

City of Kenmore



City of Kenmore - 18120 68th Avenue NE Kenmore, WA 98028 Phone: 425-398-8900
Agendas also available at www.kenmorewa.gov E-mail: cityhall@kenmorewa.gov

City Council Regular Meeting Agenda

7:00 p.m., September 28, 2020, via Zoom

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89852374499>

Webinar ID: 898 5237 4499

Or iPhone one-tap : US: +13126266799,,89852374499# or +16465588656,,89852374499#
Or Telephone: Dial US: +1 253 215 8782 International: <https://us02web.zoom.us/j/89852374499>

I. CALL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. PRESENTATION

- A. Evergreen Health Care Presentation - Dr. Jeff Tomlin, CEO and Kay Taylor, Chief Marketing & Engagement Officer
[Presentation](#)

VI. CITIZEN COMMENTS

This is an opportunity to express your views on issues that are important to you and to the community. Please state your city of residence and limit your comments to three (3) minutes.

VII. CONSENT AGENDA

Consists of routine items for which Council discussion is not required. A Councilmember may request that an item be moved to the Business Agenda for discussion. Consent items are approved with one vote.

- A. Approve Check #s 45604 through 45703 in the amount of \$2,188,963.95.
Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account
Electronic Deposits Dated 9/11/2020 in the amount of \$163,301.78
[Voucher Certification and Approval Report](#)
- B. Authorize City Manager to execute Contract No. 20-C2129, Amendment No. 1 with PACE Engineers, Inc. to continue to perform development review services
[Agenda Bill](#)

VIII. BUSINESS AGENDA

- A. Eligible reimbursement expenditures related to the use of the City's

\$1,049,400.00 allocation of Coronavirus Relief Funds (CRF) under the
Coronavirus Aid Relief and Economic Security (CARES) Act

[Agenda Bill](#)

- B. Ordinance No. 20-0511, Amending section 5.105.040 and 5.105.090 of the
KMC relating to exemptions and renewals of the business registration program,
for Adoption

[Agenda Bill](#)

[Ordinance 20-0511](#)

[Final House Bill Report \(EHB 2005\)](#)

[Final Senate Bill Report \(SSB 6632\)](#)

- C. Resolution No. 20-354 Expressing an official position in support of King
County Proposition No. 1 Harborview Medical Center Health and Safety
Improvement Bonds, *for Approval*
Pursuant to RCW 42.17.A.555, members of the public and councilmembers
will receive an approximately equal opportunity to express an opposing view

[Agenda Bill](#)

[Resolution No. 20-354](#)

- D. Regional Committees, Presented by Councilmember Pfeil, *for Discussion*

[Sound Cities Association 2020 Booklet](#)

[Call for Nomination Form](#)

IX. STAFF REPORT

X. COUNCILMEMBER REPORTS & COMMENTS

XI. ADJOURNMENT

XII. FUTURE MEETINGS:

- A.
- Monday, October 5, 2020 7 PM Special Council Meeting
 - Monday, October 12, 2020 6 PM Special Council Meeting [Closed
Executive Session pursuant to RCW 42.30.110(1)(i) for pending and
potential litigation 6-7 PM]
 - Monday, October 19, 2020 6:30 PM Special Council Meeting



Voucher Certification and Approval

City of Kenmore
DATE RANGE:
09/04/2020-09/18/2020

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and the the claim is a just, due and unpaid obligation against the City of Kenmore and that I am authorized to authenticate and certify to said claim. The following checks and electronic payments are approved for payment:

Total Check #s 45604 through 45703: \$2,188,963.95

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 09/11/2020: \$163,301.78

 9/21/20

City Manager / Date

 9/18/20

Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
LANDEZA, PATRICK	45604	9/4/2020	Summer Concert Virtual Performance	1,000.00
CITY OF KENMORE	45605	09/11/2020	Employee Deduction	30.00
ICMA RETIREMENT C/O ALLFIRST BANK / 109964	45606	09/11/2020	City of Kenmore 401a	16,441.24
ICMA RETIREMENT TRUST 457 / 304745	45607	09/11/2020	ICMA 457 Deferred Comp	6,192.75
STATE OF FLORIDA DISBURSEMENT UNIT	45608	09/11/2020	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	45609	09/11/2020	Employee Charitable Contribution	53.00
A+ CONFERENCING	45610	09/18/2020	Development Svcs Conference Calls	23.91
AGORA REFRESHMENTS	45611	09/18/2020	City Hall Filtered Water Services	101.09
ALPHAGRAPHS	45612	09/18/2020	N. Ousley Business Cards	98.38
ALPINE PRODUCTS INC.	45613	09/18/2020	Propane Torch/Street Materials	944.22
AM TEST, INC	45614	09/18/2020	Sept. Swamp Creek Water Sample Testing	225.00
ARCHIVESOCIAL, INC.	45615	09/18/2020	Social Media Archiving	2,388.00
ASPECT CONSULTING LLC	45616	09/18/2020	6/27-8/28 Environmental Consulting Svcs	1,545.70
AURORA RENTS	45617	09/18/2020	80th/Simonds Jack Hammer/Compressor/Hose	553.89
AURORA RENTS	45618	09/18/2020	Wet/Dry Vac/Walk Behind Saw/Concrete Blade	198.53
BANNER BANK BAKER	45619	09/18/2020	Zoom Account	60.48
BANNER BANK NO	45620	09/18/2020	Vcita/Wix/Growthzone/Snapdoodle/Diva	381.52
BASTYR UNIVERSITY	45621	09/18/2020	2020 Athletic Field Lease Payment	50,000.00
BEC LYNN LEWIS	45622	09/18/2020	Deposit Refund CMB2014-0211	11,073.80
BOTHELL KENMORE CHAMBER OF COMMERCE	45623	09/18/2020	Aug. Kenmore Business Alliance Support	300.00
BOTHELL KENMORE CHAMBER OF COMMERCE	45624	09/18/2020	Kenmore Business Supply Kit Distribution	1,500.00
BUILDERS EXCHANGE OF WASHINGTON INC	45625	09/18/2020	Online W. Samm Bridge Project Publishing	25.00

CABOT DOW ASSOCIATES	45626	09/18/2020	Aug. Salary Study Services	1,196.25
CASCADE PEST CONTROL	45627	09/18/2020	Monthly Rhododendron Park Pest Control	143.00
CECCANTI, INC.	45628	09/18/2020	Aug. W. Sammamish Bridge Construction	1,116,848.87
CITY OF BELLEVUE	45629	09/18/2020	Quarterly ARCH Contributions	11,230.25
COLUMBIA RIDGE LANDFILL	45630	09/18/2020	Aug. Street Sweeper Debris Disposal	2,360.76
COMCAST	45631	09/18/2020	Sept. City Hall/Incubator/Hangar Internet	2,257.68
COMCAST	45632	09/18/2020	Sept. City Hall Phone Svcs	378.15
COMCAST BUSINESS	45633	09/18/2020	9/14-10/13/20 City Hall Cable/Internet	152.23
COMCAST BUSINESS	45634	09/18/2020	9/10-10/9/20 Squire's Landing Internet	69.95
EARTHCORPS	45635	09/18/2020	May 18-C1928 Squire's Landing Maintenance	3,784.00
EARTHCORPS	45636	09/18/2020	18-C1928 May Squire's Float Replacement	1,413.50
EARTHWORKS	45637	09/18/2020	Monthly ROW Landscaping Svcs	5,671.88
ELECTRONIC BUSINESS MACHINES	45638	09/18/2020	Aug. B/W & Color Copy Chgs - 2nd Floor Copier	241.52
FERGUSON ENTERPRISES INC #3011	45639	09/18/2020	Materials for Sinkhole Repair/NE 166th	266.02
FRUHLING SAND & TOPSOIL	45640	09/18/2020	Dump Materials Sinkhole Repair 166/Simonds	270.00
GORDON THOMAS HONEYWELL	45641	09/18/2020	Aug. Governmental Affairs Consulting Svcs	3,908.80
GRANICUS LLC	45642	09/18/2020	Website Customizations	720.00
HOME DEPOT CREDIT SERVICES	45643	09/18/2020	Park & Roadway Materials/Tools	215.23
HONEY BUCKET	45644	09/18/2020	9/5-10/2/20 Squire's Landing Rental	240.35
INSLEE, BEST, DOEZIE & RYDER, P.S.	45645	09/18/2020	July Legal Svcs - COVID Matters	18,210.71
INTERSECTION MEDIA, LLC	45646	09/18/2020	SWM Public Outreach Ads	1,809.20
JACOBS ENGINEERING GROUP	45647	09/18/2020	6/27-8/28 W. Sammamish Bridge Prof. Svcs	80,653.16
KENMORE COMMERCIAL LLC	45648	09/18/2020	October Incubator Bldg. Lease Payment	3,367.04
KING COUNTY FINANCE	45649	09/18/2020	Aug. Road Svcs - Bridge Inspection	1,182.84
KING COUNTY FINANCE	45650	09/18/2020	Aug. Public Defense Indigency Screening	251.00
KING COUNTY FINANCE	45651	09/18/2020	Aug. Road Svcs - Signs/Signals/Street Maint.	17,415.19
KING COUNTY FINANCE	45652	09/18/2020	Aug. Adult/Juvenile Detention Booking/Maint.	618.28
KING COUNTY FINANCE	45653	09/18/2020	Aug. Dump Fees	119.29
KING COUNTY RADIO COMM SERVICES	45654	09/18/2020	8/1-10/31/20 Emergency Radio System	300.30
KING COUNTY RECORDER'S OFFICE	45655	09/18/2020	Difference Due for Squires Recording Fees	100.50
KING COUNTY SHERIFF	45656	09/18/2020	August Police Services	309,105.92
KPFF CONSULTING ENGINEERS	45657	09/18/2020	May NE 153rd Construction Mgmt. Svcs	1,698.34
KPFF CONSULTING ENGINEERS	45658	09/18/2020	July Ped/Bike/Sidewalk Professional Svcs	1,990.73
LAKESIDE INDUSTRIES	45659	09/18/2020	Roadway Materials	213.14
LAKESIDE INDUSTRIES	45660	09/18/2020	7/21-8/30 20-C2130 Simonds Road Overlay	66,214.39
LIGHTHOUSE CONSULTING INC	45661	09/18/2020	August IT Services	2,977.43
LIGHTHOUSE CONSULTING INC	45662	09/18/2020	Aug. Web Hosting/Security/Backup	8,828.60
MINUTEMAN PRESS	45663	09/18/2020	Flyers for Pavement Sealing & Postage	2,243.16
NORTHSHORE FIRE DEPT	45664	09/18/2020	July Fire Marshal Plan Review	160.00

NORTHSHORE UTILITY DIST	45665	09/18/2020	August Fleet Maintenance & Fuel	3,822.65
NORTHSHORE UTILITY DIST	45666	09/18/2020	Purchase of Sullivan Air Compressor Trailer	4,188.00
NORTHWEST ARBORICULTURE LLC	45667	09/18/2020	Tree Assessment @ 8646 NE 170th	200.00
NORTHWEST ARBORICULTURE LLC	45668	09/18/2020	Squire's Landing Poplar Assessment	700.00
OFFICE DEPOT	45669	09/18/2020	Dishwashing Detergent	30.76
OFFICE DEPOT	45670	09/18/2020	Misc. Office Supplies	29.19
OFFICE DEPOT	45671	09/18/2020	Finance Dept. Printer Ink	233.18
OLBRECHTS & ASSOCIATES, PLLC	45672	09/18/2020	Hearing Examiner Services	825.00
OLSON BROTHERS PRO VAC	45673	09/18/2020	Vactor Truck Svcs/Vault Cleaning	4,720.00
OLSON BROTHERS PRO VAC	45674	09/18/2020	8/24-8/26 Vactor Truck Svcs/Jetting	3,261.02
O'REILLY/FIRST CALL	45675	09/18/2020	Tool for Garbage Disposal Replacement	16.49
O'REILLY/FIRST CALL	45676	09/18/2020	Vehicle Soap	14.29
OSBORN CONSULTING INC.	45677	09/18/2020	19-C2012 July Boathouse Construction Mgmt.	18,095.36
PACIFIC OFFICE AUTOMATION	45678	09/18/2020	Monthly Maintenance - Facila Scanners	83.60
PSR MECHANICAL	45679	09/18/2020	Hangar Bldg. UV Filter Installation	1,888.70
PUGET SOUND ENERGY	45680	09/18/2020	August City Hall Electricity	1,822.93
PUGET SOUND ENERGY	45681	09/18/2020	August Street Light Charges	9,024.55
QUALITY BUSINESS SYSTEMS / WELLS FARGO	45682	09/18/2020	9/5-10/4/20 1st Floor Copier Lease	675.53
QUALITY WATER FINANCIAL	45683	09/18/2020	Incubator Bldg. Filtered Water System	65.95
QUALITY WATER FINANCIAL	45684	09/18/2020	Public Works Office Filtered Water System	65.95
REPUBLIC SERVICES	45685	09/18/2020	Aug. City Hall Solid Waste Chgs	582.54
REPUBLIC SERVICES	45686	09/18/2020	Aug. Rhododendron Park Solid Waste Chgs	761.42
RFI ENTERPRISES INC.	45687	09/18/2020	10/1/20-9/30/21 City Hall Security Cameras	3,300.00
RICH MARKETING LLC	45688	09/18/2020	Puget Sound Starts Here Advertising	1,200.00
SCHWARZWALTER, MARK	45689	09/18/2020	Home Office Equipment/Furniture	741.51
SCORE	45690	09/18/2020	Aug. Inmate Housing/Medical	5,209.00
SEATTLE TIMES	45691	09/18/2020	Legal Notice - Squire's Landing	122.65
SEATTLE TIMES	45692	09/18/2020	Legal Ad Dev. Svcs CUP19-0016	104.81
SEATTLE TIMES	45693	09/18/2020	Legal Ad - Dev. Svcs SEPA19-0019	104.81
SHRED IT USA LLC	45694	09/18/2020	Monthly Shredding Service	78.22
STAPLES ADVANTAGE	45695	09/18/2020	Hangar/Parks Cleaning Supplies/Trash Bags	347.26
STATE AUDITOR'S OFFICE	45696	09/18/2020	Audit Services March - August	6,220.50
STEWART MACNICHOLS HARMELL, INC.	45697	09/18/2020	August Public Defense Services	5,000.00
THOMCO CONSTRUCTION, INC.	45698	09/18/2020	20-C2144 Juanita Drive Ped/Bike Project	220,467.23
TOTAL LANDSCAPE CORP	45699	09/18/2020	NS Summit/Squire's/Moorlands Landscaping	4,510.00
UTILITIES UNDERGROUND LOCATION CTR	45700	09/18/2020	August Utility Locates	220.59
VERIZON WIRELESS	45701	09/18/2020	Staff Cell Phones & Data Plans	406.39
WELWEST CONSTRUCTION INC.	45702	09/18/2020	20-C2177 Wallace Swamp Creek Pond Maint.	124,166.90

WILLIAMS, KASTNER & GIBBS PLLC	45703	09/18/2020	8/17-8/28 Special Legal Counsel/Ridout	3,417.80
DRS 457	DFT0000788-89	09/11/2020	DRS 457 Deferred Comp	1,883.91
AVIDIA HEALTH	DFT0000790	09/11/2020	Employee Health Savings Contribution	100.00
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000791-96	09/11/2020	Public Employees Retirement	31,771.26
NAVIA	DFT0000797	09/11/2020	Employee Flexible Spending Account	416.15
BANK OF AMERICA 941	DFT0000798	09/11/2020	Federal Taxes	18,940.83
PAYROLL	Electronic Dep.	9/11/2020	Direct Deposit	110,189.63
TOTAL				<u><u>\$2,352,265.73</u></u>



Vendor Purchases 1/1/20 - 9/18/20

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0002	ACTION ENTERTAINMENT	550
0014	AMERICAN PLANNING ASSOCIATION	1900
0022	ASSOCIATION OF WA CITIES	3290
0024	BAKER, DAVID	4051.53
0037	BASTYR UNIVERSITY	50351.45
0054	BULGER SAFE & LOCK, INC.	376.85
0064	CASCADE PEST CONTROL	1287
0067	CENTER FOR HUMAN SERVICES	28750
0076	CITY OF BELLEVUE	112748.37
0081	CITY OF KENMORE	185.17
0083	CITY OF LAKE FOREST PARK	48111
0086	CITY OF SHORELINE	2783
0092	CODE PUBLISHING COMPANY	4806.8
0099	CONSOLIDATED PRESS	4349.92
0106	CROWN PRODUCTS LLC	1912.95
0109	DAILY JOURNAL OF COMMERCE	1604.4
0111	DEPARTMENT OF ECOLOGY	29445.21
0121	REPUBLIC SERVICES	12424.3
0130	EMPLOYMENT SECURITY DEPARTMENT	11410.02
0134	EVERGREEN PRINT SOLUTIONS	335.36
0137	FERGUSON ENTERPRISES INC #3011	1820.05
0145	FRUHLING SAND & TOPSOIL	1610.83
0151	CALPORTLAND COMPANY	1141.26
0152	GOVERNMENT FINANCE OFFICERS ASSOC	190
0169	HERRERA ENVIRONMENTAL CONSULTANTS	12593.75
0173	HOME DEPOT CREDIT SERVICES	2270.99
0174	HOPELINK	10000
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	161390.22
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	1400
0197	JET CITY PRINTING	1815.55
0201	KCDA PURCHASING COOP	4010.7
0205	KENMORE HERITAGE SOCIETY	100
0212	KING COUNTY FINANCE W.L.R.D.	2713
0213	KING COUNTY ANIMAL SVCS	1435
0216	KING COUNTY FINANCE	1000
0218	KING COUNTY FINANCE	4925.09
0219	KING COUNTY FINANCE	129569.16
0224	SOUND PUBLISHING, INC.	395
0230	KING COUNTY RADIO COMM SERVICES	900.9
0233	KING COUNTY SHERIFF	2370991.99
0235	KING COUNTY TREASURY	39839.98
0246	LAKE CITY PICTURE FRAMING	310.21
0251	LIGHTHOUSE CONSULTING INC	91151.71
0261	PENDLETON CONSULTING LLC	4200.7
0285	NORTHSHORE FIRE DEPT	3164
0286	NORTHSHORE SCHOOL DISTRICT	278033
0287	NORTHSHORE SENIOR CENTER	18950
0288	NORTHSHORE UTILITY DIST	109753.5
0290	NORTHSHORE YOUTH & FAMILY SERVICES	4000
0292	HONEY BUCKET	9195.9
0299	EBIX, INC.	118.27
0300	OFFICE DEPOT	4359.07

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Vendor Purchasing Report

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	17811.48
0310	PACIFIC TOPSOILS	4892.21
0314	PETTY CASH CUSTODIAN	400.31
0327	PUGET SOUND CLEAN AIR AGENCY	18889
0328	PUGET SOUND ENERGY	140149.87
0329	PUGET SOUND FINANCE OFFICERS ASSOC	130
0345	SEATTLE TIMES	5559.94
0350	SIGN UP, SIGN CO, INC	412.5
0355	STAPLES ADVANTAGE	9996.19
0356	STATE AUDITOR'S OFFICE	6220.5
0357	STEWART MACNICHOLS HARMELL, INC.	45000
0359	SOUND CITIES ASSOC	15539.29
0365	TOTAL LANDSCAPE CORP	71328.1
0371	UNITED STATES POSTMASTER	1817.64
0375	US POSTAL SERVICE (HASLER)	6143.89
0385	WA ASSOC OF BUILDING OFFICIALS	120
0387	WA CITIES INSURANCE AUTHORITY	329569
0401	WA STATE DEPT OF TRANSPORTATION	5033.91
0405	WASHINGTON STATE OFFICE CASH MGMT	1142.5
0412	COLUMBIA RIDGE LANDFILL	20098.12
0424	ICMA RETIREMENT TRUST 457 / 304745	113448.4
0425	DRS 457	36214.01
0426	AFLAC	2879.93
0428	BANK OF AMERICA 941	351538.86
0429	AWC EMPLOYEE BENEFIT TRUST	501988.34
0431	DEPARTMENT OF RETIREMENT SYSTEMS	604377.82
0432	DEPARTMENT OF LABOR AND INDUSTRIES	31819.79
0434	UNITED WAY OF KING COUNTY	1007
0436	NATIONAL LIFE OF VERMONT	985.36
0448	UPS STORE KENMORE	524.53
0450	AURORA RENTS	4322.77
0473	ARTS OF KENMORE	3400
0515	NATIONAL LEAGUE OF CITIES	1563
0550	KING COUNTY RECORDER'S OFFICE	431
0558	SNOHOMISH COUNTY	208
0586	QUADIENT LEASING USA, INC.	1596.2
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	5720
0617	KING COUNTY FINANCE	6676.28
0641	TELESYSTEMS WEST	137.51
0685	PACE ENGINEERS, INC.	27263.25
0690	BUILDERS EXCHANGE OF WASHINGTON INC	1156.55
0692	HDR ENGINEERING, INC	290731.42
0696	AMERICAN GENERAL LIFE GPO/400S	2239.36
0699	BANNER BANK DB	1114.51
0743	BANNER BANK NO	5444.58
0764	OUSLEY, NANCY	86.08
0781	QUALITY BUSINESS SYSTEMS INC.	4457.47
0791	NORTHSHORE ROTARY CLUB	427
0807	CASCADE RECREATION, INC	551.25
0817	GRAINGER	3513.98
0828	PUGET SOUND BUSINESS JOURNAL	125
0831	NORTHSHORE PARK & REC SERVICE AREA	2567
0851	EVERMARK, LLC	609.73
0852	GREGORY, JOANNE	3456.98
0858	A+ CONFERENCING	1485.7
0864	COLUMBIA FORD	22530.94
0868	JAYMARC AV	5814.62
0869	BANNER BANK JGORDON	5148.36

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Vendor Purchasing Report

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0892	JACOBS ENGINEERING GROUP	286919.65
0899	SHRED IT USA LLC	566.72
0912	ALCALDE & FAY	30398.2
0913	KENMORE ELEMENTARY	3750
0981	COMCAST BUSINESS	3030.28
0994	GORDON THOMAS HONEYWELL	31435.36
1003	iWORQ SYSTEMS	2800
1010	TOWN CENTER HARDWARE	1137.58
1045	HORIZON DISTRIBUTORS INC	3997.59
1047	SARAH ROBERTS	46841.59
1052	FIRE PROTECTION, INC	6787.65
1068	WA STATE DEPT OF LABOR & INDUSTRIES	147.2
1114	PHSI PURE HEALTH SOLUTIONS INC.	606.54
1116	FRONTIER	4922.99
1123	AM TEST, INC	1850
1140	PAWS	2551
1148	AGORA REFRESHMENTS	604.34
1168	SCHINDLER ELEVATOR CORPORATION	1890.83
1177	WELLS FARGO FINANCIAL	81.67
1197	MILLER STEPHENS, MARY	11250
1215	STATE OF FLORIDA DISBURSEMENT UNIT	5225
1216	ADVANCE TESTING & SERVICE INC	1566
1222	OLSON BROTHERS PRO VAC	42925.12
1248	KENMORE AIR	625
1259	PERTEET INC.	352.36
1267	AUTOMATED CONTROLS	1551
1269	KAMINS CONSTRUCTION INC.	34996.72
1293	THE WATERSHED COMPANY	9287.5
1297	GOVERNMENT FINANCE RESEARCH GROUP	1995
1299	VERIZON WIRELESS	3137.11
1309	BANNER BANK BAKER	7383.91
1311	WASHINGTON STATE PATROL	1039.49
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	6000
1322	AABCO BARRICADE COMPANY INC.	2475
1326	JOYCE ZIKER PARKINSON	2437.5
1328	ANCHOR QEA, LLC	520
1331	KBA INC.	646724.45
1333	WELWEST CONSTRUCTION INC.	124166.9
1339	STATE OF WA DEPARTMENT OF LICENSING	0.44
1345	SHERWIN WILLIAMS CO. #8099	102.6
1356	KARLINSEY, ROB	150.08
1357	KENMORE COMMERCIAL LLC	33670.4
1358	ALPHAGRAPHS	846.16
1372	AAA PRINTING	922.14
1385	CITYWORKS/ AZTECA SYSTEMS INC.	37100
1390	UTILITIES UNDERGROUND LOCATION CTR	1818.9
1403	OSBORN CONSULTING INC.	196086.56
1431	BRIEN, GAYLYNN	400
1452	CITY OF KENT	500
1456	HESTON VISUAL ARTS	214.7
1457	LANGUAGE LINE SERVICES, INC.	35.37
1459	FLEMINGS HOLIDAY LIGHTING LLC	5174.7
1485	WA ASSOC OF PUBLIC RECORDS OFFICERS	25
1500	MARINE FLOATS CORPORATION	3622.49
1504	SCORE	163512.15
1524	GRANICUS LLC	720
1555	LINCOLN NATIONAL LIFE INSURANCE	10819.84
1581	STARDOM SERVICES, INC.	4931.54

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Vendor Purchasing Report

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1605	ALL CITY FENCE CO.	2332
1606	GALLATIN PUBLIC AFFAIRS	22064.25
1629	WESTERN DISPLAY FIREWORKS, LTD.	4750
1657	STEWART TITLE COMPANY	258326.3
1673	KPFF CONSULTING ENGINEERS	126330.63
1689	MOTT MACDONALD GROUP, INC.	455136.96
1704	BANNER BANK RK	9291.2
1711	SOFTWAREONE, INC.	11360.34
1712	SITEIMPROVE, INC.	3353.9
1714	KRAZAN & ASSOCIATES, INC.	2325
1715	THE WIDE FORMAT COMPANY	352
1718	RESOURCE EXPLORATION, LLC	20000
1721	GOOD TO GO	2.75
1731	NORTHWEST ARBORICULTURE LLC	8219.4
1738	MUNIMANAGE, LLC	5280
1754	RFI ENTERPRISES INC.	3665.2
1762	BAKER, BRIDGIT	905.54
1763	REID, JAMES FALCONER	16642.5
1774	OWEN EQUIPMENT COMPANY	1112.43
1786	TYLER TECHNOLOGIES, INC.	18951.58
1795	CABOT DOW ASSOCIATES	1196.25
1798	OLBRECHTS & ASSOCIATES, PLLC	825
1814	YSI INCORPORATED, A XYLEM BRAND	1789.98
1816	NAVIA	20906.85
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	6270.16
1829	SHI INTERNATIONAL CORP.	882.79
1838	AVIDIA HEALTH	1900
1863	HAULAWAY STORAGE CONTAINERS, INC.	954.8
1884	CADMAN MATERIALS, INC.	647.96
1885	NATIONAL BARRICADE CO., LLC	3627.71
1889	WILLIAMS, KASTNER & GIBBS PLLC	61795.73
1892	HEARTH MUSIC	4100
1900	ASPECT CONSULTING LLC	2405
1901	NORTH COAST ELECTRIC COMPANY	1837.55
1908	VAUGHAN, KENT	400
1914	MCNAMARA SIGNS	1420.29
1927	GAMETIME	2429.19
1930	T MOBILE USA, INC.	7673.75
1932	U.S. BANK N.A. / CUSTODY	276
1945	GLASS MASTERS LLC	3445
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	100
1960	WALTER E. NELSON CO.	408.87
1964	EARTHWORKS	48198.93
1970	CROSSROAD SIGN	385
1978	GOVDELIVERY, LLC	6440
1979	MSPT XXII, LLC	500
1980	HRA VEBA TRUST	37356.54
1985	CONTRACT LAND STAFF LLC	27120.49
1991	WASHINGTON STATE TREASURER	6290.28
1993	HYAS GROUP, LLC	7500
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50
2004	RED BARN ENGINEERING, INC.	52274.25
2007	HYDROPOINT DATA SYSTEMS, INC.	1077
2009	O'CONNOR CONSULTING GROUP, LLC	21000
2010	JUDHA OF LION LANDSCAPING AND SERVICES LLC	1932.8
2017	DARRELL THOMSON	1667.58
2024	DFR LAW GROUP, LLC	600
2048	SMS CLEANING, INC.	51960

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Vendor Purchasing Report

Vendor Set: Vendor Set 01

VII. A. Approve Check #s 45604 through 45703 in the amount of \$2,188,963...

Vendor	Name	Volume
2049	SUNBELT RENTALS	310.28
2054	BLUE FLAME HEATING, AIR & ELECTRIC	264.6
2063	French Touchup LLC	5400
2075	LANDEZA, PATRICK	1000
2078	WA RECREATION & PARK ASSOC.	725
2081	SHANNON & WILSON, INC.	24209.5
2096	TUPLING, SANDRA	302.54
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180
2119	PIONEER TOWING COMPANY	138000
2120	LAKEPOINTE, INC.	24000
2126	SCHWARZWALTER, MARK	741.51
2135	AMERICAN SOLUTIONS FOR BUSINESS	1511.42
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	334162.98
2143	ERIK D PLUMBER LLC	165
2144	MODUS TECHNOLOGY, INC.	721.22
2147	SOD SPOT LLC	5400
2156	ASSOCIATED PETROLEUM PRODUCTS INC.	1536.49
2157	SOUND SAFETY PRODUCTS CO.	1482.09
2161	BENNETT GOLD, TOBIN	4035.47
2167	APWA/WA CHAPTER	1500
2175	ELECTRONIC BUSINESS MACHINES	2377.32
2176	CANON FINANCIAL SERVICES, INC.	2126.72
2183	SISKUN POWER EQUIPMENT	1672.86
2196	ENGAGED PUBLIC	6500
2199	HALALILO, PAULA	40
2206	CHECK RIDE	3450
2209	MORUP SIGNS, INC.	3784.02
2211	PRECISION FUEL SOLUTIONS	1237.5
2214	CAROLYN LAW	6487.5
2215	INTERSECTION MEDIA, LLC	2003.42
2221	O'REILLY/FIRST CALL	103.34
2222	GRADE, INC.	14044.24
2227	EARTHCORPS	7590
2231	A WORKSAFE SERVICE, INC	55
2236	COMCAST	23292.53
2237	CREATIVE HOUSE BRANDING	942.93
2242	MARY'S PLACE	23334
2247	EMERALD PAVING, INC	4941
2248	INTERNATIONAL PUBLIC MGT ASSOC FOR HUMAN RESOURCE!	156
2249	KING COUNTY BAR ASSOCIATION	750
2252	TRUGREEN	907.5
2253	CHANCERY CIVIC LLC	11208.6
2254	U.S. BANK PURCHASE CARDS	125543.53
2259	MINUTEMAN PRESS	18400.76
2262	DILIGENT CORPORATION	16703.51
2264	SWOFFORD EXCAVATING	50707.8
2268	IRIS WINDOW COVERINGS	8635
2270	LAKESIDE INDUSTRIES	316359.15
2283	VSS INTERNATIONAL INC.	92776.06
2285	QUALITY WATER FINANCIAL	1187.1
2295	ALL THINGS HR, LLC	455
2300	MICROSOFT CORPORATION	7288.51
2311	BEST BEST & KRIEGER LLP ATTORNEYS AT LAW	11232
2312	GOOD, MICHAEL J.	250
2313	MANAGEMENT PARTNERS	26930
2318	PIXEYES GRAPHICS & DESIGN	1860
2319	SITESCAPES	2670
2327	PACIFIC AIR CONTROL, INC.	7191.26

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Vendor Purchasing Report

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2333	NORTHEND TRUCK EQUIPMENT CO., LLC	1062.33
2334	NORTHSHORE YOUTH SOCCER ASSOC.	44
2335	DEBO, ALEXANDER	150
2336	CHRISTEN ESTATES, LLC	15000
2337	HUANG, ANGELINA	7500
2338	58 STARS TRAVEL	940.3
2340	MOJO STRATEGIES	27000
2341	ALLIANCEONE RECEIVABLES MGMT INC	350.93
2342	RAINBOW TOWING	302.5
2343	KNOWBE4, INC.	735.92
2344	DZHENKOV, PETAR	275
2345	DEOL, GUR RAJ	275
2346	DILLON, MARGARET	550
2347	HOUSING AUTHORITY OF KING COUNTY WA	3525
2348	ARROWHEAD PARK VISTA CONDOMINIUM ASSOCIATION	2150
2349	SSI & MHA CORPORATION	9755
2351	ENGINEER SUPPLY	709
2352	EARTHCAM	15715.73
2353	NORTHSHORE SCHOOLS FOUNDATION	4000
2354	ALLAN WEBB NISSAN	62542.46
2355	BUREAU VERITAS	9900
2356	KEIM, JEANNIE	150
2357	4IMPRINT	432.07
2359	PRECISION PLUMBING AND HEATING	165.9
2360	O'CAIN, MELANIE	965.22
2361	BFI 4 LLC	26351.99
2362	CHASEWEST VENTURES, INC.	25406.25
2363	IDAHO ASSOC. OF BUILDING OFFICIALS, INC.	25
2364	JASON'S CREATIONS	350
2365	ADAM TIEGS	350
2366	CCI SOLUTIONS	858
2367	MARGARET FLYNN	650
2368	JEFF LUKE PHOTOGRAPHY LLC	4525.11
2369	MARIA SZABLYA RIVAS	150
2370	PYRAMID CATERING & EVENTS	925
2371	RACHEL RISING	150
2372	ANDERSON ROOFING INC.	218.6
2373	BRAD OR KELLI CARSON	150
2374	DEPARTMENT OF NATURAL RESOURCES	1261.17
2375	FONG, DAPHNE	150
2376	LISA TROUT	100
2377	NORTH URBAN HUMAN SVCS ALLIANCE	1000
2378	NXLVLUP, LLC	17048
2379	JENNIFER DIXON	15000
2380	JOHN BROWN	56.75
2381	NORTHLAKE LITTLE LEAGUE	2296
2382	FOCUS TOOLS & ENGINEERING, INC.	25050
2383	NORTH LAKE LITTLE LEAGUE	3080
2384	NORTHWEST ENERGY EFFICIENCY COUNCIL	75
2386	CECCANTI, INC.	8447837
2387	HUI, IVANA	150
2388	3CMA CITY-COUNTY COMMUNICATIONS & MARKETING ASSO	400
2389	JET CITY CLEANING	5632
2392	DEPARTMENT OF COMMERCE	6561.97
2393	SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTHWEST	2637.98
2394	GRIESEL, LEN	21388.5
2395	PLASTIC SALES & SERVICE INC.	8452.15
2396	ZIPLY FIBER	4941.02

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Vendor Purchasing Report

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2399	COPIERS NORTHWEST	7598.8
2400	MSR GLASS HOUSE, LLC	9500
2401	SHIXIONG HU	7500
2402	PACIFIC OFFICE AUTOMATION	6327.2
2403	AMERICALL	2421.06
2404	BAKER, W. COLE	13.39
2406	FISCHER, AUSTIN	13.39
2408	FISHER, AKSEL	13.39
2410	KENDALL FORD OF MARYSVILLE	51263.4
2411	STELL ENVIRONMENTAL ENTERPRISES, INC	10650.19
2412	OTTO ROSENAU & ASSOCIATES, INC	427.88
2413	ICLEI	600
2414	GENCAP CONSTRUCTION CORP	500589.43
2416	KIERA CONDON	450
2417	SUMMIT LAW GROUP PLLC	9492.5
2418	AMERICAN LEAK DETECTION	1782
2419	MIKE FOLDEN PRODUCTIONS	4000
2421	SIGNARAMA	280.76
2423	MAUREEN COLAIZZI	119
2424	BAUTISTA, REGINALD	269.48
2425	THOMCO CONSTRUCTION, INC.	381215.39
2426	OASIS EIGHT, LLC	7500
2427	LAKESIDE INDUSTRIES	542293.99
2430	SANCHEZ, EUGENIO	108.55
2431	ALPINE PRODUCTS INC.	944.22
2432	RICH MARKETING LLC	1200
2433	BEC LYNN LEWIS	11073.8
2434	PSR MECHANICAL	1888.7

Vendor Set Vendor Set 01 Total:	21194320.87
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**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic: PACE Engineers, Inc. Consulting Contract Proposed Council Action/Motion: Authorize City Manager to execute Contract No. 20-C2129, Amendment No. 1 with PACE Engineers, Inc. to continue to perform development review services	For Council Meeting Agenda of: <u>September 28, 2020</u> Department: <u>Development Services</u> Prepared by: <u>Bryan Hampson, Director</u> <table style="width: 100%;"> <tr> <td style="width: 70%;"></td><td style="text-align: right;"><u>Initial & Date</u></td></tr> <tr> <td>Approved by Department Head:</td><td style="text-align: right;"><u>BH 9-23-20</u></td></tr> <tr> <td>Approved by City Attorney:</td><td style="text-align: right;"><u>NA</u></td></tr> <tr> <td>Approved by Finance Director:</td><td style="text-align: right;"><u>JG</u></td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;"><u>RK</u></td></tr> </table>		<u>Initial & Date</u>	Approved by Department Head:	<u>BH 9-23-20</u>	Approved by City Attorney:	<u>NA</u>	Approved by Finance Director:	<u>JG</u>	Approved by City Manager:	<u>RK</u>
	<u>Initial & Date</u>										
Approved by Department Head:	<u>BH 9-23-20</u>										
Approved by City Attorney:	<u>NA</u>										
Approved by Finance Director:	<u>JG</u>										
Approved by City Manager:	<u>RK</u>										
<u>INFORMATION/BACKGROUND:</u> To mitigate the permitting backlog due to the impact of Covid-19 the City will utilize more of PACE Engineers, Inc. services. Contract No, 20-C2129 not to exceed amount is \$50,000. Amendment No. 1 increases the maximum contract amount to \$100,000. Specific tasks the support services include review of grading plans, erosion control plans, stormwater systems, traffic review, parking review, environmental and other activities associated with the review and approval of proposed development projects within the City.											
<u>FISCAL CONSIDERATION:</u> Washington State Department of Commerce considers consulting permit assistance used to assist with the Covid-19 related permit backlog an eligible reimbursable expense through the Coronavirus Relief Fund, CARES Act. In addition, the City receives engineering and planning fees from developers and applicants during the permitting process which are also used to support this contract. Development revenues did not drop as much as previously predicted due to Covid-19. 2020 development revenues are slightly down compared to the 2019 revenues, as anticipated with the revenue projections used for the 2019-2020 Biennial Budget.											
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> These services address City Council Goal # 1: 1. Focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel.											



City Council Business Agenda Item City of Kenmore, WA

Subject/Topic: Eligible reimbursement expenditures related to the use of the City's \$1,049,400.00 allocation of Coronavirus Relief Funds (CRF) under the Coronavirus Aid Relief and Economic Security (CARES) Act	For Council Meeting Agenda of September 28, 2020 Department: Community Development and Finance and Administration Prepared by: Debbie Bent, Community Development Director, Lauri Anderson, Principal Planner, Joanne Gregory, Finance Director, Nancy Ousley Assistant City Manager and Rita Moreno, Recreation Coordinator										
Proposed Council Action/Motion: Motion to approve the use of the \$1,049,400 of Coronavirus Relief Funds (CRF) based on estimated eligible reimbursement expenditures	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"></th><th style="text-align: left; border-bottom: 1px solid black;"><u>Initial & Date</u></th></tr> </thead> <tbody> <tr> <td>Approved by Department Head:</td><td>DB 9/23/20</td></tr> <tr> <td>Approved by City Attorney:</td><td>N/A</td></tr> <tr> <td>Approved by Finance Director:</td><td>JG</td></tr> <tr> <td>Approved by City Manager:</td><td>RK</td></tr> </tbody> </table> Exhibits/Attachments:		<u>Initial & Date</u>	Approved by Department Head:	DB 9/23/20	Approved by City Attorney:	N/A	Approved by Finance Director:	JG	Approved by City Manager:	RK
	<u>Initial & Date</u>										
Approved by Department Head:	DB 9/23/20										
Approved by City Attorney:	N/A										
Approved by Finance Director:	JG										
Approved by City Manager:	RK										
INFORMATION/BACKGROUND: At the 9/28/20 Council meeting, staff will provide a status update on eligible reimbursement costs related to the use of the City's \$1,049,400.00 allocation of Coronavirus Relief Funds (CRF) under the Coronavirus Aid Relief and Economic Security (CARES) Act. The City can receive reimbursement of eligible City costs related to the Covid-19 health emergency for the period between March 1, 2020 and November 30, 2020. The City can also use these funds to provide assistance to businesses, human service agencies, or other organizations in the community to offset their eligible costs related to Covid-19. The City entered into a contract with the Department of Commerce (Contract 20-6541C-209) who are administering eligible reimbursement requests. In summary a total of \$1,089,803 estimated expenditures March through November \$528,372 are estimated for City eligible expenditures (payroll, expenses to facilitate teleworking, PPE and other safety measures) \$110,000 for rental assistance for Kenmore residents (Council authorized a not to exceed amount of \$300,000 for a contract with Hopelink) \$133,130 for Kenmore business assistance (grants to small businesses, business opening kits, Bastyr University) \$95,301 for assistance to human service agencies serving Kenmore residents \$203,000 for assistance to schools (Northshore School District including: internet hot spots, PPE and daycare for emergency responders. Northshore School Foundation including: internet access and also emergency aid) \$20,000 for assistance to Kenmore arts and cultural organizations Please note that above amounts for each category are general estimates, and the final amounts given to each category will vary from the above list. For example, there may be more demand for rental assistance than the \$110,000 listed above and less need or less urgency in other categories; as a result, funding would shift accordingly. Background: On April 27, 2020 Governor Inslee announced the award of nearly \$300m to local governments in Coronavirus Relief Funds (CRF) from the State's allocation of the Coronavirus Aid Relief and Economic Security (CARES) Act. The allocation of \$699,600 was based on Kenmore's 2019 population estimate. The City entered into a											

contract with the Department of Commerce (Contract 20-6541C-209) who are administering eligible reimbursement requests.

On September 2, 2020 Governor Inslee announced the award of an additional award of just over \$124m to local governments in CRF funds. The City is eligible to receive an additional \$349,800 of CRF funds, again based on Kenmore's 2019 population estimate. The contract with the Department of Commerce will be amended to reflect a new total contract amount of \$1,049,400.

On June 22, 2020 staff presented an estimate of eligible City costs March 1 through October 31, 2020 (the original deadline for CRF reimbursement). Staff estimated \$595,719 of eligible city costs for reimbursement from the \$699,600 of available CRF funds. Council passed a motion that two-thirds of the estimated \$103,881 remaining after city expenditures was for rental assistance (\$69,254) and one-third for business assistance (\$34,627). Also, on June 22 Council assigned the \$20,000 identified for a community survey (in the "other" category of eligible city expenses) for business assistance. In addition, \$31,000 was assumed in eligible City expenditures for business opening kits (e.g. hand sanitizer, thermometers, masks). Total \$85,627 for business assistance from the City's \$699,600 CRF funds.

- A. **City Expenditures:** On June 22nd staff presented an estimate of \$595,719 of eligible City costs related to the Covid-19 health emergency between March 1st and October 31st (the original period for eligible costs). Staff's revised estimate of cost through November 30th is \$528,372. This leaves \$521,028 for non-city Covid-19 related expenditures.
- B. **Rental Assistance:** On June 22nd Council gave direction that two-thirds (\$69,254) of the remaining \$103,881 of the original \$699,600 CRF funds should be allocated for rental assistance for Kenmore residents. Kenmore does not have its own rental assistance program. On September 20th Council passed Resolution 20-353 implementing Council direction given June 22nd to provide CRF funds to human service agencies who provide rental assistance for housing for Kenmore residents. Section 1 of the resolution authorizes expenditures of up to \$300,000 from the general fund as grants to Hopelink and further authorizes the City Manager to seek reimbursement of this amount from the CARES Act funding allocated to the City. The \$300,000 is a "not to exceed" amount due to uncertainty as to what amount of funds are needed for rental assistance and are available after designating funds for other purposes. The initial distribution would be at least the \$69,354 previously authorized by the City Council but if more is needed and available, this "not to exceed" amount would provide authorization to make additional disbursements. Staff currently estimates \$110,000 for rental assistance based on feedback from Hopelink.
- C. **Human Service Agency Assistance:** At the June 22nd Council meeting, staff noted that \$70,500 of City funds are allocated to human service agencies for Covid-19 related expenses. These funds are in addition to the \$172,545 allocated to human service agencies in 2020 approved by Council. Staff reported June 22nd that \$20,500 had already been allocated to human service agencies. Staff contacted human service agencies and recommends that the allocation be increased to \$95,301 based on potential requests.
- D. **Business Assistance:** On June 22nd Council gave direction that one-third (\$34,627) of the remaining \$103,881 of the original \$699,600 CRF funds should be allocated for Kenmore business assistance. The City has executed contracts with twenty-three Kenmore businesses in an amount of \$53,500. These businesses originally applied for the Working Washington grants for small businesses administered through the Department of Commerce but were unsuccessful in obtaining funding. Two Kenmore small businesses did obtain Working Washington grants. A second round of Working Washington Grants closed applications on September 21st. Staff recommends increasing the total allocation for business assistance to \$133,130 for expenditures for additional small business grants, distribution of kits for business opening and assistance to Bastyr University

The City also received \$35,615 of King County CRF funds for business assistance which is accounted for in a separate contract with the Department of Commerce.

- E. **Arts and Cultural Assistance:** Staff recently contacted local arts and cultural organizations and recommends an allocation of \$20,000 for assistance to Kenmore arts and cultural organizations.

Department of Commerce Cost Eligibility and Eligibility Test: The City entered into a contract with the Department of Commerce (Contract 20-6541C-209) who are administering eligible reimbursement requests.

Commerce developed an eligibility cost test. It is the City's responsibility to define "necessary" or "substantially different" and to make their own determination. No receipts or proof of payment for costs incurred are required to be submitted to Commerce. However, the City is still required to maintain sufficient accounting records in accordance with state and federal laws and monitoring visits may be scheduled.

If all responses for the incurred cost are "true" for all five statements below, then the City can feel confident the cost is eligible:

1. The expense is connected to the COVID-19 emergency.
2. The expense is "necessary".
3. The expense is not filling a short fall in government revenues.
4. The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020.
5. The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose.

An additional consideration is whether the funds are used to address immediate impacts.

Eligibility Cost Categories: There are six (6) primary eligible cost categories.

1. Medical Expenses

- Public hospitals, clinics, and similar facilities
- Temporary public medical facilities & increased capacity
- COVID-19 testing, including serological testing
- Emergency medical response expenses
- Telemedicine capabilities
- Other

2. Public Health Expenses

- Communication and enforcement of public health measures
- Medical and protective supplies, including sanitation and PPE
- Disinfecting public areas and other facilities
- Technical assistance on COVID-19 threat mitigation
- Public safety measures undertaken
- Quarantining individuals
- Other

3. Payroll Expenses for Public Employees Dedicated to COVID-19

- Public Safety
- Public Health
- Health Care
- Human Services
- Economic Development
- Other

4. Expenses to Facilitate Compliance with COVID-19 Measures

- Food access and delivery to residents
- Distance learning tied to school closings
- Telework capabilities of public employees
- Paid sick and paid family and medical leave to public employees
- COVID-19-related expenses in county jails
- Care and mitigation services for homeless populations
- Other

5. Economic Supports

- Small Business Grants for business interruptions
- Payroll Support Programs
- Other

6. Other COVID-19 Expenses

FISCAL CONSIDERATION: The City is eligible to receive \$1,049,400 of Coronavirus Relief Funds (CRF) under the Coronavirus Aid Relief and Economic Security (CARES) Act for reimbursement of eligible expenses related to the Covid-19 health emergency for the period between March 1, 2020 and November 30, 2020. The City entered a contract with the State Department of Commerce (Contract 20-6541C-209) who are administering eligible reimbursement requests.

Eligible expenses are first accounted for in the City's General Fund. The City submits reimbursement requests for eligible expenditures to the Department of Commerce and the General Fund is replenished upon receipt of reimbursement.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED: At the 9/10/20 Council budget retreat the Council noted that the Covid-19 pandemic came after the Council had established priorities for 2020. Response to the pandemic was not added as a new priority. However, Council recognized the City's response to the pandemic should be noted in the priority list



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Ordinance No. 20-0511
An Ordinance of the City of Kenmore,
Washington, Amending Section 5.105.040
and 5.105.090 of the Kenmore Municipal
Code Relating to Exemptions and Renewals
of the Business Registration Program; and
Establishing an Effective Date

For Council Meeting Agenda of: 28 Sept 2020

Department: Executive

Prepared by: Nancy Ousley, Assistant City Manager

Initial & Date

Approved by Department Head: *NKO 17 SEPT 2020*

Approved by City Attorney: *CAW*

Approved by Finance Director: *DR via email*

Approved by City Manager: *PK*

Exhibits/Attachments:

1. Ordinance No. 20-0511
2. Final Bill Report EHB 2005
3. Final Bill Report SSB 6632

Proposed Council Action/Motion:
Motion to Adopt Ordinance No. 20-0511

INFORMATION/BACKGROUND:

The proposed Ordinance amends the requirement to obtain a Kenmore Business Registration by changing the gross annual income threshold triggering the requirement from \$12,000 per year to \$2000 per year.

The Kenmore City Council approved Ordinance No. 13-0356 in 2013 creating the Business Registration Program requiring businesses with a physical location in Kenmore and annual revenue of \$12,000 or more to get a registration through the WA Department of Revenue Business Licensing Service (DOR/BLS). This has provided helpful information to the City on the business sectors and characteristics (such as home based business) represented in Kenmore, and most importantly, an efficient means of communicating with local businesses. At the time of adoption, Kenmore was one of very few municipalities in King or Snohomish Counties without a local business license requirement. Kenmore is one of two cities in the state that requires only businesses with a physical location in the city to obtain a local business license; most require any business doing business in a city to obtain a local license.

There are currently approximately 800 registered businesses and non profit organizations in Kenmore.

State Legislation was enacted in 2017 that requires all cities with a general business license requirement to partner with DOR/BLS to administer their programs by 2020 (or 2027 if they are affiliated with the FileLocal partnership). The 2017 legislation (EHB 2005) also directed the Association of Washington Cities to form a committee to develop a business licensing model ordinance and a uniform minimum threshold for requiring a business license. The threshold for annual revenue triggering the business license requirement is \$2000, though a limited number of cities have higher thresholds. Kenmore is one of four

cities with a \$12,000 threshold. The City Council approved minor modifications to the Code in 2019 to conform to the provisions of the model ordinance.

The importance of maintaining contact with our local business community is underscored in 2020, and the Administration recommends broadening the range of businesses with a physical location in Kenmore who will be included in Business Registration. No change to the Kenmore annual fee is recommended.

The fee structure is : Initial Registration \$10 Kenmore fee; DOR BLS Admin fee \$19
 Annual Renewal \$10 Kenmore fee; DOR BLS Admin fee \$11
 Non Profit Organizations pay only the DOR BLS Administrative fee

(Note that legislation was adopted in 2020 that modified the DOR administrative license fees to open or reopen a business.)

The Ordinance also removes a late fee for annual renewal.

The City is required to provide the Department of Revenue with at least 75 days notice of any changes to local fees or the requirements of who must obtain a license/registration. Although staff have discussed this proposal with the Kenmore Business Alliance, the notice period will allow time to provide additional notice to the community and businesses of the changes in the registration requirements before the effective date of the Ordinance.

FISCAL CONSIDERATION:

No changes to the local fees for Business Registration are recommended. The revenue from this program is directed to business services, such as the Bothell Kenmore Chamber staffing for the monthly meetings of the Kenmore Business Alliance.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Implement the Economic Development Plan

CITY OF KENMORE

WASHINGTON

ORDINANCE NO. 20-0511

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, AMENDING
SECTION 5.105.040 AND 5.105.090 OF THE KENMORE MUNICIPAL CODE
RELATING TO EXEMPTIONS AND RENEWALS OF THE BUSINESS
REGISTRATION PROGRAM; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, in 2013 the City Council adopted Ordinance 13-0356, which established Chapter 5.105 of the Kenmore Municipal Code (KMC), the Kenmore Business Registration Program; and

WHEREAS, in 2018, the Washington State Legislature adopted Chapter 35.90 RCW, which required all cities and towns with general business licensing requirements to adopt uniform “model ordinance” language that identifies what types of commercial activities are and are not subject to business licensing requirements; and

WHEREAS, a task force was created and formulated the “model ordinance” language that includes the definition of “engaging in business” and a minimum threshold standard for requiring business licenses; and

WHEREAS, the City adopted Ordinance 18-0468, which included the model ordinance language, but increased the exemption threshold from \$2,000 under the model ordinance to \$12,000; and

WHEREAS, the City Council desires to amend the exemptions under KMC 5.105.040.E, and KMC 5.105.040F.1 to be consistent with the model ordinance’s minimum threshold amount of \$2,000, and to revise KMC 5.105.090 to remove the renewal late fee which has been determined by staff to be administratively unnecessary; and

WHEREAS, pursuant to RCW 35.90.070, City staff provided notice to the Department of Revenue (DOR) of the proposed changes to KMC 5.105.040.E, KMC 5.105.040F.1, and KMC 5.105.090 on September 21, 2020, and as such, the statutory 75-day notice period required prior to those sections becoming effective is December 7, 2020;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DO ORDAIN:

Section 1. Amendment. The City Council amends Section 5.105.040 of the Kenmore Municipal Code to read as follows:

5.105.040 Exception – Applicability of provisions.

This chapter does not apply to:

A. The performance of governmental or proprietary functions by any instrumentality of the United States, the State of Washington, or any political subdivision thereof, including City sponsored civic events.

B. The delivery of goods by vehicle to a customer or client by a business where the sale occurred on a *business* premises outside of the City and the only event occurring within the City is a delivery.

C. Accredited public or private schools, colleges, or universities, as to their education endeavors only; churches and other religious bodies, as to their religious activities only; political groups and organizations as to their political activities only.

D. Minors, a *person* under the age of 18, engaged in *business* or operating a *business* concern where no other *person* is employed by the minor.

E. A business located within the City with an annual gross income of ~~\$2,000~~\$12,000 or less.

F. To the extent set forth in this section, the following persons and businesses shall be exempt from the registration, license and/or license fee requirements as outlined in this chapter:

1. Any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the City is equal to or less than ~~\$2,000~~\$12,000 and who does not maintain a place of business within the City shall be exempt from the general business license requirements in this chapter. The exemption does not apply to regulatory requirements or activities that require a specialized permit.

G. Notwithstanding subsection F of this section, a business that is not located within the City is exempt from this chapter regardless of the annual value of products, gross proceeds of sales, or gross income of the business in the City.

H. Farmers selling fruit, vegetables, berries, eggs, or any farm produce or edibles raised, gathered, produced or manufactured by such *person*; provided, that nothing herein authorizes any *person* to sell, deliver or peddle any dairy product, meat, poultry, eel, fish, mollusk or shellfish without a license as otherwise required by the State of Washington.

I. Where preempted by Federal or State constitutions or laws. [Ord. 18-0468 § 1 (Exh. A); Ord. 15-0402 § 1 (Att. A); Ord. 13-0356 § 1 (Exh. 1).]

Section 2. Amendment. The City Council amends KMC 5.105.090 to read as follows:

5.105.090 Late renewal.

Each *business* registration issued must be renewed annually on or before the expiration date, or expiration of any prorated period. ~~Failure to renew a *business* registration by the expiration date may result in an increase in the amount of the renewal fee by 50 percent.~~

Section 3. Effective Date.

A. This Ordinance shall be published in the official newspaper of the City.

B. RCW 35.90.070 requires that any change enacted to the Business Registration Program take effect no sooner than seventy-five (75) days after DOR receives notice of the change if the change affects in any way who must obtain a license, who is exempt from obtaining the license, or the amount or method of determining any fee for the issuance or renewal of a license. Accordingly, the amendments to KMC 5.105.040.E, KMC 5.105.040.F.1, and KMC 5.105.090, adopted by this Ordinance shall take effect and be in full force seventy-five (75) days after the City's notice to DOR of the proposed changes to the Kenmore Business Registration Program, which date shall be December 7, 2020.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON
THE _____ DAY OF _____, 2020.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

Filed with the City Clerk:

Passed by the City Council:

Ordinance No.:

Date of Publication:

Effective Date:

FINAL BILL REPORT EHB 2005

C 209 L 17 Synopsis as Enacted

Brief Description: Improving the business climate in this state by simplifying the administration of municipal general business licenses.

Sponsors: Representatives Lytton, Nealey, Kagi and Ormsby.

House Committee on Finance
Senate Committee on Commerce, Labor & Sports
Senate Committee on Ways & Means

Background:

City Business and Occupation Taxes.

Local Business and Occupation (B&O) taxes are levied at a percentage rate on the gross receipts of a business, less some deductions. Businesses are put in different classes such as manufacturing, wholesaling, retailing, and services. Within each class the rate must be the same, but it may differ among classes. Forty-three of Washington's 281 cities levy this tax.

In 2003 legislation directed the Association of Washington Cities (AWC) to convene a committee to develop a model ordinance that would be adopted by all cities imposing a B&O tax no later than December 31, 2004. The model ordinance was required to contain certain mandatory provisions: a system of credits that prevent multiple taxation of the same income; a gross receipts threshold for small businesses; tax reporting frequency requirements; and provisions for penalties and interest, refunds, and deductions comparable with state law. Beginning January 1, 2008, cities that levied a B&O tax were required to allow for allocation and apportionment of taxes between cities.

City Business Licensing.

Approximately 212 of Washington's 281 cities require a business license for any business conducting business activities within the city. Fees associated with business licenses vary from flat rate charges to fees based on factors, including employee count, square footage occupied, or business type. For cities imposing a B&O tax, business licensing fees and filing requirements are separate, and in addition to B&O taxes.

Administration of Local Business and Occupation Tax and Local Business Licensing.

This analysis was prepared by non-partisan legislative staff for the use of legislative members in their deliberations. This analysis is not a part of the legislation nor does it constitute a statement of legislative intent.

The Business Licensing Service (BLS) within the Department of Revenue (DOR) is the clearinghouse for business licensing, partners with 10 state agencies, and facilitates the issuance of local business licenses on behalf of approximately 70 cities. Agency programs and municipalities retain full regulatory control over their registration and compliance requirements.

In 2014 the cities of Seattle, Tacoma, Bellevue, and Everett signed an interlocal agreement to establish a "one-stop" system for tax payment and business license application filing to make it easier and more efficient for businesses to apply for local business licenses, and file local taxes, while the cities retain local control over local licensing, tax collection functions, and policies. The objective is to administer tax collection and business licensing functions collectively, and allow businesses operating in multiple cities to use a one-stop system for tax payment or local business license application filing. The project became operational in 2016 and is known as FileLocal.

Local Tax and Licensing Simplification Task Force.

In 2015 legislation was enacted directing the Department to lead a Local Tax and Licensing Simplification Task Force (Simplification Task Force) during the 2016 interim to evaluate and develop options to: (a) improve the local business licensing process; (b) examine the difference in nexus between the state and cities; (c) examine allocation and apportionment methods; (d) centralize B&O tax collection; and (e) share data between the Department and FileLocal.

In 2017 the Simplification Task Force prepared and presented a report for the Legislature that examined the differences in apportionment and nexus between state and local B&O taxes, and how these differences affect taxpayers and cities; evaluated additional and alternative options to improve the administration of local business taxes and licensing; and provided recommendations for options evaluated by the Simplification Task Force. The Simplification Task Force provided recommendations on four of the five topics and did not provide a recommendation about how to centralize B&O tax collection.

Summary:

City Business Licensing.

All cities that require a general business license (license), unless otherwise exempted (partnering cities) are required to partner with the Department to issue and renew licenses through the BLS. The Department must partner with all partnering cities by December 31, 2022, if specific funding is appropriated for that purpose. If specific funding is not appropriated, the Department must partner with at least six cities per year between January 1, 2018 and December 31, 2021. Between January 1, 2022 and December 31, 2027, the Department must partner with the remaining partnering cities.

The Department may delay assuming the duties of issuing and renewing general business licenses if insufficient funds are appropriated for this purpose, the Department cannot ensure the BLS is adequately prepared to handle all general business licenses due to unforeseen circumstances, or the Department determines that a delay is necessary to ensure that the transition to the mandatory Department issuance and renewal of general business license is as seamless as possible. Additionally, if a city submits written notice that it needs to delay

implementation due to fiscal or technical challenges, the Department may delay implementation for that city for up to three years.

Cities are exempt from partnering with the Department to issue and renew licenses through the BLS if the city participates in the FileLocal program as of July 1, 2020.

By January 1, 2018, and January 1 of each even-numbered year thereafter, the Department must establish a biennial plan for partnering with cities and submit it to the Governor, the Legislature, affected cities, the AWC, the AWB, the NFIB, and the WRA (stakeholders). The Department may alter the plan with a minimum notice of 30 days to affected cities.

By January 1, 2019, and each January 1 thereafter through January 1, 2028, the Department must submit a progress report to the Legislature to provide information about the progress of the efforts to partner with all cities that impose a license requirement.

Partnering cities may adopt a broad fee structure, but it must be within the Department's technological ability to administer. If the Department is unable to administer a city's fee structure, the city must work with the Department to adopt a fee structure that is administrable by the Department. If a city does not work with the Department, the city may not enforce its general business licensing requirements until the effective date of a fee structure that is administrable by the Department. Cities may not require businesses to renew a license more than once per year. The BLS is not required to accommodate fees imposed by a city on a business for failing to obtain or renew a license. The Department may refuse to administer any license ordinance that is inconsistent with the rest of the provisions.

The Department's authority to administer a partnering city's licensing laws is limited to: issuing or renewing licenses; and refusing to issue a license due to an incomplete application, nonpayment of fees, or nonpayments of penalties for late renewal. Partnering cities have the authority to set licensing fees, provide exemptions and thresholds, approve or deny licenses, and take appropriate administrative action against licensees. Cities may only require a business to obtain or renew a license if they engage in business within the respective city. Partnering cities must provide the Department with at least 75 days notice if the city changes who must obtain a license, who is exempt from obtaining a license, or the amount or method of determining any fee to issue or renew a license.

Cities, working through the AWC, must form a committee to develop and adopt a general business licensing model ordinance by July 1, 2018. The ordinance must include a definition of "engaging in business within the city" and a uniform minimum licensing threshold under which a person is exempt from obtaining a license. Cities must adopt the provisions of the model ordinance by January 1, 2019, or they may not enforce their licensing requirements until they adopt the ordinance. Cities must coordinate with the AWC to submit a report to the Governor, the Legislature, and stakeholders to provide information about the model ordinance and identify cities that have and have not adopted the provisions. The report must incorporate comments from statewide business organizations concerning the model ordinance process and substance. Business organizations must be allowed 30 days to submit comments for inclusion in the report.

Local Business and Occupational Tax Apportionment.

Cities, towns, and identified business organizations must partner and recommend changes to simplify the two-factor municipal B&O tax apportionment formula. The Local Business and Occupation Tax Apportionment Task Force (Apportionment Task Force) is created and must consist of the following seven representatives: three voting representatives selected by the AWC that are tax managers representing municipalities that impose a B&O tax, including at least one jurisdiction that has performed an audit where apportionment errors were discovered; three voting representatives selected by the AWB, including at least one tax practitioner or legal counsel with experience representing business clients during municipal audits that involved apportionment errors or disputes; and one nonvoting representative from the Department who will serve as the Apportionment Task Force chair. The Department must staff the Apportionment Task Force. The Apportionment Task Force may seek input or collaborate with other parties if necessary. The Apportionment Task Force must present its recommendations to the Legislature by October 31, 2018.

Votes on Final Passage:

House	96	2	
Senate	49	0	(Senate amended)
House	97	0	(House concurred)

Effective: July 23, 2017

FINAL BILL REPORT

SSB 6632

C 164 L 20

Synopsis as Enacted

Brief Description: Providing additional funding for the business licensing service program administered by the department of revenue.

Sponsors: Senate Committee on Ways & Means (originally sponsored by Senator Takko; by request of Department of Revenue).

Senate Committee on Ways & Means
House Committee on Finance

Background: Business Licensing Service. The Business Licensing Service (BLS) is the state's business licensing system for business license registration, renewals, and other related services. The program is operated by the Department of Revenue (DOR) and facilitates issuing business licenses on behalf of nine state agencies and 115 cities and towns. The number of cities and towns is set to increase to 217 by December 31, 2020, due to legislation enacted in 2017 requiring all cities with a general business license requirement to partner with DOR to have such licenses issued and renewed through the BLS.

Business License Handling Fees. State law sets a statutory maximum fee for each business license application and renewal application. Handling fees are collected by DOR. All revenues from BLS handling fees are deposited into the BLS account for the sole purpose of maintaining and operating the BLS program.

Current handling fee rates are:

- \$19 for all business license applications other than renewal applications; and
- \$11 for renewal applications.

The application and renewal application handling fees were last increased in 2013.

Summary: The statutory maximum rate for business license handling fees are changed to the following:

- license applications to open or reopen a business are increased from \$19 to \$90; and
- license renewal applications are decreased from \$11 to \$10.

No handling fee is collected on a business license application by an existing business to open an additional location or obtain a nonresident city endorsement. All other business license applications maintain a statutory maximum rate of \$19.

This analysis was prepared by non-partisan legislative staff for the use of legislative members in their deliberations. This analysis is not a part of the legislation nor does it constitute a statement of legislative intent.

Beginning September 30, 2023, and each year thereafter, DOR must review the BLS account balance and, if the balance in the account exceeds or is projected to exceed \$1 million by the end of the current fiscal year, then DOR must reduce one or more of the handling fees. Handling fees must be reduced to the extent necessary to maintain a business license account balance of no more than \$1 million at the end of the next fiscal year, as projected by DOR.

DOR is not required to reduce handling fees more than once in any fiscal year. DOR may round adjusted fees to the nearest whole dollar so long as they do not exceed the statutory maximum rates.

Votes on Final Passage:

Senate	27	21
House	80	17

Effective: July 1, 2020



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: Resolution #20-354 - to express an official position in support of King County Proposition No. 1 Harborview Medical Center Health and Safety Improvement Bonds Proposed Council Action/Motion: Approve Resolution #20-354 Members of the council and public will have an approximately equal opportunity for expression of an opposing view.	For Council Meeting Agenda of: September 28, 2020 Department: City Manager's Office <table><thead><tr><th></th><th><u>Initial & Date</u></th></tr></thead><tbody><tr><td>Approved by City Attorney:</td><td>DR 9/23</td></tr><tr><td>Approved by City Manager:</td><td>RK 9/23</td></tr></tbody></table> Exhibits/Attachments: 1. Resolution #20-354		<u>Initial & Date</u>	Approved by City Attorney:	DR 9/23	Approved by City Manager:	RK 9/23
	<u>Initial & Date</u>						
Approved by City Attorney:	DR 9/23						
Approved by City Manager:	RK 9/23						
<u>INFORMATION/BACKGROUND:</u> Harborview Medical Center provides healthcare for the most vulnerable residents of King County; education, and patient care for a broad spectrum of patients from throughout the region. It is also a Level 1 trauma center and the disaster preparedness and control hospital for Seattle and King County. The medical center now needs additional capital funding to improve facilities to better serve a growing population, meet changing demands, and maintain modern seismic standards. King County Proposition No. 1 will be on the November general election ballot, where voters will be asked to approve \$1.74 billion in general obligation bond funding over 20 years, for health and safety improvements. RCW 42.17A.555 authorizes the City Council to take action to collectively express a decision and vote upon a resolution to support or oppose a ballot proposition. Members of the council and public will be afforded an approximately equal opportunity for the expression of an opposing view.							
<u>FISCAL CONSIDERATION:</u> No impact.							
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> None							

**CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 20-354**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF KENMORE, WASHINGTON, EXPRESSING
SUPPORT FOR KING COUNTY PROPOSITION NO. 1
HARBORVIEW MEDICAL CENTER HEALTH AND
SAFETY IMPROVEMENT BONDS**

WHEREAS, a healthy community is essential to our quality of life and general welfare; and

WHEREAS, the hospital is publicly owned by King County, overseen by the Harborview Medical Center Board of Trustees and operated by the University of Washington; and

WHEREAS, the mission of Harborview Medical Center is to provide healthcare for the most vulnerable residents of King County; to provide and teach exemplary patient care; to provide care for a broad spectrum of patients from throughout the region; and to develop and maintain leading-edge centers of emphasis; and

WHEREAS, King County's Harborview Medical Center serves as a Level 1 trauma center for the States of Washington, Alaska, Idaho and Montana, and is the disaster preparedness and control hospital for Seattle and King County; and

WHEREAS, the medical center now needs additional capital funding to improve facilities to better serve a growing population, meet changing demands, and maintain modern seismic standards; and

WHEREAS, the voters of King County have supported the hospital with a number of bond measures over the years, most recently in the year 2000 with a \$243 million bond; and

WHEREAS, King County's Harborview Leadership Group has extensively studied alternatives that may improve the delivery of services for health and safety and unanimously support this measure; and

WHEREAS, King County Proposition No. 1 Harborview Medical Center Health and Safety Improvement Bonds seeks voter approval at the November general election of \$1.74 billion in general obligation bond funding over 20 years for health and safety improvements at King County's Harborview Medical Center; and

WHEREAS, RCW 42.17A.555 authorizes the City Council to take action to express a collective decision, or to actually vote upon a motion, proposal, resolution, order, or ordinance, or to support or oppose a ballot proposition so long as (a) any required notice of the meeting includes the title and number of the ballot proposition, and (b) members of the council or members of the public are afforded an approximately equal opportunity for the expression of an opposing view; and

WHEREAS, consistent with RCW 42.17A.555, councilmembers and the public received an approximately equal opportunity to express an opposing view at the September 28, 2020, Council Meeting;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Kenmore City Council adopts this resolution to express an official position in strong support of King County Proposition No. 1 Harborview Medical Center Health and Safety Improvement Bonds.

Section 2. The Kenmore City Council strongly encourages its citizens to approve King County Proposition No. 1 Harborview Medical Center Health and Safety Improvement Bonds.

ADOPTED by the City Council of the City of Kenmore, Washington, this ____ day of September, 2020.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

CITY CLERK

FILED WITH THE CITY CLERK: _____, 2020

PASSED BY THE CITY COUNCIL: _____, 2020

RESOLUTION NO. 20-354

2020 Regional Board and Committee Appointments Booklet: ADDITIONAL INFORMATION

A. Current SCA Committee Staffing – Updated 9/2020

Board or Committee Name	SCA policy staff member assigned to the committee:
Advisory Council on Aging and Disability Services (ADS Advisory Council)	Alexis Mercedes Rinck
Affordable Housing	Alexis Mercedes Rinck
Board of Health (BOH)	Alexis Mercedes Rinck
Children & Youth Advisory Board (CYAB) ¹	Alexis Mercedes Rinck
Domestic Violence Initiative (DVI) Regional Task Force	Alexis Mercedes Rinck
Emergency Management Advisory Committee (EMAC) (elected or staff)	Jackie Wheeler
Greater Seattle Partners (GSP)	
Growth Management Planning Council (GMPC)	Brian Parry
Healthier Here ²	Alexis Mercedes Rinck
Joint Recommendation Committee (JRC)	Alexis Mercedes Rinck
King Conservation District (KCD) Advisory Committee	Alexis Mercedes Rinck
King County Flood Control District Advisory Committee (KCFCDAC) ³	Jackie Wheeler
Law Enforcement Officers' and Fire Fighters' Plan 1 (LEOFF 1) Disability Retirement Board	Brian Parry
Local Hazardous Waste Management Program (LHWMP) Management Coordination Committee	Jackie Wheeler
Mental Illness & Drug Dependency Advisory Committee (MIDD)	Alexis Mercedes Rinck
Puget Sound Clear Air Agency (PSCAA) Advisory Council ⁴	Brian Parry
Economic Development District Board (EDDB)	Brian Parry
PSRC Executive Board	Brian Parry
PSRC Growth Management Policy Board (GMPB)	Brian Parry
PSRC Operations Committee ⁵	Brian Parry
PSRC Transportation Policy Board (TPB)	Brian Parry
Regional Law, Safety, and Justice Committee (RLSJC)	Alexis Mercedes Rinck
Regional Policy Committee (RPC)	Brian Parry
Regional Transit Committee (RTC)	Jackie Wheeler
Regional Water Quality Committee (RWQC)	Jackie Wheeler
Solid Waste Advisory Committee (SWAC)	Jackie Wheeler

B. GMPB Meeting Information – Updated 9/16/2020

GMPB is scheduled to meet every month on the first Thursday from 10:00 am to 12:00 pm; however, the GMPB is considering changing its meeting schedule for 2021 to meet monthly on the third Thursday, from 10:00 am to 12:00 pm. Caucus meetings are held in advance of the GMPB meeting from 9:00 am to 10:00 am. Meetings are held at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104.



SOUND **CITIES** ASSOCIATION

2020 REGIONAL BOARD AND COMMITTEE APPOINTMENTS

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Sound Cities Association 2020 Board of Directors



Dana Ralph
Kent
South Caucus
President



Ed Prince
Renton South
Caucus
Vice President



Jeff Wagner
Covington
South Caucus
Treasurer



Amy Ockerlander
Duvall
Snoqualmie Valley
Caucus
Secretary



Leanne Guier
Pacific
South Valley Caucus
Immediate Past
President



Angela Birney
Redmond
North Caucus



James McNeal
Bothell
North Caucus



Mary Lou Pauly
Issaquah
North Caucus



Wendy Weiker
Mercer Island
North Caucus



Nancy Backus
Auburn
South Caucus



Jan Molinaro
Enumclaw
South Valley
Caucus



Christie Malchow
Sammamish
SCA Public Issues
Committee (PIC) Chair



Laura Philpot
Maple Valley
City Manager
Representative

Sound Cities Association Staff



Deanna Dawson



Brian Parry



Cynthia Foley



Alexis Mercedes Rinck



Leah Willoughby

Deanna Dawson—Executive Director
deanna@soundcities.org
206-495-3265 cell | 206-433-7170 office

Brian Parry—Policy Director
brian@soundcities.org
206-495-5294 cell | 206-433-7169 office

Cynthia Foley—Policy Analyst
cynthia@soundcities.org
206-495-3020 cell | 206-433-7147 office

Alexis Mercedes Rinck—Policy Analyst
alexis@soundcities.org
206-495-5238 cell | 206-433-7147 office

Leah Willoughby—Administrative Services Manager
leah@soundcities.org
206-849-8132 cell | 206-433-7168 office

Advisory Council for Aging and Disability Services (ADS Advisory Council)



Sofia Aragon



Marli Larimer

SCA Council for Aging & Disability Services Appointments

Member	City	Term Expiration
Sofia Aragon	Burien	12/31/2020
Marli Larimer	Kent	12/31/2020

Staff

Alexis Mercedes Rinck

Council for Aging & Disability Services Meeting Times and Location

The ADS Advisory Council generally meets on the second Friday of every month from 12:00 pm to 2:00 pm in the Seattle Municipal Tower, 700 Fifth Avenue, Room 4060, Seattle, WA 98104 unless another location is noted on the monthly agenda. SCA caucus meetings are scheduled as needed.

Website: <http://agingkingcounty.org/advisory-council>

A Brief History/Role of the Council for Aging & Disability Services

The ADS Advisory Council is a dedicated volunteer citizens group, which represents older adults and individuals with disabilities. The mission of the ADS Advisory Council is to identify the needs of older people and adults with disabilities in the community, advise on services to meet those needs, and advocate for local, state, and national programs that promote quality of life. The ADS Advisory Council works with Seattle-King County Aging and Disability Services toward those ends.

Seattle-King County Aging and Disability Services (ADS) is housed within the City of Seattle Human Services Department and is jointly sponsored by the City of Seattle and King County. ADS serves as the Area Agency on Aging for King County. The development of such an agency and designation of an advisory council is mandated by Title III of the Older Americans Act of 1965, as amended. The majority of the ADS budget is provided by non-discretionary federal funding for Medicaid long-term care clients. The primary sources of funding for other ADS

programs and services (non-Medicaid) are the federal Older Americans Act and the state Senior Citizens Services Act (SCSA).

ADS Advisory Council Make Up/Voting Rights:

The ADS Advisory Council comprises 21 voting members appointed by King County and the City of Seattle. Members serve up to three consecutive two-year terms. SCA recommends two SCA appointments to the King County Executive and the Executive's appointments are confirmed by the King County Council.

Board of Health (BOH) King County



David Baker



Susan Honda



Janice Zahn



Krystal Marx

SCA Board of Health Appointments

Member	City	Term Expiration
David Baker	Kenmore	12/31/2020
Susan Honda	Federal Way	12/31/2020
Alternate		
Janice Zahn	Bellevue	12/31/2020
Krystal Marx	Burien	12/31/2020
Staff		
Alexis Mercedes Rinck		

Board of Health Meeting Times and Location

The BOH meets on the third Thursday of each month from 1:00 pm to 3:00 pm. Meetings are held in the King County Council Chambers, 10th floor, King County Courthouse, 516 Third Avenue, Seattle, WA 98104. Caucus meetings are held before the BOH meeting from 12:00 pm to 1:00 pm.

Website: www.kingcounty.gov/healthservices/health/BOH.aspx

A Brief History/Role of the the Board of Health

The King County Council established the King County Board of Health (BOH) in accordance with Washington State law (RCW 70.05.035). The functions of the BOH are to set countywide public health policy, enact and enforce local public health regulations, and carry out other duties of local boards of health specified in state law.

Board of Health Make Up/Voting Rights:

The BOH has 10 voting members and one nonvoting member. Eight of the 10 voting members are elected officials: three from the King County Council (whose votes are weighted as two votes each), three from the Seattle City Council, and two from suburban cities (SCA). The two remaining voting members are health professionals that are selected by members of the Board. The health professionals serve as citizen public health experts, assisting the Board with complex, often technical, public health issues. A third health professional serves as the nonvoting member.

Children and Youth Advisory Board (CYAB)



Kevin Schilling

SCA Children and Youth Advisory Board Appointments

Member	City	Term Expiration
Kevin Schilling	Burien	12/31/2020
Vacant		

Staff

Alexis Mercedes Rinck

Children and Youth Advisory Board Meeting Times and Location

The Children and Youth Advisory Board generally meets on the second Tuesday of every month from 6:00 PM to 8:30 PM at rotating locations.

Website: <http://agingkingcounty.org/advisory-council>

A Brief History/Role of the Children and Youth Advisory Board

Members of the King County Children and Youth Advisory Board (CYAB) consist of individuals from throughout the region with the experience, knowledge, and information to aid county leaders as they consider policies, investments and outcomes related to children, families, youth and young adults. In particular, the CYAB serves as the oversight and advisory body and carry dual responsibilities that are tied to Best Starts for Kids (BSK) and the Youth Action Plan (YAP).

Responsibilities include:

- Work with the board and staff to create an annual work plan; Promote board membership through community networking; Commit to King County's Equity & Social Justice Initiative
- Commit to King County's Equity & Social Justice Initiative
- Community outreach to promote board activity and gather public input on upcoming board business

- Prepare for and participate in the discussions and the deliberations of the board
- foster a positive working relationship with other board members and King County staff
- Participate in King County board member training sessions (Public Records Act; Open Public Meetings Act; Equity & Social Justice; Ethics)
- Be aware of potential conflicts of interest.

Children and Youth Advisory Board Make Up/Voting Rights:

In addition to the two SCA members of the CYAB, members include representatives from the City of Seattle and social services agencies as well as other child development, education, and health experts. All members are subject to confirmation by the King County Council.

Domestic Violence Initiative Regional Task Force (DVI)



Traci Buxton



Yolanda Trout-Manuel



Tanika Padhye



Dana Parnello



Satwinder Kaur



Dawn Dofelmire



Jared Nieuwenhuis



Joseph Cimaomo, Jr.

SCA Domestic Violence Initiative Regional Task Force Appointments

Member	City	Term Expiration
Traci Buxton	Des Moines	12/31/2020
Yolanda Trout-Manuel	Auburn	12/31/2020
Tanika Padhye	Redmond	12/31/2020
Dana Parnello	Maple Valley	12/31/2020
Alternate		
Satwinder Kaur	Kent	12/31/2020
Dawn Dofelmire	Algona	12/31/2020
Jared Nieuwenhuis	Bellevue	12/31/2020
Joseph Cimaomo, Jr.	Covington	12/31/2020
Staff		
Cynthia Foley		

Domestic Violence Initiative Regional Task Force Meeting Times and Location

The Domestic Violence Initiative Regional Task Force meets quarterly on the second Tuesday of the month from 9:00 AM to 11:00 AM. The 2020 meetings will be held on February 11, May 12, August 11 and November 10 at rotating locations.

A Brief History/Role of the Domestic Violence Initiative Regional Task Force

The goals of the Domestic Violence Initiative (DVI) are to deliver practical improvements to our region's legal response to domestic violence and to develop practical steps to improve operations, streamline communication, raise standards, and minimize barriers that interfere with victim safety and offender accountability. The Domestic Violence Initiative was formed by the King County Prosecuting Attorney and the Coalition Ending Gender-Based Violence (formerly the King County Coalition Against Domestic Violence). This committee focuses on improving the effectiveness of our region's legal response to domestic violence.

Domestic Violence Initiative Regional Task Force Make Up/Voting Rights:

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. Committee work is done by consensus.

Emergency Management Advisory Committee (EMAC) King County



Jay Arnold



Traci Buxton



Ed Prince



Tola Marts



Phillipa Kassover



Claude DaCorsi

SCA Emergency Management Advisory Committee Appointees

Member	City
Marianne Klaas	Clyde Hill
Bob Baggett	Auburn
Linda Olson	Maple Valley
Alternate	
David Carson	Redmond
Alan Gothelf	North Bend
Pam Fernald	SeaTac
Staff	
Cynthia Foley	

Individual SCA Member Seats (cities in King County with population over 100,000)

Member	
Jillian Edge	Renton
Kimberly Behymer	Kent
Curry Mayer	Bellevue

SCA Emergency Management Advisory Committee Meeting Times and Location

EMAC meets on the second Wednesday of each month from 10:00 am to 11:30 am. Caucus meetings will be held ahead of the EMAC meeting from 9:00 am to 10:00 am. EMAC meetings are held at the King County Regional Communications and Emergency Coordination Center (RCECC), 3511 NE 2nd Street, Renton, WA 98056.

Website: <https://www.kingcounty.gov/depts/emergency-management/emergency-management-professionals/emergency-management-advisory-committee.aspx>

A Brief History/Role of the Emergency Management Advisory Committee

The Emergency Management Advisory Committee (EMAC) and its subcommittees advise, assist, review, and comment on emergency management and homeland security issues, as well as regional planning and policies. EMAC is an advisory body to the King County Executive, the King County Council, and the Office of Emergency Management to facilitate coordination of regional emergency planning in King County. The King County Department of Emergency Management serves as the coordinating entity for cities, county governmental departments, and the private sector, and coordinates with other appropriate agencies during incidents and events of regional significance.

Emergency Management Advisory Committee Make Up/Voting Rights:

There are 28 seats on the committee. Members represent cities, fire service, law enforcement, hospitals, the Port of Seattle, King County departments, special purpose districts, tribes, utilities, non-profit agencies, churches, and the private sector. Cities with population over 100,000 have their own EMAC seats (Seattle, Bellevue, Kent, Renton). SCA has appointing authority for three voting members and three alternates.

Greater Seattle Partners Executive Council (GSP)



Nancy Backus

Greater Seattle Partners Appointments

Member	City
Nancy Backus	Auburn

Greater Seattle Partners Meeting Times and Location

Greater Seattle Partners Executive Council meeting dates and locations are to be determined.

A Brief History/Role of Greater Seattle Partners

GSP was founded as a public-private sector initiative to establish a leading regional economic development organization in the greater Seattle region. Formed under the leadership of Challenge Seattle, an alliance of CEOs from 17 of the region's largest employers, GSP is the culmination of efforts to support broad-based economic growth throughout the region and establish a bold vision for greater Seattle's future. GSP represents and promotes the economic development and trade activities for the greater Seattle region.

Greater Seattle Partners Economic Partnership Charter can be accessed here: <https://greater-seattle.com/wp-content/uploads/2019/09/Greater-Seattle-Economic-Partnership-Charter.pdf>

**Growth Management Planning Council (GMPC)
King County**



Leanne Guier



Matt Larson



Thomas McLeod



Satwinder Kaur



Pam Stuart



Chris Reh



Syd Dawson



Salim Nice



Ryan McIrvine



Debra Srebnik

SCA Member with Individual Seat



Jennifer Robertson

SCA Growth Management Planning Council Appointees

Member	City	Term Expiration
Leanne Guier	Pacific	12/31/2020
Matt Larson	Snoqualmie	12/31/2020
Thomas McLeod	Tukwila	12/31/2020
Satwinder Kaur	Kent	12/31/2020
Pam Stuart	Sammamish	12/31/2020
Chris Reh	Issaquah	12/31/2020
Alternate		
Debra Srebnik	Kenmore	12/31/2020
Ryan McIrvine	Renton	12/31/2020
Staff		
Brian Parry		

SCA Member with Individual Seat

Member	City	Term Expiration
Jennifer Robertson	Bellevue	

Growth Management Planning Council Meeting Times and Location

The Growth Management Planning Council (GMPC) generally meets quarterly from 4:00 pm to 6:00 pm. In 2020, GMPC meetings will be held on February 26, April 22, June 24, September 30, and December 4. Caucus meetings are held from 3:00 pm to 4:00 pm in advance of the GMPC meeting. Meetings are held at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104.

A Brief History/Role of the Growth Management Planning Council

The Growth Management Act (GMA), passed by the State Legislature in 1990, requires that counties and cities develop a collaborative set of framework policies to guide development of each jurisdiction's comprehensive plan. The GMPC is a body created by interlocal agreement to implement GMA requirements. The GMPC is made up of elected officials from King County, Seattle, Bellevue, other cities and towns in King County, and representatives of special purpose districts. The GMPC develops and updates the King County Countywide Planning Policies (CPPs) in the areas of environment, housing, development patterns, economy, transportation, and public facilities and services.

Realization of a countywide vision involves collaboration, trade-offs and difficult choices about the appropriate level of growth, its location, the type of growth to be encouraged, public spending, governance decisions, environmental protection, and the quality of life in King County.

Through the GMPC, jurisdictions within King County are working together to plan for economic and population growth in King County. Policies recommended by the GMPC require approval by the King County Council and ratification by King County cities before they become effective.

The GMPC is staffed by an Interjurisdictional Team (IJT). The IJT meets monthly to develop materials for GMPC meetings.

Growth Management Planning Council Make Up/Voting Rights:

Special districts have two ex-officio seats on the committee; one seat is held by a sewer/water district representative and one by a school district representative.

Jurisdiction	Members	Number of Votes
Seattle	3	3 votes (2 Councilmembers/Mayor)
King County	6	6 votes (5 Councilmembers/Executive)
SCA	6	3 votes
Bellevue	1	1/2 vote

Healthier Here Governing Board



Semra Riddle



Barbara de Michelle

SCA Healthier Here Governing Board Appointments

Member	City	Term Expiration
Semra Riddle	Lake Forest Park	12/31/2020
Alternate		
Barbara De Michele	Issaquah	12/31/2020
Staff		
Alexis Mercedes Rinck		

Healthier Here Governing Board Meeting Times and Location

The King County Healthier Here Governing Board generally meets the first Thursday of the month from 1:00 PM to 4:00 PM at rotating locations.

Website: <https://www.healthierhere.org/>

A Brief History/Role of the Healthier Here Governing Board

Healthier Here is a regional partnership committed to working in new ways to improve the health and well-being of King County residents. At the heart of Healthier Here is an understanding that many factors affect health, including the quality and availability of health care and social services, social and economic factors, the physical environment where we live, and the choices we have access to and make. Because of this, everyone has a role to play in helping "move the needle" on better health and assuring that no one is left behind.

Healthier Here Governing Board Make Up/Voting Rights:

Healthier Here is governed by a 26-member Governing Board from which includes community members, consumers and tribal representatives, and draws from a range of sectors including behavioral health, consumers and community-based organizations, hospitals and health centers, local government, managed care organizations, social service providers, tribes and philanthropy. The Governing Board stewards Healthier Here's overall mission, strategic plan, and progress, with support from various committees and work groups.

Joint Recommendations Committee (JRC) King County



Amy McHenry



Clyde Hill



De'Sean Quinn



Chris Ross

SCA Joint Recommendations Committee Appointments

Member	City	Term Expiration
Amy McHenry	Duvall	12/31/2020
Clyde Hill	SeaTac	12/31/2020
De'Sean Quinn	Tukwila	12/31/2020
Chris Ross	Sammamish	12/31/2020

Staff

Alexis Mercedes Rinck

SCA Joint Recommendations Committee Meeting Times and Location

JRC generally meets four to five times a year, with meetings falling on the fourth Thursday of the month from 9:30 am to 11:30 AM at rotating locations. Caucus meetings are held in advance of the JRC meeting from 8:30 am to 9:30 am.

Website:

www.kingcounty.gov/socialservices/housing/consortium/consortiumstructure/regionalcommittee.aspx

A Brief History of the Role of the 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 implements SHB 2060, a document recording fee originally approved in June 2002, which is to be utilized for low income housing. The city of Seattle joins the JRC for RAHP items.

JRC Make Up/Voting Rights

The JRC is made up of 12 representatives:

Number of Members	Representing	Voting Matrix
3	King County	Vote on all funds
4	SCA (29 cities)	Vote on all funds
2	Joint Agreement Cities (Burien, Kirkland, Renton, Redmond, and Shoreline)	RAHP, HOME, some CDBG policies
2	HOME Cities (Bellevue, Kent, Auburn, and Federal Way)	RAHP and HOME funds
1	City of Seattle	RAHP funds only

Voting is dependent on the type of membership in the consortium. Each member has one vote, but not all members can vote on all issues; see matrix above.

King Conservation District Advisory Committee (KCDAC)



Brenda Fincher



Mark Phillips



Amy McHenry



Victoria Hunt



Susan Boundy-Sanders



Kelli Curtis

SCA Member with Individual Seat



John Stokes

SCA King Conservation District Advisory Committee Appointments

Member	City	Term Expiration
Brenda Fincher	Kent	12/31/2020
Mark Phillips	Lake Forest Park	12/31/2020
Amy McHenry	Duvall	12/31/2020
Alternate		
Victoria Hunt	Issaquah	12/31/2020
Susan Boundy-Sanders	Woodinville	12/31/2020
Kelli Curtis	Kirkland	12/31/2020
Staff		
Alexis Mercedes Rinck		

SCA Member with Individual Seat

Member	City
John Stokes	Bellevue

King Conservation District Advisory Committee Meeting Times and Location

The KCDAC generally meets on the third Wednesday of the month from 4:00 PM to 6:00 PM at the Mercer Island Community and Event Center, 8236 SE 24th Street, Mercer Island, WA 98040. Caucus meetings are held prior to the KCDAC meetings from 3:00 pm to 4:00 pm.

Website: www.kingcd.org

A Brief History/Role of the King Conservation District Advisory Committee

The King Conservation District (KCD) was established in 1949 by the Washington Conservation Commission to provide landowners with assistance to protect and enhance natural resources. KCD serves 35 jurisdictions (34 cities and King County) with a combined population of 1.8 million. The District's mission is "to promote the sustainable uses of natural resources through responsible stewardship."

More than 60 years after it was formed, increased urbanization, endangered salmon, loss of forest cover, threats to the health of Puget Sound, increased challenges from stormwater and flooding, and the need for a resilient, sustainable, and equitable food system make the King Conservation District's programs and services essential.

KCD collaborates with private landowners, member jurisdictions, and nonprofit organizations to provide stewardship services. Because it is an independent, non-regulatory agency, KCD is seen by many landowners as a trusted mentor and partner, providing education, technical assistance, and financial incentives to help people implement measures to improve the sustainability and productivity of their land.

In December 2019, the King County Council approved an updated five-year system of rates and charges to fund the King Conservation District with an average of \$11.60 per parcel.

SCA has appointing authority on the Advisory Committee for three representatives and three alternates. Only cities that are members of the KCD are eligible for appointment. Enumclaw, Federal Way, Milton, Pacific, and Skykomish are not members of the KCD.

King County Flood Control District Advisory Committee (KCFCDAC)



Leanne Guier



Henry Sladek



Michelle Hogg



Karen Moran



Carol Benson



Linda Johnson

SCA Members with Permanent Seats



Nancy Backus



Kim Lisk



Dana Ralph



Allen Ekberg



Rob McFarland



Armondo Pavone



Matt Larson



Jeremy Barksdale

SCA King County Flood Control District Advisory Committee Appointments		
Member	City	Term Expiration
Leanne Guier	Pacific	12/31/2021
Henry Sladek	Skykomish	12/31/2021
Michelle Hogg	Duvall	12/31/2021
Karen Moran	Sammamish	12/31/2021
Alternate		
Carol Benson	Black Diamond	12/31/2021
Linda Johnson	Maple Valley	12/31/2021
Vacant		
Vacant		
Staff		
Cynthia Foley		

SCA Members with Permanent Seats	
Member	City
Nancy Backus Kim	Auburn
Lisk	Carnation
Dana Ralph Allan	Kent
Ekberg	Tukwila
Rob McFarland	North Bend
Matt Larson	Snoqualmie
Armondo Pavone	Renton
Jeremy Barksdale	Bellevue

King County Flood Control District Advisory Committee Meeting Times and Location

2020 KCFCDAC meetings dates and locations to be determined. Caucus meetings are scheduled before each KCFCDAC meeting.

Website: www.kingcountyfloodcontrol.org/default.aspx?ID=62

A Brief History/Role of the King County Flood Control District Advisory Committee

The King County Council governs the Flood District as a “District Board of Supervisors.” The King County Flood Control District Advisory Committee (KCFCDAC) is charged with providing the King County Flood Control District Board of Supervisors with expert policy advice on regional flood protection issues. The committee reviews and recommends an annual work program and budget for the district, including capital improvement program projects and funding levels, subject to approval or approval and modification by the District Board of Supervisors.

King County Flood Control District Advisory Committee Make Up/Voting Rights:

Each seat on the advisory committee has one vote. The KCFCDAC is composed of both permanent and rotating (two-year) members. Nine permanent seats on the committee are held by each mayor, or designated councilmember alternate of Tukwila, Auburn, Kent, Renton, Snoqualmie, North Bend, Carnation, Seattle and

Bellevue. The King County Executive is the tenth permanent member of the committee. Four of the rotating seats are held by mayors or city council members nominated by the Sound Cities Association (SCA). SCA also recommends four alternates.

Law Enforcement Officers' and Fire Fighters' Plan 1 (LEOFF1) Disability Retirement Board King County



Kevin Schilling

SCA LEOFF1 Disability Retirement Board Appointments

Member	City	Term Expiration
Kevin Schilling	Burien	12/31/2020

LEOFF1 Disability Retirement Board Meeting Times and Location

Meetings are held monthly on the last Wednesday of each month from 9:00 am to 12:00 pm in the King County Chinook Building, 401 Fifth Avenue, 1st floor, Room 118, Seattle, WA 98104

Website: www.kingcounty.gov/employees/LEOFF1/Meetings.aspx

A Brief History/Role of the LEOFF1 Disability Retirement Board

The Law Enforcement Officers' and Fire Fighters' Plan 1 (LEOFF1) Disability Retirement Board reviews and rules on claims for reimbursement of medical expenses and applications for disability leave and retirement benefits mandated under Washington State LEOFF retirement Plan 1.

The Board represents 14 fire districts and 12 public safety departments in King County as well as the King County Sheriff's Office. The Board's jurisdiction covers a membership of approximately 633 active-duty and retired LEOFF-1 fire fighters and police officers.

LEOFF1 Disability Board Oversight Make Up/Voting Rights:

There are five voting members (a firefighter representative, police representative, Sound Cities Association representative, King County Council representative, and a citizen representative) on the Board plus a medical consultant, a mental health consultant, a legal consultant and an administrator.

King County Regional Census Committee



De'Sean Quinn



Debra Srebnik

SCA King County Regional Census Committee Appointments

Member	City
De'Sean Quinn	Tukwila
Debra Srebnik	Kenmore

King County Regional Census Committee Meeting Times and Location

The Regional Census Committee meets quarterly at rotating locations. For 2020, the KCRCC will meet March 2nd in Kenmore, and in June (date and location is TBD).

A Brief History/Role of the King County Regional Census Committee

The KCRCC is designed to receive input and foster collaboration throughout the County. Community leaders and members from local business, healthcare, philanthropy, education, labor, community, faith communities, government, and other sectors comprise the KCRCC membership. The King County Regional Census Committee:

- Champions the value of a fair and accurate count across a range of sectors, leveraging networks to help raise awareness, identify and secure resources, educate, and spread the word about the 2020 Census;
- Advises on opportunities for innovation and improvement. Is a voice/barometer for questions or concerns raised from various communities in our region;
- Both listens and leads by bringing equity and social justice lens to this effort. Works to assure that all members of our community participate in the count, including those that are harder-to-reach, so that the 2020 Census does not exacerbate inequities; and
- Works to align funders around a common strategy

King County Regional Homelessness Authority Governing Committee (KCRHA)



Nancy Backus



Ed Prince



Angela Birney

SCA King County Regional Homelessness Authority Governing Committee Appointments

Member	City
Nancy Backus	Auburn
Ed Prince	Renton
Angela Birney	Redmond

King County Regional Homelessness Authority Governing Committee Meeting Times and Location

The KCRHA Governing Committee meets quarterly. Dates and Location are to be determined.

A Brief History/Role of the King County Regional Homelessness Authority Governing Committee

In May of 2018, King County Executive Dow Constantine and Seattle Mayor Jenny Durkan signed a Memorandum of Understanding (MOU) between the City of Seattle and King County to increase collaboration on homelessness services. Throughout 2019, the Department of Community and Human Services, the King County Council, the Regional Policy Committee, and the SCA Public Issues Committee developed, evaluated, and negotiated proposals for a collaborative entity that would manage our homelessness crisis response system. The final proposal for the entity enacted the KCRHA through an interlocal agreement.

In December of 2019, both the King County Council and Seattle City Council approved ordinances authorizing the County Executive and Seattle Mayor, respectively, to execute an interlocal agreement for the establishment of the King County Regional Homelessness Authority. The County Executive and Seattle Mayor both signed the ILA at the end of 2019 to enact the KCRHA.

The KCRHA has three tiers of authority: The Governing Committee, the Implementation Board and the Advisory Committee. The Governing Committee serves as the executive tier, and approves recommendations of staffing plans or organizational structure for the KCRHA; approves or amends goals, policies, plans, performance metrics and the annual budget for the KCRHA; appoints and removes Implementation Board members, reviews annual

reports from the Implementation Board and has the power to hire and fire the Chief Executive Officer.

KCRHA Governing Committee Make up/Voting Rights

The 12-member Governing Committee is composed of:

- The County Executive and two members of the King County Council (one of the two Councilmembers shall represent a district that is in whole or in part located in Seattle and one shall represent a district outside of Seattle)
- The Seattle Mayor and two members of the Seattle City Council
- Three members shall be elected officials from cities or towns other than Seattle appointed by SCA
- Three members representing individuals with Lived Experience; at least one of the three members shall represent individuals with Lived Experience in areas outside Seattle.

Quorum is set at 9 Governing Committee Members.

Local Hazardous Waste Management Program (LHWMP) Management Coordinating Committee (MCC)



Krystal Marx

SCA LHWMP Management Coordinating Committee Appointments

Member	City	Term Expiration
Krystal Marx	Burien	12/31/2020

Staff

Alexis Mercedes Rinck

LHWMP Management Coordinating Committee Meeting Times and Location

The LHWMP's Management Coordination Committee (MCC) meets on the third Tuesday of every month from 10:00 am to 12:00 pm in the King/Chinook Conference Rooms, 6th floor of the King Street Center, 201 S. Jackson Street, Seattle, WA 98104. SCA caucus meetings are scheduled as needed.

Website: www.lhwmp.org/home/AboutUs/mcc.aspx

A Brief History/Role of the LHWMP Management Coordinating Committee

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

LHWMP's Management Coordination Committee Make Up/Voting Rights:

The MCC is made up of five members representing each of the following: King County Department of Natural Resources (DNR) – Solid Waste Division, King County DNR – Water and Land Resources Division, Seattle Public Utilities, Sound Cities Association, and Seattle-King County Public Health. Each member has one vote.

Mental Illness and Drug Dependency (MIDD) Advisory Committee King County



Brenda Fincher



Gary Harris

SCA Mental Illness and Drug Dependency Advisory Committee Appointments

Member	City	Term Expiration
Brenda Fincher	Kent	12/31/2020
Gary Harris	Woodinville	12/31/2020

Staff

Alexis Mercedes Rinck

Mental Illness and Drug Dependency Advisory Committee Meeting Times and Location

The MIDD Advisory Committee meets the fourth Thursday of most months at the King County Chinook Building, 1st floor, 401 Fifth Avenue, Room 121-123, Seattle, WA 98104. Meetings are held from 12:15 pm to 1:45 pm. Caucus meetings will be scheduled as needed in advance of the full MIDD Oversight Committee meeting.

Website:

www.kingcounty.gov/depts/community-human-services/mental-health-substance-abuse/midd/midd-committees.aspx

A Brief History/Role of the Mental Illness and Drug Dependency Advisory Committee

In 2005, the State Legislature authorized counties to implement a 0.1 percent sales tax to support new or expanded chemical dependency or mental health treatment services and therapeutic court programs. The King County Council took action to implement the tax, called the Mental Illness and Drug Dependency (MIDD) sales tax, in 2007 and set an expiration date of January 1, 2017 for the original MIDD ordinance. In late 2016, the King County Council acted to renew the MIDD levy through 2025. The MIDD sales tax generates about \$134 million per biennium.

The MIDD Advisory Committee is an advisory body to the King County Executive and Council. Its purpose is to ensure that the implementation and evaluation of the strategies and programs funded by the MIDD sales tax revenue are transparent, accountable, collaborative, and effective.

The MIDD Advisory Committee is a unique partnership of representatives from the health and human services and criminal justice communities. Recognizing that King County is the countywide provider of mental health and substance use disorder services, the committee works to ensure that access to such services is available to those who are most in need throughout the county, regardless of geographic location.

Puget Sound Clean Air Agency Advisory Council (PSCAAAC)



Satwinder Kaur

SCA Puget Sound Clean Air Agency Advisory Council Appointments		
Member	City	Term Expiration
Satwinder Kaur	Kent	6/30/2023
Staff		
Brian Parry		

Puget Sound Clean Air Agency Advisory Council Meeting Times and Location

Advisory Council meetings are held on the second Wednesday of the month at the PSCAA offices at 1904 Third Avenue, Suite 105, Seattle, WA 98101. The Advisory Council typically meets between five and eight times each year.

Website: www.pscleanair.org/aboutus

A Brief History/Role of the Puget Sound Clean Air Agency Advisory Council

The Puget Sound Clean Air Agency Advisory Council is comprised of individuals representing large and small business, area sources, suburban cities, education, transportation, health and science, tribal interests, fire officials, the environmental community, ports, and the public-at-large. The role of the Advisory Council is to provide counsel and input on Puget Sound Clean Air Agency programs and regulations. This is a three-year appointment.

Central Puget Sound Economic Development District Board



Ed Prince



Lydia Assefa-Dawson



Lindsey Walsh



Betsy Robertson

SCA Central Puget Sound EDDB Appointments

Member	City	Term Expiration
Ed Prince	Renton	12/31/2020
Lydia Assefa-Dawson	Federal Way	12/31/2020
Lindsey Walsh	Issaquah	12/31/2020
Betsy Robertson	Shoreline	12/31/2020

Staff

Brian Parry

Central Puget Sound EDDB Meeting Times and Location

In 2020, EDDB meetings will be held on February 5, May 6, July 1, October 7, and December 2 from 1:00 PM to 3:00 PM at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104. Caucus meetings are held from 12:00 PM to 1:00 PM in advance of the EDDB meeting.

Website: www.psrc.org/about/boards/edd

A Brief History/Role of the Central Puget Sound EDDB

The Central Puget Sound Economic Development District Board (EDDB) is the federally designated economic development district for the central Puget Sound region covering King, Kitsap, Pierce, and Snohomish counties. Its members include representatives from private business, local governments, tribes, military, and trade organizations. The EDDB entered into a Memorandum of Understanding (2003) with PSRC whereby the two agencies have consolidated staff services, both to increase government efficiency and to further integrate the District's economic development work with the regional growth management and transportation planning of the Puget Sound Regional Council.

Economic Development District Board Make Up:

The majority of seats on the Board of Directors must be filled by those representing general purpose local governments. SCA has appointing authority for two members and two alternates to the EDDB. Membership on the EDDB is as follows:

Jurisdiction	Members
King County	2
Seattle	2
Bellevue	1
Other Cities & Towns in King County (SCA Appointees)	2
Kitsap County	1
Bremerton	1
Other Cities & Towns in Kitsap County	1
Pierce County	1
Tacoma	1
Other Cities & Towns in Pierce County	1
Snohomish County	1
Everett	1
Other Cities & Towns in Snohomish County	1
Puyallup Tribe	1
Suquamish Tribe	1
Snoqualmie Tribe	1
Ports (Seattle, Tacoma, Everett, Bremerton)	4
State Department of Commerce	1
Economic Development Councils	4
Workforce Development Councils	1
Organized Labor	1
Regional Chamber	1
Presidential Appointees (number can vary)	3

Puget Sound Regional Council (PSRC) Executive Board



Amy Ockerlander



Chris Robert



Allan Ekberg



David Baker



James McNeal



Nancy Tosta



Jeff Wagner



Nancy Tosta

SCA Members with Individual Seats (Cities in King County with population over 80,000)



Dana Ralph



Jim Ferrell



Armondo Pavone



Lynne Robinson



Angela Birney



Penny Sweet



Nancy Backus



Jeremy Barksdale

SCA PSRC Executive Board Appointments

Member	City	Term Expiration
Amy Ockerlander	Duvall	12/31/2020
Chris Roberts	Shoreline	12/31/2020
Allan Ekberg	Tukwila	12/31/2020
Alternate		
David Baker	Kenmore	12/31/2020
James McNeal	Bothell	12/31/2020
Nancy Tosta	Burien	12/31/2020
2nd Alternate		
Jeff Wagner	Covington	12/31/2020
Staff		
Brian Parry		

SCA Members with Individual Seats (Cities in King County with population over 80,000)

Member	City
Dana Ralph	Kent
Jim Ferrell	Federal Way
Armondo Pavone	Renton
Lynne Robinson	Bellevue
Jeremy Barksdale (alternate)	Bellevue
Penny Sweet	Kirkland
Nancy Backus	Auburn
Angela Birney	Redmond

PSRC Executive Board Meeting Times and Location

The PSRC Executive Board meets once a month on the fourth Thursday from 10:00 am to 11:30 am at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104. Caucus meetings are held in advance of the Executive Board at PSRC from 9:00 am to 10:00 am.

Website: www.psrc.org/about/boards/exec

A Brief History/Role of the PSRC Executive Board

The Executive Board, chaired by the PSRC President, carries out delegated powers and responsibilities between meetings of the General Assembly. The Executive Board shall appoint and remove the Executive Director.

Executive Board Make Up/Voting Rights:

Each county, any incorporated principal city of a metropolitan statistical area within the region as designated by the United States Census Bureau, and each city of at least 80,000 in population, are permanently assigned positions on the Executive Board pursuant to RCW 47.80.060. For the remaining member cities and towns in each county, the method of appointment is at the discretion of the member jurisdictions. In King County, SCA appoints representatives on behalf of Other Cities & Towns.

(continued on next page)

Total votes for all city and county jurisdictions within each county are proportional to each county's share of the regional population. County government is entitled to fifty percent (50%) of their respective county's total vote. City and town votes are based on their respective share of the total incorporated population of their county. A simple majority of members of the Executive Board constitutes a quorum.

A two-thirds (2/3) majority vote may be called for if the board members representing a county, the largest city within that county, and the other cities and towns within that county, unanimously call for a two-thirds vote. When a simple majority is required on a vote, it shall be one-half (1/2) plus one of those present and voting. When a two-thirds (2/3) majority is required, it shall be a two-thirds (2/3) majority of those present and voting. Membership on the Executive Board is as follows:

Jurisdiction	Members	Weighted Votes
King County	2	265.47
Seattle	4	100.29
Bellevue	1	19.50
Federal Way	1	13.13
Kent	1	17.42
Kirkland	1	11.94
Renton	1	14.05
Redmond	1	8.84
Auburn	1	9.63
Other Cities & Towns in King County (SCA Appointees)	3	70.67
Kitsap County	1	32.41
Bremerton	1	14.70
Port Orchard	1	5.03
Other Cities & Towns in Kitsap County	1	12.47
Pierce County	1	105.78
Tacoma	1	47.87
Auburn	.12	2.26
Lakewood	1	13.51
Other Cities & Towns in Pierce County	1	42.14
Snohomish County	2	96.55
Everett	1	24.30
Other Cities & Towns in Snohomish County	1	72.25
Port of Bremerton	1	3
Port of Seattle	1	50
Port of Tacoma	1	30
Port of Everett	1	10
WSDOT	1	30
WA Transportation Commission	1	30
Grand Total	36	1153

Puget Sound Regional Council (PSRC) Growth Management Policy Board (GMPB)



Jay Arnold



Traci Buxton



Ed Prince



Tola Marts



Phillipa Kassover



Claude DaCorsi

SCA Members with Individual Seat



Lynne Robinson



Jeremy Barksdale

SCA PSRC Growth Management Policy Board Appointments

Member	City	Term Expiration
Jay Arnold	Kirkland	12/31/2020
Traci Buxton	Des Moines	12/31/2020
Ed Prince	Renton	12/31/2020

SCA PSRC Growth Management Policy Board Appointments (cont.)		
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Alternate		
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Tola Marts	Issaquah	12/31/2020
Phillipa Kassover	Lake Forest Park	12/31/2020
Claude DaCorsi	Auburn	12/31/2020

Staff		
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Brian Parry		
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SCA Members with Individual Seat	
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Member	City
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Lynne Robinson	Bellevue
Jeremy Barksdale (alternate)	Bellevue

PSRC Growth Management Policy Board Meeting Times and Location
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GMPB meets every month on the first Thursday from 10:00 am to 12:00 pm. Caucus meetings are held in advance of the GMPB meeting from 9:00 am to 10:00 am. Meetings are held at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104.

Website: www.psrc.org/about/boards/gmpb

A Brief History/Role of the PSRC Growth Management Policy Board

The purpose of the Growth Management Policy Board (GMPB) is to advise the Executive Board of the Puget Sound Regional Council on regional aspects of growth management issues pursuant to (a) state legislation (Multicounty Planning Policies, State Environmental Policy Act and Regional Transportation Planning Organizations) and (b) the 1993 Regional Council Interlocal Agreement. Per adopted procedures, the GMPB reviews local plans and countywide planning policies and makes recommendations to the Executive Board regarding compatibility with the Growth Management Act and consistency with the adopted regional growth and transportation strategies.

Growth Management Policy Board Make Up/Voting Rights:

Voting members have one vote each and actions and recommendations are be approved by a simple majority of the voting members present. Voting members may move and second any motion for discussion. Non-voting members may move or second a motion which may move forward for discussion only if a voting member makes the other required part of a motion (e.g., "second" or "move"). In cases where a substantial minority opinion is held by at least three members, this opinion is transmitted to the Executive Board together with the GMPB action.

(Continued on next page)

The following is the voting TPB membership:

Jurisdiction	Members
King County	2
Seattle	2
Bellevue	1
Other Cities & Towns in King County (SCA Appointees)	3
Kitsap County	1
Bremerton	1
Other Cities and Towns in Kitsap County	1
Pierce County	1
Tacoma	1
Other Cities & Towns in Pierce County	1
Snohomish County	1
Everett	1
Other Cities & Towns in Snohomish County	1
Muckleshoot Tribal Council	1
Puyallup Tribe	1
Suquamish Tribe	1
Ports (Seattle, Tacoma, Everett, Bremerton)	1
State Department of Transportation	1

Puget Sound Regional Council (PSRC) Operations Committee



Chris Roberts



Dana Ralph

SCA PSRC Operations Committee Board Appointments

Member	City	Term Expiration
Chris Roberts	Shoreline	12/31/2020
Dana Ralph	Kent	12/31/2020

Staff

Brian Parry

PSRC Operations Committee Meeting Times and Location

The PSRC Operations Committee meets on the fourth Thursday of each month from 9:00 am to 10:00 am at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104.

Website: www.psrc.org/about/boards/ops

A Brief History/Role of the PSRC Operations Committee

The Operations Committee is composed of PSRC Executive Board members and chaired by the PSRC's Vice President. The Committee reviews and makes recommendations to the Executive Board on the budget and work program, and on contracts and other financial and personnel issues. Membership on the Operations Committee is as follows:

(continued on next page)

Jurisdiction	Members
King County	2
Seattle	1
Other Cities & Towns in King County (SCA Appointee)	1
Other Cities & Towns in Kitsap County	1
Pierce County	1
Other Cities & Towns in Pierce County	1
Snohomish County	1
Other Cities & Towns in Snohomish County	1
Statutory Member	1

Puget Sound Regional Council (PSRC) Transportation Policy Board (TPB)



Kate Kruller



Dana Ralph



Mary Lou Pauly



Peter Kwon



Wendy Weiker



John Wright

SCA Members with Individual Seat



Jennifer Robertson



Janice Zahn

SCA PSRC Transportation Policy Board Appointments

Member	City	Term Expiration
Brenda Fincher	Kent	12/31/2020
Mark Phillips	Lake Forest Park	12/31/2020
Amy McHenry	Duvall	12/31/2020

SCA PSRC Transportation Policy Board Appointments (cont.)

Alternate

Victoria Hunt	Issaquah	12/31/2020
Susan Boundy-Sanders	Woodinville	12/31/2020
Kelli Curtis	Kirkland	12/31/2020

Staff

Brian Parry

SCA Members with Individual Seat

Member

City

Jennifer Robertson	Bellevue
Janice Zahn (alternate)	Bellevue

PSRC Transportation Policy Board Meeting Times and Location

The PSRC Transportation Policy Board meets on the second Thursday of the month, from 9:30 am to 11:30 am at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104. Caucus meetings are held in advance of the TPB at a time mutually agreed upon by members.

Website: www.psrc.org/about/boards/tpb

A Brief History/Role of the PSRC Transportation Policy Board

The Transportation Policy Board (TPB) makes recommendations to the PSRC Executive Board on key transportation issues pursuant to (a) federal legislation, (b) state legislation, (c) the 1993 Regional Council Interlocal Agreement, and (d) appropriate related concerns of member jurisdictions, citizens, and other interests. TPB reviews local plans and countywide planning policies and makes recommendations to the Executive Board regarding compatibility with the Growth Management Act and consistency with the adopted regional growth and transportation strategies. The TPB includes representatives of the PSRC's member jurisdictions, regional business, labor, civic, and environmental groups.

Transportation Policy Board Make Up/Voting Rights:

All actions and recommendations of the Board are approved by a simple majority of the voting members present. Voting members may move and second any motion for discussion. Non-voting and ex officio members may move or second a motion which may move forward for discussion only if a voting member makes the other required part of a motion (e.g., "second" or "move"). In cases where a substantial minority opinion is held by at least three voting members of the Board, this opinion shall be transmitted to the Executive Board together with the Board action. A quorum consists of half of the voting members, except that state legislative voting members will not be counted towards fulfilling the quorum requirement.

The following is the voting TPB membership:

Jurisdiction	Members
King County	2
Seattle	2
Bellevue	1
Other Cities & Towns in King County (SCA Appointees)	3
Local transit in King County (King County Metro)	1
Kitsap County	1
Bremerton	1
Other Cities and Towns in Kitsap County	1
Local Transit in Kitsap County	1
Pierce County	1
Tacoma	1
Other Cities & Towns in Pierce County	1
Local transit in Pierce County	1
Snohomish County	1
Everett	1
Other Cities & Towns in Snohomish County	1
Local transit in Snohomish County	1
Regional Transit Authority (Sound Transit)	1
Muckleshoot Tribal Council	1
Puyallup Tribe	1
Ports (Seattle, Tacoma, Everett, Bremerton)	1
State Transportation Commission	1
State Department of Transportation	1
State Legislative Transportation Committee Members	4

King County Affordable Housing Committee



Claude DaCorsi



Nancy Tosta



Ryan McIrvine



Lynne Robinson



Marli Larimer



Tanika Padhye



Zach Hall



Rob McFarland

SCA King County Affordable Housing Committee King County Appointments

Member	City	Term Expiration
Claude DaCorsi	Auburn	12/31/2020
Nancy Tosta	Burien	12/31/2020
Ryan McIrvine	Renton	12/31/2020
Lynne Robinson	Bellevue	12/31/2020
Alternate		
Marli Larimer	Kent	12/31/2020
Tanika Padhye	Redmond	12/31/2020
Zach Hall	Issaquah	12/31/2020
Rob McFarland	North Bend	12/31/2020
Staff		
Alexis Mercedes Rinck		

King County Affordable Housing Committee King County Meeting Times and Location

The Regional Affordable Housing Committee meets on the third Friday of the month on a bi-monthly basis from 2:00 - 4:00 pm at rotating locations. Caucus meetings are held before the AHC meetings from 1:00 - 2:00 pm.

Website: <https://www.kingcounty.gov/initiatives/affordablehousing/meetings.aspx>

A Brief History/Role of the King County Affordable Housing Committee King County

The Regional Affordable Housing Task Force wrapped up its work in 2018, releasing the *Five Year Action Plan* which strives to "eliminate cost burden for households earning 80% Area Median Income and below, with a priority for serving households at or below 50% Area Median Income." The Action Plan contains seven goals to accomplish the overall goal, with supporting strategies and actions for each goal. Goal 1 is to "create and support an ongoing structure for regional collaboration." The Affordable Housing Committee implements Goal 1.

The Affordable Housing Committee (AHC) of the Growth Management Planning Council (GMCP) serves as a regional advisory body to recommend action and assess progress toward implementing the Regional Affordable Housing Task Force (RAHTF) Five Year Action Plan. The Committee functions as a point in coordinating and owning accountability for affordable housing efforts across King County.

Regional Law, Safety and Justice Committee (RLSJC)



Krystal Marx



Jon Pascal



Yolanda Trout-Manuel



Toni Troutner



Lydia Assefa-Dawson



Chris Ross



Kim-Khanh Van



Mason Thompson

SCA Regional Law, Safety and Justice Committee Appointments

Member	City	Term Expiration
Krystal Marx	Burien	12/31/2020
Jon Pascal	Kirkland	12/31/2020
Yolanda Trout-Manuel	Auburn	12/31/2020
Toni Troutner	Kent	12/31/2020
Lydia Assefa-Dawson	Federal Way	12/31/2020
Chris Ross	Sammamish	12/31/2020
Kim-Khanh Van	Renton	12/31/2020
Mason Thompson	Bothell	12/31/2020

Staff

Cynthia Foley

Regional Law, Safety and Justice Committee Meeting Times and Locations

The Regional Law, Safety, and Justice Committee (RLSJC) generally meets the last Thursday of the month from 7:30 am to 9:00 am seven times per year. The 2020 meetings will be held January 23, February 27, March 28, July 23, September 24, and December 3 in the Bertha Knight Landes Room in Seattle City Hall, 600 Fourth Avenue, Seattle, WA 98104, unless another location is noted on the monthly agenda. SCA caucus meetings are scheduled as needed.

Website: <https://www.kingcounty.gov/depts/executive/performance-strategy-budget/performance-strategy/criminal-justice-strategy-policy/regional-law-safety-justice-committee.aspx>

A Brief History/Role of the Regional Law, Safety and Justice Committee

RLSJC was created by state law to share and coordinate criminal justice information and programs, to address important criminal justice issues in the region, and plan for future needs. The RLSJC meets seven times a year to discuss issues broadly related to the fields of the law, safety, and justice. Discussion at the RLSJC can be instrumental in broadening regional understanding of changes in the law and best or promising practices and fostering regional and cross-system collaboration.

Regional Law Safety and Justice Committee Make Up/Voting Rights:

As required by state law (RCW 82.09.300), the RLSJC includes members representing city legislative authorities, including SCA appointees, as well as members from law enforcement; prosecution; superior, juvenile, district, and municipal courts; the county jail; state corrections; and other required representational categories. Chairmanship of the committee rotates annually between SCA, Seattle, and King County. Seattle chairs the RLSJC in 2020. A Steering Committee, which includes the RLSJC Chair and Vice Chair, is responsible for determining what issues will come before the Committee and setting meeting agendas.

Committee work is done by consensus.

Regional Policy Committee (RPC) King County



Angela Birney



John Stokes



Dave Hill



Nancy Backus



James McNeal



Armondo Pavone

SCA PSRC Regional Policy Committee King County Policy Board Appointments

Member	City	Term Expiration
Angela Birney	Redmond	12/31/2020
John Stokes	Bellevue	12/31/2020
Dave Hill	Algona	
Alternate		
Nancy Backus	Auburn	12/31/2020
James McNeal	Bothell	12/31/2020
Armondo Pavone	Renton	12/31/2020
Staff		
Brian Parry		

Regional Policy Committee King County Meeting Times and Location

The Regional Policy Committee meets the second Wednesday of each month from 3:00 pm to 5:00 pm in the King County Council Chambers, 10th floor, King County Courthouse, 516 Third Avenue, Seattle, WA 98104. Caucus meetings are held in the Blue Conference Room in advance of the RPC from 2:00 pm to 3:00 pm.

Website: www.kingcounty.gov/council/committees/regional_policy.aspx

A Brief History/Role of the Regional Policy Committee King County

In the early 1990's following the merger of King County and Metro, in response to structural changes in King County government, three multijurisdictional policy committees were created to address transportation (Regional Transit Committee - RTC), water pollution control (Regional Water Quality Committee - RWQC), and regional issues (Regional Policy Committee - RPC).

The Regional Policy Committee (RPC) is responsible for addressing countywide issues including human services, public health, housing, open space, solid waste management, regional services financial policies, criminal justice, jails and district court services, and the siting of regional facilities. The RPC reviews and recommends regional policies and plans (other than transit and water quality) for consideration by the King County Council.

Regional Policy Board Make Up/Voting Rights:

Representation on the RPC includes three county councilmembers and six local elected city officials. Each county councilmember's vote is weighted as two votes. City officials are appointed from Seattle and other cities and towns in King County. Seattle appoints two representatives (each with one vote). SCA appoints four representatives (each with one vote). Members representing 6.5 votes constitute a quorum of a regional committee. In the absence of a quorum, the committee may perform all committee functions except for voting on legislation or a work program. Each King County regional committee has a chair and a vice-chair. The chair is a county councilmember appointed by the chair of the county council. The vice-chair is appointed by majority vote of those committee members who are not county councilmembers.

Regional Transit Committee (RTC) King County



Leanne Guier



Kathy Hougardy



Susan Chang



Ryan McIrvine



Kim Lisk



Jon Pascal



Jennifer Robertson



Bob Baggett



Toni Troutner



Mary Lou Pauly



Jerlaee Anderson



Dave Hill

SCA Regional Transit Committee Appointees

Member	City	Term Expiration
Leanne Guier	Pacific	12/31/2020
Kathy Hougardy	Tukwila	12/31/2020
Susan Chang	Shoreline	12/31/2020
Ryan McIrvine	Renton	12/31/2020
Kim Lisk	Carnation	12/31/2020
Jon Pascal	Kirkland	12/31/2020
Jennifer Robertson	Bellevue	12/31/2020
Bob Baggett	Auburn	12/31/2020

SCA Regional Transit Committee Appointees (cont.)

Alternate

Toni Troutner	Kent	12/31/2020
Mary Lou Pauly	Issaquah	12/31/2020
Jeralee Anderson	Redmond	12/31/2020
Dave Hill	Algona	12/31/2020

Staff

Cynthia Foley

Regional Transit Committee Meeting Times and Location

The Regional Transit Committee meets the third Wednesday of each month from 3:00 pm to 5:00 pm. Meetings are held in the King County Council Chambers, 10th floor, King County Courthouse, 516 Third Avenue, Seattle, WA 98104. Caucus meetings are held in advance of the RTC in the Southwest Conference Room from 2:00 pm to 3:00 pm.

Website: www.kingcounty.gov/council/committees/regional_transit.aspx

A Brief History/Role of the Regional Transit Committee

In the early 1990's following the merger of King County and Metro, in response to structural changes in King County government, three multijurisdictional policy committees were created to address transportation (Regional Transit Committee - RTC), water pollution control (Regional Water Quality Committee - RWQC), and regional issues (Regional Policy Committee - RPC).

The Regional Transit Committee (RTC) reviews and makes recommendations to the King County Council on policies for public transportation services operated by King County. The committee's responsibilities include the Service Guidelines, which is the blueprint for establishing guidelines for allocation of transit service throughout King County; long range planning; and the structure for transit fares

Regional Transit Committee Make Up/Voting Rights:

Representation on the RTC includes three county councilmembers and 10 local elected city officials. Each county councilmember's vote is weighted as two votes. City officials are appointed from Seattle and other cities and towns in King County. Seattle currently appoints two representatives (each with one vote). SCA currently appoints eight member representatives (each with one-half vote). Members representing 6.5 votes constitute a quorum of a regional committee. In the absence of a quorum, the committee may perform all committee functions except for voting on legislation or a work program. Each King County regional committee has a chair and a vice-chair. The chair is a county councilmember appointed by the chair of the County Council. The vice-chair is appointed by majority vote of those committee members who are not county councilmembers.

Regional Water Quality Committee (RWQC) King County



Leanne Guier



Penny Sweet



Benson Wong



Yolanda Trout-Manuel



Conrad Lee



Zandria Michaud

SCA PSRC Regional Water Quality Committee King County Policy Board Appointments

Member	City	Term Expiration
Leanne Guier	Pacific	12/31/2020
Penny Sweet	Kirkland	12/31/2020
Benson Wong	Mercer Island	12/31/2020
Alternate		
Yolanda Trout-Manuel	Auburn	12/31/2020
Conrad Lee	Bellevue	12/31/2020
Zandria Michaud	Kent	12/31/2020
Staff		
Cynthia Foley		

Regional Water Quality Committee King County Meeting Times and Location

RWQC meets the first Wednesday of the month from 3:00 pm to 5:00 pm. Caucus meetings are held in advance of the RWQC from 2:00 pm to 3:00 pm. Meetings are held in the King County Council Chambers, 10th floor, King County Courthouse, 516 Third Avenue, Seattle, WA 98104.

Website: www.kingcounty.gov/council/committees/regional_water_quality.aspx

A Brief History/Role of the Regional Water Quality Committee King County

In the early 1990's following the merger of King County and Metro, in response to structural changes in King County government, three multijurisdictional policy committees were created to address transportation (Regional Transit Committee - RTC), water pollution control (Regional Water Quality Committee - RWQC), and regional issues (Regional Policy Committee - RPC).

The Regional Water Quality Committee (RWQC) reviews and makes recommendations to the County Council on regional policies and plans related to water quality, sewer services, capital facilities and rates.

Regional Water Quality Committee Make Up/Voting Rights:

The RWQC's members are three county councilmembers, two sewer district appointees, and four local elected city officials. Each county councilmember's vote is weighted as two votes. City officials are appointed from Seattle and other cities and towns in King County. Seattle appoints two members (each with one full vote). SCA appoints four representatives (each with a one-half vote). The Council may by ordinance authorize the appointment of additional, nonvoting members representing entities outside of the County that receive sewerage treatment services from the County. Members representing 6.5 votes constitute a quorum of a regional committee. In the absence of a quorum, the committee may perform all committee functions except for voting on legislation or a work program. Each King County regional committee has a chair and a vice-chair. The chair is a county councilmember appointed by the chair of the county council. The vice-chair is appointed by majority vote of those committee members who are not county councilmembers.

Solid Waste Advisory Committee (SWAC) King County



Phillippa Kassover



Penny Sweet

SCA Solid Waste Advisory Committee Board Appointments

Member	City	Term Expiration
Phillippa Kassover	Lake Forest Park	9/30/2023
Penny Sweet	Kirkland	9/30/2023

Staff

Cynthia Foley

Solid Waste Advisory Committee Meeting Times and Location

SWAC meetings are held on the third Friday of each month from 9:30 am to 11:30 am. Caucus meetings are held in advance of SWAC from 8:30 am to 9:30 am. SWAC meets in the 8th floor Conference Room of the King Street Center, 201 S. Jackson Street, Seattle, WA 98104.

Website: <http://your.kingcounty.gov/depts/dnrp/solid-waste/about/advisory-committee/swac.aspx>

A Brief History/Role of the Solid Waste Advisory Committee

The Solid Waste Advisory Committee (SWAC) is a citizens' advisory body that provides input on solid waste management issues and decisions affecting county residents and the services they receive. SWAC is established under state law. The committee is balanced geographically and includes those who receive solid waste services, public interest groups, labor, recycling businesses, solid waste collection companies, and local elected officials. SWAC reviews and advises on policy issues, including the Comprehensive Solid Waste Management Plan and the annual budget. This is a three-year appointment.

There is a second advisory committee related to solid waste. Cities who are party to a Solid Waste Interlocal Agreement with King County have a seat on the Metropolitan Solid Waste Management Advisory Committee (MSWMAC). MSWMAC advises the County Executive, the King County Council, and the Regional Policy Committee in all matters related to solid waste management.

King County Solid Waste Advisory Committee Make Up/Voting Rights:

The SWAC is composed of at least nine and no more than 20 members representing a balance of interests among the following groups: citizens, public interest groups, labor, business, the waste management industry, local elected public officials, the recycling industry, manufacturers located in King County, and marketing and education interests. Members shall provide ongoing public input, coordination, and information exchange between the SWAC and the groups that they represent.

Recommendations to the Solid Waste Division, Executive, County Council, or any other entity in the name of the SWAC shall be approved by a majority vote of the SWAC members present. Minority opinions may also be forwarded with the majority recommendation. Subcommittee recommendations shall not be considered recommendations of the SWAC unless the full SWAC has acted to approve them.

Staff Committees

Affordable Housing Interjurisdictional Team (HJIT)

Automated Fingerprint Identification System (AFIS) Advisory Committee - King County

Interjurisdictional Team (IJT) - Growth Management Planning Council (GMPC)

Puget Sound Regional Council (PSRC) - Bicycle and Pedestrian Advisory Committee (BPAC)

Puget Sound Regional Council (PSRC) Regional Staff Committee

Puget Sound Regional Council (PSRC) - Regional Project Evaluation Committee (RPEC)

Puget Sound Regional Council (PSRC) - Transportation Demand Management Committee (TDM)

South Central Action Area Caucus Group (SCAACG) - Puget Sound Partnership (PSP)

Veterans, Seniors, Human Services Levy (VSHSL) Advisory Board

Affordable Housing Interjurisdictional Team (HIJT)

SCA Affordable Housing Interjurisdictional Team

Member	City	
Jane Lewine	Bellevue	Appointed 2019
Colleen Kelly	Redmond	Appointed 2019
Lauri Anderson	Kenmore	Appointed 2019
David Miller	North Bend	Appointed 2019
Sarah Bridgeford	Federal Way	Appointed 2019

Note: The HIJT has no formal member limit nor formal term expiration

Affordable Housing Interjurisdictional Team Meeting Times and Location

Meeting times and location for HIJT are to be determined.

Website: <https://www.kingcounty.gov/depts/community-human-services/housing/affordable-housing-committee.aspx>

A Brief History/Role of the Affordable Housing Interjurisdictional Team

The Affordable Housing Interjurisdictional Team (HIJT) supports the Regional Affordable Housing Task Force King County, and is composed of staff from King County, the City of Seattle, other cities, transit agencies, and nonprofit and stakeholder groups. This includes representatives from sub-regional collaborations such as ARCH (A Regional Coalition for Housing) and SKHHP (South King Housing and Homelessness Partnership). King County Executive staff convene and lead the work of the HIJT. The Interjurisdictional Team (IJT) to the GMPC works closely with the HIJT to ensure coordination among their work and effective staffing for the GMPC.

Responsibilities include:

- drafting the Committee's annual work plan and schedule
- preparing draft agendas and materials for meetings
- providing technical assistance to the cities and the County on affordable housing policy including identification and sharing of best practices and model legislation
- preparing a data dashboard
- preparing the annual report

Automated Fingerprint Identification System (AFIS) Advisory Committee King County

SCA Automated Fingerprint Identification System Advisory Committee Appointments

Member	City	Term Expiration
Rob Wyman	Newcastle	12/31/2020
Staff		
Cynthia Foley		

Automated Fingerprint Identification System Advisory Committee Meeting Times and Location

AFIS Advisory Committee meetings are held quarterly on the third Thursday of the month from 10:00 am to 11:30 am in the Executive Conference Room in the King County Chinook Building, 401 Fifth Avenue, 1st floor, Seattle, WA 98104.

Website: www.kingcounty.gov/afis

A Brief History/Role of the Automated Fingerprint Identification System Advisory Committee

King County's Automated Fingerprint Identification System (AFIS) is a levy-funded, countywide program that provides the staff and technology to support criminal fingerprint services for all 39 cities and unincorporated areas. The AFIS Program mission is to promote public safety and contribute to crime reduction by providing expert fingerprint identification services to criminal justice agencies throughout King County.

The AFIS Advisory Committee provides oversight for the operation and funding of AFIS services in King County. Since AFIS operations affect all law enforcement and jail agencies in King County, the AFIS Advisory Committee works to ensure that operations remain responsive to the needs of the region through involvement in recommending policy, setting expectations and protocols for each jurisdiction, and recommending budget proposals.

AFIS Advisory Committee Make Up:

SCA appoints a City Manager/City Administrator representative to the AFIS Advisory Committee. This is a three-year term. Other members of the committee include representatives from the Seattle, Bellevue, King County, and local law enforcement.

Interjurisdictional Team (IJT) to the Growth Management Planning Council (GMPC)

SCA Interjurisdiction Team GMPC Appointees

Member	City	Term Expiration
Mark Hoffman	Snoqualmie	12/31/2020
Hayley Bonsteel	Kent	12/31/2020
Angie Mathioas	Renton	12/31/2020
Evan Maxim	Mercer Island	12/31/2020
Staff		
Brian Parry		

SCA Member with Individual Seat

Member	City
Nicholas Matz	Bellevue

Interjurisdiction Team GMPC Meeting Times and Location

IJT meetings are typically held on the third Friday of the month from 9:30 am to 11:30 am. Meetings in 2020 will be held in various locations to be determined.

Website: www.kingcounty.gov/property/permits/codes/growth/GMPC.aspx

A Brief History/Role of the Interjurisdictional Team GMPC

The Interjurisdictional Team (IJT) is staff to the Growth Management Planning Council (GMPC). In accordance with the agreement setting out the GMPC, each party to the GMPC designates staff to the IJT. The IJT prepares materials for the GMPC, drafting countywide planning policy amendments and other materials as directed by the GMPC. SCA has four city seats on the IJT, and SCA staff also serves on the committee. City members are typically community development directors or planning directors with extensive GMA knowledge. Other members of the IJT represent Seattle, King County Executive's Office, King County Council, Seattle-King County Public Health, State Department of Commerce, school districts, and sewer and water districts.

Puget Sound Regional Council (PSRC) Bicycle and Pedestrian Advisory Committee (BPAC)

SCA PSRC Bicycle and Pedestrian Advisory Committee Appointees

Member	City	Term Expiration
Erik Preston	Kent	12/31/2021
Tobin Bennett-Gold	Kenmore	12/31/2021
Jim Morgan	Pacific	12/31/2021
Stephen Padua	Issaquah	12/31/2021
Kimberly Scrivner	Kirkland	12/31/2021
James Webb	Auburn	12/31/2021
Alternate		
Doug McIntyre	Sammamish	12/31/2021
Kevin O'Neill	Woodinville	12/31/2021
Kent Vaughan	Kenmore	12/31/2021
Staff		
Brian Parry		

PSRC Bicycle and Pedestrian Advisory Committee Meeting Times and Location

The BPAC typically meets on the second Tuesday of the month from 10:00 AM to 12:00 PM. Meetings are held at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104

Website: <http://www.psrc.org/committee/bicycle-pedestrian-advisory-committee>

A Brief History/Role of the PSRC Bicycle and Pedestrian Advisory Committee

The Bicycle and Pedestrian Advisory Committee (BPAC) is composed of staff from PSRC's member organizations, representing cities and counties, transit agencies, the state and tribes. BPAC's mission is to advise the Puget Sound Regional Council (PSRC) on a variety of regional bicycle and pedestrian related issues. The BPAC provides technical guidance that is reflected in PSRC's planning products and guidance, including but not limited to the regional Active Transportation Plan.

Puget Sound Regional Council (PSRC) Regional Staff Committee

SCA PSRC Regional Staff Committee Appointees

Member	City	Term Expiration
Chip Vincent	Renton	12/31/2020
Danielle Butsick	Kent	12/31/2020
Alternate		
Diana Hart	Woodinville	12/31/2020
Staff		
Brian Parry		

SCA Member with Individual Seat

Member	City
Nicholas Matz	Bellevue

PSRC Regional Staff Committee Meeting Times and Location

The Regional Staff Committee typically meets on the third Thursday of the month from 9:30 AM to 11:30 AM. Meetings are held at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104.

Website: <https://www.psrc.org/committee/regional-staff-committee>

A Brief History/Role of the PSRC Regional Staff Committee

The PSRC Regional Staff Committee discusses key issues and may make recommendations to the PSRC policy boards, Operations Committee, and Executive Board. Members include high-level staff from member jurisdictions and transit agencies, in approximate proportion to representation on the Transportation Policy Board and Growth Management Policy Board.

Puget Sound Regional Council (PSRC) Regional Project Evaluation Committee (RPEC)

SCA PSRC Regional Project Evaluation Committee Appointees

Member	City	Term Expiration
Don Cairns	Redmond	12/31/2021
Nytasha Walters	Shoreline	12/31/2021
Chad Bieren	Kent	12/31/2021
Ingrid Gaub	Auburn	12/31/2021
Jim Seitz	Renton	12/31/2021
Alternate		
Kamal Mahmoud	SeaTac	12/31/2021
Maiya Andrews	Burien	12/31/2021
Joel Pfundt	Kirkland	12/31/2021
Kurt Seeman	Issaquah	12/31/2021
Kamal Mahmoud	SeaTac	12/31/2021
Staff		
Brian Parry		

PSRC Regional Project Evaluation Committee Meeting Times and Location

The RPEC meets on the fourth Friday of the month from 9:30 am to 11:30 am. Caucus meetings are held in advance of the RPEC meeting from 9:00 am to 9:30 am. RPEC and caucus meetings are held at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104.

Website: <http://www.psrc.org/about/advisory/rpec/>

A Brief History/Role of the PSRC Regional Project Evaluation Committee

The Regional Project Evaluation Committee (RPEC) is a staff committee of the Puget Sound Regional Council (PSRC) whose primary role is to make recommendations to the Transportation Policy Board regarding the distribution and monitoring of PSRC's federal funds. The Committee also serves an important role in providing input on other PSRC transportation planning issues. Representation is based on guiding principles adopted by PSRC's Executive Board and current population to the extent possible. In addition, all ports, transit agencies, member tribal agencies, the Washington State Department of Transportation regional offices with responsibility for projects in the Puget Sound region, and the Puget Sound Clean Air Agency are represented.

Puget Sound Regional Council (PSRC) Transportation Demand Management Committee (TDM)

SCA PSRC Transportation Demand Management Committee Appointees

Member	City	Term Expiration
Armaghan Baghoori	Kirkland	12/31/2021
Mary Joe de Beck	Issaquah	12/31/2021
April Delchamps	Kent	12/31/2021
Cecil Malik	Auburn	12/31/2021
Alison Turner	Tukwila	12/31/2021

Staff

Brian Parry

PSRC Transportation Demand Management Committee Meeting Times and Location

The TDM Advisory Committee typically meets on the second Wednesday of the month from 1:00 PM to 3:00 PM. The committee meets approximately six times per year as determined by the needs of the committee's annual work plan. Meetings are held at PSRC, 1011 Western Avenue, Suite 500, Seattle, WA 98104.

A Brief History/Role of the PSRC Transportation Demand Management Committee

The Transportation Demand Management (TDM) Advisory Committee is composed of staff from PSRC's member organizations and other organizations that deliver programs and services that contribute to an efficient transportation system. The TDM Advisory Committee promotes a collaborative and coordinated approach to transportation demand management activities happening throughout the Puget Sound region. The Committee provides guidance to local implementers and advises regional policy makers on delivering TDM benefits across the region. The TDM Advisory Committee, with support from PSRC staff, also develop and maintain a Regional TDM Action Plan that is updated with every four year update to the region's long-range transportation plan. SCA has five member and five alternate seats on the TDM Advisory Committee. Other members of the committee include the City of Bellevue, King County, and the City of Seattle.

Website: <http://www.psrc.org/committee/tdm-advisory-committee>

South Central Action Area Caucus Group (SCAACG) Puget Sound Partnership

SCA South Central Action Area Caucus Group Appointees

Member	City	Term Expiration
Vacant		
Vacant		
Staff		
Brian Parry		

South Central Action Area Caucus Group Meeting Times and Location

The SCAACG meets 12:30 PM to 3:30 PM on the first Wednesday of every other month at the Tukwila Community Center, 12424 42nd Avenue South, Tukwila, WA 98168.

Website: www.govlink.org/sc-puget-sound-action-area/Index.htm

A Brief History/Role of the South Central Action Area Caucus Group

The goal and charge of the Puget Sound Partnership is to recover the health and function of Puget Sound ecosystems. Integrating and implementing the Puget Sound Salmon Recovery Plan and the Action Agenda are the basis for achieving Puget Sound recovery. The Partnership is working with local communities in action areas across Puget Sound to identify local Puget Sound recovery priorities and coordinate efforts to implement actions called for in the Action Agenda, which guides the effort to recover Puget Sound by 2020. The purpose of the South Central Action Area Caucus Group is to help refine and confirm local action area priorities using input from constituents, and to help identify opportunities to become more efficient and effective through coordination and integration of Puget Sound recovery efforts.

Caucus group membership includes elected officials and staff from key implementer groups, including local jurisdictions, watershed groups, tribes, business, and non-governmental organizations. SCA appoints two members to the Committee. Committee work is done by consensus.

Veterans, Seniors & Human Services (VSHSL) Advisory Board

SCA Veterans, Seniors & Human Services Advisory Board Appointees

Member	Term Expiration
Cindy Goodwin (Vulnerable pop. Subcommittee)	5/31/2022
Lori Guilfoyle (Seniors subcommittee)	5/31/2022
Pete Lewis (Veterans subcommittee)	5/31/2022

Staff

Alexis Mercedes Rinck

Veterans, Seniors & Human Services Advisory Board Meeting Times and Location

The VSHSL Advisory Board meets the third Thursday of every month from 11:00 AM to 1:00 PM at rotating locations.

A Brief History/Role of the Veterans, Seniors & Human Services Advisory Board

King County established a new King County Veterans, Seniors and Human Services Levy (VSHSL) Advisory Board in September 2018. The VSHSL Advisory Board's purpose is to oversee the distribution of VSHSL proceeds and to advise the County on matters that affect each of the VSHSL's priority populations. The board will consist of thirty members organized into three ten-member committees focused on veterans, seniors, and vulnerable populations respectively. SCA nominates one member to each of the three committees for Executive appointment. Elected officials are ineligible for board membership while they hold office.

Board members of each committee will serve three-year terms, with the exception of seven members from each committee who shall be appointed to initial terms of two years.

Website: <https://kingcounty.gov/depts/community-human-services/initiatives/levy/board.aspx>

SCA Board Policies Regarding Appointments to Regional Committees and Boards

701 APPOINTMENT POLICY

A member representing the Sound Cities Association is expected to reflect policy which has been developed by the Sound Cities Association when sitting as a member of any regional committee, board or task force. (8/16/1995)

701.1 Exercise of SCA Appointment Authority

- a) Sound Cities Association (hereafter, SCA) exercises appointment authority on behalf of its member cities for those regional forums in which the municipalities of King County, other than Seattle, share representation and where, by charter, bylaw or interlocal contract, the appointment authority is exercised by the affected jurisdictions.
- b) SCA's appointment authority for shared representation is valid for so long as SCA's membership comprises over 50% of the suburban municipalities containing over 50% of the suburban population.
- c) SCA may be asked to recommend appointments to regional forums where appointment authority resides in others (state or county executives or legislative bodies). SCA is not responsible for the appointment subsequently made, staffing scheduling or information distribution.
- d) While SCA attempts to meet the representational requirements of regional bodies, it is the policy of SCA's board of directors to promote consolidation of regional issues in such a way as to provide for effective decision-making through efficient use of our staff and elected officials' time. This policy may be evidenced through the creation of the SCA Public Issues Committee. (9-19-2007)
- e) SCA shall retain discretion in accepting or exercising appointment authority for new forums, based on the perceived value of the forum proposed, availability of elected officials or staff with prerequisite knowledge, and the availability of alternate forums for exercise of the same function. The Board shall be the final arbiter of acceptance of responsibility for new forums.
- f) Board appoints staff representatives. (10-29-99, 7/28/05, 9/19/07)

701.2. Identification of Appointees

Regional Committee Appointments shall be recommended to the Board of Directors by December 31st each year. (Bylaws 11/17/04, 9/19/07, 12/17/2014)

- a) SCA shall, in the fall of each year, issue a call for nominations from the cities of King County for all open seats for King County regional boards, committees and task forces.
- b) SCA shall provide for notice to the membership of:
 - all regional appointments currently being reviewed,
 - the process and timeline for approval of appointments,
 - any requirements or criteria for consideration
 - appointments which are available due to retirement or resignation
- c) The Public Issues Committee through its Nominating Committee shall review all pertinent information and determine a draft list of appointments for the coming year with regard to the following criteria:
 - geographic distribution
 - size distribution
 - governance distribution
 - ability to serve, interest in serving, past participation
 - knowledge of the subject matter
 - Preference shall be given to current SCA members (12/17/2014)
- d) Appointments may be continued from year to year, upon recommendation of the Public Issues Committee and approval of the Board of Directors, based on:
 - past participation and continued interest in serving,
 - successful representation of membership interests in past efforts,
 - information from the caucus chair, if any,
 - comparative need for organizational continuity in any appointment.
- e) Appointments are valid for one year unless specified by the governing authority (9/19/07)
- f) Alternates will be appointed for boards, committees and task forces, according to the same criteria as full members. (10/29/1999, 7/28/2005)
- g) For vacancies and new appointment opportunities, SCA shall issue a call for nominations from the cities of King County and follow the procedure as outlined in b) through f) above. Any vacancies occurring after August 1st shall be filled at the discretion of the Board of Directors. (7/19/2006)
- h) Appointment of electeds for terms less than 6 months or interim workgroups and task forces shall be made directly by the Board of Directors. (7/19/2006)
- i) Each city may have no more than one representative serving at a time on any individual regional board, committee, advisory council, or task force. Further, cities are asked to not submit multiple applicants for the same committee. The process for deciding which applicant's name to submit is left to the discretion of each individual city. (12/17/2014)

701.3 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. (9/19/2007)

- 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.
- 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. (9/19/2007)
- 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. (9/19/2007)
- 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. (Board 10/29/1999, 7/28/2005, 9/19/2007)

701.4. ANNUAL PREPARATION FOR APPOINTMENTS PROCESS

- a) SCA will provide for a joint seminar to provide training and orientation for regional appointees, alternates and any affected staff in January. This training will be scheduled to provide an orientation vehicle for newly elected officials. Newly elected officials will also be invited to attend.
 - Caucus chairs and vice-chairs will be selected with consideration being given to geographic balance. (9/19/2007, 10/19/11)
 - Process for action will be identified
 - Member staff will be assigned and duties identified
- b) SCA, in consultation with caucus chairs for the various forums, will provide for an annual review of existing forums, which may include external or internal assessments of the forum's utility to the member cities, effectiveness of the forum in meeting the needs of regional decision making, and potential future value to the member cities. In consultation with the Board, SCA's president will provide for dissemination or communication of the annual review to member cities and regional governments. (Board 10/29/99, 7/28/05, 9/19/07)

701.5 SCA Caucuses – Manner of Acting

a) Caucus Chair Responsibilities

- Determine if caucus meeting is needed
- Set SCA Caucus meeting agenda with the assistance of lead staff
- Have identified technical staff to provide technical briefing, as necessary
- Attend and chair SCA Caucus meeting
- Confirm attendance of an SCA Caucus alternate in case of an absence
- Absent an SCA position, poll Caucus and develop a majority position of those present or available prior to regional forum meeting. Absent a majority position, ask for a delay in action (9/19/2007)
- Attend regional forum meetings
- Seventy-five percent attendance at both caucus and regional committee meetings is expected
- Serve as liaison to SCA Public Issues Committee; communicate SCA Board positions on issues
- Brief Public Issues Committee and solicit ideas and discussion when appropriate
- Present agreed-to motions to regional forum or designate this responsibility to other Caucus member
- Coordinate political and policy issues with other regional forum members from Seattle and King County as appropriate
- 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 (7/22/09)
- Make every attempt to generate a caucus recommendation to SCA for the development of a timely position statement (10/20/10)

b) 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 (7/28/2005)
- 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. (10/20/10)

- 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. (7/22/09)
- c) Caucus Staff Lead
- Caucus staff will be appointed by the Executive Director when possible and appropriate. (6/16/2010)
 - Caucus staff should represent balanced geographic distribution
 - The purpose of the caucus staff lead is to:
 - a. Support the public policy positions of SCA and the work of the electeds assigned to the board/committee;
 - b. Support the caucus chair in planning agendas for SCA caucus meetings;
 - c. Advise the caucus on issues and concerns of the member jurisdictions, to assist in drafting the background and recommended policy positions for the SCA Public Issues Committee; and
 - d. Assist in drafting the background and recommended policy positions for the SCA Public Issues Committee. (9/19/2007)

702 REGIONAL PROJECT EVALUATION COMMITTEE FOR PSRC

702.1 Background

The Regional Project Evaluation Committee is a standing committee of the Puget Sound Regional Council (PSRC), established for the purpose of ranking projects consistent with the policy framework adopted by the PSRC's Executive Board. The Committee is made up of staff members from participating general governments and agencies, currently identified and authorized by a process administered by the Sound Cities Association.

Staff who are designated as representing 'other cities and towns' in all four participating counties are the only staff who must represent the interests of more than one unit of general government. Thus, it is important that these staff are mindful of their role and responsibilities to 'other cities and towns'. (4-1-2004, 7-28-2005)

702.2 Process and administration

SCA's process for identifying and naming staff shall be designed to

- distribute representation from all geographic regions represented by these SCA cities as equally as possible, by communicating with all cities in a geographic region on the occasion of a vacancy;
- provide for notice to all SCA cities through the mayor or chief executive officer, when a vacancy occurs on the committee due to resignation or retirement of an existing staff member;

- ensure that no city or individual staff person shall serve more than two terms (six-years) three funding cycles (six years, the current 'life' of federal transportation enabling statutes) as a voting member of the RPEC, without other cities in the geographic region having an opportunity to identify a staff member to serve on the committee; (12-16-2015)
- in extraordinary circumstances, the Board may make exceptions to the two term limit 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; (12-16-2015)
- open a call for nominations every 3 years to coincide with RPEC's review of membership, as per PSRC's Board procedures, at the conclusion of each funding cycle (typically 3 years) to ensure appropriate participation; (7-19-2006, 12-16-2015)
- provide staff members to serve as alternates to the full members of the RPEC. The alternates shall be afforded preference in appointment when a member vacancy occurs;
- ensure that the King County-wide forum chair is a member of the RPEC, if that forum chair is an employee of a city which is classified as one of the 'other cities and towns' of King County, within the meaning of the Puget Sound Regional Council's representational scheme.

702.3 Roles and responsibilities

Staff members serving on behalf of 'other cities and towns' in King County shall endeavor to

- exercise judgment in the application of project ranking criteria in a manner that represents 'other cities and towns' in King County equally, without undue preference to projects within their city;
- arrange regular communication with the group of cities represented on matters coming before the RPEC, through electronic written reports or meetings;
- make themselves known to and available for consultation with elected officials serving on the Transportation Policy Board or the Executive Board of Puget Sound Regional Council, to ensure appropriate linkage among all parties representing 'other cities and towns' at the Puget Sound Regional Council. (4-1-2004)

Sound Cities Association Board & Regional Caucuses

The SCA Board of Directors oversees the general activities of the Sound Cities Association and governs the organization by establishing broad policies and objectives for SCA. While the Public Issues Committee (PIC) brings forward public policy positions and makes recommendations on appointments to regional boards and committees, the Board is ultimately responsible for adopting policy positions and making appointments.

The SCA Board of Directors has thirteen directors: four from the North Caucus; one from the Snoqualmie Valley Caucus; four from the South Caucus; one from the South Valley Caucus; the Past President of the Board; the Public Issues Committee (PIC) Chair; and the City Manager/Administrator representative. The Regional Caucus representatives serve two-year terms with a maximum of three consecutive terms. The PIC Chair and the City Manager/Administrator representative serve one-year terms with a maximum of three consecutive terms. Every December the Regional Caucuses meet to review nominees for open seats on the SCA Board of Directors and elect their own regional representative(s).

<u>North Caucus</u>	<u>South Caucus</u>	<u>Snoqualmie Valley Caucus</u>
Town of Beaux Arts Village City of Bellevue City of Bothell City of Clyde Hill Town of Hunts Point City of Issaquah City of Kenmore City of Kirkland City of Lake Forest Park City of Medina City of Mercer Island City of Newcastle City of Redmond City of Sammamish City of Shoreline City of Woodinville Town of Yarrow Point	City of Auburn City of Burien City of Covington City of Des Moines City of Federal Way City of Kent City of Maple Valley City of Normandy Park City of Renton City of SeaTac City of Tukwila	City of Carnation City of Duvall City of North Bend City of Skykomish City of Snoqualmie
Total 2019 Population 581,000	Total 2019 Population 590,840	Total 2019 Population 30,900
		<u>South Valley Caucus</u> City of Algona City of Black Diamond City of Enumclaw City of Milton City of Pacific
		Total 2019 Population 27,985
		Populations per OFM

SCA Legislative Committee



Leanne Guier



Dana Ralph



David Baker



Amy Ockerlander

Role of the SCA Legislative Committee

The SCA Legislative Committee is responsible for developing the annual SCA Legislative Agenda to recommend to the Public Issues Committee (PIC). PIC reviews the Committee proposal before making a recommendation to the SCA Board, by whom the Legislative Agenda is formally adopted. Committee members are appointed by the SCA Board on an annual basis from each of the four SCA caucuses.

SCA 2020 Legislative Agenda

Address the Affordable Housing and Homelessness Crisis

The state and cities must partner to preserve and increase the supply of affordable housing as, well as address behavioral health needs and other root causes of homelessness. Sound Cities Association urges the Legislature to:

- *Allow cities to create and preserve affordable housing through optional local tools, including extending the timeline to approve a “qualifying local tax” provided under HB 1406 adopted in the 2019 legislative session*
- *Continue to expand investment in the Housing Trust Fund*
- *Address other underlying causes of homelessness by providing support to cities to implement innovative local solutions and increasing investments in our state’s behavioral health system*

Invest in Transportation Infrastructure and Mobility

The economic vitality of our state demands that we invest in our existing transportation infrastructure and prioritize new investments that improve the movement of people and goods. Cities have increased investments in local transportation systems, but still face an annual funding gap for maintenance and operation of those systems of \$1 billion statewide. Sound Cities Association urges the Legislature to:

- *Partner with cities to develop a comprehensive transportation bill that provides new resources and options for local government to address transportation and mobility needs*

Fully Fund the Public Works Trust Fund and Provide Options for Local Infrastructure Needs

Today’s cities are building the infrastructure necessary to accommodate a growing population and economy. Investments in infrastructure keep communities vibrant, protect the environment, and attract economic development. Cities need tools to lower the cost of providing local infrastructure and to avoid further exacerbating the housing affordability crisis. Sound Cities Association urges the Legislature to:

- *Fully fund the Public Works Trust Fund*
- *Support economic development tools that help maintain and expand local infrastructure, such as Tax Increment Financing and similar tools*

Preserve Local Decision-Making Authority

Cities possess strong local knowledge and authority to keep communities safe, healthy, and improve quality of life. It is critical cities maintain the authority to provide the necessary services and retain local control over land use planning that will help communities thrive.

Provide the Tools for Cities to Address Local Priorities

City revenue streams are limited and are not structured to sustainably keep-up with rising costs. Cities need flexible local funding tools, fewer unfunded mandates, and continued support from the state for shared responsibilities. Sound Cities Association urges the Legislature to:

- *Replace the arbitrary 1% cap on annual property tax increases with a limit tied to inflation plus population growth*
- *Meet the state’s commitment to revenues intended to be shared with cities to serve our shared constituents*
- *Continue streamlined sales tax mitigation to affected cities*



SOUND **CITIES** ASSOCIATION

6300 Southcenter Blvd. Suite 206
Tukwila, WA 98188
Phone: (206) 433-7168
Email: sca@soundcities.org
Website: www.soundcities.org



2021 CALL FOR NOMINATIONS

Appointments to Regional Boards and Committees

The Sound Cities Association (SCA) has appointing authority for over thirty regional boards and committees. Twenty-four of these boards and committees have seats for elected officials up for appointment for 2021.

For detailed information about each committee, please refer to the [SCA 2020 Regional Committee and Board Appointment booklet](#). This guide contains information about each committee, including: the roles and responsibilities of each committee; the dates, times, and location of committee meetings; the 2020 representatives to each committee; and the term expiration date.

Applications for 2021 board and committee appointments are due October 2, 2020. All interested applicants must submit a nomination form to be considered for appointment. This includes those currently serving on boards and committees with a term that expires at the end of 2020.

Applications for boards and committees are reviewed by the PIC Nominating Committee, which is comprised of one representative from each SCA Caucus (South, North, South Valley, and Snoqualmie Valley). The committee strives to maintain geographic diversity, and a balance of membership from large and small cities. The background and interest level of applicants is considered, as is the applicant's past service on boards and committees. Preference shall be given to representatives from SCA member cities. The committee balances the need for institutional knowledge and expertise with a desire to obtain fresh perspectives and new voices. SCA values diversity, and strives to create an inclusive environment. All SCA members are encouraged to apply for boards and committees. The PIC Nominating Committee recommends a slate of appointments to the SCA Public Issues Committee (PIC), which in turn submits recommendations for appointments to the SCA Board of Directors for approval.

Please note that, pursuant to SCA Board Policy, each city may have no more than one representative serving at a time on any individual regional board, committee, advisory council, or task force. Further, cities are asked to not submit multiple applicants for the same committee. The process for deciding which applicant's name to submit is left to the discretion of each individual city.

SCA appointees and alternates to regional boards and committees are expected to attend all meetings of the board/committee and of the SCA caucus meeting, as well as the annual SCA orientation for board and committee members. Appointees and alternates are expected to represent the common interests of all SCA member cities while serving on regional boards and committees.

Important Dates for 2021 Board and Committee Appointments:

Webinar on Frequently Asked Questions for SCA Regional Board and Committee Appointments – Wednesday, September 23, 2020, 2:00 PM ([Find Webinar Materials Here](#))

Deadline for applications/nominations to 2021 boards and committees--October 2, 2020

PIC Nominating Committee meets to review applications/nominations--October 22, 2020

PIC makes recommendation on slate of appointees to the SCA Board of Directors--November 12, 2020

SCA Board of Directors finalizes 2020 board and committee appointments--November 18, 2020

To apply, please fill out the form below; to apply for multiple committees, please use one form submission for each committee. A statement of interest detailing your relevant background and experience may be copy/pasted as text or may be added as an attachment within the form. Please refer to the [2021 SCA Board and Committee Seats for Appointment](#) document for complete list of seats up for appointment.

2021 CALL FOR NOMINATIONS

Appointments to Regional Boards and Committees

Which committee are you applying to? *

Do you currently hold a seat on this committee? *

Nominee Name *

First Last

City *

Title *

City Email *

Cell Phone Number *

####

Are you submitting this application on behalf of the person named above?

- ☐ I am submitting this application for myself
☐ I am submitting this application for someone else

Your Name *

First Last

Your Email *

Upload Documents

No file chosen

Enter Text

Type or paste your statement of interest, detailing your relevant background and experience for the position. You may also upload files using the Upload Documents field above.

Have you applied or plan to apply to additional 2021 regional boards and committees? *

I acknowledge that I have reviewed the above policies regarding serving on regional boards and committees, as well as the applicable meeting information for the committee to which I am applying. I confirm my availability and willingness to attend meetings of the committee(s) for which I am applying, as well as any meetings of the SCA caucus for said committee(s). *

- ☐ Please check box to confirm your acknowledgement.