



SCA Board of Directors AGENDA

March 17, 2021

10 AM Noon

Public Notice: Due to the declared COVID 19 emergency, 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/87568031426?pwd=TU5ra0dHNzI5NEo2ZGQzbytyUE5HQT09>

Dial In 253-215-8782, Webinar ID: 875 6803 1426, Password: 794715

- | | |
|---|---------------------------------|
| 1) Call to Order – President Ed Prince | 2 minutes |
| 2) Public Comment | 10 minutes |
| 3) Member Check In | 5 minutes |
| 4) Consent Agenda | 3 minutes |
| a. Minutes of the February 17, 2021 Meeting | Attachment 1 |
| b. January 2021 Financial Reports | Attachments 2 4 |
| <i>Recommended Action: Approval of the consent agenda, consisting of the minutes of the February 17, 2021 SCA Board of Directors Meeting and January 2021 Financial Reports.</i> | |
| 5) President’s Report – President Ed Prince | 5 minutes |
| 6) Executive Director’s Report – Deanna Dawson, Executive Director | 10 minutes |
| 7) Treasurer’s Report – Treasurer Jeff Wagner | 10 minutes |
| a. Approval of 2021 Reserve Levels | |
| <i>Recommended Action: Approval of 2021 Reserve Levels, as recommended by the SCA Finance Committee:</i> | |
| • Operations Reserve of half of budgeted expenses \$398,547 | |
| • Equipment Reserve of \$15,000 | |
| • Contract Liability Reserve \$123,900 | |
| • Legal Reserve of \$25,000 | |
| ○ Total reserves : \$562,447 | |
| b. Update on Sponsorships | Attachment 5 |
| c. Update on City Dues | Attachment 6 |
| d. 2020 Audit | |
| e. Other Updates | |
| 8) PIC Chair’s Report – Deputy Mayor Christie Malchow, PIC Chair | 10 minutes |
| a. March 10 Meeting Materials | |

- i.) Best Starts for Kids Levy
- ii.) Countywide Planning Policies

9) City Administrator's Report – Laura Philpot

5 minutes
[Attachment 7](#)

10) Leadership Advisory Committee Update – Dana Ralph

5 minutes

11) Discussion Items

45 minutes

- a. SCA Guiding Principles
***Recommended Action:** Add a bullet point to the SCA Guiding Principles to note an expectation that members will be actively engaged during meetings, as recommended by the SCA Board's Executive Committee*
- b. SCA Equity and Inclusion Cabinet
- c. King County Regional Homelessness Authority CEO Search
- d. Coronavirus Local Fiscal Recovery Fund
- e. 2021 Legislative Session
 - a. SCA Legislative Agenda [Attachment 8](#)
 - b. Bill tracker [Attachment 9](#)
 - c. HB 1220 letter [Attachment 10](#)
- f. [State v. Blake](#) Decision
- g. K4C
- h. Debrief of Recent SCA Events
- i. Upcoming Events
 - a. Lunch with the SCA Board Series – Jim Ferrell and De'Sean Quinn
 - b. Meet the County Councilmembers Series
 - March 22 – Joe McDermott
 - April 26 – Girmay Zahilay
 - c. Other Events
- j. Continued Discussion on SCA Retreat [Attachment 11](#)
 - a. SCA Role in Fostering Nonpartisan Cooperation in the Region

12) 2021 Accomplishments

5 minutes

13) For the good of the order

5 minutes

14) Adjourn

Upcoming Events/Meetings

- *Meet the King County Council Series – Joe McDermott – Monday, March 22, 2021 – Noon to 1:00 PM*
- *Lunch with the SCA Board Series – De'Sean Quinn and Jim Ferrell – Friday, March 26, 2021 – Noon to 1:00 PM*
- *Metro Transit Workshop – Monday, April 12, 2021 – noon to 1:30 PM*
- *SCA Public Issues Committee Meeting – Wednesday, April 14, 2021 – 7:00 to 9:00 PM*
- *SCA Board Meeting – Wednesday, April 21, 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

2021 Policy Priorities

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



SOUND CITIES ASSOCIATION

38 Cities. A Million People. One Voice.

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 10th 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 26th."

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.

SOUND CITIES ASSOCIATION

Balance Sheet

As of January 31, 2021

1110 HomeStreet Bank	387,852.98
1120 HomeStreet Bank - Money Market	721,340.30
1130 PayPal Bank	0.00
Total Bank Accounts	\$ 1,109,193.28
1200 Accounts Receivable	367,484.11
Total Accounts Receivable	\$ 367,484.11
1499 Undeposited Funds	0.00
Total Other Current Assets	\$ 0.00
Total Current Assets	\$ 1,476,677.39
1410 Furniture and Fixtures	31,060.23
1420 Accumulated Depreciation	-30,158.26
1430 Computers	4,891.71
Total 1400 Fixed Assets	\$ 5,793.68
1481 Leasehold Improvements	13,755.66
1482 Leasehold Improvement Accum Dep	-13,755.66
Total Fixed Assets	\$ 5,793.68
Other Long-term Assets	0.00
Total Other Assets	\$ 0.00
TOTAL ASSETS	\$ 1,482,471.07
Total Accounts Payable	\$ 205.00
2200 HomeStreet Credit Card	10,447.21
Total Credit Cards	\$ 10,447.21
2300 Accrued Payroll	14,265.62
2110 Federal Withholding	0.00
2111 Direct Deposit Liabilities	0.00
Total 2140 Medicare	\$ 0.00
2150 SDI	0.00
2405 FUTA	586.49
2410 SUI	109.87
Total 2415 FIT, SS, Medicare - 941	\$ 5,843.40
2420 L&I	752.75
2425 WA Paid Family & Medical Leave	369.36
2430 PERS 2 Company Contribution	0.00
2435 PERS Payable	8,095.30
2440 DCAP / FSA Payable	624.91
2445 DRS DCP Payable	1,055.50
2450 Medical/Dental/Vision/Life Ins	0.00
2460 Accrued Vacation Pay	60,562.88
2470 w/held VLTD Buy Up	0.00
Car Allowance Payable	0.00
Total 2400 Payroll Liabilities	\$ 78,000.46
Accrued Liabilities	0.00
Deferred Revenue	0.00
Total Other Current Liabilities	\$ 92,266.08
Total Current Liabilities	\$ 102,918.29
Total Liabilities	\$ 102,918.29
3110 Equipment Purchase Reserve	15,000.00
3120 Operations Reserves	398,547.00
3130 Contractual Obligations Reserve	123,900.50
3140 Legal Reserves Fund	25,000.00
Total 3100 Board Designated Reserves	\$ 562,447.50
3200 Board Designated Contra	-562,447.50
3300 Fund Balance (Prior Years)	676,227.20
3999 Opening Bal Equity	0.00
Net Income	703,325.58
Total Equity	\$ 1,379,552.78
TOTAL LIABILITIES AND EQUITY	\$ 1,482,471.07

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March 17, 2021 SCA Board Of Directors Meeting
Attachment 2: January 2021 Balance Sheet

SOUND CITIES ASSOCIATION

Profit and Loss

January 2021

		2021 Budget	Difference	
1010 Member Dues	709,093.52	709,093.00	0.00	
1020 Membership/Sponsorships	55,250.00	67,500.00	-12,250.00	
1030 Registration Revenue	0.00	5,000.00	-5,000.00	
1040 Interest Income	79.94	5,500.00	-5,420.06	
Total Income	\$ 764,423.46	787,093.00	-22,669.54	
Gross Profit	\$ 764,423.46			

		2021 Budget	Difference	% Budget Remaining
Total 5100 Salaries	\$ 42,424.79	509,834.00	467,409.21	92%
5210 Taxes-FUTA	85.95	210.00	124.05	59%
5220 Taxes-SUTA	55.17	550.00	494.83	90%
5230 Taxes - FICA, Medicare - 941	3,251.87	36,658.00	33,406.13	91%
5240 Taxes - L & I	91.65	1,650.00	1,558.35	94%
5250 Taxes-FMLA	108.61	2,040.00	1,931.39	95%
Total 5200 Payroll Taxes	\$ 3,593.25	41,108.00	37,514.75	91%
5310 Pension Plan Contributions	5,502.52	59,192.00	53,689.48	91%
5320 Medical/Dental/Vision/Life Ins	5,065.04	60,867.00	55,801.96	92%
5330 Professional Development	60.00	5,000.00	4,940.00	99%
Total 5340 Travel Reimburse	\$ 500.00	8,000.00	7,500.00	94%
Total 5300 Staff Benefits	\$ 11,127.56	133,059.00	121,931.44	92%
Total 5000 Staff	\$ 57,145.60	684,001.00	626,855.40	92%
6100 Rent	2,502.56	30,031.00	27,528.44	92%
6200 Office Insurance	0.00	604.00	604.00	100%
6310 Copier/Printer Lease & Maint	370.63	4,600.00	4,229.37	92%
6320 Outsourced Printing/Publications	0.00	600.00	600.00	100%
Total 6300 Printing and Publication	\$ 370.63	5,200.00	4,829.37	93%
6420 Website Design/Hosting	30.00	1,420.00	1,390.00	98%
6430 Equipment	0.00	2,500.00	2,500.00	100%
6440 Software/Subscriptions	123.91	4,685.00	4,561.09	97%
Total 6400 IT	\$ 153.91	8,605.00	8,451.09	98%
6500 Cell Phone Service	213.80	2,600.00	2,386.20	92%
6600 CC/Bank/Other fees	0.00	150.00	150.00	100%
Total 6700 Accounting Fees	\$ 60.00	12,000.00	11,940.00	100%
6800 Legal	\$ 0.00	5,000.00	5,000.00	100%
6900 Office Supplies / Misc.	128.38	2,600.00	2,471.62	95%
Total 6000 Office / Overhead	\$ 3,429.28	66,790.00	63,360.72	95%
7100 Event food/bev/rentals	0.00	5,000.00	5,000.00	100%
Total 7000 Event Expenses	\$ 0.00	5,000.00	5,000.00	100%
8100 D&O Insurance	0.00	1,774.00	1,774.00	100%
8200 Awards/Recognition	0.00	2,000.00	2,000.00	100%
8300 Retreats/Mtgs/Conf/Dues/Events	234.75	7,500.00	7,265.25	97%
8400 Consultants/Special Projects	129.00	5,000.00	4,871.00	97%
Total 8000 Board / Org Development	\$ 363.75	16,274.00	15,910.25	98%
Depreciation	159.25		-159.25	
Contingency Fund	0.00	15,000.00	15,000.00	100%
Total Expenses	\$ 61,097.88	787,065.00	725,967.12	92%
Net Operating Income	\$ 703,325.58		-703,325.58	
Net Income	\$ 703,325.58		-703,325.58	

accrual basis 2/19/2021 LW

2021 Budget



TOTAL INCOME					\$ 787,093.00
City Member Dues				\$	709,093.00
Membership/Sponsorships				\$	67,500.00
Registration/Dinners Revenue				\$	5,000.00
Interest Income				\$	5,500.00
TOTAL EXPENSES					\$ 787,065.00
Staff				\$	684,001.00
	Salaries			\$	509,834.00
	Payroll Taxes			\$	41,108.00
		FUTA	\$	210.00	
		SUTA	\$	550.00	
		FICA/Medicare	\$	36,658.00	
		L&I	\$	1,650.00	
		WA PFML	\$	2,040.00	
	Benefits			\$	133,059.00
		PERS Contributions	\$	59,192.00	
		Med/Dental/Vision/Life	\$	60,867.00	
		Prof. Development	\$	5,000.00	
		Travel Reimb./Car Allowance	\$	8,000.00	
Office/Overhead				\$	66,790.00
	Rent			\$	30,031.00
	Office Insurance			\$	604.00
	Printing/Reproduction			\$	5,200.00
		Copier/Printer Lease & Maint.	\$	4,600.00	
		Outsourced Printing/Publications	\$	600.00	
	IT Expenses			\$	8,605.00
		Website Design/Hosting	\$	1,420.00	
		IT Equipment	\$	2,500.00	
		Software/Subscriptions	\$	4,685.00	
	Cell Phone Service			\$	2,600.00
	CC, Bank, Other Fees			\$	150.00
	Accounting			\$	12,000.00
	Legal			\$	5,000.00
	General Office Supplies			\$	2,600.00
Networking Event Expenses				\$	5,000.00
	Event Food/Bev/Rentals			\$	5,000.00
Board/Org. Development				\$	16,274.00
	D&O Insurance			\$	1,774.00
	Awards/Recognition			\$	2,000.00
	Retreats/Meetings/Events/Conferences/Dues			\$	7,500.00
	Consultants/Special Projects			\$	5,000.00
Contingency Fund				\$	15,000.00
Total Income					\$ 787,093.00
Total Expenses					\$ 787,065.00
				\$	28.00

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
Regional Associate Member	AT&T	March 2021	\$500.00		
Partner	Cedar Grove	January 2021	\$6,000.00	February 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	Jurasic Parliament			In Kind	
Regional Associate Member	King Conservation District	March 2021	\$500.00		
Regional Associate Member	King County Dept of Assesments	March 2021	\$ 500.00		
Regional Associate Member	King County Library Systems	March 2021	\$ 500.00		
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	
Partner	Microsoft	March 2021	\$6,000.00		
Regional Associate Member	NorCom	March 2021	\$ 500.00		
Partner	Port of Seattle	March 2021	\$6,000.00		
Regional Associate Member	Outcomes by Levy	March 2021	\$ 500.00		
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	February 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		
Partner	Waste Management	March 2021	\$6,000.00		
TOTALS			\$77,250.00		\$30,750.00

Sponsorship Payment Tracking
2020

Sponsorship Level	Sponsor/Entity	Invoiced Month	Amount Invoiced	Paid Month	Amount Paid
Partner	Boeing	N/A			
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
Total					\$ 8,500.00

status as of 3/15/2021

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	
	\$655,648.88	\$53,444.64

**JOINT SNOHOMISH AND KING COUNTY
CITY MANAGERS AND ADMINISTRATORS
MARCH
MEETING AGENDA**

WEDNESDAY, MARCH 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**
WILL IBERSHOF, CITY ADMINISTRATOR, CITY OF SULTAN
DEREK MATHESON, CHIEF ADMINISTRATIVE OFFICER, CITY OF KENT
- 9:40 AM B. UW EVANS SCHOOL PUBLIC POLICY STUDENTS INTROS**
MARILYNNE BEARD, SENIOR ADVISOR AND UW EVANS SCHOOL INSTRUCTOR
- 9:45 AM C. AWC UPDATES**
CANDICE BOCK, AWC GOVERNMENTAL RELATIONS DIRECTOR
- 10:10 AM D. PSRC UPDATE**
JOSH BROWN, PSRC EXECUTIVE DIRECTOR
- 10:35 AM E. SNOHOMISH AND KING COUNTY ROUNDTABLE**
WILL IBERSHOF, CITY ADMINISTRATOR, CITY OF SULTAN
DEREK MATHESON, CHIEF ADMINISTRATIVE OFFICER, CITY OF KENT
- 10:50 AM F. WCMA/ICMA UPDATES**
WCMA PRESIDENT - REGAN BOLLI, CITY MANAGER, COVINGTON
- 11:00 AM G. ADJOURN**

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

From: [Jackie Wheeler](#)
To: [Jackie Wheeler](#)
Subject: State Legislative Session Update
Date: Wednesday, March 10, 2021 4:23:34 PM

Good afternoon, PIC members and alternates –

Yesterday marked an important milestone in the legislative session when bills needed to be voted out of their house of origin. Because of this cutoff, the status on some of the bills have changed since the PIC packet was distributed last week. Below is an updated list with the status on those bills. We have highlighted those that were voted out of their respective house. Please note that bills that do not pass cutoff deadlines are *generally* considered “dead” for this session, with some exceptions.

Please let me know if you have any questions or concerns.

Promote Economic Recovery		
HB 1095	Exempt businesses from paying state taxes on COVID-10 aid	Passed both House and Senate; Signed by Governor – effective date 2/19
HB 1368	COVID-19 relief - Appropriates \$2.2 billion in federal funding	Passed both House and Senate; Signed by Governor – effective date 2/19
SB 5272	Temporarily waiving certain liquor license fees	Passed both House and Senate; Delivered to Governor (2/26)
Address the Fiscal Needs of Cities to Provide Local Services		
HB 1069	Fiscal flexibility with existing revenue sources	Passed out of House, 56-42; Referred to Senate Housing & Local Government (3/1)
HB 1189	Authorizes tax increment financing for local governments (companion to SB 5211)	Passed out of House, 64-33-0-1; Referred to Senate Committee on Business, Financial Services & Trade (3/6) – public hearing 3/11
HB 1362	Adjusting property tax cap	Referred to Finance on 1/25; no hearing scheduled
HB 1521	Provides mitigation to cities negatively impacted by streamlined sales tax	Passed out of House, 97-0-0-1; Referred to Senate Committee on Business, Financial Services & Trade (3/6) –public hearing 3/11
Address Housing Instability		
HB 1070	Modifying allowed uses of local tax revenue for affordable housing and related services to include the acquisition and construction of affordable housing and facilities – “fix” to last year’s 1590	Passed out of House, 56-42; Referred to Senate Housing & Local Government (3/1) – public hearing 3/10
HB 1128	Allows local jurisdictions to establish Housing Benefit Districts	Passed out of Policy committee; Referred to Finance (2/2)
HB 1220	Updates to the housing goals of the Growth Management Act to include planning for and accommodating affordable housing restrict cities from prohibiting emergency housing, permanent supportive housing, or emergency shelters in multifamily, commercial, mixed use, or form-based zones where short-	Passed out of House 57-39-0-2; Referred to Senate Housing & Local Government Committee (3/6)

	term rentals are allowed	
HB 1277	Rental assistance fund; eviction prevention	Passed out of Policy committee and referred to Appropriations (2/2) (NTIB?)
SB 5139	prohibit rent increases for the first six months following the expiration of the eviction moratorium and places limitations on increases to rent for an additional six months following	Did not pass out of policy committee
SB 5160	Creates a pathway back from eviction moratorium including tenant protections and access to financial assistance for landlords	Passed out of Senate, 29-20; Referred to House Committee on Housing, Human Services & Veterans (3/6)
SB 5235	Prohibits counties planning under the Growth Management Act and cities within such counties from prohibiting primarily renter occupied housing units on the same lot as an accessory dwelling unit, with exceptions. Prohibits local governments from limiting the number of unrelated persons occupying a home, with exceptions.	Passed out of Senate, 43-6; Referred to House Local Government Committee (2/26) – public hearing scheduled 3/10
Address Law Enforcement Reform		
HB 1054	restrict certain police tactics like chokeholds, tear gas, neck restraints, and use of no-knock warrants, military equipment	Passed out of House, 54-43-1; Referred to Senate Law & Justice (3/2) – public hearing scheduled 3/11
HB 1202	Increases liability for cities by providing additional cause of action to allow any person injured by law enforcement to sue an officer and their employing city	Passed out of policy and fiscal committees; Placed on second reading (2/24); returned to Rules for second reading (3/10)
HB 1203	Requires establishment of community oversight board	Passed out of Policy and fiscal committees; Referred to rules (2/22)
HB 1267	Creates Office of Independent Investigations for deadly use of force incidents involving law enforcement	Passed out of House, 57-39-0-2; Referred to Senate Law & Justice (3/6)
HB 1310	establishes a standard use of force, narrowing the acceptable uses of physical and deadly force and requiring the use of de-escalation tactics before using physical force	Passed out House, 55-42-0-1; Referred to Senate Law & Justice
SB 5051	Creates a database of officers fired for misconduct and adds use of force violations as grounds for decertification of an officer	Passed out of Senate, 26-19-1-3; Referred to House Public Safety Committee – public hearing scheduled 3/11
SB 5259	Establishes reporting requirements for law enforcement practices	Passed out of Senate, 46-2-1; Referred to House Public Safety (3/3)
Clarify the Open Public Meetings Act Regarding Remote Meetings		
HB 1056	OPMA – allows local governments to hold virtual public meetings following emergency declaration	Passed unanimously out of House; Referred to Senate State Government & Elections (1/28)
Other		
HB 1053	Delaying implementation of restrictions on single-use carryout bags	Passed out of policy committee; referred to Rules (1/26)

HB 1058	Authorizes jurisdictions to impose the local sales and use tax for cultural access programs by councilmanic authority	Referred to Finance Committee; scheduled for executive session 2/17 but no action taken
HB 1084	prohibit the use of natural gas in newly-constructed homes and buildings	Passed out of Policy Committee; referred to House Appropriations – no action taken during executive session (2/22)
HB 1156	Local option for even-year elections and ranked choice voting	Passed out of policy and fiscal committees; Placed on second reading (2/25); Returned to Rules Committee for second reading (3/10)
HB 1320	Modernizing, harmonizing, and improving the efficacy and accessibility of laws concerning civil protection orders.	Passed out of House, 53-44-0-1 ; Referred to Senate Law & Justice
SB 5006	Provides local voter approved sales tax for parks	Passed out of policy committee; referred to Ways and Means (1/28)

Jackie Wheeler | Policy Analyst

Sound Cities Association

6300 Southcenter Blvd. Ste 206 | Tukwila, WA 98188

Cell: 206-495-3020

jackie@soundcities.org | www.soundcities.org



March 11, 2021

The Honorable Andy Billig, Senate Majority Leader
The Honorable John Braun, Senate Minority Leader
The Honorable Christine Rolfes, Senate Ways & Means Chair
The Honorable Lynda Wilson, Senate Ways & Means Ranking Member
The Honorable Patty Kuderer, Senate Housing & Local Government Chair
The Honorable Phil Fortunato, Senate Housing & Local Government Ranking Member

Dear Majority Leader Billig, Minority Leader Braun, Chairs Rolfes and Kuderer, and Ranking Members Wilson and Fortunato:

We, the undersigned mayors, are reaching out with respect to House Bill 1220, a bill with very admirable intentions but with provisions that include a far-reaching preemption of local zoning authority and unfunded mandates.

We agree that here in King County and around the state, cities should be planning under the Growth Management Act (GMA) in a way that assures a place for those in need – whether that is emergency housing, emergency shelters, or permanent supportive housing. All of us have a role to play in addressing the affordable housing and homelessness crisis that is gripping our county, our region, and our state – and all of us must do our part to combat the crisis.

Unfortunately, HB 1220 goes far beyond requiring that cities appropriately plan to address the crisis and would broadly preempt local zoning authority. We are concerned that the impacts of the bill in its current form may go beyond the intent of the bill sponsors and would prohibit cities from doing the thoughtful planning that is needed to ensure success for our unique communities with differing needs. We are also concerned that the significant changes that have been made to the bill since originally introduced have not been thoughtfully discussed with local jurisdictions and other stakeholders that would be impacted by the legislation.

We ask that legislators work with our cities on the content of HB 1220 and consider amending to address our concerns to ensure that the intent of the bill is successful in addressing the affordable housing and homelessness crisis in an effective way. Additionally, we ask that any new obligations imposed on cities be supported with adequate state funding to accomplish those mandates.

Sincerely,



Mayor Nancy Backus, City of Auburn



Mayor Lynne Robinson, City of Bellevue



Mayor Carol Benson, City of Black Diamond



Mayor Marianne Klaas, City of Clyde Hill



Mayor Jeff Wagner, City of Covington



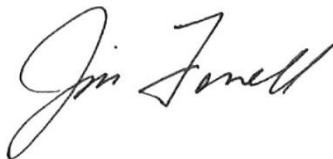
Mayor Matt Pina, City of Des Moines



Mayor Amy Ockerlander, City of Duvall




Mayor Jan Molinaro, City of Enumclaw



Mayor Jim Ferrell, City of Federal Way



Mayor Mary Lou Pauly, City of Issaquah



Mayor Dana Ralph, City of Kent



Mayor Jeff Johnson, City of Lake Forest Park



Mayor Sean Kelly, City of Maple Valley



Mayor Benson Wong, City of Mercer Island



Mayor Linda Newing, City of Newcastle



Mayor Sue-Ann Hohimer, City of Normandy Park



Mayor Leanne Guier, City of Pacific



Mayor Angela Birney, City of Redmond



Mayor Armondo Pavone, City of Renton



Mayor Karen Moran, City of Sammamish



Mayor Erin Sitterley, City of SeaTac



Mayor Matt Larson, City of Snoqualmie



Mayor Allan Ekberg, City of Tukwila



Mayor Gary Harris, City of Woodinville



March 17, 2021 SCA Board Of Directors Meeting
Attachment 11: 2021 SCA BoD Mini Retreat



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?



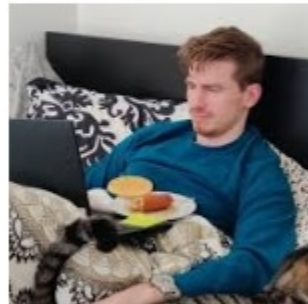
Business on top,
party on the bottom



Never!



No... as of 2
minutes ago

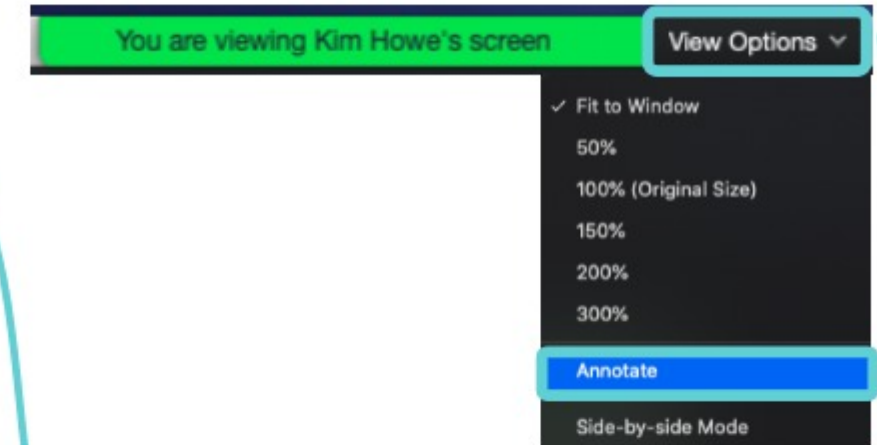


100% yes

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, rendered in various shades of blue and white, with some yellow highlights. The waves are depicted with thick, flowing lines, creating a sense of movement and depth. They are positioned on the left side of the image, with the largest wave cresting towards the top left, and smaller waves extending towards the bottom right.

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

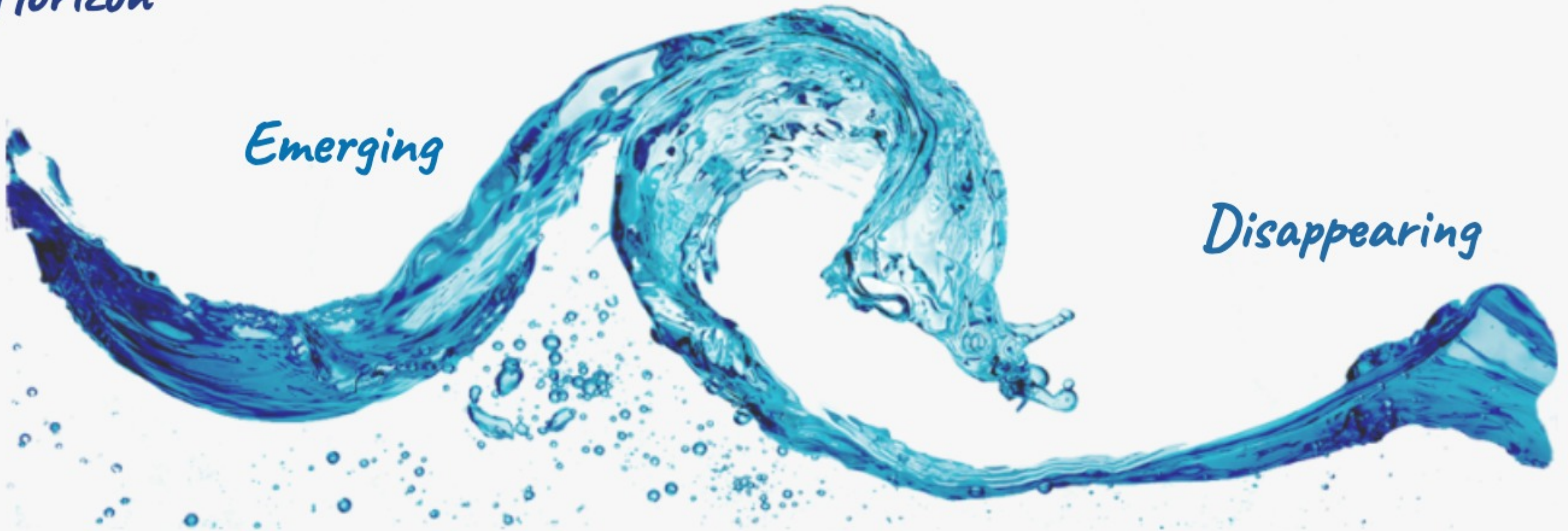
What is going on around us that we need to **HEED** or pay attention to?

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

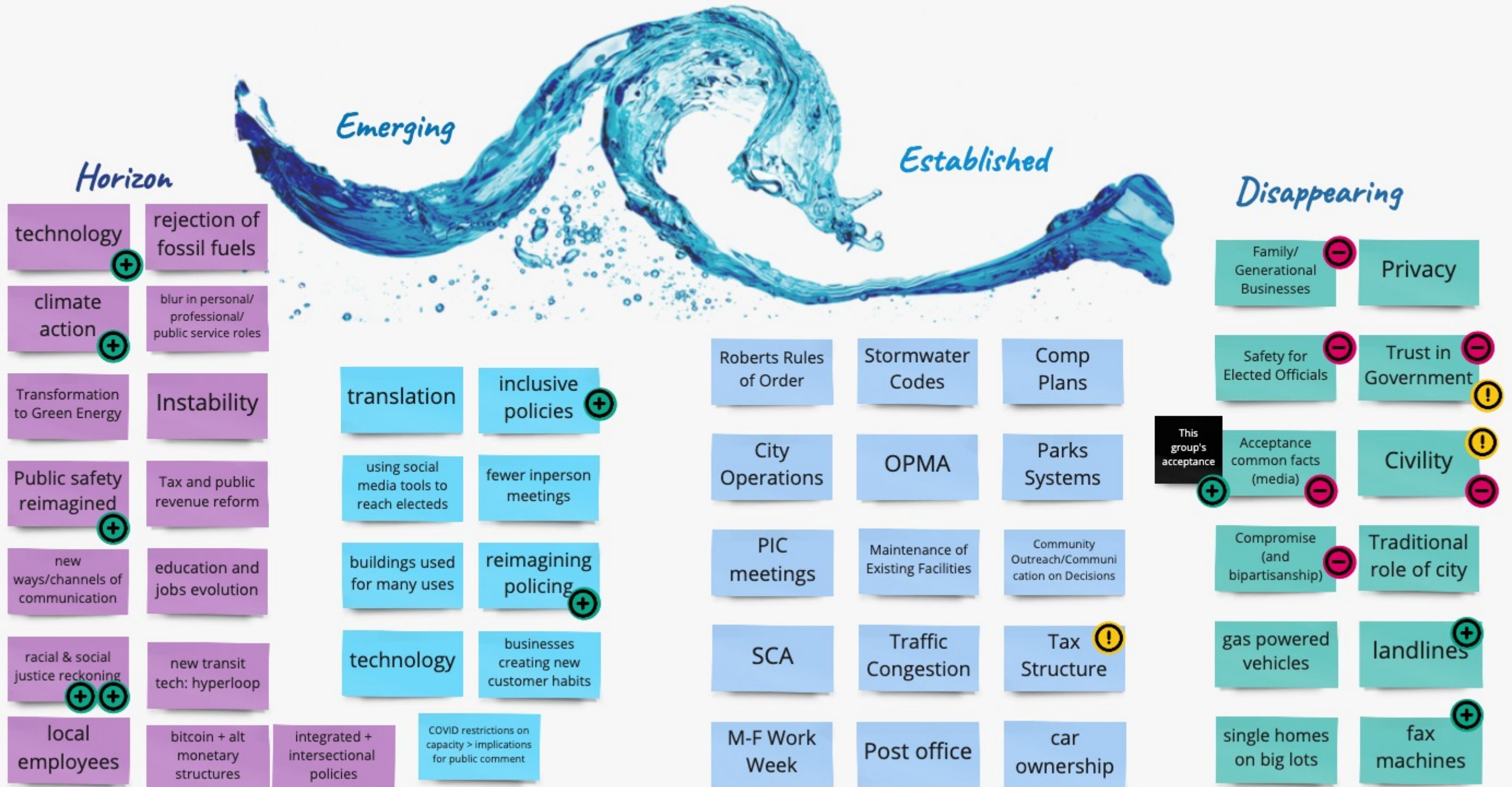
Group 4 -
HORIZON

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:				
OUR FINAL GROUP IDEAS		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!

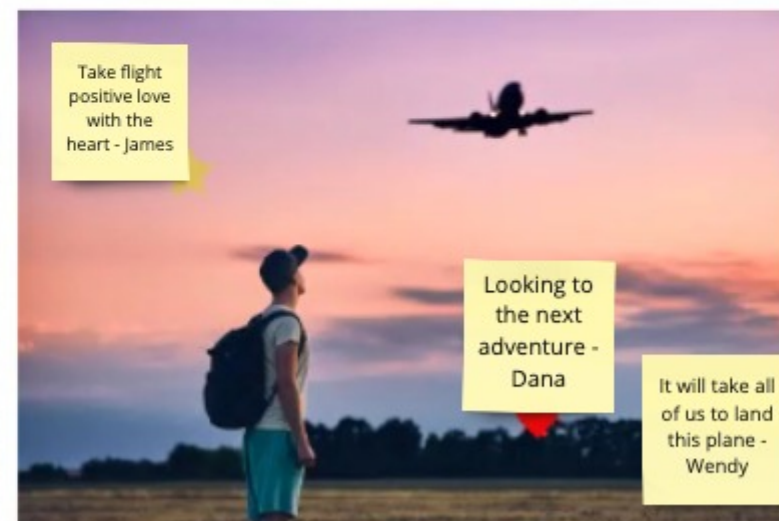
sharing ideas regionally

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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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.

