SOUND CITIES ASSOCIATION

SCA Board of Directors

AGENDA

November 18, 2026

Renton City Hall, 1055 S Grady Way, Renton, WA

10 AM – Noon

1) **Call to Order –** President Armondo Pavone — 2 Minutes

2) **Public Comment** — 5 Minutes

3) **Consent Agenda** — 3 Minutes
   a. Minutes of the October 21, 2026 SCA Board of Directors Meeting — Attachment 1
   b. Financial Reports of September 2026 — Attachments 2-3

   Recommended Action: Approval of the Consent Agenda, consisting of the minutes of the October 21, 2026 SCA Board of Directors Meeting; and the Financial Reports of September 2026, consisting of the September 2026 Balance Sheet and September 2026 Profit & Loss Report.

4) **President's Report –** President Armondo Pavone — 5 Minutes

5) **Executive Director's Report –** Executive Director Robert Feldstein — 10 Minutes

6) **Treasurer's Report –** SCA Treasurer Regan Bolli — 10 Minutes
   October 27, 2026 Finance Committee Meeting Materials
   a. Sponsorship Update — Attachment 4
   b. Draft 2025 Form 990
   c. Draft 2027 SCA Budget — Attachments 5-6
   Recommended Action: Recommendation to the full SCA Membership approval of the 2027 SCA Budget

7) **PIC Report –** SCA PIC Chair Chris Roberts — 20 Minutes
   November 4, 2026 Public Issues Committee Meeting Materials
   a. Hazardous Waste Presentation
   b. SCA 2027 State Legislative Agenda
   c. SCA Impact & 2027 Work Plan Discussion
   d. Updates and Informational Items
      i. Regional Boards & Committees Upcoming Issues
      ii. Levies and Ballot Measures
      iii. 2026 PIC Work Plan

8) **2027 – 2028 Office Lease** — 5 Minutes
   Recommended Action: Approval of the 2027-2028 office lease contract — Attachment 7

9) **Discussion Items** — 55 Minutes
   a. Regional Boards and Committees Appointments Update
   b. New One-Hour Board Orientation
   c. Executive Director Performance Review for December Meeting
   d. UW Evans School Capstone Project on Public Defense
   e. UW Evans School for Partnership for Public Innovation
   f. Potential Utility Summit-related OpEd
   g. Other Updates

10) **Informational Items**
   a. City Delegates for 2026 Meetings
      i. Annual Meeting Delegate Form
      ii. Caucus Meeting/Board Elections Delegate Form

11) **Adjourn**

Upcoming Events

a. SCA Offices Closed for Thanksgiving Holiday – November 26 -27
b. HealthierHere HR1 Lunch & Learn – November 30, 12 – 1 PM
c. SCA Annual Meeting – Wednesday, December 2, 5:30 PM – The Museum of Flight – Register Here
d. SCA Public Issues Committee Meeting – Wednesday, December 9 – Virtual
e. SCA Caucus Meeting/ Board Elections: South & South Valley | Friday, December 11, 11:30 AM – 12:30 PM – Virtual – Register Here
f. SCA Caucus Meeting/ Board Elections: North & Snoqualmie Valley | December 11, 12:30 – 1:30 PM – Virtual – Register Here
g. SCA Board of Directors Meeting – Wednesday, December 16 – Renton City Hall
h. SCA Offices Closed for Winter Holiday December 25 – January 1
i. SCA 2026 Appointee Orientation – Evening of Wednesday, Feb 3 – Location TBD

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

SCA will lead policy change to make the Puget Sound region the best in the world for our diverse communities.

Values

SCA is committed to creating 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. SCA acknowledges the systemic racism and inequities in our society and continues its commitment to the work needed to address them.

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

SCA Board of Directors

DRAFT Minutes

October 21, 2026

Renton City Hall

1) **Call to Order**
SCA President Armondo Pavone called the meeting to order at 10:02 AM. Present were members Armondo Pavone, Dana Ralph, Thomas McLeod, Angela Birney, Scott MacColl, Lynne Robinson, Amy McHenry, Troy Linnell, Tom French, Sean Kelly, Tola Marts, and Lydia Assefa-Dawson; and staff Robert Feldstein, Leah Willoughby, Dax Tate, and Amanda Hebert. Absent was member Annette Ademasu.

2) **Approval of the Agenda**
President Pavone called for any amendments to the agenda. There were none.

3) **Public Comment**
President Pavone asked if there were any written public comments submitted. Hearing none, this portion of the agenda was closed.

4) **Consent Agenda**
President Pavone asked for any questions or concerns regarding the items on the Consent Agenda. There were none.

Birney moved, seconded by McHenry, to approve the consent agenda consisting of the minutes of the September 16, 2026 SCA Board of Directors Meeting; and the financial reports of August 2026. The motion passed unanimously.

5) **President's Report**
SCA President Pavone reminded members about the upcoming co-hosted networking event with Association of Washington Cities (AWC) on Wednesday, October 28^{t} and encouraged members to attend. Mayor Birney shared additional information about the event. Mayor Pavone reminded the Board that the deadline for applications for SCA appointments is approaching and encouraged members to apply and to encourage other electeds to apply. Pavone reported that SCA is hosting with King County Elections a tour of the elections floor and gave details. He also shared that there is a possible King County Library tour in 2027,with details to be determined.

6) Executive Director's Report

Executive Director Robert Feldstein reported on registration for the upcoming networking event with the Association of Washington Cities (AWC) and encouraged attendance by Board members. He shared his excitement for the King County Elections tour and mentioned that King County Elections are a great resource and partner for SCA. Feldstein spoke on a potential future training on levies, including how the process works. Feldstein and Mayor Birney provided updates on the Breaking the Cycle Revenue group. Birney provided further details from the caucus and on next steps. Feldstein provided quick updates for Regional Transit, Steering Group, Bridge, Best Starts for Kids, the Utility Summer and SCA Regional Boards and Committees appointments. Feldstein asked the Board for direction regarding invites and attendees to the Annual Networking event.

7) King County Executive Meeting Group Report

SCA Executive Director Robert Feldstein reported on the most recent meeting with the King County Executive. Topics discussed included Best Starts for Kids and the Housing Levy; the and Housing Levy and concerns. The Board briefly discussed these topics. There were no action items to report.

8) Treasurer's Report

a. Sponsorship Update

SCA Treasurer McLead reported on sponsorships invoiced and payments received since the last meeting of the Board. Feldstein reported on new and potential future sponsorships.

b. Draft 2027 SCA Budget

SCA Treasurer McLeod reported on the draft 2027 SCA Budget and noted changes from the current year to the new 2027 budget. McLeod asked for any questions. The draft budged will return to the Finance Committee at their October meeting and a draft will brought to the board at the November Board meeting for action.

c. Other Updates

SCA Treasurer McLeod did not have any further updates for the Board.

9) PIC Chair's Report

PIC Chair Lydia Assefa- Dawson reported on the October 14, 2026, PIC Meeting.

a. Appointment of the 2027 SCA PIC Nominating Committee Members

PIC Chair Assefa- Dawson reported on the appointment of the 2027 SCA PIC Nominating Committee Members. Members appointed include: Mayor Troy Linnell, Algona, for the South Valley Caucus; Mayor Pro Tem Ronn Mercer, Duvall, for the Snoqualmie Valley Caucus; Council President Melissa Stuart, Redmond, for the North Caucus; and Councilmember Alex Andrade, Burien, for the South Caucus.

b. Breaking the Cycle Investments & Revenue Workgroup Update

PIC Chair Assefa- Dawson reported on the presentation "Breaking the Cycle Investments & Revenue Workgroup Update" which was given by Marissa Chávez, Director of Policy and Innovation for the King County Executive.

c. SCA 2027 State Legislative Agenda & County Priorities
PIC Chair Assefa-Dawson presented the updates for the SCA 2027 State Legislative Agenda & County Priorities. She mentioned what was discussed during the September meeting, and that an action was called to approve the decision of the SCA Legislative Committee & County Priorities. Assefa-Dawson mentioned the amendment brought up during the PIC meeting and the concerns that were brought up, noting that it was tabled for the next PIC meeting in November to continue the discussion. SCA Senior Policy Analyst Aj Foltz provided additional information and recommended a motion to approve the SCA State Legislative Agenda and 2027 SCA County Priorities.

Birney moved, seconded by McHenry approval of the 2027 SCA State Legislative Agenda and 2027 SCA County Priorities as presented in meeting materials. The motion passed unanimously.

10) City Manager's Report

As City Manager representative Scott MacColl was not present for the October City Managers/City Administrators meeting, SCA Executive Director Robert Feldstein reported on the meeting. Topis included: King County Regional Homelessness Authority discussion; potential 0.01% sales tax being introduced; discussion on future meeting topics, and partner updates.

11) 2027 Board Nominating Committee

SCA President Armondo Pavone gave an overview of the Board Nominating Committee process, responsibilities, and makeup. Birney provided additional details, including how the Committee worked in past years. SCA Chief Operating Officer Leah Willoughby gave further details based on SCA bylaws, including the suggested timeline.

President Pavone Appointed the following individuals to the Board Nominating Committee:

1. ***Armondo Pavone***
2. ***Angela Birney***
3. ***Sean Kelly***
4. ***Tola Marts***

12) Discussion Items/Updates

a. RAM and Partner Engagement and Participation
SCA Executive Director Robert Feldstein requested guidance on the "rules of thumb" for how to engage with SCA's sponsors so that it feels mutually beneficial. The Board held brief discussion.

b. Call for Nominations Update
SCA Executive Director Robert Feldstein requested that the board members invite additional applicants. SCA Chief Operating Officer Leah Willoughby asked them to apply early.

c. SCA Winter Break
SCA Executive Director Robert Feldstein reported that the SCA offices will be closed for Winter Break during the week of December 28 through January 1.

d. Other Updates

There were no other updates.

13) For the Good of the Order

Kelly mentioned an event January 7, from 11 – 1 for a lunchtime meeting for electeds around public safety with more information to come.

Birney mentioned that Redmond is needing to hire an outside consultant and the cost of this new hire.

14) The meeting was adjourned at 11:29 PM.

Agenda

SOUND CITIES ASSOCIATION | Balance Sheet

As of September 30, 2026

	Total
1110 Mechanics Bank	97,042.20
1120 Mechanics Bank - Money Market	1,092,647.15
1130 PayPal Bank	0.00
Total Bank Accounts	**$ 1,189,689.35**
Total Accounts Receivable	**$ 16,715.00**
1140 Investments - Time Value	350,439.84
1145 Accrued Interest Receivable	1,656.56
1499 Undeposited Funds	0.00
1550 Prepaid Expenses	0.00
Other Current Asset	0.00
Total Other Current Assets	**$ 352,096.40**
Total Current Assets	**$ 1,558,500.75**
Total 1400 Fixed Assets	**$ 0.00**
Total Fixed Assets	**$ 0.00**
Other Long-term Assets	0.00
Total Other Assets	**$ 0.00**
TOTAL ASSETS	**$ 1,558,500.75**
Total Accounts Payable	**$ 569.42**
2200 Mechanics Bank Credit Card	2,539.83
Total Credit Cards	**$ 2,539.83**
2300 Accrued Payroll	20,432.51
2110 Federal Withholding	0.00
2111 Direct Deposit Liabilities	0.00
2405 FUTA	30.09
2410 SUI	1,380.10
2122 Company	0.00
2124 Employee	0.00
Total 2415 FIT, SS, Medicare - 941	**$ 8,661.41**
2420 L&I	1,360.01
2425 WA Paid Family & Medical Leave	-199.24
2426 WA Cares	-102.35
2439 Temporary Retirement Holdings Payable	109,578.77
2450 Medical/Dental/Vision/Life Ins	300.57
2460 Accrued Vacation Pay	17,535.07
2480 Voluntary Ancillary Other	17.00
2499 Payroll Corrections	173.01
Total 2400 Payroll Liabilities	**$ 138,734.45**
2510 Accrued Liabilities - Contractor Payments	0.00
Total 2500 Accrued Liabilities	**$ 0.00**
2600 Deferred Revenue	0.00
Total Other Current Liabilities	**$ 159,166.96**
Total Current Liabilities	**$ 162,276.21**
Total Liabilities	**$ 162,276.21**
3110 Equipment Purchase Reserve	15,000.00
3120 Operations Reserves	558,750.00
3130 Contractual Obligations Reserve	50,088.00
3140 Legal Reserves Fund	25,000.00
Total 3100 Board Designated Reserves	**$ 648,838.00**
3200 Board Designated Contra	-648,838.00
3300 Fund Balance (Prior Years)	1,035,463.97
3999 Opening Bal Equity	0.00
Net Income	360,760.57
Total Equity	**$ 1,396,224.54**
TOTAL LIABILITIES AND EQUITY	**$ 1,558,500.75**

SOUND CITIES ASSOCIATION | Profit & Loss

January-September, 2026

	Sep 2026	Total	Budget	Remaining	% Remaining
1010 Member Dues		988,899.99	988,900	0	0%
1020 Membership/Sponsorships	1,000.00	91,000.00	90,000	-1,000	-1%
1030 Registration/Dinners Revenue		8,760.00	22,500	13,740	61%
1040 Interest Income	4,381.55	32,081.86	15,600	-16,482	-106%
1150 CC Points Redeemed Credit		525.00	500	-25	-5%
Total Income	**5,382**	**1,121,267**	**1,117,500**	**-3,767**	**0%**
Gross Profit	**5,381.55**	**1,121,266.85**			

			Budget	Remaining	% Remaining
Total 5100 Salaries	**57,951.11**	**492,797.93**	**692,892**	**200,094**	**29%**
5210 Taxes-FUTA	0.00	112.58	270	157	58%
5220 Taxes-SUTA	517.11	6,862.07	6,834	-28	0%
5230 Taxes - FICA, Medicare - 941	4,488.32	38,311.79	51,398	13,086	25%
5240 Taxes - L & I	128.58	1,175.88	1,746	570	33%
5250 Taxes-FMLA	0.00	0.00	4,578	4,578	100%
Total 5200 Payroll Taxes	**5,134.01**	**46,462.32**	**64,826**	**18,364**	**28%**
5311 Temp. Retirement Contribution Holdings	3,219.73	27,498.15			
Total 5310 Pension/Retirement Contributions	**3,219.73**	**27,498.15**	**38,600.00**	**11,101.85**	**29%**
5320 Medical/Dental/Vision/Life Ins	6,765.96	56,716.84	98,227	41,510	42%
5330 Professional Development	195.00	1,364.64	9,000	7,635	85%
5345 ED Car Allowance	250.00	4,000.00			
5346 Staff Travel Expenses	90.00	2,655.02			
Total 5340 Travel Reimbursement	**340.00**	**6,655.02**	**11,000**	**4,345**	**39%**
5350 PFML – Employer Paid Employee Share	469.69	4,009.17	0	-4,009	
Total 5300 Staff Benefits	**10,990.38**	**96,243.82**	**156,827**	**60,583**	**39%**
Total 5000 Staff	**74,075.50**	**635,504.07**	**914,545**	**279,041**	**31%**
6100 Rent	2,786.06	25,682.22	34,255.00	8,572.78	25%
6200 Office Insurance		0.00	900.00	900.00	100%
6310 Copier/Printer Lease & Maint	22.36	3,097.32	3,700.00	602.68	16%
6320 Outside Printing & Publication		669.41	2,400.00	1,730.59	72%
Total 6300 Printing and Publication	**22.36**	**3,766.73**	**$ 6,100.00**	**$ 2,333.27**	**38%**
6420 Website Design/Hosting	567.00	5,155.98	6,800.00	1,644.02	24%
6430 IT Equipment	114.87	3,010.56	6,000.00	2,989.44	50%
6440 Software/Subscriptions	402.16	7,541.67	8,500.00	958.33	11%
6450 Incidental IT Consulting		0.00	2,500.00	2,500.00	100%
Total 6400 IT	**1,084.03**	**15,708.21**	**$ 23,800.00**	**$ 8,091.79**	**34%**
6500 Cell Phone Service	288.38	2,489.19	4,000.00	1,510.81	38%
6600 CC, Banking & Other Fees	5.00	505.70	500.00	-5.70	-1%
6700 Accounting Fees		0.00	16,800.00	16,800.00	100%
6800 Legal Fees		2,493.04	10,000.00	7,506.96	75%
6900 Office Supplies / Misc.	512.60	1,933.13	3,000.00	1,066.87	36%
Total 6000 Office / Overhead	**4,698.43**	**52,578.22**	**$ 99,355.00**	**$ 46,776.78**	**47%**
7100 Food/Beverage/Rentals		18,393.05	40,000.00	21,606.95	54%
7200 Event Pmts Processing Fee		347.56	1,200.00	852.44	71%
Total 7000 Event Expenses	**0.00**	**18,740.61**	**$ 41,200.00**	**$ 22,459.39**	**55%**
8110 D&O Insurance		1,933.00	2,200.00	267.00	12%
8120 Cyber Security Insurance		380.00	700.00	320.00	46%
Total 8100 Liability Insurance	**0.00**	**2,313.00**	**$ 2,900.00**	**$ 587.00**	**20%**
8200 Awards / Recognition		1,001.49	2,500.00	1,498.51	60%
8300 Retreats/Mtgs/Conf/Dues/Events	796.39	8,986.38	12,000.00	3,013.62	25%
8400 Consultants/Special Projects	1,022.45	9,669.73	20,000.00	10,330.27	52%
Total 8000 Board / Org Development	**1,818.84**	**21,970.60**	**$ 37,400.00**	**$ 15,429.40**	**41%**
9000 Contingency Fund		226.56	25,000.00	24,773.44	99.09%
Bad Debt Write Off		25,111.61			
Reconciliation Discrepancies		7.37			
Total Expenses	**80,592.77**	**754,139.04**	**$ 1,117,500.00**	**$ 363,360.96**	**33%**
Net Operating Income	**(75,211.22)**	**367,127.81**			
Other Revenue					
Investment returns	(3,161.97)	(6,636.75)			
Processing Fees Recouped		269.51			
Total Other Revenue	**(3,161.97)**	**(6,367.24)**			
Other Expenses					
Net Other Income	**(3,161.97)**	**(6,367.24)**			
Net Income	**(78,373.19)**	**360,760.57**			

2026 Sponsorship Payment Tracking

highlighted have been invoiced and are not yet paid

Sponsorship Level	Sponsor/Entity	Invoiced Month	Amount Invoiced	Paid Month	Amount Paid
Regional Associate Member	4Culture	September 2026	$ 500.00	September 2026	$ 500.00
Partner	Amazon	April 2026	$ 6,000.00	July 2026	$ 6,000.00
Regional Associate Member	AWC	February 2026	$ 500.00	March 2026	$ 500.00
Partner	Boeing	June 2026	$ 6,000.00	August 2026	$ 6,000.00
Event - Annual Meeting	Boeing	June 2026	$ 2,500.00	August 2026	$ 2,500.00
Regional Associate Member	Cedar Grove	September 2026	$ 500.00	September 2026	$ 500.00
Regional Associate Member	EMC Research	February 2026	$ 500.00	August 2026	$ 500.00
Partner	Ezee Fiber*	May 2026	$ 6,000.00	July 2026	$ 6,000.00
Regional Associate Member	Foster Garvey	May 2026	$ 500.00	June 2026	$ 500.00
Regional Associate Member	Gordon Thomas Honeywell	February 2026	$ 500.00	March 2026	$ 500.00
Partner	Jenoptik*	March 2026	$ 6,000.00	April 2026	$ 6,000.00
Regional Associate Member	Kaiser Permanente*	July 2026	$ 500.00	September 2026	$ 500.00
Regional Associate Member	KC Dept of Assessments	February 2026	$ 500.00	February 2026	$ 500.00
Regional Associate Member	King County Elections	February 2026	$ 500.00	April 2026	$ 500.00
Regional Associate Member	King County Housing Authority*	June 2026	$ 500.00		
Regional Associate Member	King County Library Systems	February 2026	$ 500.00	March 2026	$ 500.00
Regional Associate Member	Langton Public Affairs	February 2026	$ 500.00	February 2026	$ 500.00
Partner	Lumen	April 2026	$ 6,000.00		
Partner	Marketing Solutions	n/a	$ -	In-Kind	$ -
Partner	Microsoft	April 2026	$ 6,000.00	April 2026	$ 6,000.00
Partner	Port of Seattle	February 2026	$ 6,000.00	March 2026	$ 6,000.00
Partner	Puget Sound Energy	March 2026	$ 6,000.00	July 2026	$ 6,000.00
Event - Summer Social	Puget Sound Energy	June 2026	$ 2,500.00		
Regional Associate Member	Republic Services	June 2026	$ 500.00		
Partner	Seattle King County Realtors	February 2026	$ 6,000.00	March 2026	$ 6,000.00
Partner	Seattle Metro Chamber	June 2026	$ 6,000.00		
Regional Associate Member	Symetra*	June 2026	$ 500.00	July 2026	$ 6,000.00
Partner	Sound Transit	April 2026	$ 6,000.00	April 2026	$ 6,000.00
Regional Associate Member	Throne Labs*	July 2026	$ 500.00	August 2026	$ 500.00
Partner	Verizon*	April 2026	$ 6,000.00	August 2026	$ 6,000.00
Regional Associate Member	W2A*	June 2026	$ 500.00	July 2026	$ 500.00
Partner	Waste Management	February 2026	$ 6,000.00	August 2026	$ 6,000.00
Totals			**$ 91,000.00**		**$ 81,000.00**
	*New Sponsor				

To Be Invoiced 2026

Sponsorship Level	Sponsor/Entity	Invoice	Amount to Invoice
Totals			$ -

2026 Results

University of Washington	Meeting 9/22
T-Mobile	Coffee scheduled 9/17
Starbucks	Coffee, 5/27; last contact - invite to summer social
Alaska Airlines	Coffee, 7/17; last contact - invite to summer social
Monument Advocacy	Last contact 8/20
Ceis, Bayne, & East	Coffee 6/5; Last contact 6/8
PACCAR Inc.	Stalled; have not met with
Ziply Fiber	Stalled; have not met with
Kaiser Permanente	New RAM
King County Housing Authority	New RAM
Throne	New RAM
Washington 2 Advocates	New RAM
Symetra	New RAM
Jenoptik	New Partner
Verizon	New Partner
EZEE Fiber	New Partner

KEY
Forward looking - still scheduling
Have met, in contact, but no commitment
Have not been able to engage
Have said no
New RAM
New Partner

Other Sponsor Connections:

Reconnected with EMC Research
Reconnected with KC Elections
Trying to connect with Comcast
Trying to connect with Lumen

Summary

At their October meeting, the SCA Board Finance Committee reviewed and has recommended to the Board of Directors approval of the DRAFT 2027 SCA Budget The Board is expected to vote on recommending the 2027 Budget to the full membership at their November 18 meeting.

The full membership will vote on the Board-recommended 2027 SCA Member City Assessment rates and 2027 SCA Budget at the SCA Annual Meeting on December 2.

Recommended Action:

Recommendation to the full SCA Membership approval of the 2027 SCA Budget.

SOUND CITIES ASSOCIATION
DRAFT 2027 Budget

Member City Dues			$	1,004,525
Membership/Sponsorships			$	105,000
Registration/Dinners Revenue			$	22,000
Interest Income			$	43,500
Credit Cards Points Redeemed for Credit			$	700
Total Income			**$**	**1,175,725**
Salaries			**$**	**732,202**
Payroll Taxes			**$**	**75,165**
FUTA	$	265		
SUTA	$	10,250		
FICA/Medicare	$	54,400		
L & I	$	3,360		
WA PFMLA	$	6,890		
Staff Benefits			**$**	**166,700**
Pension Plan Contributions	$	39,500		
Medical/Dental/Vision/Life Ins	$	106,200		
Professional Development	$	9,000		
Travel Reimburse	$	12,000		
TOTAL STAFF			**$**	**974,067**
Rent			**$**	**34,256**
Office Insurance			**$**	**1,000**
Printing and Publication			**$**	**9,100**
Copier/Printer Lease & Maint	$	4,100		
Outside Printing & Publication	$	5,000		
IT			**$**	**26,400**
Website Design/Hosting	$	7,000		
IT Equipment	$	7,500		
Software/Subscriptions	$	9,400		
Incidental Consulting	$	2,500		
Cell Phone Service			**$**	**4,200**
CC, Banking & Other Fees			**$**	**1,000**
Accounting Fees			**$**	**5,000**
Legal Fees			**$**	**10,000**
Office Supplies / Misc.			**$**	**4,500**
TOTAL OFFICE/OVERHEAD			**$**	**95,456**
Event Food/Bev/Rentals			**$**	**36,000**
Event Processing Fees			**$**	**1,300**
TOTAL EVENT EXPENSES			**$**	**37,300**
Liability Insurance			**$**	**3,400**
D&O Insurance	$	2,500		
Cyber Security Insurance	$	900		
Awards / Recognition			**$**	**3,500**
Retreats/Mtgs/Conf/Dues/Events			**$**	**17,000**
Consultants/Special Projects			**$**	**20,000**
TOTAL BOARD / ORG DEVELOPMENT			**$**	**43,900**
CONTIGENCY FUND			**$**	**25,000**
Total Expenses			**$**	**1,175,723**

Income minus expensees
$ 2

City of Tukwila
6200 Southcenter Boulevard, Tukwila WA 98188

Agreement Number:

LEASE AGREEMENT

THIS LEASE AGREEMENT is made between the **City of Tukwila** ("the City" or "Lessor") and **Sound Cities Association** ("Sound Cities Association" or "Lessee").

IN CONSIDERATION OF the mutual benefits and conditions hereinafter contained, the parties hereto agree as follows:

1. **Premises**. Lessor is the owner of the commercial property located at 6300 Southcenter Boulevard, Tukwila, Washington (the "Property"). Lessor does hereby agree to lease to Lessee, a portion of the Property consisting of approximately 1,460 rentable square feet (the "Premises"). The Premises do not include the exterior walls, roof, land beneath, pipes, ducts, conduits, wires, fixtures and equipment above the suspended ceiling, or any other portion of the Property or the buildings thereon. The City and Lessee agree that the Lessee's pro-rata share of the Property that the Premises are a part of is 3.45%, based on the ratio of the agreed rentable area of the Premises to the agreed rentable area of the entire Property as of the date of this Lease.

2. **Term**. This Agreement shall be in full force and effect for a period commencing January 1, 2027 and ending December 31, 2028, unless sooner terminated under the provisions set forth in Section 22. Upon termination of this Lease the Lessee shall surrender all keys and/or access cards to the City.

3. **Possession**. Lessee shall be deemed to have accepted possession of the Premises in an "as-is" condition. The City makes no representations to Lessee regarding the Premises including the structural condition of the Premises and the condition of all mechanical, electrical and other systems. Lessee shall be responsible for performing any work necessary to bring the Premises into condition satisfactory to Lessee. Lessee shall not engage in any improvements or alterations to the Premises without the express written consent of the City.

4. **Rent**. Base rent shall be set at $20.00 per square feet per year, or $29,189.00 per year, to be paid in monthly installments of $2,431.42 for the period of January 1, 2027 – December 31, 2027 and $20.50 per square feet per year, or $29,918.00 per year, to be paid in monthly installments of $2,493.16 for the period of January 1, 2028 – December 31, 2028. Rent shall be due on the first day of each month. If payment is not received by the fifth day of each month, Lessee shall be responsible for paying a late fee equivalent to five percent (5%) of the delinquent amount in addition to the past due payment. All delinquent sums not paid within thirty (30) days of the due date shall bear interest at the rate of twelve percent (12%) per

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Agenda

annum. Interest on all delinquent amounts shall be calculated from the original due date to the date of payment. The City's acceptance of less than the full amount of any payment due from Lessee shall not be deemed an accordance and satisfaction or compromise of such payment.

5. **Leasehold Excise Tax**. Lessee shall pay leasehold excise tax due pursuant to RCW 82.29A to Lessor by the first day of each month at the rate of 12.84% of the base rent set forth in Section 4 herein, such amount being $312.19.44.00 per month for January 1, 2027 – December 31, 2027 and $320.12 per month for January 1, 2028 – December 31, 2028. The leasehold excise tax shall be paid in addition to the monthly rental payment and any other payments required under this Lease. If the State of Washington changes the leasehold excise tax, the tax payable by the Lessee each month under this Lease shall be correspondingly modified in compliance with RCW 82.29A without further action by the parties.

6. **Use of Premises by Lessee**. Lessee shall use the Premises for general office use. The Premises shall be used only for the uses specified herein and for not for any other business or purpose without the prior written consent of the City. No act shall be done on or around the Premises that is unlawful or that will increase the existing rate of insurance on the Premises or cause the cancellation of any insurance on the Premises. Lessee shall not commit or allow to be committed any waste upon the Premises or any public or private nuisance. Lessee shall not do or permit anything to be done on the Premises which will obstruct, cause injury or interfere with the rights of other tenants, or occupants of the Premises or their customers, clients and visitors.

7. **Lessee Maintenance and Repair Responsibility**. Lessee shall, when and if needed, at Lessee's sole expense, make repairs to the Premises and every part thereof; and Lessee shall maintain the Premises in a neat, clean, sanitary condition. Lessee shall surrender the Premises to the City in good condition upon the termination of this Lease, reasonable wear and tear expected.

8. **Signage**. Lessee shall obtain the City's written consent before installing any signs on the Premises and shall install any approved signage at Lessee's sole expense and in compliance with all applicable laws. Lessee shall not damage or deface the Premises when installing or removing signage and shall repair any damage to the Premises caused by such installation or removal.

9. **Utilities, Equipment and Services**. The City shall provide the Premises with the following services, the cost of which shall be included in the rent paid by Lessee: water, electricity, and heating/cooling seven (7) days per week and janitorial services five (5) nights per week,

Agenda

exclusive of holidays. Lessee is responsible for providing its own phone, data, and internet service.

10. **Destruction of Premises**. If the Premises are completely or partially destroyed by fire or other casualty, of if they are damaged by an uninsured casualty, or by an insured casualty to such an extent that the damage cannot be repaired within sixty (60) days of the occurrence, the City shall have the option to restore the Premises or to terminate this Agreement on thirty (30) days written notice, effective as of any date not more than sixty (60) days after the occurrence. If this Section becomes applicable, the City shall advise the Lessee within thirty (30) days after such casualty whether the City elects to restore the Premises or to terminate this Agreement. If the City elects to restore the Premises, it shall commence and complete the restoration work with due diligence. For the period from the date of the casualty until completion of the repairs (or the date of termination of this Agreement, if the City elects not to restore the Premises) the monthly base rent shall be abated in the same proportion that the untenantable portion of the Premises bears the whole thereof, unless the casualty results from Lessee's negligence or its breach of obligations under this Agreement.

11. **Hazardous Substances**. Lessee shall not generate, release, spill, store, deposit, transport or dispose of (collectively "Release") any hazardous substances, sewage, petroleum products, radioactive substances, medicinal, bacteriological, or disease-producing substances, hazardous materials, toxic substances or any pollutants or substances defined as hazardous or toxic in accordance with applicable federal, state and local laws and regulations in any reportable quantities (collectively "Hazardous Substances") in, on or about the Premises. Lessee shall attach a separate list of Hazardous Substances they propose to store on site and the City must accept the list in writing or Hazardous Substances cannot be stored on site. The Lessee shall indemnify, hold harmless and defend the City from any and all claims, liabilities, losses, damages, clean-up costs, response costs and expenses, including reasonable attorneys' fees, arising out of or in any way related to the Release by the Lessee or any of its agents, representatives or employees, or to the presence of such Hazardous Substances in, on or about the Premises occurring at any time after the effective date of this Agreement to the full extent of the Lessee's liability.

12. **Alterations and Additions**. After obtaining the prior written consent of the City, Lessee may make, at its sole expense, such additional improvements or alterations to the Premises which it may deem necessary or desirable. Any repairs or new construction done by Lessee shall be done in conformity with plans and specifications approved by the City. All work performed shall be done in a workmanlike manner and shall become the property of the City.

13. **Liens**. Lessee shall keep the Premises free from any liens arising out of any work performed, materials furnished, or obligations incurred by Lessee.

14. **Insurance**. The Lessee shall procure and maintain for the duration of the Lease, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the Lessee's operation and use of the leased Premises.

a. No Limitation
The Lessee's maintenance of insurance as required by the Lease shall not be construed to limit the liability of the Lessee to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

b. Minimum Scope of Insurance. The Lessee shall obtain insurance of the types described below:
   i. Commercial General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover premises and contractual liability. The City shall be named as additional an insured on Lessee's Commercial General Liability insurance policy using ISO Additional Insured-Managers or Lessors of Premises Form CG 20 11 or a substitute endorsement providing at least as broad coverage.
   ii. Property insurance shall be written on an all risk basis.

c. Minimum Amounts of Insurance. Lessee shall maintain the following insurance limits:
   i. Commercial General Liability insurance shall be written with limits no less than $2,000,000 each occurrence, $2,000,000 general aggregate.
   ii. Property insurance shall be written covering the full value of the Lessee's property and improvements with no coinsurance provisions.

c. Other Insurance Provisions. The Lessee's Commercial General Liability insurance policy or policies are to contain or be endorsed to contain that they shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of the Lessee's insurance and shall not contribute with it.

d. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M Best rating of not less than A: VII.

e. Verification of Coverage. Lessee shall furnish the City with original certificates and a copy of any applicable amendatory endorsements including, but not necessarily limited to, the additional insured endorsement evidencing the insurance requirements of the Lessee.

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f. Waiver of Subrogation. Lessee and the City hereby release and discharge each other from all claims, losses, and liabilities arising from or caused by any hazard covered by property insurance on or in connection with the Premises or said building. This release shall apply only to the extent that such claim, loss or liability is covered by insurance.

g. City's Property Insurance. The City shall purchase and maintain during the term of this Lease, all-risk property insurance covering the Building for full replacement value without any coinsurance provisions.

h. Notice of Cancellation. The Lessee shall provide the City with written notice of any policy cancellation, within two (2) business days of receiving such notice.

i. Failure to Maintain Insurance. Failure on the part of the Lessee to maintain the required insurance shall constitute a material breach of this Lease upon which the City may, after giving five (5) business days notice to the Lessee to correct the breach, terminate this Lease or, at its discretion, procure or renew such insurance and pay and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand.

j. City Full Availability of Lessee Limits. If the Lessee maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Lessee, irrespective of whether such limits maintained by the Lessee are greater than those required by this Lease or whether any certificate of insurance furnished to the City evidence limits of liability lower than those maintained by the Lessee.

15. **Indemnification and Hold Harmless.** Lessee shall defend, indemnify, and hold harmless the City, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of Lessee's use of Premises, or from the conduct of Lessee's business, or from any activity, work or thing done, permitted, or suffered by Lessee in or about the Premises, except only such injury or damage as shall have been occasioned by the sole negligence of the City. It is further specifically and expressly understood that the indemnification provided herein constitutes the Lessee's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated and agreed to by the Lessee and City. The provisions of this section shall survive the expiration or termination of this Lease.

16. **Assignment and Subletting**. Lessee shall not assign this Lease or sublet any portion of the Premises. Any sublease or assignment made in violation of this provision shall be void.

DRAFT
Agenda

17. **Default**. Failure by Lessee to observe or perform any of the covenants, conditions or provisions of this Lease, where such failure shall continue for a period of ten (10) days after written notice from the City to cure the default, shall constitute a default and breach of this Lease. Lessee shall notify the City promptly of any default not by its nature necessarily known to the City.

18. **Access**. After reasonable notice from the City (except in the cases of emergency where no notice is required) the Lessee shall permit the City and its agents, employees and contractors to enter the Premises at all reasonable times to make repairs, alterations, improvements or inspections. This section shall not impose any repair or other obligation upon the City not expressly stated elsewhere in this Agreement.

19. **Compliance with Laws, Rules and Regulations**. Lessee shall, at its sole cost and expense, promptly comply with all laws, statutes, ordinances and governmental rules, regulations or requirements now in force or which may hereafter be in force relation to or affecting the conditions, use, or occupancy of the leased premises. Lessee shall faithfully observe and comply with City rules and regulations.

20. **Permits**. Lessee shall, at its sole cost and expense, be responsible for obtaining any required permits and licenses necessary to perform the work and covenants of this Lease.

21. **Notices**. All notices under this Lease shall be in writing and shall be effective when mailed by certified mail or delivered to the addresses listed below.

Notices to Lessor shall be sent to:	Notices to Lessee shall be sent to:
City of Tukwila	Sound Cities Association
ATTN: Mayor's Office	ATTN: Executive Director
6200 Southcenter Boulevard	6300 Southcenter Blvd, Suite 206
Tukwila WA 98188	Tukwila WA 98188

22. **Termination**. Either party may terminate this Agreement if the other party is in default as outlined in Section 17 or at any time on or before the expiration of this Lease by providing a minimum of thirty (30) days written notice to the other party.

23. **Applicable Law; Venue: Attorneys' Fees**. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be in King County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit.

24. **Authority of Lessee**. The Lessee and the individual executing this Lease on behalf of the Lessee represent and warrant that s/he is duly authorized to execute and deliver this Lease and upon execution this Lease is binding upon the Lessee in accordance with the terms herein.

25. **Waiver and Forbearance**. No waiver by the City of any breach or default by the Lessee of any of its obligations or covenants herein shall be deemed to be a waiver of any subsequent breach or default of the same or any other obligation or covenant, nor shall forbearance by the City to seek remedy for any break or default of the Lessee be deemed a waiver by the City of its rights and remedies with respect to such breach or default.

26. **Entire Agreement - Modification**. This Lease Agreement together with all exhibits or addenda expressly incorporated herein by reference and attached hereto shall constitute the whole agreement between the parties. There are no terms, obligations, covenants or conditions other than those contained herein. Except as otherwise provided, no modification or amendment of this Lease Agreement shall be valid or effective unless evidenced by an agreement in writing signed by both parties.

27. **Severability and Survival**. If any term, condition or provision of this Lease is declared void or unenforceable or limited in its application or effect, such event shall not affect any other provisions hereof and all other provisions shall remain fully enforceable.

CITY OF TUKWILA

By: _____
Thomas McLeod
Mayor

SOUND CITIES ASSOCIATION

By: _____
Executive Director

Attest:

By: _____
Andy YeonCity Clerk

Approved as to form:

By: _____
City Attorney

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STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

I certify that I know or have satisfactory evidence that Allan Ekberg is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Mayor of the City of Tukwila to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated this ____ day of _____, 2026.

_____
_____(Print Name)
Residing at _____
[Stamp or Seal] My appointment expires_____

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

I certify that I know or have satisfactory evidence that Robert Feldstein is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that she was authorized to execute the instrument and acknowledged it the Executive Director of Sound Cities Association to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated this ____ day of _____, 2026.

_____
Notary Public for Washington

_____
(Printed or Stamped Name of Notary)
Residing at _____
[Stamp or Seal] My appointment expires: _____

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