

KING CONSERVATION DISTRICT

Board of Supervisors
Finance Sub-Committee Meeting
Meeting Minutes

8/24/2020

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

3 **Associate Supervisors Present:** None

4 **Guests Present:** Tom Salzer - WACD

5 **Staff Present:** Ava Souza, Brandy Reed, Lindsey Davidson, Megan Melick, Alex Martinsons, Liz
6 Clark, Carrie King

7 **Preliminary Matters:**

8 Chairman Mosby called meeting to order at 2:13 pm. All attendees introduced themselves. Mosby
9 asked for additions or corrections to the current agenda.

10 **Finance:**

11 Souza overviewed the documents the Board received in their packets. She stated that in general
12 the District is currently receiving all of its collections, but interest is down by 41 percent. She
13 continued that there was nothing out of the ordinary in revenue or expenses for the month of July
14 and that we are on tracking to spending down the budget as approved.

15 Souza provided an update that she's been working on the budget as requested by the Board. She
16 said that she will be scheduling a work session soon with the Board to go over the 2021 budget.
17 She explained that she's been using the ILA and all the program worksheets that managers
18 submitted as references.

19 Souza added that she's spoken to her contact at the King County Finance Office and shared some
20 of our financials at this time and has received very good feedback.

21 Souza concluded her report to the Board by stating Knutsen has a recommendation and motion to
22 ensure the 2020 grant programs will be made whole by the end of 2020.

23 Knutsen presented his motion to the Board.

24 **Knutsen moved; Haugen seconded passed unanimously a motion to ensure the Member**
25 **Jurisdiction program, Landowner Incentive Program, Regional Food System program, and**
26 **other grant programs are fully funded per the ILA (5 ayes, 0 nays).**

27 Haugen presented a motion to the Board to make the Chief Operating Officer managing Finances
28 the entity in charge of the district budget.

29 Haack asked about the intent of the motion and requested an edit to the presented language. There
30 was a Board discussion about the Chief Operating Officer's roles, expectations, and the current
31 process.

32 **Haugen moved; Porter seconded passed unanimously AI 20-056 a motion that Chief**
33 **Operating Officer managing Finances will be the entity in charge of managing, adjusting,**
34 **creating and reporting on district budgets under the authority and direction of the KCD**
35 **Board of Supervisors (5 ayes, 0 nays).**

36 There was no more business before the Board.

37 **Porter moved; Haugen seconded a motion to adjourn the meeting at 2:35 pm**

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40 
41 _____
42 Authorized Signature

40 12-20-2020
41 _____
42 Date

42

43 **Summary of Motions**

44 **Knutsen moved; Haugen seconded passed unanimously a motion to ensure the Member**
45 **Jurisdiction program, Landowner Incentive Program, Regional Food System program, and**
46 **other grant programs are fully funded per the ILA (5 ayes, 0 nays).**

47 **Haugen moved; Porter seconded passed unanimously AI 20-056 a motion that Chief**
48 **Operating Officer managing Finances will be the entity in charge of managing, adjusting,**
49 **creating and reporting on district budgets under the authority and direction of the KCD**
50 **Board of Supervisors (5 ayes, 0 nays).**

51 **Porter moved; Haugen seconded a motion to adjourn the meeting at 2:35 pm**

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