



October 23, 2020
9:00 am – 11:00 am

Via [Zoom](#)
Meeting ID 850 8405 0882
Password IRTC2020
Call-in
(312) 626-6799
Meeting ID 850 8405 0882
Password 402452
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MEETING AGENDA

1. Welcome & Introductions	Mayor Cook, City of Westfield	5 min.
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ITEMS FOR APPROVAL

2. Minutes from September 25, 2020 Executive Committee Meeting	Mayor Cook, City of Westfield	5 min.
3. Financial Resolution #s 011 and 012	Anna Gremling, IMPO	10 min.
a. Memorandum		
b. Resolution # 20-EXEC-011		
A. HNTB – Suburban Transit		
B. BLN/Boone County – Time extension only		
C. Matchbook		
D. Caliper		
E. Indy Translations		
c. Resolution # 20-EXEC-012		
2021 IMPO Budget		

STATUS REPORTS

4. Financial Report	Kristyn Sanchez, IMPO	5 min.
a. Income Statement		
b. Balance Sheet		
5. Bylaws	Anna Gremling, IMPO	15 min.
6. Executive Director Updates	Anna Gremling, IMPO	5 min.

OTHER BUSINESS

7. Other Items of Business	Anna Gremling, IMPO	5 min.
8. Adjournment	Mayor Cook, City of Westfield	1 min.

Indianapolis Metropolitan Planning Organization
Executive Committee Meeting Minutes
September 25th, 2020
 9:00 a.m.
 Online / Phone

Committee Members Present

Andy Cook – City of Westfield	Eric Wathen – Hendricks County
Andrew Klinger – Town of Plainfield	Brian Jessen – Town of Brownsburg
Dan Parker – City of Indianapolis	Inez Evans - IndyGo
Dennis Buckley – City of Beech Grove	Jason Taylor – City of Fishers

* = *Proxy*

Committee Members Absent

Mark Heribrandt – Hamilton County	
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Others Present

Anna Gremling – Indianapolis MPO	Sean Northup – Indianapolis MPO
Nick Badman – Indianapolis MPO	Danielle Gerlach – Indianapolis MPO
Kristyn Sanchez – Indianapolis MPO	Jen Higginbotham – Indianapolis MPO
Ryan Wilhite - IndyGo	Robert Dirks - FHWA

1. WELCOME

Andy Cook called the meeting to order at 9:03 a.m. He welcomed the members and turned the meeting over to **Anna Gremling**. She then took roll call attendance.

ITEMS FOR APPROVAL

2. MINUTES FOR AUGUST 28TH, 2020 EXECUTIVE COMMITTEE MEETING

Anna Gremling asked if there were any changes to the proposed minutes. There were none.

Member	Result	Member	Result
Westfield	Approve	Plainfield	Approve
Hendricks County	Approve	Brownsburg	Approve
Fishers	Approve	Beech Grove	Approve
Indianapolis	Approve	IndyGo	Approve

Dan Parker moved to approve the August 28th Executive Committee Minutes.
Andrew Klinger seconded the motion. A roll call vote was conducted.
 The August 28th Executive Committee Minutes were approved.
 MOTION PASSES.

3. APPROVAL OF CONTRACTS (RES. #20-EXEC-009)

Anna Gremling said a series of four contracts require approval for both increased cost and time-only extensions. The first is a contract with KSM Consulting for \$23,246.35. KSM Consulting provides on-call financial services for the IMPO. The other three contracts were no-cost, time-only extensions for Bicycle Indiana, HNTB, and Matchbook Creative.

Member	Result	Member	Result
Westfield	Approve	Plainfield	Approve
Hendricks County	Approve	Brownsburg	Approve
Fishers	Approve	Beech Grove	Approve
Indianapolis	Approve	IndyGo	Approve

Dan Parker moved to approve Resolution 20-EXEC-009.
Andrew Klinger seconded the motion. A roll call vote was conducted.
 Resolution 20-EXEC-009 was approved.
 MOTION PASSES.

4. AUGUST FINANCIAL REPORT

Kristyn Sanchez provided overview of August's financial reports for the IMPO. Staff closed out banking from June, July and August and realized that no interest was being accrued. She will be speaking with the bank about that issue.

5. EXECUTIVE DIRECTOR SALARY ADJUSTMENT (RES. #2020-EXEC-010)

Sean Northup said IMPO staff called around to different planning agencies around the Midwest to get an overview of complete benefit packages, including health care coverage, salary, holidays, paid time off, and other benefits. This complete benefits comparison was used to inform the proposed salary for the Executive Director. Per bylaws, the Transportation Policy Committee must be involved in executive director hiring and firing, but compensation is set by the Executive Committee. **Northup** recapped the findings and the discussion to date, and asked Board Chair **Andy Cook** for his recommendation on compensation. **Cook** said the organization is far behind where it should be with similar agencies and thinks that the IMPO needs to make some serious adjustments to salary to remain competitive in the Midwest. The Executive Committee recommended a salary of \$115,000 per year, retroactive to the date of separation on June 1st, 2020.

Member	Result	Member	Result
Westfield	Approve	Plainfield	Approve
Hendricks County	Approve	Brownsburg	Approve
Fishers	Approve	Beech Grove	Approve
Indianapolis	Approve	IndyGo	Approve

Inez Evans moved to increase the IMPO Executive Director's salary to \$115,000 per year, retroactive to June 1st, 2020.

Dennis Buckley seconded the motion. A roll call vote was conducted.

Resolution 20-EXEC-010 was approved.

MOTION PASSES.

STATUS REPORTS

6. BYLAWS

Anna Gremling said a few bylaws items needed to be addressed, including the structure of the Executive Committee. After discussion at the Committee's August meeting, the IMPO has decided to leave the structure it the way it is for now. Staff will ask Frost Brown Todd for clarification on proxies and flat rate dues payments by transit agencies, which is to be determined by the Transportation Policy Committee. There will also be a change in nomenclature in relation to language about the termination of Executive Director. **Ryan Wilhite** asked if the changes needed to go in front of the Transportation Policy Committee. **Gremling** said that any changes to bylaws will have to go before them.

7. DIRECTOR'S UPDATE

1. Federal Exchange

Anna Gremling said within the last 10 days, the IMPO received the fully executed contract for the Federal Exchange from INDOT. Staff will begin looking into how that will affect MPO operations and projects.

2. Asset Management Report

Gremling said this document was required in Indiana Code. IMPO staff will spend 10 minutes at the next Transportation Technical and Policy Committees to provide an overview of data.

3. Pedestrian and Bike Plan

Gremling said the Regional Bikeways Plan's Steering Committee will be meeting in early October, with public review of the draft opening in mid to late-October. IMPO staff anticipate a vote for the plan's approval in December.

4. TIP Amendments

Gremling provided a heads up on several upcoming TIP amendments. INDOT's North Split project will be increasing cost by \$150 million; this does not affect the IMPO. IndyGo's Redline Phases 2 and 3 to the north and south county lines of Marion County is being amended, instead asking to use a portion of the funding for electric bus replacements, and return the \$1.5 million that would have initially been used for infrastructure improvements. The Town of Brownsburg has two projects up for amendment. The South Green Street project was awarded \$5.7 million, with an original cost estimate of \$7.1 million. The current estimate for the project cost increased to \$15 million, so Brownsburg is relinquishing that funding back to the TIP. The second project was for East County Road 700, which was awarded \$3.8 million. The original cost estimate was \$4.3 million, and has now increased to \$7 million. Brownsburg is now seeking an increase of funding in the amount to \$5.6 million. **Andy Cook** said that he had been asked for clarification on why there will be no call for projects this fall, and asked if IMPO staff could provide a memo to them. **Andrew Klinger** asked **Brian Jessen** what was behind the big discrepancy in the large cost increase. **Jessen** said the town originally used rough engineering estimates, however the more they examined the detailed expenses, the more the costs began to climb.

OTHER BUSINESS

8. OTHER ITEMS OF BUSINESS

There were no other items of business.

9. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting.

Jason Taylor moved to adjourn the September 25th Executive Committee meeting.

Andrew Klinger seconded the motion.

The September 25th Transportation Policy Committee meeting was adjourned at 9:31 a.m.

MOTION PASSES.



Memo

To: Indianapolis Metropolitan Planning Organization Executive Committee

From: Anita Bjork, IMPO

Date: October 23, 2020

Re: Resolution Bundle 20 -EXEC-011 and 20-EXEC-012

Resolution Bundle 20 -EXEC-011 includes the following resolutions, which enable the Executive Director to enter into agreements with vendors for products and services as described:

20 -EXEC-011

A. HNTB Corporation

- a. To negotiate and execute an agreement with HNTB Corporation to provide assistance to the IMPO and planning partners in Central Indiana for development of the Central IN Transit Plan through various types of analysis, development, implementation and the education of residents on transit plans.
- b. Total Contract Cost: Not to exceed \$ 164,487.58 utilizing 80% federal funds (\$131,590.06) / 20% local match funds / (\$32,897.52) provided by MPO membership dues.
- c. Term to extend to December 31, 2022.

****NOTE:** We are requesting permission to terminate the previous contract with HNTB for regional transit studies and enter into a new agreement with HNTB for the services of continuing the facilitation and development of the Central Indiana Transit Plan. HNTB was originally selected as a contractor through a request-for-proposals procurement for transit planning services. The balance of remaining funds (\$164,487.58) will be transferred to the new agreement with HNTB.

Also, as a result of the new contract, the extension of time authorized at the Executive Committee meeting in September is hereby canceled.

B. Beam Longest Neff, LLC

- a. Brief description: Amendment 1 to provide a NO COST time extension to the Boone County Corridor Study CR 300 S
- b. Term: extension to June 30, 2021
- c. All other provisions remain the same.

C. Matchbook Creatives, Inc

- a. To negotiate and execute an agreement with Matchbook Creative Inc. to host and maintain the IndyMPO.org website, the custom IMPO invoicing portal and provide additional custom website asset services as necessary
- b. Total Cost: not to exceed \$30,000 utilizing 80% federal funds (\$24,000) and 20% local match funds (\$6,000) provided by IMPO membership dues
- c. Term extends to December 31, 2022.

D. The Caliper Corporation

- a. To negotiate and execute an agreement with The Caliper Corporation, to provide coding and consulting as necessary to support the IMPO Travel Demand Model to include training, model education, development of various model tools to assist with improvements, calibration, validation, model optimization and model review and recommendations
- b. Total Contract Cost: Not to exceed \$20,000 utilizing 80% federal funds (\$16,000) and /20% local match (\$4,000) provided by IMPO membership dues.
- c. Term extends to December 31, 2021.

E. Indy Translations, LLC

- a. To negotiate and execute an agreement with Indy Translations, LLC to provide translation services for the IMPO Spanish language webpage, IMPO documents and on-call translation and interpretation services.
- b. Total Cost: \$11,300 utilizing 80% federal funds (\$9,040.00) and / 20% local match (\$2,260) provided by IMPO membership dues.
- c. Term extends to December 31, 2021.

****NOTE:** We are requesting permission to terminate the previous contract with Indy Translations, LLC for translation services and enter into a new agreement with them. The balance of the remaining funds (\$11,300) will be transferred to the new agreement with Indy Translation, LLC.

Resolution 20-EXEC-012 includes one resolution which enables the Executive Board to review and discuss the 2021 IMPO budget and approve.

20-EXEC-012

A. 2021 IMPO Budget

**A RESOLUTION OF THE EXECUTIVE COMMITTEE OF
THE INDIANAPOLIS METROPOLITAN PLANNING ORGANIZATION
APPROVING CERTAIN ACTIONS**

Resolution Number 2020-EXEC-011

WHEREAS, the Indianapolis Metropolitan Planning Organization (the “IMPO”) is charged with the responsibility of providing for the continuing, cooperative and comprehensive transportation planning process for the Indianapolis Metropolitan Planning Area (“Planning Area”); and

WHEREAS, the IMPO Executive Committee (“Executive Committee”), a committee of the IMPO, is the overseeing body for the IMPO, other than for transportation-related funding activities of the IMPO under applicable U.S. Department of Transportation regulations; and

WHEREAS, it is the desire of the Executive Committee to authorize and approve certain actions as further set forth in this Resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Executive Committee of the IMPO as follows:

SECTION 1: That the Executive Director is approved and authorized to negotiate and enter into the contracts and agreements listed in Exhibit A attached hereto and incorporated by reference.

SECTION 2: That any prior action taken by the Executive Director or any staff necessary in connection with the item or items approved herein is hereby ratified and adopted as actions on behalf of the IMPO.

SECTION 3: That any officer, including but not limited to the Executive Director of the IMPO, and each of them, is authorized and empowered to take any and all action necessary and to execute all agreements, instruments and other documents, in such form and as each of such officer(s) considers necessary or desirable to effectuate the foregoing resolutions and to carry out the purposes thereof; the taking of any such action and execution of any such agreement, instrument or document to be conclusive evidence of the due authorization thereof by the Executive Committee of the IMPO.

SECTION 4: This Resolution shall be effective immediately upon its passage.

* * * * *

PASSED by the Executive Committee of the Indianapolis Metropolitan Planning Organization by a vote of ____ ayes and ____ nays this ____ day of _____, 2020.

Chair, Indianapolis MPO Executive Committee

Anna M. Gremling
Indianapolis MPO Executive Director

EXHIBIT A

CONTRACTS AND AGREEMENTS

HNTB CORPORATION

To negotiate and execute an agreement with HNTB Corporation to provide assistance to the IMPO and planning partners in Central Indiana for development of the Central IN Transit Plan through various types of analysis, development, implementation and the education of residents on transit plans utilizing 80% federal funds provided by the IMPO (\$131,590.06) and 20% local match funds provided by MPO membership dues (\$32,897.52) for a total amount not to exceed \$164,487.58. The agreement will extend to 12/31/22.

BEAM, LONGEST NEFF, LLC

To negotiate and execute Amendment 1 with Beam Longest Neff, LLC, to provide a no cost extension of time extending the term to June 30, 2021 regarding the corridor study of County Road 300S in Boone County, Indiana for expansion and reconstruction. All other provisions of the agreement remain unchanged.

MATCHBOOK CREATIVE, INC

To negotiate and execute an agreement with Matchbook Creative Inc. to host and maintain the IndyMPO.org website and the custom IMPO invoicing portal and provide additional custom website asset services as necessary utilizing 80% federal funds provided by the IMPO (\$24,000) and 20% local match funds provided by IMPO membership dues (\$6,000) for a total amount not to exceed \$30,000. The agreement will extend to 12/31/22.

THE CALIPER CORPORATION

To negotiate and execute an agreement with The Caliper Corporation, to provide coding and consulting as necessary to support the IMPO Travel Demand Model including training, model education, development of various model tools to assist with improvements, calibration, validation, model optimization and model review and recommendations utilizing 80% federal funds provided by the IMPO (\$16,000) and 20% local match funds provided by IMPO membership dues (\$4,000) for a total amount not to exceed \$20,000. The agreement will extend to 12/31/21.

INDY TRANSLATIONS, LLC

To negotiate and execute an agreement with Indy Translations, LLC, to provide translation services for the IMPO Spanish language webpage, IMPO documents and on-call translation and interpretation services utilizing 80% federal funds (\$9,040.00) and 20% local match (\$2,260) provided by IMPO membership dues for a total amount not to exceed \$11,300. The agreement will extend to 12/31/21.

**A RESOLUTION OF THE EXECUTIVE COMMITTEE OF
THE INDIANAPOLIS METROPOLITAN PLANNING ORGANIZATION
APPROVING CERTAIN BUDGET ACTIONS**

Resolution Number 2020-EXEC-012

WHEREAS, the Indianapolis Metropolitan Planning Organization (the “IMPO”) is charged with the responsibility of providing for the continuing, cooperative and comprehensive transportation planning process for the Indianapolis Metropolitan Planning Area (“Planning Area”); and

WHEREAS, the IMPO Executive Committee (“Executive Committee”), a committee of the IMPO, is the overseeing body for the IMPO, other than for transportation-related funding activities of the IMPO under applicable U.S. Department of Transportation regulations; and

WHEREAS, on August 19, 2020 the Transportation Policy Committee approved the 2021 Unified Planning Work Program and authorized the IMPO to enter into a grant agreement with the Indiana Department of Transportation; and

WHEREAS, it is the desire of the Executive Committee to authorize and approve the 2021 IMPO budget as further set forth in this Resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Executive Committee of the IMPO as follows:

SECTION 1: That the Indianapolis Metropolitan Planning Organization 2021 Budget is approved and adopted and the Executive Director is authorized to negotiate and enter into the contracts and engagements necessary to implement the 2021 Budget in Exhibit A attached hereto and incorporated by reference.

SECTION 2: That any prior action taken by the Executive Director or any staff necessary in connection with the item or items approved herein is hereby ratified and adopted as actions on behalf of the IMPO.

SECTION 3: That any officer, including but not limited to the Executive Director of the IMPO, and each of them, is authorized and empowered to take any and all action necessary and to execute all agreements, instruments and other documents, in such form and as each of such officer(s) considers necessary or desirable to effectuate the foregoing resolutions and to carry out the purposes thereof; the taking of any such action and execution of any such agreement, instrument or document to be conclusive evidence of the due authorization thereof by the Executive Committee of the IMPO.

SECTION 4: This Resolution shall be effective immediately upon its passage.

* * * * *

PASSED by the Executive Committee of the Indianapolis Metropolitan Planning Organization by a vote of ____ ayes and ____ nays this ____ day of _____, 2020.

Chair, Indianapolis MPO Executive Committee

Anna M. Gremling
Indianapolis MPO Executive Director

4833-1691-5150v3

EXHIBIT A

2021 Budget

MPO

Budget for Period: January 1, 2021 - December 31, 2021

	100	200	300	400 LR Transportation Plan & Air Quality & Freight	500 Multi Model (Transit & Active Transportation)	600 Other Planning Initiatives & Studies	700 Economic Development	Total
REVENUE	Planning Administration	Data and GIS	Programming					
Federal Grants								
PL + 5303	\$1,725,558	\$113,992	\$141,731	\$10,947	\$200,000	\$60,000		\$2,252,228
HSIP		\$0				\$0		\$0
STBG		\$517,804	\$12,000	\$120,000		\$0		\$649,804
Other Non-MPO Grants	\$400,000					\$100,000	\$120,000	\$620,000
Total Grants	\$2,125,558	\$0	\$631,796	\$130,947	\$200,000	\$160,000	\$120,000	\$3,522,032
Matching Dues								
PL + 5300	\$438,559	\$28,498	\$31,000	\$0	\$50,000			\$548,057
HSIP		\$0						\$0
STBG		\$129,451	\$3,000	\$30,000		\$0		\$162,451
STBG Overmatch						\$0		\$0
Other Local Funds	\$205,000					\$40,000	\$60,000	\$305,000
Total Other Revenue	\$643,559	\$0	\$157,949	\$30,000	\$50,000	\$40,000	\$60,000	\$1,015,508
TOTAL REVENUE	\$2,769,117	\$0	\$789,745	\$187,731	\$250,000	\$200,000	\$180,000	\$4,537,540
	100	200	300	400	500	600	700	TOTAL
Salaries & wage expense-80%	\$263,940	\$164,256	\$102,672	\$101,480	\$77,852	\$12,200	\$0	\$722,400
Benefits-80%	\$90,318	\$65,199	\$41,574	\$23,868	\$25,545	\$3,035	\$0	\$249,539
	\$354,258	\$0	\$229,455	\$125,348	\$103,397	\$15,235	\$0	\$971,939
Salaries & wage expense-20%	\$65,985	\$41,064	\$25,668	\$25,370	\$19,463	\$3,050	\$0	\$180,600
Benefits-20%	\$22,580	\$16,300	\$17,817	\$10,229	\$6,386	\$759	\$0	\$74,071
	\$88,565	\$0	\$57,364	\$35,599	\$25,849	\$3,809	\$0	\$254,671
Total Salaries and benefits	\$442,823	\$0	\$286,819	\$187,731	\$129,246	\$19,044	\$0	\$1,226,610
Total Revenue less Salaries and Benefits	\$2,326,294	\$0	\$502,926	\$0	\$120,754	\$180,956	\$180,000	\$3,310,930
	Grant	Local						
Salaries & related expenses : Intern wage expense	\$0	\$0						
Contract service expenses : Legal fees	\$80,000	\$20,000						\$100,000
Contract service expenses : Audit fee	\$20,000	\$5,000						\$25,000
Contract service expenses : Courier service	\$800	\$200						\$1,000
Contract service expenses: HR	\$8,000	\$2,000						\$10,000

Contract service expenses: Finance	\$40,000	\$10,000		\$50,000
Consultant : lobbying	\$0	\$50,000		\$50,000
Legal ads	\$800	\$200		\$1,000
Nonpersonnel expenses : Supplies	\$1,600	\$400		\$2,000
Nonpersonnel expenses : Miscellaneous Expense				\$0
Nonpersonnel expenses : Telephone & cell phone	\$15,360	\$3,840		\$19,200
Nonpersonnel expenses : Postage & shipping	\$400	\$100		\$500
Facility & equipment expenses : Rent and other occupancy expense	\$45,654	\$11,413		\$57,067
Facility & equipment expenses : Parking garage expense	\$8,160	\$2,040		\$10,200
Facility & equipment expenses : Equipment rental & maintenance	\$1,920	\$480		\$2,400
Travel expenses (lodging, transportation and per diem)	\$13,600	\$3,400		\$17,000
Travel expenses (lodging, transportation and per diem) : Mileage	\$2,000	\$500		\$2,500
Travel expenses (lodging, transportation and per diem) : Registration fees	\$6,400	\$1,600		\$8,000
Other expenses : Insurance - non- employee related	\$8,000	\$2,000		\$10,000
Other expenses : Outside computer services (IT)	\$64,000	\$16,000		\$80,000
Other expenses : Software licenses	\$169,306	\$42,327		\$211,633
Other expenses : Other license renewal	\$4,000	\$1,000		\$5,000
Other expenses: Sponsorships	\$4,000	\$1,000		\$5,000
Total Administrative expenses	\$494,000	\$173,500	\$0	\$667,500

	100	200	300	400	500	600	700	
Revenue less Salaries and Benefits and Administrative Expenses	\$1,658,794.29	\$502,926	(\$0)	(\$0)	\$120,754	\$180,956	\$180,000	\$2,643,430
Grant consulting - 80%	\$1,327,035	\$402,341	(\$0)	(\$0)	\$96,603	\$144,765	\$144,000	\$2,114,744
Local matching funds - 20%	\$401,759	\$100,585	(\$0)	(\$0)	\$24,151	\$36,191	\$36,000	\$528,686
Total Project Expenses	\$1,728,794	\$502,926	(\$0)	(\$0)	\$120,754	\$180,956	\$180,000	\$2,643,430
Net Income/(Loss)	(\$70,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Indianapolis Metropolitan Planning Organization

Income Statement

Sept - Oct 2020

Financial Row	Amount
Ordinary Income/Expense	
Gross Profit	\$0.00
Expense	
7200 - Salaries & related expenses	\$120,162.74
7500 - Contract service expenses	
7580 - Legal ads	\$130.44
Total - 7500 - Contract service expenses	\$130.44
8000 - Contractual consulting services	\$76,814.69
8100 - Nonpersonnel expenses	
8115 - Miscellaneous Expense	\$100.00
8120 - Contractual data services	\$76,910.69
8130 - Telephone & cell phone	\$2,800.00
8170 - Printing & copying	\$264.39
Total - 8100 - Nonpersonnel expenses	\$80,075.08
8200 - Facility & equipment expenses	
8210 - Rent and other occupancy expense	\$32,780.60
8220 - Parking garage expense	\$850.00
Total - 8200 - Facility & equipment expenses	\$33,630.60
8300 - Travel expenses (lodging transportation and per diem)	
8310 - Mileage	\$83.38
8399 - Travel expenses - other	\$250.00
Total - 8300 - Travel expenses (lodging transportation and per diem)	\$333.38
Total - Expense	\$311,146.93
Net Ordinary Income	(\$311,146.93)
Other Income and Expenses	
Other Expense	
8500 - Other expenses	
8520 - Insurance - non-employee related	\$34,054.73
8540 - Bank Fees	\$404.55
8550 - Penalty & Interest	\$8.69
8590 - Software licenses	\$1,932.55
Total - 8500 - Other expenses	\$36,400.52
Total - Other Expense	\$36,400.52
Net Other Income	(\$36,400.52)
Net Income	(\$347,547.45)

Indianapolis Metropolitan Planning Organization

Balance Sheet

Oct 2020

Financial Row	Amount
ASSETS	
Current Assets	
Bank	
1000 - Cash	\$522,935.48
Total Bank	\$522,935.48
Accounts Receivable	
1100 - Accounts Receivable	\$693,939.63
Total Accounts Receivable	\$693,939.63
Other Current Asset	
1400 - Other assets	
1410 - Prepaid expenses	\$6,812.27
Total - 1400 - Other assets	\$6,812.27
1599 - Undeposited Funds	(\$100.00)
Total Other Current Asset	\$6,712.27
Total Current Assets	\$1,223,587.38
Fixed Assets	
1600 - Fixed operating assets	\$77,135.12
1700 - Accum deprec - fixed operating assets	(\$30,303.09)
Total Fixed Assets	\$46,832.03
Total ASSETS	\$1,270,419.41
LIABILITIES & EQUITY	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	\$37.85
Total Accounts Payable	\$37.85
Other Current Liability	
2100 - Accrued liabilities	\$78,870.97
Total Other Current Liability	\$78,870.97
Total Current Liabilities	\$78,908.82
Equity	\$1,191,510.59
Total LIABILITIES & EQUITY	\$1,270,419.41