

March 24, 2016

To: WRIA9 Management Committee

Fr: Dennis Robertson, WRIA9 Management Committee Chair

Re: The Results of the Special Management Committee Finance Subcommittee

A special subcommittee of the Management Committee was convened after King County revealed that there was approximately \$100,000. less of carryover money from 2015 to 2016. The subcommittee met twice to understand what happened and then recommend to the full Management Committee appropriate actions. The seven items below are the results of those meetings. We will present these results for Management Committee approval at the next scheduled Management Committee Meeting on April 27th. I would like to thank the subcommittee members, Joan Lee, Jay Covington, Kathy Minsch, and Doug Osterman for their good work and time.

Committee Results and Recommendations:

1. The discussion of what happened with the 2015 budget included a full review of all charges and a decision that the charges were appropriate, but not reported in a timely manner. Four process changes, discussed below will be implemented to ensure this doesn't happen in the future.
2. The first process change is that King County will institute a monthly, internal budget review.
3. The second is that King County will provide Quarterly combined Work Plan/Budget Status reports to the Management Committee. The content and form of this report will be worked out by King County and the Management Committee chair. We will work to see how we can combine the efforts involved in creating the existing trimester reports and the new, quarterly work plan/budget reports.
4. For now, the third process change is that the Management Committee Chair will be responsible for reviewing and approving minor work plan/budget changes between MC quarterly meetings. All work plan/budget changes will be reported out at the Management Committee meeting. If the change is significant dollar, or schedule wise, or if the change involves a policy level decision, the full MC and WEF will be involved in all decisions as is done today.
5. The fourth process change is, "Should an opportunity for WRIA9 to serve in the project sponsor role arise again (as in McSorley) WRIA9 staff will first bring the matter to the Management Committee for approval, outlining all potential issues/costs/liabilities to WRIA9".
6. The proposed Work Plan change necessary because of the lower 2016 budget is to delay the 10-Year Plan Update by 6 months. There was a sense that the delay actually works in the favor of the planning process because the intended outcome is a high quality update that some thought would be difficult with the previous schedule. In addition, there will be more time to provide the WEF "metered" science updates to ensure fuller, WRIA9-wide understanding and agreement.
7. In the future, the Miller Walker expenditures will be reported separately from the WRIA9 expenditures since it is not a WRIA9 financed activity.