



SCA Board of Directors

Minutes

November 19, 2025 Renton
City Hall

1) Call to Order

SCA President Buxton called the meeting to order at 10:00 AM. Present were members Armondo Pavone, Mary Lou Pauly, Regan Bolli, Troy Linnell, Katherine Ross, Dana Ralph; Chris Roberts, and Thomas McLeod, and SCA staff Robert Feldstein, Leah Willoughby, Aj Foltz, Dax Tate, and Laura Belmont. Absent were members Nigel Herbig and Vanessa Kritzer. Member Chris Roberts exited the meeting before Item 9.

2) Public Comment

Members of the Board were provided with written public comment submitted prior to the meeting. President Buxton confirmed that all members received the comment. The public comment is attached to these minutes as [Attachment A](#) and incorporated into the meeting record.

President Buxton asked if there was any further public comment. Hearing none, this portion of the agenda was closed.

3) Executive Session

Pursuant to RCW 42.30.110(1)(i)(iii), to discuss with legal counsel the legal risks of a proposed action or current practice when public discussion is likely to result in an adverse legal or financial consequence to the agency, President Buxton called a 20-minute executive session to order at 10:02 AM. Staff exited the room. At 10:22 AM, the Board extended the session for 10 minutes. At 10:32 AM, the Board extended the session by 5 minutes. The executive session was adjourned at 10:37 AM, and staff rejoined the meeting.

4) Consent Agenda

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

Pavone moved, seconded by Bolli, to approve the consent agenda, consisting of the minutes of the October 15, 2025 SCA Board of Directors Meeting and the financial reports for September 2025. The motion passed unanimously.

5) President's Report

President Buxton reviewed the progress and next steps for the Executive Director evaluation process. She noted the importance of completing the 2025 evaluation with the Board that has worked with the Executive Director throughout the year and recommended moving the final review to the December meeting. She outlined an expedient and thorough process in which evaluation surveys would be distributed to Board members, collected and compiled by staff, and the Executive Director's fourth-quarter

review placed on the December agenda. Executive Director Feldstein requested assistance from Board members' city administrative staff if available, noting that SCA is currently operating with an administrative vacancy and limited capacity.

Buxton moved, seconded by Pavone, to have the Executive Director evaluation conducted, brought to conclusion, and the contract completed by December 31, 2025. The motion passed unanimously.

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

6) Executive Director's Report

Executive Director Feldstein reported on the successful Regional Utility Rate Summit, noting the strong collaboration between King County and SCA in planning and execution, and expressing appreciation for the significant staff work that contributed to the event's success. He provided an update on the regional boards and committees appointment process, noting that both the number of applicants and the number of applications submitted increased compared to prior years. Feldstein also offered brief comments on the recent elections and the anticipated regional impacts of the outcomes.

7) Immediate Past President

SCA Executive Director Robert Feldstein briefly reviewed the appointment requirements for the Immediate Past President, as outlined in the SCA Bylaws. Angela Birney of Redmond, as the most recent SCA Board President meeting all qualifications, has agreed to and will serve on the SCA Board as Immediate Past President in 2026. President Buxton asked for any questions or discussion. Hearing none, the Board proceeded to the next item.

8) Treasurer's Report

Treasurer Bolli reported on the October 28, 2025 Finance Committee Meeting.

Treasurer Bolli also reported on the draft 2026 budget, briefly summarizing updates to the income and staff expense lines since the version presented at the previous Board meeting. Bolli asked for questions or discussion, hearing none.

Pauly moved, seconded by Linnell, to recommend to the full SCA Membership approval of the 2026 SCA Budget. The motion passed unanimously.

Treasurer Bolli reported on sponsorships to date, noting that one additional payment had been received since the Board meeting materials were distributed.

There were no other updates.

9) PIC Chair's Report

PIC Chair Chris Roberts was not present. SCA staff reported on the November 12, 2025 SCA PIC Meeting. Staff provided a thorough, item-by-item review of the meeting, noting the agenda items, which included:

a. SCA 2026 State Legislative Agenda & County Priorities

SCA PIC staff provided an overview presentation. Members held a first-touch discussion, including comments from several cities on growth targets, small-city needs, and revenue and public safety considerations. Members were invited to submit additional feedback before the December meeting.

b. Transit Safety and Security Briefing

PIC received a detailed briefing from the Regional Transit Safety Task Force staff summarizing identified safety gaps, proposed regional coordination strategies, and upcoming work to develop a transit safety action plan.

c. Unapproved Food Vendors Briefing

Public Health staff provided an overview of unpermitted food vending trends, associated risks, enforcement challenges, and interagency collaboration needs; and answered questions from members.

d. PSRC Committee Restructuring

Staff presented on the ongoing discussions at PSRC regarding potential changes to board and committee composition. PIC members expressed concerns. Staff will continue to update as information becomes available.

e. Election Results Roundtable

In the interest of time, this item was not discussed.

f. Updates and Informational Items

Staff provided updates on SCA's Rate Summit, newsletters, levy activity, and upcoming regional workplan conversations and referred members to the informational items in the packet.

There were no actions to report.

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

Pauly moved, seconded by Bolli, to discuss Item 11 prior to Item 10 to better facilitate conversation. The motion passed unanimously.

10) 2026 Board Agreement

President Buxton introduced draft updated SCA Board Agreement and reviewed its purpose and key provisions. The Board discussed the contents of the draft. Following discussion, the Board took the following action:

Pauly moved, seconded by Pavone, to approve the Board Agreement as presented in the materials. The motion passed unanimously.

The Board then discussed sections of the draft prior to taking final action.

The Board reviewed the attendance-related section of the Agreement. Following discussion, the Board took the following action:

Bolli moved, seconded by Pauly, to amend Item 7 of the draft Board Agreement to reflect the Board's attendance decision, requiring in-person attendance at Board meetings with the option to attend up to three meetings virtually. The motion passed unanimously.

Additional edits were discussed, including whether the term “consecutive” should be removed from the second number 6 and whether the phrase “after June 1” should be retained. Staff will revise the amended draft to reflect the Board’s discussion.

11) SCA Board Policies

a. Ad Hoc Committee Recommendations

- (1) Staff presented a recommended amendment to SCA Board Policies related to executive sessions held under RCW 42.30.110(1)(i). The recommended addition would create a new subsection (604.1) clarifying that a legal representative of the Association must be present whenever the Board meets in executive session to discuss actual or potential litigation or other legal risks authorized under RCW 42.30.110(1)(i), and that no legal discussion may occur in executive session without legal counsel in attendance. Board members were in agreement that the clarification reflects best practice and should be adopted. Following discussion, the Board took the following action:

Pauly moved, seconded by Pavone, to amend the SCA Board Policies by adding a new Section 604.1 to read as follows:

604.1 Executive Sessions on Legal Matters. When an executive session is held for the purpose of discussing any matter related to actual or potential litigation, or other topics authorized under RCW 42.30.110(1)(i), a legal representative of the Association shall be present. No discussion of legal matters may occur in executive session without the attendance of legal counsel.

The motion passed unanimously.

- (2) Staff presented recommended updates to Board Member and Officer job descriptions in Appendix A of the SCA Board Policies. The purpose of the updates was to address the Ad Hoc Committee recommendation of: Review of the fiduciary responsibilities of board members around confidentiality and duty to the organization. The Board reviewed and discussed the recommended updates.

Pauly moved, seconded by Bolli, to adopt the recommended updates to the Board Member and Officer job descriptions as included in the meeting materials. The motion passed unanimously.

The Board then discussed several amendments to the proposed language. The board was in agreement on the following points:

- The required annual Board Retreat should specify in-person attendance.
- In-person attendance at regular Board meetings is expected, with Board members allowed to attend up to three meetings remotely per year.

- The attendance enforcement provision should reference missing three meetings, and the word “consecutive” should be removed.

Following the discussion, the Board took the following actions:

Pauly moved, seconded by Bolli, to amend the recommended updates to specify that attendance at the annual Board Retreat is required in person. The motion passed unanimously.

Bolli moved, seconded by Pauly, to amend the attendance expectations to reflect the expectation for in-person attendance at Board meetings, with an allowance of up to three remote attendances, consistent with the Board Agreement adopted in Item 10. The motion passed unanimously.

Pauly moved, seconded by Bolli, to revise the attendance enforcement provision by removing the word “consecutive,” consistent with the updates to the Board Agreement adopted in Item 10. The motion passed unanimously.

Following adoption of these amendments, the Board took the following action:

Pauly moved, seconded by Bolli, to adopt the recommended updates to the Board Member and Officer job descriptions as included in the materials, including the staff-recommended, non-substantive updates to the descriptions, as provided in the attached drafts.

The Board then took the following action:

Ralph moved, seconded by McLeod, to approve the 2026 SCA Board Agreement as amended. The motion passed unanimously.

Updated Board Agreement, as adopted is attached to these minutes in [Attachment B](#) .

Updated Director Job Description and Board Officer Job Description, as adopted is attached to these minutes in [Attachment C](#) .

b. Public Comment Policy

Staff presented the recommended Public Comment Policy for inclusion in the SCA Board Policies. Staff noted that the policy is intended to clarify procedures for receiving public comment at Board meetings and to ensure consistency with SCA practice.

The Board reviewed the recommended policy. No amendments were proposed.

Pavone moved, seconded by McLeod, to adopt the Public Comment Policy as included in the materials. The motion passed unanimously.

12) Members Emeritus

Staff presented the annual Member Emeritus item and reviewed the qualifications established in **SCA Board Policies 502**. Staff noted that several retiring local elected officials met the criteria for recognition this year and that honorees will be acknowledged at the 2025 SCA Annual Meeting. The Board reviewed the list of eligible officials, including additions since the October meeting.

Before proceeding to Item 12, President Buxton moved to eliminate Items after 12 on the agenda and to extend discussion time on Item 12 by ten minutes. Linnell seconded the motion. The motion passed unanimously.

Staff presented the annual Member Emeritus item and reviewed the qualifications outlined in SCA Board Policies Section 502. Staff provided the Board with the list of eligible retiring officials for consideration.

Board members reviewed the eligible individuals and discussed potential additions based on years of service, regional impact, and leadership in SCA committees and caucuses.

The Board continued discussion. Following extensive discussion, the Board took the following action:

Pauly moved, seconded by Pavone, to honor the following individuals as SCA Members Emeritus:

- ***Conrad Lee, Bellevue***
- ***John Stokes, Bellevue***
- ***Traci Buxton, Des Moines***
- ***Amy Ockerlander, Duvall***
- ***Jan Molinaro, Enumclaw***
- ***Mary Lou Pauly, Issaquah***
- ***Penny Sweet, Kirkland***
- ***Katherine Ross, Snoqualmie***
- ***De'Sean Quinn, Tukwila***

The motion passed unanimously.

13) Discussion Items

- a. Regional Boards and Committees Appointments Update
This item was discussed earlier on the agenda during the Executive Director's Report.
- b. Staffing Update
This item was not discussed.

14) Informational Items

- a. 2025 Caucus Meetings & Board Elections.
There was no discussion and no action to report.

15) The meeting was adjourned at 12:14 PM