



SOUND CITIES ASSOCIATION

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SCA Board of Directors

Meeting Minutes

July 20, 2022

10 AM - Noon

Tukwila Community Center, Executive Conference Room

1) Call to order

SCA President Angela Birney called the meeting to order at 10:15 AM. Present were Angela Birney, Jan Molinaro, Jeff Wagner, Mary Lou Pauly, Traci Buxton, Jim Ferrell, Carl Cole, De'Sean Quinn. Absent were members Amy Ockerlander, James McNeal, Bill Boyce, Wendy Weiker, and Ed Prince. Amy Ockerlander joined at 10:52 AM during item 8.b.

2) Public Comment

President Birney 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 Birney asked for any questions or concerns regarding the minutes of the June 15, 2022 SCA Board of Directors Meeting; and the May 2022 financial reports, consisting of the May 2022 Balance Sheet and May 2022 Profit & Loss Report.

Wagner moved, seconded by Ferrell, to approve the consent agenda consisting of the minutes of the June 15, 2022 SCA Board of Directors Meeting; and the financial reports of May 2022. The motion passed unanimously.

4) President's Report

President Birney updated group on recent events and meetings, and thanked Vice President Molinaro for inviting mayors and local leaders to fair event. Birney provided an update on Executive Director recruitment. Birney reminded the group of upcoming board elections and asked that members be considering possible recruitment for open spots, as well as leadership positions for 2023.

5) Executive Director's Report

Interim Executive Director Brian Parry reported on recent and upcoming meetings and events and encouraged members to attend. Parry noted need for members to serve on the SCA legislative committee and asked those interested in volunteering to communicate with staff.

6) 2023 Member City Dues, Assessment Rate

Interim Executive Director Brian Parry reviewed for the group draft proposed member city dues for 2023, as provided in the board meeting materials. Caps on population and CPI-W adjustment were recently updated in the SCA Board Policies. Draft 2023 dues reflect these changes of 90,000 and 5%, respectively. Parry asked for any questions or concerns. After discussion, the board took the following action:

Wagner moved, seconded by Ferrell, a recommendation of approval of the 2023 assessment rate and proposed member dues to the membership at the SCA Annual Meeting, and direction to staff to circulate the recommended rate and dues to member cities. The motion passed unanimously.

7) Treasurer's Report

- a. SCA Treasurer Jeff Wagner summarized the June 26, 2022 Finance Committee [Meeting Materials](#).
- b. Wagner summarized sponsorships, including total sponsorship income received to-date; sponsorship payments received since the last meeting of the board; and status of outstanding sponsorship invoices. SCA is on track to be on budget for sponsorship income for 2022.
- c. Staff gave update on investment account, noting funds had been successfully transferred and account has been opened.
- d. Wagner reported that a lease renewal for 2023-2024 of the SCA office has been accepted by the Tukwila city council. This will be brought to the next meeting of the SCA finance committee for recommendation to the full board.
- e. There were no other updates.

8) PIC Chair's Report

As PIC Chair Boyce was not present, Interim Executive Director Brian Parry reported on the July 13, 2022 Public Issues Committee (PIC) Meeting ([Meeting Materials](#)).

- a. Parry reported that PIC voted to cancel the August 2022 meeting.
- b. Parry reported that the PIC recommended appointments to SCA Regional Boards and committees. After discussion, the board took the following action:

Wagner moved, seconded by Ferrell to appoint members to regional boards and committees, as recommended by PIC, as follows:

- ***Councilmember Vanessa Kritzer, Redmond, to fill a vacant SCA Member position on the Regional Transit Committee.***
- ***Councilmember Paul Charbonneau, Newcastle, to fill a vacant SCA Alternate position on the Regional Transit Committee.***
- ***Councilmember Didem Pierson, Maple Valley, to fill a vacant SCA Alternate position on the Emergency Management Advisory Committee.***

- **Councilmember Karen Howe, Sammamish, to fill a vacant SCA Member position on the King County Flood Control District Advisory Committee**

The motion passed unanimously.

- c. Parry reported on King County's Wastewater Treatment Division (WTD) developing a Clean Water Plan (CWP) and reviewed the Draft SCA Clean Water Plan Guiding Principles, as provided in the meeting materials. Parry noted appreciation for work by SCA Policy Analyst Kazia Mermel and by members of the Regional Water Quality Committee (RWQC) on putting the principles together. After discussion, the board took the following action:

Wagner moved, seconded by Ferrell Adoption of the SCA Clean Water Plan Guiding Principles, as recommended by PIC. The motion passed unanimously.

- d. Parry summarized update on 988 Crisis System, and other upcoming and potential changes to behavioral health policies.
- e. Parry reported on levies and ballot issues in King County and asked members to share any levies and ballot measures in their own cities with SCA staff.
- f. Members reported on summer events attended, including the AWC Annual Conference. There was no further discussion on this item.

9) Regional Homelessness Authority Update

President Birney reported on the Regional Homelessness Authority (KCRHA), noting no changes to report since last updating the board at the June meeting. Birney reiterated that the SCA members on governing board welcome feedback and input. The governing board members and SCA staff will continue to provide updates.

10) City Administrator's Report

City Manager/ Administrator Representative Carl Cole reported on the July 2022 CM/CA Meeting. Discussion topics included presentation from AWC CEO Deanna Dawson; legislative update from Candice Bock, AWC; discussion regarding public records best practices; and discussion on future meeting format. There is no August 2022 CM/CA meeting.

11) Leadership Advisory Council

President Birney reported that the Leadership Advisory Council continues to meet monthly. There were no updates to report.

12) Equity and Inclusion Cabinet

As Equity and Inclusion Cabinet Chair Ed prince was not present, Interim Executive Director Brian Parry reported that the group met on July 29, 2022. A call for nominations for a vacancy on the cabinet has been sent out. Parry asked for direction from board members regarding potential proclamation suggested by the

Equity and Inclusion Cabinet. President Birney noted cabinet was created to advise the board, and intended to be advisory to board. After substantial discussion, board decided to make no action at this time.

There were no other updates.

13) Discussion Items/Updates

- a. After discussion, the board took the following action:

Wagner moved, seconded by Ferrell to cancel the August 2022 SCA Board of Directors meeting. The motion passed unanimously.

- b. SCA Interim Executive Director Brian Parry gave brief update on the Executive Director recruitment. Position has been posted by the recruiting firm, and recruitment process is proceeding as planned. This item was also discussed earlier in the agenda, under the President’s Report.
- c. SCA Chief Operating Officer Leah Willoughby gave brief update on Administrative Assistant recruitment. Job opening has been posted and staff will be reviewing applications beginning on August 1, 2022. Staff hopes to fill the position by the fall. Members were asked to share the opportunity with any appropriate networks or individuals that might be interested in applying.
- d. 2023 Member City Dues
This item was discussed earlier in the agenda.
- e. AWC Housing Solutions Group
SCA Interim Executive Director Brian Parry reported that the Association of Washington Cities was recruiting members to serve on its Housing Solutions Group and encouraged interested board members to apply.
- f. Board Elections
This item was discussed earlier in the agenda, under the President’s Report. SCA Interim Executive Director Brian Parry reiterated request for board members to be considering new members and leadership positions for 2023.
- g. Regional Airport Capacity
SCA Interim Executive Director Brian Parry reported on recent work by the state related to regional airport capacity.
- h. 2022 SCA Accomplishments
President Birney asked members to continue to consider accomplishments of SCA in 2022. This item will be brought back for discussion at the next meeting of the board.

i. 2022 SCA Board Retreat

i.) Review 2022 Commitments

Members checked in regarding progress with 2022 commitments. This item will continue to be brought back for discussion at future meetings.

ii.) Equity and Inclusion

This item was discussed earlier in the agenda.

iii.) Other

There were no other updates.

14) For the Good of the Order

Amy Ockerlander noted that Duvall had appointed new councilmember.

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

15) Meeting was adjourned by President Birney at 11:58 AM.