



SOUND CITIES ASSOCIATION

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## SCA Board of Directors

### Minutes

July 19, 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 10:12 AM. Present were members Mary Lou Pauly, Carl Cole, Angela Birney, Wendy Weiker, Jim Ferrell, Traci Buxton, Armondo Pavone, Amy Ockerlander, and Bill Boyce. Absent were members James McNeal, Amy Falcone, and De'Sean Quinn.

#### 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:

**Birney moved, seconded by Ockerlander to approve 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. The motion passed unanimously.**

#### 4) President's Report

SCA President Jan Molinaro reported on the King County Fair and AWC conference. In the interest of time, President Molinaro moved to the next item on the agenda.

#### 5) Executive Director's Report

SCA Executive Director David Hoffman reported on attending the AWC conference and recent meetings.

#### 6) 2024 Member City Dues, Assessment Rate

SCA Chief Operating Officer Leah Willoughby reviewed for the group draft proposed member city dues for 2024, as provided in the board meeting materials. Draft 2024 dues reflect change to of 100,000 population cap, as approved by the 2022 SCA Membership. Willoughby asked for any questions or concerns. After discussion, the board took the following action:

**Ockerlander moved, seconded by Pauly, a 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. The motion passed unanimously.**

## 7) Treasurer's Report

SCA Treasurer Carl Cole reported on the [June 27, 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. Investment Maturity  
After discussion, the board took the following action:

**Cole moved, seconded by Birney to approve 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. The motion passed unanimously.**

## 8) PIC Chair's Report

PIC Chair Bill Boyce summarized items discussed at the [June 17, 2023 SCA PIC Meeting](#).

Boyce reported that the July meeting was held in person. The PIC took action to recommend appointments for regional boards and committees. After discussion, the board took the following action:

**Birney moved, seconded by Buxton to appoint members and alternates to SCA Regional Boards and Committees as follows, as recommended by the SCA Public Issues Committee:**

- **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.**

**The motion passed unanimously.**

SCA Executive Director David Hoffman reported robust conversation on salary commission. SCA Policy Director reiterated good conversation on salary commissions. SCA staff presented PIC members with update on the Affordable Housing Committee. There will be no PIC meeting in August.

## 9) City Manager's Report

SCA City Manager Representative Carl Cole reported on the July 12, 2023 CM/CA Meeting. Topics included a presentation and discussion with UW Evans School Dean Jodi Sandfort and UW Evans School Director of Professional Learning Becky Campbell about how to expand partnerships for students and support mid-career professionals. The CM/CA group continues to meet monthly.

## 10) Leadership Advisory Council Update

SCA President Jan Molinaro reported that the July meeting of the Leadership Advisory Council was canceled. The group met in June. There were no actions to report.

## 11) Regional Homelessness Authority Update

SCA Past President and King County Regional Homelessness Authority (KCRHA) Governing Board member Angela Birney updated the group on KCRH, noting that Helen Howe has taken the roll of interim CEO. Helen doing a good job so far. The organization continues discussions about structure, and the Governing Board has implemented subcommittees for these discussions. SCA members on the Governing Board will continue to update the board, and invite feedback and discussion.

## **12) Equity and Inclusion Cabinet Update**

SCA Executive Director David Hoffman reported that the EIC has moved to quarterly meetings. There are no meetings to report on since the last meeting of the board.

## **13) Discussion Items/Updates**

### a. Upcoming Meeting Schedule

**Birney Moved, seconded by Buxton to leave the decision to cancel the August 2023 SCA Board of Directors meeting at the discretion of the SCA President. The motion passed unanimously.**

### b. 2024 Board Elections

SCA Executive Director David Hoffman briefly reviewed process for SCA Board elections. Staff will email information on current seats and terms to board members. This item will be brought back for discussion at the next meeting of the board.

### c. Financial Policies Review

SCA Executive Director David Hoffman reported that the Finance Committee discussed possible update to the Board Financial Policies. The item will be brought back to the July SCA Finance Committee meeting, and recommendations will be brought to the full board at the September 20, 2023 SCA Board Meeting.

### d. Board and Commission Orientation and Outreach

SCA Executive Director David Hoffman reported that staff is planning to hold an orientation. Details are to be determined. Staff will continue to update.

### e. Upcoming Events

SCA President Jan Molinaro summarized upcoming events and encouraged all members to attend. Weiker asked about additional sponsor events and noted need for a meeting of the Events Committee.

## **14) Good of the Order**

There were no items for the good of the order.

## **15) Adjourn**

The meeting was adjourned by President Molinaro at

**Attachment B: Zoom Chat Log**

11:47:33 From Wendy Weiker to Everyone:

Sponsor events??