



SOUND CITIES ASSOCIATION

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## **SCA Board of Directors**

### **Minutes**

May 17, 2017 10:00 AM

Renton City Hall, Conferencing Center

1055 S Grady Way, Renton WA 98057

#### **1. Call to Order**

Leanne Guier, Executive Committee Member, called the meeting to order at 10:00 AM.

Members Present: Jim Ferrell, Leanne Guier, Will Ibershof, Denis Law, Hank Margeson, Tola Marts, Dana Ralph, Catherine Stanford, Jeff Wagner

Members Absent: Nancy Backus, David Baker, Debbie Tarry, Amy Walen

SCA Staff Present: Deanna Dawson, Brian Parry

#### **2. Public Comment**

Leanne Guier asked if any member of the public had any public comment. Seeing none, this portion of the agenda was closed.

#### **3. Consent Agenda**

**Denis Law moved, seconded by Will Ibershof, to approve the consent agenda. The motion passed unanimously.**

#### **4. President's Report**

Leanne Guier provided a brief welcome to fellow board members.

#### **5. Executive Director's Report**

Deanna Dawson reported on staff recruitment at SCA. She noted that, with the direction of Executive Committee members, a decision had been made to outsource payroll services for SCA. This could be revisited depending on the skillset of the individual hired into the administrative services position, but it appeared that the limited cost of this service would be worthwhile as it will allow for additional checks and balances in the small organization, and ensure that this important office function was handled professionally on an ongoing basis. The Board concurred with this decision. Dawson reported on progress on retreat priorities. She noted that due to staffing changes, some priorities including a membership survey may be deferred until 2018. Board members concurred. Board members engaged in a discussion about retreat priorities, and membership outreach. Members discussed the many retiring mayors and

councilmembers, and need to do additional outreach. Board members also discussed interest in hosting an event to welcome newly elected officials in future years. Dawson reported on sponsorship revenue to date, and potential future sponsorship opportunities. Sponsorship revenue is coming in at nearly \$10K higher than anticipated in the budget. Dawson and the Board congratulated Board member Jeff Wagner of Covington, named co-Public Official of the Year by the Covington-Maple Valley Reporter, and Tola Marts, named runner up Public Official of the Year by the Issaquah Reporter. Denis Law noted that PIC Vice Chair Ed Prince was named Public Official of the Year by the Renton Reporter.

#### **6. Nominating Committee Report**

Leanne Guier, PIC Nominating Committee Chair, reported that the committee met on May 9, 2017 to recommend appointments to the SCA Board for the open seats on the King County Affordable Housing Task Force. The PIC voted unanimously to recommend these appointments to the Board at the May 10, 2017 PIC meeting.

**Hank Margeson moved, seconded by Jim Ferrell, to appoint Bellevue Mayor John Stokes, Kenmore Mayor David Baker, North Bend Mayor Ken Hearing, and Renton Councilmember Ryan McIrvine to the King County Affordable Housing Task Force. The motion passed unanimously.**

Guier noted that there were many highly qualified applicants for this committee. SCA will look for opportunities to involve them in the Task Force process.

#### **7. PIC Chair's Report**

PIC Chair Tola Marts reported that PIC met on May 10, 2017 and discussed many issues including the regional affordable housing task force, and the veterans and human services levy. Marts noted PIC members expressed support for the levy, but cautioned that many are very concerned about tax levels especially following implementation of ST3. Marts also noted that the Access for All levy would be on the August ballot. Members discussed concerns with this levy and, more broadly, county levies potentially jeopardizing the ability of cities to find ways to fund significant infrastructure needs in their cities. It was noted that cities like Auburn and Federal Way had repealed or declined to impose transportation benefit district tab fee increases in light of the increased car tab fees in ST3, leading to road funding challenges in those cities. Will Ibershof noted that even in cities outside the ST3 taxing district like Duvall, there was significant voter fatigue. Dana Ralph that a 2018 city parks levy was a priority for Kent.

#### **8. Executive Session to Discuss a Personnel Matter**

**The meeting was in recess from 10:58 AM to 11:15 AM.**

#### **9. Discussion Items**

- a. SCA Executive Director Leave

**Will Ibershof moved, seconded by Catherine Stanford, to grant 12 weeks paid maternity leave to Executive Director Deanna Dawson. The motion passed unanimously.**

- b. Other SCA Staffing:
  - i. Administrative Services Manager
  - ii. Policy Staff

Deanna Dawson reported on staffing at SCA. Dawson stated that SCA is recruiting for a fulltime administrative services manager and a fulltime policy analyst. Dawson requested board approval to add part time staff until the fulltime analyst was hired, noting that it might cause over expenditure of the 2017 budget under temporary staff. The Board concurred with the recommendation.

- c. Bank Accounts, Authorized Signers

Dawson recommended that for purposes of efficient operations of SCA in 2017, SCA Senior Policy Analyst Brian Parry should be granted signature authority as Acting Secretary, including signing banking documents, during any period of extended absence by Dawson during 2017.

**Denis Law moved, seconded by Dana Ralph, to grant signature authority as Acting Secretary, including signing banking documents, during any period of extended absence by Deanna Dawson during 2017 to Brian Parry. The motion passed unanimously.**

- d. SCA IT Project

Dawson reported that the IT upgrade at SCA was challenging and that she appreciated members' patience as staff work through any difficulties. She will bring back a final cost for the project at a future Board meeting.

- e. Board member recruitment

Board members discussed upcoming vacancies on the SCA Board, including in the North, South, and possibly Snoqualmie Valley.

- f. Regional Affordable Housing Task Force

Dawson reported on the anticipated work of the Regional Affordable Housing Task Force.

- g. Regional Transportation System Initiative

Dawson reported that a meeting of elected officials is being planned for June 13 as part of the Regional Transportation System Initiative. She gave a summary of the work to date of staff on this project.

- h. Legislative update

Dawson reported that the state budget was not yet settled and that the special legislative session was ongoing. Dawson noted that several bills supported by cities related to the Public Records Act had been signed by Governor Inslee.

- i. Debrief on recent SCA events
  - i. Networking Event
  - ii. Economic Development Summit

Dawson reported on recent events hosted by or involving SCA participation. Members discussed the recent networking event with County Councilmembers, and discussed possible areas for refinement for future events.

**10. Upcoming Events**

The next board meeting will be held on June 28, 2017 at 10:30 AM at Redmond City Hall.

**11. For the Good of the Order**

There were no additional items for the good of the order.

**12. Adjourn**

The meeting adjourned at 11:58 AM.