

**SRPC EXECUTIVE COMMITTEE MEETING**

September 20, 2024, 8:00 a.m. to 9:00 a.m.  
 Hybrid Meeting (Conference Rm 1A & via Zoom)

In accordance with RSA 91:A, the Commission requires an in-person quorum. So long as an in-person quorum, Commissioners may participate virtually. Guests may attend the meeting virtually or at the SRPC Office. All participants, both in-person and virtual, can communicate contemporaneously.

**Meeting URL:** <https://us02web.zoom.us/j/84905778392>  
**Meeting ID:** 849 0577 8392  
**Telephone-only Access:** +1 312 626 6799

These instructions have also been provided at [www.straftford.org](http://www.straftford.org). If anybody is unable to access the meeting, please email [mtaylorfetter@straftford.org](mailto:mtaylorfetter@straftford.org) or call 603-994-3500 (x115).

Agenda Item	Time	Notes
<b>1) Welcome and Introductions</b>	7:45-7:50	N/A
<b>2) Action Items</b> a) Approval of the August 16, 2024 Public and Non Public Minutes b) Acceptance of the Draft July and August Financials c) Recommend Approval of the FY 2026 Dues	8:20-8:35	Refer to the enclosed memo and attachments.
<b>3) Updates and Discussion Items</b> a) Draft FY2025 Organizational Goals b) Awards, Contracts, and General Business c) September Monthly Minors	8:35-8:50	Refer to the enclosed memo and attachments.
<b>4) Other Business</b>	8:50-8:55	N/A
<b>5) Adjourn</b>	9:00	N/A

Reasonable accommodations for people with disabilities are available upon request. Include a detailed description of the accommodation you will need along with your contact info. Please make your request as early as possible; allowing at least 5 days advance notice. Last-minute requests will be accepted but may be impossible to fill. Please call (603) 994-3500 x115 or email [srpc@straftford.org](mailto:srpc@straftford.org).



## **RULES OF PROCEDURE**

*Strafford Regional Planning Commission  
Strafford Metropolitan Planning Organization, and  
Strafford Economic Development District*

### **Meeting Etiquette**

Be present at the scheduled start of the meeting.

Be respectful of the views of others.

Ensure that only one person talks at a time. Raising your hand to be recognized by the chair or facilitator is good practice.

Do not interrupt others or start talking before someone finishes.

Do not engage in cross talk.

Avoid individual discussions in small groups during the meeting. When one person speaks, others should listen.

Active participation is encouraged from all members.

When speaking, participants should adhere to topics of discussion directly related to agenda items.

When speaking, individuals should be brief and concise when speaking.

The Strafford Regional Planning Commission & Metropolitan Planning Organization holds both public meetings and public hearings.

For public meetings, guests are welcome to observe, but should follow proper meeting etiquette allowing the meeting to proceed uninterrupted. Members of the public who wish to be involved and heard should use venues such as Citizen Forum, Public Hearings, Public Comment Periods, outreach events, seminars, workshops, listening sessions, etc.



**DATE:** September 13, 2024

**TO:** Executive Committee Members

**FROM:** Jen Czysz, Executive Director

**RE:** Director's Report for the September 20, 2024 Meeting

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The following notes correspond to individual agenda items for discussion.

## **2b. Accept the Draft July Financials**

***Balance Sheet:*** Bank balances remain tight and buoyed by grants with contract revenue in advance. July's savings account balance is up as a result of dues payments that have continued to come in for FY2025. As indicated in the detailed report notes, reimbursements are lagging. SRPC holds contractor payments until receipt of reimbursement. As these have been entered into the check register, the balance sheet shows the account balances as if all checks were cashed. Therefore, while showing a negative checking account balance in July, the actual balance was higher. Looking forward – as of today the checking register balance is \$65,946 and savings account is \$167,159. This is attributable to payment against the accounts receivable that have come in since the July financials.

***Accounts Receivable:*** At the end of July our accounts receivable was at \$395,675. Of that total, \$93,978 was the current month's billables and another \$38,853 was received in the first week of August, leaving a total past due amount of \$262,844. As of August 31<sup>st</sup>, all municipal dues have been received and as of today, the accounts receivable, including the August invoices issued just this week, is down to \$144,871.

***Profit and Loss and Income by Customer:*** July's income by customer report was very strong with billables at \$190,251. However, the higher billing is attributable to four projects where a significant share of the month's invoice was driven by consultant pass through expenses – Farmington and Newmarket HOP grants, and the Lee and Dover PREPA grants. Additionally, in July, while the salaries and wages were where they were expected to be for the month, approximately 39% of those wages were indirect. That is typically around 30-33%. This is attributable to a combination of leave time and non-billable time among admin staff to set up the new fiscal year. There were two other indirect expenses that hit in July – an audit payment and replacement of software. As a result, our indirect rate was up at 145% for the month, where we only recouped 112%, as a result, the month ended with a negative balance of \$13,000.

## **2c. Recommend Commission Approval of the FY2026 Dues**

Enclosed please find a draft proposal for the FY2026 dues and history of past dues. Given the increased share of dues going toward grant match annually, I have presented only one alternative this year – using the most recent population change and full CPI change (2.9%). This is the same method as used last year and the standard practice. We have deviated in years past to reduce the increase that would have resulted during years with local economic challenges.



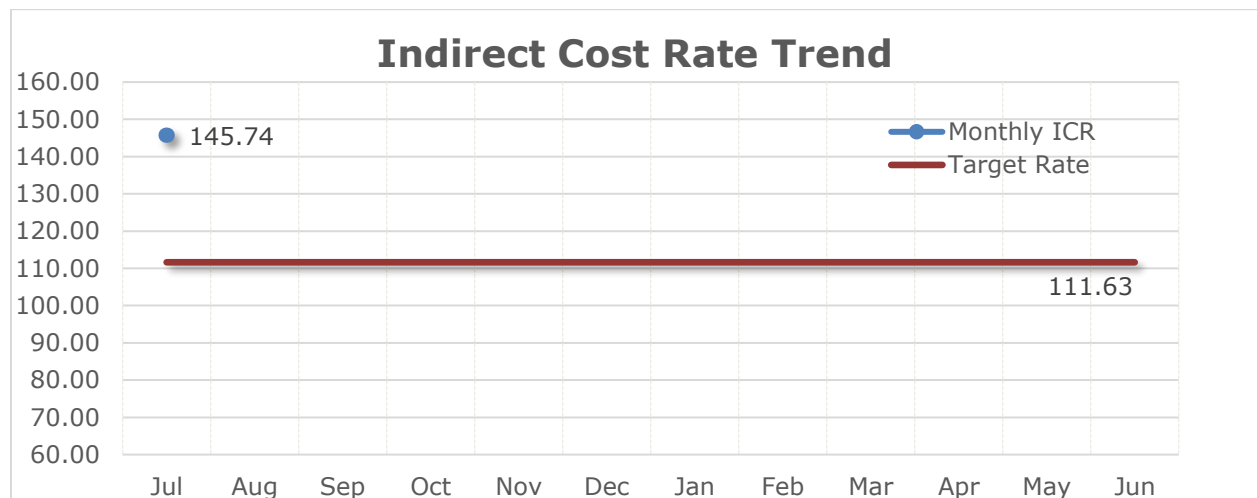
### 3a. Draft FY 2025 Director’s Organizational Goals

1. Update SRPC’s organizational policies.
  - a. Update the Employee Handbook to include:
    - i. a social media policy for use of SRPC’s accounts.
    - ii. A policy or guidelines for use of ChatGPT and similar AI applications.
    - iii. Identify and incorporate policies to reward longevity.
  - b. Update SRPC’s Operating Policies.
  - c. Complete the Disaster Recovery Plan and Continuity of Operations Plan.
2. Strengthen Commissioner engagement.
  - a. Host an annual SRPC 101 training in the evening open to all commissioners and interested individuals.
  - b. Increase regular communication with commissioners to ensure they are aware of efforts within their and surrounding communities.
3. Further develop organizational management skills, tools, and capacity.
  - a. Identify new tools used to track project progress and staff time.
  - b. Internally revive management team meetings to coordinate project tracking and operations.
  - c. Use a procurement process to select an on-call engineering firm and/or landscape architect to supplement staff capacity for future projects.
  - d. Take steps to ensure the circuit rider program is a sustainable revenue source and a cost-effective way for municipalities to utilize professional planner services.
  - e. Build capacity among all staff to represent SRPC and market our services, as well as, take an entrepreneurial approach and seek new funding opportunities that meet community needs.

### 3b. Awards, Contracts and General Business Update

Awards and Contracts: Refer to the table following this memo.

Indirect Rate: SRPC’s approved indirect cost rate is 111.63%. As of the close of July the rate was 145.74%.



*FY2025 Dues Utilization:*

<b>Income:</b>	
FY24 Dues Paid	\$11,555.50
<b>Total Income</b>	<b>\$11,555.50</b>

<b>Expenses:</b>	
Planning Salaries	\$264.45
Dues and Subscriptions	\$10.25
Staff Training	\$0.00
Equipment Depreciation	\$289.50
Vehicle Interest	\$0.00
Bank Fees	\$0.00
Interest Expense	\$0.00
Meeting Expense	\$0.00
Office Expense	\$0.00
Travel	\$0.00
PLUR Books	-\$159.00
Finance Charge	\$54.25
Indirect (111.63%)	\$295.21
<b>Total SRPC Expenses</b>	<b>\$754.66</b>

<b>Cash Match:</b>	
UPWP	\$4,859.60
EDA	\$0.00
Coastal	\$0.00
LSWP	\$0.00
CommuteSmart	\$71.96
ROC Recreation Chapter	\$297.00
USDA Community Facilities	\$0.00
Safe Streets for All	\$0.00
<b>Total Cash Match</b>	<b>\$5,228.56</b>

<b>Contract Overages:</b>	
New Durham HOP	\$80.56
<b>Total Contract Overages</b>	<b>\$80.56</b>

<b>Total Expenses</b>	<b>\$6,063.78</b>
<b>Dues Remaining</b>	<b>\$5,491.72</b>

**NEXT MEETING: October 18, 2024, 8 AM. – 9:00 A.M.**

## Proposals and Grant Applications Tracking

Title	Funder	Funding Year(s)	Award \$	Dues \$	Application Status	Contract Status	Description
<b>InterRegional</b> Housing Solutions	DoD Joint Land Use Study (JLUS)	FY2025	\$35,000		Awarded	Complete	Southern Maine Planning and Development Council is the lead applicant. Funds are to support addressing transportation problems at the Portsmouth Naval Shipyard through land use change across its commute-shed. The project will
<b>Durham</b> Wagon Hill Living Shorelines Phase 2	Durham/NFWF	FY2025-2028	\$15,870		Awarded	In Process	Durham is the primary applicant working with NHDES and project partners and seeks to install Phase II of the Living Shoreline at Wagon Hill Farm in Durham, NH. SRPC's role in the project would be
Town of <b>Milton</b> Nitrogen Source Identification Plans	NHDES CWSRF	FY2025-2026	\$100,000		Awarded	In Process	Develop a plan for total nitrogen source reductions, from both point source and non-point sources, for the duration of the Great Bay Total Nitrogen General Permit.
Cocheco River Management Plan ( <b>Dover, Farmington, Middleton, New Durham and</b>	NHDES 604(b)	FY2025-2026	\$33,500		Awarded	In Process	Development and adoption of a River Corridor Management Plan
<b>Tax Map Update</b> for the Town of Farmington	Farmington	FY2025	\$1,575		Awarded	In Process	Prepare a tax map update for the Town of Farmington
<b>PREPARE:</b> Preparing for Resilient and Equitable Post-disaster Recovery to Events	NHDES Project of Special Merit	FY2025-2026	\$25,000		Awarded	Contract Forthcoming	Prepare coastal communities for flood events by incorporating coastal resiliency and equitable engagement into post-disaster assistance and recovery.
Five-Year Update to Coastal Flood Risk Summary ( <b>Region Wide</b> )	NHDES/NOAA	FY2025-2026	\$6,548		Awarded	Contract Forthcoming	Assist NHDES in an advisory and network partner role to update the Coastal Flood Risk Summary
Phase II of <b>NH Coastal Flood Risk Model</b>	NFWF	FY2024-2026	\$10,000		Awarded	Contract Forthcoming	Develop a dynamic sea-level rise and storm surge model for coastal NH to replace existing bathtub inundation maps
Transformative Planning Grant ( <b>Region Wide</b> )	NHCDFR	FY2024-2025	\$20,000		Awarded	Contract Forthcoming	Develop community-level strategies and planning activities that lead to the development of new project(s) that increase the housing supply
Sunrise Lake Watershed Plan Implementation ( <b>Middleton</b> )	NH DES 319	FY2025-2027	\$62,885		Awarded	Contract Forthcoming	Implement four structural BMPs and one non-structural BMP identified in the Sunrise Lake Management Plan
<b>Newmarket</b> Prime Wetland Mapping	UNH PREP	FY2025-2026	\$1,700		Submitted	NA- App Pending	Produce new prime wetland maps.
<b>Somersworth</b> HOP Zoning Reform	Invest NH	FY2025-2026	\$100,000		In Development	NA- App Pending	Work with the City of Somersworth to completed zoning amendments that were identified as part of their HOP funded Master Plan and Audit.
<b>Newmarket</b> Form Based Code Phase II (HOP)	Invest NH	FY2025-2026	\$100,000		In Development	NA- App Pending	Work with the Town of Newmarket to expand the recently completed Form Based Code town wide.

Title	Funder	Funding Year(s)	Award \$	Dues \$	Application Status	Contract Status	Description
<b>Wakefield</b> Workforce Housing Ordinance Updates (HOP)	Invest NH	FY2025-2026	\$25,000		In Development	NA- App Pending	Work with the town to revise the existing Workforde Housing Ordinance and identify other zoning changes to increase opportunities for housing creation
<b>Nottingham</b> Housing Master Plan Chapter	Invest NH	FY2025-2026	\$25,000		In Development	NA- App Pending	Update the City's Housing Chapter of the master plan to incorporate the SRPC RHNA findings
<b>Barrington</b> Open Space and Recreation Master Plan Chapter	Town of Barringt	FY2025-2026	\$25,000		In Development	NA- App Pending	Create a new master plan chapter that unites planning for open space protection and recreation planning.

Application/Proposal Status	Total Award \$	Sum of PassThrough	Net SRPC Funding	# of Applications
Awarded	\$310,378	\$111,000	\$199,378	10
Submitted	\$1,700		\$1,700	1
In Development	\$275,000	\$82,000	\$193,000	5
<b>Grand Total</b>	<b>\$587,078</b>	<b>\$193,000</b>	<b>\$394,078</b>	<b>16</b>

**SRPC EXECUTIVE COMMITTEE MEETING**  
**August 16, 2024, 8:00 a.m. to 9:00 a.m.**  
**Hybrid Meeting (Conference Rm 1A & via Zoom)**

**Introductions:** At 8:00 a.m., Chair Dave Landry called the meeting to order and asked for introductions: Dave Landry, Dover; Barbara Holstein, Rochester; Katrin Kasper, Lee; Joe Boudreau, Rochester; Matt Towne, Barrington; Michael Bobinsky, Somersworth

**Staff attending in person:** Jen Czysz

**Staff attending on Zoom:** Kyle Pimental, Megan Taylor-Fetter

**1) Enter in Non-Public Session per RSA91-A:3,II (a), Personnel Matters:  
8:00a.m.**

At 8:01, Dave Landry motioned to enter into Non-Public Session per RSA91-A:3, II (a), Personnel Matters with a second by K. Kasper. All members voted in favor.

J. Czysz and K. Pimental were excused from the meeting.

At 8:25 a.m. M. Bobinsky motioned to come out of Non-Public Session, K. Kasper second.

The nonpublic minutes are recorded in a separate document.

J. Czysz re-joined the meeting and K. Pimental re-joined Zoom.

**2) Action Items**

**a) Approval of the June 21, 2024 and July 31, 2024 (non-public) Minutes**

D. Landry motioned to approve the June 21, 2024 and July 31, 2024 (non-public) Minutes as presented, seconded by J. Boudreau. All members voted unanimously in favor.

**b) Acceptance of the Draft May and June Financials**

J. Czysz reviewed the draft financials:

Balance Sheet: Bank balances remain tight and buoyed by grants with contract revenue in advance. June's savings account balance is up from May as a result of dues payments that have started to come in for FY2025. As indicated in the detailed report notes, reimbursements are lagging. SRPC holds contractor payments until receipt of reimbursement. This includes approximately \$29,000 in pass-through expenses in May and another \$75,600 in June. As these have been entered into the check register, the balance sheet shows the account balances as if all checks were cashed. Therefore, while showing a negative checking account balance in June, the actual balance was higher.





*Accounts Receivable:* At the end of May our total Accounts Receivable were \$432,777 of which \$275,119 were the current month's billing, \$127,726 was received in June and another \$29,933 was past due. June's outstanding balance was not improved. Of the \$417,803 in receivables at the end of June, \$229,058 was the current month, \$90,791 received in July, and \$97,953 past due. This June increase is due to the late processed May DOT invoice and several of the municipal HOP grants that have been inconsistently paid.

*Profit and Loss and Income by Customer:* Starting with the bad news, the fiscal year closed with a loss of \$30,297, greater than where we hoped to be. At the end of May our year-to-date net loss was down to \$16,761. The month of May ended with a profit of \$2,300 and \$186,772 in customer income. June had a similar income by customer of \$181,803, however, because a greater share of June's expenses were attributable to pass through expenses than in May, our total expenses for the month were also higher. As a result, we saw a net loss for the month of \$13,767. This is partially, but not fully, attributable to increased leave times and reduced billable hours between the executive and assistant directors due to unforeseen circumstances. The other factor in June were the health insurance buyouts paid to staff who do not enroll in SRPC's health plans.

The group discussed the account balances and the processes and circumstances for the outcome.

K. Kasper motioned to approve the draft May and June financials seconded by M. Towne. The motion passed with a unanimous vote in favor.

### **3) Updates and Discussion Items**

#### **a) Awards, Contracts, and General Business**

J. Czynsz highlighted the awards, contracts and general business summed up, starting to talk with communities about different hop grants and Barrington reached out about update of open space and recreation master plan chapter. A few things are in the works. The rest are waiting and following the contract process. The indirect rate finished year at 111.34%. Very close to the target.

#### **b) August Monthly Minors**

C. Lentz reviewed the minors and stated there are 2 minors this month that do not affect projects in our region.

### **4) Other Business**

There was no other business.

### **5) Adjourn**

At 9:00 a.m. M. Bobinsky motioned to adjourn the meeting seconded by D. Landry. All members voted unanimously in favor.



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**Strafford Regional Planning Commission**  
**Balance Sheet**  
**As of July 31, 2024**

	Jul 31, 24	Jul 31, 23	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
FSB Checking	-44,568.29	6,913.12	-51,481.41
FSB Savings	108,965.31	58,542.71	50,422.60
<b>Total Checking/Savings</b>	<b>64,397.02</b>	<b>65,455.83</b>	<b>-1,058.81</b> <sup>1</sup>
<b>Accounts Receivable</b>			
Accounts Receivable	395,675.07	296,135.05	99,540.02
<b>Total Accounts Receivable</b>	<b>395,675.07</b>	<b>296,135.05</b>	<b>99,540.02</b> <sup>2</sup>
<b>Other Current Assets</b>			
<b>Prepaid Expenses</b>			
Prepaid Dues and Subscriptions	2,384.60	2,916.79	-532.19
Prepaid Insurance (P & L)	8,519.50	0.00	8,519.50
Prepaid training	600.00	600.00	0.00
Prepaid Unemployment Comp	1,233.35	0.00	1,233.35
Prepaid Workers Compensation	779.60	0.00	779.60
<b>Total Prepaid Expenses</b>	<b>13,517.05</b>	<b>3,516.79</b>	<b>10,000.26</b> <sup>3</sup>
Prepaid software support	5,282.72	5,349.07	-66.35
<b>Total Other Current Assets</b>	<b>18,799.77</b>	<b>8,865.86</b>	<b>9,933.91</b>
<b>Total Current Assets</b>	<b>478,871.86</b>	<b>370,456.74</b>	<b>108,415.12</b>
<b>Fixed Assets</b>			
<b>Right of Use Asset - Building</b>			
Accumulated Amortization - Buil	-84,306.82	-56,204.38	-28,102.44
Right of Use Asset - Building - Ot...	112,410.00	112,410.00	0.00
<b>Total Right of Use Asset - Building</b>	<b>28,103.18</b>	<b>56,205.62</b>	<b>-28,102.44</b> <sup>4</sup>
<b>Vehicles</b>			
Vehicle Accumulated Depreciatio	-22,943.35	-18,163.45	-4,779.90
Ford Transit	22,943.35	22,943.35	0.00
<b>Total Vehicles</b>	<b>0.00</b>	<b>4,779.90</b>	<b>-4,779.90</b> <sup>5</sup>
<b>Property and Equipment</b>			
Accumulated Depreciation	-20,271.76	-16,034.94	-4,236.82
<b>Equipment Purchase</b>			
AI Traffic Counter	9,830.00	9,830.00	0.00
Pyro Traffic Count System	7,540.00	7,540.00	0.00
ThinkSystem ST520 FY24 Server	5,721.45	0.00	5,721.45
Lenova Think Server	3,983.04	3,983.04	0.00
Equipment Purchase - Other	11,762.40	11,762.40	0.00

**Strafford Regional Planning Commission**  
**Balance Sheet**  
**As of July 31, 2024**

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Accrual Basis

	Jul 31, 24	Jul 31, 23	\$ Change
Total Equipment Purchase	38,836.89	33,115.44	5,721.45 <sup>6</sup>
Total Property and Equipment	18,565.13	17,080.50	1,484.63
Total Fixed Assets	46,668.31	78,066.02	-31,397.71
<b>TOTAL ASSETS</b>	<b>525,540.17</b>	<b>448,522.76</b>	<b>77,017.41</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Credit Cards</b>			
FSB Credit Card	2,204.25	336.22	1,868.03
Total Credit Cards	2,204.25	336.22	1,868.03 <sup>7</sup>
<b>Other Current Liabilities</b>			
FY25 Dues in Advance	127,110.83	0.00	127,110.83
FY24 Dues in Advance	-0.02	128,195.67	-128,195.69
Building Lease Liab Current	26,965.06	26,070.13	894.93 <sup>8</sup>
Current Portion of Lease Payabl	0.00	4,258.98	-4,258.98 <sup>9</sup>
<b>Benefits payable</b>			
Simple IRA payable	2,520.65	48.00	2,472.65 <sup>10</sup>
Total Benefits payable	2,520.65	48.00	2,472.65
Contract Revenue In Advance	147,799.65	37,786.35	110,013.30 <sup>11</sup>
<b>Payroll Liabilities</b>			
FSA Payable	1,131.22	192.00	939.22
FUTA	30.41	30.41	0.00
Social Security Payable	-0.02	-0.02	0.00
Payroll Liabilities - Other	1,699.71	1,455.94	243.77
Total Payroll Liabilities	2,861.32	1,678.33	1,182.99
Total Other Current Liabilities	307,257.49	198,037.46	109,220.03
Total Current Liabilities	309,461.74	198,373.68	111,088.06
<b>Long Term Liabilities</b>			
Building Lease Liab Non Current	2,492.85	31,868.00	-29,375.15 <sup>12</sup>
<b>Accrued expenses</b>			
Accrued Payroll	22,021.22	20,053.38	1,967.84
Accrued Vacation	48,013.13	42,764.92	5,248.21
Annual Audit Accrual	19,500.00	13,000.00	6,500.00
Total Accrued expenses	89,534.35	75,818.30	13,716.05 <sup>13</sup>
Total Long Term Liabilities	92,027.20	107,686.30	-15,659.10

**Strafford Regional Planning Commission**  
**Balance Sheet**  
As of July 31, 2024

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Accrual Basis

	Jul 31, 24	Jul 31, 23	\$ Change
<b>Total Liabilities</b>	401,488.94	306,059.98	95,428.96
<b>Equity</b>			
<b>Retained Earnings</b>	137,077.32	167,249.14	-30,171.82 <sup>14</sup>
<b>Net Income</b>	-13,026.09	-24,786.36	11,760.27 <sup>15</sup>
<b>Total Equity</b>	124,051.23	142,462.78	-18,411.55
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>525,540.17</b>	<b>448,522.76</b>	<b>77,017.41</b>

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**Strafford Regional Planning Commission**  
**Balance Sheet**  
**As of July 31, 2024**

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Accrual Basis

1. Checking/Savings: There are approximately \$123,500 in contractor checks being held until payment is received from the various funding sources. Cash flow remains an issue, as payments from various HOP grants and NHDOT are taking longer to receive, as reflected in the increase in Accounts Receivable for this fiscal year.
2. Accounts Receivable: See the Accounts Receivable Aging Summary Comments for details.
3. Prepaid Insurances: In September 2023, we were instructed that effective January 1, 2024, Primex will no longer accept monthly payments. As a result, the various insurances are paid in full for the coverage periods, and a monthly entry is made to record monthly insurance expense to the profit and loss statement. The Property and Liability Insurance renewal is for Jun-Jul, and the Workers Compensation and Unemployment Insurance renewals are for Jan-Dec. The full Property and Liability Insurance amount of \$8,519.50 was paid in full for FY25 in July 2024.
4. Right of Use Asset: Effective for fiscal year 2022, a new Government Accounting method was introduced, called GASB 87. It requires total lease payments (our office space) to be recorded as a liability, and a monthly expense is recorded as Amortization (previously Rent expense). The Amortization for this fiscal year is recorded at \$2,341.87 per month for the remainder of the fiscal year. The lease renews 7/31/25.
5. Vehicle: The vehicle was paid off in May 2024 and is fully depreciated. The increase from last fiscal year represents the additional depreciation booked from the report end date through May 2024.
6. Property and Equipment: The FY23 audit resulted in traffic count equipment being reclassified from the profit and loss as an expense, to the balance sheet as two separate assets: AI Traffic Counter and Pyro Traffic Count System purchased in June 2023. The cost for these items is recorded monthly to the profit and loss statement as depreciation expense over a five-year period. This equipment was paid for by NHDOT, so the depreciation expense is not reimbursable. In addition, a new server was purchased in December 2023. The expense is being recorded over a five-year period as monthly depreciation on the profit and loss statement and is considered an eligible indirect expense. All other assets are fully depreciated.
7. Credit Card: The most notable increases in credit card charges this fiscal year are the purchase of Foxit software, purchased to replace our current Adobe licenses; and Posit Skinny Apps software purchased, which is being paid for with UPWP funds.
8. Building Lease Liab Current: The total office lease payment is split between this account and Rent Expense on the profit and loss statement. For July, the \$2,500.00 lease payment was split out as \$2,410.24 to the current lease liability and \$89.76 to rent expense.
9. Current Portion of Lease Payable: The prior year balance reflects the amount payable on the vehicle lease at the end of the reporting period. The vehicle is fully paid off in the current fiscal year.
10. Simple IRA Payable: There was a transition from Vanguard to Ascensus in July of this year, resulting in some delay in submitting IRA contributions.
11. Contract Revenue in Advance: Current year balance = ROC RFP \$3,923, NHCF \$108,233, Housing Navigator \$35,645. Advances are deposited to savings. Invoices are billed monthly to income on the profit and loss, applied to reduce the Contract Revenue in Advance balance, and those amounts earned are then transferred to the checking account.
12. Building Lease Liab Non Current: This reflects the amount of lease payments in future fiscal years. Since the lease renews in August of 2025, there is approximately only one payment to be split between the current liability and rent expense for July 2025 (see discussions Building Lease Liab Current).

**Strafford Regional Planning Commission**  
**Balance Sheet**  
**As of July 31, 2024**

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Accrual Basis

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**13.** Accrued Expenses: Accrued payroll and Accrued Vacation balances reflect wages paid in FY25, but worked in FY24, and half of the Paid Time Off (PTO) hours accrued by staff at 6/30/24. These amounts are adjusted at year-end as part of the FY close-out. The FY24 audit cost is \$18,000 based on Marcum LLP's engagement letter, an increase of \$6,000 from last year. Audit costs are booked at \$1,500 per month, and the Annual Audit Accrual account is reduced as actual invoices from the auditor are paid.

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**14.** Retained Earnings: Cumulative posting of net income from all prior years.

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**15.** Net Income: Reflects Net Income for the entire fiscal year through the report date.

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**Strafford Regional Planning Commission**  
**A/R Aging Summary**  
 As of July 31, 2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
<b>1000 Indirect Administration</b>						
1020 CDBG Grant Writing	0.00	0.00	0.00	0.00	2,000.00	2,000.00 <sup>1</sup>
<b>Total 1000 Indirect Administration</b>	0.00	0.00	0.00	0.00	2,000.00	2,000.00
<b>2000 LTA (Local Technical Assistance)</b>						
<b>2100 Dues</b>						
2103 City of Dover dues	0.00	0.00	23,581.37	0.00	0.00	23,581.37
2106 Town of Lee dues	0.00	0.00	5,879.62	0.00	0.00	5,879.62
2111 Town of Newmarket dues	0.00	0.00	9,144.67	0.00	0.00	9,144.67
2116 City of Somersworth dues	0.00	0.00	10,710.09	0.00	0.00	10,710.09
<b>Total 2100 Dues</b>	0.00	0.00	49,315.75	0.00	0.00	49,315.75 <sup>2</sup>
<b>2200 PLUR Books</b>						
2209 Town of Milton PLUR	0.00	0.00	0.00	0.00	0.00	0.00
2213 Town of Nottingham PLUR	159.00	0.00	0.00	0.00	0.00	159.00
<b>Total 2200 PLUR Books</b>	159.00	0.00	0.00	0.00	0.00	159.00
<b>2000 LTA (Local Technical Assistance) - Ot...</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total 2000 LTA (Local Technical Assistance)</b>	159.00	0.00	49,315.75	0.00	0.00	49,474.75
<b>3300 City of Dover</b>						
3304 Dover HOP Audit & Ordinance	5,016.82	0.00	5,115.19	0.00	0.00	10,132.01
<b>Total 3300 City of Dover</b>	5,016.82	0.00	5,115.19 <sup>3</sup>	0.00	0.00	10,132.01
<b>3500 Town of Farmington</b>						
3507 FAR HOP Grant	0.00	17,105.96	25,826.13 <sup>4</sup>	0.00	0.00	42,932.09
3501 FAR Circuit Rider	4,442.16	0.00	1,592.50 <sup>5</sup>	0.00	0.00	6,034.66
<b>Total 3500 Town of Farmington</b>	4,442.16	17,105.96	27,418.63	0.00	0.00	48,966.75
<b>4000 Town of New Durham</b>						
4004 NDU HOP (Hsg, LU, Vision)	0.00	7,358.05	7,786.61	6,296.24	3,559.10	25,000.00
<b>Total 4000 Town of New Durham</b>	0.00	7,358.05	7,786.61	6,296.24	3,559.10	25,000.00 <sup>6</sup>
<b>4100 Town of Newmarket</b>						
4107 NKT HOP 3 FORM BASED CODE	0.00	37,480.59	0.00	0.00	0.00	37,480.59
4106 NKT MP Other	2,019.20	0.00	0.00	0.00	3,513.04 <sup>7</sup>	5,532.24
4105 NKT HOP1 MP Housing	0.00	687.14	0.00	0.00	0.00	687.14
<b>Total 4100 Town of Newmarket</b>	2,019.20	38,167.73	0.00	0.00	3,513.04	43,699.97
<b>4200 Town of Northwood</b>						

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**Strafford Regional Planning Commission**  
**A/R Aging Summary**  
 As of July 31, 2024

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
4201 NOR Circuit Rider	1,413.75	0.00	0.00	0.00	0.00	1,413.75
<b>Total 4200 Town of Northwood</b>	1,413.75	0.00	0.00	0.00	0.00	1,413.75
4300 Town of Nottingham						
4301 NOT Circuit Rider	2,520.55	0.00	1,922.35	0.00	2,897.35	7,340.25
<b>Total 4300 Town of Nottingham</b>	2,520.55	0.00	1,922.35	0.00	2,897.35	7,340.25 <sup>B</sup>
4400 City of Rochester						
4403 ROC Rec MP	1,649.98	0.00	648.52 <sup>9</sup>	0.00	0.00	2,298.50
4402 UPWP ROC Sidewalk Assess	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total 4400 City of Rochester</b>	1,649.98	0.00	648.52	0.00	0.00	2,298.50
4600 City of Somersworth						
4605 SOM MP & Audit	0.00	8,356.90	2,405.01	0.00	0.00	10,761.91
<b>Total 4600 City of Somersworth</b>	0.00	8,356.90	2,405.01	0.00	0.00	10,761.91
4700 Town of Strafford						
4701 Strafford Circuit Rider	3,977.70	0.00	1,767.50	0.00	0.00	5,745.20
<b>Total 4700 Town of Strafford</b>	3,977.70	0.00	1,767.50 <sup>10</sup>	0.00	0.00	5,745.20
4800 Town of Wakefield						
4803 WAK NBRC Union Hotel Grant Admin	0.00	0.00	4,374.36	0.00	0.00	4,374.36
4801 Wakefield Circuit Rider	0.00	0.00	1,032.50 <sup>11</sup>	0.00	0.00	1,032.50
<b>Total 4800 Town of Wakefield</b>	0.00	0.00	5,406.86	0.00	0.00	5,406.86
5201 UNH						
5206 Great Bay Adapts	0.00	0.00	386.99	0.00	0.00	386.99
5209 UNH PREPA SOM NR MP	927.05	0.00	304.75	0.00	0.00	1,231.80
5208 UNH PREPA LEE NRI	5,722.49	0.00	256.60	0.00	0.00	5,979.09
5207 UNH PREPA DOV NRI	5,087.04	0.00	0.00	0.00	0.00	5,087.04
<b>Total 5201 UNH</b>	11,736.58	0.00	948.34 <sup>12</sup>	0.00	0.00	12,684.92
5310 Lamprey River LAC						
5311 LRAC Static & Online View Maps	0.00	0.00	1,175.30	0.00	0.00	1,175.30
5310 Lamprey River LAC - Other	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total 5310 Lamprey River LAC</b>	0.00	0.00	1,175.30	0.00	0.00	1,175.30
6000 Business and Economic Affairs						
6004 FY2024-2025 TBG	1,394.39	0.00	0.00	0.00	0.00	1,394.39



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**Strafford Regional Planning Commission**  
**A/R Aging Summary**  
**As of July 31, 2024**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
<b>Total 6000 Business and Economic Affairs</b>	1,394.39	0.00	0.00	0.00	0.00	1,394.39
<b>6100 NH DES</b>						
<b>6105 Coastal 2025</b>	672.87	0.00	0.00	0.00	0.00	672.87
<b>6152 NKT Riverfront Coastal Resilience</b>	0.00	0.00	1,028.22	0.00	0.00	1,028.22
<b>6306 LSWP NOR SWP-374</b>	2,497.00	0.00	0.00	0.00	0.00	2,497.00
<b>6104 Coastal 24</b>	0.00	0.00	2,260.22	0.00	0.00	2,260.22
<b>Total 6100 NH DES</b>	3,169.87	0.00	3,288.44	0.00	0.00	6,458.31
<b>6500 DEPT OF SAFETY (OEM)</b>						
<b>6503 BRIC 21 MAD,NOR,ROC</b>	1,500.00	0.00	0.00	0.00	0.00	1,500.00
<b>6502 BRIC DUR MID MIL NOT STR</b>	1,024.99	0.00	0.00	0.00	0.00	1,024.99
<b>Total 6500 DEPT OF SAFETY (OEM)</b>	2,524.99	0.00	0.00	0.00	0.00	2,524.99
<b>6600 CDFA-CDBG Grant Administration</b>						
<b>6603 CDBG Somersworth YMCA</b>	0.00	0.00	840.84	0.00	0.00	840.84
<b>Total 6600 CDFA-CDBG Grant Administration</b>	0.00	0.00	840.84	0.00	0.00	840.84
<b>6800 NH Housing Authority</b>						
<b>6802 Housing Navigator</b>	0.00	34,310.20	0.00	0.00	0.00	34,310.20
<b>Total 6800 NH Housing Authority</b>	0.00	34,310.20	0.00	0.00	0.00	34,310.20
<b>7100 EPA</b>						
<b>7111 Brownfields 24-28</b>	1,733.72	0.00	0.00	0.00	0.00	1,733.72
<b>Total 7100 EPA</b>	1,733.72	0.00	0.00	0.00	0.00	1,733.72
<b>7200 HUD</b>						
<b>7201 HUD EDI Regional Plan</b>	8,195.29	0.00	12,772.52	0.00	0.00	20,967.81
<b>Total 7200 HUD</b>	8,195.29	0.00	12,772.52	0.00	0.00	20,967.81
<b>7300 USDA</b>						
<b>7301 USDA CF TAT</b>	0.00	0.00	800.64	0.00	0.00	800.64
<b>Total 7300 USDA</b>	0.00	0.00	800.64	0.00	0.00	800.64
<b>8000 DOT UPWP</b>						
<b>8002 UPWP 24-25</b>	43,736.35	0.00	56,519.84	0.00	0.00	100,256.19
<b>Total 8000 DOT UPWP</b>	43,736.35	0.00	56,519.84	0.00	0.00	100,256.19
<b>8100 COAST</b>						
<b>8101 CommuteSmart Seacoast</b>	287.81	0.00	0.00	0.00	0.00	287.81

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**Strafford Regional Planning Commission**  
**A/R Aging Summary**  
As of July 31, 2024

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	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Total 8100 COAST	287.81	0.00	0.00	0.00	0.00	287.81
DOT_UPWP 2010-2011	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b><u>93,978.16</u></b>	<b><u>105,298.84</u></b>	<b><u>178,132.34</u></b>	<b><u>6,296.24</u></b>	<b><u>11,969.49</u></b>	<b><u>395,675.07</u></b>

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**Strafford Regional Planning Commission**  
**A/R Aging Summary**  
As of July 31, 2024

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08/09/24

- 
1. CDBG Grant Writing: Received in Aug

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  2. Dues: I followed up with Dover, Lee, Newmarket, and Somersworth

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  3. DOV HOP: \$5,115.19 received in Aug

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  4. Farmington HOP: \$25,826.13 received in Aug

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  5. Farmington CR: \$1,592.50 received in Aug

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  6. New Durham HOP: Sent follow up for Mar, Apr, May and Jun invoices

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  7. Newmarket: Followed up on Apr NKT MP Other.

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  8. Nottingham: \$1,922.35 received Aug, followed up again on April invoice

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  9. Rochester Rec: \$648.52 received in Aug

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  10. Strafford: \$1,767.50 received Aug

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  11. Wakefield: 1,032.50 received Aug

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  12. UNH: \$948.34 received Aug

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**Strafford Regional Planning Commission**  
**Profit & Loss**  
**July 2024**

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08/09/24

Accrual Basis

	Jul 24	Jul 23	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
SRPC Membership Dues	11,555.50	11,568.56	-13.06
<b>SRPC Revenue</b>			
<b>Municipal and NonProfit Revenue</b>			
3104 BAR Housing MP Chapter	0.00	3,037.60	-3,037.60
3304 DOV HOP	5,016.82	0.00	5,016.82
3501 FAR Circuit Rider	4,442.16	3,051.98	1,390.18
3507 FAR HOP Grant	17,105.96	7,205.00	9,900.96
4004 NDU Housing and Land Use	7,438.61	0.00	7,438.61
4105 NKT HOP1 MP Housing	687.14	0.00	687.14
4106 NKT MP Other	2,019.20	0.00	2,019.20
4107 NKT HOP3 Form Based Code	37,480.59	0.00	37,480.59
4201 NORPlanning Services	1,413.75	958.75	455.00
4301 NOT Circuit Rider	2,520.55	1,432.59	1,087.96
4403 ROC Rec Chapter	1,946.98	1,786.97	160.01
4605 SOM MP and Audit	8,356.90	4,145.18	4,211.72
4701 Strafford Circuit Rider	3,977.70	3,605.91	371.79
5121 NHCF GB2030 Milton Watersh	1,783.07	0.00	1,783.07
5151 GSCH - Tufts	0.00	3,587.51	-3,587.51
5501 GIS Projects	0.00	48.00	-48.00
<b>Total Municipal and NonProfit Revenue</b>	<b>94,189.43</b>	<b>28,859.49</b>	<b>65,329.94</b>
<b>Total SRPC Revenue</b>	<b>94,189.43</b>	<b>28,859.49</b>	<b>65,329.94</b> <sup>1</sup>
<b>Federal Agencies Incl EDD</b>			
7003 EDD Planning Partnership	0.00	5,696.94	-5,696.94
7111 EPA Brownfields FY24-28	1,733.72	0.00	1,733.72
7201 HUD EDI CDS	8,195.29	0.00	8,195.29
<b>Total Federal Agencies Incl EDD</b>	<b>9,929.01</b>	<b>5,696.94</b>	<b>4,232.07</b> <sup>2</sup>
<b>State Award Revenue</b>			
<b>Dept of Bus &amp; Econ Affairs</b>			
6004 TBG 24-25	1,394.39	975.23	419.16
<b>Total Dept of Bus &amp; Econ Affairs</b>	<b>1,394.39</b>	<b>975.23</b>	<b>419.16</b>
<b>NHDES</b>			
6306 LSWP NOR SWP-374	2,497.00	0.00	2,497.00
6105 Coastal TA 2025	672.87	0.00	672.87
6104 Coastal 24	0.00	1,097.93	-1,097.93
6151 Project of Special Merit	0.00	436.28	-436.28
<b>Total NHDES</b>	<b>3,169.87</b>	<b>1,534.21</b>	<b>1,635.66</b>
<b>UNH</b>			
5207 UNH-PREPA DOV NRI	5,087.04	0.00	5,087.04

**Strafford Regional Planning Commission**  
**Profit & Loss**  
**July 2024**

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08/09/24

Accrual Basis

	Jul 24	Jul 23	\$ Change
5208 UNH PREPA-LEE NRI	5,722.49	0.00	5,722.49
5209 UNH PREPA-SOM NAT RES MP	927.05	0.00	927.05
<b>Total UNH</b>	<b>11,736.58</b>	<b>0.00</b>	<b>11,736.58</b>
<b>CDFA</b>			
6602 CDBG Gafney	0.00	699.03	-699.03
<b>Total CDFA</b>	<b>0.00</b>	<b>699.03</b>	<b>-699.03</b>
6802 NHHA Housing Navigator Pre-Disaster Mitigation	12,104.41	10,679.33	1,425.08
6502 BRIC20	1,366.65	0.00	1,366.65
6503 BRIC21 MAD NOR ROC	2,000.00	0.00	2,000.00
<b>Total Pre-Disaster Mitigation</b>	<b>3,366.65</b>	<b>0.00</b>	<b>3,366.65</b>
<b>Total State Award Revenue</b>	<b>31,771.90</b>	<b>13,887.80</b>	<b>17,884.10</b> <sup>3</sup>
<b>MPO Revenue</b>			
<b>NH DOT</b>			
8002 UPWP 24-25	48,595.95	36,111.76	12,484.19
8101 COAST/CMAQ	359.77	852.49	-492.72
<b>Total NH DOT</b>	<b>48,955.72</b>	<b>36,964.25</b>	<b>11,991.47</b>
<b>Total MPO Revenue</b>	<b>48,955.72</b>	<b>36,964.25</b>	<b>11,991.47</b> <sup>4</sup>
<b>Contra Income Cash Match</b>			
4403 Cash Match ROC Rec Chapter	-297.00	-272.59	-24.41
EDD Cash Match	0.00	-949.45	949.45
Coastal Cash Match	0.00	-274.48	274.48
Cash Match GSCH	0.00	-594.48	594.48
DOT Cash Match	-4,859.60	-3,611.18	-1,248.42
<b>Cash Match CommuteSmart</b>	<b>-71.96</b>	<b>-170.50</b>	<b>98.54</b>
<b>Total Contra Income Cash Match</b>	<b>-5,228.56</b>	<b>-5,872.68</b>	<b>644.12</b>
<b>Contra Income InKind/Soft Match</b>			
In-Kind EDD Match	0.00	-975.23	975.23
BRIC20 IK Match	-341.66	0.00	-341.66
BRIC21 IK Match	-500.00	0.00	-500.00
<b>Total Contra Income InKind/Soft Match</b>	<b>-841.66</b>	<b>-975.23</b>	<b>133.57</b>
<b>Contract Overage</b>	<b>-80.56</b>	<b>0.00</b>	<b>-80.56</b>
<b>Total Income</b>	<b>190,250.78</b>	<b>90,129.13</b>	<b>100,121.65</b>
<b>Gross Profit</b>	<b>190,250.78</b>	<b>90,129.13</b>	<b>100,121.65</b>

**Strafford Regional Planning Commission**  
**Profit & Loss**  
**July 2024**

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08/09/24

Accrual Basis

	Jul 24	Jul 23	\$ Change
<b>Expense</b>			
<b>Personnel Expenses</b>			
<b>Salary and Wages</b>			
STD Reimbursement	-1,860.00	0.00	-1,860.00
STD Wages	1,860.00	0.00	1,860.00
Salary and Wages - Other	84,678.44	75,477.67	9,200.77
<b>Total Salary and Wages</b>	84,678.44	75,477.67	9,200.77
<b>Payroll Expenses</b>			
PFML	1,358.41	1,606.08	-247.67
Dental insurance expense	658.86	659.33	-0.47
Health incentive	118.35	0.00	118.35
Health Insurance expense	9,994.61	8,069.49	1,925.12
Life Insurance expense	94.35	119.51	-25.16
LTD Insurance expense	50.62	69.30	-18.68
STD insurance expense	226.08	244.85	-18.77
Payroll Processing Fees	339.75	267.50	72.25
Pension expense	2,447.31	2,002.50	444.81
Unemployment expense	246.67	207.67	39.00
Workers Compensation	155.92	157.50	-1.58
<b>Payroll Taxes</b>			
Medicare Expense	1,229.24	1,061.04	168.20
Social Security expense	5,256.06	4,536.88	719.18
Payroll Taxes - Other	-0.03	0.06	-0.09
<b>Total Payroll Taxes</b>	6,485.27	5,597.98	887.29
<b>Total Payroll Expenses</b>	22,176.20	19,001.71	3,174.49
<b>Dues and Subscriptions</b>	566.90	497.02	69.88
<b>Staff Training and Seminars</b>	149.00	783.38	-634.38
<b>Total Personnel Expenses</b>	107,570.54	95,759.78	11,810.76 <sup>5</sup>
<b>Equipment expense</b>			
Copier Maintenance Contract	325.00	36.95	288.05 <sup>6</sup>
<b>Software expense</b>			
ArcInfo/View software	651.67	483.33	168.34
<b>Office Software</b>			
AudioEye	49.17	0.00	49.17
Buffer	30.00	0.00	30.00
Community Viz	56.25	72.88	-16.63
Trimble SketchUp	62.42	0.00	62.42
Timesheet Software	140.00	156.00	-16.00
Survey Monkey	75.00	75.00	0.00
Zoom	45.83	45.83	0.00
Adobe In Design	88.88	96.97	-8.09
Constant Contact	130.50	130.50	0.00

**Strafford Regional Planning Commission**  
**Profit & Loss**  
**July 2024**

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08/09/24

Accrual Basis

	Jul 24	Jul 23	\$ Change
DropBox	0.00	11.99	-11.99
Microsoft Office 365	200.00	231.86	-31.86
Office operating software	3,941.33	0.00	3,941.33 <sup>7</sup>
<b>Total Office Software</b>	<b>4,819.38</b>	<b>821.03</b>	<b>3,998.35</b>
<b>Total Software expense</b>	<b>5,471.05</b>	<b>1,304.36</b>	<b>4,166.69</b>
<b>Traffic Count Expenses</b>			
Traffic counting supplies	1,700.00	112.66	1,587.34
<b>Total Traffic Count Expenses</b>	<b>1,700.00</b>	<b>112.66</b>	<b>1,587.34 <sup>8</sup></b>
<b>Total Equipment expense</b>	<b>7,496.05</b>	<b>1,453.97</b>	<b>6,042.08</b>
<b>Fixed Expenses</b>			
Equipment Depreciation	384.86	289.50	95.36
Amortization-Building	2,341.87	2,341.39	0.48
<b>Insurance</b>			
Liability Insurance	774.50	657.50	117.00
<b>Total Insurance</b>	<b>774.50</b>	<b>657.50</b>	<b>117.00</b>
<b>Rent</b>	<b>89.76</b>	<b>169.76</b>	<b>-80.00</b>
<b>Vehicle Expenses</b>			
Depreciation Expense	0.00	477.99	-477.99
Vehicle Gas & Repairs	158.34	92.87	65.47
Vehicle Interest	0.00	22.36	-22.36
<b>Total Vehicle Expenses</b>	<b>158.34</b>	<b>593.22</b>	<b>-434.88</b>
<b>Total Fixed Expenses</b>	<b>3,749.33</b>	<b>4,051.37</b>	<b>-302.04</b>
<b>Communications</b>			
Postage and Delivery	73.32	298.64	-225.32
Telephone and Internet	461.53	436.38	25.15
<b>Website maintenance and updates</b>			
Website and logo design	17.98	17.98	0.00
Website maintenance and updates - Ot...	99.00	99.00	0.00
<b>Total Website maintenance and updates</b>	<b>116.98</b>	<b>116.98</b>	<b>0.00</b>
<b>Total Communications</b>	<b>651.83</b>	<b>852.00</b>	<b>-200.17</b>
<b>Administrative</b>			
Finance Charge	54.25	0.00	54.25
Bank Fees	0.00	15.00	-15.00
Library & Planning Books	-159.00	0.00	-159.00
<b>Meetings Expense</b>			
Meetings Advertising Expense	577.06	0.00	577.06

**Strafford Regional Planning Commission**  
**Profit & Loss**  
**July 2024**

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Accrual Basis

	Jul 24	Jul 23	\$ Change
Meetings Expense - Other	-320.00	-795.61	475.61
<b>Total Meetings Expense</b>	<b>257.06</b>	<b>-795.61</b>	<b>1,052.67<sup>9</sup></b>
<b>Office Expense</b>	<b>86.95</b>	<b>534.49</b>	<b>-447.54<sup>10</sup></b>
Office Supplies			
Plotter Ink and Supplies	0.00	56.39	-56.39
Office Supplies - Other	429.95	679.92	-249.97
<b>Total Office Supplies</b>	<b>429.95</b>	<b>736.31</b>	<b>-306.36</b>
Printing and Reproduction	0.00	263.68	-263.68
<b>Professional Fees</b>			
Accounting, Audit	7,500.00	1,000.00	6,500.00 <sup>11</sup>
<b>Total Professional Fees</b>	<b>7,500.00</b>	<b>1,000.00</b>	<b>6,500.00</b>
<b>Travel &amp; Ent</b>			
Travel	349.54	1,683.97	-1,334.43
<b>Total Travel &amp; Ent</b>	<b>349.54</b>	<b>1,683.97</b>	<b>-1,334.43</b>
<b>Total Administrative</b>	<b>8,518.75</b>	<b>3,437.84</b>	<b>5,080.91</b>
<b>Contract Labor</b>			
IT and Network support	1,430.00	2,009.00	-579.00
<b>Pass Through Expense</b>			
3507 FAR HOP Consultant	20,007.55	7,205.00	12,802.55
4107 NKT HOP3 Form Based Code	28,250.00	0.00	28,250.00
5207 DOV PREPA Consultant	5,050.00	0.00	5,050.00
5208 LEE PREPA Consultant	5,275.00	0.00	5,275.00
7111 EPA Brownfields Consultant	1,275.00	0.00	1,275.00
7201 HUD EDI CDS RPC Exp	4,726.76	0.00	4,726.76
NHDOT Consultant	9,294.18	0.00	9,294.18
Project Supplies	0.00	158.93	-158.93
<b>Total Pass Through Expense</b>	<b>73,878.49</b>	<b>7,363.93</b>	<b>66,514.56<sup>12</sup></b>
<b>Total Contract Labor</b>	<b>75,308.49</b>	<b>9,372.93</b>	<b>65,935.56</b>
<b>Total Expense</b>	<b>203,294.99</b>	<b>114,927.89</b>	<b>88,367.10</b>
<b>Net Ordinary Income</b>	<b>-13,044.21</b>	<b>-24,798.76</b>	<b>11,754.55</b>
<b>Other Income/Expense</b>			
Other Income			
Interest Income	18.12	12.40	5.72
<b>Total Other Income</b>	<b>18.12</b>	<b>12.40</b>	<b>5.72</b>



**Strafford Regional Planning Commission**  
**Profit & Loss**  
**July 2024**

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Accrual Basis

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	<u>Jul 24</u>	<u>Jul 23</u>	<u>\$ Change</u>
Net Other Income	18.12	12.40	5.72
Net Income	<u>-13,026.09</u>	<u>-24,786.36</u>	<u>11,760.27</u>

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**Strafford Regional Planning Commission**  
**Profit & Loss**  
**July 2024**

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Accrual Basis

1. Municipal revenue: Municipal revenue streams continue to increase with the addition of Housing Opportunity Planning (HOP) grants, and several master plan updates. The BAR Housing MP Chapter concluded January 2024 and the GSCH project concluded in November 2023.
2. Federal Agencies: The EDA contract ended 6/30/24 and the new contract has a start date of 7/1/24. There were delays in getting the new contract through EDA's new EDGE portal system, but it has been resolved and billing will commence in August.
3. State Awards Revenue: NHDES Coastal 24 and Project of Special Merit concluded in the previous fiscal year. The CDBG Gafney Home project has concluded and one final invoice will be sent for grant administration next month. Given the changing nature of the state contract "portfolio", it is hard to compare each contract from one fiscal year to another.
4. MPO Revenue: The new UPWP contract started 7/1/23 for another two-year cycle, ending 6/30/25.
5. Personnel Costs: Over the past couple of years, salaries have been slowly increased to better reflect labor market conditions and to encourage employee retention. Increases in pension and payroll tax expenses correlate to the increase in salaries. In the current year, benefits expenses have risen due to increases in insurance costs and the addition of Paid Family and Medical Leave benefits (premiums paid quarterly).
6. Copier Maintenance Contract: In the previous fiscal year, we received credit from Canon for \$319.85 for a lease refund on the old copier.
7. Office Operating Software: The increase from the previous fiscal year reflects the purchase of Foxit, to replace current Adobe licenses, and Posit Shiny Apps, billed to UPWP.
8. Traffic Counting Supplies: The increase from the previous fiscal year reflects renewal of the AI traffic count system subscription, that will be paid by UPWP.
9. Meetings Expense: Meetings Advertising Expense for this year will be paid by UPWP for various transportation related advertising announcing public comment periods. Meeting Expense Other in the previous year included annual meeting payments received for two years, transferred from PayPal.
10. Office Expense: In the previous fiscal year, employees received a \$25 per pay expense reimbursement for use of their home office equipment and internet. This benefit was paid through the 7/14/23 paycheck.
11. Accounting, Audit: The Audit amount for FY25 increased by \$6,000 to audit the FY24 financial statements. See discussion under Accrued Expenses on the Balance Sheet.
12. Pass Through Expenses: These are contingent on contracts in effect, and the timing of contractor invoices for each month. The majority of HOP grants ended July of this year, resulting in receipt of rather large contractor invoices.

**Strafford Regional Planning Commission**  
**Income by Customer**  
**July 2024**

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Accrual Basis

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>2000 LTA (Local Technical Assistance)</b>			
07/01/20	2000 LTA (...	Dues 138666.33 (LESS NOT)=11555.53 AUG-JUN, JUL 115...	11,555.50
Total 2000 LTA (Local Technical Assistance)			11,555.50
<b>3300 City of Dover</b>			
<b>3304 Dover HOP Audit &amp; Ordinance</b>			
07/31/20	3300 City of...	Progress Billing - Dover HOP - PO 202405428 - July 2024	5,016.82
Total 3304 Dover HOP Audit & Ordinance			5,016.82
Total 3300 City of Dover			5,016.82
<b>3500 Town of Farmington</b>			
<b>3507 FAR HOP Grant</b>			
07/29/20	3500 Town ...	Farmington Housing Opportunity Planning (HOP) Grant Final ...	17,105.96
Total 3507 FAR HOP Grant			17,105.96
<b>3501 FAR Circuit Rider</b>			
07/31/20	3500 Town ...	Progress Billing - Farmington Circuit Rider - July 2024	4,442.16
Total 3501 FAR Circuit Rider			4,442.16
Total 3500 Town of Farmington			21,548.12
<b>4000 Town of New Durham</b>			
<b>4004 NDU HOP (Hsg, LU, Vision)</b>			
07/29/20	4000 Town ...	Final Billing - New Durham HOP - July 2024	7,438.61
07/29/20	4000 Town ...	To record when contracts go over budget in QuickBooks	-80.56
Total 4004 NDU HOP (Hsg, LU, Vision)			7,358.05
Total 4000 Town of New Durham			7,358.05
<b>4100 Town of Newmarket</b>			
<b>4107 NKT HOP 3 FORM BASED CODE</b>			
07/29/20	4100 Town ...	Final Billing - Newmarket HOP3 Form Based Code - July 2024	37,480.59
Total 4107 NKT HOP 3 FORM BASED CODE			37,480.59
<b>4106 NKT MP Other</b>			
07/31/20	4100 Town ...	Progress Billing - Newmarket Master Plan Other Updates- Jul...	2,019.20
Total 4106 NKT MP Other			2,019.20
<b>4105 NKT HOP1 MP Housing</b>			
07/29/20	4100 Town ...	Final Billing - Newmarket HOP1 MP Housing - July 2024	687.14
Total 4105 NKT HOP1 MP Housing			687.14

**Strafford Regional Planning Commission**  
**Income by Customer**  
**July 2024**

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Accrual Basis

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Total 4100	Town of Newmarket		40,186.93
<b>4200 Town of Northwood</b>			
<b>4201 NOR Circuit Rider</b>			
07/31/20	4200 Town ...	Progress Billing - Northwood Circuit Rider - July 2024	1,413.75
Total 4201	NOR Circuit Rider		1,413.75
Total 4200	Town of Northwood		1,413.75
<b>4300 Town of Nottingham</b>			
<b>4301 NOT Circuit Rider</b>			
07/31/20	4300 Town ...	Progress Billing - Nottingham Circuit Rider - July 2024	2,520.55
Total 4301	NOT Circuit Rider		2,520.55
Total 4300	Town of Nottingham		2,520.55
<b>4400 City of Rochester</b>			
<b>4403 ROC Rec MP</b>			
07/31/20	4400 City of...	Rochester Recreation Master Plan Chapter - July 2024	1,946.98
07/31/20	4400 City of...	Cash Match - Rochester Recreation Chapter	-297.00
Total 4403	ROC Rec MP		1,649.98
Total 4400	City of Rochester		1,649.98
<b>4600 City of Somersworth</b>			
<b>4605 SOM MP &amp; Audit</b>			
07/29/20	4600 City of...	Somersworth Housing Master Plan Chapter and Regulatory F...	8,356.90
Total 4605	SOM MP & Audit		8,356.90
Total 4600	City of Somersworth		8,356.90
<b>4700 Town of Strafford</b>			
<b>4701 Strafford Circuit Rider</b>			
07/31/20	4700 Town ...	Progress Billing - Strafford Circuit Rider - July 2024	3,977.70
Total 4701	Strafford Circuit Rider		3,977.70
Total 4700	Town of Strafford		3,977.70
<b>5120 NHCF</b>			
<b>5121 NHCF MIL 3 Ponds</b>			
07/31/20	5120 NHCF...	Progress Billing NHCF - GB2030 - Milton Watershed Plan - P...	1,783.07
Total 5121	NHCF MIL 3 Ponds		1,783.07
Total 5120	NHCF		1,783.07
<b>5201 UNH</b>			

**Strafford Regional Planning Commission**  
**Income by Customer**  
**July 2024**

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Accrual Basis

Date	Name	Memo	Amount
<b>5209 UNH PREPA SOM NR MP</b>			
07/31/20	5201 UNH:...	Progress Billing - Somersworth PREPA NRI P0139200- July ...	927.05
Total 5209 UNH PREPA SOM NR MP			927.05
<b>5208 UNH PREPA LEE NRI</b>			
07/31/20	5201 UNH:...	Progress Billing -LEE PREPA NRI #P0138340- July 2024	5,722.49
Total 5208 UNH PREPA LEE NRI			5,722.49
<b>5207 UNH PREPA DOV NRI</b>			
07/31/20	5201 UNH:...	Progress Billing -DOV PREPA NRI P0138306- 06/01-7/31/ 24	5,087.04
Total 5207 UNH PREPA DOV NRI			5,087.04
Total 5201 UNH			11,736.58
<b>6000 Business and Economic Affairs</b>			
<b>6004 FY2024-2025 TBG</b>			
07/31/20	6000 Busin...	Targeted Block Grant 24-25 - Progress Billing - July 2024	1,394.39
Total 6004 FY2024-2025 TBG			1,394.39
Total 6000 Business and Economic Affairs			1,394.39
<b>6100 NH DES</b>			
<b>6105 Coastal 2025</b>			
07/31/20	6100 NH D...	Progress Billing Coastal TA FY25- 24-306-08- July 2024	672.87
Total 6105 Coastal 2025			672.87
<b>6306 LSWP NOR SWP-374</b>			
07/31/20	6100 NH D...	Progress Billing - LSWP - SWP-374 - July 2024	2,497.00
Total 6306 LSWP NOR SWP-374			2,497.00
Total 6100 NH DES			3,169.87
<b>6500 DEPT OF SAFETY (OEM)</b>			
<b>6503 BRIC 21 MAD,NOR,ROC</b>			
07/31/20	6500 DEPT...	Progress Billing - 23BRIC21 4393 Invoice Tracker - 6/1-7/31/...	2,000.00
07/31/20	6500 DEPT...	BRIC21 In Kind Match	-500.00
Total 6503 BRIC 21 MAD,NOR,ROC			1,500.00
<b>6502 BRIC DUR MID MIL NOT STR</b>			
07/31/20	6500 DEPT...	23BRIC20 4393 Progress Billing - 6/1-7/31/24	1,366.65
07/31/20	6500 DEPT...	BRIC20 In Kind Match	-341.66
Total 6502 BRIC DUR MID MIL NOT STR			1,024.99

**Strafford Regional Planning Commission**  
**Income by Customer**  
**July 2024**

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Accrual Basis

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Total 6500 DEPT OF SAFETY (OEM)			2,524.99
<b>6800 NH Housing Authority</b>			
<b>6802 Housing Navigator</b>			
07/31/20	6800 NH H...	NHHFA Housing Navigator - July 2024	12,104.41
Total 6802 Housing Navigator			12,104.41
Total 6800 NH Housing Authority			12,104.41
<b>7100 EPA</b>			
<b>7111 Brownfields 24-28</b>			
07/31/20	7100 EPA:7...	Brownfields 24-28 Progress Billing - July 2024	1,733.72
Total 7111 Brownfields 24-28			1,733.72
Total 7100 EPA			1,733.72
<b>7200 HUD</b>			
<b>7201 HUD EDI Regional Plan</b>			
07/31/20	7200 HUD:...	Progress Billing - HUD B-22-CP-NH-0567 - July 2024	8,195.29
Total 7201 HUD EDI Regional Plan			8,195.29
Total 7200 HUD			8,195.29
<b>8000 DOT UPWP</b>			
<b>8002 UPWP 24-25</b>			
07/31/20	8000 DOT ...	Progress Billing - UPWP - July 2024	48,595.95
07/31/20	8000 DOT ...	10% Matching Funds	-4,859.60
Total 8002 UPWP 24-25			43,736.35
Total 8000 DOT UPWP			43,736.35
<b>8100 COAST</b>			
<b>8101 CommuteSmart Seacoast</b>			
07/31/20	8100 COAS...	COAST CommuteSmart Progress Billing - July 2024	359.77
07/31/20	8100 COAS...	CommteSmart Cash Match	-71.96
Total 8101 CommuteSmart Seacoast			287.81
Total 8100 COAST			287.81
<b>TOTAL</b>			<b><u>190,250.78</u></b>

**Strafford Regional Planning Commission**  
**Profit & Loss Budget vs. Actual**  
**July 2024**

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08/09/24

Accrual Basis

	Jul 24	Budget	\$ Over Bud...
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
SRPC Membership Dues	11,555.50	11,472.50	83.00
SRPC Revenue			
<b>Municipal and NonProfit Revenue</b>			
3304 DOV HOP	5,016.82	3,333.34	1,683.48
3501 FAR Circuit Rider	4,442.16	5,833.34	-1,391.18
3506 FAR Tax Maps FY23	0.00	370.85	-370.85
3507 FAR HOP Grant	17,105.96	17,500.00	-394.04
4004 NDU Housing and Land Use	7,438.61	5,000.00	2,438.61
4105 NKT HOP1 MP Housing	687.14	2,000.00	-1,312.86
4106 NKT MP Other	2,019.20	5,416.63	-3,397.43
4107 NKT HOP3 Form Based Code	37,480.59	22,000.00	15,480.59
4201 NORPlanning Services	1,413.75	2,500.00	-1,086.25
4301 NOT Circuit Rider	2,520.55	1,666.63	853.92
4403 ROC Rec Chapter	1,946.98	2,950.00	-1,003.02
4605 SOM MP and Audit	8,356.90	4,000.00	4,356.90
4701 Strafford Circuit Rider	3,977.70	3,000.00	977.70
4801 WAK Circuit Rider	0.00	208.37	-208.37
4803 WAK NBRC Union Hotel	0.00	500.00	-500.00
5121 NHCF GB2030 Milton Watersh	1,783.07	6,562.50	-4,779.43
5122 GB Signage	0.00	3,814.13	-3,814.13
5310 LRAC Mapping	0.00	763.34	-763.34
5501 GIS Projects	0.00	1.00	-1.00
<b>Total Municipal and NonProfit Reven...</b>	<b>94,189.43</b>	<b>87,420.13</b>	<b>6,769.30</b>
<b>Total SRPC Revenue</b>	<b>94,189.43</b>	<b>87,420.13</b>	<b>6,769.30</b>
<b>Federal Agencies Incl EDD</b>			
7004 EDD Partnership	0.00	11,666.63	-11,666.63
7111 EPA Brownfields FY24-28	1,733.72	11,275.00	-9,541.28
7201 HUD EDI CDS	8,195.29	49,666.63	-41,471.34
7301 USDA RD-FAR MIL	0.00	8,029.13	-8,029.13
<b>Total Federal Agencies Incl EDD</b>	<b>9,929.01</b>	<b>80,637.39</b>	<b>-70,708.38</b>
<b>State Award Revenue</b>			
Dept of Bus & Econ Affairs			
6004 TBG 24-25	1,394.39	925.88	468.51
<b>Total Dept of Bus &amp; Econ Affairs</b>	<b>1,394.39</b>	<b>925.88</b>	<b>468.51</b>
<b>NHDES</b>			
6306 LSWP NOR SWP-374	2,497.00	2,721.50	-224.50
6105 Coastal TA 2025	672.87	2,500.00	-1,827.13
6152 NKT Riverfront CRG	0.00	2,666.63	-2,666.63
6154 5YR CFRS Update	0.00	141.63	-141.63

**Strafford Regional Planning Commission**  
**Profit & Loss Budget vs. Actual**  
**July 2024**

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Accrual Basis

	Jul 24	Budget	\$ Over Bud...
<b>Total NHDES</b>	3,169.87	8,029.76	-4,859.89
<b>UNH</b>			
5206 UNH-GREAT BAY ADAPTS	0.00	466.66	-466.66
5207 UNH-PREPA DOV NRI	5,087.04	1,175.00	3,912.04
5208 UNH PREPA-LEE NRI	5,722.49	1,050.00	4,672.49
5209 UNH PREPA-SOM NAT RES MP	927.05	1,875.00	-947.95
5210 Evolve CAW Practice	0.00	1,166.65	-1,166.65
<b>Total UNH</b>	11,736.58	5,733.31	6,003.27
<b>CDFA</b>			
6602 CDBG Gafney	0.00	333.33	-333.33
6603 CDBG SOM YMCA	0.00	1,363.63	-1,363.63
<b>Total CDFA</b>	0.00	1,696.96	-1,696.96
<b>6802 NHHA Housing Navigator</b>	12,104.41	13,333.34	-1,228.93
<b>Pre-Disaster Mitigation</b>			
6502 BRIC20	1,366.65	900.00	466.65
6503 BRIC21 MAD NOR ROC	2,000.00	916.63	1,083.37
6504 HAZMIT 4516 DOV FAR NKT	0.00	2,933.37	-2,933.37
6505 BRIC22	0.00	1,111.12	-1,111.12
<b>Total Pre-Disaster Mitigation</b>	3,366.65	5,861.12	-2,494.47
<b>Total State Award Revenue</b>	31,771.90	35,580.37	-3,808.47 <sup>4</sup>
<b>MPO Revenue</b>			
<b>NH DOT</b>			
8002 UPWP 24-25	48,595.95	66,922.42	-18,326.47
8101 COAST/CMAQ	359.77	520.87	-161.10
<b>Total NH DOT</b>	48,955.72	67,443.29	-18,487.57
<b>Total MPO Revenue</b>	48,955.72	67,443.29	-18,487.57 <sup>5</sup>
<b>Contra Income Cash Match</b>			
4403 Cash Match ROC Rec Chapter	-297.00	-450.00	153.00
EDD Cash Match	0.00	-1,462.00	1,462.00
7301 USDA Cash Match	0.00	-112.00	112.00
7301 USDA Town Cash Match	0.00	-119.00	119.00
Coastal Cash Match	0.00	-413.00	413.00
DOT Cash Match	-4,859.60	-6,692.25	1,832.65
<b>Cash Match CommuteSmart</b>	-71.96	-104.13	32.17
<b>Total Contra Income Cash Match</b>	-5,228.56	-9,352.38	4,123.82
<b>Contra Income InKind/Soft Match</b>			
In-Kind EDD Match	0.00	-4,375.00	4,375.00



**Strafford Regional Planning Commission**  
**Profit & Loss Budget vs. Actual**  
**July 2024**

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08/09/24

Accrual Basis

	Jul 24	Budget	\$ Over Bud...
In-Kind Coastal Match	0.00	-833.37	833.37
BRIC20 IK Match	-341.66	-225.00	-116.66
BRIC21 IK Match	-500.00	-229.13	-270.87
6504 FAR_NKT 4516 Haz Mit IK	0.00	-733.37	733.37
6505 BRIC22 In Kind Match	0.00	-277.75	277.75
<b>Total Contra Income InKind/Soft Match</b>	<b>-841.66</b>	<b>-6,673.62</b>	<b>5,831.96</b>
<b>Total Income</b>	<b>190,250.78</b>	<b>266,527.68</b>	<b>-76,276.90</b>
<b>Gross Profit</b>	<b>190,250.78</b>	<b>266,527.68</b>	<b>-76,276.90</b> <sup>1</sup>
<b>Expense</b>			
<b>Personnel Expenses</b>			
Salary and Wages	84,678.44	86,144.12	-1,465.68
<b>Payroll Expenses</b>			
PFML	1,358.41	1,621.25	-262.84
Dental insurance expense	658.86	738.88	-80.02
Health incentive	118.35	0.00	118.35
Health Insurance expense	9,994.61	11,677.63	-1,683.02
Life Insurance expense	94.35	121.38	-27.03
LTD Insurance expense	50.62	66.50	-15.88
STD insurance expense	226.08	239.38	-13.30
Payroll Processing Fees	339.75	333.37	6.38
Pension expense	2,447.31	2,553.75	-106.44
Unemployment expense	246.67	246.63	0.04
Workers Compensation	155.92	155.88	0.04
Payroll Taxes	6,485.27	6,639.38	-154.11
<b>Total Payroll Expenses</b>	<b>22,176.20</b>	<b>24,394.03</b>	<b>-2,217.83</b>
Dues and Subscriptions	566.90	359.88	207.02
Staff Training and Seminars	149.00	1,333.37	-1,184.37
<b>Total Personnel Expenses</b>	<b>107,570.54</b>	<b>112,231.40</b>	<b>-4,660.86</b> <sup>6</sup>
<b>Equipment expense</b>			
Copier Maintenance Contract	325.00	325.00	0.00
<b>Office furniture</b>			
Computer equipment	0.00	468.75	-468.75
Office furniture - Other	0.00	83.37	-83.37
<b>Total Office furniture</b>	<b>0.00</b>	<b>552.12</b>	<b>-552.12</b>
<b>Other Equipment Repair and Cost</b>	<b>0.00</b>	<b>41.63</b>	<b>-41.63</b>
<b>Software expense</b>			
ArInfo/View software	651.67	531.63	120.04

**Strafford Regional Planning Commission**  
**Profit & Loss Budget vs. Actual**  
**July 2024**

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08/09/24

Accrual Basis

	Jul 24	Budget	\$ Over Bud...
Office Software	4,819.38	1,166.63	3,652.75 <sup>7</sup>
<b>Total Software expense</b>	<b>5,471.05</b>	<b>1,698.26</b>	<b>3,772.79</b>
<b>Traffic Count Expenses</b>			
Traffic counting supplies	1,700.00	250.00	1,450.00 <sup>8</sup>
<b>Total Traffic Count Expenses</b>	<b>1,700.00</b>	<b>250.00</b>	<b>1,450.00</b>
<b>Transportation Databases</b>	<b>0.00</b>	<b>2,330.00</b>	<b>-2,330.00 <sup>9</sup></b>
<b>Total Equipment expense</b>	<b>7,496.05</b>	<b>5,197.01</b>	<b>2,299.04</b>
<b>Fixed Expenses</b>			
Amortization-Building	2,341.87	0.00	2,341.87 <sup>10</sup>
Insurance			
Liability Insurance	774.50	0.00	774.50
Insurance - Other	0.00	774.50	-774.50
<b>Total Insurance</b>	<b>774.50</b>	<b>774.50</b>	<b>0.00</b>
Rent	89.76	2,500.00	-2,410.24
Vehicle Expenses	158.34	383.37	-225.03
<b>Total Fixed Expenses</b>	<b>3,749.33</b>	<b>3,657.87</b>	<b>91.46</b>
<b>Communications</b>			
Media Outreach Expense	0.00	83.37	-83.37
Office Telephone System	0.00	76.25	-76.25
Postage and Delivery	73.32	33.37	39.95
Telephone and Internet	461.53	300.00	161.53
Website maintenance and updates	116.98	98.75	18.23
<b>Total Communications</b>	<b>651.83</b>	<b>591.74</b>	<b>60.09</b>
<b>Administrative</b>			
Library & Planning Books	-159.00	0.00	-159.00
Meetings Expense	257.06	291.63	-34.57
Office Expense	86.95	833.37	-746.42
Office Supplies	429.95	333.37	96.58
Printing and Reproduction	0.00	125.00	-125.00
<b>Professional Fees</b>			
Accounting, Audit	7,500.00	1,500.00	6,000.00 <sup>11</sup>
Legal Fees	0.00	333.37	-333.37
<b>Total Professional Fees</b>	<b>7,500.00</b>	<b>1,833.37</b>	<b>5,666.63</b>
<b>Travel &amp; Ent</b>			

**Strafford Regional Planning Commission**  
**Profit & Loss Budget vs. Actual**  
**July 2024**

3:35 PM

08/09/24

Accrual Basis

	Jul 24	Budget	\$ Over Bud...
Travel	349.54	833.37	-483.83
<b>Total Travel &amp; Ent</b>	<b>349.54</b>	<b>833.37</b>	<b>-483.83</b>
<b>Total Administrative</b>	<b>8,518.75</b>	<b>4,250.11</b>	<b>4,268.64</b>
<b>Contract Labor</b>			
IT and Network support	1,430.00	1,740.00	-310.00
<b>Pass Through Expense</b>			
3507 FAR HOP Consultant	20,007.55	15,000.00	5,007.55
4107 NKT HOP3 Form Based Code	28,250.00	20,000.00	8,250.00
5207 DOV PREPA Consultant	5,050.00	750.00	4,300.00
5208 LEE PREPA Consultant	5,275.00	750.00	4,525.00
7111 EPA Brownfields Consultant	1,275.00	10,583.37	-9,308.37
7201 HUD EDI CDS RPC Exp	4,726.76	41,666.63	-36,939.87
7301 USDA RD FAR MIL Consultant	0.00	6,316.63	-6,316.63
NHDOT Consultant	9,294.18	5,833.37	3,460.81
<b>Total Pass Through Expense</b>	<b>73,878.49</b>	<b>100,900.00</b>	<b>-27,021.51</b> <sup>12</sup>
<b>Total Contract Labor</b>	<b>75,308.49</b>	<b>102,640.00</b>	<b>-27,331.51</b>
<b>Total Expense</b>	<b>203,294.99</b>	<b>228,568.13</b>	<b>-25,273.14</b>
<b>Net Ordinary Income</b>	<b>-13,044.21</b>	<b>37,959.55</b>	<b>-51,003.76</b>
<b>Other Income/Expense</b>			
Other Income			
Interest Income	18.12	8.37	9.75
<b>Total Other Income</b>	<b>18.12</b>	<b>8.37</b>	<b>9.75</b>
<b>Net Other Income</b>	<b>18.12</b>	<b>8.37</b>	<b>9.75</b>
<b>Net Income</b>	<b>-13,026.09</b>	<b>37,967.92</b>	<b>-50,994.01</b>

# Strafford Regional Planning Commission Profit & Loss Budget vs. Actual July 2024

3:35 PM

08/09/24

Accrual Basis

1. Revenues: Differences are mostly attributable to the timing of project work performed versus budgeting on an even monthly basis for the months the contract is in effect. Many projects are task-based and cannot be billed until a specified percentage of task completion, which may not coincide with the monthly budget revenue spread. Billing is also contingent upon receipt of contractor invoices for several projects, where SRPC administration of the project is minimal. Also keep in mind that the gross revenue figures include any match requirements for each project.
2. Municipal Revenue: The FAR Tax Maps is just starting in Aug. The majority of the HOP grants concluded in July (#3507, 4004, 4105, 4107, 4605). The DOV HOP is extended through December of this year.
3. Federal Agency Revenue: The new EDA grant started 7/1/24, but there was a delay getting the contract set up in EPA's new EDGE portal. The EPA Brownfields grant is mainly contingent on the receipt of contractor invoices. HUD is mainly contingent on receipt of the RPC invoices. USDA is off to a slow start.
4. State Award Revenue: Work on the NH DES 5YR CFRS Update has not begun yet. Work on the UNH Evolve CAW Practice has not started yet. Under Pre-Disaster Mitigation, the HazMit 4516 has a start date of 8/1/24, and the BRIC22 grant has not been executed yet.
5. MPO Revenue: Funds for the UPWP are expected to be spent fully down during this second year of the contract.
6. Personnel: Salaries and Wages were spread evenly over the 12-month period. Actual utilization of interns may not coincide with the monthly budgeting of these salaries. Health benefits and Pension expense were estimated and may not reflect actual staff utilization. Two staff members resigned in the month of April, and new hires for these positions may not coincide with the budgeting of salaries and associated benefits.
7. Office Software: In July, a \$3,391 one-time purchase of Foxit was made to replace Adobe, and SkinnyApps was purchased for \$550 and will be paid by UPWP.
8. Traffic Count Expense: Budgeted evenly over 12 months. Actual purchase timing may vary. In July, \$1,600 was paid to renew the AI traffic counter subscription.
9. Transportation Database: The INRIX dataset was budgeted over 12 months, and may not coincide with actual invoices.
10. Fixed Expense: See Balance Sheet note, Right of Use Asset to explain Amortization and Rent variances to budget. All lease payments were budgeted as Rent, rather being split out.
11. Accounting and Audit: A 7/1/24 journal entry was made to adjust the audit accrual amount and added \$6,000 additional audit costs for this fiscal year.
12. Pass Through Expenses: These expenses are contingent upon receipt of contractor invoices. Costs are distributed evenly over the course of the year and may not agree with the timing of actual costs, invoices received, or actual contract start dates.

# Strafford Regional Planning Commission

## Fiscal Year 2026 Dues Rates

Presented for Adoption by the SRPC Commission September 20, 2024

CPI 2.9% 2.9%

Community	Current FY2025 Dues Rates				Proposed FY2026 Dues Rates				
	2022 Population Estimate	FY2025 Per Capita Rate for up to 5,000 Population with 3.2% CPI Increase	FY2025 Per Capita Rate for above 5,000 Population with 3.2% CPI Increase	FY2025 Dues	2023 Population Estimate	FY2026 Per Capita Rate for up to 5,000 Population with 3.2% CPI Increase	FY2026 Per Capita Rate for above 5,000 Population with 3.2% CPI Increase	FY2026 Dues	Dues Change from FY2025
Rochester	33,018	\$1.2874	\$0.6072	\$23,450.21	33,555	\$1.3247	\$0.6248	\$24,465.80	\$1,015.59
Dover	33,234	\$1.2874	\$0.6072	\$23,581.37	33,360	\$1.3247	\$0.6248	\$24,343.95	\$762.59
Durham	14,695	\$1.2874	\$0.6072	\$12,324.08	15,069	\$1.3247	\$0.6248	\$12,915.17	\$591.09
Somersworth	12,037	\$1.2874	\$0.6072	\$10,710.09	12,026	\$1.3247	\$0.6248	\$11,013.81	\$303.72
Barrington	9,474	\$1.2874	\$0.6072	\$9,153.78	9,568	\$1.3247	\$0.6248	\$9,477.97	\$324.19
Newmarket	9,459	\$1.2874	\$0.6072	\$9,144.67	9,534	\$1.3247	\$0.6248	\$9,456.73	\$312.06
Farmington	6,839	\$1.2874	\$0.6072	\$7,553.75	6,841	\$1.3247	\$0.6248	\$7,774.06	\$220.31
Nottingham	5,371	\$1.2874	\$0.6072	\$6,662.35	5,372	\$1.3247	\$0.6248	\$6,856.18	\$193.83
Wakefield	5,288	\$1.2874	\$0.6072	\$6,611.95	5,315	\$1.3247	\$0.6248	\$6,820.57	\$208.62
Northwood	4,684	\$1.2874		\$6,030.25	4,698	\$1.3247		\$6,223.67	\$193.42
Lee	4,567	\$1.2874		\$5,879.62	4,592	\$1.3247		\$6,083.25	\$203.63
Milton	4,536	\$1.2874		\$5,839.71	4,539	\$1.3247		\$6,013.03	\$173.33
Strafford	4,280	\$1.2874		\$5,510.13	4,289	\$1.3247		\$5,681.85	\$171.72
New Durham	2,770	\$1.2874		\$3,566.14	2,782	\$1.3247		\$3,685.45	\$119.31
Rollinsford	2,638	\$1.2874		\$3,396.20	2,635	\$1.3247		\$3,490.71	\$94.52
Madbury	1,964	\$1.2874		\$2,528.48	1,963	\$1.3247		\$2,600.48	\$72.00
Middleton	1,856	\$1.2874		\$2,389.44	1,855	\$1.3247		\$2,457.41	\$67.97
Brookfield	774	\$1.2874		\$996.46	769	\$1.3247		\$1,018.73	\$22.27
<b>TOTALS</b>	<b>157,484</b>			<b>\$145,328.65</b>	<b>158,762</b>			<b>\$150,378.82</b>	<b>\$5,050.16</b>

Sources:

CPI: <https://www.bls.gov/bls/news-release/cpi.htm>

Population Estimates: [https://www.nheconomy.com/office-of-planning-and-development/what-we-do/state-data-center-\(census-data\)/population-estimates](https://www.nheconomy.com/office-of-planning-and-development/what-we-do/state-data-center-(census-data)/population-estimates)

### History of SRPC's Dues Relative to the Annual Budget

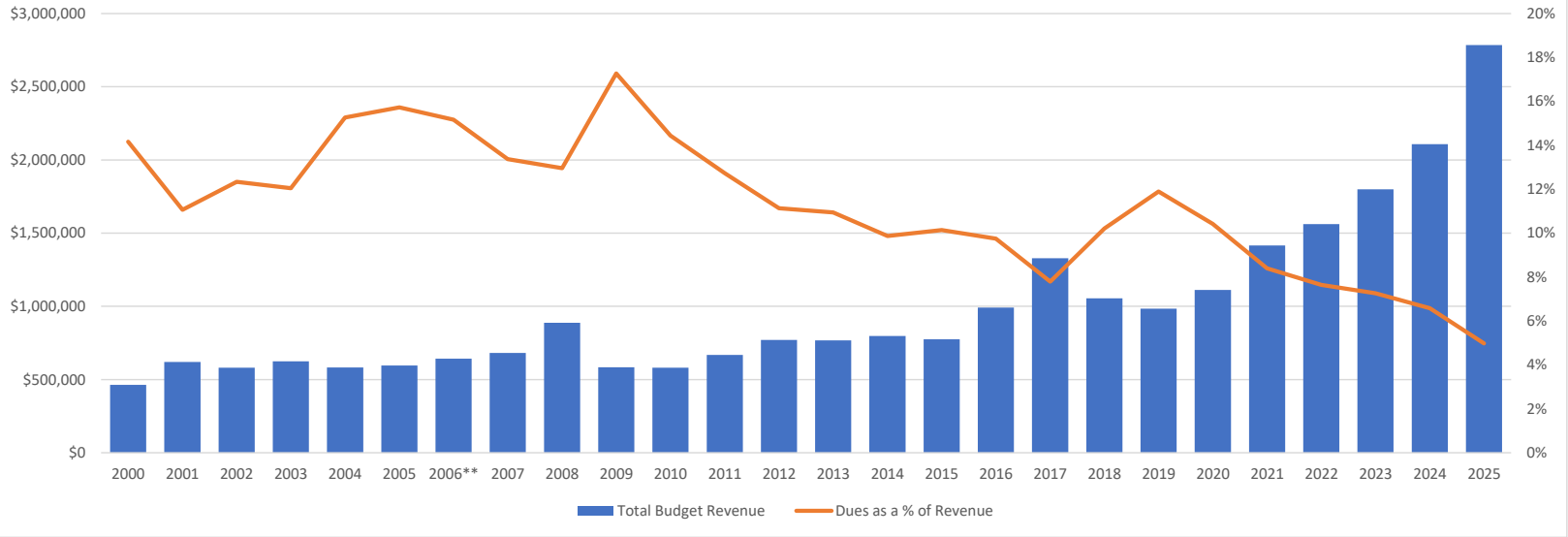
FY	Dues Assessment	Dues Revenue*	Total Budget Revenue	Dues as a % of Revenue	Dues Used as Grant Match	% of Dues Used as Match	Non-Dues Paying Communities	Notes
2000	\$65,560	\$65,560	\$463,052	14%	\$26,885	41%		NA
2001	\$68,546	\$68,546	\$619,676	11%	\$29,396	43%		NA
2002	\$71,596	\$71,596	\$580,372	12%	\$31,499	44%		Adjusted by updated population estimates and CPI (3.4%)
2003	\$75,227	\$75,227	\$624,465	12%	\$36,347	48%		Adjusted by updated population estimates and CPI (2.7%)
2004	\$88,903	\$88,903	\$582,348	15%	\$47,243	53%	BRK joined SRPC from LRPC	Adjusted by population estimates and anticipated labor cost increases
2005	\$93,800	\$93,800	\$596,300	16%	\$62,185	66%		Adjusted by updated population estimates and CPI (2.1%) and +1.5% value added
2006**	\$97,552	\$97,552	\$643,093	15%	\$50,018	51%		Current System Implemented; Adjusted by updated population estimates only
2007	\$107,978	\$91,159	\$681,780	13%	\$47,125	52%	DOV	Adjusted by updated population estimates and CPI (3.2%)
2008	\$115,027	\$115,027	\$887,312	13%	\$85,097	74%		Adjusted by updated population estimates and CPI (4.3%) and +1% value added
2009	\$119,285	\$100,985	\$584,656	17%	\$59,488	59%	DOV	Adjusted by updated population estimates and CPI (2.7%)
2010	\$119,285	\$83,908	\$581,107	14%	\$82,583	98%	DOV, FAR, MIL, WAK	No adjustments
2011	\$120,883	\$85,058	\$668,297	13%	\$12,468	15%	DOV, FAR, MIL, WAK	Adjusted by updated population estimates only
2012	\$123,075	\$85,876	\$770,991	11%	\$22,549	26%	BRK, DOV, FAR, MIL, WAK	Adjusted by updated population estimates and CPI (1.1%)
2013	\$121,544	\$84,053	\$768,096	11%	\$42,456	51%	BRK, DOV, FAR, MIL, WAK	Adjusted with 2010 Census Population only
2014	\$121,544	\$78,620	\$796,908	10%	\$53,027	67%	BRK, DOV, FAR, MIL, NOT, WAK	No adjustments
2015	\$121,497	\$78,620	\$775,554	10%	\$18,303	23%	BRK, DOV, FAR, MIL, NOT, WAK	No adjustments
2016	\$124,049	\$96,673	\$991,466	10%	\$61,310	63%	BRK, MIL, NDU, NOT, WAK	Adjusted by updated population estimates and CPI (2.1%)
2017	\$124,173	\$103,551	\$1,328,036	8%	\$79,565	77%	BRK, MIL, NDU, NOT, WAK	Adjusted by updated population estimates and CPI (0.1%)
2018	\$125,415	\$107,678	\$1,055,012	10%	\$69,299	64%	BRK, MIL, NOT, WAK	Adjusted by updated population estimates and CPI (1.0%)
2019	\$129,217	\$117,049	\$983,567	12%	\$72,173	62%	BRK, MIL, NOT	Adjusted by updated population estimates and CPI (1.6%)
2020	\$133,861	\$115,876	\$1,111,783	10%	\$69,407	60%	BRK, LEE, MIL, NOT	Adjusted by updated population estimates and CPI (2.9%)
2021	\$137,284	\$118,806	\$1,415,073	8%	\$73,058	61%	BRK, LEE, MIL, NOT	Adjusted by updated population estimates and CPI (1.8%)
2022	\$137,994	\$119,402	\$1,561,968	8%	\$78,595	66%	BRK, LEE, MIL, NOT	Adjusted by updated population estimates only
2023	\$137,994	\$130,755	\$1,799,929	7%	\$94,976	73%	BRK, NOT	Dues frozen at 2022 rates
2024	\$139,764	\$138,822	\$2,108,418	7%	\$102,544	74%	BRK	Adjusted by updated population estimates only
2025	\$145,329	\$138,666	\$2,784,761	5%	\$115,536	83%	NOT	Adjusted by updated population estimates and CPI (3.2%)
2026	\$150,379							Adjusted by updated population estimates and CPI (2.9%)

\*Excludes non dues paying communities, reflects budgeted revenue

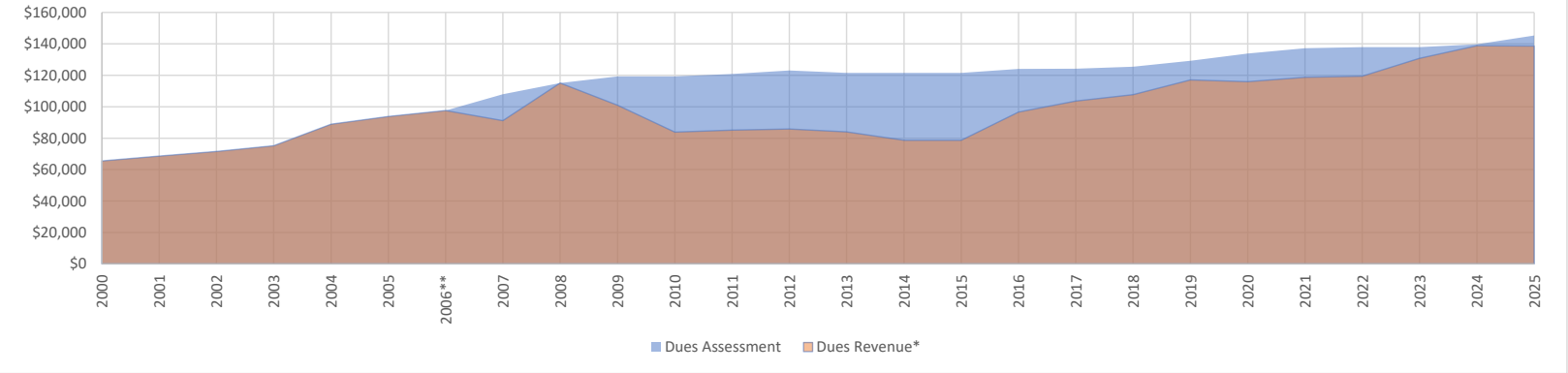
\*\* Dues Rate system shifted from 3 separate per capita rates (pop >10,000; pop 5,000 - 9,999; <5,000) to a base rate for first 5,000 person and a reduced rate for population beyond 5,000

All figures above are based upon the adopted budget for the fiscal year

Annual Dues Relative to Total Budget Revenue



Comparison of Dues Assessed and Dues Without Non-Paying Communities



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### Approved Dollars

#### DURHAM - T2 UNH (44559)

All Project Cost: \$910,840

Route/Road/Entity: Technology Transfer Center

Scope: Funding for the Technology Transfer Center @ UNH

Phase	Year	Federal	State	Other	Total	Funding
Other	2024	\$407,148	\$0	\$40,000	\$447,148	Local Tech Assistance Program, Non Par Other, State Planning and Research, Toll Credit
Other	2025	\$422,212	\$0	\$41,480	\$463,692	Local Tech Assistance Program, Non Par Other, State Planning and Research, Toll Credit
		<b>\$829,360</b>	<b>\$0</b>	<b>\$81,480</b>	<b>\$910,840</b>	

Regionally Significant: No    Managed By: Muni/Local    CAA Code: ATT    RPC: Undetermined

### Proposed Dollars

#### DURHAM - T2 UNH (44559)

All Project Cost: \$894,296

Route/Road/Entity: Technology Transfer Center

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
Other	2024	\$470,790	\$0	\$40,000	\$510,790	Local Tech Assistance Program, Non Par Other, State Planning and Research, Toll Credit
Other	2025	\$343,506	\$0	\$40,000	\$383,506	Local Tech Assistance Program, Non Par Other, State Planning and Research, Toll Credit
		<b>\$814,296</b>	<b>\$0</b>	<b>\$80,000</b>	<b>\$894,296</b>	

Regionally Significant: No    Managed By: Muni/Local    CAA Code: ATT    RPC: Undetermined

Shifting funds and inflation. Changes coordinated between NHDOT and UNH Technology Transfer Center (T2). UNH T2 staff work regularly with SRPC on data collection methodology and educational and collaboration opportunities.

### Approved Dollars

**PROGRAM (BRDG-T1/2-M&P)**

All Project Cost: \$210,597,000

Route/Road/Entity: Tier 1-2 Bridges

Scope: Maintenance & preservation of tier 1 & 2 bridges.

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$650,000	\$0	\$0	\$650,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2024	\$350,000	\$0	\$0	\$350,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2025	\$100,000	\$0	\$0	\$100,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$80,000	\$0	\$0	\$80,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2023	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2024	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2025	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2026	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$14,900,000	\$0	\$0	\$14,900,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2024	\$18,835,000	\$0	\$0	\$18,835,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2025	\$8,725,000	\$0	\$0	\$8,725,000	National Highway Performance, STBG-State Flexible, TAP-Non Urban Areas Under 5K, Toll Credit
Construction	2026	\$6,425,000	\$0	\$0	\$6,425,000	National Highway Performance, STBG-State Flexible, TAP-Non Urban Areas Under 5K, Toll Credit
		<b>\$50,165,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,165,000</b>	

Regionally Significant: No    Managed By: DOT    CAA Code: ALL    RPC: Undetermined

### Proposed Dollars

**PROGRAM (BRDG-T1/2-M&P)**

All Project Cost: \$210,597,000

Route/Road/Entity: Tier 1-2 Bridges

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$650,000	\$0	\$0	\$650,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2024	\$350,000	\$0	\$0	\$350,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2025	\$100,000	\$0	\$0	\$100,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$80,000	\$0	\$0	\$80,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2023	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2024	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2025	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2026	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$14,900,000	\$0	\$0	\$14,900,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2024	\$18,935,000	\$0	\$0	\$18,935,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2025	\$8,725,000	\$0	\$0	\$8,725,000	National Highway Performance, STBG-State Flexible, TAP-Non Urban Areas Under 5K, Toll Credit
Construction	2026	\$6,325,000	\$0	\$0	\$6,325,000	National Highway Performance, STBG-State Flexible, TAP-Non Urban Areas Under 5K, Toll Credit
		<b>\$50,165,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,165,000</b>	

Regionally Significant: No

Managed By: DOT

CAA Code: ALL

RPC: Undetermined

No "child projects" in the Strafford region

### Approved Dollars

#### PROGRAM (HSIP)

All Project Cost: \$260,992,509

Route/Road/Entity: Various

Scope: HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$2,000,000	\$0	\$0	\$2,000,000	Highway Safety Improvement Program (HSIP), Toll Credit
<b>PE</b>	<b>2024</b>	<b>\$2,000,000</b>	\$0	\$0	\$2,000,000	Highway Safety Improvement Program (HSIP), Toll Credit
PE	2025	\$2,000,000	\$0	\$0	\$2,000,000	Highway Safety Improvement Program (HSIP), Toll Credit
PE	2026	\$350,000	\$0	\$0	\$350,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2023	\$200,000	\$0	\$0	\$200,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2024	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2025	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
<b>ROW</b>	<b>2026</b>	<b>\$150,000</b>	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2023	\$11,477,727	\$0	\$0	\$11,477,727	Highway Safety Improvement Program (HSIP), Toll Credit
<b>Construction</b>	<b>2024</b>	<b>\$10,176,257</b>	\$0	\$0	\$10,176,257	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2025	\$6,566,339	\$0	\$0	\$6,566,339	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2026	\$9,979,350	\$0	\$0	\$9,979,350	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2023	\$770,000	\$0	\$0	\$770,000	Highway Safety Improvement Program (HSIP), Toll Credit
<b>Other</b>	<b>2024</b>	<b>\$150,000</b>	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2025	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2026	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
		<b>\$46,419,673</b>	<b>\$0</b>	<b>\$0</b>	<b>\$46,419,673</b>	

Regionally Significant: No

Managed By: DOT

CAA Code: E-6

RPC: Undetermined

### Proposed Dollars

#### PROGRAM (HSIP)

All Project Cost: \$260,992,509

Route/Road/Entity: Various

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$2,000,000	\$0	\$0	\$2,000,000	Highway Safety Improvement Program (HSIP), Toll Credit
<b>PE</b>	<b>2024</b>	<b>\$1,575,800</b>	\$0	\$0	\$1,575,800	Highway Safety Improvement Program (HSIP), Toll Credit
PE	2025	\$2,000,000	\$0	\$0	\$2,000,000	Highway Safety Improvement Program (HSIP), Toll Credit
PE	2026	\$350,000	\$0	\$0	\$350,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2023	\$200,000	\$0	\$0	\$200,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2025	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
ROW	2026	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2023	\$11,477,727	\$0	\$0	\$11,477,727	Highway Safety Improvement Program (HSIP), Toll Credit
<b>Construction</b>	<b>2024</b>	<b>\$10,625,876</b>	\$0	\$0	\$10,625,876	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2025	\$6,566,339	\$0	\$0	\$6,566,339	Highway Safety Improvement Program (HSIP), Toll Credit
Construction	2026	\$9,979,350	\$0	\$0	\$9,979,350	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2023	\$770,000	\$0	\$0	\$770,000	Highway Safety Improvement Program (HSIP), Toll Credit
<b>Other</b>	<b>2024</b>	<b>\$330,000</b>	\$0	\$0	\$330,000	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2025	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
Other	2026	\$150,000	\$0	\$0	\$150,000	Highway Safety Improvement Program (HSIP), Toll Credit
		<b>\$46,475,092</b>	<b>\$0</b>	<b>\$0</b>	<b>\$46,475,092</b>	

Regionally Significant: No

Managed By: DOT

CAA Code: E-6

RPC: Undetermined

No changes to "child" projects in the Strafford region.  
Projects in Rochester, Durham, and Farmington

### Approved Dollars

**PROGRAM (PAVE-T1-RESURF)**

All Project Cost: \$242,882,690

Route/Road/Entity: Tier 1 Highways

Scope: Preservation of Tier 1 Highways

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$450,000	\$0	\$0	\$450,000	National Highway Performance, STBG-State Flexible, Toll Credit
<b>PE</b>	<b>2024</b>	<b>\$375,000</b>	\$0	\$0	\$375,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2025	\$225,000	\$0	\$0	\$225,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$300,000	\$0	\$0	\$300,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$18,000,000	\$0	\$0	\$18,000,000	National Highway Performance, STBG-State Flexible, Toll Credit
<b>Construction</b>	<b>2024</b>	<b>\$13,000,000</b>	\$0	\$0	\$13,000,000	National Highway Performance, Toll Credit
Construction	2025	\$12,250,000	\$0	\$0	\$12,250,000	National Highway Performance, Toll Credit
<b>Construction</b>	<b>2026</b>	<b>\$12,250,000</b>	\$0	\$0	\$12,250,000	National Highway Performance, Toll Credit
		<b>\$56,850,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$56,850,000</b>	

Regionally Significant: No

Managed By: DOT

CAA Code: E-10

RPC: Undetermined

### Proposed Dollars

#### PROGRAM (PAVE-T1-RESURF)

All Project Cost: \$242,882,690

Route/Road/Entity: Tier 1 Highways

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$450,000	\$0	\$0	\$450,000	National Highway Performance, STBG-State Flexible, Toll Credit
<b>PE</b>	<b>2024</b>	<b>\$482,900</b>	\$0	\$0	\$482,900	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2025	\$225,000	\$0	\$0	\$225,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$300,000	\$0	\$0	\$300,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$18,000,000	\$0	\$0	\$18,000,000	National Highway Performance, STBG-State Flexible, Toll Credit
<b>Construction</b>	<b>2024</b>	<b>\$20,808,170</b>	\$0	\$0	\$20,808,170	National Highway Performance, Toll Credit
Construction	2025	\$12,250,000	\$0	\$0	\$12,250,000	National Highway Performance, Toll Credit
<b>Construction</b>	<b>2026</b>	<b>\$4,333,930</b>	\$0	\$0	\$4,333,930	National Highway Performance, Toll Credit
		<b>\$56,850,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$56,850,000</b>	

Regionally Significant: No

Managed By: DOT

CAA Code: E-10

RPC: Undetermined

No "child projects" in the Strafford region

### Approved Dollars

**PROGRAM (PAVE-T2-RESURF)**

All Project Cost: \$536,950,000

Route/Road/Entity: Tier 2 Highways

Scope: Resurfacing Tier 2 Roadways

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$2,350,000	\$0	\$0	\$2,350,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2024	\$1,845,000	\$0	\$0	\$1,845,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2025	\$2,500,000	\$0	\$0	\$2,500,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$2,155,000	\$0	\$0	\$2,155,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2023	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2024	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2025	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2026	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$36,500,000	\$6,000,000	\$0	\$42,500,000	Betterment, National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2024	\$29,725,000	\$6,000,000	\$0	\$35,725,000	Betterment, National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2025	\$20,625,000	\$2,750,000	\$0	\$23,375,000	Betterment, National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2026	\$20,625,000	\$2,750,000	\$0	\$23,375,000	Betterment, National Highway Performance, STBG-State Flexible, Toll Credit
		<b>\$116,425,000</b>	<b>\$17,500,000</b>	<b>\$0</b>	<b>\$133,925,000</b>	

Regionally Significant: No

Managed By: DOT

CAA Code: E-10

RPC: Undetermined



### Proposed Dollars

**PROGRAM (PAVE-T2-RESURF)**

All Project Cost: \$536,950,000

Route/Road/Entity: Tier 2 Highways

Scope: No Change

Phase	Year	Federal	State	Other	Total	Funding
PE	2023	\$2,350,000	\$0	\$0	\$2,350,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2024	\$1,845,000	\$0	\$0	\$1,845,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2025	\$2,500,000	\$0	\$0	\$2,500,000	National Highway Performance, STBG-State Flexible, Toll Credit
PE	2026	\$2,155,000	\$0	\$0	\$2,155,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2023	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2024	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2025	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
ROW	2026	\$25,000	\$0	\$0	\$25,000	National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2023	\$36,500,000	\$6,000,000	\$0	\$42,500,000	Betterment, National Highway Performance, STBG-State Flexible, Toll Credit
<b>Construction</b>	<b>2024</b>	<b>\$53,725,000</b>	\$6,000,000	\$0	\$59,725,000	Betterment, National Highway Performance, STBG-State Flexible, Toll Credit
Construction	2025	\$20,625,000	\$2,750,000	\$0	\$23,375,000	Betterment, National Highway Performance, STBG-State Flexible, Toll Credit
<b>Construction</b>	<b>2026</b>	<b>\$8,625,000</b>	\$2,750,000	\$0	\$11,375,000	Betterment, National Highway Performance, STBG-State Flexible, Toll Credit
		<b>\$128,425,000</b>	<b>\$17,500,000</b>	<b>\$0</b>	<b>\$145,925,000</b>	

Regionally Significant: No

Managed By: DOT

CAA Code: E-10

RPC: Undetermined

Paving in Somersworth, Rochester, and Barrington on NH 125 & Old Rochester Rd/Old Dover Rd: inflation decrease in funds and move from FY25 to FY24