Thomas Jefferson
Planning District Commission

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MEMORANDUM

To: TJPD Commissioners

From: Laura Greene, Director of Finance and Human Resources

Date: February 6, 2026

Re: FY26 Quarter Two Financial Report

Purpose: To provide a detailed quarterly report on the Thomas Jefferson Planning District Commission's finances for October through December of 2025.

The meeting materials include the December Financial Dashboard and Accrued Revenue Report, November and December Consolidated Profit and Loss Statements, and Balance Sheets. Additionally, the meeting materials include a FY26 Quarter Two Profit and Loss Prior Year Comparison Statement. Staff will present a high-level overview of the agency's performance in Quarter Two (October – December 2025).

Quarter Two Financial Overview:

Net quick assets have increased $51,491 from $1,735,245 on September 30, 2025, to $1,786,737 as of December 31, 2025. Based upon the twelve-month average for operating expenses, we have 10.53 months of available operating expenses (compared to 10.75 in September). Our current goal is eight months of available operating expenses. Funds available in our Capital Reserve Account are $428,896. (Net Quick Assets minus 8 months operating expenses).

Unrestricted Cash on Hand as of December 31 was $1,234,096 or 7.27 months of average monthly operating expenses. Six months is our current target level and concern level is less than two.

Revenue less Expenses – The net loss in December was $4,339 resulting in a cumulative fiscal year net gain of $79,190. The net gain for this time last year was $89,828.93.

Profit & Loss (P&L) - Budget vs Actual – On December 31 we were 50% through FY26:

	FY26 Operating Budget (approved 06/05/25)	FY26 Actuals as of 12/31/25	Percentage of Budget Spent	Amount Budget Remaining
Revenue	$ 49,834,111	$ 19,707,063	40%	$ 30,127,048
Operating Expense	$ 2,398,946	$ 1,045,190	44%	$ 1,353,756
Pass Through Expense	$ 47,435,165	$ 18,582,684	39%	$ 28,852,481

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Balance Sheet As of December 31, total current assets were $14,065,150, a $3,067,047 increase from this time last year. The cash, accounts receivable and prepaid accounts increased $596,826, $470,138 and $2,503,906 respectively, while the capital reserve account decreased $503,823.

As of December 31, total current liabilities were $12,278,413, a $2,869,864 increase from this time last year. The accounts payable, accrued expenses and deferred revenues increased $2,875,659 while the credit card payable and accrued payroll payable decreased $5,795.

Accrued revenues of existing grant and contract balances for FY26 are shown in the Accrued Revenue report. As of December 31, we had $19,896,339 in grant funds remaining, of which $18,586,354 are for pass-through funds. For the remaining six months we have $218,331 available per month for operating expenses. The 12-month average for operating expenses is $169,730. Operating expenses in December were $166,522.