

**Ways and Means Committee Meeting
White, CHAIRMAN
Sundell, and Logan**

Thursday, October 22, 2020

**5:00 PM- NEW TIME
CONFERENCE ROOM 420**

MINUTES

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1. Call to Order
Chairman White called the meeting to order at 5:00 p.m.
2. Roll Call
Present: White, Sundell, and Logan. Staff: Ulrich, Miller, Stratton, and Lees. Virtual: Stratton
3. Public Input-none
4. Approval of Minutes of September 24, 2020
Sundell moved to approve September 24, 2020 minutes and Logan seconded. Motion carried.
5. Recommendation to Commission the approval of September Financial Statements and Billings (Resolution 21-10)
Logan moved to recommend to Commission the approval of September Financial Statements and Billings (Resolution 21-10) and Sundell seconded. Motion carried.
Stratton reported on the following:
 - End of month cash was \$630,434. Net cash decrease form last month was \$445. The cash flow statement reconciles the changes in cash to the results of operations.
 - Accounts Receivable at the end of the month was \$449.4k and is composed of \$226k in federal funds, \$174k in state funds, and \$49.4k in local funds.

- Accounts Payable at the end of the month was \$173.2k and \$170.5k is direct pass-thru money for contract services and consultants included in Account Receivable.
 - Total Billings for September were \$145.9k less direct pass-through of \$69.6k = operation expenses of \$76.4k
 - September results in surplus of \$7021.
 - She then went thru the Aging Summary report by project.
 - Logan added that this report is good to have.
6. Recommendation to Commission FY21 Budget Amendment (Resolution 21-16)
Sundell moved to recommend to Commission FY21 Budget Amendment (Resolution 21-16) and Logan seconded. Motion carried.
Miller explained that SPR projects are added with Land Use contract with Tremont and Dunlap with increase of revenue of \$320,000 for pass thru to consultants and IDOT Dist. 4 to us our Travel Demand Modeling for projects in the amount of \$100,000. The expenses will all stay the same.
7. Motion to approve modification of credit card policy
Logan moved to recommend to Commission the modification of credit card policy and Sundell seconded. Motion carried.
- Miller updated the request to monitor the credit card more closely said it will be better to track use of credit card. Each individual will have a card for an amount Miller assigned. If more is needed that individual will go to him and he will increase.
 - Logan asked if the amount is monthly and Miller said yes.
8. Other
9. Adjournment
Logan moved to adjourn at 5:20 p.m. and Sundell seconded. Motion carried.

Submitted by:
Eric Miller, Executive Director
Transcribed by Debbie Ulrich