



SCA Board of Directors AGENDA

February 17, 2021

10 AM - Noon

Public Notice: In an effort to curtail the spread of COVID-19, the SCA Board of Directors meeting will be conducted remotely.

Members of the public may view or listen to the meeting using the following methods:

From computer, tablet, or smartphone:

<https://us02web.zoom.us/j/88010169862?pwd=cSs5TE44cGsxMmhGREdYdXhnODBEZz09>

Dial In: 253-215-8782 Meeting ID: 896 1558 7660 Password: 463972

- 1) **Call to Order** – President Ed Prince 2 minutes
- 2) **Public Comment** 10 minutes
- 3) **Consent Agenda** 3 minutes
 - a. Minutes of the January 20, 2021 Meeting [Attachment 1](#)
 - b. Minutes of the 2021 SCA Board of Directors Retreat [Attachment 2](#)
 - c. Amended December 2020 Financial Reports [Attachments 3-4](#)

Recommended Action: Approval of the consent agenda, consisting of the minutes of the January 20, 2021 SCA Board of Directors Meeting, minutes of the 2021 SCA Board of Directors Retreat, and amended December 2020 financial reports.
- 4) **President’s Report** – President Ed Prince 5 minutes
- 5) **Executive Director’s Report** – Deanna Dawson, Executive Director 10 minutes
- 6) **Treasurer’s Report** – Treasurer Jeff Wagner 10 minutes
 - a. Amended December 2020 Financial Reports
 - b. Update on Sponsorships [Attachment 5](#)
 - c. Update on City Dues [Attachment 6](#)
 - d. 2020 Audit
 - e. Other Updates
- 7) **PIC Chair’s Report** – Deputy Mayor Christie Malchow, PIC Chair 20 minutes
 - a. February 10 [Meeting Materials](#)
 - i.) Emergency Management Advisory Committee (EMAC) Appointment
Recommended Action: Appointment of Mayor Linda Newing, Newcastle as EMAC Alternate
 - ii.) 2021 State Legislative Session [Attachment 7](#)
Potential Action: Approval of Updated SCA Legislative Agenda One Pager
 - iii.) Countywide Planning Policies
 - iv.) King County Regional Homelessness Authority

- v.) Levies and Ballot Measures in King County
- vi.) Upcoming Issues

8) City Administrator's Report – Laura Philpot

5 minutes

[Attachment 8](#)

9) Discussion Items

40 minutes

- a. Equity and Inclusion Cabinet
- b. Debrief of SCA Board Mini-Retreat
 - Summary of the 2021 SCA Board of Directors Mini Retreat
- c. Approval of 2021 Priorities

[Attachment 9](#)

Potential Action: Approval of 2021 SCA Board Priorities:

- Economic Recovery
- Housing/Homelessness
- Infrastructure
- Equity and Inclusion
- Collaboration, Nonpartisan Cooperation
- d. Debrief of Recent SCA Events
- e. SCA Board Policies
- f. Upcoming Events
 - a. Lunch with the SCA Board Series
 - b. Meet the County Councilmembers Series
 - February 22 – Reagan Dunn
 - March 22 – Joe McDermott
 - August 26 – Girmay Zahilay
 - c. Other Events
- g. Covid Impacts

10) For the good of the order

5 minutes

11) Adjourn

Upcoming Events/Meetings

- *SCA Briefing from GSP – Regional Economic Recovery Plan – Friday, February 19, 2021 – Noon to 1:00 PM*
- *Meet the King County Council Series – Reagan Dunn – Monday, February 22, 2021 – Noon to 1:00 PM*
- *Lunch with the SCA Board Series – Angela Birney – Friday, February 26, 2021 – Noon to 1:00 PM*
- *SCA Partner Forum on Solid Waste & Sustainability – Friday, March 5, 2021 – 2:30 PM – 4:00 PM*
- *SCA Public Issues Committee Meeting – Wednesday, March 10, 2021 – 7:00 to 9:00 PM*
- *SCA Board Meeting – Wednesday, March 17, 2021 – 10:00 AM to noon*

Sound Cities Association

Mission

To provide leadership through advocacy, education, mutual support and networking to cities in King County as they act locally and partner regionally to create livable vital communities.

Vision

Capitalizing on the diversity of our cities to lead policy change to make the Puget Sound region the best in the world.

Values

SCA aspires to create an environment that fosters mutual support, respect, trust, fairness and integrity for the greater good of the association and its membership.

SCA operates in a consistent, inclusive, and transparent manner that respects the diversity of our members and encourages open discussion and risk-taking.

Guiding Principles

- Assume that others are acting with good intent
- No surprises!
- Have each other's backs
- Think about who is not at the table
- Be candid, but kind
- Once a decision is made, work together to make it work
- Show up to meetings prepared
- Extend grace to others – cut them some slack
- Remain open-minded
- Respect differing views

2020 Policy Priorities (Adopted at January 2020 Retreat)

- Transportation
- Budget Challenges/Infrastructure Needs
- Homelessness
- Diversity/Equity/Inclusion



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SCA Board of Directors
DRAFT Meeting Minutes

December 16, 2020, 2020

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 Dana Ralph called the meeting to order at 10:02 AM. Present via Zoom were members Angela Birney, Jeff Wagner, Amy Ockerlander, Ed Prince, Christie Malchow, Laura Philpot, James McNeal, Jan Molinaro, Mary Lou Pauly, Wendy Weiker, Jim Ferrell, and De'Sean Quinn, and SCA staff Deanna Dawson and Leah Willoughby. President Ralph noted that the meeting was being held virtually due to the COVID-19 public health emergency.

2) Welcome and Introductions

New board members Jim Ferrell and De'Sean Quinn introduced themselves to the group.

3) Public Comment

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

4) Consent Agenda

Prince moved, seconded by Pauly to approve the consent agenda consisting of the minutes of the December 16, 2020 SCA Board of Directors meeting ([Attachment 1](#)) and the minutes of the 2020 SCA Annual Meeting. ([Attachment 2](#)) The motion passed unanimously.

5) Report of the SCA Board Nominating Committee

President Ralph reported the board nominating committee met to discuss candidates for 2021 officers. The committee has recommended for appointment: Ed Prince as President; Angela Birney as Vice President; Jeff Wagner as Treasurer; and Amy Ockerlander as Secretary.

6) Election of 2021 SCA Officers

Ralph moved, seconded by McNeal to appoint the following 2021 SCA Officers, as recommended by the Board Nominating Committee: Ed Prince as President; Angela Birney as Vice President; Jeff Wagner as Treasurer; Amy Ockerlander as Secretary. The motion passed unanimously.

7) President's Report

Immediate Past President Ralph highlighted the work of the SCA Board during 2020, highlighting the pivot of priorities and the ability to make accomplishments despite the complications brought on by the public health crisis. Ralph also praised the 2020 board of directors for their adherence to the Guiding Principles, as set at the 2020 SCA Board of Directors retreat. Ralph congratulated 2021 President Ed Prince and spoke to his qualifications as a leader.

President Prince thanked Ralph and noted for the group the meet and greet event happening on Friday; encouraged all members to attend.

8) Executive Director's Report

Executive Director Deanna Dawson briefly summarized for the group plans for a mini retreat for the board, with tentative plans for another gathering later in the year, if and when possible. Dawson noted accomplishments of the 2020 Board of Directors, and thanked Ralph for all her work and accomplishments. Dawson highlighted for the group how well the Guiding Principles held as a guide for the board in a difficult year, and highlighted a continued effort to listen to every voice at the table.

Dawson congratulated Prince as new president, and noted his election as the first Black man elected as President to the Sound Cities Association. Dawson spoke to Prince's accomplishments and ability to lead.

Dawson assigned group "buddy" pairs as follows for 2021: Ed Prince with Jim Ferrell; Amy Ockerlander and De'Sean Quinn; Dana Ralph and James McNeal; Mary Lou Pauly and Angela Birney; Jeff Wagner and Wendy Weiker; Christie Malchow and Laura Philpot; Jan Molinaro and Deanna Dawson.

9) Conflict of Interest Statement

Dawson noted that the 2021 Conflict of Interest Statement, included in packet materials, needs to be signed by every member of the board and returned to staff.

10) 2021 Board Meeting Schedule

McNeal moved, seconded by Malchow to approve the 2021 SCA Board Meeting Schedule Resolution ([Attachment 2](#)). The motion passed unanimously.

11) Financial Report

Executive Director Dawson noted that the finance committee did not meet in December 2020. Noted that invoices for many sponsorships have been sent out, and payments are starting to come in. SCA is on track to be on-budget for sponsorship income for 2021. Invoices for Member City Dues have been sent, and payments for dues have started to come in.

There were no additional notes on the November 2020 financial reports.

Wagner moved, seconded by Molinaro to approve the November 2020 Financial Reports ([Attachment 3](#)). The motion passed unanimously.

Dawson noted that members are welcome to contact staff at any time with any questions.

12) City Administrator's Report

City Manager/Administrator Representative Laura Philpot reported that City Managers continues to meet for weekly calls in addition to the regular monthly meeting. Discussion has mainly included budget and

pandemic. January monthly meeting was facilitated by Una McAlinden/Creative Strategies and feedback was positive.

13) PIC Chair's Report

PIC Chair Malchow reported on the January 13, 2021 meeting of the SCA Public Issues Committee; reported that the PIC approved the 2021 meeting schedule.

Malchow moved, seconded by Wagner to appoint the following individuals to 2021 SCA regional boards and committees, as recommended by the Public Issues Committee: Chris Stearns, Auburn, as alternate to the Joint Recommendations Committee (JRC); Elizabeth Porter, Covington, as alternate to the Regional Water Quality Committee (RWQC). The motion passed unanimously.

Malchow noted legislative agenda one-pager, as included in the materials.

Malchow moved, seconded by Pauly to approve the legislative one-pager, as recommended by the Public Issues Committee (PIC). The motion passed unanimously. ([Attachment 4](#))

Malchow noted that PIC received an update on the King County Health Through Housing initiative on the same day that Regional Policy Committee (RPC) met. Angela Birney, as member on the RPC noted that RPC approved all the amendments that SCA proposed. Group discussed impacts in respective cities.

Malchow reported that the Emergency Management Advisory Committee (EMAC) met on the same day of PIC concerning the Emergency Management Zone Coordinators. Dawson added a brief summary of the Zone Coordinators issue. SCA did adopt a formal position to support the position of Emergency Zone Coordinators to continue the work that have been doing.

Dawson noted for the group the potential upcoming 2021 issues, as listed on the agenda as item 13.e. This list was discussed with PIC members. Dawson briefly discussed some of these priorities.

Dawson reported on the CEO-hiring process for the King County Homelessness Authority. The Implementation Board and the Governing Board will conduct interviews of the final candidates. SCA has requested to do a meet and greet with the candidates to give members the chance to weigh in. This will take place on January 26, 2021. This will be held in webinar format. A confidentiality agreement will need to be signed in order to attend. Group was asked to share any questions that they would like to be included. SCA is keeping a close eye on updates to Countywide Planning Policies, Solid Waste Rates, and Clean Water Plan and will continue to report to the board. Dawson reviewed for the group Sherriff's Office Reforms and potential concerns of SCA cities.

Members are encouraged to bring any questions or concerns with any of the priorities to SCA staff.

14) Discussion Items

a. Equity and Inclusion Cabinet

Prince summarized for the group the goal of creating and Equity and Inclusion Cabinet for 2021. Members are asked to bring any questions or issues they would like to be addressed to Prince.

Birney moved, seconded by Pauly to grant Prince authority to appoint to the Equity and Inclusion Cabinet.

b. SCA 2021 Board of Directors retreat agenda

Dawson reported that the 2021 Board of Directors will be participating in a workshop facilitated by Una McAlinden of Creative Solutions. General object of the retreat will be to bring group together and work together.

c. Approve Board Meet and Greet Schedule

Birney moved, seconded by McNeal to approve the 2021 Board Meet and Greet Schedule as follows:

- **January 22 – Ed Prince**
- **February 26 – Angela Birney**
- **March 26 - De'Sean Quinn and Jim Ferrell**
- **April 23 – Amy Ockerlander and Jan Molinaro**
- **May 28 – Jeff Wagner and Laura Philpot**
- **June 25 – Wendy Weiker and James McNeal**
- ***Skip July and August***
- **September 24 – Christie Malchow and Mary Lou Pauly**
- **October 22 – Dana Ralph**

d. Confirmation of Committee Assignments for 2021:

Dawson reviewed for the group assignments for 2021 board committees. Members were asked to review assignments and communicate any additions or changes to SCA staff.

e. Upcoming Networking Event

Dawson asked that all members attend the upcoming Networking Event, as available, and asked for any suggestions for questions for the featured speaker, King County Executive Dow Constantine.

f. Upcoming Events with County Councilmembers

Dawson reported on SCA's new series: Lunch with the King County Board. These events will happen at noon on the following schedule:

- January 25 – Claudia Balducci
- February 22 – Reagan Dunn
- March 22 – Joe McDermott

Group was encouraged to attend these meetings, and were asked for any suggestions of topics and questions for the councilmembers at the events.

g. Discussion of Potential 2021 Priorities

Dawson summarized for the group potential 2021 priorities, as included on the agenda.

- **Economic Recovery**

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

These priorities were based on feedback received at the end of 2020 and by PIC. Members were asked for any feedback, hearing none at this time. This item will be brought back to the February 2021 meeting of the board.

h. Continued Discussion of 2021 Legislative Session

Group was provided by email prior to the meeting of the board regarding individual bills that may come across the legislative agenda. Dawson asked for direction from the board regarding SCA taking policy positions on specific bills. The Board discussed bills including: HB1203; HB1070; HB5139; HB1099; HB1025; HB1020; HB1084; HB5110. Members are asked to bring any feedback to SCA staff. SCA staff will continue to monitor issues.

i. Continued Discussion on Filing and Disposition Standards

Dawson and Ralph reported on past meetings, and asked for feedback on what role SCA should have in any future discussions.

15) For the Good of the Order

Malchow reported that Councilmember Ritchie has resigned from Sammamish City Council. Ockerlander reported that Duvall appointed new a councilmember; details will be shared with SCA staff.

16) Meeting was adjourned by President Prince at 12:02



SOUND CITIES ASSOCIATION

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DRAFT Minutes
SCA 2021 Board Retreat
February 2, 2021

Held in a virtual location via Zoom due to Public Health Emergency. Members of the public were able to join via link or dial-in.

1. President Ed Prince called the meeting to order at 11:30 AM. Present were members Dana Ralph, Angela Birney, Jeff Wagner. Amy Ockerlander, Christie Sammamish, Laura Philpot, Jan Molinaro, Mary Lou Pauly, Wendy Weiker, James McNeal, Jim Ferrell, and SCA Staff Deanna Dawson, Brian Parry, Leah Willoughby, Alexis Rinck, and Jackie Wheeler. Member De'Sean Quinn joined at 11:54 AM.

The retreat was facilitated by Una McAliden, Creative Solutions. The theme was: "What is going on around us that we need to heed or take notice of?"

Meeting was adjourned at 1:26 PM.

SOUND CITIES ASSOCIATION

Balance Sheet

As of December 31, 2020

Current Assets

Bank Accounts

1110 HomeStreet Bank	17,560.43
1120 HomeStreet Bank - Money Market	774,267.52
1130 PayPal Bank	0.00

Total Bank Accounts	\$ 791,827.95
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Total Accounts Receivable	-\$ 8,500.00
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1499 Undeposited Funds	0.00
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Total Other Current Assets	\$ 0.00
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Total Current Assets	\$ 783,327.95
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1410 Furniture and Fixtures	31,060.23
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1420 Accumulated Depreciation	-29,999.01
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1430 Computers	4,891.71
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Total 1400 Fixed Assets	\$ 5,952.93
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1481 Leasehold Improvements	13,755.66
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1482 Leasehold Improvement Accum Dep	-13,755.66
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Total Fixed Assets	\$ 5,952.93
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Other Long-term Assets	0.00
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Total Other Assets	\$ 0.00
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TOTAL ASSETS	\$ 789,280.88
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Total Accounts Payable	\$ 20,515.93
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2200 HomeStreet Credit Card	1,328.25
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Total Credit Cards	\$ 1,328.25
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2300 Accrued Payroll	13,999.42
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2110 Federal Withholding	0.00
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2111 Direct Deposit Liabilities	0.00
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Total 2140 Medicare	0.00
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2150 SDI	0.00
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2405 FUTA	500.54
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2410 SUI	54.70
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Total 2415 FIT, SS, Medicare - 941	5,670.43
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2420 L&I	602.20
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2425 WA Paid Family & Medical Leave	260.75
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2430 PERS 2 Company Contribution	0.00
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2435 PERS Payable	8,003.42
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2440 DCAP / FSA Payable	833.24
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2445 DRS DCP Payable	1,138.50
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2450 Medical/Dental/Vision/Life Ins	-416.66
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2460 Accrued Vacation Pay	56,255.88
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Total 2400 Payroll Liabilities	\$ 72,903.00
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Accrued Liabilities	0.00
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Deferred Revenue	0.00
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Total Other Current Liabilities	\$ 86,902.42
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Total Current Liabilities	\$ 108,746.60
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Total Liabilities	\$ 108,746.60
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3110 Equipment Purchase Reserve	15,000.00
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3120 Operations Reserves	411,114.00
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3130 Contractual Obligations Reserve	92,308.00
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3140 Legal Reserves Fund	25,000.00
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Total 3100 Board Designated Reserves	\$ 543,422.00
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3200 Board Designated Contra	-543,422.00
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3300 Fund Balance (Prior Years)	618,657.56
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3999 Opening Bal Equity	0.00
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Net Income	61,876.72
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Total Equity	\$ 680,534.28
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TOTAL LIABILITIES AND EQUITY	\$ 789,280.88
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Accrual Basis 12/11/2021 LW

SOUND CITIES ASSOCIATION
Profit and Loss by Month
January - December 2020

	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Total	2020 Budget	Difference		
1010 Member Dues	709,093.52												709,093.52	709,093.00	0.00		
1020 Membership/Sponsorships	38,000.00	10,000.00	27,500.00	3,500.00			7,000.00	3,000.00			500.00	500.00	90,000.00	75,000.00	15,000.00		
1030 Registration/Dinners Revenue	1,235.00	3,533.10	-743.10										4,025.00	29,100.00	-25,075.00		
1040 Interest Income	775.53	781.69	568.51	432.29	408.17	321.23	189.58	131.88	120.03	117.51	106.45	102.29	4,055.16	9,100.00	-5,044.84		
Total Income	\$ 749,104.05	\$ 14,314.79	\$ 27,325.41	\$ 3,932.29	\$ 408.17	\$ 321.23	\$ 7,189.58	\$ 3,131.88	\$ 120.03	\$ 117.51	\$ 606.45	\$ 602.29	\$ 807,173.68	\$ 822,293.00	-15,119.84		
Gross Profit	\$ 749,104.05	\$ 14,314.79	\$ 27,325.41	\$ 3,932.29	\$ 408.17	\$ 321.23	\$ 7,189.58	\$ 3,131.88	\$ 120.03	\$ 117.51	\$ 606.45	\$ 602.29	\$ 807,173.68				
Total 5100 Salaries	\$ 41,614.71	\$ 40,618.38	\$ 44,146.98	\$ 35,919.46	\$ 35,340.17	\$ 35,487.89	\$ 38,785.74	\$ 46,121.24	\$ 41,187.92	\$ 46,187.90	\$ 41,188.42	\$ 42,234.58	\$ 488,833.39	497,550.00	8,716.61		
5210 Taxes-FUTA	210.00	0.00	0.00	0.00	0.00	0.00	16.38	25.62	0.00	0.00	0.00	124.05	376.05	210.00	-166.05		
5220 Taxes-SUTA	50.83	53.50	57.79	32.73	26.69	19.45	19.07	20.96	13.50	10.44	6.49	30.96	342.41	342.00	-0.41		
5230 Taxes - FICA, Medicare - 941	3,184.31	3,115.31	3,406.74	1,385.25	2,709.95	2,743.77	2,973.47	3,534.68	3,038.97	2,317.23	2,244.78	2,761.96	33,416.42	34,501.00	1,084.58		
5240 Taxes - L & I	105.31	86.21	98.28	70.81	69.59	93.76	125.80	91.65	91.65	91.65	91.65	91.65	1,108.01	1,650.00	541.99		
5250 Taxes-FMLA	33.82	123.23	113.73	137.87	90.69	91.80	99.41	117.98	90.01	61.20	67.20	88.35	1,115.29	1,150.00	34.71		
Total 5200 Payroll Taxes	\$ 3,584.27	\$ 3,378.25	\$ 3,676.54	\$ 1,626.66	\$ 2,896.92	\$ 2,948.78	\$ 3,234.13	\$ 3,790.89	\$ 3,234.13	\$ 2,480.52	\$ 2,410.12	\$ 3,096.97	\$ 36,358.18	37,853.00	1,494.82		
5310 Pension Plan Contributions	5,319.73	5,220.45	4,851.64	4,581.20	4,609.12	4,633.81	5,061.49	5,986.90	5,342.06	5,990.56	5,342.06	5,445.33	62,384.35	62,379.00	-5.35		
5320 Medical/Dental/Vision/Life Ins	4,812.18	4,706.70	4,706.70	3,894.86	3,894.86	3,894.86	3,894.86	4,601.22	4,706.70	4,706.70	4,706.70	4,706.70	53,233.04	56,527.00	3,293.96		
5330 Professional Development			35.00						15.00	189.98		567.20	807.18	5,000.00	4,192.82		
Total 5340 Travel Reimburse	\$ 938.62	\$ 807.24	\$ 567.79	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 250.00	\$ 6,563.65	10,000.00	3,436.35		
Total 5300 Staff Benefits	\$ 11,070.53	\$ 10,734.39	\$ 10,161.13	\$ 8,976.06	\$ 9,003.98	\$ 9,028.67	\$ 9,456.35	\$ 11,088.12	\$ 10,563.76	\$ 11,387.24	\$ 10,548.76	\$ 10,969.23	\$ 122,988.22	133,906.00	10,917.78		
Total 5000 Staff	\$ 56,269.51	\$ 54,731.02	\$ 57,984.65	\$ 46,522.18	\$ 47,241.07	\$ 47,465.34	\$ 51,476.22	\$ 61,000.25	\$ 54,985.81	\$ 60,055.66	\$ 54,147.30	\$ 56,300.78	\$ 648,179.79	\$ 669,309.00	21,129.21		
6100 Rent	2,402.56	2,402.56	2,402.56	2,402.96	2,402.16	2,402.46	2,402.56	2,402.56	2,402.56	2,402.56	2,402.56	2,402.56	28,830.62	28,831.00	0.38		
6200 Office Insurance										604.00			604.00	604.00	0.00		
6310 Copier/Printer Lease & Maint	477.60	370.30	370.30	370.30	370.30	370.30	475.68	370.30	370.30	370.30	370.30	370.30	4,656.28	4,546.00	-110.28		
6320 Outside Printing & Publication		215.82											215.82	1,454.00	1,238.18		
Total 6300 Printing and Publication	\$ 477.60	\$ 586.12	\$ 370.30	\$ 370.30	\$ 370.30	\$ 370.30	\$ 475.68	\$ 370.30	\$ 370.30	\$ 370.30	\$ 370.30	\$ 370.30	\$ 4,872.10	6,000.00	1,127.90		
6410 Internet	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00	1,200.00	0.00		
6420 Website Design/Hosting	20.00	20.00		40.00	30.00	30.00	180.00	30.00	30.00	30.00	30.00	30.00	470.00	1,200.00	730.00		
6430 IT Equipment			2,123.77	17.62	18.92		1,528.12	39.55		1,088.11	109.25	1,663.99	6,589.33	5,000.00	-1,589.33		
6440 Software/Subscriptions			64.16	1,474.14	118.23	116.00	41.82	224.37	224.37	443.31	224.37	427.83	3,358.60	1,500.00	-1,858.60		
Total 6400 IT	\$ 120.00	\$ 120.00	\$ 2,287.93	\$ 1,631.76	\$ 267.15	\$ 246.00	\$ 1,849.94	\$ 393.92	\$ 354.37	\$ 1,661.42	\$ 463.62	\$ 2,221.82	\$ 11,617.93	8,900.00	-2,717.93		
6500 Phone	210.74	212.34	212.34	207.00	206.59	206.59	206.59	213.50	213.51	213.51	213.80	213.80	2,530.31	2,600.00	69.69		
6600 CC, Banking & Other Fees	11.28	37.99			195.74	-576.72	14.80				-150.00	25.00	-441.91	150.00	591.91		
6705 QuickBooks Subscription Fees		44.00	183.15	95.70	95.70	51.70	139.70	97.90	97.90	97.90	97.90	97.90	1,099.45				
6710 Accountants	174.00		165.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00		1,700.00	10,060.00	12,459.00			
Total 6700 Accounting Fees	\$ 174.00	\$ 44.00	\$ 348.15	\$ 155.70	\$ 155.70	\$ 111.70	\$ 199.70	\$ 157.90	\$ 157.90	\$ 97.90	\$ 1,797.90	\$ 10,157.90	\$ 13,558.45	15,000.00	1,441.55		
6800 Legal Fees					1,032.75						143.55	972.00	2,148.30	5,000.00	2,851.70		
6900 Office Supplies / Misc.	234.97	357.52	201.10	98.69	315.69	136.83	324.33	106.70	255.38	-139.86	80.46	189.74	2,161.55	2,550.00	388.45		
Total 6000 Office / Overhead	\$ 3,631.15	\$ 3,760.53	\$ 5,822.38	\$ 4,866.41	\$ 4,946.08	\$ 2,897.16	\$ 5,458.80	\$ 3,659.68	\$ 3,754.02	\$ 5,209.83	\$ 5,322.19	\$ 16,553.12	\$ 65,881.35	\$ 69,635.00	3,753.65		
7100 Food/Beverage/Rentals		6,057.55											6,057.55	25,400.00	19,342.45		
7200 Event Pmts Processing Fee	112.52	125.87	37.13	5.00	5.00	5.00			15.00	5.00	5.00		315.52	110.00	-205.52		
Total 7000 Event Expenses	\$ 112.52	\$ 6,183.42	\$ 37.13	\$ 5.00	\$ 5.00	\$ 5.00	\$ 0.00	\$ 0.00	\$ 15.00	\$ 5.00	\$ 5.00	\$ 0.00	\$ 6,373.07	\$ 25,510.00	19,136.93		
8100 Insurance (D&O)						1,774.00							1,774.00	1,774.00	0.00		
8200 Awards / Recognition									50.10	122.78	4.27		177.15	1,000.00	822.85		
8300 Retreats/Mtgs/Conf/Dues/Events	686.69	2,079.60	519.38	525.00		159.47	44.19	13.46	490.00	359.92	-14.99	608.94	5,471.66	15,000.00	9,528.34		
8400 Consultants/Special Projects									129.00			7,399.94	7,528.94	20,000.00	12,471.06		
Total 8000 Board / Org Development	\$ 686.69	\$ 2,079.60	\$ 519.38	\$ 525.00	\$ 0.00	\$ 1,933.47	\$ 44.19	\$ 13.46	\$ 669.10	\$ 482.70	-\$ 10.72	\$ 8,008.88	\$ 14,951.75	\$ 37,774.00	22,822.25		
9000 Contingency Fund													\$ 0.00	\$ 20,000.00	20,000.00		
Bad Debt Write Off		500.00									500.00	7,000.00	8,000.00	0.00	-8,000.00		
Depreciation	159.25	159.25	159.25	159.25	159.25	159.25	159.25	159.25	159.25	159.25	159.25	159.25	1,911.00				
Total Expenses	\$ 60,859.12	\$ 67,413.82	\$ 64,522.79	\$ 52,077.84	\$ 52,351.40	\$ 52,460.22	\$ 57,138.46	\$ 64,832.64	\$ 59,583.18	\$ 65,912.44	\$ 60,123.02	\$ 88,022.03	\$ 745,296.96	\$ 822,228.00	78,842.04		
Net Operating Income	\$ 688,244.93	-\$ 53,099.03	-\$ 37,197.38	-\$ 48,145.55	-\$ 51,943.23	-\$ 52,138.99	-\$ 49,948.88	-\$ 61,700.76	-\$ 59,463.15	-\$ 65,794.93	-\$ 59,516.57	-\$ 87,419.74	\$ 61,876.72				
Net Income	\$ 688,244.93	-\$ 53,099.03	-\$ 37,197.38	-\$ 48,145.55	-\$ 51,943.23	-\$ 52,138.99	-\$ 49,948.88	-\$ 61,700.76	-\$ 59,463.15	-\$ 65,794.93	-\$ 59,516.57	-\$ 87,419.74	\$ 61,876.72				
														2020 Budget	2020 Actual	Difference	
														Total Income (Including Bad Debts)	\$ 822,293.00	\$ 799,173.68	\$ (23,119.32)
														Total Expenses	\$ 822,228.00	\$ 735,385.96	\$ 86,842.04
														NET		\$ 63,722.72	
Accrual Basis 12/11/2021 LW																	

Accrual Basis 12/11/2021 LW

Sponsorship Payment Tracking
2021

Sponsorship Level	Sponsor/Entity	Invoiced Month	Amount Invoiced	Paid Month	Amount Paid
Regional Associate Member	AFT Washington	January 2021	\$500.00		
Regional Associate Member	Association of WA Cities	January 2021	\$500.00	February 2021	\$ 500.00
Partner	Cedar Grove	January 2021	\$ 6,000.00		
Regional Associate Member	EMC Research	January 2021	\$500.00	February 2021	\$ 500.00
Regional Associate Member	Gordon Thomas Honeywell	January 2021	\$500.00	February 2021	\$ 500.00
Regional Associate Member	Green River College	January 2021	\$500.00		
Partner	Comcast	January 2021	\$6,000.00		
Event Sponsor	Comcast	January 2021	\$2,500.00		
Regional Associate Member	Foster Garvey	January 2021	\$500.00		
Regional Associate Member	Boeing	January 2021	\$ 500.00		
Event Sponsor	Boeing	January 2021	\$ 2,500.00		
Regional Associate Member	The Johnston Group	January 2021	\$ 250.00	January 2021	\$ 250.00
Regional Associate Member	Jurassic Parliament			In-Kind	
Regional Associate Member	Langston Spieth, LLC	January 2021	\$500.00	February 2021	\$ 500.00
Partner	Lumen	October 2020	\$ 6,000.00	November 2020	\$ 6,000.00
Regional Associate Member	Michael Baker International	December 2020	\$ 500.00	December 2020	\$500.00
Partner	Marketing Solutions			In-Kind	
Regional Associate Member	PRR	November 2020	\$ 500.00	January 2020	\$ 500.00
Partner	Puget Sound Energy	January 2021	\$6,000.00		
Partner	Recology	January 2021	\$6,000.00	February 2021	\$ 6,000.00
Partner	Republic Services	January 2021	\$6,000.00		
Regional Associate Member	Saunderson Marketing			In-Kind	
Regional Associate Member	Seattle Building and Constr.	January 2021	\$500.00	February 2021	\$ 500.00
Partner	Sound Transit	January 2021	\$6,000.00		
Regional Associate Member	Symetra	October 2020	\$ 3,000.00	December 2020	\$3,000.00
Regional Associate Member	ValleyCom	January 2021	\$500.00		
			\$55,750.00		\$18,750.00

Sponsorship Payment Tracking
2020

Sponsorship Level	Sponsor/Entity	Invoiced Month	Amount Invoiced	Paid Month	Amount Paid
Regional Associate Member	AT&T	April 2020	\$500.00	May 2020	\$500.00
Regional Associate Member	ClearPath	July 2020	\$500.00	September 2020	\$ 500.00
Event Sponsor	Gordon Thomas Honeywell	January 2020	\$2,500.00	January 2020	\$ 2,500.00
Event Sponsor	Foster Garvey	January 2020	\$2,500.00	February 2020	\$ 2,500.00
Regional Associate Member	Inslee Best Doezie & Ryder	August 2020	\$500.00	September 2020	\$ 500.00
Event Sponsor	Inslee Best Doezie & Ryder	August 2020	\$2,500.00	September 2020	\$ 2,500.00
Regional Associate Member	King County Dept of Assesments	April 2020	\$ 500.00	August 2020	\$ 500.00
Regional Associate Member	King Conservation District	April 2020	\$500.00	May 2020	\$500.00
Regional Associate Member	King County Library Systems	April 2020	\$ 500.00	May 2020	\$ 500.00
Partner	Microsoft	March 2020	\$6,000.00	April 2020	\$ 6,000.00
Regional Associate Member	NorCom	April 2020			
Regional Associate Member	Outcomes by Levy	April 2020	\$ 500.00	May 2020	\$ 500.00
Partner	Port of Seattle	March 2020	\$6,000.00	July 2020	\$ 6,000.00
Regional Associate Member	Strategies 360	July 2020			
Partner	Waste Management	March 2020	\$6,000.00	July 2020	\$ 6,000.00
Total			\$29,000.00		\$ 29,000.00

status as of 2/12/2021

2021 Member City Dues
Payment Tracking

Municipality	Ammount Received	Amount Outstanding
Algona	\$2,125.66	
Auburn	\$47,803.98	
Beaux Arts Village	\$199.91	
Bellevue		\$53,308.04
Black Diamond	\$3,015.24	
Bothell	\$19,037.63	
Burien	\$34,650.22	
Carnation	\$1,479.30	
Clyde Hill		\$2,035.70
Covington	\$13,513.59	
Des Moines	\$21,043.35	
Duvall	\$5,224.19	
Enumclaw	\$8,129.48	
Federal Way	\$53,308.04	
Hunts Point	\$279.87	
Issaquah	\$25,048.11	
Kenmore	\$15,539.29	
Kent	\$53,308.04	
Kirkland	\$53,308.04	
Lake Forest Park	\$8,829.14	
Maple Valley	\$17,445.05	
Medina		\$2,162.31
Mercer Island	\$16,305.60	
Milton	\$796.29	
Newcastle	\$8,296.06	
Normandy Park	\$4,404.58	
North Bend	\$4,641.13	
Pacific	\$4,581.16	
Redmond	\$43,885.84	
Renton	\$53,308.04	
Sammamish	\$42,919.63	
SeaTac	\$19,444.11	
Shoreline	\$37,562.17	
Skykomish		\$136.60
Snoqualmie	\$9,109.01	
Tukwila	\$13,946.71	
Woodinville	\$8,269.41	
Yarrow Point		\$693.00
	\$650,757.87	\$58,335.65

status as of 2/10/2021 LW

Sound Cities Association

2021 Legislative Agenda



Promote Economic Recovery

The COVID-19 public health crisis has had a devastating economic impact on Washington's businesses and workforce. Additional investments will be necessary to support the long-term economic recovery of businesses. SCA urges the Legislature to:

- * Provide tools and resources for local business recovery, particularly the small business community
- * Be cognizant of tax implications and do no harm to businesses already hurt by the economic downturn
- * Consider greater flexibility on business regulations to encourage economic vitality

Address the Fiscal Needs of Cities to Provide Local Services

The need for cities to continue providing basic core services to residents remains essential despite the substantial revenue loss and unanticipated expenses brought by the COVID-19 pandemic. SCA urges the Legislature to:

- * Provide a fair portion of any future federal or state COVID-19 relief funding directly to cities
- * Ensure that state-shared revenue distributions remain whole
- * Provide greater flexibility with existing revenue sources
- * Replace the 1% cap on annual property tax increases with a limit tied to inflation plus population growth
- * Ensure funding for Streamlined Sales Tax Mitigation
- * Support local infrastructure and fully fund the Public Works Assistance Account

Address Housing Instability

The state and cities must partner to preserve existing and increase the supply of affordable housing as well as address behavioral health needs and other root causes of homelessness. SCA urges the Legislature to:

- * Address the instability resulting from the economic impacts of COVID-19, including rental, mortgage, and utility assistance
- * Provide local option tools and incentives to diversify the housing supply that recognizes the diversity of our communities

Clarify the Open Public Meetings Act Regarding Remote Meetings

SCA urges the Legislature to provide local governments with greater flexibility to hold virtual meetings without a physical location during an emergency.

Invest in Transportation Infrastructure & Mobility

The economic recovery and vitality of our state demands that we invest in our existing transportation infrastructure and prioritize new investments that improve the mobility of people and goods. SCA urges the Legislature to:

- * Partner with cities to develop a comprehensive transportation revenue package that provides new resources and options for local governments to address multimodal transportation and mobility needs

Address Law Enforcement Reform

As cities are best positioned to understand the needs of our individual communities and police departments, SCA encourages the Legislature to partner with cities in addressing law enforcement reform. SCA supports thoughtful reforms that are timely, reasonable, and effective while recognizing local decision-making authority that ensures the needs of each community with varying levels of resources are met. SCA urges the Legislature to:

- * Enact statewide law enforcement including:
 - * establish a statewide standard use of force,
 - * create database to track officers fired for misconduct,
 - * expand grounds for decertification,
 - * require officer misconduct investigations,
 - * establish a duty to intervene when an officer witnesses misconduct by an officer,
 - * require all officers receive regular mental health support and mental health screening for officers involved in fatal use of force.
- * Provide state funding for any new statewide law enforcement programs or mandates

Legislative Principles

SCA adopts the following guiding principles through which all legislative proposals will be measured against:

- * Advance racial equity and social justice
- * Preserve local decision-making authority
- * Do not eliminate the social safety net
- * Protect shared revenues
- * No unfunded mandates to cities

CITY MANAGERS AND ADMINISTRATORS
FEBRUARY
MEETING AGENDA

WEDNESDAY, FEBRUARY 3, 2021

9:30 TO 11:00 AM

VIRTUAL MEETING

Join meeting from your computer, tablet or smartphone:

<https://us02web.zoom.us/j/87890484249?pwd=aGtuRzkrVjlsa0Rnam5LYXdsWmJvdz09>

Dial in: (253) 215-8782 **Meeting ID:** 878 9048 4249 **Passcode:** 244405

- 9:30 AM A. WELCOME & INTRODUCTIONS**
DAVID CLINE, CITY ADMINISTRATOR, CITY OF TUKWILA
- 9:35 AM B. COVID UPDATES – ROUNDTABLE DISCUSSION**
“WHAT’S GOING ON IN YOUR CITY WITH TESTING, VACCINATIONS, AND MORE...”
DAVID CLINE, CITY ADMINISTRATOR, CITY OF TUKWILA
- 10:00 AM C. “HEALTH THROUGH HOUSING” PLAN – KING COUNTY & HB 1590 SALES TAX FUNDING FOR HOUSING - CITY PLANS**
LEO FLOR, DIRECTOR, KING COUNTY DEPT OF COMMUNITY AND HEALTH SERVICES
DEREK MATHESON, CHIEF ADMINISTRATIVE OFFICER, CITY OF KENT
- 10:45 AM D. SCA UPDATE**
DEANNA DAWSON, EXECUTIVE DIRECTOR, SOUND CITIES ASSOCIATION (SCA)
LAURA PHILPOT, MAPLE VALLEY CITY MANAGER, SCA BOARD LIASION
- 10:50 AM E. WCMA/ICMA UPDATES**
WCMA PRESIDENT - REGAN BOLLI, CITY MANAGER, COVINGTON
WCMA INCOMING PRESIDENT – JENNIFER PHILLIPS, CITY MANAGER, BOTHELL
- 11:00 AM F. ADJOURN**



SOUND **CITIES** ASSOCIATION

38 Cities. A Million People. One Voice.

Board of Directors Mini Retreat

February 2nd, 2021



Facilitated by Una McAlinden, Certified ToP Facilitator
Creative Strategy Solutions

www.CreativeStrategySolutions.com

Welcome!

Sound Cities Association Board & Staff

What's your go-to snack during a long virtual meeting?



Chips & salsa



Wrapped candy



Potato chips



Energy bar



Cookies



Fruit



Popcorn



Nuts

Hand on heart, are you wearing PJs right now?



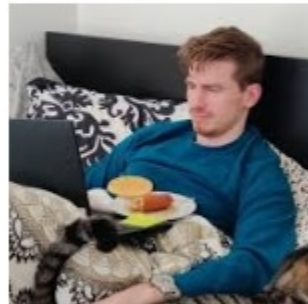
Business on top,
party on the bottom



Never!



No... as of 2
minutes ago

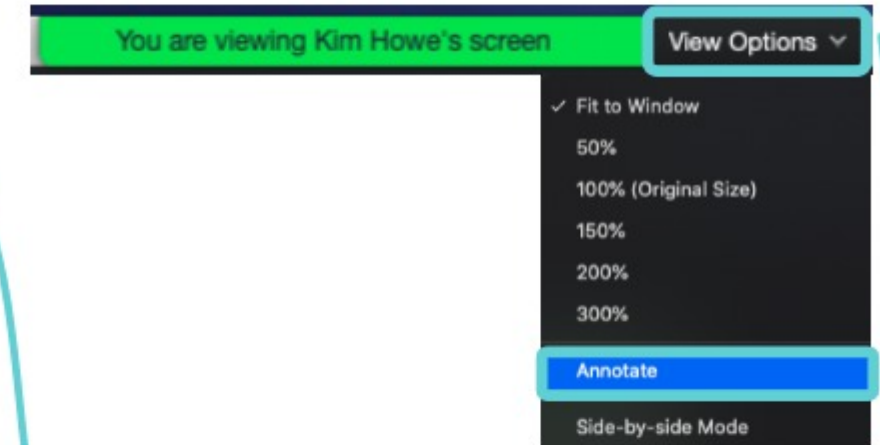


100% yes

1 Please unmute and say hello to test your audio connection.

2 Then click the green checkmark at the bottom of the Participant List.

3 At the top of your Zoom screen, find the green bar and select the "View Options" dropdown. Then click on "Annotate."



4 In the Annotate bar that appears, choose "Stamp" and add a checkmark on the answers that best apply to you.





Meet your Facilitators

Una McAlinden
Certified ToP Facilitator
Bellevue, WA

WA State: Woman-owned Small Business
una@unamcalinden.com
www.CreativeStrategySolutions.com



Una McAlinden
Facilitator



Kim Howe
Producer



SCA Guiding Principles



In chat, put your name, city, and years on SCA Board & which principle stands out for you ...



Assume that others are acting with good intent



No surprises!



Have each other's backs



Think about who is not at the table



Be candid, but kind



Once a decision is made, work together to make it work



Show up to meetings prepared



Extend grace to others – cut them some slack



Remain open-minded



Respect differing views

What do we need to add or adjust?

- It's working!

A stylized illustration of blue waves, with a large, curling wave on the left side and smaller waves extending towards the right. The waves are rendered in various shades of blue, from light to dark, with white highlights indicating foam and movement.

**What is going on
around us that we
need to HEED or pay
attention to?**

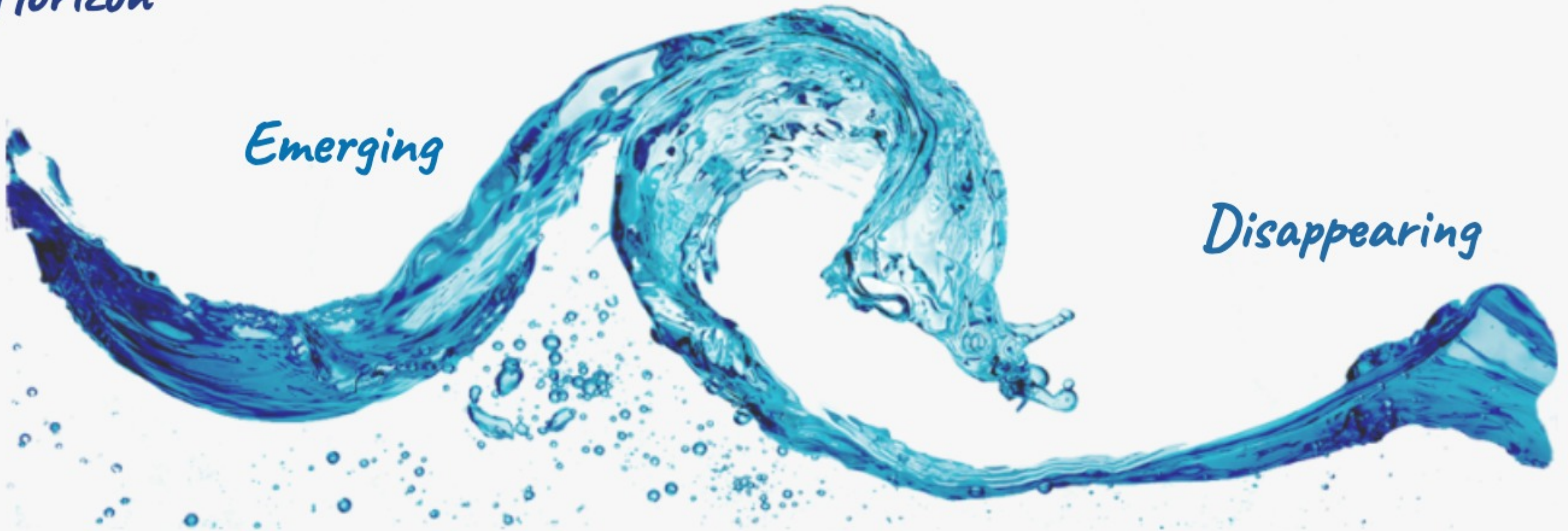
What is going on around us that we need to **HEED** or pay attention to?

Horizon

Established

Emerging

Disappearing



What is going on around us that might impact our work?

Society

Technology

Economy

Environment

Politics

Trends

Ideas

Practices

Paradigms

What is going on around us that we need to heed or pay attention to?

What's on the HORIZON?

What radical ideas are pushing our boundaries?

- New horizons
- "Bleeding edge"
- Out of the blue
- Idea not yet accepted
- Next generation

remote
working **Blue
zones**

What's ESTABLISHED?

What are mainstream best practices?

- Status quo
- Standard operating procedures
- "Tried and true"
- Accepted ideas
- Hard to dislodge

noticing
ordinances
in local
paper

Building
roads for
vehicles

What's DISAPPEARING?

What ideas are overtly questioned or irrelevant?

- No longer relevant
- Outdated or falling out of favor
- Being replaced
- May need to be let go
- May need to be resuscitated!

noticing
ordinances
in local
paper

local
papers

Shopping
malls

What's EMERGING?

What ideas are gaining momentum?

- Ideas whose time has come
- Experimental ideas
- Concepts garnering resources, support, and backing
- Practice gaining popularity

changing
transpo
planning
processes

Social
justice/
inclusive
policies

Individually, brainstorm at least 1 item for each question.

Group 1 -
ESTABLISHED

Group 2 -
EMERGING

Group 3 -
DISAPPEARING

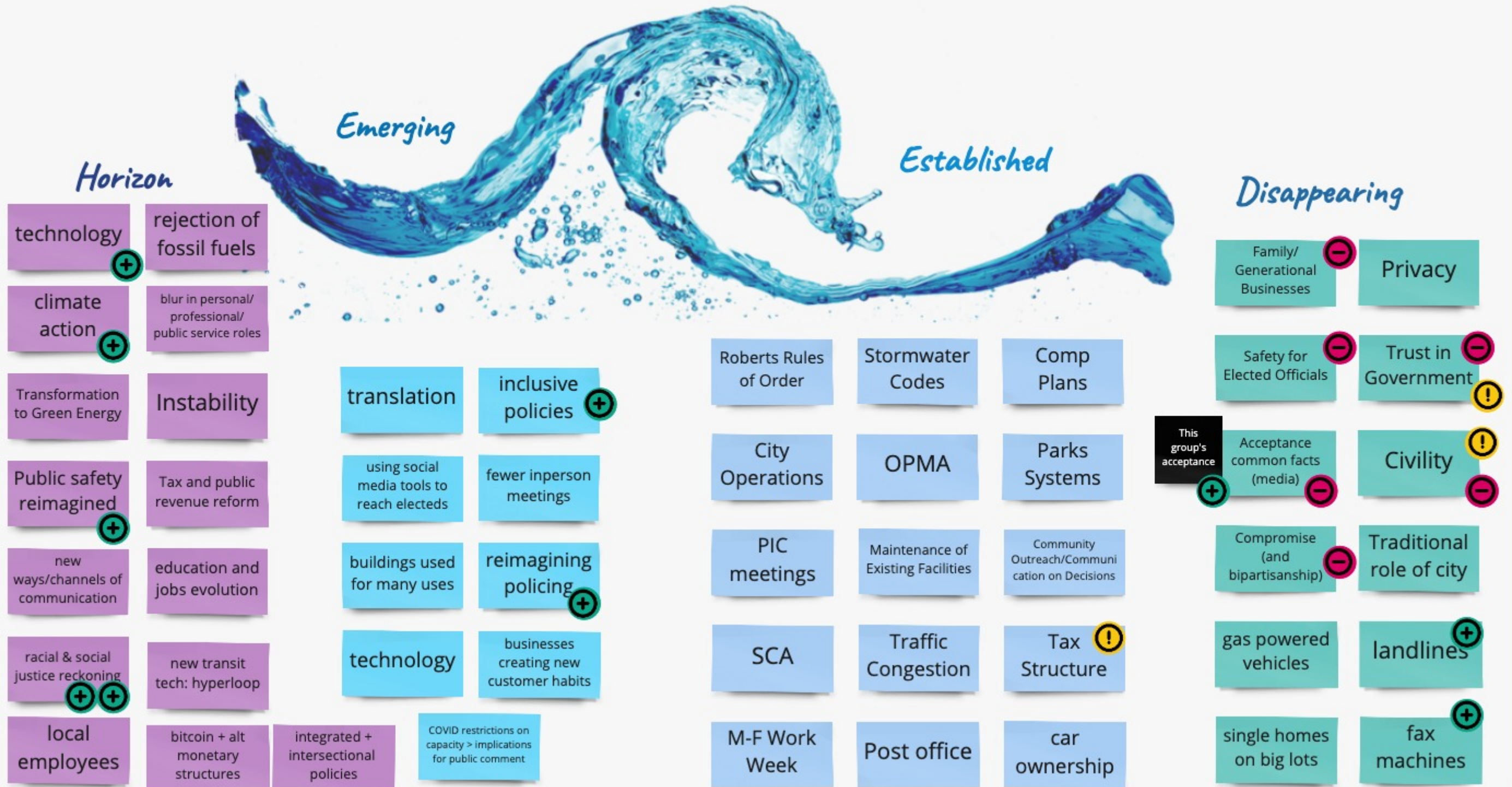
Group 4 -
HORIZON

Breakout Group Instructions

1. Click on the link in the zoom chat to open our brainstorming spreadsheet. Once in your group, find your group's matching tab.
2. Individually, **type your top 2-3 ideas** into an empty column.
What's most important for the group to be mindful of?
3. As a group, review the ideas and **discuss any that are intriguing or unclear.**
4. As a group, **select up to 8 ideas** to highlight for the full group.
 - **Type each idea on a separate line** in the FINAL GROUP IDEAS column.
 - Capture the gist of each idea in **3-7 words.**

Group 1 - Established: What are mainstream best practices? (Status quo, tried and true, works every time)				
Choose a column (1-4), and write your name at the top. Write your top 2-3 ideas in your column. As a group, review and discuss any that are intriguing or unclear. Select up to 6 ideas to highlight for the full group. Type each idea on a separate line. Capture the gist to 3-7 words. Watch for facilitator updates here.				
Each person write your top 2-3 ideas in one of the columns below:				
Write Your Name Here	Write Your Name Here	Write Your Name Here	Write Your Name Here	Write Your Name Here
idea 1				
idea 2				
idea 3				
idea 4				
idea 5				
idea 6				

What is going on around us that we need to HEED or pay attention to?



What trends might we leverage to our advantage?

- This group is solution oriented and seeking ways to move forward.
- Although there may be a broader rejection of facts, this group is committed to acknowledging.
- A period of time of AMAZING technological progress - how can we leverage?
- SCA and this collaborative work... expand the tent. Working together to be responsive to these changing times and model a way of working together.

What trends point to challenges or issues we need to address?

- Degraded trust between executive branch and legislative branch
- Belief that decisions are based on facts, when that's not accurate

What implications do you see for this group?

- We cannot address the challenging emerging/horizon conversations without the foundation of civility and trust.
- There's great demand for response but we face funding limitations.
- How do we create opportunities for more people to engage with us productively and amplify/ build on successful and positive relationships.
- Opportunity to highlight the importance of local government and make visible.

What action is being called for in light of these insights?

proactive education for community members around funding and decision making

Driving toward questioning assumptions and finding facts

Lead by example and set the tone; integrate accountability with civility

Leverage our evangelists

maintain positive attitude, stress honest facts, engage community

Continue coming together with open mind to tackle tough problems

normalize civility

Staying attuned to those we represent (PIC and non)

keep showing up to fight the good fight!

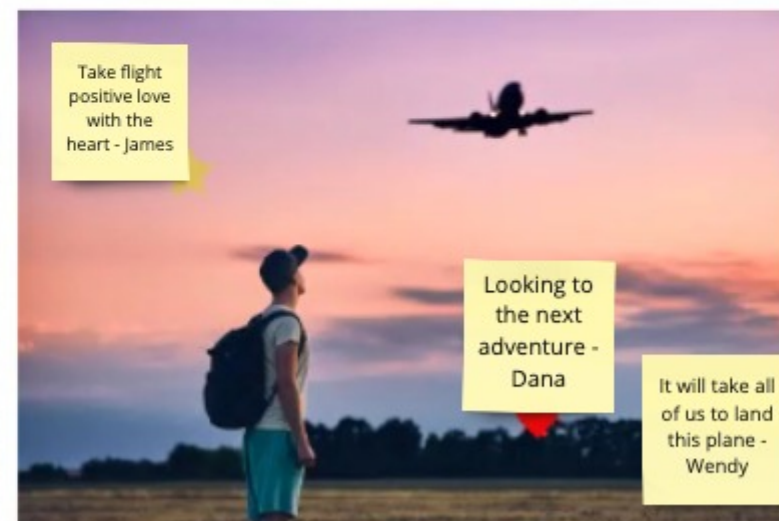
sharing ideas regionally

share info with council re: work of SCA

Closing Reflection



What image captures the essence of our session today?





Una McAlinden
Certified ToP Facilitator
Bellevue, WA

WA State: Woman-owned Small Business
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www.CreativeStrategySolutions.com

What's a word or phrase that sums up your experience today? Please put in Chat.

Build Leadership Capacity with an In-House Facilitation Training

Invest in your staff and build capacity in facilitative leadership.

We provide virtual trainings in the Technology of Participation foundational methods:

- Focused Conversation
- Consensus Workshop
- Action Planning



Our session was on **Miro** - a collaborative whiteboard platform. **Custom trainings available** - email me for more information.

