



## SCA Board of Directors

### AGENDA

November 15, 2023

**Tukwila Community Center, Executive Conference Room**

**12424 42nd Ave S, Tukwila, WA 98168**

**10 AM-Noon**

- |   |                                 |
|---|---------------------------------|
| <b>1) Call to Order</b> – President Jan Molinaro  | 2 minutes                       |
| <b>2) Public Comment</b>  | 5 minutes                       |
| <b>3) Consent Agenda</b>  | 3 minutes                       |
| a. Minutes of the October 18, 2023 SCA Board of Directors Committee   | <a href="#">Attachment 1</a>    |
| b. Financial Reports of September 2023  | <a href="#">Attachments 2-3</a> |
| <br><i><b>Recommended Action:</b> Approval of the consent agenda consisting of the minutes of the October 18, 2023 SCA Board of Directors meeting; and the September 2023 Financial Reports</i> |                                 |
| <b>4) President’s Report</b> – President Jan Molinaro   | 5 minutes                       |
| <b>5) Executive Director’s Report</b> – David Hoffman, Executive Director   | 5 minutes                       |
| <b>6) Treasurer’s Report</b> – Treasurer Carl Cole  | 10 minutes                      |
| a. October 31, 2023 Finance Committee <a href="#">Meeting Materials</a>   |                                 |
| b. Sponsorship Update   | <a href="#">Attachment 4</a>    |
| c. Other Updates  |                                 |
| <b>7) PIC Chair’s Report</b> – PIC Chair Bill Boyce   | 15 minutes                      |
| a. November 8, 2023 PIC <a href="#">Meeting Materials</a>   |                                 |
| i.) 2024 PIC Chair and Vice Chair   |                                 |
| ii.) 2024 SCA Legislative Priorities  |                                 |
| iii.) Free Youth Transit Passes   |                                 |
| iv.) King County Climate Crisis Funding   |                                 |
| v.) King County Cultural Access Sales Tax   |                                 |
| vi.) Levies and Ballot Measures   |                                 |
| vii.) Election Roundup  |                                 |
| <b>8) City Manager’s Report</b> – Carl Cole   | 5 minutes                       |
| a. November 8, 2023 CM/CA Meeting   | <a href="#">Attachment 5</a>    |
| <b>9) Leadership Advisory Council Update</b> – President Molinaro   | 5 minutes                       |

- |   |            |
|---|------------|
| <b>10) Regional Homelessness Authority Update – Past President Angela Birney</b>  | 5 minutes  |
| <b>11) Equity and Inclusion Cabinet Update – David Hoffman, Executive Director</b>  | 5 minutes  |
| <b>12) Discussion Items/Updates</b>   | 50 minutes |
| <ul style="list-style-type: none"><li>a. 2024 Regional Boards and Committees Call for Nominations</li><li>b. 2024 Board Elections</li><li>c. 2024 Board Leadership</li><li>d. SCA Staffing</li><li>e. Members Emeritus</li></ul>  |            |
| <i><b>Potential Action:</b> Approval of Individuals as Member Emeritus</i>  |            |
| <ul style="list-style-type: none"><li>f. Legislative Priorities</li><li>g. Election Debrief</li><li>h. Other</li><li>i. Upcoming Events</li></ul>   |            |
| <ul style="list-style-type: none"><li><ul style="list-style-type: none"><li>i.) Jurassic Parliament Training – Wednesday, November 29, 2023 – 4:00 to 5:15 – Virtual – <a href="#">Register Here</a></li><li>ii.) SCA Annual Meeting – Wednesday, December 6, 2023 – 5:30 to 8:30 PM – Renton Community Center</li><li>iii.) SCA PIC Meeting – Wednesday, December 13, 2023 – 7:00 PM</li><li>iv.) SCA Board of Directors Meeting – Wednesday, December 20, 2023 – 10:00 AM – Virtual</li><li>v.) Potential future events</li></ul></li></ul> |            |
| <b>13) For the good of the order</b>  | 10 minutes |
| <b>14) Adjourn</b>  |            |

[Attachment 6](#)

# **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

October 18, 2023

Telephonic

10:00 AM – 12:00 PM

#### 1) Call to Order

SCA President Jan Molinaro called the meeting to order at 10:04 AM. Present were members Angela Birney, Carl Cole, Traci Buxton, Amy Falcone, Amy Ockerlander, Jim Ferrell, Mary Lou Pauly, De'Sean Quinn, and SCA staff David Hoffman, Brian Parry, and Leah Willoughby. Member Wendy Weiker joined the meeting at 10:35 AM during Item 7. Member De'Sean Quinn exited the meeting at 11:23 AM, after Item 12.a. Absent were members James McNeal, Bill Boyce, and Armondo Pavone.

#### 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:

***Pauly moved, seconded by Buxton to approve the consent agenda consisting of the minutes of the July 19, 2023 SCA Board of Directors meeting, minutes of the September 20, 2023 SCA Board of Directors meeting; the financial reports of June 2023, July 2023 and August 2023; and amendment to the SCA Board Policies. The motion passed unanimously.***

#### 4) President's Report

SCA President Jan Molinaro noted security considerations for meetings, in light of recent issues among some city meetings.

#### 5) Executive Director's Report

SCA Executive Director David Hoffman reported on a recent letter of support, shared with members via email; introduced new staff member, Policy Analyst Andie Parnell; and encouraged members to register for the upcoming SCA Networking Event. Hoffman provided brief update on sponsorships.

#### 6) Treasurer's Report

SCA Treasurer Carl Cole reported on the September 6, 2023 Finance Committee meeting. 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.

Cole reported that the Finance Committee reviewed and recommended the draft 2024 SCA Budget. Executive Director David Hoffman asked for any questions or concerns regarding the draft budget.

***Pauly moved, seconded by Birney to recommend approval of the SCA 2024 Budget by the Membership at the 2023 SCA Annual Meeting. The motion passed unanimously.***

## **7) PIC Chair Report**

As PIC Chair Bill Boyce was not present, Executive Director David Hoffman noted that the October meeting was held in hybrid format. Policy Director Brian Parry provided a summary of discussion, included on the October 11, 2023 PIC agenda, and asked for any questions:

- 2024 State Legislative Priorities
- King County Cultural Access Sales Tax – King County Doors Open
- King County Flood Control District Budget
- 2024 Regional Board and Committee Appointments

There were no action items to report. The PIC will meet in November virtually.

## **8) City Manager Report**

SCA City Manager Representative Carl Cole reported on the October 4, 2023 CM/CA Meeting. Topics included an A WC Legislative Update; a CMA/ICMA Update; and a presentation from King County Department of Community & Human Services staff on the King County Crisis Cares Center. The CM/CA group continues to meet monthly.

## **9) Leadership Advisory Council**

As President Molinaro was not present for the October Leadership Advisory Council meeting, Executive Director David Hoffman reported that the discussion focused on the King County Regional Homelessness Authority, and current issue of battery charging stations. Immediate Past President Angela Birney noted that group also discussed SCA Board elections. There were no actions to report.

## **10) King County Regional Homelessness Authority Update**

Immediate Past President Angela Birney gave brief update on the King County Regional Homelessness Authority, including committee on restructuring and ongoing hiring process for the position of Executive Director. Members are encouraged to share feedback with SCA staff and with SCA members on the Governing Board.

## **11) Legislative Committee**

After discussion, the board took the following action:

***Quinn moved, seconded by Ferrell to appoint the following individuals to the 2024 Legislative Committee:***

- Jan Molinaro
- Angela Birney

- *Traci Buxton*
- *Armondo Pavone*
- *Amy Falcone*
- *Wendy Weiker*

***The motion passed unanimously.***

## **12) Discussion Items**

### **a. SCA Boards and Committees 2024 Call for Nominations**

Parry provided breakdown of the nomination process and timeline for the 2024 Regional Board and Committee Appointments. Members were encouraged to reach out to elected officials who they think may be interested in applying for a committee seat. Parry asked for any questions or feedback regarding the nominating process.

### **b. Board Elections**

Executive Director David Hoffman asked for possible dates for the 2024 Board Elections. In response to request from President Molinaro, Hoffman will follow up with an email to collect potential dates. Members were in agreement that the first two weeks of December will work best.

### **c. Board Leadership**

Policy Director Brian Parry provided a brief overview of the requirements and duties of the Board Nominating Committee. After discussion, the board took the following action:

***Pauly moved, seconded by Birney to appoint the following individuals to the Board Nominating Committee:***

- *Jan Molinaro*
- *Angela Birney*
- *Amy Falcone*
- *Carl Cole*

### **d. Members Emeritus**

Policy Director Brian Parry referred members to handout and gave brief overview of qualifications for consideration for SCA Member Emeritus. This item will be brought back for possible action at the November Board of Directors meeting.

### **e. Annual Meeting**

Executive Director David Hoffman noted that venue, speaker, and details for annual meeting still need to be confirmed; asked for any feedback or suggestions in the next couple days.

### **f. Legislative Priorities**

SCA Policy Director Brian Parry reminded members to send city legislative priorities to SCA staff as they become available.

g. Staffing Update

This item was not discussed

h. There were no other items for discussion.

i. President Molinaro noted upcoming events and encouraged members to attend.

**13) For the Good of the Order**

There were no items for the good of the order.

**14) Adjourn**

Meeting was adjourned at 11:58 AM.

# Sound Cities Association

## Balance Sheet

As of September 30, 2023

1110 HomeStreet Bank	40,285.89
1120 HomeStreet Bank - Money Market	645,296.79
1130 PayPal Bank	264.27
<b>Total Bank Accounts</b>	<b>\$ 685,846.95</b>
1200 Accounts Receivable	34,717.48
<b>Total Accounts Receivable</b>	<b>\$ 34,717.48</b>
1140 Investments - Time Value	304,424.55
1145 Accrued Interest Receivable	1,560.27
1499 Undeposited Funds	0.00
1550 Prepaid Expenses	0.00
<b>Other Current Asset</b>	<b>0.00</b>
<b>Total Other Current Assets</b>	<b>\$ 305,984.82</b>
<b>Total Current Assets</b>	<b>\$ 1,026,549.25</b>
1410 Furniture and Fixtures	31,060.23
1415 Computers	4,891.71
1420 Accumulated Depreciation	-35,951.94
<b>Total 1400 Fixed Assets</b>	<b>\$ 0.00</b>
<b>Total Fixed Assets</b>	<b>\$ 0.00</b>
Other Long-term Assets	0.00
<b>Total Other Assets</b>	<b>\$ 0.00</b>
<b>TOTAL ASSETS</b>	<b>\$ 1,026,549.25</b>
<b>Total Accounts Payable</b>	<b>\$ 4,428.79</b>
2200 HomeStreet Credit Card	2,247.15
<b>Total Credit Cards</b>	<b>\$ 2,247.15</b>
<b>2300 Accrued Payroll</b>	<b>14,567.19</b>
2110 Federal Withholding	0.00
2111 Direct Deposit Liabilities	0.00
Total 2140 Medicare	\$ 0.00
2150 SDI	0.00
2405 FUTA	453.56
2410 SUI	371.47
Total 2415 FIT, SS, Medicare - 941	<b>\$ 6,331.68</b>
2420 L&I	758.47
2425 WA Paid Family & Medical Leave	848.03
2426 WA Cares	588.39
2435 PERS Payable	4,353.12
2445 DRS DCP Payable	0.00
2450 Medical/Dental/Vision/Life Ins	0.00
2460 Accrued Vacation Pay	38,431.76
2470 w/held Supplemental Life	0.00
2499 Payroll Corrections	89.48
Car Allowance Payable	0.00
<b>Total 2400 Payroll Liabilities</b>	<b>\$ 52,225.96</b>
Accrued Liabilities	0.00
Deferred Revenue	0.00
<b>Total Other Current Liabilities</b>	<b>\$ 66,793.15</b>
<b>Total Current Liabilities</b>	<b>\$ 73,469.09</b>
<b>Total Liabilities</b>	<b>\$ 73,469.09</b>
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
<b>Total 3100 Board Designated Reserves</b>	<b>\$ 610,422.50</b>
<b>3200 Board Designated Contra</b>	<b>-610,422.50</b>
<b>3300 Fund Balance (Prior Years)</b>	<b>671,974.25</b>
<b>3999 Opening Bal Equity</b>	<b>0.00</b>
<b>Net Income</b>	<b>281,105.91</b>
<b>Total Equity</b>	<b>\$ 953,080.16</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 1,026,549.25</b>

Accrual Basis LW

November 15, 2023 SCA Board of Directors Meeting

Attachment 2: September 2023 Balance Sheet



**January - September, 2023**

**Accrual Basis LW**

November 15, 2023 SCA Board of Directors Meeting  
Attachment 3: September 2023 P&L Report

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	September 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	Google Fiber	September 2023	\$ 500.00		
Event Sponsor	Google Fiber	September 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	July 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			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	Recology	September 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	Seattle King County Realtors	September 2023	\$ 6,000.00		
Partner	Seattle Metro Chamber	September 2023	\$ 6,000.00		
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
<b>TOTALS</b>			<b>\$ 104,500.00</b>		<b>\$76,500.00</b>

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
			\$ -		

## **KING COUNTY CITY MANAGERS AND ADMINISTRATORS**

Wednesday, November 8, 2023

**Tukwila Justice Center**

**15005 Tukwila International Boulevard (TIB)**

**(public parking available on S. 150<sup>th</sup> between Military Rd and TIB)**

Zoom Link – (we do encourage in-person)

<https://us02web.zoom.us/j/87881948611?pwd=d2RBZzRPZ05EVStUYk9NNThjdV4dz09&from=addon>

**Meeting ID:** 878 8194 8611    **Passcode:** 091437

- |                 |           |  |
|-----------------|-----------|--|
| <b>10:00 AM</b> | <b>A.</b> | <b>Welcome and Introductions</b><br>David Cline, City Administrator, City of Tukwila   |
| <b>10:05 AM</b> | <b>B.</b> | <b>Election updates – Roundtable</b><br>Councilmembers & Mayors<br>Levy Lid Lifts – Kirkland – Expanded Aquatics, Recreation & Parks<br>Maple Valley – Public Safety |
| <b>11:00 AM</b> | <b>C.</b> | <b>Regional and Federal Asylee Humanitarian Crisis Discussion</b><br>David Cline, Tukwila City Administrator   |
| <b>11:10 AM</b> | <b>D.</b> | <b>Update on partnerships with UW Evans School</b><br>Stephanie Lucash, WCMA President<br>Marilynne Beard, UW Evans School Instructor                                |
| <b>11:20 AM</b> | <b>E.</b> | <b>WCMA Update</b><br>Stephanie Lucash WCMA President, Kenmore Deputy City Manager   |
| <b>11:20 AM</b> | <b>F.</b> | <b>Sound Cities Association Updates</b><br>David Hoffman, SCA Executive Director   |
| <b>11:30 pm</b> | <b>G.</b> | <b>Adjourn</b>   |

### **Upcoming Events**

December 6 – Renton City Hall

## Attachment 6: SCA Members Emeritus

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### **Background**

#### *SCA Board Policies: Section 502 Member Emeritus*

“Member Emeritus” shall be conferred by the Board of Directors on individuals meeting the following criteria:

- a) The individual must be retiring from his/her elected position with an SCA member city.
- b) The individual must have provided distinguished service on behalf of member cities in King County.
- c) The individual must have served as an elected official of a member city for a minimum of 8 years.
- d) The individual must have actively participated in SCA as evidenced by service on the SCA Board or an SCA committee or task force for a minimum of 2 years.

### **Complete list of prior honorees:**

- 1. Jim White, Kent 2005
- 2. Rosemarie Ives, Redmond 2007
- 3. Steve Mullet, Tukwila 2007
- 4. Mary-Alyce Burleigh, Kirkland 2009
- 5. Nancy McCormick, Redmond 2009
- 6. Sally Nelson, Burien 2009
- 7. Ava Frisinger, Issaquah 2013
- 8. Linda Kochmar, Federal Way 2013
- 9. Pete Lewis, Auburn 2013
- 10. Bob Sternoff, Kirkland 2013
- 11. Chris Eggen, Shoreline 2015
- 12. Mia Gregerson, SeaTac 2015
- 13. Suzette Cooke, Kent 2017
- 14. Don Gerend, Sammamish 2017
- 15. Fred Butler, Issaquah, 2017
- 16. Jeanne Burbridge, Federal Way, 2017
- 17. Will Ibershof, Duvall 2018
- 18. Doreen Marchione, Redmond/Kirkland 2017
- 19. Margaret Harto, Covington
- 20. Ken Hearing, North Bend
- 21. Dennis Higgins, Kent 2017

- 22. Amy Walen, Kirkland, 2019
- 23. Catherine Stanford, Lake Forest Park, 2019
- 24. Bruce Bassett, Mercer Island, 2019
- 25. Denis Law, Renton, 2019
- 26. John Marchione, Redmond, 2019
- 27. Hank Margeson, Redmond, 2019
- 28. Matt Larson, Snoqualmie, 2021
- 29. Dave Hill, Algona, 2021

**(Continued on next page)**

**2023 Eligible Members:**

<b>Name</b>	<b>City</b>	<b>PIC History Total</b>	<b>2023 Committees</b>	<b>Regional Committee History</b>	<b>SCA Board</b>	<b>Years in Office</b>
<b>Bob Bagget</b>	Auburn	none	RTC - M	EMAC 6 RTC 4	-	8
<b>Jennifer Robertson</b>	Bellevue	none	none	RTC 3	-	15
<b>James McNeal</b>	Bothell	8M	PSRC Exec - M.; RPC - M	Flood Control 3 PSRC Exec 4 RLSJC 3 RPC 5	2020-2023 Secretary 2022-2023	8
<b>Dustin Green</b>	Carnation	7M / 1A	-	-	-	8
<b>Marianne Klaas</b>	Clyde Hill	3M	-	EMAC 8	-	8
<b>Toby Nixon</b>	Kirkland	7M / 2A	-	RLSJC 4 EMAC 1	-	12
<b>Phillipa Kassover</b>	Lake Forest Park	-	EMAC - M	GMPB 4 SWAC 6	-	8
<b>Linda Johnson</b>	Maple Valley	2M	-	Flood Control 3	-	20
<b>Linda Newing</b>	Newcastle	3M	None	EMAC 3	-	8
<b>Jonathan Rosen</b>	North Bend	4M	KCFCDAC – A	Flood Control 1	-	17
<b>Ross Loudenback</b>	North Bend	15M Nominating Committee 10	-	-	-	18
<b>Leanne Guier</b>	Pacific	13M	EDDB	RTC 5 RWQC 6 GMPC 8 Flood Control 10	2016-2020 President 2020 Vice President 2019	15
<b>David Carson</b>	Redmond	-	EMAC - M	RLSJC 3 EMAC 5	-	16
<b>Doris McConnell</b>	Shoreline	-	DVI - M	DVI 9 RWQC 6	-	16
<b>Allan Eckberg</b>	Tukwila	-	-	PSRC Exec 4 GMPB 3	-	14

<b>Name</b>	<b>City</b>	<b>PIC History Total</b>	<b>2023 Committees</b>	<b>Regional Committee History</b>	<b>SCA Board</b>	<b>Years in Office</b>
<b>Kathy Hougardy</b>	Tukwila	1M	-	EDDB 1 RTC 9	-	16
<b>Kate Kruller</b>	Tukwila	10M; 2A	TPB - M	KCDAC 1 TPB 9 RLSJC 9	-	12