



SOUND CITIES ASSOCIATION

38 Cities. A Million People. One Voice.

SCA Finance Committee

July 1, 2025

3:00 PM

Virtual

From computer, tablet, or smartphone:

<https://us02web.zoom.us/j/81313761481?pwd=IrbFebwP8Hg9Wbcq5YYrfw2U8RbUD.1>

To dial in: 822 5179 3957 Meeting ID: 813 1376 1481 Password: 944678

- 1) Call to Order Regan Boli, Treasurer
- 2) Public Comment
- 3) Approval of Minutes of the April 29, 2025 meeting [Attachment 1](#)
Recommended Action: *Approval of minutes of the April 29, 2025 SCA Finance Committee Meeting*
- 4) Review and approval of April 2025 and May 2025 Financial Reports [Attachments 2-6](#)
Recommended Action: *Recommendation of the April 2025 and May 2025 and Financial Reports*
- 5) Update on Sponsors/RAMS/Partners [Attachments 7-8](#)
- 6) 2025 SCA Budget [Attachments 9-10](#)
Recommended Action: *Recommendation to the SCA Board for allocation of funds in the 2025 Budget*
- 7) Investment Maturity [Attachment 11](#)
Recommended Action: *Recommendation of action regarding investment maturity to the SCA Board*
- 8) Other Updates
- 9) For the good of the order
- 10) Adjourn



DRAFT SCA Finance Committee Minutes

April 29, 2025

11:30 AM

Virtual

1. SCA Treasurer Regan Bolli called the meeting to order at 11:32 AM. Present were members Armondo Pavone, Mary Lou Pauly, and Dana Ralph, and SCA staff Leah Willoughby and Robert Feldstein. Absent was member Kathrine Ross.

2. Treasurer Bolli inquired whether anyone from the public wished to give comment. Hearing none, this portion of the agenda was closed.

3. Bolli asked for any questions or concerns regarding the draft minutes of the March 25, 2025 SCA Finance Committee Meeting.

Pavone moved, seconded by Ralph, to approve the minutes of the March 25, 2025 SCA Finance Committee Meeting. The motion passed unanimously.

4. Treasurer Bolli summarized and asked for any questions or comments regarding the amended financial reports of February 2025 and March 2025. Chief Operating Officer Leah Willoughby gave brief notes on the reports.

Pavone moved, seconded by Ralph, to recommend to the SCA Board of Directors approval of the February 2025 Financial Reports, consisting of the February 2025 Balance Sheet and February 2025 Profit & Loss Report; and the March 2025 Financial Reports, consisting of the March 2025 Balance Sheet and March 2025 Profit & Loss Report. The motion passed unanimously.

6. Chief Operating Officer Leah Willoughby noted sponsor invoices paid since the last meeting of the board, invoices sent since the last meeting of the committee, and sponsorship payments expected. Executive Director Robert Feldstein noted recent and upcoming meetings with sponsors. Bolli asked for any questions or discussion. Staff will continue to update the Committee on sponsorships.

8. There were no other updates.

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

10. Treasurer Bolli adjourned the meeting at 11: 43 AM.

SOUND CITIES ASSOCIATION | Balance Sheet

As of April 30, 2025

	Total
1110 HomeStreet Bank	35,091.78
1120 HomeStreet Bank - Money Market	1,321,481.14
1130 PayPal Bank	0.00
Total Bank Accounts	\$ 1,356,572.92
Total Accounts Receivable	\$ 55,000.00
1140 Investments - Time Value	335,492.18
1145 Accrued Interest Receivable	1,109.56
1499 Undeposited Funds	0.00
1550 Prepaid Expenses	0.00
Other Current Asset	0.00
Total Other Current Assets	\$ 336,601.74
Total Current Assets	\$ 1,748,174.66
Total Fixed Assets	\$ 0.00
Other Long-term Assets	0.00
Total Other Assets	\$ 0.00
TOTAL ASSETS	\$ 1,748,174.66
Total Accounts Payable	\$ 0.00
2200 HomeStreet Credit Card	1,091.88
Total Credit Cards	\$ 1,091.88
2300 Accrued Payroll	16,201.73
2110 Federal Withholding	0.00
2111 Direct Deposit Liabilities	0.00
Total 2140 Medicare	\$ 0.00
2150 SDI	0.00
2405 FUTA	127.60
2410 SUI	174.12
Total 2415 FIT, SS, Medicare - 941	\$ 7,484.95
2420 L&I	241.24
2425 WA Paid Family & Medical Leave	-1.63
2426 WA Cares	432.51
2435 PERS Payable	0.00
2439 Temporary Retirement Holdings Payable	14,878.37
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	\$ 49,636.90
Accrued Liabilities	0.00
Deferred Revenue	0.00
Total Other Current Liabilities	\$ 65,838.63
Total Current Liabilities	\$ 66,930.51
Total Liabilities	\$ 66,930.51
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	768,766.85
Total Equity	\$ 1,681,244.15
TOTAL LIABILITIES AND EQUITY	\$ 1,748,174.66

SOUND CITIES ASSOCIATION Profit and Loss by Month									
January - April, 2025									
	Jan 2025	Feb 2025	Mar 2025	Apr 2025	Total	2025 Budget	Difference		
1010 Member Dues	955,060.74	0.00	0.00	0.00	955,060.74	955,061	0	1010 Member Dues	
1020 Membership/Sponsorships	0.00	40,500.00	33,000.00	9,000.00	82,500.00	96,500	-14,000	1020 Membership/Sponsorships	
1030 Registration/Dinners Revenue	0.00	2,588.00	825.00	0.00	3,413.00	18,500	-15,087	1030 Registration/Dinners Revenue	
1040 Interest Income	1,415.43	1,395.72	1,617.17	1,588.44	6,016.76	12,880	-6,863	1040 Interest Income	
1150 CC Points Redeemed for Credit	0.00	0.00	0.00	275.00	275.00	650	-375	1150 CC Points Redeemed for Credit	
Total Income	\$ 956,476.17	\$ 44,483.72	\$ 35,442.17	\$ 10,863.44	\$ 1,047,265.50	1,083,591	-35,950	Total Income	
Gross Profit	\$ 956,476.17	\$ 44,483.72	\$ 35,442.17	\$ 10,863.44	\$ 1,047,265.50				
						2025 Budget	Difference	% Budget Remaining	
Total 5100 Salaries	\$ 34,518.87	\$ 38,466.57	\$ 51,422.34	\$ 51,557.54	\$ 175,965.32	641,941	465,976	73%	Total 5100 Salaries
5210 Taxes-FUTA	35.28	37.54	27.01	3.11	102.94	336	233	69%	5210 Taxes-FUTA
5220 Taxes-SUTA	224.63	252.08	347.87	348.79	1,173.37	2,824	1,651	58%	5220 Taxes-SUTA
5230 Taxes - FICA, Medicare - 941	2,640.70	2,961.79	3,972.07	3,982.39	13,556.95	46,551	32,994	71%	5230 Taxes - FICA, Medicare - 941
5240 Taxes - L & I	87.33	113.21	114.50	115.14	430.18	2,691	2,261	84%	5240 Taxes - L & I
5250 Taxes-FMLA	227.15	254.77	385.83	342.56	1,210.31	2,466	1,256	51%	5250 Taxes-FMLA
Total 5200 Payroll Taxes	\$ 3,215.09	\$ 3,619.39	\$ 4,847.28	\$ 4,791.99	\$ 16,473.75	54,868	38,394	70%	Total 5200 Payroll Taxes
5310 PERS Pension Plan Contributions	1,442.10	3,504.28	0.00	0.00	4,946.38	58,481	44,153	75%	5310 Pension Plan Contributions
5311 Temp. Retirement Contribution Holdings	0.00	0.00	4,684.59	4,696.89	9,381.48				5320 Medical/Dental/Vision/Life Ins
5310 Total Pension Plan Contributions	1,442.10	3,504.28	4,684.59	4,696.89	14,327.86	105,510	88,608	84%	5320 Medical/Dental/Vision/Life Ins
5320 Medical/Dental/Vision/Life Ins	4,225.52	4,225.52	4,225.52	4,225.52	16,902.08				
5330 Professional Development	0.00	0.00	0.00	142.16	142.16	8,000	8,000	84%	5330 Professional Development
5345 ED Car Allowance		250.00	500.00	500.00	1,250.00	6,000	4,750	83%	5345 ED Car Allowance
5346 Staff Travel Expenses	42.42	748.76	216.64	25.48	1,033.30	7,000	5,967	67%	5346 Staff Travel Expenses
Total 5340 Travel Reimbursement	\$ 42.42	\$ 998.76	\$ 716.64	\$ 525.48	\$ 2,283.30	13,000	10,717	82%	Total 5340 Travel Reimburse
Total 5300 Staff Benefits	\$ 5,710.04	\$ 8,728.56	\$ 9,626.75	\$ 9,590.05	\$ 33,655.40	184,991	151,336	82%	Total 5300 Staff Benefits
Total 5000 Staff	\$ 43,444.00	\$ 50,814.52	\$ 65,896.37	\$ 65,939.58	\$ 226,094.47	881,800	655,706	74%	Total 5000 Staff
6100 Rent	2,786.06	2,786.06	2,786.06	2,786.06	11,144.24	34,163	23,019	67%	6100 Rent
6200 Office Insurance	0.00	0.00	0.00	0.00	0.00	620	620	100%	6200 Office Insurance
6310 Copier/Printer Lease & Maint	243.40	243.40	259.03	243.40	989.23	3,450	2,461	71%	6310 Copier/Printer Lease & Maint
6320 Outside Printing & Publication	128.76	0.00	1,115.75	0.00	1,244.51	3,000	1,755	59%	6320 Outsourced Printing/Publications
Total 6300 Printing and Publication	\$ 372.16	\$ 243.40	\$ 1,374.78	\$ 243.40	\$ 2,233.74	6,450	4,216	65%	Total 6300 Printing and Publication
6420 Website Design/Hosting	0.00	0.00	0.00	50.68	50.68	3,500	3,500	100%	6420 Website Design/Hosting
6430 IT Equipment						6,000	2,491	42%	6430 Equipment
6440 Software/Subscriptions	1,584.48	1,153.93	385.52	385.52	3,509.45	8,900	5,391	61%	6440 Software/Subscriptions
Total 6400 IT	\$ 1,584.48	\$ 1,153.93	\$ 385.52	\$ 436.20	\$ 3,560.13	18,400	14,840	81%	Total 6400 IT
6500 Cell Phone Service	324.20	267.73	267.99	267.99	1,127.91	4,300	3,172	74%	6500 Cell Phone Service
6600 CC, Banking & Other Fees	70.16	22.41	19.95	5.00	117.52	500	382	76%	6600 CC, Banking & Other Fees
6700 Accounting Fees	0.00	0.00	0.00	0.00	0.00	19,000	19,000	100%	Total 6700 Accounting Fees
6800 Legal Fees	203.38	0.00	0.00	0.00	203.38	5,000	4,797	96%	6800 Legal
6900 Office Supplies / Misc.	88.93	241.95	301.75	62.62	695.25	3,000	2,305	77%	6900 Office Supplies / Misc.
Total 6000 Office / Overhead	\$ 5,429.37	\$ 4,715.48	\$ 5,136.05	\$ 3,801.27	\$ 19,082.17	91,433	72,351	79%	Total 6000 Office / Overhead
7100 Food/Beverage/Rentals	0.00	454.16	4,587.75	0.00	5,041.91	40,000	34,958	87%	7100 Food/Beverage/Rentals
7200 Event Pmts Processing Fee	0.00	99.32	33.14	0.00	132.46	1,850	1,718	93%	7200 Event Pmts Processing Fee
Total 7000 Event Expenses	\$ 0.00	\$ 553.48	\$ 4,620.89	\$ 0.00	\$ 5,174.37	41,850	36,676	88%	Total 7000 Event Expenses
8100 Liability Insurance	0.00	0.00	0.00	0.00	0.00	2,500	2,500	100%	8100 D&O Insurance
8200 Awards / Recognition	0.00	145.39	70.97	11.80	228.16	6,000	5,772	96%	8200 Awards / Recognition
8300 Retreats/Mtgs/Conf/Dues/Events	4.55	873.13	709.59	370.73	1,958.00	15,000	13,042	87%	8300 Retreats/Mtgs/Conf/Dues/Events
8400 Consultants/Special Projects	179.00	0.00	0.00	199.00	378.00	20,000	19,622	98%	8400 Consultants/Special Projects
Total 8000 Board / Org Development	\$ 183.55	\$ 1,018.52	\$ 780.56	\$ 581.53	\$ 2,564.16	43,500	40,936	94%	Total 8000 Board / Org Development
9000 Contingency Fund	2,500.00	17,500.00	5,000.00	0.00	25,000.00	25,000	0	0%	Contingency Fund
Total Expenses	\$ 51,556.92	\$ 74,602.00	\$ 81,433.87	\$ 70,322.38	\$ 277,915.17	1,083,583	805,668	74%	Total Expenses
Net Operating Income	\$ 904,919.25	-\$ 30,118.28	-\$ 45,991.70	-\$ 59,458.94	\$ 769,350.33				
Investment returns	-1,160.04	3.32	616.96	-43.72	-583.48				
Total Other Income	-\$ 1,160.04	\$ 3.32	\$ 616.96	-\$ 43.72	-\$ 583.48				
Net Other Income	-\$ 1,160.04	\$ 3.32	\$ 616.96	-\$ 43.72	-\$ 583.48				
Net Income	\$ 903,759.21	-\$ 30,114.96	-\$ 45,374.74	-\$ 59,502.66	\$ 768,766.85				

SOUND CITIES ASSOCIATION | Balance Sheet

As of May 31, 2025

1110 HomeStreet Bank	32,454.94
1120 HomeStreet Bank - Money Market	1,266,859.88
1130 PayPal Bank	0.00
Total Bank Accounts	\$ 1,299,314.82
Total Accounts Receivable	\$ 49,000.00
1140 Investments - Time Value	335,465.73
1145 Accrued Interest Receivable	1,412.58
1499 Undeposited Funds	0.00
1550 Prepaid Expenses	0.00
Other Current Asset	0.00
Total Other Current Assets	\$ 336,878.31
Total Current Assets	\$ 1,685,193.13
Total Fixed Assets	\$ 0.00
Other Long-term Assets	0.00
Total Other Assets	\$ 0.00
TOTAL ASSETS	\$ 1,685,193.13
Total Accounts Payable	\$ 0.00
2200 HomeStreet Credit Card	905.92
Total Credit Cards	\$ 905.92
2300 Accrued Payroll	16,092.22
2110 Federal Withholding	0.00
2111 Direct Deposit Liabilities	0.00
Total 2140 Medicare	\$ 0.00
2150 SDI	0.00
2405 FUTA	124.49
2410 SUI	174.11
Total 2415 FIT, SS, Medicare - 941	\$ 7,457.59
2420 L&I	438.70
2425 WA Paid Family & Medical Leave	0.00
2426 WA Cares	431.75
2435 PERS Payable	0.00
2439 Temporary Retirement Holdings Payable	18,136.62
2450 Medical/Dental/Vision/Life Ins	0.00
2460 Accrued Vacation Pay	25,386.74
2499 Payroll Corrections	173.01
Total 2400 Payroll Liabilities	\$ 57,759.88
Accrued Liabilities	0.00
Deferred Revenue	0.00
Total Other Current Liabilities	\$ 73,852.10
Total Current Liabilities	\$ 74,758.02
Total Liabilities	\$ 74,758.02
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	697,957.81
Total Equity	\$ 1,610,435.11
TOTAL LIABILITIES AND EQUITY	\$ 1,685,193.13

SOUND CITIES ASSOCIATION | Profit and Loss by Month

January - May, 2025

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Total	2025 Budget	Difference	
1010 Member Dues	955,060.74					955,060.74	955,061	0	1010 Member Dues
1020 Membership/Sponsorships		40,500.00	33,000.00	9,000.00		82,500.00	96,500	-14,000	1020 Membership/Sponsorships
1030 Registration/Dinners Revenue		2,588.00	825.00			3,413.00	18,500	-15,087	1030 Registration/Dinners Revenue
1040 Interest Income	1,415.43	1,395.72	1,617.17	1,588.44	1,145.61	7,162.37	12,880	-5,718	1040 Interest Income
1150 CC Points Redeemed for Credit				275.00		275.00	650	-375	1150 CC Points Redeemed for Credit
Total Income	\$ 956,476.17	\$ 44,483.72	\$ 35,442.17	\$ 10,863.44	\$ 1,145.61	\$ 1,048,411.11	1,083,591	-34,805	Total Income
Gross Profit	\$ 956,476.17	\$ 44,483.72	\$ 35,442.17	\$ 10,863.44	\$ 1,145.61	\$ 1,048,411.11			

July 1, 2025 SCA Finance Committee Meeting

Attachment 5: May 2025 Profit and Loss Report

A/R Aging Summary Report

SOUND CITIES ASSOCIATION

As of June 20, 2025

Customer	CURREN T	1 - 30	31 - 60	61 - 90	91 AND OVER	Total
Amazon				6,000.00		6,000.00
Boeing			8,500.00			8,500.00
Comcast				8,500.00		8,500.00
Desimone Consulting Group					500.00	500.00
PRR			500.00			500.00
Seattle Bldg. & Const. Trades Council					500.00	500.00
Seattle Metropolitan Chamber of Commerce					6,000.00	6,000.00
Sound Transit				6,000.00		6,000.00
ValleyCom					500.00	500.00
TOTAL	0.00	0.00	9,000.00	20,500.00	7,500.00	\$37,000.00

Accrual Basis Friday, June 20, 2025 06:33 PM GMTZ

2025 Sponsorship Payment

Tracking

Highlighted have been invoiced and payment is not yet received.

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	March 2025	\$ 6,000.00
Partner	Port of Seattle	February 2025	\$ 6,000.00	June 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	June 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		\$ 52,000.00

Sponsorship Income
Year over Year Comparison
2022 - 2025 YTD

EOM	January	February	March	April	May	June	July	August	September	October	November	December		Year Totals		<i>Year totals include payments received after 12/31</i>
2022	85,500	95,500	99,000	99,500	103,500	103,500	103,500	103,500	115,500	115,500	115,500	115,500	Invoiced YTD	2022	115,500	
	38,500	45,500	50,000	56,000	76,000	80,000	93,500	93,500	93,500	93,500	99,500	105,500	Paid YTD		111,500	
2023	46,500	59,000	59,000	80,500	83,500	84,000	84,000	86,500	86,500	104,500	104,500	110,500	Invoiced YTD	2023	110,500	
	13,000	14,000	28,000	31,000	52,000	70,000	70,000	70,500	70,500	76,500	76,500	82,500	Paid YTD		108,500	
2024	12,500	58,500	58,500	66,000	74,500	83,500	83,500	85,500	85,500	86,000	86,000	86,000	Invoiced YTD	2024	86,000	
	12,500	19,000	32,500	44,500	60,000	75,000	77,500	77,500	83,500	84,000	84,000	84,000	Paid YTD		84,500	
2025	0	40,500	73,000	83,000	83,000	83,000	<i>90,500</i>	<i>90,500</i>	<i>90,500</i>	<i>93,000</i>	<i>93,000</i>	<i>95,500</i>	Invoiced YTD	2025		<i>June is as of 6/26/2025</i>
	0	1,500	20,000	28,000	34,000	52,000							Paid YTD			

**italisized are projected based on to-be invoiced RAM and Partner sponsors; and expected future event sponsorships in July, October, and December*

July 1, 2025 Finance Committee Meeting

Attachment 9: 2025 SCA Budget

1. D&O Insurance

We are requesting approval to exceed the adopted 2025 budget for Directors & Officers (D&O) insurance by \$152 for the year, in order to purchase an optional enhancement to move from a shared \$1 million aggregate coverage limit to separate \$1 million limits for each of the three coverage areas: Directors & Officers, Employment Practices Liability, and Fiduciary Liability. This enhancement significantly improves our coverage by ensuring that a claim in one area does not reduce or exhaust the protection available in the others. The additional cost is modest and can be absorbed within our available operating funds.

Recommended Action: To recommend to the SCA Board approval of an increase of \$152 for Directors & Officers insurance on the 2025 SCA Budget, in order to upgrade from a shared \$1 million aggregate coverage limit to individual \$1 million limits for each of the following policy areas: Directors & Officers Liability; Employment Practices Liability; and Fiduciary Liability.

2. Legal Fees

We are recommending a reallocation of \$25,000 from our board-designated legal reserve to cover legal expenses that were not included in our adopted budget.

a. Purpose

Our projected legal expenses exceed the original budget, and reallocating from the reserve allows us to meet this need responsibly, without disrupting operations or exceeding our budget authority.

b. Amount Explanation

To date, we have incurred \$8,705.68 in legal costs, which exceeds the original \$5,000 legal budget by \$3,705.32. While we could request only that amount now and revisit the reserve as further invoices arise, we are recommending to reallocate the full legal reserve amount of \$25,000 now, in order to:

- Reduce administrative burden by avoiding repeated approvals
- Ensure we can pay legal invoices without delay
- Maintain transparency

Only actual expenses will be used; any remaining balance will be left unspent. The reserve will be fully replenished on January 1, 2026.

c. 2025 Budget Impact

- The legal reserve line will be temporarily reduced to \$0.
- Total equity remains unchanged — we are not spending more than we have, just drawing from earmarked funds.
- Net income for the year will decrease by \$25,000 to reflect the added expense.
- We will fully replenish the legal reserve on January 1, 2026, restoring the \$25,000 reserve from undesignated funds.

d. Overall Financial Standing Impact

We remain in good financial standing.

- Our total assets as of May 31 were \$1,685,193.13
- We expect \$759,206 in additional FY25 expenses through year-end, to include the additional \$25,000 moved from reserves to expenses.
- We have \$590,854 in reserves after moving the \$25,000 to expenses.
- *Subtracting reserves and remaining obligations, we will still have \$335,133 in undesignated fund balance, which represents funds that are not needed for the rest of FY25 and not earmarked by board reserves designation.* So even after replenishing the legal reserve in January, we will retain a healthy balance of undesignated funds.

e. Spending Above Reserves

In the event that legal expenses exceed both the adopted budget and the \$25,000 reallocation from the legal reserve, we would return to the board to request a one-time authorization to exceed the FY25 budget. This would allow us to draw additional funds from the undesignated fund balance. This would not represent spending beyond our means, only the use of prior years' surpluses that have not been committed to reserves or future obligations.

Recommended Action: to recommend to the SCA Board of Directors approval of the reallocation of \$25,000 from the board-designated Legal Reserves to the 6800 Legal budget expense line in the 2025 SCA Budget.



SOUND CITIES ASSOCIATION 2025 Budget

Member City Dues		\$	955,061
Membership/Sponsorships		\$	96,500
Registration/Dinners Revenue		\$	18,500
Interest Income		\$	12,880
Credit Cards Points Redeemed for Credit		\$	650
Total Income		\$	1,083,591
Salaries		\$	641,941
Payroll Taxes		\$	54,868
FUTA	\$	336	
SUTA	\$	2,824	
FICA/Medicare	\$	46,551	
L & I	\$	2,691	
WA PFMLA	\$	2,466	
Staff Benefits		\$	184,991
Pension Plan Contributions	\$	58,481	
Medical/Dental/Vision/Life Ins	\$	105,510	
Professional Development	\$	8,000	
Travel Reimburse	\$	13,000	
TOTAL STAFF		\$	881,800
Rent		\$	34,163
Office Insurance		\$	620
Printing and Publication		\$	6,450
Copier/Printer Lease & Maint	\$	3,450	
Outside Printing & Publication	\$	3,000	
IT		\$	18,400
Website Design/Hosting	\$	3,500	
IT Equipment	\$	6,000	
Software/Subscriptions	\$	8,900	
Cell Phone Service		\$	4,300
CC, Banking & Other Fees		\$	500
Accounting Fees		\$	19,000
Legal Fees		\$	5,000
Office Supplies / Misc.		\$	3,000
TOTAL OFFICE/OVERHEAD		\$	91,433
Event Food/Bev/Rentals		\$	40,000
Event Processing Fees		\$	1,850
TOTAL EVENT EXPENSES		\$	41,850
Liability Insurance		\$	2,500
D&O Insurance	\$	1,900	
Cyber Security Insurance	\$	600	
Awards / Recognition		\$	6,000
Retreats/Mtgs/Conf/Dues/Events		\$	15,000
Consultants/Special Projects		\$	20,000
TOTAL BOARD / ORG DEVELOPMENT		\$	43,500
CONTINGENCY FUND		\$	25,000
Total Expenses		\$	1,083,583

Income minus expensees

\$ 8

SCA Finance Committee – July 1, 2025

Attachment 11: Investment Maturity Options

Current Portfolio (TVI Investments):

- \$100,000 Capital One Bank USA CD 3.40% matures 7/7/2025
- \$109,000 Gesa Credit Union CD 5.25% matures 7/31/2026
- \$113,000 Oregon CMNTY Credit Union CD 4.55% matures 7/26/2027

Maturity Options

- Reinvest **full amount of maturing CD** into new 1, 2, or 3-year CD.
- Reinvest **full amount of maturing CD and earned interest on the account** into new 1, 2, or 3-year CD. Earned interest on this account is currently \$11,853.10. This would be rounded to the nearest \$1,000 (\$11,000).

Alternatively:

- Withdraw some or all.
- Funds not withdrawn or reinvested are held in a Money Market account.

Previous Investment Maturity Action:

In 2023 and 2024, the Board directed staff to reinvest full amount of matured CD, and interest earned, into a new 3-year CD.

Current Rates

Harrison Stenburg, TVI, provided an estimate of best rates based on information as of 6/25/2025. He will follow up immediately before the July Board meeting with any changes, to allow up-to-date information before formal action is taken.

- 1 year CD: 4.20%
- 2 year CD: 4.00%
- 3 year CD: 3.90%

Both our HomeStreet Money Market Savings account and the TVI Money Market account (where any funds not reinvested are automatically held) are currently earning around 1.00% APY.

Recommendations

Stenberg provided advice that rates have fallen over the past year, as markets are expecting the Fed to lower their short-term rate soon, so recommends the longer-term CDs; specifically, a 3 year CD to continue the annual rung of maturities for the portfolio.

Our TVI investment account balance, as of May 30, 2025, is \$335,465.73, which closely matches our undesignated fund balance after accounting for expected expenses through year-end and reserves. The early withdrawal penalty on a 3-year CD is six months of interest, making it a relatively low-risk option, even in the very unlikely event that we fully spend both our budgeted expenses and all reserves. Maintaining the CD ladder remains a conservative strategy that provides stronger returns than the money market while preserving year-to-year flexibility.