



Travel Information Council
1500 Liberty Street SE, Suite 150
Salem, Oregon 97302

MINUTES
Telephonic Finance
Committee
Wed. May 26, 2021

Members Participating:

Mike Marsh; Mike Drennan; Eliza Canty-Jones; Ed Washington

Excused:

Bob Garcia

TIC Staff Participating:

Jim Denno; Diane Welter; Jessica Carbone

The meeting was called to order by Marsh at 11:03 a.m., at the TIC offices in Salem, OR.

Roll Call: Marsh; Canty-Jones, Washington, and Drennan were present by phone. The staff were present in the office.

Approval of the Minutes: Minor typographical corrections were made to the March 26, 2021, minutes. Washington made a motion to approve the March 26, 2021 minutes as corrected. Canty-Jones seconded the motion. The motion carried.

New Business

March Financials: Welter said that March had positive retention of \$129,926 which is \$47,272 better than budget for the month. The savings are due to lower personnel expenses, reduced travel due to COVID, and lower depreciation due to the timing of project completions. The traveler counts in the rest areas increased by 428,885 from the prior month and 337,638 more than March 2020. Drennan was pleased to see the French Prairie Pavement Project was completed.

Balance Sheet: Drennan asked Welter to clarify the increase in Account 1412 Prepaid Other. Welter explained that normally our health insurance premiums are paid on the first of every month. It is automatically withdrawn via ACH. In March the premiums for April were taken out on March 31 instead of April first so it had to be recorded as prepaid. She did contact the insurance company and had them confirm it would not happen again.

Past Due Accounts: Marsh asked if the five removed customers were an indicator of any negative trend. Denno said that it was just timing. He and Diane Cheyne have been tracking sign program customers and revenues. The program still looks strong with a continuation of new applications. He feels the projection of zero revenue increase is still on target.

Capital Funds: Denno said that three design service contracts for rest area projects have been signed. The projects are for ADA/restroom expansion projects at The Maples, Memaloose, Deadman Pass, Baker Valley, and Charles Reynolds, and for pavement work at Sunset Springs.

April Financials: Welter said April had negative retention of \$277,418 as a result of the settlement with the former Executive Director. YTD results are \$410,326 better than budget. Traveler counts increased 175,481 from the prior month and 337,638 more than April 2020. There are two months left in the fiscal year and Welter does not see significant impacts to the budget. Marsh asked if the current insurance rates already assume the outcome of the court case. Denno said that the rates are set by looking back two years. The current rates, along with the rates for the 2021-23 biennium factor in the legal costs of the original court case. For the subsequent 2023-25 biennium we will get new rates from Risk Management once they have been determined. He estimates we will be paying higher rates longer than just two more years.

Investments: All the CDs that matured in April were reinvested into money market accounts.

Other Business:

Budget Discussions: Welter proposed adjusting the beginning cash balances of the 2021-23 budget. Mitigation of the winter ice storm damage affected highway funds and projected revenues did not meet expectations. She proposed a decrease of the cash balance in Other Funds by \$300,000 and a decrease of the cash balance in Rest Area Highway Funds by \$150,000. There are no changes to the proposed budget in profit and loss. Drennan asked if this affects any of the reserves. Welter confirmed there would be no effect.

Canty-Jones made a motion to recommend the reduction of the Other Funds cash balance by \$300,000 and Rest Area cash balance by \$150,000 on the proposed budget. Drennan seconded. The motion passed.

Marsh announced that Canty-Jones will be the new Chair of the Finance Committee.

Adjournment: The meeting adjourned at 11:28 p.m.

Next Meeting: There is a meeting scheduled for Wednesday, July 28, 2021, at 11:00 a.m., telephonic at the TIC Offices, 1500 Liberty St. S.E. Suite 150, Salem, OR 97302.
