



SCA Board of Directors

Minutes

July 18, 2012 10:00 AM
Renton City Hall
1055 South Grady Way, Renton 98057

1. Denis Law, SCA President, called the July 18, 2012 Board Meeting to order at 10:04 a.m.
Members Present: Don Gerend, John Marchione, Bob Sternoff, Ken Hearing, Dini Duclos, Pete Lewis, Jamie Perry, Dave Hill, Matt Larson and David Johnston
Members Absent: Chris Eggen and Mia Gregerson
Staff Present: Deanna Dawson, Becky Parker and Ella Williams
2. Don Gerend moved to approve the Consent Agenda; Pete Lewis seconded the motion and it was approved unanimously.
3. Deanna Dawson, SCA Executive Director reported that because the City of Kirkland now has a population of 80,000 or more it is now entitled to its own seat on PSRC Executive Committee and will given it later in the month. The result is that there will be a decrease in a seat to suburban cities at large. Because Bob Sternoff of Kirkland is one of our current members it is easy to determine, which member will lose a seat. Additionally, SCA will lose an alternate seat. The City of Kirkland appointed Mayor McBride to the committee and Penny Sweet as the alternate. ED Dawson spoke with PSRC Executive Director Bob Drewel who is open to creating an additional seat for SCA as well as additional seats potentially for Pierce and Snohomish counties next year. Don Gerend offered to give up his seat on the committee since he is also on the Transportation Board. ED Dawson will follow up with Councilmember Gerend and other members.

ED Dawson reported that she and Pete Lewis had recently attended two Pierce County Cities and Towns Association Dinners; at the June 28 meeting, she gave a PowerPoint presentation about the work of SCA. There is interest on their part in working with SCA in some manner. Pete Lewis added that although their current dues are \$100 annually, they seemed open to the SCA dues structure and felt it was doable. One possible scenario would be to hire a part-time representative for PCCT and contract services with SCA. He went on to suggest that the SCA send invitations to the 23 Pierce County mayors to the September dinner.

Per Board direction, ED Dawson has been in discussion with the City of Tukwila regarding the remodel and addition to the SCA office space. Meetings are scheduled within the next several weeks with architects and Bob Giberson of Tukwila to discuss the project. They will work on a long-term lease extension to allow the recovery of the cost of the improvements through a reduced lease rate. An issue that has come up however is that Tukwila may be considering major capital improvement projects including the replacement of the building. Since the lease expires in January 2013, it is time sensitive to work the details out in 2012. She said that we are waiting to hear from Tukwila what they believe will be their decision on the building and advised she would come to the Board with a recommendation on whether to proceed with the project in 2012 or early 2013.

ED Dawson was pleased to announce that CenturyLink is a new Regional Associate Member.

ED Dawson had a very positive meeting with David Namura, Local Government and Community Relations Manager for PSE. PSE may sponsor the next Networking Dinner. One thing that she learned at this meeting that she wanted to share is that although Mr. Namura has attended the SCA Networking Dinners in the past, he in fact had little understanding of what the organization did. By the conclusion of the meeting, he had offered use of the PSE space for events and meetings at no cost; is interested in joining the Events Committee and has ideas for giving a presentation regarding emergency preparedness perhaps in October, which is Emergency Preparedness Month.

Ella Williams, the summer intern attended the meeting and ED Dawson asked that members that had not yet signed up to meet with her to complete a membership survey to do so after the meeting.

ED Dawson asked for general feedback from the Board regarding changes and clarifications needed in the SCA Bylaws. Specifically she sought the consensus on increasing the numbers of terms for Board members from two to three. Another issue she sought direction on was whether PIC Chair membership should be changed to an ex officio non-voting member, and whether SCA should allow a city to hold both that PIC chair position, and a voting seat on the board at the same time.

The direction received following staff drafting bylaw amendments included the following: increase the maximum number of terms for Board members from two to three and clarify that two years is a term; the PIC Chair will be an ex officio member and allow for having PIC Chair be from the same city as another Board member; clarify that City Manager/Administrator position is a voting position. The Board is comfortable having an even number of voting positions. Regional Associate Members should be able to serve on committees that do not set "public policy". Only elected officials should be able to cast a vote at the annual meeting and correct language on which month the annual meeting will be held.

The letter from SCA and signed by Chair Denis Law regarding the Solid Waste Interlocal agreement has been sent to County Executive Dow Constantine and it has received a great deal of attention. Dini Duclos added that Federal Way also sent a letter.

ED Dawson will be giving a presentation at the Black Diamond City Council meeting on Thursday, July 19, 2012.

ED Dawson noted that she is taking the first two weeks of October off as vacation and asked that if anyone sees an issue with the timing to please let her know immediately as she was booking her flight later in the week.

ED Dawson congratulated Don Gerend who is the new AWC President. Don Gerend inquired as to whether the annual meeting will be held in November and asked that staff check to see if it will be held at the same time as the National League of Cities.

Chair Law thanked ED Dawson for the notes that she provided from the recent PIC meeting as well as thanked the board members for their time and efforts.

4. Pete Lewis, PIC Member, moved for the Adoption of the suggested SCA Public Policy Position Regarding AFIS as provided in the Agenda. John Marchione seconded and the following position was approved unanimously:

AFIS is a regional program that provides enhanced fingerprint technology and services to all law enforcement agencies in King County. It is levy-funded, and requires periodic voter approval to continue funding. Without sustained funding, the responsibility for funding criminal identification would revert to each local city's police department, placing an additional fiscal burden on cities. The current levy expires at the end of 2012.

The AFIS Advisory Committee has recommended that a levy rate of \$0.0592 per \$1,000/assessed valuation (AV), which would continue program funding for the next six years, 2013-2018.

The AFIS Program promotes efficiency and effectiveness in law enforcement through regional sharing of services. It has proven itself to be an invaluable tool for information sharing and criminal identification. SCA supports continued regional funding of the AFIS program, and urges the King County Council to place the renewal of the Automated Fingerprint Identification System (AFIS) property tax levy on the ballot for approval at the General Election on November 6, 2012.

Staff will work with President Law to draft a letter to the King County Council in support of placing the renewal of the AFIS property tax levy on the ballot at the General Election on November 6, 2012.

Pete Lewis provided a report on the July PIC meeting and that the issues regarding Solid Waste are moving forward. Because of the actions of the PIC and SCA, the King County Executive and many King County employees are now aware of the issues and our concerns.

Discussion took place regarding the proposed changes to the PSAPs including consolidating from the current 13 countywide to four or five. Pete Lewis suggested that discussions take place between the SCA cities and the issues be brought to their city councils. ED Dawson added that the report will be released in late August and that it is scheduled to be the Workshop topic in September.

5. Don Gerend, Finance Committee Chair provided a report on the Finance Committee meeting. He felt that the recent audit was very clean. The committee agreed with some suggestions and did not with one other. Adjustments to processes have been made.

ED Dawson provided handouts of recently added insurance coverage as recommended in the audit; copies of the FLSA Coverage and employee theft coverage.

Don Gerend said that the decision regarding the change to a local bank has been delayed until Kristy Burwell's return so that her input can be included in the decision-making.

Don Gerend moved for approval of the 2011 SCA Audit. Dave Hill seconded the motion and was approved unanimously.

Don Gerend moved for the approval of the Ratification of the Finance Committee's recommendation regarding D & O Insurance. Bob Sternoff seconded the motion and it was approved unanimously.

6. Bob Sternoff, Membership Committee Chair reported that that he has spoken with a Medina councilmember and he did not feel that there was strong interest in rejoining at this time. He has also spoken with a Mercer Island councilmember who said that it is a possibility; they are going into budget discussions and it was suggested that an SCA representative could attend a council meeting in September. ED Dawson had been in conversations with Carnation, and was hopeful that they may have an interest in rejoining. Don Gerend has spoken with Yarrow Point although a decision has not been made. Bob Sternoff commented that through his involvement with Enterprise Seattle he will obtain a list of potential Associate members and will bring that list to the next Membership Committee meeting.

The Board asked that President Law and ED Dawson set up a meeting with Mercer Island Mayor Bruce Bassett to discuss the possibility of Mercer Island rejoining SCA. The Board also requested that David Johnston reach out to Mercer Island City Manager Rich Conrad on this topic. President Law, ED Dawson,

and Treasurer Don Gerend will also work together to reach out to Mayor Cooper of Yarrow Point. ED Dawson will also follow up with Carnation Mayor Jim Berger.

7. Matt Larson, Events Committee Chair provided a report on the June 12, 2012 committee meeting. The next Networking Dinner will be held September 19 at the Snoqualmie Ridge Golf Club. UW President Michael Young will be the guest speaker.

It was the consensus to continue with the change of not introducing everyone at the meeting although new members will be introduced. A discussion followed regarding whether to have assigned seating and various methods to do so. Matt Larson said he would take the suggestions back to the Events Committee for further discussion.

The topic of the annual meeting was discussed and whether to have paid entertainment as in the past. It was decided to not do so and several suggestions for potential speakers were made which again will be taken back to the Events Committee for discussion.

Under consideration is whether to host a purely social event such as a Thunderbirds or Mariners game. David Johnston suggested that it could be a good way to reach out to Pierce County cities to solidify the relationship.

The Committee discussed the idea of and agreed to bring to the SCA Board of a proposal for a new feature at the SCA Networking Dinners of one presentation of an innovative program from a member city of 5 minutes or less. Criteria for selection would be the presentation's ability to inspire, inform, entertain and engage members. The committee also recommends that the program be named RISE (Recognize, Inspire, Share, Engage).

Matt Larson moved for the approval of a motion to establish the SCA RISE program, and direct the Events Committee to send out invite submissions for presentation at the September 2012 SCA Networking Dinner. The motion was seconded by Jamie Perry and approved unanimously.

8. Jamie Perry, Chair of the Communications Committee reported on the June 12, 2012 Communications Committee Meeting. As directed at the 2012 Board Retreat the Committee had made contact with three vendors for the submission of presentations for a marketing and communications plan. The Committee gave strong direction to ED Dawson regarding what they would like to see in a budget, and in what services would be needed. Based on that guidance, ED Dawson indicated that it appeared that the Saunderson proposal best matched the requests of the Committee and the Board. The Committee stressed that a budget of \$50,000 for 2012 is economically viable based on SCA resources, and represents a prudent investment in the continuing vitality of the organization

Jamie Perry stated that this is a huge step forward in achieving the strategic goals. A discussion followed regarding the intent of the project and what the expected outcome and results might be. Topics covered were possible ways the new website could be used, that the image improvements will help recruit and retain members, that there will be assistance with the media and that the feedback from the membership survey will assist in the project. It was agreed that it was important to move forward with this project right away rather than waiting until 2013, as it was overdue. The Board noted that this project was identified as the highest priority at the 2012 Board retreat. The Board expressed strong support for investing in the future of SCA, and noted that this project was a necessary step toward achieving the organization's goals, and bringing value to its members.

Jamie Perry made a motion to adopt an amendment to the SCA 2012 Budget, and add a \$50,000 budget line item for website development, branding and communications. Dini Duclos seconded the motion. The motion was approved unanimously.

Jamie Perry made a motion to authorize the SCA Executive Director to retain a consultant or consultants and to contract for services on behalf of the organization for website development, organizational branding, and communications for SCA. The budget for this project shall not exceed \$50,000 for 2012. Dini Duclos made the second and the motion passed unanimously.

Matt Larson asked a question regarding the balance of the reserve fund. Treasurer Don Gerend stated that SCA had been very frugal with resources in the past, and therefore had a healthy reserve fund that would allow this project to be done without any additional dues or assessments from members. He noted that the reserve fund would remain robust even with this expenditure. Matt Larson agreed, and noted that it was important to make this investment.

9. For the Good of the Order

Don Gerend reported that he would be attending the National League of Cities meeting in Nashville and encouraged the others to send him an email if there was a national issue that they would like him to engage in conversation. A discussion followed regarding telecommunications and fiber optic placement.

Bob Sternoff posed the question whether the other cities lack bus service near social services; a brief discussion followed.

Jamie Perry thanked ED Dawson and staff for all of the work on the committees and that they have done an amazing job of getting all of the committees engaged and moving forward.

Dave Hill inquired to whether the Port of Seattle and other governmental organizations could become a regional member or, if there could be another category. ED Dawson noted that while this category appeared intended for private businesses, nothing would preclude this. For example, the King Conservation District is a current regional associate member. A discussion of possible categories followed and it was agreed that the issue needs further research and could possibly be a topic for the next Board retreat.

Jamie Perry asked what if any representation do the cities have on the new liquor tax task force. A brief discussion followed.

10. Adjourn

Ken Hearing moved to adjourn; David Johnston seconded the motion and the meeting was adjourned at 11:41 a.m.