

KING CONSERVATION DISTRICT

Board of Supervisors
Finance Sub-Committee
Meeting Minutes

2/10/2020

1 **Supervisors Present:** Dick Ryon – Chair; Burr Mosby – Vice Chair; Bill Knusten – Auditor; Jim
2 Haack – Supervisor; Kirstin Haugen - Supervisor

3 **Associate Supervisors Present:** None

4 **Guests Present:** None

5 **Staff Present:** Bea Covington, Ava Souza, Lindsey Davidson

6 **Preliminary Matters:**

7 Knutsen called meeting to order at 3:31pm.

8 **Finance:**

9 Souza provided a recap of the December 2019 financial summary. She also reviewed the explainer
10 document providing more detail on expenses and revenue.

11 Covington noted that Souza provides the Board with a report from MIP to accompany the financial
12 summary to show transparency on where her numbers are coming from.

13 Souza went over the cash breakout.

14 Haugen asked if there was a plan to spend down the rest of the Working Lands Initiative money.

15 Covington stated that as was done last year, staff will present a plan of work for 2020 for Working
16 Lands for that will be motioned at the regular board meeting later today.

17 Souza continued to go over the restricted account numbers and explained she will need to request
18 a couple of transfers to close out the year which are on the agenda for the regular board meeting
19 today.

20 Haack asked questions regarding current funds versus prior years and how long KCD must
21 encumber funds to certain projects.

22 Covington stated that as has become our practice, there will be a full review of unspent monies. If
23 She continued that those findings will come to the finance committee and they can decide to pull
24 the money back or keep it in the bucket. She continued that technically after three years, we can
25 take MJ money back, but it hasn't been done before because of political sensitivity.

26 Souza explained that our year-end surplus numbers are bigger this year because of conservative
27 spending such as hiring freeze, as well as receiving Totem Lake money, and utilizing Working
28 Lands money.

29 Souza concluded by reviewing the transfer request amounts for Member Jurisdiction, Regional
30 Foods, and LIP to be motioned at the regular board meeting today.

31 Covington circulated a document listing year-end recommendations for saving or spending the
32 remaining funds.

33 The Board discussed the Election budget line item and what to do if there is a surplus of that
34 money. Also discussed was the state of the current election and voter turnout as of today's date.

35 Knutsen recommended the money is earmarked and saved.

36 Ryon asked if there will be an audit or expense summary of the total cost of election this year.

37 Covington confirmed yes.

38 There was a discussion of updating the vehicle fleet to add two hybrid vehicles.

39 The Board asked questions about the current vehicle fleet.

40 Knutsen agreed to three motion requests: one for restricted account transfers, one for earmarking
41 election costs, and one for and updated vehicle fleet.

42 Souza said by end of 1st quarter there may be a budget in MIP, but there is still a lot of problem
43 solving and work to be done.

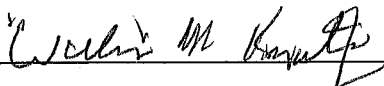
44 Haugen asked how that will affect the upcoming audit and reporting to King County.

45 Souza confirmed the current audit is for 2018.

46 Covington stated reporting the King County is done on an annual basis, so there should not be any
47 impact.

48 **There being no more business before the committee, the meeting was adjourned at 4:16 pm.**

49

50  _____

51 Authorized Signature

2-8-2020 _____

Date

52

53

Summary of Motions

54

55 **There being no more business before the board, the meeting was adjourned at 4:16 pm**