



SCA Board of Directors

AGENDA

May 21, 2025

Renton City Hall, 1055 S Grady Way, Renton, WA
Conferencing Center, 7th Floor
10 AM - Noon

- | | |
|--|---------------------------------|
| 1) Call to Order – President Traci Buxton | 2 minutes |
| 2) Public Comment | 5 minutes |
| 3) Consent Agenda | 3 minutes |
| a. Minutes of the March 19, 2025 SCA Board of Directors Special Meeting | Attachment 1 |
| b. Minutes of the April 16, 2025 SCA Board of Directors Meeting | Attachment 2 |
| c. Minutes of the May 2, 2025 SCA Board of Directors Special Meeting | Attachment 3 |
| d. February 2025 Financial Reports | Attachments 4-5 |
| e. March 2025 Financial Reports | Attachments 6-7 |
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<i>Recommended Action: Approval of the consent agenda consisting of the minutes of the April 16, 2025 SCA Board of Directors Meeting; the minutes of the May 2, 2025 SCA Board of Directors Special Meeting; and the financial reports of February 2025 and March 2025.</i> | |
| 4) Welcome and Introduction of New Board Member | 10 minutes |
| 5) President’s Report – President Traci Buxton | 10 minutes |
| 6) Executive Director’s Report – Executive Director Robert Feldstein | 10 minutes |
| 7) Treasurer’s Report – Treasurer Regan Bolli | |
| April 29, 2025 SCA Finance Committee Meeting Materials | 10 minutes |
| a. 2025 Sponsorship Update | Attachment 8 |
| b. Other Updates | |
| 8) PIC Chair’s Report | 10 minutes |
| April 9, 2025 Meeting Materials | |
| a. Regional Boards and Committees Appointments | |
| b. Regional Boards and Committees Updates | |
| c. Emergency Medical Services Levy Renewal | |
| d. Solid Waste Division Rate Changes | |
| e. Levis and Ballot Measures | |

9) Discussion Items/Updates

- a. Newsletter
- b. RTC appointment debrief
- c. SCA Reading/Podcast Club

60 minutes

[Attachment 9](#)

10) Adjourn

Upcoming Events/Meetings

- a. SCA Public Issues Committee Meeting – June 11, 2025
- b. SCA Board of Directors Meeting – June 18, 2025



SCA Board of Directors

DRAFT MINUTES

March 19, 2025

1) Call to Order

President Buxton called the meeting to order at 10:35 AM. Present were members Mary Lou Pauly, Armondo Pavone, Regan Bolli, Troy Linnell, Dana Ralph, Nigel Herbig, Vanessa Kritzer, Katherine Ross, and Chris Roberts; and SCA staff Robert Feldstein, Leah Willoughby, Laura Belmont, and Aj Foltz. Absent were members Amy Falcone and Mason Thompson.

2) Executive Session

SCA Staff left the room at 10:36 AM before the start of the thirty-minute executive session for the purpose, pursuant to RCW 42.30.110(1)(i)(iii), to discuss with legal counsel the legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency. The executive session concluded at 11:06 AM. There were no actions to report.

3) Adjourn

The meeting was adjourned at 11:06 AM.



SCA Board of Directors

DRAFT MINUTES

April 16, 2025

1) Call to Order

President Buxton called the meeting to order at 10:06 AM. Present were members Armondo Pavone, Mary Lou Pauly, Dana Ralph, Chris Roberts, Regan Bolli, Troy Linnell, Katherine Ross, and Nigel Herbig; guest Bob Sterbank; and SCA staff Robert Feldstein, Leah Willoughby, Andie Parnell, Aj Foltz, and Laura Belmont. Absent were members Amy Falcone, Mason Thompson, and Vanessa Kritzer.

2) Public Comment

President Buxton asked if there was anyone present for public comment. Seeing none, this portion of the agenda was closed.

3) Consent Agenda

President Buxton asked for any questions or discussion regarding items on the consent agenda.

Linnell moved, seconded by Bolli, to approve the consent agenda, consisting of the minutes of the March 19, 2025 SCA Board of Directors Meeting; and the financial reports of January 2025, consisting of the January 2025 Balance Sheet and the January 2025 Profit & Loss Report. The motion passed.

4) Executive Session

At 10:08 AM President Buxton called a 30 min executive session for the purpose of: pursuant to RCW 42.30.110(1)(i)(iii), to discuss with legal counsel the legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency.

There were no actions to report.

Before the next item on the agenda, the board took the following action:

Bolli moved, seconded Pavone by to move item 7: King County Regional Homelessness Authority (KCRHA) Governing Committee up in the agenda, to follow item 4. The motion passed unanimously.

5) King County Regional Homelessness Authority (KCRHA) Governing Committee

KCRHA Governing SCA member Nancy Backus briefly summarized for the group the process of reviewing applications for the lived experience representative, and shared the SCA member caucus's recommendation for appointment. Backus summarized the qualifications of the two applicants which the caucus put forward to the board as their recommendations. Backus also summarized the review and qualifications of the applications for the applicants who the caucus was not putting forward as their recommendation for appointment.

Group discussed applicants and process for appointment of the Lived Experience Representative. Ralph noted that previous vote was held after several Board members had exited the meeting. Following discussion, the Board took the following action:

Pauly moved, seconded by Ralph, to amend something previously adopted in regard to the SCA KCRHA lived experience appointment; to appoint Kent Hay as re

Following the King County Regional Homelessness Authority (KCRHA) Governing Committee item, the board took the following action:

Ross moved, seconded by Herbig, to call a ten-minute executive session for the purpose of continuing conversation from prior executive session. The motion passed.

At 11:05 AM President Buxton called a 10 min executive session. Reconvened at 11:15 AM.

Following the executive session, the Board took the following actions:

Pauly moved, seconded by Ross, to direct the Board to stand up a committee of up to three past Board presidents to review information related to an executive session and matters pertaining to potential legal action. The motion passed.

Ralph moved, seconded by Ross, to add the following amendment to the preceding motion: that there be a request that board members respond to request for information before committee is appointed. The motion passed.

Herbig moved, seconded by Pauly, to add the following amendment to the preceding motion: that the ad hoc committee exclude past presidents currently serving on the Board. The motion passed.

Pauly moved, seconded by Bolli, to add the following amendment to the preceding motion: to clarify that the appointed committee will discuss the calling of an executive session and the content of that executive session; and discuss if the matter needs to be further addressed. The motion passed.

Bob Sterbank, Foster Garvey, advised Board on timeline, next steps, and process of the formation of the ad hoc committee.

Before the next item on the agenda, the board took the following action:

Buxton moved, seconded Pavone by to move item 8: Treasurer's Report up in the agenda, to follow President's Report. The motion passed unanimously.

6) Treasurer's Report – Treasurer Regan Bolli

SCA Treasurer Bolli reported on the March 25, 2025 SCA Finance Committee meeting.

a. HomeStreet Bank Accounts

Herbig moved, seconded by Linnell, to authorize the following individuals as signers for HomeStreet Bank accounts held by SCA, as directed by Board Policies:

- **Robert Feldstein, Executive Director**
- **Traci Buxton, President**
- **Armondo Pavone, Vice President**
- **Regan Bolli, Treasurer**

Bolli reported that all member city dues had been received; reported total sponsorship income received to-date; sponsorship payments received since the last meeting of the board; and status of outstanding sponsorship invoices. Executive Director Robert Feldstein reported that staff continues to work on the retirement program discussion and will continue to update the Board.

There were no other updates.

7) President's Report

Buxton moved, seconded by Herbig to reconsider vote for the lived experience rep... and to recommend Christopher Carter for appointment. The motion failed.

In the interest of time, President Buxton moved to the next item on the agenda.

8) Executive Director's Report

Executive Director Robert Feldstein reported on recent and upcoming meetings with members, sponsors, regional legislators, and community organization leaders. Roberts briefed the group on process and outcomes of discussions regarding the parks levy.

9) PIC Chair's Report

PIC Chair Chris Roberts reported on the April 9, 2025 SCA Public Issues Committee. Topics included:

- a. Legislative Update
- b. Wastewater Rate Proposal
- c. SCA Membership Survey Findings
- d. Regional Boards and Committees Update
- e. Levies and Ballot Measures

Roberts reported presentation and robust discussion regarding the parks levy. Roberts noted that SCA staff gave preliminary presentation on SCA Member Survey. Robert expanded on survey results, and noted good feedback.

10) King County Parks Levy Renewal

This item was discussed earlier on the agenda.

Before the next item on the agenda, the Board took the following action:

Buxton moved, seconded by Buxton, to extend the meeting by ten minutes, to 12:10. The motion passed unanimously.

11) Executive Session to Discuss Personnel Matter

At 11:47, President Buxton called a 15 minute executive session to discuss a personnel matter.

Reconvened at 12:02 PM. There were no actions to report.

12) Discussion Items/Updates

- a. South Caucus Board Seat Vancy
This item was not discussed.
- b. Possible Future Topics for Lunch & Learn
This item was not discussed.

13) Adjourn

The meeting was adjourned at 12:06 PM.



SCA Board of Directors Special Meeting

May 2, 2025

2:30 PM

Virtual

DRAFT Minutes

1) Call to Order

President Traci Buxton called the meeting to order at 2:32 PM. Present were members Armondo Pavone, Nigel Herbig, Regan Bolli, Mary Lou Pauly, Troy Linnell, Amy Falcone, Vanessa Kritzer, Chris Roberts, Dana Ralph, Mason Thompson, and Katherine Ross, and SCA staff Robert Feldstein and Leah Willoughby.

2) Appointment of Ad Hoc Board Advisory Committee

President Buxton reviewed for the group actions from the last meeting of the Board regarding appointment of an ad hoc committee. Buxton asked for questions and discussion.

Bolli moved, seconded Falcone, to appoint Angela Birney, Nancy Backus, and matt Larson to the Ad Hoc Advisory Committee chosen in response to the following, multi-faceted motion, approved by the Board on April 16, 2024:

Motion: to direct the board to stand up a committee of up to three past presidents to review information related to an executive session and matters pertaining to potential legal action. The motion passed.

Amendment 1: request that Board members respond to request for information before committee is appointed. The motion passed.

Amendment 2: that the ad hoc committee exclude past presidents currently serving on the Board. The motion passed.

Amendment 3: the appointed committee will discuss the calling of an executive session and the content of that executive session; and discuss if the matter needs to be further addressed. The motion passed.

The motion passed.

3) The meeting was adjourned at 2:46 PM

SOUND CITIES ASSOCIATION | Balance Sheet

As of February 28, 2025

	Total
1110 HomeStreet Bank	134,322.51
1120 HomeStreet Bank - Money Market	1,150,731.84
1130 PayPal Bank	1,217.16
Total Bank Accounts	\$ 1,286,271.51
Total Accounts Receivable	\$ 216,105.11
1140 Investments - Time Value	333,059.33
1145 Accrued Interest Receivable	512.86
1499 Undeposited Funds	0.00
1550 Prepaid Expenses	0.00
Other Current Asset	0.00
Total Other Current Assets	\$ 333,572.19
Total Current Assets	\$ 1,835,948.81
Total 1400 Fixed Assets	\$ 0.00
Total Fixed Assets	\$ 0.00
Other Long-term Assets	0.00
Total Other Assets	\$ 0.00
TOTAL ASSETS	\$ 1,835,948.81
Total Accounts Payable	\$ 0.00
2200 HomeStreet Credit Card	2,219.95
Total Credit Cards	\$ 2,219.95
2300 Accrued Payroll	13,350.30
2110 Federal Withholding	0.00
2111 Direct Deposit Liabilities	0.00
Total 2140 Medicare	\$ 0.00
2405 FUTA	155.55
2410 SUI	135.83
Total 2415 FIT, SS, Medicare - 941	\$ 5,682.09
2420 L&I	343.37
2425 WA Paid Family & Medical Leave	-32.05
2426 WA Cares	405.71
2435 PERS Payable	2,319.42
2440 DCAP / FSA Payable	0.00
2445 DRS DCP Payable	0.00
2450 Medical/Dental/Vision/Life Ins	0.00
2460 Accrued Vacation Pay	25,386.74
2470 w/held Supplemental Life	0.00
2499 Payroll Corrections	173.01
Total 2400 Payroll Liabilities	\$ 34,257.01
Accrued Liabilities	0.00
Deferred Revenue	0.00
Total Other Current Liabilities	\$ 47,607.31
Total Current Liabilities	\$ 49,827.26
Total Liabilities	\$ 49,827.26
3110 Equipment Purchase Reserve	15,000.00
3120 Operations Reserves	541,792.00
3130 Contractual Obligations Reserve	34,062.00
3140 Legal Reserves Fund	25,000.00
Total 3100 Board Designated Reserves	\$ 615,854.00
3200 Board Designated Contra	-615,854.00
3300 Fund Balance (Prior Years)	912,477.30
3999 Opening Bal Equity	0.00
Net Income	873,644.25
Total Equity	\$ 1,786,121.55
TOTAL LIABILITIES AND EQUITY	\$ 1,835,948.81

SOUND CITIES ASSOCIATION | Profit and Loss by Month

January - February, 2025

	Jan 2025	Feb 2025	Total	2025 Budget	Difference	% Budget Remaining	
1010 Member Dues	955,060.74		955,060.74	955,060.74	0.00		1010 Member Dues
1020 Membership/Sponsorships		40,500.00	40,500.00	96,500.00	-56,000.00		1020 Membership/Sponsorships
1030 Registration/Dinners Revenue		2,588.00	2,588.00	18,500.00	-15,912.00		1030 Registration/Dinners Revenue
1040 Interest Income	1,415.43	1,395.72	2,811.15	12,880.00	-10,068.85		1040 Interest Income
1150 CC Points Redeemed for Credit			0.00	650.00	-650.00		1150 CC Points Redeemed for Credit
Total Income	\$ 956,476.17	\$ 44,483.72	\$ 1,000,959.89	1,083,590.74	-81,980.85		Total Income
Gross Profit	\$ 956,476.17	\$ 44,483.72	\$ 1,000,959.89				
	Jan 2025	Feb 2025	Total	2025 Budget	Difference	% Budget Remaining	
Total 5100 Salaries	\$ 34,518.87	\$ 38,466.57	\$ 72,985.44	\$ 641,941.00	568,955.56	89%	Total 5100 Salaries
5210 Taxes-FUTA	35.28	37.54	72.82	336.00	263.18	78%	5210 Taxes-FUTA
5220 Taxes-SUTA	224.63	252.08	476.71	2,824.00	2,347.29	83%	5220 Taxes-SUTA
5230 Taxes - FICA, Medicare - 941	2,640.70	2,961.79	5,602.49	46,551.00	40,948.51	88%	5230 Taxes - FICA, Medicare - 941
5240 Taxes - L & I	87.33	113.21	200.54	2,691.00	2,490.46	93%	5240 Taxes - L & I
5250 Taxes-FMLA	227.15	254.77	481.92	2,466.00	1,984.08	80%	5250 Taxes-FMLA
Total 5200 Payroll Taxes	\$ 3,215.09	\$ 3,619.39	\$ 6,834.48	\$ 54,868.00	48,033.52	88%	Total 5200 Payroll Taxes
5310 Pension Plan Contributions	1,442.10	3,504.28	4,946.38	58,481.00	53,534.62	92%	5310 Pension Plan Contributions
5320 Medical/Dental/Vision/Life Ins	4,225.52	4,225.52	8,451.04	105,510.00	97,058.96	92%	5320 Medical/Dental/Vision/Life Ins
5330 Professional Development			0.00	8,000.00	8,000.00	97%	5330 Professional Development
5345 ED Car Allowance		250.00	250.00	6,000.00	5,750.00	87%	5345 ED Car Allowance
5346 Staff Travel Expenses	42.42	748.76	791.18	7,000.00	6,208.82	85%	5346 Staff Travel Expenses
Total 5340 Travel Reimbursement	\$ 42.42	\$ 998.76	\$ 1,041.18	\$ 13,000.00	\$ 11,958.82	92%	Total 5340 Travel Reimburse
Total 5300 Staff Benefits	\$ 5,710.04	\$ 8,728.56	\$ 14,438.60	\$ 184,991.00	170,552.40	92%	Total 5300 Staff Benefits
Total 5000 Staff	\$ 43,444.00	\$ 50,814.52	\$ 94,258.52	\$ 881,800.00	787,541.48	89%	Total 5000 Staff
6100 Rent	2,786.06	2,786.06	5,572.12	34,163.00	28,590.88	84%	6100 Rent
6200 Office Insurance			0.00	620.00	620.00	100%	6200 Office Insurance
6310 Copier/Printer Lease & Maint	243.40	243.40	486.80	3,450.00	2,963.20	86%	6310 Copier/Printer Lease & Maint
6320 Outsourced Printing & Publication	128.76		128.76	3000	2,871.24	96%	6320 Outsourced Printing/Publications
Total 6300 Printing and Publication	\$ 372.16	\$ 243.40	\$ 615.56	6,450.00	5,834.44	90%	Total 6300 Printing and Publication
6420 Website Design/Hosting			0.00	3,500.00	3,500.00	100%	6420 Website Design/Hosting
6430 IT Equipment			0.00	6,000.00	3,261.59	54%	6430 Equipment
6440 Software/Subscriptions	1,584.48	1,153.93	2,738.41	8,900.00	6,161.59	69%	6440 Software/Subscriptions
Total 6400 IT	\$ 1,584.48	\$ 1,153.93	\$ 2,738.41	18,400.00	15,661.59	85%	Total 6400 IT
6500 Cell Phone Service	324.20	267.73	591.93	4,300.00	3,708.07	86%	6500 Cell Phone Service
6600 CC, Banking & Other Fees	70.16	22.41	92.57	500	407.43	81%	6600 CC, Banking & Other Fees
6700 Accounting Fees			0.00	19,000.00	19,000.00	100%	Total 6700 Accounting Fees
6800 Legal Fees	203.38		203.38	5,000.00	4,796.62	96%	6800 Legal
6900 Office Supplies / Misc.	88.93	241.95	330.88	3,000.00	2,669.12	89%	6900 Office Supplies / Misc.
Total 6000 Office / Overhead	\$ 5,429.37	\$ 4,715.48	\$ 10,144.85	90,813.00	80,668.15	89%	Total 6000 Office / Overhead
7100 Food/Beverage/Rentals		454.16	454.16	40,000.00	39,545.84	99%	7100 Food/Beverage/Rentals
7200 Event Pmts Processing Fee	0.00	99.32	99.32	1,850.00	1,750.68	95%	7200 Event Pmts Processing Fee
Total 7000 Event Expenses	\$ 0.00	\$ 553.48	\$ 553.48	41,850.00	41,296.52	99%	Total 7000 Event Expenses
8100 Liability Insurance			0.00	2,500.00	2,500.00	100%	8100 D&O Insurance
8200 Awards / Recognition		145.39	145.39	6,000.00	5,854.61	98%	8200 Awards / Recognition
8300 Retreats/Mtgs/Conf/Dues/Events	4.55	873.13	877.68	15,000.00	14,122.32	94%	8300 Retreats/Mtgs/Conf/Dues/Events
8400 Consultants/Special Projects	179.00		179.00	20,000.00	19,821.00	99%	8400 Consultants/Special Projects
Total 8000 Board / Org Development	\$ 183.55	\$ 1,018.52	\$ 1,202.07	43,500.00	42,297.93	97%	Total 8000 Board / Org Development
9000 Contingency Fund	2,500.00	17,500.00	20,000.00	25,000.00	5,000.00	20%	Contingency Fund
Total Expenses	\$ 51,556.92	\$ 74,602.00	\$ 126,158.92	1,082,963.00	956,804.08	88%	Total Expenses
Net Operating Income	\$ 904,919.25	-\$ 30,118.28	\$ 874,800.97				
Investment returns	-1,160.04	3.32	-1,156.72				
Total Other Income	-\$ 1,160.04	\$ 3.32	-\$ 1,156.72				
Net Other Income	-\$ 1,160.04	\$ 3.32	-\$ 1,156.72				
Net Income	\$ 903,759.21	-\$ 30,114.96	\$ 873,644.25				

May 21, 2025 SCA Board of Directors Meeting
Attachment 5: February 2025 Profit and Loss Report

SOUND CITIES ASSOCIATION | Balance Sheet

As of March 31, 2025

	Total
1110 HomeStreet Bank	73,578.31
1120 HomeStreet Bank - Money Market	1,321,102.18
1130 PayPal Bank	0.00
Total Bank Accounts	\$ 1,394,680.49
Total Accounts Receivable	\$ 76,632.22
1140 Investments - Time Value	334,591.62
1145 Accrued Interest Receivable	844.36
1499 Undeposited Funds	0.00
1550 Prepaid Expenses	0.00
Other Current Asset	0.00
Total Other Current Assets	\$ 335,435.98
Total Current Assets	\$ 1,806,748.69
Total 1400 Fixed Assets	\$ 0.00
Total Fixed Assets	\$ 0.00
Other Long-term Assets	0.00
Total Other Assets	\$ 0.00
TOTAL ASSETS	\$ 1,806,748.69
Total Accounts Payable	\$ 3,543.23
2200 HomeStreet Credit Card	2,054.52
Total Credit Cards	\$ 2,054.52
2300 Accrued Payroll	16,221.69
2110 Federal Withholding	0.00
2111 Direct Deposit Liabilities	0.00
Total 2140 Medicare	\$ 0.00
2405 FUTA	127.60
2410 SUI	174.11
Total 2415 FIT, SS, Medicare - 941	\$ 7,465.02
2420 L&I	541.95
2425 WA Paid Family & Medical Leave	-1.63
2426 WA Cares	432.51
2435 PERS Payable	2,319.42
2439 Temporary Retirement Holdings Payable	7,738.87
2440 DCAP / FSA Payable	0.00
2445 DRS DCP Payable	0.00
2450 Medical/Dental/Vision/Life Ins	0.00
2460 Accrued Vacation Pay	25,386.74
2470 w/held Supplemental Life	0.00
2499 Payroll Corrections	173.01
Total 2400 Payroll Liabilities	\$ 44,261.12
Accrued Liabilities	0.00
Deferred Revenue	0.00
Total Other Current Liabilities	\$ 60,482.81
Total Current Liabilities	\$ 66,080.56
Total Liabilities	\$ 66,080.56
3110 Equipment Purchase Reserve	15,000.00
3120 Operations Reserves	541,792.00
3130 Contractual Obligations Reserve	34,062.00
3140 Legal Reserves Fund	25,000.00
Total 3100 Board Designated Reserves	\$ 615,854.00
3200 Board Designated Contra	-615,854.00
3300 Fund Balance (Prior Years)	912,477.30
3999 Opening Bal Equity	0.00
Net Income	828,190.83
Total Equity	\$ 1,740,668.13
TOTAL LIABILITIES AND EQUITY	\$ 1,806,748.69

SOUND CITIES ASSOCIATION Profit and Loss by Month									
January - March, 2025									
	Jan 2025	Feb 2025	Mar 2025	Total	2025 Budget	Difference	% Budget Remaining		
1010 Member Dues	955,060.74			955,060.74	955,060.74	0.00		1010 Member Dues	
1020 Membership/Sponsorships		40,500.00	33,000.00	73,500.00	96,500.00	-23,000.00		1020 Membership/Sponsorships	
1030 Registration/Dinners Revenue		2,588.00	825.00	3,413.00	18,500.00	-15,087.00		1030 Registration/Dinners Revenue	
1040 Interest Income	1,415.43	1,395.72	1,617.17	4,428.32	12,880.00	-8,451.68		1040 Interest Income	
1150 CC Points Redeemed for Credit				0.00	650.00	-650.00		1150 CC Points Redeemed for Credit	
Total Income	\$ 956,476.17	\$ 44,483.72	\$ 35,442.17	\$ 1,036,402.06	1,083,590.74	-46,538.68		Total Income	
Gross Profit	\$ 956,476.17	\$ 44,483.72	\$ 35,442.17	\$ 1,036,402.06					
					2025 Budget	Difference	% Budget Remaining		
Total 5100 Salaries	\$ 34,518.87	\$ 38,466.57	\$ 51,422.34	\$ 124,407.78	\$ 641,941.00	517,533.22	81%	Total 5100 Salaries	
5210 Taxes-FUTA	35.28	37.54	27.01	99.83	336.00	236.17	70%	5210 Taxes-FUTA	
5220 Taxes-SUTA	224.63	252.08	347.87	824.58	2,824.00	1,999.42	71%	5220 Taxes-SUTA	
5230 Taxes - FICA, Medicare - 941	2,640.70	2,961.79	3,972.07	9,574.56	46,551.00	36,976.44	79%	5230 Taxes - FICA, Medicare - 941	
5240 Taxes - L & I	87.33	113.21	114.50	315.04	2,691.00	2,375.96	88%	5240 Taxes - L & I	
5250 Taxes-FMLA	227.15	254.77	385.83	867.75	2,466.00	1,598.25	65%	5250 Taxes-FMLA	
Total 5200 Payroll Taxes	\$ 3,215.09	\$ 3,619.39	\$ 4,847.28	\$ 11,681.76	\$ 54,868.00	43,186.24	79%	Total 5200 Payroll Taxes	
5310 PERS Pension Plan Contributions	1,442.10	3,504.28	0.00	4,946.38				5310 Pension Plan Contributions	
5311 Temp. Retirement Contribution Holdings			4,684.59	4,684.59					
5310 Total Pension Plan Contributions	1,442.10	3,504.28	4,684.59	9,630.97	58,481.00	48,850.03	84%	5310 Pension Plan Contributions	
5320 Medical/Dental/Vision/Life Ins	4,225.52	4,225.52	4,225.52	12,676.56	105,510.00	92,833.44	88%	5320 Medical/Dental/Vision/Life Ins	
5330 Professional Development				0.00	8,000.00	8,000.00	91%	5330 Professional Development	
5345 ED Car Allowance		250.00	500.00	750.00	6,000.00	5,250.00	82%	5345 ED Car Allowance	
5346 Staff Travel Expenses	42.42	748.76	295.32	1,086.50	7,000.00	5,913.50	74%	5346 Staff Travel Expenses	
Total 5340 Travel Reimbursement	\$ 42.42	\$ 998.76	\$ 795.32	\$ 1,836.50	\$ 13,000.00	\$ 11,163.50	86%	Total 5340 Travel Reimburse	
Total 5300 Staff Benefits	\$ 5,710.04	\$ 8,728.56	\$ 9,705.43	\$ 24,144.03	\$ 184,991.00	160,846.97	87%	Total 5300 Staff Benefits	
Total 5000 Staff	\$ 43,444.00	\$ 50,814.52	\$ 65,975.05	\$ 160,233.57	\$ 881,800.00	721,566.43	82%	Total 5000 Staff	
6100 Rent	2,786.06	2,786.06	2,786.06	8,358.18	34,163.00	25,804.82	76%	6100 Rent	
6200 Office Insurance				0.00	620.00	620.00	100%	6200 Office Insurance	
6310 Copier/Printer Lease & Maint	243.40	243.40	259.03	745.83	3,450.00	2,704.17	78%	6310 Copier/Printer Lease & Maint	
6320 Outside Printing & Publication	128.76		1,115.75	1,244.51	3000	1,755.49	59%	6320 Outsourced Printing/Publications	
Total 6300 Printing and Publication	\$ 372.16	\$ 243.40	\$ 1,374.78	\$ 1,990.34	6,450.00	4,459.66	69%	Total 6300 Printing and Publication	
6440 Software/Subscriptions	1,584.48	1,153.93	385.52	3,123.93	3,500.00	3,500.00	100%	6420 Website Design/Hosting	
6430 IT Equipment				0.00	6,000.00	6,000.00	100%	6430 Equipment	
6440 Software/Subscriptions				0.00	8,900.00	8,900.00	100%	6440 Software/Subscriptions	
Total 6400 IT	\$ 1,584.48	\$ 1,153.93	\$ 385.52	\$ 3,123.93	18,400.00	15,276.07	83%	Total 6400 IT	
6500 Cell Phone Service	324.20	267.73	267.99	859.92	4,300.00	3,440.08	80%	6500 Cell Phone Service	
6600 CC, Banking & Other Fees	70.16	22.41	19.95	112.52	500	387.48	77%	6600 CC, Banking & Other Fees	
6700 Accounting Fees				0.00	19,000.00	19,000.00	100%	Total 6700 Accounting Fees	
6800 Legal Fees	203.38			203.38	5,000.00	4,796.62	96%	6800 Legal	
6900 Office Supplies / Misc.	88.93	241.95	301.75	632.63	3,000.00	2,367.37	79%	6900 Office Supplies / Misc.	
Total 6000 Office / Overhead	\$ 5,429.37	\$ 4,715.48	\$ 5,136.05	\$ 15,280.90	90,813.00	75,532.10	83%	Total 6000 Office / Overhead	
7100 Food/Beverage/Rentals		454.16	4,587.75	5,041.91	40,000.00	34,958.09	87%	7100 Food/Beverage/Rentals	
7200 Event Pmts Processing Fee	0.00	99.32	33.14	132.46	1,850.00	1,717.54	93%	7200 Event Pmts Processing Fee	
Total 7000 Event Expenses	\$ 0.00	\$ 553.48	\$ 4,620.89	\$ 5,174.37	41,850.00	36,675.63	88%	Total 7000 Event Expenses	
8100 Liability Insurance				0.00	2,500.00	2,500.00	100%	8100 D&O Insurance	
8200 Awards / Recognition		145.39	70.97	216.36	6,000.00	5,783.64	96%	8200 Awards / Recognition	
8300 Retreats/Mtgs/Conf/Dues/Events	4.55	873.13	709.59	1,587.27	15,000.00	13,412.73	89%	8300 Retreats/Mtgs/Conf/Dues/Events	
8400 Consultants/Special Projects	179.00		0.00	179.00	20,000.00	19,821.00	99%	8400 Consultants/Special Projects	
Total 8000 Board / Org Development	\$ 183.55	\$ 1,018.52	\$ 780.56	\$ 1,982.63	43,500.00	41,517.37	95%	Total 8000 Board / Org Development	
9000 Contingency Fund	2,500.00	17,500.00	5,000.00	25,000.00	25,000.00	0.00	0%	Contingency Fund	
Total Expenses	\$ 51,556.92	\$ 74,602.00	\$ 81,512.55	\$ 207,671.47	1,082,963.00	875,291.53	81%	Total Expenses	
Net Operating Income	\$ 904,919.25	-\$ 30,118.28	-\$ 46,070.38	\$ 828,730.59					
Investment returns	-1,160.04	3.32	616.96	-539.76					
Total Other Income	-\$ 1,160.04	\$ 3.32	\$ 616.96	-\$ 539.76					
Net Other Income	-\$ 1,160.04	\$ 3.32	\$ 616.96	-\$ 539.76					
Net Income	\$ 903,759.21	-\$ 30,114.96	-\$ 45,453.42	\$ 828,190.83					

Sponsorship Level	Sponsor/Entity	Invoiced Month	Amount Invoiced	Paid Month	Amount Paid
Partner	Amazon	March 2025	\$ 6,000.00		
Regional Associate Member	AWC	February 2025	\$ 500.00	March 2025	\$ 500.00
Partner	Boeing	April 2025	\$ 6,000.00		
Event Sponsorship	Boeing	April 2025	\$ 2,500.00		
Partner	Comcast	March 2025	\$ 6,000.00		
Event Sponsorship - Annual Mtg	Comcast	March 2025	\$ 2,500.00		
Regional Associate Member	Desimone Consulting	February 2025	\$ 500.00		
Regional Associate Member	KC Dept of Assessments	February 2025	\$ 500.00	March 2025	\$ 500.00
Regional Associate Member	Foster Garvey	March 2025	\$ 500.00	March 2025	\$ 500.00
Regional Associate Member	Gordon Thomas Honeywell	February 2025	\$ 500.00	February 2025	\$ 500.00
Regional Associate Member	King County Elections	February 2025	\$ 500.00	March 2025	\$ 500.00
Regional Associate Member	King County Library Systems	February 2025	\$ 500.00	February 2025	\$ 500.00
Regional Associate Member	Langton Spieth, LLC	February 2025	\$ 500.00	February 2025	\$ 500.00
Partner	Lumen	March 2025	\$ 6,000.00	March 2025	\$ 6,000.00
Regional Associate Member	EMC Research	February 2025	\$ 500.00	February 2025	\$ 500.00
Partner	Marketing Solutions			In-Kind	
Partner	Microsoft	March 2025	\$ 6,000.00		
Partner	Port of Seattle	February 2025	\$ 6,000.00		
Regional Associate Member	PRR	April 2025	\$ 500.00		
Partner	Puget Sound Energy	February 2025	\$ 6,000.00	April 2025	\$ 6,000.00
Partner	Republic Services	February 2025	\$ 6,000.00	March 2025	\$ 6,000.00
Regional Associate Member	Seattle Building and Constr.	February 2025	\$ 500.00		
Partner	Seattle King County Realtors	February 2025	\$ 6,000.00	March 2025	\$ 6,000.00
Partner	Seattle Metro Chamber	February 2025	\$ 6,000.00		
Partner	Sound Transit	March 2025	\$ 6,000.00		
Partner	Waste Management	February 2025	\$ 6,000.00	March 2025	\$ 6,000.00
Regional Associate Member	ValleyCom	March 2024	\$ 500.00		
Totals			\$ 83,000.00		\$ 34,000.00

SCA Newsletter Proposal

SCA Staff Contact

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At the May 21 Board of Directors meeting, SCA staff will present a proposal for the organization to begin sending out a monthly newsletter. This idea stems from feedback gathered in the 2025 SCA Membership Survey. SCA staff are looking for feedback from the Board on the newsletter content and style, as well as overall approval of the idea.

PROPOSAL

Goal: Increase communication with SCA member cities.

Justification: Respondents of the 2025 SCA Membership Survey are seeking more communication and information sharing between cities and across the SCA network. Regular newsletters can achieve this goal and spark information sharing between our members.

Audience: SCA elected officials of all member cities, affiliated city staff

Frequency: Monthly

Goal: Increase communication and dissemination of policy to the full SCA network on a regular basis.

Content:

- Executive Director's Report: Brief welcome written by Robert Feldstein
- SCA Board of Directors Updates: Updates on Board activities
- PIC Updates
 - Summary of previous meeting: Brief summary of previous PIC meeting topics
 - PIC Preview: List of upcoming PIC topics, subject to change
 - Future Topics: Topics staff are bringing to PIC in later meetings
- Levies & Ballot Measures Updates: Updates on King County levies and ballot measures as needed
- SCA Policy Staff Updates: Similar to weekly updates to the Board; short list of committee and network updates compiled by SCA staff
- Upcoming Events, Lunch & Learns, and Tours: List of upcoming events hosted by SCA
- City Highlights (events, successes, etc): Cities submit upcoming events or interesting news from their jurisdiction

NEXT STEPS

Informed by the success of the monthly newsletter, the Board can consider the also sending the newsletter – or a modified version – towards other external audiences, including:

- King County Council and Executive Leadership (and affiliated staff)

- Seattle City Council and Mayors Office Leadership (and affiliated staff)
- King County (Division Directors, etc. and affiliated staff)
- SCA regional partner organizations (e.g. Sound Transit, KCRHA, PSRC)
- SCA Sponsors

Prioritizing communication with these entities achieves the goal of increasing SCA's regional impact, which was a goal identified by respondents of the 2025 SCA Membership Survey.

MATERIALS

Please reference Appendix 1 for a sample newsletter. Format and structure may vary, but the content reflects the staff's vision using examples from the previous month.