

SLOUGHHOUSE RESOURCE CONSERVATION DISTRICT

Reserve Policy

Final October 2022

The Sloughhouse Resource Conservation District (the District) shall maintain reserve funds from existing unrestricted funds as designated by the District's Reserve Policy. This policy establishes the procedure and level of reserve funding to achieve the following specific goals:

- a) Technology Reserve: Fund regular replacement of computer hardware, software, and other technology needs;
- b) Special Project Reserve: Fund conservation projects/programs or other special uses not otherwise funded by grants or requiring additional monetary support;
- c) Operations Sustainability Reserve: Maintain minimal operational sustainability in periods of economic uncertainty.

Policy:

Use of District Reserves is limited to available "Unrestricted" Funds (not obligated by law, contract, or agreement), including donations, interest earned, fees for service or other non-grant earnings. All special use funds will be designated by formal action of the Board of Directors.

- a) Technology Reserve:
Technology Reserves will be used to purchase hardware and software in support of District operations, with the intent of maintaining a modern technology for employees. Technology Reserves will accumulate from existing unrestricted funds at a rate of up to \$5,000 annually. The maximum amount of Technology Reserves will be \$25,000.
- b) Special Project Reserve:
Projects, programs, or special uses will be identified by the District Manager and/or the Board of Directors and approved by the Board. Uses must further the mission of the District and will be evaluated for designation according to value to the District and the people it serves. Special Project Reserves will accumulate from existing unrestricted funds at a rate of 50,000 annually. The maximum amount of Special Projects Reserve will be \$300,000.
- c) Operations Sustainability Reserve:
Operations Sustainability Reserves will be utilized to support administrative operation functions of the District in times of financial uncertainty. Operations Sustainability Reserves will accumulate from existing unrestricted funds at a rate of up to \$50,000 annually. The maximum amount of Operations Sustainability Reserves will be \$300,000.

Monitoring Reserve Levels:

The District Manager shall perform a reserve status analysis annually, to be provided to the Board of Directors' annual deliberation/approval of Budget and Reserve Funds.

Policy adopted by the Board of Directors of the Sloughhouse Resource Conservation District on October 12, 2022 by the following vote:

Ayes: Washburn, Carter, Silva, Garms

Noes:

Abstain:

Absent: Schneider

I, the undersigned, hereby certify that I am the duly appointed and acting Secretary of the Sloughhouse Resources Conservation District, and that at a meeting of the Board of Directors of the District held on October 12, 2022 that the Reserve Policy has not been rescinded or amended since the date of its adaptation and that it is now in full force and effect.



SRCD Secretary, Austin Miller

10/12/2022

Date