



## SCA Public Issues Committee

May 8, 2024 – 7:00 PM

### Online Meeting

Members of the public may view and listen to the meeting by using the following link from a computer, tablet, or smartphone:

<https://us02web.zoom.us/j/83484823083?pwd=L29WVVV1NWtmYU1QVW5yTTI2VThMQT09>

Or dial in by phone: 1-253-215-8782 / 834 8482 3083 / Passcode: 261819

## AGENDA

1. **Welcome and Roll Call** – Chris Roberts, Shoreline, Chair 5 minutes
2. **Public Comment** – Chris Roberts, Shoreline, Chair 5 minutes
3. **Chair’s Report** – Chris Roberts, Shoreline, Chair 5 minutes
4. **Executive Director’s Report** – David Hoffman, SCA Executive Director 5 minutes
5. [King Conservation District Rates Proposal](#) 20 minutes  
DISCUSSION  
Page 7  
David Hoffman, SCA Executive Director
6. [Regional Boards and Committees](#) 15 minutes  
ACTION  
Page 9  
David Hoffman, SCA Executive Director
7. [Regional Alignment on Asylee and Refugee Crisis](#) 20 minutes  
DISCUSSION  
Page 12  
David Hoffman, SCA Executive
8. [Metro Free Youth Transit Passes](#) 15 minutes  
UPDATE  
Page 13  
Andie Parnell, SCA Policy Analyst
9. [PIC Operating Policies](#) 20 minutes  
UPDATE  
Page 17  
David Hoffman, SCA Executive Director

**10. [Levies and Ballot Measures](#)**

10 minutes

UPDATE

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David Hoffman, SCA Executive Director

**11. Upcoming Events**

- a. SCA Board of Directors Meeting – Wednesday, May 15, 2024
- b. SCA Public Issues Committee Meeting – Wednesday, June 12, 2024
- c. SCA Networking Event – Wednesday, June 26, 2024 – 5:30 PM – Renton Pavilion Events Center

**12. For the Good of the Order**

**13. Adjourn**

# Sound Cities Association

## **Mission**

To provide leadership through advocacy, education, mutual support and networking to cities in King County as they act locally and partner regionally to create livable vital communities.

## **Vision**

Capitalizing on the diversity of our cities to lead policy change to make the Puget Sound region the best in the world.

## **Values**

SCA aspires to create an environment that fosters mutual support, respect, trust, fairness and integrity for the greater good of the association and its membership.

SCA operates in a consistent, inclusive, and transparent manner that respects the diversity of our members and encourages open discussion and risk-taking. SCA acknowledges the systemic racism and inequalities in our society and continues its commitment to the work needed to address them.

## Commonly Used Acronyms

ADS Advisory Council	Advisory Council on Aging and Disability Services
AHC	Affordable Housing Committee
AFIS Advisory Committee	Automated Fingerprint Identification System Advisory Committee
AWC	Association of Washington Cities
BOH	Board of Health
CSO	Combined Sewer Overflows
CYAB	Children and Youth Advisory Board
DCHS	King County Department of Community and Human Services
DVI Task Force	Domestic Violence Initiative Regional Task Force
EDDB	Central Puget Sound Economic Development District Board
EMAC	Emergency Management Advisory Committee
EMS Advisory Task Force	Emergency Medical Services Levy Advisory Task Force
ETP	Eastside Transportation Partnership
GMPB	PSRC Growth Management Policy Board
GMPC	King County Growth Management Planning Council
GSP	Greater Seattle Partners
IJT	Interjurisdictional Team – staff support to the GMPC
JRC	Joint Recommendations Committee for Community Development Block Grants
K4C	King County-Cities Climate Collaboration
KCD	King Conservation District
KCDAC	King Conservation District Advisory Committee
KCFCD	King County Flood Control District
KCFCDAC	King County Flood Control District Advisory Committee
KCPEC	King County Project Evaluation Committee
KCRHA	King County Regional Homelessness Authority
LEOFF1 Disability Board	Law Enforcement Officers and Fire Fighters Plan 1 Disability Board
LHWMP	Local Hazardous Waste Management Program
LHWMP MCC	Local Hazardous Waste Management Program Management Coordination Committee
MIDD	Mental Illness and Drug Dependency Oversight Committee
MKCC	Metropolitan King County Council
MRSC	Municipal Research Services Center
MSWMAC	Metropolitan Solid Waste Management Advisory Committee
MWPAAC	Metropolitan Water Pollution Abatement Advisory Committee
PIC	Public Issues Committee
PSAP	Public Safety Answering Points
PSCAA	Puget Sound Clean Air Agency
PSCAAAC	Puget Sound Clean Air Agency Advisory Council
PSERN	Puget Sound Emergency Radio Network
PSRC	Puget Sound Regional Council
RLSJC	Regional Law Safety and Justice Committee
RPC	Regional Policy Committee
RPEC	PSRC Regional Project Evaluation Committee
RTC	Regional Transit Committee

RWQC	Regional Water Quality Committee
SCA	Sound Cities Association
SCAACG	South Central Action Area Caucus Group
SCATBd	South County Area Transportation Board
SeaShore	Seashore Transportation Forum
SKHHP	South King Housing and Homelessness Partners
SWAC	Solid Waste Advisory Committee
TPB	PSRC Transportation Policy Board
WTD	King County Wastewater Treatment Division

## 2024 Public Issues Committee Roster

City	Representative	Alternate
Algona	Troy Linnell	David White
Auburn	Nancy Backus	Larry Brown
Beaux Arts Village	Aletha Howes	
Bellevue	Jared Nieuwenhuis	Dave Hamilton
Black Diamond	Tamie Deady	Kristiana de Leon
Bothell	Rami Al-Kabra	Carston Curd
Burien	Kevin Schilling	
Carnation		
Clyde Hill	Steve Friedman	
Covington	Joseph Cimaomo, Jr.	Kristina Soltys
Des Moines	Harry Steinmetz	Yoshiko Grace Matsui
Duvall	Amy McHenry	Rick Shaffer
Enumclaw	Chance LaFleur	Corrie Koopman-Frazier
Federal Way	Susan Honda	Lydia Assefa-Dawson
Hunts Point	Joseph Sabey	
Issaquah	Tola Marts	Victoria Hunt
Kenmore	Nigel Herbig	Melanie O'Cain
Kent	Bill Boyce	
Kirkland	Kelli Curtis	John Tymczyszyn
Lake Forest Park	Tom French	Lorri Bodi
Maple Valley	Sean Kelly	Dana Parnello
Medina	Michael Luis	
Mercer Island	Dave Rosenbaum	Ted Weinberg
Milton	Shanna Styron Sherrell	Tim Ceder
Newcastle	Paul Charbonneau	Ariana Sherlock
Normandy Park	Eric Zimmerman	Sue-Ann Hohimer
North Bend	Errol Tremolada	Brenden Elwood
Pacific	Vic Cave	
Redmond	Melissa Stuart	Osman Salahuddin
Renton	Ruth Perez	Valerie O'Halloran
Sammamish	Amy Lam	Sid Gupta
SeaTac	Jake Simpson	Iris Guzmán
Shoreline	Chris Roberts	John Ramsdell
Skykomish	Henry Sladek	
Snoqualmie	Cara Christensen	Louis Washington
Tukwila	Tosh Sharp	Jovita McConnell
Woodinville	David Edwards	James Randolph
Yarrow Point	Katy Kinney Harris	



May 8, 2024  
SCA PIC Meeting

**Item 5:**  
King Conservation District Rates Proposal

***DISCUSSION***

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**SCA Staff Contact**

David Hoffman, SCA Executive Director, [david@soundcities.org](mailto:david@soundcities.org), 206-910-9246.

**SCA King Conservation District Advisory Committee Members**

Council President/KCD Chair Vanessa Kritzer, Redmond; Councilmember Victoria Schroff, Maple Valley; Councilmember Cara Christensen, Snoqualmie Valley; Councilmember Brenda Fincher, Kent (alternate); Councilmember Debra Srebniak, Kenmore (alternate); Councilmember Amy Falcone, Kirkland (alternate)

**Update**

King Conservation District (KCD) is a publicly funded, nonregulatory, special purpose district that depends on the support of our communities and cooperators to ensure our continued ability to improve King County’s clean water, healthy forests, and local food.

Since 2013, KCD has been primarily funded through a rates and charges interlocal agreement with King County. The current agreement expires at the end of 2024 and KCD is working with stakeholders to ensure its renewal.

PIC will be joined in May by Rosa Mendez, Executive Director of King Conservation District, who will provide a briefing on the renewal process and field questions about the same. We’ll also be joined by members of the KCD Advisory Committee.

**Background**

King Conservation District (KCD) is funded primarily by a per-parcel Rates and Charges fee. All of unincorporated King County and 34 cities are members of King Conservation District. Cities NOT in KCD’s service area include Enumclaw, Federal Way, Milton, Pacific and Skykomish.

KCD receives some funding from the Washington State Conservation Commission. They also receive grants from other state, federal and local sources such as the Urban Resources Partnership, Washington Department of Ecology, the Conservation Commission Research Grant and King County Community Development Block Grants. Although KCD is authorized by the state legislature, it is not a state agency and does not receive an ongoing operating budget from the state’s General Fund.

Since its inception in 1949, KCD’s mission has been to promote the sustainable use of natural resources through voluntary stewardship in King County.

The District provides education, technical assistance, and cost-sharing to private residents in forest management, farm conservation planning, wildfire preparedness, and streamside and shoreline enhancement. They also provide grants and work with cities and other organizations to support community gardens, urban forest canopy, and local food systems.

KCD's work is guided by science-based standards and Best Management Practices (BMPs) set by the [Natural Resources Conservation Service](#). District operations are overseen by the [board of supervisors](#) and the [Washington State Conservation Commission](#). The [KCD Advisory Committee](#) also brings together regional stakeholders to provide input and guidance on our programming and efforts.

### **Next Steps**

Questions or feedback can be provided to David Hoffman SCA Executive Director, [david@soundcities.org](mailto:david@soundcities.org), 206-910-9246.





May 8, 2024  
SCA PIC Meeting

**Item 6:**  
Regional Board and Committee Appointments  
**ACTION**

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**SCA Staff Contact**

David Hoffman, Executive Director, [david@soundcities.org](mailto:david@soundcities.org) or 206-910-9246

**PIC Nominating Committee Members**

Mayor Kelli Curtis, Kirkland, Chair (North Caucus); Mayor Troy Linnell, Algona (South Valley Caucus); Councilmember Amy McHenry, Duvall (Snoqualmie Valley Caucus); Councilmember Ruth Pérez, Renton (South Caucus)

**Action**

To recommend the SCA Board of Directors approve appointment to represent SCA on regional boards and committees as recommended by the PIC Nominating Committee on May 1, 2024.

**Background**

The PIC Nominating Committee met on May 1 and voted to recommend the committee appointment provided below.

*Recommended Action:*

*The PIC recommends the SCA Board of Directors approve the following:*

*Appointment of Annette Ademasu, Shoreline, to fill a vacant alternate position on the Affordable Housing Committee.*

The Nominating Committee consists of one representative of each SCA Regional Caucus (South, North, South Valley, and Snoqualmie Valley) and is appointed annually by the Chair of the PIC to make recommendations to the PIC on appointments. The PIC in turn makes recommendations on regional board and committee appointments to the SCA Board of Directors.

Per SCA Bylaws, appointees to major regional committees shall be selected from among elected officials otherwise qualified to serve in such positions, in accordance with the terms of the enabling documents creating such boards and committees. Appointees shall represent the positions of all SCA member cities. Equitable geographic distribution shall be considered in recommending appointments to the Board of Directors.

SCA did not receive enough applications to fill all committee vacancies available. The following positions remain open:

- Domestic Violence Initiative Task Force (2 Alternates)
- Joint Recommendations Committee (1 Member; 2 Alternates)

- Local Hazardous Waste Management Program (LHWMP) Management Coordination Committee (MCC) (1 Alternate)

Another call for nominations to fill these remaining vacancies will be sent out at a later date, to be determined. Members are encouraged to reach out with any questions.

### **Committee Descriptions**

Information on all of the regional boards and committees to which SCA has appointing authority, including members and committee descriptions, can be found on the SCA Website [here](#) .

#### Domestic Violence Initiative Regional Task Force

The Domestic Violence Initiative (DVI) Regional Task Force focuses on improving the effectiveness of the region’s legal response to domestic violence and improving operations that interfere with victim safety and offender accountability. The DVI Regional Task Force was formed by the King County Prosecuting Attorney and the Coalition Ending Gender-Based Violence (formerly the King County Coalition Against Domestic Violence). The DVI Regional Task Force is comprised of leaders of organizations involved in our region’s legal response to domestic violence, including public health, community-based organizations, and civil and criminal justice agencies.

#### Joint Recommendations Committee

The Joint Recommendations Committee (JRC) was created through Interlocal Cooperation Agreements (ICAs) that formed the King County Community Development Block Grant (CDBG) Consortium and the King County HOME Investment Partnerships (HOME) Consortium. The JRC makes recommendations to the King County Executive on policy matters concerning the CDBG and HOME programs, including the Consolidated Housing Plan and related plans and policies. The JRC also reviews and makes recommendations on the projects and programs to be funded with the CDBG and HOME program funds and monitors funds to ensure that all geographic areas and participating jurisdictions benefit fairly over a specific time period.

A second ICA forms the Regional Affordable Housing Program (RAHP) and grants authority for the RAHP to the JRC. The RAHP administers document recording funding, which the legislature authorized to be utilized for low-income housing. The city of Seattle joins the JRC for RAHP items.

#### Local Hazardous Waste Management Program Management Coordination Committee (MCC)

The Local Hazardous Waste Management Program (LHWMP) in King County is a multi-jurisdictional program whose mission is to protect and enhance public health and environmental quality throughout King County by reducing the threat posed by the production, use, storage, and disposal of hazardous materials. The LHWMP is implemented through a multi-jurisdictional Management Coordination Committee (MCC). The MCC sets the Program’s strategic direction, guides implementation of policies, and oversees the Program’s operations, including development of annual budgets and work plans. The MCC was established by the

Seattle City Council (SMC 10.76) and the King County Board of Health (BOH Code 2.08) and is recognized as the Program governing entity by the Washington State Department of Ecology.

**Next Steps**

Recommendations from PIC will be considered by the SCA Board at its meeting on May 15. For more information, contact SCA Executive Director David Hoffman at [david@soundcities.org](mailto:david@soundcities.org) or 206-910-9246.



May 8, 2024  
SCA PIC Meeting

## Item 7:

### Regional Alignment of Asylee and Refugee Crisis

#### ***DISCUSSION***

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#### **SCA Staff Contact**

David Hoffman, SCA Executive Director, [david@soundcities.org](mailto:david@soundcities.org), 206-910-9246.

#### **SCA Board of Directors**

SCA President and Mayor Mary Lou Pauly, Issaquah; SCA Vice President and Mayor Traci Buxton, Des Moines; SCA Treasurer and Mayor Armondo Pavone, Renton; SCA Secretary and Councilmember Wendy Weiker, Mercer Island; SCA Immediate Past President and Mayor Jan Molinaro, Enumclaw; Mayor Dana Ralph, Kent; Mayor Troy Linnell, Algona; Councilmember DeSean Quinn, Tukwila; Mayor Katherine Ross, Snoqualmie; Councilmember Amy Falcone, Kirkland; SCA Public Issues Committee Chair and Mayor Chris Roberts, Shoreline; Mayor Mason Thompson, Bothell; SCA City Manager Representative Regan Bolli, Covington.

#### **Update**

At their April meeting, the SCA Board directed staff to develop a list of principles as to how governments or their agencies should interact with SCA cities regarding the ongoing asylee and refugee crisis. PIC is to review and provide feedback on the list of principles, after which the Board will consider how the language could be used in our regional discussions.

#### **Background**

Since early 2023, an increasing number of asylum seekers have moved to our region, seeking a better, and in many cases safer, life. The asylee process at the federal level has proven to take far too long for these individuals, resulting in their inability to secure the necessary paperwork to legally work in the United States. This has had a cascading effect on their ability to find and secure housing, healthcare, transportation and acclimation in our communities. Several of our cities, including Tukwila, SeaTac and Kent, are bearing significant, unplanned public service impacts, while simultaneously being unfairly targeted as “anti-immigrant.” The list of principles developed by SCA Executive Director David Hoffman is meant to be the starting point for meaningful advocacy toward a set of solutions for our cities, and just as importantly, our new neighbors who are seeking asylum in our region.

#### **Next Steps**

Questions or feedback can be provided to David Hoffman SCA Executive Director, [david@soundcities.org](mailto:david@soundcities.org), 206-910-9246.

**Item 8:**  
Free Youth Transit Passes  
**UPDATE**

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**SCA Staff Contact**

Andie Parnell, SCA Policy Analyst, [andie@soundcities.org](mailto:andie@soundcities.org) , 206-724-4060

**SCA Regional Transit Committee Members**

Councilmember Joseph Cimaomo, Jr. (Caucus Chair), Covington; Councilmember Janice Zahn, Bellevue (Caucus Vice Chair); Councilmember Susan Honda, Federal Way; Deputy Council President Barb de Michele, Issaquah; Councilmember Ryan McIrvine, Renton; Councilmember Betsy Robertson, Shoreline; Mayor Katherine Ross, Snoqualmie; Councilmember Toni Troutner, Kent; Councilmember Paul Charbonneau, Newcastle (Alternate); Councilmember Neal Black, Kirkland (Alternate); Deputy Mayor Karen Howe, Sammamish (Alternate); Councilmember JC Harris, Des Moines (Alternate).

**Discussion**

PIC members will receive a briefing on King County Metro’s Free Youth Transit Pass and opportunities to engage their constituents.

The Regional Transit Committee and King County Council approved the Free Youth Transit Pass for all King County Metro services, which took effect on September 1, 2022. Youth 18 years and under can ride for free by using a Youth ORCA card, showing a student ID, or just boarding on transit systems across the region. In its first year, King County Metro estimates that more than seven million rides were taken by youth under age 19, and 44,000 Youth ORCA cards were distributed throughout the county.

King County Metro is conducting public engagement for the Free Youth Transit Pass through the Youth Mobility Program, Tap for Transit campaign, Transit Equity Internship, a communications toolkit and a classroom transit education curriculum. Over the next year Metro will be working with stakeholders to overhaul their reduced fare programs, including the Free Youth Transit Pass, to make the programs easier to access and easier to administer.

PIC members can support Metro’s efforts to increase youth ridership by sharing the communications toolkit and youth educational opportunities with their constituents and school districts.

**Background**

King County Metro offers free or reduced fares for low-income and very-low-income people,

seniors, people with disabilities, and children, and youth.<sup>1</sup> Children under age six ride free on all Metro services. The youth fare, for ages 6 through 18 had previously been set at \$1.50 for Metro buses, trolleys, transit vans, dial-a-ride vehicles, or streetcars; \$3.75 for the West Seattle water taxi route; and \$4.50 for the Vashon Island water taxi route. To access the youth fare, Metro had created an ORCA youth card, which also offered these reduced-price youth fares on the services of ORCA's partner agencies.

In 2022 the State Legislature passed the Move Ahead Washington transportation investment program, which offered transit support grants for transit agencies with a free fare for youth. In response, the Regional Transit Committee and King County Council approved legislation to amend the King County Code to set the transit fare to zero for youth from 6 to 18 for all Metro services. The Free Youth Transit Pass took effect September 1, 2022.

Youth can ride for free by using a Youth ORCA card, showing a student ID, or just getting on board transit systems across King County.<sup>2</sup> King County Metro encourages youth to use Youth ORCA cards, or a school ID card, when boarding transit to help Metro track ridership trends and to minimize fare disputes between youth customers and operators.

From September 1, 2022, through August 31, 2023, King County Metro estimates that more than seven million rides were taken by youth under age 19 on Metro buses. Metro utilized their Youth Mobility Program to spread the word and distribute more than 22,000 Youth ORCA cards at 41 schools. In all, more than 44,000 Youth ORCA cards were distributed in King County.<sup>3</sup>

### **Implementation & Engagement**

King County Metro is conducting public engagement for the Free Youth Transit Pass through Metro's Youth Mobility Program, Tap for Transit campaign, Transit Equity Internship, a communications toolkit and a classroom transit education curriculum.

King County Metro established the Youth Mobility Program in early 2022. The program works with local jurisdictions, schools, community organizations, operators, and young people to promote accessible, sustainable, and safe access to mobility options. The Youth Mobility Program has engaged in various activities to increase youth access to transit, engage in education and outreach, empower youth leadership, and create career exposure and internship opportunities with the goal of improving youth mobility.

In 2023, King County Metro launched a ["Tap for Transit" media campaign](#) that encourages all transit users, especially youth, to tap their ORCA cards every time they board. Each tap provides

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<sup>1</sup> To qualify for an [ORCA LIFT card](#), a person's gross household income (before taxes are taken out) must be no more than 200 percent of the federal poverty level as established by the U.S. Health and Human Services Dept; The [Regional Reduced Fare Permit \(RRFP\)](#) gives riders ages 65+, riders with disabilities, and Medicare card holders reduced fares on participating transit agencies in the Puget Sound area.

<sup>2</sup> Youth 18 and younger can order a free Youth ORCA card [here](#) . When cardholders turn 19 years old, their registered Youth ORCA card will automatically convert to an Adult ORCA card.

<sup>3</sup> More information can be found on the [Metro Matters blog](#) .

Metro with data used to improve Metro services. For example, more taps at a specific location or at a certain time of day can indicate to Metro to increase service at that location.

King County Metro hosted its second annual [Youth Transit Equity Internship](#) in July 2023. The internship program is for youth ages 15-18 interested in public transit and community leadership. Transit Equity Interns become peer ambassadors of transportation resources, explore career pathways within Metro, and build skills and knowledge of transit, urban planning, climate justice, and local government. Transit Equity Interns participate in workshops, field trips and conversations with decision-makers.

King County Metro recently published a [communications toolkit](#) to help spread the word about the Free Youth Transit Pass and increase youth ridership. The toolkit is free to download and includes social media post templates, an email blast template, and flyers.

The Youth Mobility Program has developed and tested several [transit education curriculum modules](#) for youth in grades 2-5 and 6-12 in partnership with local schools. Educators and youth-serving organizations are welcome to use these materials with students in any capacity. At the end of the 2023-2024 school year, and into the 2024-2025 school year and beyond, Metro will expand partnerships to implement this curriculum in more school districts and areas, with an emphasis on middle and high schools.

King County Metro estimates that youth make up about 8-12% of their ridership. However, data quality about youth ridership is inconsistent and most youth riders do not regularly use an ORCA card. To overcome these challenges, King County Metro is exploring future options for digital fare media and developing new ways to measure youth ridership and program impact including observational counts, school surveys, and qualitative feedback. King County Metro will also continue to conduct qualitative youth research and observational studies at select bus stops serving schools, to help understand how students' engagement with transit changes over time.

In 2023, Metro led a regional advertising campaign with partner agencies for the Free Youth Transit Pass, which led to over 22 million total impressions (or ad views) just within that few weeks period.<sup>4</sup> The campaign's goal was to raise awareness that youth can ride transit for free and encourage youth to try transit and obtain a Youth ORCA card. Metro and their partner agencies are developing the next iteration of a Free Youth Transit Pass regional marketing campaign for the 2024-25 school year.

### **Next Steps**

Local leaders and agencies can support Metro's efforts by amplifying key messages to internal and community networks such as:

- Sharing the communications toolkit and promoting use of transit education curriculum materials through any existing relationships with schools and educators;
- Empowering youth to share information with their peers; and,

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<sup>4</sup> As part of the regional marketing campaign, Metro published: [Youth ride free! What I love about transit.](#)

- Encouraging schools and organizational staff to sign up for the Youth Mobility Program newsletter.<sup>5</sup>

Questions and comments can be directed to SCA Policy Analyst Andie Parnell at [andie@soundcities.org](mailto:andie@soundcities.org) or 206-724-4060.

**Resources:**

- [Youth Ride Free - ORCA Cards](#)
- [Going all the places: Celebrating the first year of the Free Youth Transit Pass at Metro](#)
- [Regional marketing campaign: "What I love about transit"](#)
- ["Tap for Transit" media campaign](#)
- [Youth Transit Equity Internship](#)
- [Shareable communications toolkit](#)
- [Shareable transit education curriculum modules](#)
- [Subscribe: Youth Mobility Program newsletter](#)

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<sup>5</sup> Subscribe to King County Metro's Youth Mobility Program newsletter [here](#).





May 8, 2024  
SCA PIC Meeting

**Item 9:**  
PIC Operating Policies  
***Discussion***

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**SCA Staff Contact**

David Hoffman, Executive Director, [david@soundcities.org](mailto:david@soundcities.org) or 206-910-9246

**PIC Operating Policies Committee Members**

Mayor Chris Roberts, Shoreline, SCA PIC Chair; Councilmember Joseph Cimaomo, Jr., Covington, SCA PIC Vice Chair; Councilmember Melissa Stuart, Redmond; Councilmember Tola Marts, Issaquah; Councilmember Lydia Assefa-Dawson, Federal Way

**Update**

During the March PIC Meeting, Chair Roberts asked for volunteers to serve on a committee to review the operating policies of PIC. Since then, the committee has met four times, and is asking for feedback on the proposed changes to the operating policies, as shown in ( [Attachment A](#) ) Following the discussion at the May 8 meeting, the committee will meet to consider any further amendments suggested by PIC members, and bring an updated draft back for consideration by PIC at the June 12 PIC meeting.

**Background**

The PIC Operating Procedures have not been updated since 2012 and given the number of substantial changes to our meeting and communication practices, especially since the beginning of the COVID pandemic, a refresh of the document was in order.

**Next Steps**

The committee will meet again to discuss any further amendments offered by PIC members, and an updated draft will be brought to the June PIC meeting for consideration and possible action. Please send policy ideas to SCA Executive Director David Hoffman at [david@soundcities.org](mailto:david@soundcities.org) or 206-910-9246.



## SCA Public Issues Committee Operating Policies

Approved by the Public Issues Committee January 19, 2005, February 21, 2007, January 14, 2009, September 14, 2011, December 12, 2012.

### A. Public Issues Committee

1. The Public Issues Committee shall review and evaluate policy positions and recommend to the Board what, if any, action should be taken on such policy positions. SCA Bylaw 4.16.7

a Membership shall consist of one representative and one alternate from each member city. Each representative or alternate must hold an elective office in the city or town they represent. 4.16.7a

b Committee Leadership shall be a Chair and Vice-Chair elected by the committee and may serve up to two consecutive one-year terms.

c The Chair shall appoint subcommittees as needed. 4.16.7b

d Resignation. Any member may resign at any time by delivering written notice to the PIC Chair and the council leadership of the city for which they are an elected representative. Any such resignation will take effect at the time specified therein, or if a time is not specified, upon delivery thereof and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

e Vacancies on the committee are to be filled immediately by the member city responsible for the vacancy. SCA Bylaw 4.17.7.f

e. Regional Committee Appointments shall be recommended to the Board by the PIC, and the Board shall act upon the recommendation of the PIC no later than December 31st each year. Additional recommendations may be made as vacancies occur throughout the year. A nominating committee of the Public Issues Committee consisting of one representative of each SCA Regional Caucus shall be appointed annually by the Chair of the Public Issues Committee in October to recommend appointments to the committee.

Appointees to major regional committees shall be selected from among elected officials otherwise qualified to serve in such positions, in accordance with the terms of the enabling documents creating such boards and committees. Appointees shall represent the positions of all

SCA PIC May 8, 2024  
Attachment 9.A

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Deleted: <#>Standing or Temporary Committees, General. The Board, by resolution duly adopted by a majority of the directors present at a meeting at which a quorum is present, may designate and appoint one or more standing or temporary committees. Such committees shall have and exercise the authority of the directors in the management of the corporation, subject to such limitations as may be prescribed by the Board; except, that no committee shall have the authority to: (a) amend, alter or repeal these Bylaws; (b) elect, appoint or remove any member of any other committee or any director or officer of the corporation; (c) amend the Articles of Incorporation; (d) adopt a plan of merger or consolidation with another corporation; (e) authorize a sale, lease or exchange of all or substantially all of the property and assets of the corporation not within the ordinary course of business; (f) authorize the voluntary dissolution of the corporation or revoke proceedings therefore; (g) adopt a plan for the distribution of the assets of the corporation; and (h) amend, alter or repeal any resolution of the Board or membership that by its terms provides that it shall not be amended, altered or repealed by a committee. The designation or appointment of any such committee and delegation thereto of authorities shall not operate to relieve the Board or any individual director of any responsibility imposed upon it, him or her by law. Only members in good standing may be represented on any committee of the Board. SCA Bylaw 4.17.1 ¶

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Regional Committee Appointments shall be recommended to the Board by ¶  
December 1st each year. Additional recommendations may be made through June of each year. A nominating committee of the Public Issues Committee consisting of one representative of each SCA Regional Caucus shall be appointed by the Chair of the Public Issues Committee in October to recommend appointments to the committee. Members shall serve for a period of one year. ¶

Appointees to major regional committees shall be selected from among elected officials otherwise qualified to serve in such positions, in accordance with the terms of the enabling documents creating such boards and committees. Appointees shall ... [1]

the member cities. Equitable geographic distribution shall be considered in recommending appointments to the Board of Directors.

Any Appointee absent for three consecutive meetings, or for any other reason deemed detrimental to the association, may be removed from office by a two-thirds (2/3) vote of the Board of Directors at any time during their term at any meeting of the Board.

Cities within King County who are not members of the Association may make recommendations to the nominating committee and be appointed to regional committees.

No member shall serve more than six (6) consecutive years on a regional board or committee appointed by SCA. This limitation shall not apply to alternates to regional boards and committees. Once a member has served six (6) consecutive years on a regional board or committee, that member shall be ineligible to serve on said committee for a minimum of one (1) year. This limitation shall be effective beginning with appointments to 2014 regional boards and committees.

In extraordinary circumstances, the Board may make exceptions to the six-year term limit upon the recommendation of the PIC nominating committee and the PIC when a supermajority (2/3) of Board members present and voting at a meeting finds that doing so would be in the best interests of SCA and its member cities. SCA Bylaws 4.16.7g

Appointments to regional boards and committees shall be made pursuant to the protocols set forth in SCA Board policy 701.

Appointees shall abide by the roles and responsibilities pursuant to SCA Board Policies 701.3.

## **B. Manner of Acting**

1. Regular Meetings shall be held monthly or as deemed necessary.
2. Special Meetings may be called by the Chair of the committee or at the request of the Board in an emergency situation. Single issue emergency meetings may be held virtually.
3. Quorum shall be fifty-one percent of the members of the committee shall constitute a quorum at a meeting of the committee. If less than a quorum of the members is represented at a meeting, a majority of the members so represented may adjourn the meeting. The vote of two thirds (2/3) represented in person at a meeting at which a quorum is present shall be necessary for the advancement of a public policy position to the Board. Votes shall be recorded in the minutes of the PIC meeting. Votes shall be in the name of the member city, rather than the individual representing the city. Issues will be heard at one regularly scheduled meeting for discussion and may return no sooner than the next regularly scheduled meeting for Page 9 of 17 action. If not immediately addressing a policy issue renders SCA unable to take a position on a timely basis, 85% of those present at a regularly scheduled meeting may declare an issue an emergency and the issue may be discussed and voted upon at the same meeting. f. Vacancies on the committee are to be filled immediately by the member city responsible for the vacancy.

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**Deleted:** Pursuant to SCA Board Policy 701, "A member representing SCA is expected to reflect policy which has been developed by SCA when sitting as a member of any regional committee, board or task force.

**Deleted:** SCA representatives serving on regional boards and committees shall endeavor to avoid taking positions that are harmful to any SCA member cities. SCA appointees shall follow the following protocols when serving on regional boards and committees: ¶

¶  
When the PIC & Board adopt a public policy position, it shall be binding on SCA representatives serving on regional boards and committees; ¶

¶  
In the absence of such a position, the SCA caucus of a given board or committee shall attempt to develop a caucus position that represents the consensus of the caucus, based (where applicable) on existing SCA policy positions; ¶

¶  
Where no policy position has been adopted by the PIC and Board, and the caucus is unable to reach a consensus position, individual members shall be free to vote their conscience, with the caveat that no SCA representative to a regional board or committee shall vote in a manner that is at odds with an adopted SCA policy position. ¶

**Deleted:** <#>Membership shall consist of one representative and one alternate from each member city. Each representative or alternate must hold an elective office in the city or town they represent. SCA Bylaw 4.17.7.a ¶

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**4. Agenda Development.** Issues shall be sent to the SCA Executive Director by any member, committee member or SCA delegation to any regional or county board, committee or task force to be placed on the agenda. Issues will be heard at one regularly scheduled meeting for discussion and may return no sooner than the next regularly scheduled meeting for action. Resources for the development of the issue will be provided by the interested cities. If not immediately addressing a policy issue renders SCA unable to take a position on a timely basis, 85% of those present at a regularly scheduled meeting may declare an issue an emergency and the issue may be discussed and voted upon at the same meeting. SCA Bylaw 4.17.7.e

**Agenda Structure.**

- Order of Business
  - First on the agenda will be the action items (having been discussed at the prior meeting)
  - Second on the agenda will be discussion items (new items being brought forward)
  - Third, Regional Committee Reports will be called for. A time limit of 3 minutes per report will be encouraged.
  - Fourth, Other Business

**Process for Hearing an Issue.**

- Issues will be heard at one regularly scheduled meeting for discussion and may return no sooner than the next regularly scheduled meeting for action. Resources for the development of the issue will be provided by the interested cities. If not immediately addressing a policy issue renders SCA unable to take a position on a timely basis, 85% of those present at a regularly scheduled meeting may declare an issue an emergency and the issue may be discussed and voted upon at the same meeting.
- Sub-committees, appointed by the Chair, will be made up of members declaring an interest in the issue

**Lobbying Activities.** Individuals who are not members or staff of SCA may submit written materials regarding an agenda item to SCA for distribution at the PIC but are prohibited from lobbying the PIC or its members during debate of an issue. Materials are subject to SCA's guidelines for background papers.

**C. General**

- Communications shall be funneled electronically through the SCA office, including submissions to agendas, back-up materials, meeting notices.
- Meetings will be evening meetings unless otherwise noted.
- There will be no proxy voting.
- Meetings are open to the public.

**Deleted: <#>Resignation.** Any member of any committee may resign at any time by delivering written notice to the President or the chairperson of such committee, or by giving oral or written notice at any meeting of such committee. Any such resignation will take effect at the time specified therein, or if a time is not specified, upon delivery thereof and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. ¶  
SCA Bylaw 4.17.3 ¶

**Vacancies** on the committee are to be filled immediately by the member city responsible for the vacancy. SCA Bylaw 4.17.7.f ¶

**Deleted: <#>Committee Leadership** shall be a Chair and Vice-chair elected by the committee. The nominating committee of the PIC shall solicit names for the Chair and Vice-chair of the PIC and make a recommendation to the PIC by December 15<sup>th</sup> of each year. The Chair may serve a one year term with a two term maximum. The Chair shall establish the agenda in advance of each meeting in conjunction with the Executive Director. The Chair shall appoint subcommittees as needed. ¶

**Regular Meetings** shall be held monthly or as deemed necessary. ¶  
SCA Bylaw 4.17.7.c. ¶

**Quorum; Manner of Acting ¶**

Fifty-one percent of the members of the committee, represented in person, ¶ shall constitute a quorum at a meeting of the committee. If less than a quorum of the members is represented at a meeting, a majority of the members so represented may adjourn the meeting. The vote of two thirds (2/3) ... [2]

**Deleted: <#>SCA Meeting Ground Rules/Protocol/Group Guiding Principles During SCA Meetings: ¶** ... [3]

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First on the agenda will be the action items (having been discussed at the prior meeting) ¶ ... [4]

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11.

Appendix 1

SCA PIC Member Code of Conduct

1 Participate—listen, share your ideas, thoughts and concerns, and ask questions

- One person talks at a time; no side bar conversations, please
- All voices are heard
- Stay on track
- Always RSVP to the SCA office regarding attendance per meeting
- Do your best to do the agreed upon “homework” and reading
- Turn off cell-phones
- Do not promote one city or project above others regardless of size.

▪ The PIC shall not make policy recommendations to the Board of Directors

that are divisive among the members of SCA. See Board Policy 104.2. “Divisive” is defined as “creating disunity or dissension” among SCA member jurisdictions. SCA shall not take policy positions that are harmful to the interests of any member city, even if favored by a supermajority of members.

Roles and Responsibilities of Appointees

a) Appointees and alternates to regional forums are expected to attend meetings of the forum and of the SCA caucus. At the beginning of each appointment year, caucus chairs, in coordination with the executive director, shall establish steps to be taken in confirming attendance, notifying of absences or other procedural matters concerning the forum.

b) Appointees and alternates should be knowledgeable of the subject matter of the forum, reviewing materials and participating in discussion on behalf of the interests of the affected jurisdictions. Appointees shall observe any protocols or procedures of the forum in which they participate.

c) Alternates should participate in all caucus meetings and in materials distribution on a par with full members, including the discussion of any caucus consensus position

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- d) Alternates will be considered by the Board to succeed to full participation in any forum on the resignation or illness of the principal appointee, for the duration of the current term.
- e) Appointees and alternates should regularly report activities and pending issues of their forum to SCA's membership, through attendance and participation in SCA meetings of the Public Issues Committee and/or membership meetings, written reports or electronic communication, as is appropriate.
- f) Appointees and alternates shall, in all matters for which they are a delegate of SCA, represent the common interests of all member cities. Appointees shall notify the caucus lead and the Executive Director of SCA in the event that the interests of the city for which they are an elected official prevents them from or interferes with their representation of the interests of all member cities.
- g) A representative designated as caucus chair by SCA's appointees shall be individually responsible for reporting forum issues and activities to the Public Issues Committee, and for working with and being available to any assigned staff in support of that forum.
- h) The caucus members should be responsible for identification of cross-forum issues and the caucus chair should be responsible for communicating cross-forum or conflicting issues to the Board.

Caucus Member/Alternate Responsibilities

Represent SCA Board position on issues

Review material in advance of meetings; participate in discussion and help develop Caucus consensus

Attend Caucus meetings and briefings.

Attend regional committee meetings

Seventy-five percent attendance at both caucus and regional committee meeting is expected

Alternates participate as members in all activities except voting

Absent an SCA position, the caucus chair shall poll Caucus and develop a majority position of those present or available prior to regional forum meeting. Absent a majority position, the caucus chair shall ask for a delay in action. Absent a delay in action, delegates represent their perception of the position of the membership. In the event of the latter, SCA appointees may not further lobby their individual position as a representative of SCA. Absent an SCA position or consensus by the caucus, appointees may lobby as a representative of their city unless the issue has been identified as a divisive issue by the SCA Board of Directors. If the issue is a divisive issue the appointees shall abstain from voting.

After an SCA appointee misses 30% of the caucus and/or committee meetings SCA shall inquire about the intent of the appointee to fulfill his/her responsibilities. At 50% absence, the Board of Directors may ask for the resignation of the appointee.

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a.



May 8, 2024  
SCA PIC Meeting

**Item 10:**  
Levies and Ballot Measures in King County  
**UPDATE**

**SCA Staff Contact**

David Hoffman, Executive Director, [david@soundcities.org](mailto:david@soundcities.org) or 206-910-9246

Potential Future Ballot Measures – SCA Cities			
Year	Month	Jurisdiction	Measure
2024	August	Des Moines	Public safety levy
2024	August	Covington	Transportation Benefit District renewal

Potential Future Ballot Measures – Other Jurisdictions and Special Purpose Districts			
Year	Month	Jurisdiction	Measure
2024	November	Seattle	Transportation levy renewal (“Move Seattle”)
2024		King County	Automated Fingerprint Identification System levy renewal
2025		King County	Parks levy renewal
2025		King County	EMS levy renewal
2027		King County	Best Starts for Kids levy renewal
2029		King County	Veterans, Seniors, and Human Services levy renewal
TBD		King County	Housing levy
TBD		King County	Transit levy
TBD		King County	Climate resiliency levy lid lift

**Next Steps**

SCA members are encouraged to send information about any levies or ballot measures under consideration by your city or that will impact SCA cities to David Hoffman, Executive Director, [david@soundcities.org](mailto:david@soundcities.org) or 206-910-9246. Items shown as potential future ballot measures have not yet been approved to be placed on the ballot by the respective legislative authority.

**Enumclaw Proposition 1 – Community Center**

**Failed, 48% approval, needed 60% to pass**

**Kent School District Prop 1**

**Failed, 43% approval, needed 50% to pass**

**Tahoma School District Prop 1**

**Passed, 56% approval**

**Failed by 105 votes, 48% approval**

**Failed, 57% approval (needed 60% supermajority to pass)**

**Passed, 60.01% approval (needed 60% to pass)**

**Passed with 86% approval**

**Passed with 65% approval**