



SCA Board of Directors

AGENDA

July 19, 2023

Tukwila Community Center, Executive Conference Room

12424 42nd Ave S, Tukwila, WA 98168

10 AM - Noon

1) Call to Order – President Jan Molinaro 2 minutes

2) Public Comment 5 minutes

3) Consent Agenda 3 minutes

- a. Minutes of the May 17, 2023 SCA Board of Directors Meeting [Attachment 1](#)
- b. Financial Reports of April 2023 and May 2023 [Attachments 2-5](#)

Recommended Action: *Approval of the consent agenda consisting of the minutes of the May 17, 2023 SCA Board of Directors meeting; and the financial reports of April 2023 and May 2023*

4) President’s Report – President Jan Molinaro 5 minutes

5) Executive Director’s Report – David Hoffman, Executive Director 5 minutes

6) 2024 Member City Dues, Assessment Rate 10 minutes
[Attachment 6](#)

Recommended Action: *Recommendation of approval of the 2024 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.*

7) Treasurer’s Report – Treasurer Carl Cole 15 minutes

- a. June 17, 2023 Finance Committee [Meeting Materials](#)
- b. Sponsorship Update [Attachment 7](#)
- c. Investment Maturity

Recommended Action: *Approval for SCA to reinvest the full amount of CD maturing in July 2023 into a new three-year CD with Time Value Investments, as recommended by the SCA Finance Committee*

8) PIC Chair’s Report – PIC Chair Bill Boyce 15 minutes

- a. July 12, 2023 Public Issues Committee [Meeting Materials](#)
- b. Regional Committee Appointments

Recommended Action: *Appointment of members to regional boards and committees, as recommended by PIC, as follows:*

- *Appointment of Eric Zimmerman, Normandy Park, to fill a vacant alternate position on the Emergency Management Advisory Committee;*

- *Reappointment of Satwinder Kaur, Kent, to fill a vacant member position on the Puget Sound Clean Air Agency Advisory Council. This includes a finding of circumstances warranting waving the six-year term limit for member appointments;*
- *Appointment of Amy Lam, Sammamish and Laura Mork, Shoreline to fill vacant member positions on the Solid Waste Advisory Committee.*

9) City Manager’s Report – Carl Cole 5 minutes
[Attachment 8](#)

10) Leadership Advisory Council Update – President Molinaro 5 minutes

11) Regional Homelessness Authority Update – Past President Angela Birney 5 minutes

12) Equity and Inclusion Cabinet Update – David Hoffman, Executive Director 5 minutes

13) Discussion Items/Updates 40 minutes

a. Upcoming Meeting Schedule

Potential Action: Cancellation of August 2023 Board Meeting

b. 2024 Board Elections

c. Financial Policies Review

d. Board and Commission Orientation and Outreach

e. Upcoming Events

i.) SCA Summer Social – Wednesday, July 26, 2023 – 5:30 - 7:30 PM – Amazon Everest Building

ii.) SCA Public Issues Committee Meeting – Wednesday, August 9, 2023 – Virtual

iii.) *SCA Board of Directors Meeting – Wednesday, August 16, 2023 – Tukwila Community Center – Possible Cancellation*

iv.) SCA Networking Event – Wednesday, September 6, 2023 – Details TBD

v.) SCA Networking Event – Wednesday, October 25, 2023 – Details TBD

vi.) SCA Annual Meeting – Wednesday, December 6, 2023 – Details TBD

vii.) Potential future events

14) For the good of the order 10 minutes

15) Adjourn

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
- Be fully present and engaged during meetings
- Extend grace to others – cut them some slack
- Remain open-minded
- Respect differing views

2022 Policy Priorities

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



SCA Board of Directors DRAFT Minutes

May 17, 2023

Tukwila Community Center – Executive Conference Room

10:00 AM – 12:00 PM

1) Call to Order

SCA President Jan Molinaro called the meeting to order at 10:01 AM. Present were members Mary Lou Pauly, Angela Birney, Amy Falcone, Wendy Weiker, Jim Ferrell, De'Sean Quinn, Traci Buxton, Armondo Pavone, Amy Ockerlander, and Bill Boyce. Absent was member James McNeal. Member Carl Cole arrived at 10:04 AM during item 3, before the motion. Member De'Sean Quinn exited the meeting at 11:25 AM during item 12.

2) Public Comment

President Molinaro 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 Molinaro asked for any questions or concerns regarding items in the consent agenda. Hearing none, the Board took the following action:

Falcone moved, seconded by Pauly to approve the consent agenda consisting of the minutes of the April 19, 2023 SCA Board of Directors Meeting; and the financial reports of March 2023.

4) 2022 SCA Audit

Holly Liu of audit firm Paulsen and Megaard summarized for the group the draft SCA 2022 audit, reporting a clean opinion with no significant findings. Liu noted recommendations, and asked for any questions or concerns. After discussion, the Board took the following action:

Pauly moved, seconded by Birney to accept the SCA 2022 audit. The motion passed unanimously.

5) President's Report

SCA President Jan Molinaro reported on recent and potential future meetings, including with sponsor organizations and with member cities. In the interest of time, President Molinaro moved to the next item on the agenda.

6) Executive Director's Report

SCA Executive Director David Hoffman reported on recent meetings and discussions. Hoffman asked members for ideas and direction on future networking events. Members discussed possible speakers and presentations.

7) Potential Executive Session to Discuss Personnel Matter

At 10:24 AM, staff David Hoffman, Brian Parry, and Leah Willoughby exited the room for a ten-minute executive session to discuss a personnel matter. At 10:34, the executive session was extended by five minutes. Staff returned to the meeting at 10:39 AM.

8) Treasurer's Report

SCA Treasurer Carl Cole reported on the [April 25, 2023 Finance Committee meeting](#).

- a. Cole 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 in 2023.
- b. Cole reported that the May 2023 meeting has been cancelled, due to scheduling conflicts. Committee will meet as normal in June.

9) PIC Chair's Report

PIC Chair Bill Boyce summarized items discussed at the [May 10, 2023 SCA PIC Meeting](#).

Boyce reported that the PIC voted to cancel the August 2023. The April 2023 was held in hybrid format and was well-received. SCA plans to continue hybrid meetings quarterly, with the remainder held in virtual format.

10) City Manager's Report

As SCA City Manager Representative Carl Cole was not present for the May 2023 CM/CA Meeting, SCA Executive Director David Hoffman reported on the May 2023 CM/CA meeting. Topics included a presentation on water services; discussion on recent legislation; and roundtable discussion. The CM/CA group continues to meet monthly.

11) Leadership Advisory Council Update

SCA President Jan Molinaro reported on the May 2023 meeting of the Leadership Advisory Committee, and topics of discussion. There were no action items to report. The Leadership Advisory Committee continues to meet monthly.

12) Regional Homelessness Authority Update

SCA Policy Analyst Hali Willis presented updated on King County Homelessness Authority Five-Year Plan. Presentation included a summary of purposes of the plan; changes in the plan since the last update; goals of the plan; actions to-date and planned actions towards goals; updated metrics; city and SCA feedback received; and planned timeline. Members were asked to provide feedback on any additional policy concerns that should be included.

13) Equity and Inclusion Cabinet Update

This item is discussed in the following agenda item.

14) Equity and Inclusion Cabinet Update

Executive Director David Hoffman reported that the Equity Inclusion Cabinet met in April to discuss possible update to the SCA Mission, Vision, and Values. Cabinet member Amy Falcone reported that previous feedback from Board was brought and included in discussion. After discussion, the Board took the following action:

Falcone moved, seconded Pauly to update the SCA Mission, Visions, and Values as follows:

Mission

SCA provides 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

SCA will lead policy change to make the Puget Sound region the best in the world for our diverse communities.

Values

SCA is committed to creating 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. SCA acknowledges the systemic racism and inequities in our society and continues its commitment to the work needed to address them.

The motion passed unanimously.

15) Discussion Items/Updates

- a. June 2023 Board of Directors Meeting

After discussion, the Board took the following action:

Birney Moved, seconded by Ferrell to cancel the June 2023 SCA Board of Directors meeting. The motion passed unanimously.

- b. Blake Decision Response

This item was discussed earlier in the agenda.

- c. Upcoming Events

SCA President Jan Molinaro reported on upcoming and potential SCA events, as asked for any suggestions or feedback.

16) Good of the Order

Birney acknowledged SCA staff Leah Willoughby's completion of Leadership Eastside program.

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

17) Adjourn

The meeting was adjourned by President Molinaro at 11:55 AM

Attachment B: Zoom Chat Log

10:45:54 From Amy Ockerlander to Everyone:

Brb

11:10:45 From Wendy Weiker, Councilmember to Everyone:

going to rejoin with my phone, brb

11:46:57 From Amy Ockerlander to Everyone:

I'm iffy, due to AWC board duties

Sound Cities Association
Balance Sheet
As of April 30, 2023

	Total
1110 HomeStreet Bank	32,118.52
1120 HomeStreet Bank - Money Market	1,014,104.53
1130 PayPal Bank	0.00
Total Bank Accounts	\$ 1,046,223.05
Total Accounts Receivable	\$ 28,500.00
1140 Investments - Time Value	297,388.46
1145 Accrued Interest Receivable	3,518.08
1499 Undeposited Funds	0.00
1550 Prepaid Expenses	0.00
Other Current Asset	0.00
Total Other Current Assets	\$ 300,906.54
Total Current Assets	\$ 1,375,629.59
1410 Furniture and Fixtures	31,060.23
1415 Computers	4,891.71
1420 Accumulated Depreciation	-35,951.94
Total 1400 Fixed Assets	\$ 0.00
Total Fixed Assets	\$ 0.00
Other Long-term Assets	0.00
Total Other Assets	\$ 0.00
TOTAL ASSETS	\$ 1,375,629.59
Total Accounts Payable	\$ 11,157.45
2200 HomeStreet Credit Card	1,278.77
Total Credit Cards	\$ 1,278.77
2300 Accrued Payroll	15,973.11
2110 Federal Withholding	0.00
2111 Direct Deposit Liabilities	0.00
Total 2140 Medicare	\$ 0.00
2150 SDI	0.00
2405 FUTA	451.90
2410 SUI	417.68
Total 2415 FIT, SS, Medicare - 941	\$ 7,007.86
2420 L&I	821.76
2425 WA Paid Family & Medical Leave	279.83
2435 PERS Payable	12,436.77
2440 DCAP / FSA Payable	0.00
2445 DRS DCP Payable	525.00
2450 Medical/Dental/Vision/Life Ins	0.00
2460 Accrued Vacation Pay	38,431.76
2470 w/held Supplemental Life	89.74
2499 Payroll Corrections	89.48
Car Allowance Payable	0.00
Total 2400 Payroll Liabilities	\$ 60,551.78
Accrued Liabilities	0.00
Deferred Revenue	0.00
Total Other Current Liabilities	\$ 76,524.89
Total Current Liabilities	\$ 88,961.11
Total Liabilities	\$ 88,961.11
3110 Equipment Purchase Reserve	15,000.00
3120 Operations Reserves	486,064.50
3130 Contractual Obligations Reserve	84,358.00
3140 Legal Reserves Fund	25,000.00
Total 3100 Board Designated Reserves	\$ 610,422.50
3200 Board Designated Contra	-610,422.50
3300 Fund Balance (Prior Years)	671,702.92
3999 Opening Bal Equity	0.00
Net Income	614,965.56
Total Equity	\$ 1,286,668.48
TOTAL LIABILITIES AND EQUITY	\$ 1,375,629.59

Accrual Basis LW

July 19, 2023 SCA Board of Directors Meeting

Attachment 2: April 2023 Balance Sheet

Sound Cities Association
Profit and Loss by Month
January - April, 2023

	Jan 2023	Feb 2023	Mar 2023	Apr 2023	Total	2023 Budget	Difference
1010 Member Dues	837,671.23				837,671.23	837,671.23	0.00
1020 Membership/Sponsorships	46,500.00	12,500.00	12,500.00	9,000.00	80,500.00	105,500	-25,000.00
1030 Registration/Dinners Revenue			4,916.00		4,916.00	27,500	-22,584.00
1040 Interest Income	961.24	258.27	1,868.74	295.69	3,383.94	5,860	-2,476.06
1150 CC Points Redeemed for Credit	125.00		125.00		250.00	900	-650.00
Total Income	\$ 885,257.47	\$ 12,758.27	\$ 19,409.74	\$ 9,295.69	\$ 926,721.17	\$977,431.23	-50,710.06
Gross Profit	\$ 885,257.47	\$ 12,758.27	\$ 19,409.74	\$ 9,295.69	\$ 926,721.17		

	2023 Budget	Difference	% Budget Remaining	
Total 5100 Salaries	\$ 51,188.95	\$ 50,673.11	\$ 51,878.98	\$ 51,753.98 \$ 205,495.02
5210 Taxes-FUTA	160.35	87.41	11.25	0.00 259.01
5220 Taxes-SUTA	319.88	358.93	360.75	308.61 1,348.17
5230 Taxes - FICA, Medicare - 941	3,954.21	3,934.98	4,007.01	3,997.41 15,893.61
5240 Taxes - L & I	175.66	181.49	95.56	11.32 464.03
5250 Taxes-FMLA	300.83	299.37	303.39	305.57 1,209.16
Total 5200 Payroll Taxes	\$ 4,910.93	\$ 4,862.18	\$ 4,777.96	\$ 4,622.91 \$ 19,173.98
5310 Pension Plan Contributions	5,122.26	5,174.16	5,153.86	5,153.86 20,604.14
5320 Medical/Dental/Vision/Life Ins	6,267.38	6,292.10	6,267.38	5,715.55 24,542.41
5330 Professional Development			40.00	40.00
5345 Car Allowance	500.00	500.00	500.00	500.00 2,000.00
Total 5340 Travel Reimburse	\$ 998.55	\$ 709.71	\$ 536.00	\$ 752.50 \$ 2,996.76
Total 5300 Staff Benefits	\$ 12,388.19	\$ 12,175.97	\$ 11,997.24	\$ 11,621.91 \$ 48,183.31
Total 5000 Staff	\$ 68,488.07	\$ 67,711.26	\$ 68,654.18	\$ 67,998.80 \$ 272,852.31
6100 Rent	2,649.83	2,649.83	2,649.83	2,649.83 10,599.32
6200 Office Insurance				0.00
6310 Copier/Printer Lease & Maint	201.77	234.72	234.72	671.21
6320 Outside Printing & Publication	96.69		264.41	361.10
Total 6300 Printing and Publication	\$ 298.46	\$ 234.72	\$ 499.13	\$ 0.00 \$ 1,032.31
6420 Website Design/Hosting	30.00	30.00	30.00	90.00
6430 IT Equipment		234.80		234.80
6440 Software/Subscriptions	1,227.92	567.84	248.68	296.01 2,340.45
Total 6400 IT	\$ 1,257.92	\$ 832.64	\$ 278.68	\$ 296.01 \$ 2,665.25
6500 Cell Phone Service	307.68	309.06	308.58	308.58 1,233.90
6600 CC, Banking & Other Fees	65.00	5.00	6.00	5.00 81.00
6700 Accounting Fees	0.00	1,639.80	4,286.95	6,618.00 12,544.75
6800 Legal Fees				0.00
6900 Office Supplies / Misc.	318.22	27.72	91.71	241.62 679.27
Total 6000 Office / Overhead	\$ 4,897.11	\$ 5,698.77	\$ 8,120.88	\$ 10,119.04 \$ 28,835.80
7100 Food/Beverage/Rentals	0.00		4,193.44	4,193.44
7200 Event Pmts Processing Fee			188.45	188.45
Total 7000 Event Expenses	\$ 0.00	\$ 0.00	\$ 4,381.89	\$ 0.00 \$ 4,381.89
8100 Insurance (D&O)				0.00
8200 Awards / Recognition				0.00
8300 Retreats/Mtgs/Conf/Dues/Events	3,104.43	852.06	427.17	620.00 5,003.66
8400 Consultants/Special Projects	149.00			149.00
Total 8000 Board / Org Development	\$ 3,253.43	\$ 852.06	\$ 427.17	\$ 620.00 \$ 5,152.66
9000 Contingency Fund				0.00
Depreciation	0.00	0.00	0.00	0.00
Reconciliation Discrepancies			-10.05	-10.05
Total Expenses	\$ 76,638.61	\$ 74,262.09	\$ 81,574.07	\$ 78,737.84 \$ 311,212.61
Net Operating Income	\$ 808,618.86	-\$ 61,503.82	-\$ 62,164.33	-\$ 69,442.15 \$ 615,508.56
Investment returns	-133.00		-410.00	-543.00
Total Other Income	-\$ 133.00	\$ 0.00	-\$ 410.00	\$ 0.00 -\$ 543.00
Net Other Income	-\$ 133.00	\$ 0.00	-\$ 410.00	\$ 0.00 -\$ 543.00
Net Income	\$ 808,485.86	-\$ 61,503.82	-\$ 62,574.33	-\$ 69,442.15 \$ 614,965.56

Accrual Basis LW

Sound Cities Association

Balance Sheet

As of May 31, 2023

	Total
1110 HomeStreet Bank	27,503.46
1120 HomeStreet Bank - Money Market	934,389.24
1130 PayPal Bank	3,779.86
Total Bank Accounts	\$ 965,672.56
Total Accounts Receivable	\$ 28,000.00
1140 Investments - Time Value	297,388.46
1145 Accrued Interest Receivable	3,518.08
1499 Undeposited Funds	0.00
1550 Prepaid Expenses	0.00
Other Current Asset	0.00
Total Other Current Assets	\$ 300,906.54
Total Current Assets	\$ 1,294,579.10
1410 Furniture and Fixtures	31,060.23
1415 Computers	4,891.71
1420 Accumulated Depreciation	-35,951.94
Total 1400 Fixed Assets	\$ 0.00
Total Fixed Assets	\$ 0.00
Other Long-term Assets	0.00
Total Other Assets	\$ 0.00
TOTAL ASSETS	\$ 1,294,579.10
Total Accounts Payable	\$ 7,057.56
2200 HomeStreet Credit Card	1,519.29
Total Credit Cards	\$ 1,519.29
2300 Accrued Payroll	16,013.84
2110 Federal Withholding	0.00
2111 Direct Deposit Liabilities	0.00
Total 2140 Medicare	\$ 0.00
2150 SDI	0.00
2405 FUTA	451.90
2410 SUI	681.90
Total 2415 FIT, SS, Medicare - 941	\$ 7,042.25
2420 L&I	645.82
2425 WA Paid Family & Medical Leave	584.53
2435 PERS Payable	8,373.52
2440 DCAP / FSA Payable	0.00
2445 DRS DCP Payable	262.50
2450 Medical/Dental/Vision/Life Ins	0.00
2460 Accrued Vacation Pay	38,431.76
2470 w/held Supplemental Life	38.46
2499 Payroll Corrections	89.48
Car Allowance Payable	0.00
Total 2400 Payroll Liabilities	\$ 56,602.12
Accrued Liabilities	0.00
Deferred Revenue	0.00
Total Other Current Liabilities	\$ 72,615.96
Total Current Liabilities	\$ 81,192.81
Total Liabilities	\$ 81,192.81
3110 Equipment Purchase Reserve	15,000.00
3120 Operations Reserves	486,064.50
3130 Contractual Obligations Reserve	84,358.00
3140 Legal Reserves Fund	25,000.00
Total 3100 Board Designated Reserves	\$ 610,422.50
3200 Board Designated Contra	-610,422.50
3300 Fund Balance (Prior Years)	671,702.92
3999 Opening Bal Equity	0.00
Net Income	541,683.37
Total Equity	\$ 1,213,386.29
TOTAL LIABILITIES AND EQUITY	\$ 1,294,579.10

Accrual Basis LW

July 19, 2023 SCA Board of Directors Meeting
Attachment 4: May 2023 Balance Sheet

Sound Cities Association
Profit and Loss by Month
January - May, 2023

	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Total	2023 Budget	Difference
1010 Member Dues	837,671.23					837,671.23	837,671.23	0.00
1020 Membership/Sponsorships	46,500.00	12,500.00	12,500.00	9,000.00	3,000.00	83,500.00	105,500	-22,000.00
1030 Registration/Dinners Revenue			4,916.00		3,935.00	8,851.00	27,500	-18,649.00
1040 Interest Income	961.24	258.27	1,868.74	295.69	284.71	3,668.65	5,860	-2,191.35
1150 CC Points Redeemed for Credit	125.00		125.00			250.00	900	-650.00
Total Income	\$ 885,257.47	\$ 12,758.27	\$ 19,409.74	\$ 9,295.69	\$ 7,219.71	\$ 933,940.88	\$977,431.23	-43,490.35
Gross Profit	\$ 885,257.47	\$ 12,758.27	\$ 19,409.74	\$ 9,295.69	\$ 7,219.71	\$ 933,940.88		

							2023 Budget	Difference	% Budget Remaining	
Total 5100 Salaries	\$ 51,188.95	\$ 50,673.11	\$ 51,878.98	\$ 51,753.98	\$ 51,854.62	\$ 257,349.64	630,013.00	372,663.36	59%	Total 5100 Salaries
5210 Taxes-FUTA	160.35	87.41	11.25	0.00	0.00	259.01	252.00	-7.01	-3%	5210 Taxes-FUTA
5220 Taxes-SUTA	319.88	358.93	360.75	308.61	264.22	1,612.39	2,730.00	1,117.61	41%	5220 Taxes-SUTA
5230 Taxes - FICA, Medicare - 941	3,954.21	3,934.98	4,007.01	3,997.41	4,005.16	19,898.77	46,488.00	26,589.23	57%	5230 Taxes - FICA, Medicare - 941
5240 Taxes - L & I	175.66	181.49	95.56	11.32	179.74	643.77	3,372.00	2,728.23	81%	5240 Taxes - L & I
5250 Taxes-FMLA	300.83	299.37	303.39	305.57	304.70	1,513.86	2,092.00	578.14	28%	5250 Taxes-FMLA
Total 5200 Payroll Taxes	\$ 4,910.93	\$ 4,862.18	\$ 4,777.96	\$ 4,622.91	\$ 4,753.82	\$ 23,927.80	54,934.00	31,006.20	56%	Total 5200 Payroll Taxes
5310 Pension Plan Contributions	5,122.26	5,174.16	5,153.86	5,153.86	5,153.91	25,758.05	62,622.00	36,863.95	59%	5310 Pension Plan Contributions
5320 Medical/Dental/Vision/Life Ins	6,267.38	6,292.10	6,267.38	5,715.55	6,393.44	30,935.85	72,310.00	41,374.15	57%	5320 Medical/Dental/Vision/Life Ins
5330 Professional Development			40.00			40.00	5,000.00	3,991.24	80%	5330 Professional Development
5345 Car Allowance	500.00	500.00	500.00	500.00	500.00	2,500.00				
Total 5340 Travel Reimburse	\$ 998.55	\$ 709.71	\$ 536.00	\$ 752.50	\$ 512.00	\$ 3,508.76	10,000.00	6,491.24	65%	Total 5340 Travel Reimburse
Total 5300 Staff Benefits	\$ 12,388.19	\$ 12,175.97	\$ 11,997.24	\$ 11,621.91	\$ 12,059.35	\$ 60,242.66	149,931.00	89,688.34	60%	Total 5300 Staff Benefits
Total 5000 Staff	\$ 68,488.07	\$ 67,711.26	\$ 68,654.18	\$ 67,998.80	\$ 68,667.79	\$ 341,520.10	834,878.00	493,357.90	59%	Total 5000 Staff
6100 Rent	2,649.83	2,649.83	2,649.83	2,649.83	2,649.83	13,249.15	32,644.00	19,394.85	59%	6100 Rent
6200 Office Insurance						0.00	604.00	604.00	100%	6200 Office Insurance
6310 Copier/Printer Lease & Maint	201.77	234.72	234.72		246.09	917.30	3,048.00	2,130.70	70%	6310 Copier/Printer Lease & Maint
6320 Outside Printing & Publication	96.69		264.41			361.10	600	238.90	40%	6320 Outsourced Printing/Publications
Total 6300 Printing and Publication	\$ 298.46	\$ 234.72	\$ 499.13	\$ 0.00	\$ 246.09	\$ 1,278.40	3,648.00	2,369.60	65%	Total 6300 Printing and Publication
6420 Website Design/Hosting	30.00	30.00	30.00		30.00	120.00	1,400.00	1,280.00	91%	6420 Website Design/Hosting
6430 IT Equipment		234.80				234.80	2,000.00	1,765.20	88%	6430 Equipment
6440 Software/Subscriptions	1,227.92	567.84	248.68	296.01	1,921.49	4,261.94	6,600.00	2,338.06	35%	6440 Software/Subscriptions
Total 6400 IT	\$ 1,257.92	\$ 832.64	\$ 278.68	\$ 296.01	\$ 1,951.49	\$ 4,616.74	10,000.00	5,383.26	54%	Total 6400 IT
6500 Cell Phone Service	307.68	309.06	308.58	308.58	308.22	1,542.12	3,830.00	2,287.88	60%	6500 Cell Phone Service
6600 CC, Banking & Other Fees	65.00	5.00	6.00	5.00	104.00	185.00	150	-35.00	-23%	6600 CC, Banking & Other Fees
6700 Accounting Fees	0.00	1,639.80	4,286.95	6,618.00	1,118.00	13,662.75	12,850.00	-812.75	-6%	Total 6700 Accounting Fees
6800 Legal Fees						0.00	5,000.00	5,000.00	100%	6800 Legal
6900 Office Supplies / Misc.	318.22	27.72	91.71	241.62	273.39	952.66	2,500.00	1,547.34	62%	6900 Office Supplies / Misc.
Total 6000 Office / Overhead	\$ 4,897.11	\$ 5,698.77	\$ 8,120.88	\$ 10,119.04	\$ 6,651.02	\$ 35,486.82	70,622.00	35,135.18	50%	Total 6000 Office / Overhead
7100 Food/Beverage/Rentals	0.00		4,193.44		4,030.32	8,223.76	27,500.00	19,276.24	70%	7100 Event food/bev/rentals
7200 Event Pmts Processing Fee			188.45		155.14	343.59				
Total 7000 Event Expenses	\$ 0.00	\$ 0.00	\$ 4,381.89	\$ 0.00	\$ 4,185.46	\$ 8,567.35	27,500.00	18,932.65	69%	Total 7000 Event Expenses
8100 Insurance (D&O)						0.00	1,774.00	1,774.00	100%	8100 D&O Insurance
8200 Awards / Recognition	0.00					0.00	1,200.00	1,200.00	100%	8200 Awards / Recognition
8300 Retreats/Mtgs/Conf/Dues/Events	3,104.43	852.06	427.17	620.00	997.63	6,001.29	13,000.00	6,998.71	54%	8300 Retreats/Mtgs/Conf/Dues/Events
8400 Consultants/Special Projects	149.00					149.00	7,550.00	7,401.00	98%	8400 Consultants/Special Projects
Total 8000 Board / Org Development	\$ 3,253.43	\$ 852.06	\$ 427.17	\$ 620.00	\$ 997.63	\$ 6,150.29	23,524.00	17,373.71	74%	Total 8000 Board / Org Development
9000 Contingency Fund						0.00	15,000.00	15,000.00	100%	Contingency Fund
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00				
Reconciliation Discrepancies			-10.05			-10.05				
Total Expenses	\$ 76,638.61	\$ 74,262.09	\$ 81,574.07	\$ 78,737.84	\$ 80,501.90	\$ 391,714.51	972,129.00	580,414.49	60%	Total Expenses
Net Operating Income	\$ 808,618.86	-\$ 61,503.82	-\$ 62,164.33	-\$ 69,442.15	-\$ 73,282.19	\$ 542,226.37				
Other Income										
Investment returns	-133.00		-410.00			-543.00				
Total Other Income	-\$ 133.00	\$ 0.00	-\$ 410.00	\$ 0.00	\$ 0.00	-\$ 543.00				
Net Other Income	-\$ 133.00	\$ 0.00	-\$ 410.00	\$ 0.00	\$ 0.00	-\$ 543.00				
Net Income	\$ 808,485.86	-\$ 61,503.82	-\$ 62,574.33	-\$ 69,442.15	-\$ 73,282.19	\$ 541,683.37				

Accrual Basis LW

July 19, 2023 SCA Board of Directors Meeting
Attachment 5: May 2023 P and L Report

DRAFT 2024 Member City Dues

- Calculated dues based on rate of \$0.75308761 per resident
- Rate adjusted by CPI-W June - June; (4.5% for 2023); Previous rate was \$0.720658 per resident
- Proposed dues are based on the proposed rate x 2023 OFM population (capped at 100,000 residents)
- Current population total of all SCA cities is 1,319,540 ; below total population is calculated with cap

Municipality	Previous Population	2023 Dues	Current Population	Proposed 2024 Dues	Change from 2023
Algona	3,300	\$2,378.17	3,315	\$ 2,496.49	\$ 118.31
Auburn (part)	78,690	\$56,708.58	78,760	\$ 59,313.18	\$ 2,604.60
Beaux Arts Village	315	\$227.01	315	\$ 237.22	\$ 10.22
Bellevue	90,000 (153,900)	\$64,859.22	100,000 (154,600)	\$ 75,308.76	\$ 10,449.54
Black Diamond	6,145	\$4,428.44	6,880	\$ 5,181.24	\$ 752.80
Bothell (part)	29,210	\$21,050.42	29,280	\$ 22,050.41	\$ 999.99
Burien	52,490	\$37,827.34	52,560	\$ 39,582.28	\$ 1,754.95
Carnation	2,160	\$1,556.62	2,225	\$ 1,675.62	\$ 119.00
Clyde Hill	3,110	\$2,241.25	3,115	\$ 2,345.87	\$ 104.62
Covington	21,200	\$15,277.95	21,600	\$ 16,266.69	\$ 988.74
Des Moines	33,160	\$23,897.02	33,260	\$ 25,047.69	\$ 1,150.67
Duvall	8,320	\$5,995.87	8,530	\$ 6,423.84	\$ 427.96
Enumclaw (part)	12,910	\$9,303.69	13,090	\$ 9,857.92	\$ 554.22
Federal Way	90,000 (101,800)	\$64,859.22	100,000 (102,000)	\$ 75,308.76	\$ 10,449.54
Hunts Point	460	\$331.50	460	\$ 346.42	\$ 14.92
Issaquah	40,950	\$29,510.95	41,290	\$ 31,094.99	\$ 1,584.04
Kenmore	24,090	\$17,360.65	24,230	\$ 18,247.31	\$ 886.66
Kent	90,000 (137,900)	\$64,859.22	100,000 (139,100)	\$ 75,308.76	\$ 10,449.54
Kirkland	90,000 (93,570)	\$64,859.22	96,920	\$ 72,989.25	\$ 8,130.03
Lake Forest Park	13,620	\$9,815.36	13,660	\$ 10,287.18	\$ 471.81
Maple Valley	28,920	\$20,841.43	29,250	\$ 22,027.81	\$ 1,186.38
Medina	2,915	\$2,100.72	2,925	\$ 2,202.78	\$ 102.06
Mercer Island	25,780	\$18,578.56	25,800	\$ 19,429.66	\$ 851.10
Milton (part)	1,630	\$1,174.67	1,635	\$ 1,231.30	\$ 56.63
Newcastle	13,560	\$9,772.12	13,610	\$ 10,249.52	\$ 477.40
Normandy Park	6,790	\$4,893.27	6,840	\$ 5,151.12	\$ 257.85
North Bend	7,915	\$5,704.01	8,120	\$ 6,115.07	\$ 411.06
Pacific (part)	7,230	\$5,210.36	7,230	\$ 5,444.82	\$ 234.47
Redmond	75,270	\$54,243.93	77,490	\$ 58,356.76	\$ 4,112.83
Renton	90,000 (107,500)	\$64,859.22	100,000 (107,900)	\$ 75,308.76	\$ 10,449.54
Sammamish	68,150	\$49,112.84	68,280	\$ 51,420.82	\$ 2,307.98
SeaTac	31,910	\$22,996.20	31,740	\$ 23,903.00	\$ 906.80
Shoreline	60,320	\$43,470.09	61,120	\$ 46,028.71	\$ 2,558.62
Skykomish	165	\$118.91	165	\$ 124.26	\$ 5.35
Snoqualmie	14,490	\$10,442.33	14,500	\$ 10,919.77	\$ 477.44
Tukwila	22,620	\$16,301.28	22,780	\$ 17,155.34	\$ 854.05
Woodinville	13,450	\$9,692.85	13,830	\$ 10,415.20	\$ 722.35
Yarrow Point	1,125	\$810.74	1,135	\$ 854.75	\$ 44.01
Total	1,162,370	\$837,671.24	1,215,940	\$ 915,709.35	\$ 78,038.11

updated 7/13/2023 LW

Sponsorship Payment Tracking
2023

Highlighted have been invoiced
and payment is not yet received.

Sponsorship Level	Sponsor/Entity	Invoiced Month	Amount Invoiced	Paid Month	Amount Paid
Partner	Amazon	February 2023	\$ 6,000.00		
Regional Associate Member	AWC	January 2023	\$ 500.00	February 2023	\$ 500.00
Regional Associate Member	AT&T	February 2023	\$ 500.00		
Partner	Boeing	April 2023	\$ 6,000.00	June 2023	\$ 6,000.00
Event Sponsor	Boeing	April 2023	\$ 2,500.00	June 2023	\$ 2,500.00
Partner	Cedar Grove	February 2023	\$ 6,000.00	June 2023	\$ 6,000.00
Partner	Comcast	March 2023	\$ 6,000.00	April 2023	\$ 6,000.00
Event Sponsor	Comcast	March 2023	\$ 2,500.00	April 2023	\$ 2,500.00
Regional Associate Member	Desimone Consulting Group	March 2023	\$ 500.00	April 2023	\$ 500.00
Regional Associate Member	EMC Research	January 2023	\$ 500.00	February 2023	\$ 500.00
Regional Associate Member	Foster Garvey	March 2023	\$ 500.00	March 2023	\$ 500.00
Event Sponsor	Foster Garvey	March 2023	\$ 2,500.00	March 2023	\$ 2,500.00
Regional Associate Member	Gordon Thomas Honeywell	May 2023	\$ 500.00	May 2023	\$ 500.00
Event Sponsor	Gordon Thomas Honeywell	May 2023	\$ 2,500.00	May 2023	\$ 2,500.00
Regional Associate Member	Green River College	January 2023	\$ 500.00	February 2023	\$ 500.00
Regional Associate Member	Inslee Best	April 2023	\$ 500.00		
Regional Associate Member	KC Dept of Assessments	January 2023	\$ 500.00	February 2023	\$ 500.00
Regional Associate Member	King County Elections	June 2023	\$ 500.00		
Regional Associate Member	King County Library Systems	January 2023	\$ 500.00	January 2023	\$ 500.00
Regional Associate Member	Jurassic Parliament			In-Kind	
Regional Associate Member	Langton Spieth, LLC	January 2023	\$ 500.00	January 2023	\$ 500.00
Partner	Lumen	December 2022	\$ 6,000.00	January 2023	\$ 6,000.00
Partner	Marketing Solutions			In-Kind	
Regional Associate Member	Michael Baker International	January 2023	\$ 500.00		bad debt
Partner	Microsoft	January 2023	\$ 6,000.00	April 2023	\$ 6,000.00
Partner	Port of Seattle	January 2023	\$ 6,000.00	January 2023	\$ 6,000.00
Regional Associate Member	PRR	March 2023	\$ 500.00	May 2023	\$ 500.00
Partner	Puget Sound Energy	January 2023	\$ 6,000.00	April 2023	\$ 6,000.00
Partner	Republic Services	January 2023	\$ 6,000.00	February 2023	\$ 6,000.00
Regional Associate Member	Seattle Building and Constr.	January 2023	\$ 500.00	January 2023	\$ 500.00
Partner	Sound Transit	January 2023	\$ 6,000.00		
Regional Associate Member	Symetra	June 2023	\$ 500.00		
Regional Associate Member	ValleyCom	January 2023	\$ 500.00	January 2023	\$ 500.00
Partner	Waste Management	January 2023	\$ 6,000.00	February 2023	\$ 6,000.00
TOTALS			\$ 84,000.00		\$70,000.00

Sponsorship Payment Tracking
2022

The sponsors in this table have
not yet been invoiced for 2023.

Sponsorship Level	Sponsor/Entity	Invoiced Month	Amount Invoiced	Paid Month	Amount Paid
Partner	Recology	January 2022	\$ 6,000.00	November 2022	\$ 6,000.00
Partner	Seattle King County Realtors	September 2022	\$ 6,000.00	November 2022	\$ 6,000.00
Partner	Seattle Metro Chamber	September 2022	\$ 6,000.00	December 2022	\$ 6,000.00
			\$ 18,000.00		

KING COUNTY CITY MANAGERS AND ADMINISTRATORS

Wednesday, July 12, 2023

Tukwila Justice Center

15005 Tukwila International Boulevard (TIB)

(public parking available on S. 150th between Military Rd and TIB)

Zoom Link – (we do encourage in-person)

10:00 – 11:30 a.m.

- 10:00 AM A. Welcome and Introductions**
David Cline, City Administrator, City of Tukwila
- 10:05 AM B. Partners Together: UW Evans School and Local Cities**
Discussion with UW Evans School Dean about how to expand partnerships for students and support mid-career professionals.
Jodi Sandfort, Dean of UW Evans School of Public Policy and Governance
Becky Campbell, Director of Professional Learning, UW Evans School
- 11:10 AM C. Update on Major Sports Events in our Region**
Beth Knox, President and CEO, Seattle Sports Commission
- 11:20 AM E. WCMA Strategic Plan Update and Final Conference Planning**
Kristi Rowland, WCMA President, Renton Deputy CAO
- Sound Cities Association Updates**
David Hoffman, SCA Executive Director
- 11:30 pm F. Adjourn**

Upcoming Events

August 15-18 – WCMA Conference – Spokane, WA
September 6 – Lake Forest Park City Hall – Joint Snohomish/King County Meeting
September 30-October 4: ICMA Conference, Austin, TX
October 4 – Mercer Island Community Center
November 1 – Tukwila Justice Center
December 6 – Renton City Hall