



SOUND CITIES ASSOCIATION

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SCA Board of Directors Minutes

October 17, 2018 10:00 AM
Tukwila City Hall – Hazelnut Room
6200 Southcenter Blvd, Tukwila

1) Call to Order

President Amy Walen called the meeting to order at 10:00 AM. Present were members Amy Walen, Leanne Guier, Jeff Wagner, Ed Prince, Nancy Backus, Jim Ferrell, Hank Margeson, David Baker, Catherine Stanford, Amy Ockerlander, Debbie Tarry and staff Deanna Dawson and Caitlin Magee. Members absent were Dana Ralph and Bruce Bassett.

2) Public Comment

President Walen asked if any member of the public had comment. Hearing none this portion of the agenda was closed.

3) Consent Agenda

Leanne Guier, Pacific, moved, seconded by Nancy Backus, Auburn, to approve the consent agenda consisting of Minutes of the September 19, 2018 meeting, January – August 2018 Financial Reports, and 2019 Board Approved Reserves. There was no discussion. The motion passed unanimously.

4) Executive Session to Discuss a Personnel Matter

President Walen adjourned the meeting into executive session at 10:13 AM to discuss a personnel matter. The executive session adjourned at 10:18 AM. No action was taken during executive session.

5) President's Report

President Walen gave a report. President Walen and the Board expressed appreciation for the work in 2018 of Executive Director Dawson.

Amy Ockerlander, Duvall, moved, seconded by Hank Margeson, Redmond, to approve a salary increase of 3.5% (rounded to the nearest \$50) for the 2019 Executive Director salary, as well as a 2018 performance bonus. The motion passed unanimously.

Vice President Leanne Guier noted that the reason for the 2018 bonus is for excellent work performed in the last year and new initiatives including establishing the Partner Forums.

6) Executive Director's Report

Director Dawson gave a report. Director Dawson expressed her thanks to the Board. She gave an update on the strong financial position of the organization, and the work in building sponsorships for SCA. She noted that she had sent her goals for 2019 to the Board, and welcomed their feedback.

7) Treasurer's Report

Councilmember Hank Margeson reported on the Finance Committee meeting held on October 8th, 2018.

Margeson noted that the financial reports for January through August 2018 were provided under the consent agenda. He noted that the bank account consolidation is in process. Hank noted that a portion of the accounting fees on the financial reports were incurred for the audit.

Director Dawson reported that at the last Finance Committee meeting it was decided to have a compilation for the 2017 finances rather than a full audit. However, due to the work already done and charged incurred, staff now recommended that the organization proceed with the 2017 audit as previously directed by the Board. The Finance Committee members concurred.

Hank Margeson, Redmond, moved, seconded by Catherine Stanford, Lake Forest Park, to conduct a full financial audit of 2017 in 2018. There was no further discussion. The motion passed unanimously.

Margeson reported on the overview of the 2019 budget, which is 5% larger than the 2018 budget. Staff expenses are the single largest driver of the budget. Dues will increase by approximately 4%, based on CPI-W (capped at 3%) and population growth. Hank reported that it is a balanced budget. Staff expenses are expected to increase by 4.5%, rent is increasing including an increase for the leasehold excise tax being imposed by the City of Tukwila, however IT expenses will be rolled into rent expenses. Dawson will bring the lease to the Board for approval at the next meeting.

Margeson reported that the 2019 budget includes funds to retain a consultant to monitor legislative issues as discussed by the Finance Committee and PIC.

Margeson updated the Board on other financial matters including consolidation of bank accounts, and an agreement between SCA and the bookkeeper. The next Finance Committee meeting will be in December.

Hank Margeson, Redmond, moved, seconded by David Baker, Kenmore, to recommend approving the 2019 draft budget for membership approval at the annual meeting. There was no further discussion. The motion passed unanimously.

8) SCA Legislative Committee Report

Vice President Leanne Guier reported on the work of the Legislative Committee, and gave an update on the edits to the Legislative Agenda recommended by the PIC.

There is a deadline for PIC edits to the proposed legislative agenda of October 17, 2018. The legislative committee will meet on Monday, October 22nd to review requested edits and create an amended legislative agenda. The legislative agenda will be presented to the Board for adoption in December. The board reviewed and discussed legislative agenda edit requests made by members.

9) PIC Chair's Report

PIC Chair Ed Prince, Renton, gave a report on the PIC meeting held on Wednesday, October 10, 2018.

Prince noted that 2019 PIC Nominating Committee was appointed and includes Ed Prince, Renton; Leanne Guier, Pacific; Chris Roberts, Shoreline; and Ross Loudonback, North Bend.

Prince updated the Board on a discussion on the Regional Affordable Housing Task Force. The PIC wanted to ensure that the language in the report was updated to clarify that the report included a menu of options rather than mandates.

Prince reported on a discussion on the Charter Review Commission. Kirkland Councilmember Toby Nixon, Maple Valley Mayor Sean Kelly, and former Duvall Mayor Will Ibershof are on the Charter Review Commission. Dawson encouraged board members to provide feedback to pass to the Charter Review Commission.

Prince reported on the PIC discussion on Homelessness. Director Dawson reported that the homelessness workgroup is meeting on a weekly basis and gave an update on activities of the workgroup. Bellevue Mayor John Chelminiak, Auburn Mayor Nancy Backus, and Renton Council President Ed Prince represent SCA on the Executive Committee overseeing this process. Dawson noted that she, Nancy Backus, Ed Prince, Seattle Mayor Jenny Durkan, and Executive Dow Constantine went on a short trip to Los Angeles last week to meet with the Mayor of Los Angeles and philanthropic and business leaders to find out what they are doing to address homeless issues in in Los Angeles.

Prince reported on the King County Metro Transit 2019/2020 budget.

Jim Ferrell left the meeting at 11:30 a.m.

10) Discussion Items

a. Parks Levy

Director Dawson reported that there have been meetings with King County Councilmembers on how to work together on the Parks Levy. Dawson asked the Board for feedback on the Parks Levy. Board members discussed concerns with the proposed levy and allocation of funds to cities.

Director Dawson proposed putting together a focus group of SCA leaders to meet and work with King County Councilmembers on this. Amy Ockerlander, Catherine Stanford, Hank Margeson, and Nancy Backus volunteered.

b. 2020 Census – Regional Complete County Committee

Director Dawson gave a report on the upcoming 2020 census. Dawson noted that there is a proposal by to include a question of citizenship and that the county is putting together a regional count committee which will have at least one seat for SCA. The Board authorized Director Dawson to make the appointment to this committee on behalf of SCA once detailed are confirmed. Dawson will confer with the Executive Committee on this appointment.

c. Election of 2019 SCA Board

The Board discussed when to hold elections for the 2019 Board. In order to avoid multiple December evening meetings and to ensure a quorum, the Board agreed to hold elections on Wednesday, December 12, 2018 at 6 PM, the night of the PIC meeting.

d. Update on 2019 appointment process

Director Dawson asked for Board feedback on whether to appoint SCA members to the new PSRC Bicycle and Pedestrian Advisory Committee, PSRC Transportation Demand Management Advisory Committee, and Veterans, Seniors and Human Services Advisory Board. The Board agreed to fill seats on the new PSRC staff committees and to have a call for nominations sent for all staff committee

appointments. The Board confirmed that staff appointments should go directly to the Board (rather than being reviewed by PIC Nominating Committee and PIC) per existing Board policies.

e. SCA staffing update

Director Dawson reported Christa Valles has started as the new SCA Senior Policy Analyst. Vice President Leanne Guier noted that flowers were sent to Christa for her first day.

f. King County Inquest Process

Director Dawson gave an update on the King County Inquest Process.

g. SCA sponsorships update

Director Dawson reported that the Washington Hospitality Association has joined SCA as a Regional Associate Member. Dawson noted that other SCA members may potentially upgrade to sponsor level members for 2019.

h. Debrief on Comcast digital divide event, partner forums

Director Dawson reported on the recent event on bridging the digital divide with Comcast. The Board provided positive feedback on this event, and the Partner Forums. Dawson updated the Board on a future event with the Master Builders Association of King and Snohomish Counties.

i. 2018 SCA Annual Meeting

Director Dawson noted that the 2018 SCA Annual Meeting will be held on Wednesday, December 5, 2018 at the Club at Snoqualmie Ridge. Governor Jay Inslee will be the guest for the event.

j. 2018 accomplishments

The Board discussed 2018 accomplishments, and noted the Partner Forums as and SCA's involvement to improve the King County Inquest Process were accomplishments.

k. Retreat update

Director Dawson noted the board retreat report was included in the packet.

11) Upcoming Events

A list of upcoming SCA events was included in the packet.

12) For the good of the order

President Walen asked if anyone had anything to add for the good of the order.

Amy Ockerlander said that Duvall is going to have a ballot measure in 2019 for a Transportation Benefit District. Debbie Tarry said that Shoreline has an upcoming ballot measure to authorize a sales and use tax of .2% for sidewalk and pedestrian improvements. Jeff Wagner said that Covington will also have a ballot measure for a sales and use tax of .2% for transportation maintenance and improvement projects.

Hank Margeson, Redmond, gave the Board an update about a potential ordinance at the County which could authorize additional retail activity in rural areas.

13) Adjourn

President Walen adjourned the meeting at 12:04 PM.