1) **Call to order**
SCA President Leanne Guier called the meeting to order at 10:08 AM. Present were members Bob Larson, Nancy Backus, Hank Margeson, Ed Prince, Jim Ferrell, Jeff Wagner, Bruce Bassett, Catherine Stanford, Dana Ralph, and staff Deana Dawson and Leah Willoughby. Member Amy Ockerlander joined the meeting at 10:18 during Item 4. Absent were members David Baker and Davina Duerr.

2) **Public Comment**
Guier asked if there were any members of the public present for comment. Hearing none, this portion of the agenda was closed.

3) **Consent Agenda**
Wagner Moved, seconded by Backus to approve the consent agenda consisting of the minutes of the July 17, 2019 SCA Board of Directors Meeting (Attachment 1) and August Financial Reports (Attachments 5 -6). The motion passed unanimously.

4) **President’s Report**
President Guier reminded members of Domestic Violence awareness month during September and encouraged all 38 SCA member cities to sign a proclamation in support of domestic violence proclamation.

5) **Executive Director’s Report**
Dawson highlighted member Guier being recognized as a recipient of the Bill Kyle Memorial Award. Backus remarked on the legacy of the award’s namesake.

Dawson summarized tentative plans for upcoming Board Retreat. Staff will continue to communicate plans as the retreat gets nearer.

Dawson updated that SCA has hired new Policy Analyst, Alexis Rinck. Reported that unfortunately, the new staff member’s phone had been stolen while at a public meeting, but that security steps were taken to ensure no confidential information was at risk.

Dawson provided update on the Internet Essentials letter, previously approved by the Board. All appropriate mailing lists had been secured from King County Housing Authority, as communicated by Terry Davis of
Comcast. Date of the letter has been changed to October. Dawson asked for any questions or objections before this goes out. There were none.

Dawson reported on PIC Nominating Committee. Leanne Guier is stepping down from the committee; Chance LaFleur will be replacing her on the committee. This will be formally announced in October. Dawson asked that any questions regarding committees be communicated to SCA staff.

6) Board Discussion on Organizational Communication
Members of the board discussed concern regarding internal communication within SCA, as raised by recent activity around proposed King County Homelessness Authority. President Guier began the discussion by asking Ferrell to summarize and speak on letters presented by Federal Way (Minutes Attachments A-B). Ferrell summarized the letters as regarding the manner by which he and his city were made aware of recent activity, including a press conference, and the perception that SCA had already adopted a position on the proposal. Ferrell addressed substantive concerns with the proposed homelessness authority, and noted the importance of the issue to cities.

Dawson acknowledged that more communication should have been done to ensure that all cities were aware of the press conference held by King County and Seattle. She noted that many briefings and discussions on the topic had been held at PIC and Board meetings, as well as an all SCA meeting that many members participated in on July 30, 2019. SCA has not adopted a position on the proposal, and Dawson expressed regret if there was a contrary impression. She noted that SCA members have been actively questioning the proposal, and SCA representatives working on the matter had been clear about this with Seattle and King County. Dawson welcomed the opportunity for a Board discussion on the importance of communication within the organization, and with external groups. She noted that this may also be an appropriate topic for a longer conversation at the upcoming SCA Board retreat.

Backus disagreed with certain aspects of Ferrell’s categorization. She noted that she did not reference SCA at the press conference, and spoke in her capacity as Mayor of Auburn. She read aloud her prepared remarks from the press conference. (Minutes Attachment C) She noted that her statement did not suggest that SCA supported the proposal. Backus took issue with how Ferrell communicated his concerns, and suggested that in the future members bring concerns to the Board before making a letter public. Backus stated her intentions in participating in the press conference were to continue conversations, to be sure that all cities will be able to be involved in the discussion, and that the interests of all cities be best represented.

Prince stated that he was free to speak at a press conference as a Renton City Councilmember. He also noted that he, Backus, and Mayor John Chelminiai were appointed to represent SCA interests in negotiations over a proposed homelessness authority, and that the three have been endeavoring to represent the interests of SCA cities. They have consistently communicated that the current iteration of the proposal is not acceptable to SCA cities. Prince agreed that the optics of the press conference were not ideal.

The Board and staff all noted the importance of all cities sharing information via SCA about events like this in the future, so that there were no surprises.

Ralph noted that language used by non-SCA members at the press conference seemed to suggest that SCA was supportive of the proposal. This in turn led to questions and concerns from city residents.
Board members and staff concurred that there was a need for consistent communication, and sharing of information between SCA members. They agreed that further conversation on this point at the SCA retreat would be valuable. Guier expressed appreciation for the discussion and feedback, and looked forward to continuing constructive dialogue in the future.

Members agreed to discuss the substance of the proposed regional homelessness authority further under Item 10 on the agenda.

7) **Staff Committee Appointments**

Dawson reported that there were two applicants for the PSRC Bicycle Pedestrian Advisory Committee and one applicant for the PSRC Regional Project Evaluation Committee, and summarized the application materials included in Attachments 3-4.

Ralph expressed support for applicant Erik Preston (Kent) to the PSRC Bicycle Pedestrian Advisory Committee. **Wagner moved, seconded by Prince to appoint Erik Preston as member and Doug McIntyre as alternate to the PSRC Bicycle Pedestrian Advisory committee. The motion passed unanimously.**

Larson expressed support for applicant Kamal Mahmoud (SeaTac) to the PSRC Regional Evaluation Committee. **Marginsom moved, seconded by Larson to appoint Kamal Mahmoud as alternate to the PSRC Regional Evaluation Committee. The motion passed unanimously.**

8) **Treasurers Report**

SCA Treasurer Hank Margeson summarized materials from the September 9, 2019 meeting of the Finance Committee (Attachments 5 -6) and highlighted Sponsorship Income to-date as being considerably more than budgeted in the adopted 2019 budget. Dawson added that talks were ongoing with potential sponsors and highlighted received grant from Challenge Seattle.

Dawson summarized 2018 tax-reporting issue, as discussed in previous meetings. Dawson updated on developments since the last Board Meeting: SCA received a letter from the IRS dated July 30, 2019 indicating that more time was needed to review. This was followed by a letter from the IRS dated August 26th, 2019, received via certified mail, indicating amounts due immediately. Dawson contacted the IRS on receipt of this letter on August 28, 2019 and confirmed an additional nine-week hold on interest and/or penalty. SCA will follow the IRS representative’s recommendation to follow-up via phone call in eight weeks, should no communication be received from the IRS prior to this. Dawson was also advised by the IRS representative that there was a credit on the account in the amount of $1,211.34, from the second quarter of 2017. It was indicated that a check had been mailed to SCA but returned. A new check for this credit cannot be reissued at this time, due to the current (pending) penalty on the account. It was agreed and confirmed between the representative and Dawson that the credit would remain on the account, pending resolution of the penalty matter. If the matter is resolved against SCA, the credit can be applied to the current penalty. If the matter is resolved in SCA’s favor, a new check can be issued. Staff will bring another update to the October Board Meeting.

Dawson summarized the Draft 2020 Budget (Attachment 7). All income amounts were projected conservatively; Event Income was based on six events; interest Income was based conservatively off 2019 amounts and expected 2020 bank balances and interest rates. Membership Income was based on the proposed 2020 City Dues, provided to the Member Cities. Staff expenses show a lower budget than
2019, due to the staff change from Senior Policy Analyst to Policy Analyst. Office/Overhead includes incremental increases in rent and copier leases; both IT and Phone budget lines include some added budget for replacement of old equipment. Accounting budget was calculated with consideration of the under-budgeting for this area for 2019, as well as with consideration of bringing some currently outsourced functions of bookkeeping back in-house. Funds were added to the Consultants line for website project and records archival project. Some numbers included in the Draft Budget are preliminary, including Staff Benefits, as staff is waiting on official numbers. Tentative timeline for budget adoption includes sending a version of the Draft Budget to membership as a whole in October, and Board to take action in October. Dawson reminded that she will be out for the October Board Meeting. Willoughby will provide to members the most updated version of the Draft 2020 Budget that includes further breakdown of categories.

9) SCA Bylaws and Board Policies Committee Report
Dawson summarized progress and reported that committee plans to meet again in the next few weeks. Handout was provided of current draft of amendments to Bylaws. Edits included are staff edits based on feedback from the Bylaws Committee. Dawson summarized the substantive changes: change of population of membership to 250k due to growing populations; and change of some language under the Officers Item. This includes an edit to the Secretary description, removing Executive Director from the description and replacing Member at Large position with the Secretary position. Also changed was the removal of Regional Affiliate Members, as it did not prove relevant to SCA’s membership structure. Dawson asked committee for any comment. Stanford commented that much of the work of the Bylaws and Policies Committee has been around what should be a policy vs a bylaw. Dawson added that policies will be addressed in the future, and that Bylaws needed action before the end of the year.

10) PIC Chair’s Report
King County Charter Review: Dawson reviewed the charter review process and summarized the proposals. Dawson reiterated the importance of SCA having an official position. Prince read the recommended policy to the group.

Margeson moved, seconded by Prince to approve of the following policy position as recommended by the SCA PIC:

*The King County Charter provides that three regional committees shall be established by ordinance to develop, recommend, and review regional policies and plans for consideration by the Metropolitan King County Council; one for transit, one for water quality, and one for other regional policies and plans. SCA supports the Charter provisions for city involvement in decision-making in regional policies and plans.*

*SCA members believe that regional policies and plans adopted by the Metropolitan King County Council are stronger and more effective when cities are part of the decision-making process. It is crucial to have diverse perspectives from cities large and small and in different parts of the county brought to bear on regional issues.*

*SCA would welcome the opportunity to explore with the Metropolitan King County Council how the regional committees can best be utilized to improve the committee process and resulting outcomes.*
The motion passed unanimously.

Dawson stated the agreement of the PIC was that, if a policy statement was recommended to and approved by the SCA board, the policy statement would be communicated to the Charter Review Commission. The Commission is scheduled to meet next on September 25. Delivery in-person would conflict with the SCA networking event. Group agreed that PIC member and Charter Review Committee member Toby Nixon would be asked to deliver the letter on behalf of the Board. President Guier asked for any other questions. There were none.

VISION 2050: Dawson updated members on the discussion at PIC. PIC members expressed unanimous support for the guiding principles discussed at the meeting. She noted that PIC also discussed a letter drafted by King County, and that PIC members had questions and expressed reservations about GMPC members signing onto that letter.

Bassett moved, seconded by Ralph, to adopt the following principles on behalf of SCA:

**Statement of Guiding Principles Regarding the Update to VISION 2050:**

1. Maximize the benefits of the region’s significant investments in high-capacity transit by setting ambitious regional goals for attracting housing and jobs in proximity to this transit.

   **Discussion:** The Transit Focused Growth alternative analyzed in the DSEIS performed comparably better regionally in modeling potential environmental impacts of 1) air quality and community health; 2) the degree of forecasted climate change; 3) increases in transit use and thus access to jobs; and 4) an increased supply of the moderate-density housing most associated with increasing access to affordability.

   The draft Regional Growth Strategy includes an ambitious goal to “attract 65% of the region’s residential and 75% of the region’s employment growth to high-capacity transit station areas.” PSRC has previously affirmed this numerical goal as an aspirational regional statement and not as a standard applied to individual jurisdictions and their station areas and this should be clearly stated in the plan. Implementation of a transit focused strategy should not be one-size-fits-all and significant analysis will be required to determine what can be realistically achieved within individual jurisdictions while promoting improved quality of life.

2. Incorporate policies and regional actions that mitigate displacement risk, ensure equitable outcomes and access to opportunity, and support affordable housing preservation and development most suitable for each city and town across the four-county region.

   **Discussion:** Because focusing growth near transit emphasizes redevelopment, it also carries a relatively greater risk of displacing existing affordably-priced housing and vulnerable populations. SCA supports the development of effective displacement mitigation tools and strategies for centering equity in regional planning. This work should be supported by the development of a regional housing needs assessment and through direct PSRC technical assistance to develop effective affordable housing goals, strategies, and programs. Providing tools to address affordability is preferable to “top-down” mandates as cities and towns address the region’s affordable housing crisis within the constraints of their own local housing markets.

3. Conduct further work by PSRC and member jurisdictions to mutually clarify expectations related to local plan growth targets.
Discussion: It is critical to include counties, cities, and towns in a process to transparently set growth targets, and in developing the guidance that PSRC will provide. Local targets must: 1) be based on real-world circumstances; 2) reflect the ability of jurisdictions to provide necessary services and infrastructure; and 4) recognize that market forces often act independent of local policy.

Meeting the goal of encouraging efficient use of urban land requires that the Regional Growth Strategy not be used to set caps on growth when it can be demonstrated that existing or planned infrastructure—including access to transit—is available to accommodate that growth.

4. Provide technical assistance and advocate for resources for cities and towns to implement VISION 2050.

Discussion: Developing local comprehensive plans is complex and demands significant resources. It is critical that the four-county region advocate for state resources for local planning, necessary infrastructure investments, and provide technical assistance for cities and towns, especially smaller jurisdictions, to effectively implement VISION 2050.

The motion passed unanimously.

The Board requested that President Guier send a letter to PSRC expressing these principles.

Regarding SCA 2020 Legislative Agenda, Dawson reminded members to meet with legislators and reiterated request for legislative agendas from cities. Dawson reported SCA legislative committee is planning to meet before next meeting of the PIC.

Domestic violence: Dawson summarized updates since last meeting of the Board, noting that 25 cities had submitted participation to date.

Dawson summarized PIC updates on I-976, noting discussion around potential impacts; and Levies and Ballot Measures in King County.

Dawson reported that Pre-PIC workshop on Centering Community was very well-received, and SCA as well as several individual cities were considering additional future training. The next Pre-PIC workshop will be around Toxic Social Media.

Members discussed concerns around the King County Proposed Regional Homelessness Authority. Dawson summarized concerns raised by PIC, and by SCA members in other forums including RPC, and the July 30 forum. While members agreed that there is a regional crisis, they had many questions about the specific proposal, and the proposal to create a new governmental entity. They expressed concerns about role of SCA cities, and the limited role for elected officials in setting policy in the proposal. They noted concerns about separating authority and accountability. Lack of involvement in appointing the board of experts by cities outside Seattle was also noted as a concern. Ability of members to extricate selves from entity should it not perform well was also listed as a concern. Other questions were raised about impacts to cities that did not sign onto the new entity, in terms of policy and funding. SCA members also had questions about what the goals of the new entity would be, and how policy direction would be set. Cities questioned how they could agree to align their efforts with a regional plan, when no regional plan yet existed. The Board shared the concerns and questions raised by PIC.
Dawson also noted that there were questions about the timing of a vote on the new entity. The County and City of Seattle had expressed intention to act quickly. RPC Chair had noted that he would not rush the matter.

Stanford addressed need for city officials to be involved, that they were accountable to public. Ferrell expressed concerns for advocating for changes to the proposed structure rather than questioning the creation of a new entity at all. He questioned the cost and potential additional bureaucracy, and difficulty of extricating selves from the entity if it was created.

Margeson questioned wisdom of creating a new entity prior to having an agreed upon plan, and goals. He noted that this was a frequent critique of the county.

Prince noted that the City of Seattle and King County appeared to be set on moving ahead with this proposal. He stated that the question was whether cities outside Seattle would be included or not, and it is incumbent on SCA members to advocate for their cities interests.

Ralph noted that it was important for SCA to be engaged in negotiations moving forward, to ensure that city interests are represented. Cities will be impacted by the actions of Seattle and King County.

Backus agreed that it was important for cities to stay involved in negotiations, and for their voices to be heard. Backus noted that initial versions of the proposal would have had no representation for cities outside Seattle. She noted the importance of subregional planning. She noted that the original intention of the proposal (to address a fractured system) was well-intentioned, but that the proposal had additional far reaching implications.

Prince reiterated the need for members to stay engaged and to give feedback to himself, Backus, and Chelminiak to ensure that they were channeling the interests of member cities in ongoing negotiations.

11) City Administrator’s Report was waived due to timing.

12) Discussion Items
   Dawson asked that members consider and communicate SCA members retiring who may be potential Member Emeritus.

   Dawson reminded members that there will be open seats on the Board for next year, and that members should consider who will be running.

   Conversations on Board Retreat and 2019 priorities will be held for discussion at October Board Meeting.

   Dawson asked members to continue recruiting attendees for the September 25, 209 Networking Event, and asked that dates for upcoming meetings and events be added to calendars.

13) Upcoming Events/Meetings
   Guier summarized upcoming events and meetings:
a. SCA Networking Dinner (guest speaker Commissioner of Public Lands Hilary Franz, sponsor Foster Pepper) – Wednesday, September 25, 2019 – 5:30 to 8:00 PM – Embassy Suites Tukwila
b. SCA Public Issues Committee – Wednesday, October 9, 2019 – 7:00 to 9:00 PM (6:00 PM Pre-PIC Workshop on Social Media) – Renton City Hall
c. SCA Board Meeting – Wednesday, October 16, 2019 – 10:00 AM – noon – Renton City Hall
d. SCA Partner Forum with Seattle/King County Building Trades (topic: Community Workforce Agreements) – Wednesday, October 23, 2019 – 11:30 AM – Local 32, Renton
e. SCA Networking Dinner (panel of retiring SCA elected officials, sponsor Sound Transit) – Wednesday, October 30, 2019 – 5:30 to 8:00 PM – Renton Pavilion and Event Center
f. SCA Public Issues Committee – Wednesday, November 13, 2019 – 7:00 to 9:00 PM (6:00 PM Pre-PIC Workshop on Martin v. City of Boise decision and implications for cities) – Renton City Hall
g. SCA Board Meeting – Wednesday, November 20, 2019 – 10:00 AM – noon – Renton City Hall
h. SCA Partner Forum with CenturyLink (topic: infrastructure and economic development) - Thursday, November 21, 2019 - 3:00 PM - location to be determined
i. SCA Annual Meeting (sponsor Comcast) – Wednesday, December 4, 2019 – 5:30 to 8:00 PM – Renton Pavilion and Event Center
j. SCA Public Issues Committee – Wednesday, December 11, 2019 – 7:00 to 9:00 PM (6:00 PM SCA Board Elections) – Renton City Hall
k. SCA Board Meeting – Wednesday, December 18, 2019 – 10:00 AM – noon – Renton City Hall

14) For the Good of the Order
Guier asked for items for the good of the order. Member Ockerlander reported that the City of Duvall will be seeking accounting help.

Hearing none further, this portion of the agenda was closed.

15) Adjournment
Guier adjourned the meeting at 12:19 PM
September 6, 2019
The Honorable Leanne Guier
Mayor
City of Pacific
100 3rd Ave SE
Pacific, WA 98047

Honorable Mayor Guier:

As per our conversation on September 5, 2019, I am following up in writing regarding the press conference that took place on September 4, 2019, at which the Executive Director of our association, two members of our board and additional SCA members were present, along with the Mayor of Seattle and King County Executive.

The proposition discussed at this conference included a leadership structure which suggests a partnership with the Sound Cities Association (SCA), as well as other coordination efforts that include the organization. Due to the overwhelming presence of SCA representatives at this highly publicized event, the appearance was given that SCA has already taken a policy position on this issue and is fully behind this proposition. However, the SCA board has yet to take an official position on the creation of a Regional Homelessness Authority in King County and, to my knowledge, the SCA President, Vice President and I were unaware that this press conference was even taking place.

Furthermore, a meeting regarding filing and disposition standards (FADS) previously scheduled for the same date and time as the press conference in question was rescheduled last week “...due to scheduling conflicts out of our control...” A reason was not given for the rescheduling of this meeting, which now appears to have occurred to accommodate this press conference, of which, again, the President, Vice President and I were unaware.

It is truly unfortunate that these events rolled out the way they did and imperative that we evaluate where we are headed as an organization and how we are going to conduct business in the future. The board may very well support this initiative but they have yet to do so.

I am therefore asking that this issue be discussed as an agenda item added to the top of the agenda for our next SCA board meeting on September 18, to ascertain what occurred with regard to this press conference. It is also important that we discuss the establishment of board protocols regarding communication, endorsements and public relations, as well as next steps in addressing the important issue of a proposed Regional Homelessness Authority in King County.

Please note that I have placed this issue on the agenda to be discussed at the September 17 meeting of the Federal Way City Council.

I look forward to working with you, our Executive Director, Vice President and board to address these concerns and move forward in a positive, constructive manner.

Respectfully,

Jim Ferrell
Mayor

cc: Deanna Dawson, SCA Executive Director
SCA Board
Federal Way City Council

DRAFT Minutes 09 18 2019 SCA Board of Directors: Minutes Attachment A
September 17, 2019

Honorable King County Executive Dow Constantine
Honorable Mayor of Seattle Jenny A. Durkan
Honorable Members of the Seattle City Council
Honorable Members of the King County Council
Honorable King County Mayors

Dear King County Electeds,

At the September 17, 2019 meeting, and with the concurrent approval of the Mayor, the undersigned members of the Federal Way City Council unanimously voted to forward our concerns regarding the proposed King County Regional Homelessness Authority.

On September 4th, the proposal was announced to create a King County Regional Homelessness Authority, a Public Development Authority. This was unveiled at a press conference featuring the King County Executive, the Seattle Mayor, Sound Cities Association (SCA) members and other representatives working on homelessness issues.

It is our understanding that a steering committee and governing board will oversee the proposed King County Regional Homelessness Authority. The steering committee confirms governing board members and has budget authority. The governing board hires, fires, and reviews performance of an executive director and provides guidance, management and oversite of the King County Regional Homeless Authority.

We are concerned with the lack of notification. We became aware of the press conference via live social media feeds after the press conference had begun. Though members of the SCA were present on stage at this press conference, the SCA President, Vice President and Mayor Ferrell, a board member, were not aware of the proposal, though the proposed structure has a role for this organization that represents King County cities.

Due to the overwhelming presence of SCA representatives at this highly publicized event and the inclusion of SCA representation in the governing structure, the appearance was given that SCA had already taken a policy position on this issue and is fully behind this proposition. However, at the time, the SCA board and Public Issues Committee had yet to take an official position on the creation of a Regional Homelessness Authority in King County.

We are also concerned with the absence of collaboration on an initiative regarding one of the significant issues facing our region. The proposal includes a Charter authorizing the creation of a new Public Development Authority (PDA) and an Interlocal Agreement (ILA). Our city did not have input on the Charter nor the ILA, a critical mechanism for cities to participate. Prior to the press conference, the drafts of the Charter and Interlocal Agreement had not been officially shared with the City of Federal Way. In addition, representation of King County cities appears to be disproportionate.

In summary, the proposed creation of an agency as large and encompassing as a Public Development Authority occurred without consultation, especially regarding the critical area of how other King County cities would be represented. The appropriate representation of the unique needs of cities in the proposed governing board and steering committee structure is essential.
We are sharing this letter with Mayors of all cities in King County. We look forward to a dialogue as this initiative moves forward.

Sincerely,

Mayor Jim Ferrell
Councilmember Lydia Assefa-Dawson
Councilmember Hoang Tran
Councilmember Martin Moore

Deputy Mayor Susan Honda
Councilmember Jesse Johnson
Councilmember Mark Koppang
Councilmember Dini Duclos

cc: SCA Board of Directors
Every city in King County shares the goal of a coordinated, seamless system that successfully transitions every individual and family experiencing homelessness to stable housing.

Along with Exec Constantine, Mayor Durkan, other Mayors and Councilmembers, I have been included in the conversation throughout the development of the initiative.

Although there is not agreement on every issue yet – it is the start of the legislative process after all – the proposed legislation incorporates important feedback from the cities and make great strides in addressing several key concerns about governance and funding.

Sub-area planning is a key component of this new proposal – allowing community-driven plans and responses that will recognize that Auburn is not Seattle is not Bellevue, etc.

I understand the need to start this program with just Seattle and King County, as our region’s two largest funders of homeless programs.

I am pleased that the ILA allows for additional cities to join over time. This will provide cities the time we need to evaluate the new entity and is critical for the overall success of creating a truly regional system.

This is a thoughtful, pragmatic approach, and the urgency of the homeless crisis demands action.

I look forward to continuing conversations with the Executive, Mayor Durkan, and Councils as this legislation is finalized.

I/Auburn fervently hopes the new authority will be successful and looks forward to a potential future partnership.

Q: Does this mean Auburn will sign on?

A: Step one is the County Council has to actually create this entity. Which the City of Auburn will be tracking quite closely. After the new Authority is created, I look forward to talking with my colleagues on the Auburn City Council and community members to determine how we best engage next.

Q: Does this mean Sound Cities Association supports this legislation?

A: Suburban cities haven’t yet reviewed the proposal in totality, but we’ve been engaged in the discussion to date. The proposed legislation incorporates important feedback from the cities and make great strides in addressing several key concerns about governance and funding. I imagine we’ll continue to seek improvements as part of the normal legislative process.