



SOUND CITIES ASSOCIATION

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**SCA Board of Directors
DRAFT Meeting Minutes**

July 17, 2019

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

in the Council Chambers on the 7th floor

10 AM – Noon

1) Call to order

SCA President Leanne Guier called the meeting to order at 10:01 AM. Present were members Bob Larson, Nancy Backus, Hank Margeson, Davina Duerr, Ed Prince, Jim Ferrell, and Jeff Wagner; and staff Deana Dawson and Leah Willoughby. Member Dana Ralph joined the meeting at 10:06 AM during Item 4; member David Baker joined the meeting at 10:08 AM during Item 5; member Catherine Stanford joined the meeting at 10:24 AM during Item 5; member Amy Ockerlander joined the meeting at 10:47 AM during Item 8. Absent was member Bruce Bassett.

2) Public Comment

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

3) Consent Agenda

Backus Moved, Seconded by Margeson to approve the consent agenda consisting of the minutes of the June 19, 2019 SCA Board of Directors Meeting ([Attachment 1.](#)) The motion passed unanimously.

4) President's Report

President Guier reported on the South End Mayors Meeting, highlighting discussion on Housing Bill 406 and affordable housing, and preliminary thoughts on what the narrative will be around a housing bill if it comes to fruition. Guier noted the value of SCA in facilitating discussions and providing opportunity for cities to work together and participate on issues such as housing, and the value this holds for the cities. Guier reported on new 2019 SCA member Seattle Building Trade's positive impact on policy and discussion, and noted that a Partner Forum has been slated for August 28th; asked for input on this date.

5) Executive Director's Report

Dawson reported on the upcoming Events Committee Meeting on Tuesday, July 23, 2019, and asked that any feedback from members regarding timing of forums be forwarded to staff before this meeting. Dawson extended congratulations to member Davina Duerr on her appointment to the Washington State Legislature, and expressed excitement for Davina's representation of issues important to communities.

Dawson updated on hiring progress for SCA Policy analyst; currently in the process of further vetting and hope to extend an offer in the near future. SCA will continue to report progress. Dawson reported on the SCA media release around affordable housing, noting low traction.

Dawson reported on developments with the Conservation District; the county department overseeing, as well as the executive, are recommending a one-year extension with a three percent cost-of-living increase in order to allow time to work out specifics of reasoning for the requested rate increase. The conservation District will hold public meetings for feedback; Margeson added that there is also a public form available online for feedback.

Dawson summarized recent meetings, highlighting a tour of Cedar Grove with Senator Wallen and Larry Springer. Noting on recent meeting with Washington State Public Disclosure Commission (PDC,) Dawson asked group for feedback regarding polling of voters, and potentially meeting with PDC to discuss possible methods. Group agreed that polling could be beneficial, but that careful consideration was important. Dawson will follow-up with PDC.

Dawson noted meeting of SCA Events Committee on July 24th, 2019, and asked members to share feedback and presenter suggestions for future RISE presentations; meeting of SCA Bylaws and Board Policies on July 29, 2019, and asked members to share any suggestions or feedback for bylaws and policy before this date. Dawson will not be present for the October SCA Board Meeting. Group agreed that Brian Parry will run this meeting.

6) Resolution Setting 2019 Board Meeting Dates, Amended

Recommended Action: Approval of resolution

Backus Moved, Seconded by Wagner to approve the resolution. The motion passed unanimously.

This resolution changes the location of remainder of 2019 SCA Board of Directors Meetings to Renton City Hall and notes no meeting in August.

7) Housing Interjurisdictional Team (HIJT) Staff Committee Appointment

Dawson summarized, five applications for the staff appointment had been received; none represented cities in the South caucus. Dawson suggested the group appoint the five applicants ([Attachment 3.](#)) Margeson Moved, Seconded by Prince for the appointment to HIJT Staff Committee:

Janet Lewine, Bellevue
Sharon Gavin, Sammamish
Laurie Anderson, Kenmore
David Miller, North Bend
Coleen Kelly, Shoreline

Margeson remarked on the diversity of skills within the appointees. Motion passed unanimously.

8) Treasurers Report

a. June Finance Committee Minutes

SCA Treasurer Hank Margeson reported that the Finance Committee had reviewed June Finance Committee Minutes and June Profit & Loss Statement. Noted was that Balance Sheet is still being evaluated due to discrepancies with data from accountants that is still being worked through. Dawson reiterated challenges with current accounting vendor and noted active discussion on potential changes to the accounting/bookkeeping/payroll procedures. Margeson updated the board on revenue and expenditures for 2019 year to date.

b. June Profit and Loss Statement

SCA Treasurer Hank Margeson summarized the June Profit & Loss Statement.

Stanford moved, seconded by Backus to approve the June Profit & Loss Statement. The motion passed unanimously.

- c. 2019 Regional Associate Memberships/Sponsorships/Partners
Margeson summarized current status of SCA RAM/Sponsors/Partners ([Attachment 6](#)), noting that more money has been brought in than was budgeted. Dawson noted that expected sponsorship revenue by end of year will be about \$90k; also noted that invoices for Boeing and for King County Conservation District had been paid since last meeting of the Board.
- d. Update on taxes, 2017 audit
Dawson reported that there is no further update from last month; waiting on a response from IRS to Dawson's letter sent in May. Backus suggested possibility of accounting vendor's Errors and Omissions Insurance in regard to covering fees, should SCA ultimately be liable to pay.

Dawson recapped the 2017 payroll and DRS issue, and reported that a resolution has been reached and the resolution to this issue should allow 2017 books to be wrapped-up. Books will be updated to reflect a correction in hours reported, and SCA will pay the balance after correction of \$104 to DRS.

- e. 2020 Budget and Dues
Dawson summarized data reviewed by Finance Committee, including 2019 OFM population estimates and CPIW release. Proposed increase for 2020 is 2.3%, based on these data. Board will formally vote on this at the SCA annual meeting in December.

Regarding 2019 budget, Margeson reported that staff costs should be on-track to be at or near approved budget. Margeson asked for any questions, hearing none.

9) PIC Chair's Report

- a. July 10, 2019 PIC Meeting ([Meeting Materials](#))
 - i. King County Charter Review
Dawson Summarized discussion regarding King County Charter Review Commission. SCA PIC member Toby Nixon, as a member of the Charter Review Commission, has provided input to the commission on behalf of SCA. Staff and PIC members agreed that SCA does not support the consolidation of regional charter committees (the Regional Transit Committee, Regional Policy Committee, and Regional Water Quality Committee.). If changes need to be made, this can be achieved without a charter amendment. Board was in agreement that strategy should be to get through the current Charter Review, and then work on how to make future improvements. SCA working group (Margeson, Guier, and Stokes) offered to write a position. The statement will be shared with SCA staff. The issue will be brought back to the September PIC meeting, and drafts will be sent out to members in the meantime.
 - ii. VISION 2050
Dawson summarized the Pre-PIC, highlighting value of information that informed valuable feedback. Staff has looked at statements from board and feedback from members of the PIC Committee to build a proposed statement of guiding principles regarding the update to VISION 2050. Dawson noted the intention of this statement to drive conversation that is inclusive all King

County cities. If needed, there may be a special September meeting of the Board, to assure statement is submitted on-time.

- iii. **HB 1406 State Sales Tax Credit for Affordable Housing**
Dawson reiterated the importance of the issue and summarized information on the content of this bill; issue was also discussed at South End Mayors meeting. Dawson recommended adopting a resolution to keep options open; summarized the multitude of ways these funds can be used (ARCH, SKIP, bond against them, repairs, e.g.) and stressed local control. Information will be included PIC minutes.
- iv. **Levies and Ballot Measures in King County**
Prince reported no new levies or ballot measures. Dawson noted that Metro has been talking more openly about a potential measure in 2020 or 2024.
- v. **Potential Upcoming SCA Issues**
Dawson noted topics in consideration for Pre-PIC presentations as *Martin v. Boise* decision, equity and inclusion, and addressing toxic social media; asked members for any feedback or suggestions.

10) City Administrator's Report

Bob Larson noted Council elections. Dawson summarized CRT presentations regarding vets and human services, noting a good meeting that was well-attended.

11) Discussion Items

- a. **2019 Events, Forums**
Dawson reiterated July 31, 2019 Networking event and asked that members reach out to colleagues with invitations; summarized remainder of events for 2019, and potential speakers and sponsors for this year and next.
- b. **2020 Board Leadership**
Dawson reminded members that several seats will be up, including PIC Chair, and asked that members begin to think about who may fill these seats. Noted that an election committee will be needed; this will be discussed at September Board Meeting.
- c. **AWC Conference Recap**
Dawson summarized conference, highlighting valuable conversations with SCA partners, and the forum around local control and need for consistency. Also noted potential for AWC handling legislative updates for SCA next year. Duerr highlighted pilot speaker, and value of conversations and networking at the conference. Ockerlander highlighted presentation on auditors fit tool and shared that Duvall will be hosting a presentation of the tool. Wagner highlighted valuable networking at conference, and session regarding mental and behavioral health.

The group discussed the problem of simultaneous events and conferences between AWC and other groups, and suggested this feedback be passed along to AWC.

- d. **Affordable Housing**
Dawson summarized SCA focus of ensuring that cities are participating and ensuring legislature is not operating as a one-size-fits-all approach to affordable housing. Discussion is still needed regarding

what the vehicle should be for SCA's involvement. Dawson asked for ideas on how to share best practices. Guier stressed importance of preventing the issue being shelved. Ralph suggested mayors' lunches as a venue for sharing solutions; also added that, as we continue discussions, it should be considered that a resource be developed, for consolidation and access to shared ideas. Dawson agreed; there is a need for a resource for best practices guide. Other need is around messaging that addresses push-back from communities. This subject will remain on the agenda for future board meetings, and longer conversations will be engaged at mayors' meetings.

Ideas to note from today's discussion:

- i. Introducing townhouses and duplexes without changing the character of neighborhoods (Ralph)
- ii. Land conversions using well-worded legislative policy language; suggested pilot programs and potential overlay with Challenge Seattle. (Margeson)
- iii. Architectural Designs made publicly available by work of Penny Sweet, to assist developers in producing smaller units and save trees and lawns. (Ralph)

e. Homelessness

Dawson summarized meeting on homelessness, highlighting the pros and cons of council's actions. More follow-up conversation is needed, as well as feedback and participation from mayors, staff, and Board members. Dawson discussed the need to determine potential regional reach. Backus noted perceived distrust between King County Council and Seattle City Council, as well as county executives. Backus also noted that, until it is known what the body will do, it is not logical to make a judgment on the form. Dawson added importance of a place with single-person accountability. Stanford commented on the accountability of contractors, and the need for strict process for service providers. Member Bob Larson exited the meeting following this item.

f. METRO Connects

Dawson summarized Seattle transit levy that will be up in 2020. Metro has questioned priority on to bringing this back to regional and Dawson asked if there was member support and desire for SCA involvement. Ralph commented that voters in her city, and other smaller cities, would most likely vote "no," but it would still pass. Stanford suggested members talk with respective councils. Ferrell noted that there is adequate service as-is in his city currently. Group agreed that now is not the best time, and this should not be an SCA priority.

g. King County Charging Standards

Dawson shared that there will be a follow-up meeting and asked for feedback on whether this meeting should include only electeds.

h. 2019 SCA Retreat

- i. 2019 as year of transition:
 - 1.) Retirements update
Dawson asked for consideration on member emeritus; this will be on the agenda for the September Board Meeting.
 - 2.) Identifying and developing future leadership
- ii. Supporting members on regional boards and committees
- iii. 2019 priorities:
 - 1.) Affordable housing

- 2.) Transportation
- 3.) Apprenticeships and workforce development (tie)
- 4.) Equity and inclusion (tie)
- 5.) Civility in public life, countering toxic social media
- iv. Communicating Benefits of SCA

i. 2019 Accomplishments

Margeson noted the SCA press release regarding Affordable Housing. Stanford noted concerns being heard at council regarding charging standards.

12) Upcoming Events/Meetings

Guier summarized upcoming events and meetings:

- a. SCA Networking Dinner (guest speaker Greater Seattle Partners CEO Brian McGowan, sponsor Boeing) – Wednesday, July 31, 2019 – 5:30 to 8:00 PM – Renton Pavilion and Event Center
- b. SCA Public Issues Committee – Wednesday, September 11, 2019 – 7:00 to 9:00 PM (6:00 PM Pre-PIC Workshop) – Renton City Hall - **NOTE – NO AUGUST MEETING**
- c. SCA Board Meeting – Wednesday, September 18, 2019 – 7:00 to 9:00 PM (6:00 PM Pre-PIC Workshop) – Renton City Hall - **NOTE – NO AUGUST MEETING**
- d. 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
- e. SCA Networking Dinner (guest speaker TBD, sponsor Sound Transit) – Wednesday, October 30, 2019 – 5:30 to 8:00 PM – Renton Pavilion and Event Center
- f. SCA Annual Meeting (sponsor Comcast) – Wednesday, December 4, 2019 – 5:30 to 8:00 PM – Renton Pavilion and Event Center

13) For the Good of the Order

Guier asked for items for the good of the order. Hearing none, this portion of the agenda was closed.

14) Adjournment

Guier adjourned the meeting at 12:02 PM