

KING CONSERVATION DISTRICT

Board of Supervisors Finance Sub-Committee Meeting Minutes

July 27, 2020

1 **Supervisors Present:** Burr Mosby –Chair; Kirstin Haugen – Vice Chair; Bill Knusten – Auditor;
2 Chris Porter - Supervisor

3 **Associate Supervisors Present:** None

4 **Guests Present:** Jean Fike - WSCC

5 **Staff Present:** Ava Souza, Josh Monaghan, Brandy Reed, Lindsey Davidson, Carrie King, Alex
6 Martinsons, Jessica Saavedra, Kedija Awole, Liz Clark, Mike Lasecki, Jacobus Saperstein,
7 Zachary Bergen

8 **Preliminary Matters:**

9 Chairman Mosby called meeting to order at 2:14 pm. All attendees introduced themselves. Mosby
10 asked for additions or corrections to the current agenda.

11 **Public Comment:** None

12 **Finance:**

13 Mosby started the meeting by stating that the Board will continue to push for conservative
14 spending during the pandemic and the uncertainty it brings.

15 Souza reviewed the revenue received by the District for the month of June. She also reviewed the
16 District's total expenses and noted that a majority was spent on salary, benefits, and contracted
17 services. Souza continued that there was a smaller amount in general expenses, most of that being
18 the rent for the office. She summarized that the District is spending as usual for this time of year
19 and that COVID-19 has had no effect.

20 Souza continued by reviewing elections costs so far this year. She noted that there was
21 approximately \$133,000 in total expenses as of June and about \$140,000 is remaining of the
22 \$275,000 budgeted. Souza explained election costs will ramp up in October and November as the
23 2021 election approaches.

24 Souza shared a "quick math" expense report that compares 2019 to 2020 spending on a monthly
25 basis. She added to her earlier point that spending has been about the same and she projects similar
26 spending will happen in the second half of the year. Souza stated she can share this sheet with the
27 Board moving forward.

28 She finished her presentation by stating that there has been no word yet about the November
29 deposit yet, but she will share with the Board confirmation and updates as soon as she gets them.

Porter asked Souza if collections were received in May, Souza confirmed the District did receive full collections in May. She added that she was told there may be a drop in November.

Porter asked if there was a way to get the money later on if it's not collected in November. Souza said no and that it is what it is.

Souza continued that that is the reason why the District should be conservative in spending, because there is potential that we will only get partial collections. She added that everyone she has spoken to that work the same way that the District does like WSCC, other conservation districts, and King County Offices are being conservative as well.

Haugen asked Souza to explain the collections process. She also asked when would know if the District would be short. Souza stated that she has a contact at the King County office that reports to her every month on where we are with collections.

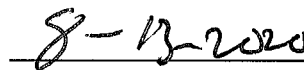
The Board asked for the status on the two version of the budget they requested at the last meeting. Souza confirmed that the Finance team is working on untangling the budget daily. She explained that it's been a complicated process since the Finance team was not a part of the group that put the budget together. She added that one of the biggest challenges has been grouping well-established programs into "focus areas" for reporting. Souza assured the Board she and her team are trying their best to meet the Board's request.

There was no more business before the Board.

Haugen moved; Porter seconded passed unanimously a motion to adjourn the meeting at 2:31 pm.



Authorized Signature



Date

Summary of Motions

Haugen moved; Porter seconded passed unanimously a motion to adjourn the meeting at 2:31 pm.