee. Mr. Peterson made a motion to approve the minutes and Mr. Byerly seconded the motion which was approved unanimously.

**New Office Space and Relocation Update**

Ms. Heeter confirmed the agenda item that indicated a need for a closed session. She read the statement regarding a closed session.

Closed Session: Motion to enter a Closed Session for “discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body” (FOIA Sect. 2.2-3711(A)(29). Requested Action: Motion to recommend selection of construction vendor and approval of revised project construction budget. Staff will share results from the construction bid opening and conversations regarding bid and cost review.

A motion was made by Mr. Byerly to enter in to closed session and Mr. Peterson seconded the motion which was approved unanimously.

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At the conclusion of the closed session the meeting was reconvened. Ms. Heeter certified the closed session.

Do each of you vote to certify that, to the best of your knowledge, only public matters lawfully exempted from open meeting requirements and that only such public business matters as were identified in the motion by which the closed session was convened, were heard, discussed, or considered?

Name	Aye	Nay	Abstain	Absent
Addison				X
Byerly	X			
O'Bannon				X
Peterson	X			
Holland	X			

A motion was made by Mr. Peterson to recommend allocation of an additional \$40,000 from reserves to increase the total reserve contributions from \$257,054 to \$297,054. Recommendation to full Commission for consideration at the July 14<sup>th</sup> meeting.

Mr. Byerly seconded the motion which passed unanimously.

A motion was made by Mr. Byerly to recommend to the Executive Committee for action at the July 14<sup>th</sup> meeting approval of the contract with Urban Core subject to budget action.

Mr. Peterson seconded the motion which passed unanimously.

Ms. Heeter reminded the committee members of the upcoming meeting on July 26<sup>th</sup> at 1:30 PM.

Chair Holland adjourned the meeting at approximately 11:50 AM.

# Richmond Regional PDC

## Balance Sheet Governmental Funds

	<b>06/30/2022</b>	<b>06/30/2021</b>	<b>Net Change</b>
	<u>(Unaudited)</u>	<u>(Audited)</u>	
<b>ASSETS</b>			
Cash and cash equivalents			
Cash in bank	130,808	85,999	44,809
Investments (LGIP)	290,991	410,670	(119,679)
Total cash and cash equivalents	<u>421,798</u>	<u>496,669</u>	<u>(74,871)</u>
Grants receivable			
Accounts receivable	635,856	506,750	129,106
Accrued revenue	1,176,835	505,173	671,663
Due from CVTA	118,414	68,379	50,035
Total grants receivable	<u>1,931,105</u>	<u>1,080,302</u>	<u>850,803</u>
Prepaid expenses	8,982	8,938	44
Total Assets	<u><u>2,361,886</u></u>	<u><u>1,585,909</u></u>	<u><u>775,977</u></u>
<b>LIABILITIES</b>			
Accounts payable	799,309	98,112	701,197
Accrued salaries	77,268	64,784	12,485
Deferred revenue	70,834	84,759	(13,925)
Security deposit	2,665	2,665	-
Total Liabilities	<u>950,076</u>	<u>250,319</u>	<u>699,757</u>
<b>FUND BALANCE</b>			
Nonspendable	8,982	8,938	44
Unassigned	1,402,828	1,326,652	76,176
Total Fund Balance	<u>1,411,810</u>	<u>1,335,590</u>	<u>76,220</u>
Total Liabilities and Fund Balance	<u><u>2,361,886</u></u>	<u><u>1,585,909</u></u>	<u><u>775,977</u></u>

**Richmond Regional PDC**

Profit and Loss: Summary

July, 2021 - June, 2022

Account	FY2022 Q1	FY2022 Q2	FY2022 Q3	Apr 2022	May 2022	Jun 2022	FY2022 Q4	Total YTD	FY2022		FY2022	
									Budget	% of Budget	Projection	% of Projection
<b>Income</b>												
4100 Federal Funding	524,901.68	457,740.17	551,810.89	305,565.36	225,837.63	312,961.38	844,364.37	2,378,817.11	2,183,468.24	108.95%	2,275,708.10	104.53%
4200 State Funding	100,664.29	86,663.51	92,039.03	21,414.35	33,610.55	28,690.17	83,715.07	363,081.90	455,478.89	79.71%	403,061.93	90.08%
4300 Local Funding	205,891.46	214,907.93	200,476.14	73,055.45	76,955.51	67,599.72	217,610.68	838,886.21	868,241.40	96.62%	811,441.34	103.38%
4400 Private Funding	24,028.62	46,894.54	29,026.42	78.96	18,899.57	957,408.84	976,387.37	1,076,336.95	1,085,260.14	99.18%	845,422.55	127.31%
5000 Other Income	518.49	290.04	932.61	220.29	287.28	555.91	1,063.48	2,804.62	-		-	
<b>Total Income</b>	<b>856,004.54</b>	<b>806,496.19</b>	<b>874,285.09</b>	<b>400,334.41</b>	<b>355,590.54</b>	<b>1,367,216.02</b>	<b>2,123,140.97</b>	<b>4,659,926.79</b>	<b>4,592,448.67</b>	<b>101.47%</b>	<b>4,335,633.93</b>	<b>107.48%</b>
<b>Expenses</b>												
6000 Salary & Wages												
6110 Salaries	381,145.47	386,148.61	391,026.35	135,893.18	143,372.42	143,247.35	422,512.95	1,580,833.38	1,702,881.58	92.83%	1,556,483.63	101.56%
6500 Benefits	125,948.01	126,076.43	141,714.07	38,517.19	45,601.14	79,296.64	163,414.97	557,153.48	721,505.44	77.22%	612,634.04	90.94%
<b>Total 6000 Salary &amp; Wages</b>	<b>507,093.48</b>	<b>512,225.04</b>	<b>532,740.42</b>	<b>174,410.37</b>	<b>188,973.56</b>	<b>222,543.99</b>	<b>585,927.92</b>	<b>2,137,986.86</b>	<b>2,424,387.02</b>	<b>88.19%</b>	<b>2,169,117.67</b>	<b>98.56%</b>
7100 Professional Fees	79,208.04	76,771.80	26,850.00	14,825.00	46,547.50	15,571.25	76,943.75	259,773.59	190,401.00	136.43%	272,225.04	95.43%
7200 Office Expenses	84,974.21	76,781.08	76,351.12	34,804.03	41,787.57	53,952.66	130,544.26	368,650.67	327,238.36	112.66%	389,028.36	94.76%
7400 Program Expenses	86,625.49	79,129.61	65,709.61	153,607.52	16,288.17	1,090,490.14	1,260,385.83	1,491,850.54	1,335,373.06	111.72%	1,061,500.00	140.54%
7600 Infrastructure	70,734.85	64,753.62	64,753.62	21,584.54	21,584.54	21,584.54	64,753.62	264,995.71	268,305.71	98.77%	268,305.71	98.77%
<b>Total Expenses</b>	<b>828,636.07</b>	<b>809,661.15</b>	<b>766,404.77</b>	<b>399,231.46</b>	<b>315,181.34</b>	<b>1,404,142.58</b>	<b>2,118,555.38</b>	<b>4,523,257.37</b>	<b>4,545,705.15</b>	<b>99.51%</b>	<b>4,160,176.78</b>	<b>108.73%</b>
<b>Net Operating Income</b>	<b>27,368.47</b>	<b>(3,164.96)</b>	<b>107,880.32</b>	<b>1,102.95</b>	<b>40,409.20</b>	<b>(36,926.56)</b>	<b>4,585.59</b>	<b>136,669.42</b>	<b>46,743.52</b>	<b>292.38%</b>	<b>175,457.15</b>	<b>77.89%</b>
<b>Other Expenses: Capital Projects</b>	<b>-</b>	<b>14,600.00</b>	<b>1,500.00</b>	<b>(1,500.00)</b>	<b>9,920.03</b>	<b>35,929.32</b>	<b>44,349.35</b>	<b>60,449.35</b>	<b>45,750.60</b>	<b>132.13%</b>	<b>40,000.00</b>	<b>151.12%</b>
<b>Net Income</b>	<b>27,368.47</b>	<b>(17,764.96)</b>	<b>106,380.32</b>	<b>2,602.95</b>	<b>30,489.17</b>	<b>(72,855.88)</b>	<b>(39,763.76)</b>	<b>76,220.07</b>	<b>992.92</b>	<b>7676.36%</b>	<b>135,457.15</b>	<b>56.27%</b>

**Richmond Regional PDC**

Profit and Loss

July, 2021 - June, 2022

	FY2022 Q1	FY2022 Q2	FY2022 Q3	Apr 2022	May 2022	Jun 2022	FY2022 Q4	FY2022 YTD	FY2022	
									Budget	% of Budget
<b>Income</b>										
4100 Federal Funding										
4101 MPO FHWA/PL Funds - Fed share	229,608.89	235,501.65	351,650.60	114,254.05	145,947.49	98,755.46	358,957.00	1,175,718.14	1,244,104.42	94.50%
4102 MPO Sect 5303 Funds - Fed share	148,038.60	65,804.00	58,031.00	31,547.99	36,315.98	38,896.65	106,760.62	378,634.22	342,032.45	110.70%
4105 MPO Pass-Through	35,131.65	-	-	-	-	-	-	35,131.65	200,000.00	17.57%
4110 DEQ-FY18/19Coastal-TAC	-	-	-	-	-	-	-	-	-	-
4111 FY20 Rural Coastal VA Mktg	5,359.14	681.54	872.52	205.87	571.21	225.68	1,002.76	7,915.96	7,617.60	103.92%
4112 FY20 Lower Chickahominy	9,598.28	16,474.65	28,980.89	78,425.32	3,841.43	3,841.43	86,108.18	141,162.00	85,868.00	164.39%
4113 FY20 Coastal TA & Resiliency	20,225.71	21,191.63	13,837.54	8,234.03	5,474.88	7,351.44	21,060.35	76,315.23	56,708.07	134.58%
4115 CBRAP - WIP3/Fed Share	11,994.24	16,498.29	8,203.83	6,097.89	3,343.22	4,995.50	14,436.61	51,132.97	66,342.17	77.07%
4116 Flood Protection and Prevention	-	-	1,730.89	694.58	1,386.83	10,345.06	12,426.47	14,157.36	19,817.93	71.44%
4120 VDEM SHSP	28,465.46	19,570.75	24,085.02	7,319.33	7,849.24	13,785.89	28,954.46	101,075.69	68,976.96	146.54%
4130 VDEM Pass-through grants	28,939.72	48,736.60	53,384.58	23,725.73	13,576.99	131,687.11	168,989.83	300,050.73	-	-
4140 Hazard Mitigation	7,539.99	33,281.06	11,034.02	35,060.57	7,530.36	3,077.16	45,668.09	97,523.16	86,233.92	113.09%
4141 Hazard Mitigation Admin	-	-	-	-	-	-	-	-	5,766.72	0.00%
<b>Total 4100 Federal Funding</b>	<b>524,901.68</b>	<b>457,740.17</b>	<b>551,810.89</b>	<b>305,565.36</b>	<b>225,837.63</b>	<b>312,961.38</b>	<b>844,364.37</b>	<b>2,378,817.11</b>	<b>2,183,468.24</b>	<b>108.95%</b>
4200 State Funding										
4201 MPO FHWA/PL Funds - State share	28,701.76	28,723.37	43,957.70	13,281.82	18,243.44	12,344.43	43,869.69	145,252.52	155,513.05	93.40%
4202 MPO Sec. 5303 - State share	18,504.83	8,225.00	7,252.00	3,943.50	4,539.62	4,862.08	13,345.20	47,327.03	42,754.06	110.70%
4205 State MPO Pass-Through	8,782.91	-	-	-	-	-	-	8,782.91	50,000.00	17.57%
4210 VDOT Rural Planning	11,015.82	15,417.12	3,654.49	(15,823.55)	-	-	(15,823.55)	14,263.88	58,000.00	24.59%
4220 VDEM-Hazard Mitigation Plan	1,669.73	2,308.78	5,185.57	9,349.49	164.41	820.58	10,334.48	19,498.56	22,995.71	84.79%
4230 State Appropriation	31,989.24	31,989.24	31,989.27	10,663.09	10,663.08	10,663.08	31,989.25	127,957.00	126,216.07	101.38%
<b>Total 4200 State Funding</b>	<b>100,664.29</b>	<b>86,663.51</b>	<b>92,039.03</b>	<b>21,414.35</b>	<b>33,610.55</b>	<b>28,690.17</b>	<b>83,715.07</b>	<b>363,081.90</b>	<b>455,478.89</b>	<b>79.71%</b>
4300 Local Funding										
4301 TPO Assessment	12,699.75	12,699.75	12,699.75	4,233.25	4,233.25	4,233.25	12,699.75	50,799.00	50,797.25	100.00%
4310 Local Membership Dues	131,571.24	131,571.24	131,571.24	43,857.08	43,857.08	43,857.12	131,571.28	526,285.00	526,283.62	100.00%
4315 Service/Fee Income	57,298.85	61,033.36	55,244.79	19,965.12	18,865.18	14,509.35	53,339.65	226,916.65	209,666.16	108.23%
4320 Capital Region Collaborative	4,321.62	9,603.58	960.36	-	-	-	-	14,885.56	81,494.37	18.27%
4370 Special Project Revenue	-	-	-	5,000.00	10,000.00	5,000.00	20,000.00	20,000.00	81,494.37	24.54%
<b>Total 4300 Local Funding</b>	<b>205,891.46</b>	<b>214,907.93</b>	<b>200,476.14</b>	<b>73,055.45</b>	<b>76,955.51</b>	<b>67,599.72</b>	<b>217,610.68</b>	<b>838,886.21</b>	<b>949,735.77</b>	<b>88.33%</b>
4400 Private Funding										
4410 Restricted Contributions										
4360 FOLAR Grant	18,757.50	18,757.50	18,757.50	-	18,757.50	-	18,757.50	75,030.00	74,950.00	100.11%
Total 4410 Restricted Contributions	18,757.50	18,757.50	18,757.50	-	18,757.50	-	18,757.50	75,030.00	74,950.00	100.11%
4430 Regional Housing Development	-	20,000.00	-	-	-	-	-	20,000.00	10,000.00	200.00%
4440 Regional Housing Production Grant	5,271.12	8,137.04	10,268.92	78.96	142.07	957,408.84	957,629.87	981,306.95	1,000,310.14	98.10%
<b>Total 4400 Private Funding</b>	<b>24,028.62</b>	<b>46,894.54</b>	<b>29,026.42</b>	<b>78.96</b>	<b>18,899.57</b>	<b>957,408.84</b>	<b>976,387.37</b>	<b>1,076,336.95</b>	<b>1,085,260.14</b>	<b>99.18%</b>
5000 Other Income										
5001 Interest Income	518.49	289.94	932.61	220.29	287.28	555.91	1,063.48	2,804.52	-	-
5010 Miscellaneous	-	0.10	-	-	-	-	-	0.10	-	-
<b>Total 5000 Other Income</b>	<b>518.49</b>	<b>290.04</b>	<b>932.61</b>	<b>220.29</b>	<b>287.28</b>	<b>555.91</b>	<b>1,063.48</b>	<b>2,804.62</b>	<b>-</b>	<b>-</b>
<b>Total Income</b>	<b>856,004.54</b>	<b>806,496.19</b>	<b>874,285.09</b>	<b>400,334.41</b>	<b>355,590.54</b>	<b>1,367,216.02</b>	<b>2,123,140.97</b>	<b>4,659,926.79</b>	<b>4,673,943.04</b>	<b>99.70%</b>

**Richmond Regional PDC**

Profit and Loss

July, 2021 - June, 2022

	FY2022 Q1	FY2022 Q2	FY2022 Q3	Apr 2022	May 2022	Jun 2022	FY2022 Q4	FY2022 YTD	FY2022	
									Budget	% of Budget
<b>Expenses</b>										
6000 Salary & Wages										
6102 Leave Paid Out	5,940.38	-	-			20,225.17	20,225.17	26,165.55	10,000.00	261.66%
6110 Salaries FT Chargeable	278,859.32	253,554.78	307,636.85	107,307.64	110,603.96	100,920.26	318,831.86	1,158,882.81	1,296,617.44	89.38%
5100 Fringe Benefit Pool	135,047.93	122,544.08	147,264.76	48,374.23	52,852.30	45,636.09	146,862.62	551,719.39	-	-
5105 Fringe Benefits Applied	(135,047.93)	(122,544.08)	(147,264.76)	(48,374.23)	(52,852.30)	(45,636.09)	(146,862.62)	(551,719.39)	-	-
5400 Indirect Costs Pool	273,215.90	242,554.37	292,097.98	98,028.89	106,096.80	97,067.81	301,193.50	1,109,061.75	-	-
5410 Indirect Costs Applied	(273,215.90)	(242,554.37)	(292,097.98)	(98,028.89)	(106,096.80)	(97,067.81)	(301,193.50)	(1,109,061.75)	-	-
6100 Salaries - Local	33,090.86	33,267.23	37,203.45	9,971.07	11,682.74	7,202.24	28,856.05	132,417.59	110,543.01	119.79%
6101 Leave Wages	39,499.12	81,438.17	30,414.59	13,428.80	15,822.07	26,553.76	55,804.63	207,156.51	202,211.68	102.45%
6105 Salaries - PT Chargeable	23,755.79	17,888.43	15,771.46	5,185.67	5,263.65	8,571.09	19,020.41	76,436.09	83,509.45	91.53%
Total 6110 Salaries FT Chargeable	375,205.09	386,148.61	391,026.35	135,893.18	143,372.42	143,247.35	422,512.95	1,574,893.00	1,692,881.58	93.03%
6200 Payroll Taxes	28,242.26	30,510.72	31,959.24	8,190.97	10,713.22	11,942.82	30,847.01	121,559.23	129,505.44	93.86%
6500 Benefits										
6512 Healthcare	53,768.80	51,244.80	62,610.20	15,631.60	18,532.20	18,699.60	52,863.40	220,487.20	300,000.00	73.50%
6530 Retirement										
6531 VRS Retirement Contribution	33,555.62	35,206.77	36,773.41	12,669.09	12,669.09	13,377.62	38,715.80	144,251.60	168,000.00	85.86%
6532 VRS Employee Contribution	299.46	558.70	24.53	97.59	(139.19)	278.41	236.81	1,119.50	-	-
6533 ICMA - 401	1,344.87	1,359.69	1,359.69	453.23	453.23	453.23	1,359.69	5,423.94	19,000.00	28.55%
6534 ICMA - 457	-	-	-	-	-	-	-	-	-	-
6535 Hybrid 401 A	3,793.19	3,689.24	3,900.17	1,428.08	1,487.38	1,452.58	4,368.04	15,750.64	7,000.00	225.01%
6536 HYBRID 457	-	-	-	-	-	-	-	-	-	-
Total 6530 Retirement	38,993.14	40,814.40	42,057.80	14,647.99	14,470.51	15,561.84	44,680.34	166,545.68	194,000.00	85.85%
6540 Life & Disability										
6541 LTD	2,560.13	2,773.13	2,781.95	951.48	959.84	959.84	2,871.16	10,986.37	14,000.00	78.47%
6542 Hybrid VRS ST & LT Disability	677.15	656.53	751.93	253.97	249.20	310.20	813.37	2,898.98	2,750.00	105.42%
6543 AFLAC	(0.06)	(0.06)	0.50	(0.12)	-	-	(0.12)	0.26	-	-
Total 6540 Life & Disability	3,237.22	3,429.60	3,534.38	1,205.33	1,209.04	1,270.04	3,684.41	13,885.61	16,750.00	82.90%
6550 FSA/HSA Section 125 Plans	(2,781.40)	(614.60)	(1,562.43)	(1,635.82)	(1,635.82)	8,172.28	4,900.64	(57.79)	2,750.00	-2.10%
Total 6500 Benefits	93,217.76	94,874.20	106,639.95	29,849.10	32,575.93	43,703.76	106,128.79	400,860.70	513,500.00	78.06%
6580 Payroll Fees	522.70	501.51	898.88	177.12	851.99	349.89	1,379.00	3,302.09	3,500.00	94.35%
6590 Training	3,965.29	190.00	2,216.00	300.00	1,460.00	3,075.00	4,835.00	11,206.29	75,000.00	14.94%
Total 6000 Salary & Wages	507,093.48	512,225.04	532,740.42	174,410.37	188,973.56	222,543.99	585,927.92	2,137,986.86	2,424,387.02	88.19%
7100 Professional Fees										
7720 Legal Fees	-	3,421.80	-				-	3,421.80	15,000.00	22.81%
7721 General Counsel	7,500.00	7,500.00	7,500.00	2,500.00	2,500.00	2,500.00	7,500.00	30,000.00	30,000.00	100.00%
Total 7720 Legal Fees	7,500.00	10,921.80	7,500.00	2,500.00	2,500.00	2,500.00	7,500.00	33,421.80	45,000.00	74.27%
7730 Contracted Services	71,708.04	65,850.00	19,350.00	12,325.00	44,047.50	13,071.25	69,443.75	226,351.79	145,401.00	155.67%
Total 7100 Professional Fees	79,208.04	76,771.80	26,850.00	14,825.00	46,547.50	15,571.25	76,943.75	259,773.59	190,401.00	136.43%

**Richmond Regional PDC**

Profit and Loss

July, 2021 - June, 2022

	FY2022 Q1	FY2022 Q2	FY2022 Q3	Apr 2022	May 2022	Jun 2022	FY2022 Q4	FY2022 YTD	FY2022	
									Budget	% of Budget
7200 Office Expenses										
7220 Computer Operations										
7221 Virtual Desktop Operations	27,317.32	27,836.69	31,032.07	10,455.92	10,454.37	10,343.23	31,253.52	117,439.60	120,000.00	97.87%
7222 Software	26,172.64	2,969.91	4,703.36	18,249.28	14,974.79	15,006.92	48,230.99	82,076.90	38,738.36	211.87%
7223 Broadband/network/telephone	3,054.46	3,128.31	4,543.03	1,026.46	4,384.48	505.90	5,916.84	16,642.64	18,000.00	92.46%
7224 Desktops & Support	392.97	-	9.99	-	9.99	9.99	19.98	422.94	-	-
7225 Computer Supplies	9,772.52	3,483.73	-	2,108.34	602.89	2,630.91	5,342.14	18,598.39	20,000.00	92.99%
7226 Technology services	311.05	-	-	-	-	-	-	311.05	10,000.00	3.11%
Total 7220 Computer Operations	67,020.96	37,418.64	40,288.45	31,840.00	30,426.52	28,496.95	90,763.47	235,491.52	206,738.36	113.91%
7230 Printing	5,327.97	5,870.07	2,842.68	1,104.14	1,096.43	3,104.67	5,305.24	19,345.96	29,000.00	66.71%
7235 Supplies	5,500.74	1,531.00	1,220.45	311.01	41.34	-	352.35	8,604.54	14,000.00	61.46%
7236 Meeting Expenses	1,404.05	590.01	608.02	375.60	502.74	822.67	1,701.01	4,303.09	-	-
7245 Postage	239.59	300.00	114.52	100.00	-	-	100.00	754.11	10,000.00	7.54%
7250 Public Outreach/Advertisements	4,098.14	28,761.01	28,117.83	84.50	9,453.24	20,497.37	30,035.11	91,012.09	50,000.00	182.02%
7280 Staff Engagement	136.80	2,026.96	2,949.17	892.78	188.30	937.00	2,018.08	7,131.01	-	-
7290 Miscellaneous Expenses	600.00	-	-	-	-	-	-	600.00	15,000.00	4.00%
7295 Bank Fees	645.96	355.96	210.00	96.00	79.00	94.00	269.00	1,480.92	2,500.00	59.24%
Total 7200 Office Expenses	84,974.21	76,853.65	76,351.12	34,804.03	41,787.57	53,952.66	130,544.26	368,723.24	327,238.36	112.68%
7400 Program Expenses										
7410 Organizational Dues	11,931.95	6,249.50	994.00	50.00	125.00	337.00	512.00	19,687.45	20,000.00	98.44%
7420 Travel - Board	-	-	-	-	-	-	-	-	7,000.00	0.00%
7425 Travel - Agency	1,813.26	3,470.94	2,931.03	1,232.72	2,586.18	2,790.00	6,608.90	14,824.13	40,000.00	37.06%
7430 Books & Periodicals	26.00	100.00	-	-	-	-	-	126.00	1,500.00	8.40%
7450 Pass-through and Matching funds	-	-	-	-	-	-	-	-	-	-
7451 Pass Through Funds - MPO	43,914.56	-	-	-	-	-	-	43,914.56	250,000.00	17.57%
7452 Pass Through Funds (VDEM)	-	-	-	-	-	-	-	-	-	-
7454 Pass Through Funds Lower Ck	-	-	-	84,999.07	-	-	84,999.07	84,999.07	85,000.00	100.00%
7456 Pass - Through Funds - SHSP	28,939.72	48,736.60	54,284.58	22,825.73	13,576.99	132,037.11	168,439.83	300,400.73	-	-
7457 Pass-Thru Hazard Mitigation	-	20,500.00	7,500.00	44,500.00	-	-	44,500.00	72,500.00	-	-
7459 Other Pass Through Awards	-	-	-	-	-	955,326.03	955,326.03	955,326.03	931,873.06	102.52%
Total 7450 Pass-through and Matching funds	72,854.28	69,236.60	61,784.58	152,324.80	13,576.99	1,087,363.14	1,253,264.93	1,457,140.39	1,266,873.06	115.02%
Total 7400 Program Expenses	86,625.49	79,057.04	65,709.61	153,607.52	16,288.17	1,090,490.14	1,260,385.83	1,491,777.97	1,335,373.06	111.71%
7600 Infrastructure										
7210 Rent	64,044.85	64,753.62	64,753.62	21,584.54	21,584.54	21,584.54	64,753.62	258,305.71	258,305.71	100.00%
7240 Insurance	6,690.00	-	-	-	-	-	-	6,690.00	10,000.00	66.90%
Total 7600 Infrastructure	70,734.85	64,753.62	64,753.62	21,584.54	21,584.54	21,584.54	64,753.62	264,995.71	268,305.71	98.77%
<b>Total Expenses</b>	<b>828,636.07</b>	<b>809,661.15</b>	<b>766,404.77</b>	<b>399,231.46</b>	<b>315,181.34</b>	<b>1,404,142.58</b>	<b>2,118,555.38</b>	<b>4,523,257.37</b>	<b>4,545,705.15</b>	<b>99.51%</b>
<b>Net Operating Income</b>	<b>27,368.47</b>	<b>(3,164.96)</b>	<b>107,880.32</b>	<b>1,102.95</b>	<b>40,409.20</b>	<b>(36,926.56)</b>	<b>4,585.59</b>	<b>136,669.42</b>	<b>128,237.89</b>	<b>106.57%</b>
Other Expenses										
7900 Capital Expense Projects	-	14,600.00	1,500.00	10,618.04	20,487.58	35,929.32	67,034.94	83,134.94	45,750.60	181.71%
7950 Moving Expense Offset	-	-	-	(12,118.04)	(10,567.55)	-	(22,685.59)	(22,685.59)	45,750.60	-49.59%
Total Other Expenses	-	14,600.00	1,500.00	(1,500.00)	9,920.03	35,929.32	44,349.35	60,449.35	45,750.60	132.13%
Net Other Income	-	(14,600.00)	(1,500.00)	1,500.00	(9,920.03)	(35,929.32)	(44,349.35)	(60,449.35)	(45,750.60)	132.13%
<b>Net Income</b>	<b>27,368.47</b>	<b>(17,764.96)</b>	<b>106,380.32</b>	<b>2,602.95</b>	<b>30,489.17</b>	<b>(72,855.88)</b>	<b>(39,763.76)</b>	<b>76,220.07</b>	<b>82,487.29</b>	<b>92.40%</b>