

**CENTRAL VERMONT REGIONAL  
PLANNING COMMISSION**

**AUDIT REPORT**

**JUNE 30, 2022**

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
AUDIT REPORT  
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## Independent Auditor's Report

Board of Commissioners  
Central Vermont Regional  
Planning Commission  
29 Main Street, Suite 4  
Montpelier, VT 05602

### **Report on the Audit of the Financial Statements**

#### **Opinion**

We have audited the accompanying financial statements of the Central Vermont Regional Planning Commission as of and for the year ended June 30, 2022 and the related notes to the financial statements, which collectively comprise the Central Vermont Regional Planning Commission's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to previously present fairly, in all material respects, the respective financial position of the Central Vermont Regional Planning Commission as of June 30, 2022 and the respective changes in financial position and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Opinion**

We conducted our audit in accordance with auditing standards accepted in the United States of America and the standards applicable to financial audits contained in "Government Auditing Standards", issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibility for the Audit of the Financial Statements section of our report. We are required to be independent of the Central Vermont Regional Planning Commission and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Change in Accounting Principles**

As discussed in Note 1 to the financial statements, the Central Vermont Regional Planning Commission implemented the provisions of Governmental Accounting Standards Board Statement No. 87 "Leases". Our opinion is not modified with respect to this matter.

## **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Central Vermont Regional Planning Commission's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and "Government Auditing Standards" will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and "Government Auditing Standards", we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Central Vermont Regional Planning Commission's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Central Vermont Regional Planning Commission's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Required Supplemental Information**

Management has omitted Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statement is not affected by this missing information.

### **Supplementary Information**

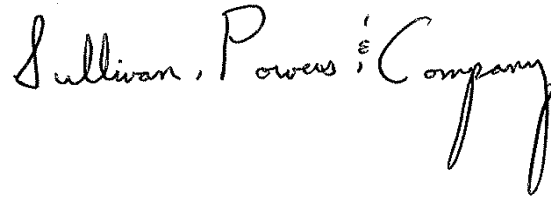
Our audit was conducted for the purpose of forming an opinion, on the financial statements that collectively comprise the Central Vermont Regional Planning Commission's basic financial statements. The accompanying financial information listed as Schedules 1 and 2 in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements.

Schedules 1 and 2 are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Operations – Budget (Non-GAAP Budgetary Basis) and Actual and the Schedule of Direct and Indirect Costs are fairly stated in all material respects in relation to the basic financial statements as a whole.

**Other Reporting Required by “Government Auditing Standards”**

In accordance with “Government Auditing Standards”, we have also issued our report dated December 20, 2022 on our consideration of the Central Vermont Regional Planning Commission’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Central Vermont Regional Planning Commission’s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with “Government Auditing Standards” in considering Central Vermont Regional Planning Commission’s internal control over financial reporting and compliance.

December 20, 2022  
Montpelier, Vermont  
VT Lic. #92-000180

A handwritten signature in black ink that reads "Sullivan, Powers & Company". The signature is written in a cursive style with a large, stylized 'S' at the beginning and a long, sweeping tail at the end.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
STATEMENT OF NET POSITION  
JUNE 30, 2022

ASSETS

## CURRENT ASSETS

Cash and Cash Equivalents	\$ 616,220
Receivables	165,998
Prepaid Expenses	<u>19,069</u>

TOTAL CURRENT ASSETS 801,287

## NONCURRENT ASSETS

Property and Equipment (Net of Accumulated Depreciation)	11,191
Right to Use Leased Asset (Net of Accumulated Amortization)	309,988
Security Deposit	<u>4,415</u>

TOTAL NONCURRENT ASSETS 325,594

TOTAL ASSETS 1,126,881

LIABILITIES

## CURRENT LIABILITIES

Accounts Payable	16,586
Accrued Payroll and Related Liabilities	18,311
Accrued Interest Payable	1,313
Compensated Absences	41,054
Unearned Grant Revenue	220,234
Lease Payable - Current Portion	<u>26,493</u>

TOTAL CURRENT LIABILITIES 323,991

## LONG TERM LIABILITIES

Lease Payable	<u>288,190</u>
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TOTAL LONG TERM LIABILITIES 288,190

TOTAL LIABILITIES 612,181

NET POSITION

Net Investment in Property and Equipment Unrestricted	11,191
	<u>503,509</u>

TOTAL NET POSITION \$ 514,700

The accompanying notes are an integral part of this financial statement.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
STATEMENT OF REVENUES, EXPENSES AND  
CHANGES IN NET POSITION  
FOR THE YEAR ENDED JUNE 30, 2022

OPERATING REVENUES	
Federal, state and other grants	\$ 837,450
Local communities - annual assessments	81,999
Other income	<u>52,092</u>
 TOTAL OPERATING REVENUES	 <u>971,541</u>
 OPERATING EXPENSES	
Salaries and wages	442,565
Payroll taxes and employee benefits	167,157
Consultants and contract services	183,869
Other operating expenses	140,004
Depreciation and amortization expense	<u>28,567</u>
 TOTAL OPERATING EXPENSES	 <u>962,162</u>
 OPERATING INCOME	 9,379
 NONOPERATING REVENUES (EXPENSES)	
Interest Expense	<u>(12,661)</u>
 CHANGE IN NET POSITION	 (3,282)
 BEGINNING NET POSITION	 <u>517,982</u>
 ENDING NET POSITION	 <u><u>\$ 514,700</u></u>

The accompanying notes are an integral part of this financial statement.



CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED JUNE 30, 2022

CASH FLOWS FROM OPERATING ACTIVITIES	
Cash received from grants, contracts and services	\$ 1,182,586
Cash received from local communities	81,999
Cash paid for goods and services	(332,922)
Cash paid for personnel	<u>(633,578)</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>298,085</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES	<u>0</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Property and Equipment Purchase	(2,597)
Lease Interest Paid	(11,348)
Lease Principal Paid	<u>(20,439)</u>
NET CASH PROVIDED (USED) BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>(34,384)</u>
CASH FLOWS FROM INVESTING ACTIVITIES	<u>0</u>
INCREASE IN CASH AND CASH EQUIVALENTS	263,701
BEGINNING CASH AND CASH EQUIVALENTS	<u>352,519</u>
ENDING CASH AND CASH EQUIVALENTS	<u>\$ 616,220</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:	
Operating Income	\$ 9,379
Depreciation and Amortization	28,567
(Increase)/Decrease in Receivables	74,495
(Increase) Decrease in Prepaid Expenses	696
Increase/(Decrease) in Accounts Payable	(9,745)
Increase/(Decrease) in Accrued Payroll and Related Liabilities	(12,495)
Increase/(Decrease) in Compensated Absences	(11,361)
Increase (Decrease) in Unearned Grant Revenue	<u>218,549</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 298,085</u>

The accompanying notes are an integral part of this financial statement.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2022

The Central Vermont Regional Planning Commission (CVRPC) is one of 11 regional planning commissions in Vermont. CVRPC was organized under Title 24 Vermont Statutes Annotated (V.S.A.), Chapter 117 in 1967 to promote the mutual cooperation of its member municipalities and to facilitate the appropriate development and preservation of the physical and human resources in these municipalities.

The mission of the Central Vermont Regional Planning Commission is to act as the principal forum for planning, policy and community development in the region. CVRPC will do this by providing planning and technical assistance that meets the needs of the member municipalities and the public, while remaining consistent with federal and state requirements. CVRPC work will result in the development and implementation of plans that support sustainable development and improve the region's quality of life and environment.

## **1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### **The Financial Reporting Entity**

This report includes all of the funds of CVRPC. The reporting entity consists of the primary government; organizations for which the primary government is financially accountable; and other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The primary government is financially accountable if it appoints a voting majority of the organization's governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or impose financial burdens on the primary government. The primary government is financially accountable if an organization is fiscally dependent on and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government, regardless of whether the organization has a separately elected governing board; a governing board appointed by a higher level of government; or a jointly appointed board. Based on these criteria, there are no other entities that should be combined with the financial statements of CVRPC.

### **Basis of Presentation**

CVRPC reports itself as a business-type activity as defined in GASB 34.

Operating revenues include grant revenue, project and community match revenues, and consulting revenues and result from transactions associated with the principal activities of the organization. Nonoperating revenues, such as investment earnings result from nonexchange transactions or ancillary activities.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2022

**Measurement Focus**

The accounting and financial reporting treatment applied is determined by the measurement focus. The financial statements are reported using the economic resources measurement focus. This means that all assets, liabilities and deferred inflows and outflows of resources (whether current or noncurrent) are included on the statement of net position. Fund equity (i.e. net total position) is segregated into net investment in property and equipment, restricted and unrestricted net position. Operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in total net position.

**Basis of Accounting**

Business type activities are accounted for on the economic resources measurement focus using the accrual basis of accounting. Revenues are recorded when they are earned, including unbilled services which are accrued. Expenses are recorded at the time liabilities are incurred.

Under the terms of grant agreements, CVRPC funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position available to finance the program. It is CVRPC's policy to first apply cost-reimbursement grant resources to such programs, followed by general revenues. Expenditures driven grants are recognized as revenue when the qualifying expenditures have been incurred and other grant requirements have been met.

**Donated Services**

Central Vermont Regional Planning Commission receives noncash contributions in the form of member communities and other organizations performing various planning tasks to assist the Organization. These in-kind contributions are used as match for grants at an estimated hourly rate or the actual billing rate, if available. These contributions are not recorded in the financial statements of the Organization.

**Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Cash and Cash Equivalents**

For purposes of the statement of cash flows, CVRPC considers all unrestricted highly-liquid investments with an initial maturity of three months or less to be cash and cash equivalents.

**Capital Assets**

Capital assets are reported at actual cost. Major outlays for capital assets and improvements are capitalized as purchased. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the assets' lives are not capitalized. Central Vermont Regional Planning Commission does not own major general infrastructure assets.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2022

Capital assets are depreciated in order that the cost of these assets will be charged to expenses over their estimated services lives of three to ten years, using the straight-line method of calculating depreciation.

CVRPC capitalizes any item with an original cost of \$5,000 or more and with a useful life of greater than one year.

### **Right to Use Leased Assets**

CVRPC has recorded the right to use leased assets as a result of implementing GASB 87. The right to use assets are initially measured at an amount equal to the initial measurement of the related lease liability plus any lease payments made prior to the lease term, less lease incentives, and plus ancillary charges necessary to place the lease in service. The right to use assets are amortized over the life of the related lease. CVRPC records the right to use leased assets and the related liability for any noncancellable leases with terms exceeding 12 months which management deems material.

### **Long Term Liabilities**

Long Term Liabilities includes CVRPC's liability for future minimum lease payments measured at the net present value of the payments using its incremental borrowing rate.

### **New Accounting Standard - Leases**

Governmental Accounting Standards Board (GASB) Statement No. 87 "Leases" was implemented by CVRPC effective July 1, 2021. This Statement replaces the previous lease accounting methodology and establishes a single model for lease accounting based on the foundational principle that leases are a financing of the right to use an underlying asset. GASB 87 requires CVRPC to record assets and liabilities for most leasing arrangements with terms exceeding 12 months. The leased asset is amortized over the lease term and the lease payments include interest expense and reduce the liability. Implementation of this new standard did not affect net position as of July 1, 2021.

## **2) CASH**

Cash consists of deposits with financial institutions and was \$616,220 at June 30, 2022. CVRPC has a policy that requires cash to be deposited with financial institutions with an office in Vermont. Also, the policy requires limiting custodial credit risk by requiring the deposits to be covered by depository insurance or collateral.

### **Custodial Credit Risk**

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of failure of the counter-party (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investments or collateral securities that are in possession of another party. The Organization's deposits are exposed to custodial credit risk as follows:

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2022

	Book Balance	Bank Balance
FDIC or NCUA Insured	\$ 579,663	\$ 581,518
Uninsured, Uncollateralized	36,557	36,557
Total	\$ 616,220	\$ 618,075

The difference between the book and bank balances are reconciling items, primarily outstanding checks.

### 3) RECEIVABLES

Receivables consist of amounts due from grants, contracts and other items. Central Vermont Regional Planning Commission uses the allowance method for uncollectible receivables. Management has reviewed the accounts and determined that an allowance for doubtful accounts of \$0 is appropriate at June 30, 2022.

Receivables are comprised of the following:

Grants and Contracts	\$ 158,332
Municipal Services and Other	7,666
Total	\$ 165,998

### 4) PROPERTY AND EQUIPMENT

Property and Equipment balances were as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital Assets, Being Depreciated:				
Office Furniture and Equipment	\$ 47,030	\$ 0	\$ 0	\$ 47,030
Leasehold Improvements	0	2,597	0	2,597
Less Accumulated Depreciation	(35,003)	(3,433)	0	(38,436)
Capital Assets, Net at June 30, 2022	\$ 12,027	\$ (836)	\$ 0	\$ 11,191

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2022

**5) RIGHT TO USE LEASED ASSETS**

CVRPC has one Right to Use Leased Asset for its office in Montpelier, Vermont. See Note 10 for details of the related lease liability. The right to use the leased asset is amortized on a straight-line basis over 120 months, the life of the lease entered into on October 1, 2021.

The Right to Use Leased Asset has activity as follows for the year ended June 30, 2022:

Implementation of GASB 87, October 1, 2021	\$335,122
Less: Amortization	<u>(25,134)</u>
Balance, June 30	<u>\$309,988</u>

**6) UNEARNED GRANT REVENUE**

For the year ended June 30, 2022, CVRPC had received grant funds that have not yet been spent for the intended purpose. These funds will be spent in fiscal year 2023 and recognized as revenue:

Vermont Department of Environmental Conservation - Plainfield Gully	\$ 61,680
ACCD – Pandemic Response and Energy -	113,432
Mt. Ascutney Regional Commission	42,937
Other	<u>2,185</u>
Total Unearned Grant Revenue	<u>\$ 220,234</u>

**7) FEDERAL STATE AND OTHER GRANTS**

Federal, State and Other Grants consist of the following:

Public Safety	\$ 69,075
Natural Resources	223,622
AOT - Transportation	213,380
ACCD	311,426
Community Development	<u>19,947</u>
Total	<u>\$ 837,450</u>

**8) RETIREMENT PLAN**

**Defined Contribution Plan**

The Commission established a Simplified Employee Pension (SEP) plan under which up to 5% of salary or wages is contributed quarterly to individual retirement accounts for each employee. The Plan was established on July 13, 1993 and covers all full-time employees with one (1) year of employment with the Commission. The plan was funded at 5% for the fiscal year ending June 30, 2022 and contributions totaled \$17,350. The Commission’s total payroll for the year ending June 30, 2022 was \$442,702 of which \$347,000 was covered by the plan.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2022

**9) LINE OF CREDIT**

The Commission established a line of credit with a bank dated October 26, 2018, with a maximum available of \$100,000. Interest is charged at prime plus 2%. The purpose of the loan is to fund working capital and grants receivable. The line has been extended to November 1, 2023. There is no balance owed on the line at June 30, 2022. The line is collateralized by all assets of the Commission.

**10) LONG-TERM OBLIGATIONS – LEASES**

CVRPC has entered into an agreement to lease its office. This lease qualifies as a lease other than a short-term lease under Government Accounting Standards Board (GASB) Statement 87 “Leases”. As required by GASB 87, the present value of the future minimum lease payments have been recorded as liabilities as of the date of the lease inception.

The office lease was executed October 1, 2021 and is for ten years. Monthly payments are \$3,531.85 through September 2026 and then increase to \$3,642.37 for the remainder of the lease. The lease liability is measured at a discount rate of 5.3%, which is CVRPC’s incremental borrowing rate. The lease liability results in a right-to-use asset with a net book value of \$309,988 as of June 30, 2022 (see Note 5). The lease liability is \$314,683 at June 30, 2022, of which \$26,493 is current and \$288,390 due after June 30, 2023.

Year Ending June 30	Principal Payments	Interest Payments	Total
2023	\$ 26,493	\$ 15,889	\$ 42,382
2024	27,918	14,465	42,383
2025	29,419	12,963	42,382
2026	31,001	11,381	42,382
2027	33,681	9,696	43,377
Thereafter	<u>166,171</u>	<u>19,589</u>	<u>185,760</u>
Total	<u>\$ 314,683</u>	<u>\$ 83,983</u>	<u>\$ 398,666</u>

**11) RISK MANAGEMENT**

CVRPC is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. CVRPC maintains insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to CVRPC. Settled claims have not exceeded this coverage in any of the past three fiscal years.

**12) COMMITMENTS AND CONTINGENCIES**

Grants and contracts require the fulfillment of certain conditions set forth in the grant or contract. Failure to fulfill the conditions could result in the return of funds to the grantors. Although that is a possibility, management deems the contingency remote, since by accepting the awards and their terms, it has accommodated the objectives of CVRPC to the provisions of the grants.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
SCHEDULE OF OPERATIONS  
BUDGET (NON-GAAP BUDGETARY BASIS) AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2022

	Budget	Actual	Variance Favorable (Unfavorable)
<b>OPERATING REVENUES</b>			
State of Vermont - Agency of Commerce and Community Development (ACCD)	\$ 318,064	\$ 311,426	\$ (6,638)
Community Development Grants	25,044	19,947	(5,097)
Natural Resources Grants	224,012	223,622	(390)
Public Safety Grants	66,901	69,075	2,174
Transportation Grants	240,490	213,380	(27,110)
Municipal Contracts	31,322	37,243	5,921
Local Communities - Annual Assessments	81,999	81,999	0
Other Income	12,500	14,849	2,349
	<u>1,000,332</u>	<u>971,541</u>	<u>(28,791)</u>
<b>OPERATING EXPENSES</b>			
Salaries and Wages	477,020	442,565	34,455
Payroll Taxes and Employee Benefits	150,711	167,157	(16,446)
Advertising	0	4,431	(4,431)
Consultants and Contract Services	197,519	183,869	13,650
Office Occupancy	47,523	43,614	3,909
Copy and Printing	4,111	4,237	(126)
Depreciation	3,433	3,433	0
Dues and Memberships	10,795	9,962	833
Insurance	4,954	6,092	(1,138)
Other	5,730	3,141	2,589
Program Workshops and Meetings	2,920	2,152	768
Professional Services	74,500	65,334	9,166
Software and Licenses	12,901	9,400	3,501
Supplies	15,348	14,132	1,216
Telephone and Internet	7,080	6,857	223
Travel	3,197	2,439	758
	<u>1,017,742</u>	<u>968,815</u>	<u>48,927</u>
<b>OPERATING INCOME/(LOSS) - BUDGETARY BASIS</b>	<u>\$ (17,410)</u>	<u>2,726</u>	<u>\$ 20,136</u>
Reconciliation of Budgetary Basis to GAAP Basis:			
Amortization of Right to Use Leased Asset		(25,134)	
Base Rent Paid		31,787	
Operating Income - GAAP Basis		<u>\$ 9,379</u>	

See Accompanying Independent Auditor's Report.



CENTRAL VERMONT REGIONAL PLANNING COMMISSION  
SCHEDULE OF DIRECT AND INDIRECT COSTS  
FOR THE YEAR ENDED JUNE 30, 2022

	<u>Total</u>	<u>Direct Costs</u>	<u>Unallowable Costs (a)</u>	<u>Allowable Indirect Costs</u>
Salaries and Wages	\$ 442,565	\$ 270,031	\$ 2,491	\$ 170,043
Payroll Taxes and Employee Benefits	167,157	69,121	771	97,265
Advertising	4,431	206	0	4,225
Consultants and Contract Services	183,869	183,869	0	0
Office Occupancy	49,622	0	0	49,622
Copy and Printing	4,237	0	0	4,237
Depreciation	3,433	0	0	3,433
Dues and Memberships	9,962	285	5,932	3,745
Insurance	6,092	0	0	6,092
Other	3,141	1,325	293	1,523
Program Workshops and Meetings	2,152	1,445	487	220
Professional Services	65,334	4,800	0	60,534
Software and Licenses	9,400	0	0	9,400
Supplies	14,132	0	0	14,132
Telephone and Internet	6,857	0	0	6,857
Travel	2,439	1,986	61	392
<b>TOTAL EXPENSES</b>	<b>\$ <u>974,823</u></b>	<b>\$ <u>533,068</u></b>	<b>\$ <u>10,035</u></b>	<b>\$ <u>431,720</u></b>

(a) Costs Not Allowed under 2 CFR Part 200 Subpart E - Cost Principles.

See Accompanying Independent Auditor's Report.

**Sullivan, Powers & Co., P.C.**  
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Independent Auditor's Report on Internal Control Over Financial Reporting  
and on Compliance and Other Matters Based on an Audit of Financial  
Statements Performed in Accordance with "Government Auditing Standards"

Board of Commissioners  
Central Vermont Regional  
Planning Commission  
29 Main Street, Suite 4  
Montpelier, VT 05602

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in "Government Auditing Standards" issued by the Comptroller General of the United States, the financial statements of the Central Vermont Regional Planning Commission as of and for the year ended June 30, 2022 and the related notes to the financial statements, which collectively comprise the Central Vermont Regional Planning Commission's basic financial statements and have issued our report thereon dated December 20, 2022.

**Internal Control Over Financial Reporting**

In planning and performing the audit, we considered the Central Vermont Regional Planning Commission's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Central Vermont Regional Planning Commission's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Central Vermont Regional Planning Commission's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Central Vermont Regional Planning Commission's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

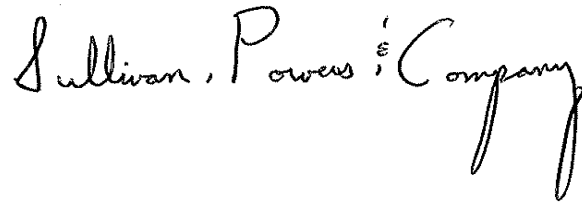
### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Central Vermont Regional Planning Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under "Government Auditing Standards".

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Central Vermont Regional Planning Commission's internal control or on compliance. This report is an integral part of an audit performing in accordance with "Government Auditing Standards" in considering the Central Vermont Regional Planning Commission's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

December 20, 2022  
Montpelier, Vermont  
VT Lic. #92-000180

A handwritten signature in black ink that reads "Sullivan, Powers & Company". The signature is written in a cursive style with a large, stylized 'S' at the beginning and a long, sweeping tail at the end.