

**Ways and Means Committee Meeting  
Smith, CHAIRMAN  
Neuhauser, and Bender**

**Thursday, June 25, 2020  
4:30 PM**

**MINUTES**

1. Call to Order  
Chairman Smith called the meeting to order at 4:30 pm
2. Roll Call  
Present: Smith, Neuhauser, and Bender. Staff: Miller, Lees, and Stratton
3. Public Input-none
4. Approval of Minutes of May 28, 2020  
Bender moved to approve the May 28, 2020 minutes and Neuhauser seconded. Bender said he was at last month's meeting but checked in late. Smith asked to approve minutes as corrected. Motion carried.
5. Recommendation to Commission the approval of May Financial Statements and Billings (Resolution 20-48)  
Neuhauser moved to approve May Financial Statements and Billings (Resolution 20-48) and Bender seconded. Motion carried.  
Stratton reported the following:
  - Total cash was \$841,890. Overall, cash increased by \$48.8k. Our result of operations was \$5,499. Add 35.6k for the decrease in AR and 19.8k for the increase in AP. Then reduce cash by \$15.5k for deferred revenues which leaves us with \$3.4k add back due to changes in accruals and deferrals.
  - Accounts receivables at end of month was \$484.9k which is down from April by \$35.6k. All funds are within budget and expected to be received.
  - Accounts payables at end of the month was \$338.9k which is up from April by \$19.8k. All but about \$3.3k is direct pass-thru money for contract services and consultants.
  - Total billings for May were \$240.2k less direct pass-throughs of \$162.6k = operating revenue of \$77.6k for 20 working days.
  - Total expenses for May were \$234.7k less direct pass-throughs of \$162.6k = operating expenses of \$72.1k- well within our expected range.
  - May results in a surplus of \$5.5k

- YTD surplus is \$46.5k

6. Motion to recommend to Full Commission for approval FY2021 Budget (Resolution 20-49)

Bender moved to recommend to Full Commission for approval FY2021 Budget (Resolution 20-49) and Neuhauser seconded. Motion carried.

Miller mentioned the following:

- Additional funds were added for the Census grant received for \$235,000 to revenue and expense side. Pass thru funds
- Last year budget was increased with no additional staff. Plan to hire planner at end of 1<sup>st</sup> quarter.

7. Other

8. Adjournment

Bender moved to adjourn at 4:41 pm and Neuhauser seconded. Motion carried.