

KING CONSERVATION DISTRICT

Board of Supervisors
Finance Sub-Committee Meeting
Meeting Minutes

November 2, 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:** Rebecca Lavigne – KCD Interim Executive Director; Jean Fike - WSCC

5 **Staff Present:** Ava Souza, Brandy Reed, Deirdre Grace, Lindsey Davidson, Nikki Wolf, Liz
6 Clark, Mike Lasecki, Jessica Saavedra, Megan Weldon

7 **Preliminary Matters:**

8 Chairman Mosby called meeting to order at 4:14 pm. All attendees introduced themselves. Mosby
9 asked for additions or corrections to the current agenda.

10 **Public Comment:**

11 **Finance:**

12 a) AI 20-079: A motion to approve check number 22872 through 22945 for a total of
13 \$449,136.89; non-payroll EFTs totaling \$1,900.14; Bank Fees of \$18.00; Void Check of
14 \$0.00; and September 2020 Payroll for \$212,418.81.

15
16 Souza reported that expenses and revenue have been typical for the month of September. She
17 added that earned interest continues to go down, which will affect the budget and she would
18 recommend an interest reduction in the budget if it continues. Souza confirmed that she has
19 received no notification at this time that the November LGIP deposit will be less or be delayed,
20 so she expects a full deposit be made to the account by November 10th.

21
22 Souza continued by sharing expenses for the month compared to 2019 and noted spending is not
23 lower despite COVID-19.

24
25 Souza reviewed the ILA to explain the rates and charges, interests, sales, and grants that make up
26 the 2021 budget.

27
28 **Knutsen moved; Haugen seconded passed unanimously AI 20-079 a motion to approve**
29 **check number 22872 through 22945 for a total of \$449,136.89; non-payroll EFTs totaling**
30 **\$1,900.14; Bank Fees of \$18.00; Void Check of \$0.00; and September 2020 Payroll for**
31 **\$212,418.81 (5 ayes, 0 nays).**

32
33 b) 2021 Budget
34

35 Souza reviewed the final numbers populated for the 2021 base budget. She explained the only revenues
36 included were substantiated by wet signature contracts. She confirmed she did a thorough review of all
37 director and staff notes, and also reviewed with Interim Executive Director Lavigne. Souza stated that this
38 budget is very lean without any fluff and explained that if grants or extra money becomes available, they
39 can be added to the base budget in the first quarter of 2021.

40
41 Souza continued by reviewing the budget and amendments timeline.

42
43 **Porter moved; Haugen seconded passed unanimously AI 20-080 a motion approving the**
44 **King Conservation District 2021 Budget (5 ayes, 0 nays).**

45
46 Souza added the Office Manager position has been filled through a temp agency and has been a
47 good fit so far. The Board shared their excitement.

48
49 **Knutsen moved; Porter seconded passed unanimously a motion to adjourn the meeting at**
50 **4:54 pm.**

51
52  _____  _____
53 Authorized Signature Date

54
55 **Summary of Motions**

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58 **\$1,900.14; Bank Fees of \$18.00; Void Check of \$0.00; and September 2020 Payroll for**
59 **\$212,418.81 (5 ayes, 0 nays).**

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61 **King Conservation District 2021 Budget (5 ayes, 0 nays).**

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63 **4:54 pm.**

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