



SOUND CITIES ASSOCIATION

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**SCA Board of Directors**  
***DRAFT Meeting Minutes***

February 17, 2021

10 AM - Noon

**Meeting held online/telephonically ONLY due to COVID-19 Emergency**

**Meeting held virtually via Zoom with a public link and phone in option.**

**1) Call to order**

SCA President Ed Prince called the meeting to order at 10:03 AM. Present via Zoom were members Angela Birney, Jeff Wagner, Amy Ockerlander, Laura Philpot, James McNeal, Jan Molinaro, Mary Lou Pauly, Wendy Weiker, Jim Ferrell, and SCA staff Deanna Dawson and Leah Willoughby. Member De'Sean Quinn joined the meeting at 10:06 AM during item 4. Absent were members Dana Ralph and Christie Malchow. President Prince noted that the meeting was being held virtually due to the COVID-19 public health emergency.

**2) Public Comment**

President Prince asked if there were any members of the public present for comment. Hearing none, this portion of the agenda was closed.

**3) Consent Agenda**

President Prince noted a correction to the agenda: amended December 2020 financial reports are not included in the consent agenda, and will be discussed and up for approval during the Treasurer's Report later in the agenda.

**Birney moved, seconded by McNeal to approve the consent agenda consisting of the minutes of the January, 2020 SCA Board of Directors meeting ([Attachment 1](#)) and the minutes of the 2021 SCA Board of Directors Mini Retreat. ([Attachment 2](#)) The motion passed unanimously.**

**4) President's Report**

President Prince reported on recent conversation with King County Executive Dow Constantine, which included discussion on Best Starts for Kids levy, COVID issues, and Metro service restorations.

**5) Executive Director's Report**

Executive Director Deanna Dawson reported a busy start to the year at SCA, which included several events and meetings: meet and greet with CEO candidates for King County Homelessness Authority; first networking event of 2021, held virtually with speaker Dow Constantine; partner forum with Cedar Grove; ongoing regular briefings with Patty Hayes from King County Department of Health; ongoing regular meetings of SCA Caucus Mayors, Deputy Mayors, and City Managers; and the 2021 SCA Board of Directors Retreat, which will be debriefed later in the agenda. SCA conducted staff reviews. The Leadership Advisory Committee met in January, as did the Executive Committee. Staff is currently working on planning a

women's leadership event. Members were asked to share any feedback or ideas for speakers; also planning to do a training event with Jurassic Parliament for which feedback and ideas are welcome. Current ideas being explored for this event include Robert's Rules review and managing relationships during virtual meetings.

## 6) Treasurer's Report

Willoughby reported on the change in the amended December 2020 financial reports from the original December 2020 financial reports. An error was made by staff in reclassifying payroll expenses, which resulted in an inaccurate reporting of staffing costs. This error has been corrected in the amended reports. No other months were affected by this error.

**Wagner moved, seconded by Pauly to approve the amended December 2020 Financial Reports ([Attachment 3](#)). The motion passed unanimously.**

Wagner summarized Sponsorship income, noting that SCA is on track to be on budget for 2021. Wagner also highlighted the number of returning sponsors and the reflection this has of value SCA holds for the sponsor organizations. Dawson briefly summarized 2021 sponsorships to date, as well as potential new sponsorships. Dawson also briefly reviewed member city dues paid to date, noting that all but five had paid, and reported that SCA is on track to be on budget for member city dues income in 2021. There were no questions regarding sponsorship income or membership dues.

Members were reminded that the board will be reviewing board policies as a whole in 2021. The finance committee will be reviewing the finance policies portions for possible updates.

SCA will be completing an audit of the December 31, 2020 end year. An audit at least every three years is a requirement per board policy. The audit will be completed by Paulsen Megaard & Associates. Birney asked for information regarding security measures taken by the firm to keep SCA's information shared for the audit safe. Group agreed this was a pertinent issue. Staff will communicate with the firm and report back to the board.

Dawson reminded group that board members are welcome to contact staff at any time with any questions or concerns regarding financial issues.

## 7) PIC Chair's Report

- a. As PIC Chair Malchow was not present for this meeting, Executive Director Dawson reported on the February 10, 2021 Public Issues Committee (PIC) Meeting. [Meeting Materials](#)
  - i.) Emergency Management Advisory Committee (EMAC) Appointment

The PIC nominating committee voted unanimously to appoint Newcastle Mayor Linda Newing to fill the alternate position on EMAC. Newing's application materials included a letter of recommendation from King County Councilmember Reagan Dunn.

**Wagner moved seconded by Birney to appoint Mayor Linda Newing, Newcastle as alternate to the Emergency Management Advisory Committee (EMAC). The motion passed unanimously.**

- ii.) 2021 State Legislative Session

Dawson noted that an email was sent to the group just prior to this meeting, prepared by SCA staff, listing bills that SCA staff watching and what is happening with the bills.

An updated SCA Legislative Priorities One Pager has been included for approval. The only change from the previous version is the removal of direct link to Association of Washington Cities (AWC) legislative priorities, to instead include specific topics that SCA cities support. Group supported this change.

**Birney moved seconded by Pauly to approve the Updated SCA Legislative Agenda One Pager. The motion passed unanimously.**

SCA has been participating in meetings called the TIFS for Jobs Coalition, through the Washington Economic Development Association (WEDA), and talking with WEDA Executive Director Suzanne Dale Estey. Organizations are being asked to sign on to the TIFS for Jobs Coalition. Dawson asked members if any of their respective cities had similar items on their legislative agendas, if any cities did not support increment financing as a tool; and asked for feedback on if SCA should sign on. The Per Board direction, an email will be sent to SCA members by SCA staff, notifying them of the group and asking for any objection to SCA signing on. If no objections are received, the Board supports SCA signing on.

Dawson asked the group for any bills they wanted to check in on. Ockerlander noted growth management-related bills and impacts on small cities. Pauly added problem of “one size fits all” in many current growth management issues.

Dawson added that a meeting of the SCA Legislative Committee will be scheduled. Board members who do not serve on the Legislative Committee should take their questions and concerns to staff or members of legislative committee to be sure that issues with concern are discussed.

Dawson noted that HB 1084 was brought up by Molinaro at the January meeting of the board and encouraged members to review the bill, as there are implications for some SCA cities. Molinaro added that cities with generators for utility facilities may be affected by the bill.

McNeal noted HB 1362, which addresses a property tax cap. Ockerlander and Quinn added that this bill is a current discussion in their cities. Weiker noted HB 1488, concerning the management of plastic packaging materials.

### iii.) Countywide Planning Policies

Dawson reported that the Growth Management Policy Committee (GMPC) is updating countywide planning policies. SCA staff has prepared detailed information on these updates in the [February 10, 2021 meeting of the Public Issues Committee \(PIC\)](#). Members are encouraged to review these materials. Pauly noted that this has been a subject of conversation in Issaquah.

### iv.) King County Regional Homelessness Authority

Dawson reported that SCA hosted a meet and greet for the final candidates for the position of CEO on the King County Homelessness Authority (KCHA). All attendees of this meet and greet were

required to sign a confidentiality agreement. The Governing Board of KCHA has since voted unanimously to appoint one of those candidates. The offer has been extended, but not yet accepted. SCA staff will continue to update.

v.) Levies and Ballot Measures in King County

Dawson reported robust conversation at PIC regarding the Best Starts for Kids levy. Levy will appear on the August 2021 ballot. Some member cities are concerned with the amount of the increase being put forth, especially during times of economic uncertainty due to COVID-19. SCA staff will continue to update.

vi.) Upcoming Issues

Main discussion on potential upcoming issues at the February 10<sup>th</sup> PIC meeting was regarding COVID-19 vaccine distribution. SCA continues to have ongoing briefings with King County Health Department and will raise these questions.

**8) City Administrator's Report**

City Manager/Administrator Representative Laura Philpot reported on the February 2021 CM/CA meeting. Discussion focused on HB 1590 and how cities would handle funding. Director of King County Community and Health Services attended the meeting and spoke and took questions regarding the "Health through Housing Plan."

**9) Discussion Items**

- a. Equity and Inclusion Cabinet Prince reviewed for the group recommended members for the SCA Equity and inclusion Cabinet, as shared by email prior to the meeting. Dawson spoke to the number of great applications received, and the qualifications and diversity of the candidates on the list put forward for approval by SCA President Ed Prince.

**Wagner moved, seconded by Birney, to appoint the following individuals to the SCA Equity and Inclusion Cabinet, as recommended by SCA President Ed Prince:**

- 1. Ed Prince, Renton (SCA President)**
- 2. James Jeyaraj, Auburn**
- 3. Conrad Lee, Bellevue**
- 4. James McNeal, Bothell**
- 5. Krystal Marx, Burien**
- 6. Lydia Assefa-Dawson, Federal Way**
- 7. Mary Lou Pauly, Issaquah**
- 8. Angela Kugler, Kenmore**
- 9. Bill Boyce, Kent**
- 10. Amy Falcone, Kirkland**
- 11. Tanika Padhye, Redmond**
- 12. Cynthia Delostrinos Johnson, Tukwila**
- 13. Chris Roberts, Shoreline**

**The motion passed unanimously.**

b. Debrief of SCA Board Mini-Retreat

Dawson briefly summarized the summary of the 2021 SCA Board of Directors Mini Retreat included in materials. Group discussed in round-robin the following topic relating to discussions at the retreat: what emerging trends do we need to address that present challenges and implications for this group; and what part can SCA play in helping cities to address these challenges?

c. Approval of 2021 Priorities

Dawson briefly reviewed the potential 2021 SCA Board Priorities and asked for any feedback on questions, hearing none.

**Birney moved, seconded by Wagner to approve 2021 SCA Board Priorities:**

- **Economic Recovery**
- **Housing/Homelessness**
- **Infrastructure**
- **Equity and Inclusion**
- **Collaboration, Nonpartisan Cooperation**

**The motion passed unanimously.**

d. Debrief of Recent SCA Events

Dawson reported that feedback from recent networking event and partner forum has been wholly positive.

e. SCA Board Policies

Dawson noted for the group that the Executive Committee will be reviewing and recommending updates to board policies.

f. Upcoming Events

Dawson briefly summarized upcoming events, including upcoming Meeting the County Council session with Reagan Dunn and upcoming Lunch with the Board event with Angela Birney. Members are encouraged to send SCA staff suggestions for questions and discussion for both.

Prince noted a correction to the meeting agenda: Meet the County Council Series session with Girmay Zahilay should read as "April 26<sup>th</sup>."

g. Covid Impacts

This item was not discussed.

**10) For the Good of the Order**

Ockerlander reported that Duvall has an employment opening for an Interim City Administrator and asked members to refer any potential qualified candidates.

There were no other items for the good of the order.

**11) Meeting was adjourned by President Prince at 12:04 PM.**