

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

**AGENDA TITLE:** Discussion of Appointments to Regional Forums/Committees  
**DEPARTMENT:** Communications & Intergovernmental Relations  
**PRESENTED BY:** Joyce Nichols, C/IR Director

**PROBLEM/ISSUE STATEMENT:**


Suburban Cities Association (SCA) serves as the administrative agency for selection of representatives to various regional committees and forums. SCA's process involves soliciting nominations, preparing a recommended slate of appointments from the nominating committee of the Public Issues Committee (PIC), and sending recommendations from the PIC to the SCA Board of Directors for approval at its December 12 meeting.

In order to meet this schedule, SCA has asked cities to send in their nominations by Tuesday, October 31. We have scheduled time at your Council meeting tonight to briefly discuss the nominations you would like to forward to SCA for appointments to the regional committees.

A copy of the SCA nominations information packet and the current list of SCA committees/ members for 2006 are included under Attachment "A".

**RECOMMENDATION**

Staff recommends Council discuss the committee appointments and recommend a slate of nominees to send to SCA by the October 31 deadline.

Approved By: City Manager  City Attorney \_\_\_\_\_

Attachment "A": SCA nominating packet and 2006 list of appointees

**REMINDER REMINDER REMINDER REMINDER**

October 4, 2006

To: Mayors and City Council Members  
 From: Karen L. Goroski, Executive Director  
 RE: 2007 Appointments to Regional Forums Requiring Shared Representation

**IT'S TIME TO THINK ABOUT 2007 APPOINTMENTS TO REGIONAL COMMITTEES & BOARDS**

Our cities, collectively, have a duty to identify delegates to some regional forums where our representational voice is jointly held, either through an enabling document, by interlocal contract, or by a written request. Page 2 of this document lists those committees and boards for which we appoint electeds.

SCA serves as the administrative agency for the selection of these representatives. Our process involves soliciting nominations, preparation of a recommended slate of appointments by the nominating committee of the Public Issues Committee (PIC), recommendations from the PIC to the SCA Board of Directors and appointment by the Board. The slate will go to the Public Issues Committee on November 8, 2006 for recommendations to the SCA Board of Directors at its December 12, 2006 meeting. The nominations and recommended slate may include cities that are not currently members of SCA.

Some cities prefer to have their councils and/or mayors approve nominees for appointments to regional forums; some cities encourage individual councilmembers to volunteer. This is the choice of each city.

- (1) Please identify potential nominees for the positions on the attached form and forward to us by **October 31, 2006**. Remember, you must submit an application to be considered or reappointed.
- (2) We will accumulate the responses from cities and will forward to the nominating committee of the Public Issues Committee a slate of potential nominees that meet the criteria of the enabling documents. Additional names may be added by the nominating committee with the consent of the nominee.
- (4) The nominating committee will attempt to balance size of cities, geography, experience, new expertise, and a variety of other factors in its recommendations.

There will be an orientation meeting for **ALL** delegates in January. The purpose of the orientation is for each caucus to review and discuss the SCA Board Policies that accompany this memo, elect a caucus lead, discuss the work of their committee or board for 2007, meet the SCA member city staff assigned to each caucus, and more.

If you have further questions about the appointments process or about the regional committees, please call me at the SCA office. 206-433-7170

**\*\*\* In addition to completing the attached form, the following information about the nominee must be completed:**

- 1) Background nominee would bring to represent suburban cities on the committee/council:**
- 2) Has the nominee been contacted and agrees to have his/her name placed in nomination?**

- Enclosed
1. Nominations form
  2. Committee Information and Links Bylaws provisions concerning appointments.
  3. Link for Bylaw provisions concerning appointments
  4. Section 701.3 of SCA Board Policies – Roles and Responsibilities of Appointees
  5. Link for a list of current appointments 2006

# 1. NOMINATIONS AND IDENTIFICATION OF AUTHORIZED REPRESENTATIVE

If asking for consideration for more than one committee, please note your order of preference.

Position	Elected Official Nominee
Regional Policy Committee	
Regional Transit Committee	
Regional Water Quality Committee	
PSRC Executive Board	
PSRC Growth Management Policy Board	
PSRC Transportation Policy Board	
PSRC Economic Development District Policy	
Growth Management Planning Council (GMPC)	
Regional Law, Safety, and Justice Committee	
Committee to End Homelessness Governing Board	
King County Consortium Joint Recommendations Committee for CDBG (JRC)	
King County Disability Board LEOFF1	
Local Hazardous Waste Management Program -- Management Coordination Committee (MCC)	
Board of Health	
enterpriseSeattle	

**Please provide a brief statement on your qualifications for the position.**

These nominations represent the elected officials eligible and willing to serve on these committees from the city of \_\_\_\_\_.

Our city is willing to provide staff support to forums on which elected officials from our city may be selected to serve. Yes \_\_\_\_\_ No \_\_\_\_\_

Our city prefers not to nominate individuals, but permits individual councilmembers to volunteer for service. Yes \_\_\_\_\_ No \_\_\_\_\_

This information has been supplied by \_\_\_\_\_. Date \_\_\_\_\_

Contact phone: \_\_\_\_\_ email: \_\_\_\_\_

*To have this information included in the informational packet sent to the nominating committee of the Public Issues Committee, please Email, FAX or MAIL to SCA by October 31, 2006.*

## **2. Committee Information and Links:**

Brief committee information and a web site link for further information.

### **METROPOLITAN KING COUNTY REGIONAL COMMITTEES**

#### **Regional Policy Committee - RPC**

RPC is responsible for addressing countywide issues including human services, public health, disaster planning, solid waste, criminal justice, emergency medical services and other issues. They are charged with developing, reviewing and recommending policies, plans and ordinances for consideration by the County Council.

**Meeting times and place:** RPC meets the 1<sup>st</sup> Wednesday of each month from 3 – 5 pm at the King County Courthouse. [www.metrokc.gov/mkcc/committees/rpc.htm](http://www.metrokc.gov/mkcc/committees/rpc.htm)

#### **Regional Transit Committee - RTC**

RTC's purpose is to develop, review, and recommend policies and plans to guide Metro Transit Operations.

**Meeting times and place:** RTC meets the 3<sup>rd</sup> Wednesday of each month from 3-5 pm at the King County Courthouse. [www.metrokc.gov/mkcc/committees/rtc.htm](http://www.metrokc.gov/mkcc/committees/rtc.htm)

#### **Regional Water Quality Committee - RWQC**

RWQC was established by King County Charter in 1994. They develop, review and recommend countywide policies and plans for water quality and sewer services issues, long range capital facilities plans, rate policies and facilities siting to guide King County's regional water quality responsibilities for consideration by MKCC.

**Meeting times and place:** RWQC meets the 2<sup>nd</sup> Wednesday of the month for 3-5pm at the King County Courthouse. [www.metrokc.gov/mkcc/committees/rwq.htm](http://www.metrokc.gov/mkcc/committees/rwq.htm)

### **PUGET SOUND REGIONAL COMMITTEES (PSRC)**

PSRC is an association of local government and state agencies that serves as a forum for developing policies and making decisions about regional growth management, economic and transportation issues in the four-county central Puget Sound region. Established by interlocal agreement as the regional transportation planning organization for Snohomish, King, Pierce and Kitsap counties. Mandated by state law and consistent with regional growth management strategies. Headquarters is located at 1011 Western Avenue, Seattle. The full meeting schedule is posted at [www.PSRC.org](http://www.PSRC.org).

#### **PSRC Executive Board**

The Executive Board members are appointed by their General Assembly constituents to represent the member governments. The Board is chaired by the Regional Council president, meets monthly, and carries out delegated powers and responsibilities between meetings of the General Assembly.

**Meeting times and place:** The Executive Board usually meets once a month on the 4<sup>th</sup> Thursday from 10 am to 11:30 am at PSRC's headquarters. [www.psrc.org/boards/execbd/index.htm](http://www.psrc.org/boards/execbd/index.htm)

#### **PSRC Growth Management Policy Board - GMPB**

The GMPB includes representatives of the Regional Council's member jurisdictions and regional business, labor, civic and environmental groups. Meets monthly to make recommendations on key growth management issues to the Executive Board.

<http://www.psrc.org/boards/gmpb/index.htm>

**Meeting times and place:** Meets the 2<sup>nd</sup> Thursday of the month both jointly with the Transportation Policy Board and separately at the PSRC headquarters. Separately, it is scheduled from approximately 9:30 – 12:30.

#### **PSRC Transportation Policy Board - TPB**

The RPB includes representatives of the Regional Council's member jurisdictions and regional business, labor, civic and environmental groups. Meets monthly to make recommendations on key transportation issues to the Executive Board.

**Meeting times and place:** TPB meets on the second Thursday of the month, from approximately 9:30 – 11:30, both jointly with the Growth Management Policy Board and separately.

### **Economic Development District Policy Board - EDDPB**

The regional Economic Development District (EDD) is the federally designated economic development district for the central Puget Sound Region covering King, Kitsap, Pierce, and Snohomish counties. The EDD is responsible for regional economic development planning and collaborates with various private and public sector agencies to accomplish this goal. The EDD brings together the private and public sectors in a partnership necessary to provide a coordinated strategy and an ongoing economic development program for the region.

**Meeting times and place:** EDDPB meets on the second Wednesday of each month from 2-4 pm at PSRC headquarters

<http://www.psrc.org/boards/cpsedd/index.htm>

## **OTHER KING COUNTY COMMITTEES**

### **Growth Management Planning Council – GMPC**

GMPC consists of elected officials from King County, Seattle, Bellevue and the Suburban Cities Association and special purpose districts. The GMPC developed and adopted the Countywide Planning Policies (CPP's), which serve as a framework for each jurisdiction to develop its own comprehensive plan, which must be consistent with the overall vision for the future of King County. The GMPC recommends amendments to the CPP's to the King County Council.

**Meeting times and place:** GMPC normally meets on the 4<sup>th</sup> Wednesday of the month, several times per year, from 4 - 6 pm, at the Puget Sound Regional Council's headquarters at 1011 Western Avenue, Seattle. A caucus meeting of city representatives may be held immediately prior to the meeting, or at another time and place, by mutual agreement of the caucus representatives.

<http://www.METROKC.GOV/DDES/GMPC/INDEX.SHTM>

### **Regional Law Safety and Justice Committee**

Created by state law to share and coordinate criminal justice information and programs, to address important criminal justice issues in the region and plan future needs.

**Meeting times and place:** RLSJ meets the last Thursday of each month, 7:30 am to 9 am at the 40<sup>th</sup> Floor Conference Room, Seattle Municipal Tower, 700 Fifth Ave. No web site, but contact Kate Davis at 206-296-3437.

### **Committee to End Homelessness – Governing Board**

In the Spring of 2005 the Governing board was formed. Comprised of influential leaders, the board will provide high-level oversight. They will help sustain the vision and leadership of the Plan to End Homelessness by guiding planning, coordinating current funding and creating additional resources. These are two year terms for electeds. Board meets quarterly.

**Meeting times and place:** Governing board for the Committee to End Homelessness meets quarterly. [www.cehkc.org](http://www.cehkc.org) – then follow links to the Governing Board. Program Manager is Gretchen Bruce at 206-296-5251.

### **King County Consortium Joint Recommendations Committee for CDBG - JRC**

The Joint Recommendations Committee (JRC) is the interjurisdictional policy body of King County and the suburban cities on a wide range of housing and community development issues. It was created through the interlocal cooperation agreements that formed the King County Community Development Block Grant (CDBG) Consortium and the King County HOME Investment Partnerships (HOME) Consortium. King County receives about \$10-\$12 million of these federal funds each year.

**Meeting times and place:** JRC usually meets once a month from February through November. Generally scheduled for 10 am -12 pm every fourth Thursday of the month at the Mercer View Community Center on Mercer Island.

[www.metrokc.gov/dchs/csd/housing/joint.htm](http://www.metrokc.gov/dchs/csd/housing/joint.htm)

## **King County Disability Board LEOFF1**

Mandated by the state to act upon and approve or disapprove claims for disability by County law enforcement officers and firefighters hired under the LEOFF1 plan. (Prior to 1977) State dictates that each county shall establish a disability board having jurisdiction over all members residing in the county and not employed by a city in which a disability board is established. SCA appoints one person from eligible cities to serve. (Black Diamond, Clyde Hill, Normandy Park, Woodinville, Issaquah, Pacific, Algona, Lake Forest Park, Snoqualmie, Enumclaw, Medina and Tukwila.)

**Meeting times and place:** Meetings of the Disability Board are held monthly on the last Wednesday of each month from 9 am to noon. Room 501, Fifth Floor, Yesler Building, 400 Yesler Way, Seattle.

<http://www.metrokc.gov/finance/kcleoff1/meetings.htm> Committee Staff: Gail Morris 206-296-6394 or [gail.morris@metrokc.gov](mailto:gail.morris@metrokc.gov)

## **Local Hazardous Waste Management Program – Management Coordination Committee – MCC**

The Local Hazardous Waste Management Program in King County is a regional partnership comprising King County, the City of Seattle and the suburban cities within King County. The Program's mission is "To protect and enhance public health and environmental quality in King County by helping citizens, businesses and government reduce the threat posed by the use, storage and disposal of hazardous materials." Program services to households and small businesses include (but are not limited to): a) Providing education/outreach services to residents and business owners regarding the potential human and environmental risks that hazardous materials pose; b) Promoting behavior that reduces the demand for and use of hazardous materials by households and small businesses; c) Promoting safe hazardous material handling and storage practices by households and small businesses; d) Providing technical assistance to business owners to help them achieve best management practices while reducing their use of and exposure to hazardous materials; e) Collecting household hazardous materials

<http://www.govlink.org/hazwaste/about/>

**Meeting times and place:** The Management Coordination Committee meets on the third Tuesday of every month from 9:30 a.m. to 11:30 a.m. in the King/Chinook Conference Room, 6th Floor of the King Street Center (201 S. Jackson, Seattle.)

## **COUNTY EXECUTIVE APPOINTMENTS**

### **Board of Health**

State mandated board functions to set county-wide public health policies, enact and enforce local and public health regulations and carry out any other duties of local boards of health as specified in state law.

**Meeting times and place:** Third Friday of every month 9:30 am to 1:00 pm and the location alternates between the County Council Chambers and the Seattle Council Chambers. Staff contact: Kathleen Uhlorn, Board of Health administrator, 206-205-3941 or [Kathleen.uhlorn@metrokc.gov](mailto:Kathleen.uhlorn@metrokc.gov)

<http://www.metrokc.gov/health/bho/background.htm>

## **OTHER APPOINTMENTS**

### **enterpriseSeattle**

Prior to their reorganization this was the Economic Development Council (EDC). Board positions are open only to those cities who are members in good standing of enterpriseSeattle. SCA will recommend names directly to enterpriseSeattle nominating committee.

The mission of enterpriseSeattle is to build a world-class economy in King County and the Seattle area by creating, retaining and recruiting high value companies and jobs. enterpriseSeattle is focused on companies-their clients. They provide confidential, free-of-charge information and assistance to decision makers and consultants working with large, small foreign and domestic companies seeking office, distribution, manufacturing and research and development facilities in King County and its thirty-nine cities.

**Meeting times and place:** Board Meetings are 8:00 –9:30 in Seattle or Bellevue, approximately every other month.

<http://www.enterpriseseattle.org>

## **3. Bylaws provisions concerning appointments, SCA Bylaws November 16, 2005**

For more information, please go to [WWW.Suburbancities.org](http://WWW.Suburbancities.org), click on 'About SCA' and then 'Governance'. Look for section 4.17.6 for information on the role of the Public Issues Committee and appointments.

**4. Section 700 – SCA Board Policies:** (The full Board Policies can also be found at <http://www.suburbancities.org> then go to 'About SCA' and select 'Governance')

### **700 APPOINTMENTS TO REGIONAL COMMITTEES AND BOARDS**

#### **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 leads, in coordination with the executive director, shall establish steps to be taken in confirming attendance, notifying of absences or other procedural matters concerning the forum.
- b) Appointees and alternates should be knowledgeable of the subject matter of the forum, reviewing materials and participating in discussion on behalf of the interests of the affected jurisdictions. Appointees shall observe any protocols or procedures of the forum in which they participate.
- c) Alternates should participate in all caucus meetings and in materials distribution on a par with full members, including the discussion of any caucus consensus position
- d) Alternates should expect to succeed to full participation in any forum on the resignation or illness of the principal appointee, for the duration of the current term, at the discretion of the Board.
- 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 lead" by SCA's appointees shall be individually responsible for reporting forum issues and activities to the Public Issues Committee, and for working with and being available to any assigned staff in support of that forum.
- h) The caucus members should be responsible for identification of cross-forum issues and the caucus lead should be responsible for communicating cross-forum or conflicting issues to the Board.

(Board 10-29-1999; 7-28-2005)

#### **5. List of current appointments:**

Go to [www.suburbancities.org](http://www.suburbancities.org) and select 'Get Involved/Appointments' and then 'Current Appointments'.

— ATTACHED —

# Suburban Cities Association



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[Governance](#)

[Public Policy Positions](#)

## Boards & Committees

[Board of Directors](#)

[Public Issues Committee \(PIC\)](#)

## Calendar

### Events

[Networking Dinner Meetings](#)

[Workshops](#)

[Other Events](#)

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[Current Appointments](#)

[Nomination Process & Materials](#)

## Contact SCA

[Directions & Map](#)

## Links

## Reference Materials

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Suburban Cities Association  
6300 Southcenter Blvd  
Suite #206  
Tukwila WA, 98188  
(206) 433-7168 (phone)

## CURRENT APPOINTMENTS

The following chart lists the SCA members appointed to Boards and Committees on January occurred. Last updated 10/11/06.

## Suburban Cities Association 2006 Committ

### METROPOLITAN KING COUNTY REGIONAL COMMITTEES

#### Regional Policy Committee - RPC

Term	Member	City
12/31/06	Sonny Putter	Newcastle
12/31/06	Pete Lewis	Auburn
12/31/06	Kathy Keolker	Renton
12/31/06	John Wise	Enumclaw
Alternates		
12/31/06	Rosemarie Ives	Redmond
12/31/06	Ava Frisinger	Issaquah

#### Regional Transit Committee - RTC

Term	Member	City
12/31/06	Kathy Huckabay	Sammamish
12/31/06	Fred Butler	Issaquah
12/31/06	Roger Thordarson	Auburn
12/31/06	Ralph Shape	SeaTac
12/31/06	Pam Carter	Tukwila
12/31/06	Jeanne Burbidge	Federal Way
12/31/06	Joan McGilton	Burien
12/31/06	Robert Ransom	Shoreline
Alternates		
12/31/06	Rich Hildreth	Pacific
12/31/06	Bryan Cairns	Mercer Island
12/31/06	Conrad Lee	Bellevue
12/31/06	Joan McBride	Kirkland

(206) 242-8031 (fax)

**Regional Water Quality Committee - RWQC**

Term	Member	City
12/31/06	Rich Gustafson	Shoreline
12/31/06	Bill Peloza	Auburn
12/31/06	Steve Mullet	Tukwila
12/31/06	Don Davidson	Bellevue
Alternates		
12/31/06	Dan Clawson	Renton
12/31/06	Laurie Clinton	Carnation

**PUGET SOUND REGIONAL COUNCIL COMMITTEES****Puget Sound Regional Council Executive Board**

Term	Member	City
12/31/06	Sonny Putter	Newcastle
12/31/06	Sue Singer	Auburn
12/31/06	Nancy McCormick	Redmond
12/31/06	Mary-Alyce Burleigh	Kirkland
12/31/06	Ron Hansen	Shoreline
Alternates		
12/31/06	Steve Mullet	Tukwila
12/31/06	Laure Iddings	Maple Valley
12/31/06	Sally Nelson	Burien
12/31/06	Michelle Petitti	Sammamish
12/31/06	Ken Hearing	North Bend

**Puget Sound Regional Council Growth Management Policy Board**

Term	Member	City
12/31/06	Richard Cole	Redmond
12/31/06	Tim Clark	Kent
Alternate		
12/31/06	Lynn Norman	Auburn
12/31/06	Nancy Whitten	Sammamish

**Puget Sound Regional Council Transportation Policy Board**

Term	Member	City
12/31/06	Pat Ewing	Bothell
12/31/06	Pam Carter	Tukwila
Alternate		
12/31/06	Don Gerend	Sammamish
12/31/06	Jeanne Burbidge	Federal Way

**Puget Sound Regional Council Economic Development District Policy Board**

Term	Member	City
12/31/06	Pete Lewis	Auburn
12/31/06	Jim Pearman	Mercer Is.
Alternate		

12/31/06	Kathy Keolker	Renton
12/31/06	John Hendrickson	Kenmore

**OTHER KING COUNTY COMMITTEES****Growth Management Planning Council (GMPC)**

12/31/06	Member	City
12/31/06	Lucy Krakowiak	Burien
12/31/06	John Resha	Redmond
12/31/06	Jean Garber	Newcastle
12/31/06	Terri Briere	Renton
12/31/06	Eric Faison	Federal Way
12/31/06	Tim Clark	Kent
Alternates		
12/31/06	Nancy Backus	Auburn
12/31/06	Mark Cross	Sammamish
12/31/06	Robert Sternoff	Kirkland
12/31/06	Patrick Ewing	Bothell

**Regional Law Safety & Justice**

Term	Member	City
12/31/06	Russell Joe	Issaquah
12/31/06	Mike Roskind	Woodinville
12/31/06	Dave Asher	Kirkland
12/31/06	George Hadley	Normandy Park
12/31/06	Kimberly Allen	Redmond
12/31/06	Suzette Cooke	Kent

**King County Consortium Joint Recommendations Committee for CDGB (JRC)**

Term	Member	City
12/31/06	Ava Frisinger	Issaquah
12/31/06	Howard Botts	Bl.Diamond
12/31/06	Terry Anderson	SeaTac
12/31/06	David Baker	Kenmore

**Local Hazardous Waste Management Plan**

Term	Member	City
12/31/06	Kathy Keolker	Renton

**Committee to End Homelessness Governing Board**

Term	Member	City
12/31/06	Jeffrey Possinger	Duvall
12/31/06	John Wise	Enumclaw

**COUNTY EXEC OR STATE APPOINTMENTS****Board of Health**

Term	Member	City

12/31/06	David Hutchinson	Lk Forest Pk
12/31/06	Ava Frisinger	Issaquah
Alternates		
12/31/07	Dan Sherman	Des Moines

**Solid Waste Advisory Committee (SWAC)**

Term	Member	City
9/30/2008	David Baker	Kenmore
9/30/2008	Joan McGilton	Burien

**Emergency Management Advisory Committee (EMAC)**

Term	Member	City
12/31/2007	George Hadley	Normandy Park
12/31/2007	Gail Marsh	Shoreline
12/31/2007	Brian Felczak	Kent

**Regional Homeland Security Subcommittee of EMAC (RHSS)**

Term	Member	City
12/31/2006	Bill Gates	Federal Way
12/31/2006	Sarah Miller	Auburn
12/31/2006	Dominic Marzano	Kent

**King County Disability Board LEOFF 1**

Term	Member	City
12/31/06	Howard Botts	Bl Diamond

**Regional Water Supply Planning Process Coordinating Committee RWSPCC**

Term	Member	City
???	Tim Clark	Kent

**OTHER APPOINTMENTS****enterpriseSeattle**

Term	Member	City
Feb/2007	Steve Mullet Pete Lewis Kathy Keolker	Tukwila Auburn Renton
Feb/2007		
Feb/2007	Eileen Barber	Issaquah
Feb/2007	Bob Sternoff	Kirkland
Feb/2007	Jack Dovey	Federal Way

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