



# TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

## **Tri-County Regional Planning Commission**

456 Fulton Street, Suite 420 Peoria, IL 61602

Phone- 309-673-9330 [www.tricountyrpc.org](http://www.tricountyrpc.org)

### **Ways & Means Committee**

**Camille Coates, Chairperson**

**Greg Menold, and Autum Jones**

### **MINUTES**

**Wednesday, March 5, 2025 @ 8:00 a.m.**

1. Call to Order

Chairperson Camille Coates called the meeting to order at 8:04 a.m.

2. Roll Call

Present: Camille Coates and Greg Menold, Staff: Eric Miller, Lori Reynolds and Rebecca Eisele.

3. Public Input-none

4. Approval of Minutes of November 6, 2024

Greg Menold moved to approve the minutes of November 6, 2024, and Camille Coates seconded. Motion carried.

5. Recommendation to Commission the approval of January 2025 Financial Statements and Billings.

Greg Menold moved to recommend to the Commission the approval the January 2025 Financial Statements, and Camille Coats seconded.

Rebecca Eisele updated on the following:

- Total Operating Cash at the end of the month was \$845,451. Operating cash decreased by (\$162,486) in January, compared to December.
- Total Accounts Receivable balance at the end of the month was \$369,034. Of the A/R balance, \$299,050 was federal funds, \$52,546 was state funds, and \$17,438 was local funds.
- Accounts Payable balance at the end of January was \$23,513. Of that amount, \$21,363 was unpaid pass-through expenses as of the end of January. The remaining Accounts Payable balance of \$2,151 was regular monthly bills unpaid on the last day of the month.
- January had 22 regular working days, 1 paid holiday, and 80.75 hours of PTO were used by staff.
- Total Revenue for January was \$119,491.
- Total Expenses for January were (\$106,973).
- January ended with a surplus of \$12,518.

- (\$31,298) of local TCRPC funds have been used in FY25 for local matching funds for grants.
- Fiscal Year 2025 has a surplus of \$196,420.

Eric Miller stated that in some months we're negative like in December, and some months we're positive like in January, but when we're fully staffed we should break even or be slightly profitable on average.

Motion carried.

6. Recommendation to Commission the approval of Federal Grant Funding Contingency Plan. Greg Menold made the motion to recommend to Commission the approval of Federal Grant Funding Contingency Plan, and Camille Coates seconded the motion.

Eric Miller reported that Rebecca Eisele did some analysis, and found that we are in a sound financial state, with almost a year's supply of cash in the bank. If the government says we're no longer needed, we'd have to make some serious fundamental changes.

Rebecca Eisele reported that with our unrestricted cash balance is what's free to use, we have 11 months of funding. Our biggest expenses are the ones where we pay out money and get reimbursed later.

Camille Coates asked what happens to contracts if there is a stop to our funding.

Eric Miller stated that our contracts have a 30-day out, so if a grant were to become interrupted, we would pause our consultants, buy them out and try to settle up. We have 30-day out in all of our contracts because of the reimbursement factor. We would rely on the direction of Ways & Means and Full Commission to help decide what to do. We would temporarily furlough staff if there were no jobs to work on, but we always have local projects that need staff.

In the first recent pause, the judge denied it. The second one this past Friday caused problems with TIP, STIP, and UPWP. We carefully went through our UPWP to remove any DEI or climate change language, then by Monday the pause was rescinded.

Rebecca Eisele suggested that each month on the financials she could list what is outstanding with the federal government, to keep track of whether they are actually paying.

Eric Miller stated that IDOT reports money is flowing, they are approving projects. Everything is running on schedule right now. We approve our UPWP next month, then it goes to Fed for approval. What does the Ways & Means committee think are Indicators of financial health? We've let our legislators know that the Executive Orders are causing stress, and they want to know if something comes up that impacts us.

Greg Menold stated that he is comfortable with Eric being in touch with what's happening. Camille Coates shared her thanks for staff staying informed and sharing/explaining and staying ahead of possible problems.

Rebecca Eisele stated if we do become depleted, we can re-allocate some restricted funds to unrestricted.

Motion carried.

7. Recommendation to the Commission the approval of the Amendment to Capitalization Threshold (Resolution 25-40)

Greg Menold moved to recommend to the Commission the approval of the Amendment to Capitalization Threshold (Resolution 25-40). Camille Coates seconded the motion.

Rebecca Eisele reported that the auditor suggested that we increase the capitalization threshold from \$2500 to \$5000 with everything getting more expensive. In addition, we have had to start tracking subscription-based information technology agreements that are more than \$5000 for 12 months. So we put this in writing so we wouldn't have to track the smaller software agreements.

Motion carried.

8. Other:

a. Eric reported that another thing that could impact us is the Indirect Cost Rate – things like the copier, electricity, Rebecca's time, Lori's time – things that don't directly impact the work we do. What if this rate is thrown out, and can only charge the de minimus rate of 10% - 15%, rather than our current rate of 36%? Things in the indirect bucket need to move to the direct bucket, we'll need to make everything as direct as possible.

b. Next meeting is scheduled for April 2, 2025 at 8:30 am.

9. Adjournment

Greg Menold moved to adjourn at 8:38 a.m. and Camille Coates seconded. Motion carried.

Submitted by:

Eric Miller, Executive Director

Recorded and transcribed by:

Lori Reynolds, Office Administrator