

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

**Thursday, May 28, 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, and Neuhauser. Absent: Bender. Staff: Miller, and Lees. Virtual: Stratton
3. Public Input-none
4. Approval of Minutes of January 23, 2020
Neuhauser moved to approve January 23, 2020 minutes and Smith seconded. Motion approved.
5. Recommendation to Commission the approval of April Financial Statements and Billings (Resolution 20-46)
Neuhauser moved to approve the recommendation to Commission the approval of April Financial Statements and Billings (Resolution 20-46) and Smith seconded. Motion carried.
Stratton reviewed the following:
 - Total cash \$790,705. Overall, cash decreased by \$63k. Our result of operations was 7,304, then we take away the \$18.6k due to the increase in AR this month and subtract another \$42k for paying down AP and \$14k for deferred revenue. That just leaves us with \$4.7k add back due to the changes in accruals and deferrals that you see on the Cash Flow Statement.
 - Accounts Receivables at the end of the month was \$519,624 which is up by \$18.5k over March, but it is coming in and going out regularly, and nearly all of it is approved Federal and State funding.
 - Accounts Payable at end of month was \$315,758 which is \$42k lower than end of March. All but about \$11k is direct pass-thru money for contract services and consultants.
 - Total Billings for April were \$220.6k less direct pass-throughs of \$139.7k=operating revenue of \$80.9k for 21 working days.
 - Total expenses for April were \$213.3k less direct pass-throughs of \$139.7k = operating expenses of \$73.6k – well within our expected range.

- April results in a surplus of \$7,304
- YTD surplus is \$4,177
- Smith asked if we anticipate any decreased funding due to state economy? Miller said no funding will be decreased for FY21 but do not know for next year.
- Miller mentioned we are going to forego the match for PPUATS and that is just a 1-time thing.

6. Review of FY2021 Draft Budget

Miller mentioned this is just a review item. It is consistent to other years. If we need to adjust, we will come to Commission for adjustment. We have budgeted for another person but am going to wait until mid-year.

7. Other-nothing

8. Adjournment

Adjourned at 4:45 pm

Submitted by:

Eric Miller

Executive Director

Recorded and transcribed by Debbie Ulrich