

**MINUTES OF THE SPECIAL MEETING OF THE BOARD  
OF COMMISSIONERS OF COAL CREEK UTILITY  
DISTRICT OF KING COUNTY, WASHINGTON**

**Held on August 12, 2020**

A special meeting of the Board of Commissioners of Coal Creek Utility District was held by remote means and with certain staff only at the District Office, 6801 – 132<sup>nd</sup> Place SE, Newcastle, Washington, on August 12, 2020. Pursuant to the Washington State Governor’s Proclamation No. 20-28, as extended, the meeting was not conducted in-person. Commissioner Douglas Kunkel, Board President, was in attendance via telephone conference call, and called the meeting to order at 4:04 p.m. Commissioner Pam Martin, Board Vice-President, and Commissioner Suzi O’Byrne, Board Secretary, also attended via telephone conference call. District staff Robert Russell, General Manager, and Jamie Crookston, Finance Manager attended at the District’s office and were in compliance with CDC social distancing guidelines. Anne Paige, the District’s former Finance Manager, and Rosemary Larson, legal counsel, attended via telephone conference call, as did Sarah Childers and Wendy Choy, representatives of the Washington State Auditor’s Office.

In compliance with Proclamation No. 20-28, as extended, the District provided the public with the ability to attend the meeting by telephone conference, provided notice of the call-in number and information to the public, and provided a speaker phone in the Board meeting room which allowed all persons attending the meeting to hear each other at the same time. However, no members of the public attended.

## **APPROVAL OF AGENDA**

Commissioner O'Byrne made a motion to approve the agenda as presented. Commissioner Martin seconded the motion, which passed unanimously.

## **STATE AUDITOR'S OFFICE – EXIT CONFERENCE**

Wendy Choy, Program Manager for the State Auditor's Office, introduced the Exit Conference for the District's 2019 Audit performed by the Auditor's Office.

Sarah Childers, Assistant State Auditor and the Audit Lead for the District's 2019 Audit, presented information regarding the results of the District's Audit. The District had a "clean audit," with no findings. Ms. Childers went over the written Audit Report. The Audit Report will be posted on the Auditor's Office's website and available to the public next week. The actual cost of the Audit was less than the estimated cost, primarily due to the fact that the Audit was performed remotely.

Ms. Childers thanked the District for its ongoing good relationship with the Auditor's Office, and its commitment to fiscal accountability and accurate financial reporting.

Ms. Paige, who was responsible for the District's financial reporting during the period covered by this Audit and who worked with the Auditor's Office on this Audit, thanked the District's staff for all their hard work on the Audit. She noted that it takes the entire team to achieve these results.

## **OTHER BUSINESS**

There was no other business.

## **ADJOURNMENT**

As there was no further business or persons to be heard, the meeting concluded at 4:27 p.m.

**BOARD OF COMMISSIONERS**

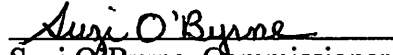
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Douglas Kunkel, Commissioner



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Pam Martin, Commissioner



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Suzi O'Byrne, Commissioner