

Puget Sound Regional Council (PSRC) Board Representatives

SCC has the responsibility and authority to appoint representatives for all Snohomish County Cities other than Everett (who has their own designated seat) to all PSRC Boards and the Economic Development District. The appointed representatives are there to represent all cities, not just their home jurisdiction. Representatives are responsible to read all materials, prepare as needed by consulting with other cities, attend the monthly meeting in downtown Seattle to speak on SCC Cities' behalf, and vote on all matters before these Boards to advance our interests. Alternates are expected to stay informed (by attending in person, observing by teleconference, or reviewing the records after the meetings' conclusion) such that they are up to speed and able to step in when the primary representative may have a conflict and cannot attend.

The Boards to which we appoint representatives are briefly described below. See www.psrc.org for more information about the work that these Boards do and their meeting schedules.

Executive Board

Executive Board members are appointed by their General Assembly constituents to represent the member governments. The board is chaired by PSRC's president, meets monthly and carries out delegated powers and responsibilities between meetings of the General Assembly. SCC appoints two members and two alternates to represent all Snohomish County cities other than Everett.

Operations Committee

The Operations Committee is composed of Executive Board members and chaired by 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. The Operations Committee generally meets monthly, directly preceding the Executive Board meetings. SCC has one of our Executive Board appointees serve on this Committee for efficiency of travel.

Growth Management Policy Board

The Growth Management Policy Board (GMPB) includes representatives of the PSRC's member jurisdictions, regional business, labor, civic and environmental groups. The GMPB meets monthly to advise the Executive Board on key growth management issues. SCC appoints one member and up to two alternates to represent all Snohomish County cities other than Everett.

Transportation Policy Board

The Transportation Policy Board (TPB) includes representatives of the PSRC's member jurisdictions and regional business, labor, civic and environmental groups. The TPB meets monthly to advise the Executive Board on key transportation issues. SCC appoints one member and up to two alternates to represent all Snohomish County cities other than Everett.

Economic Development District Board

The regional Economic Development District Board is the governing board for the federally designated economic development district for King, Pierce, Snohomish and Kitsap counties. Its members include representatives from private business, local governments, tribes and trade organizations. SCC appoints one member and up to two alternates to represent all Snohomish County cities other than Everett.

Snohomish County Association of Cities and Towns (aka SCC) Elected Representative Descriptions

(draft version: April 6, 2018 by Mike Todd)

I. Law Enforcement Officers & Fire Fighters (LEOFF) Disability Board

A. Organization's Purpose/Authority

The LEOFF Disability Board was created pursuant to RCW 41.26.110 to establish uniform methods of procedure for the conduct of the business of the Snohomish County Disability Board as established by state law. It is comprised of five members, one representing the legislative body of the county; one representing the legislative body of the cities and towns, one representing fire fighters, one representing law enforcement officers, and one member at large who is selected by the other board members. Board members serve two-year terms and are not limited to the number of terms.

RCW 41.26.110 requires that cities and counties over 20,000 population have their own boards. The Snohomish County Board handles the work for all cities who do not have their own LEOFF Disability Board, typically those under 20,000.

B. Organization contact information:

Contact Lisa Graff at 425-388-3788, Snohomish County.

<https://snohomishcountywa.gov/151/Law-Enforcement-Officers-Fire-Fighters-D>

C. SCC Responsibility/practice for selection of representative

Small cities (under 20,000 population) make use of the County Board. As such, cities and towns under 20,000 population vote to elect a representative to the County LEOFF Board.

- Casting votes: all small cities and towns (under 20,000 population)
- Term: two years, no term limit
- Election held: even years

II. Boundary Review Board

A. Organization's Purpose/Authority

The state Boundary Review Board for Snohomish County reviews and rules on proposed annexations and incorporations for cities and/or special purpose districts (water, sewer districts,

etc.). The board consists of five citizen volunteers who are appointed by the governor (two appointments), local cities (one appointment), the county (one appointment), and local special purpose districts (one appointment).

To qualify for the BRB, an individual must be a Snohomish county resident, may not be an official or employee of the county or a governmental unit within the county, nor a consultant or advisor on a contractual or regular retained basis of the county, any governmental unit within the county, or any agency or association thereof (RCW 36.93.61). He or she must have the ability to evaluate technical planning, environmental and economic reports, and public testimony associated with annexations and incorporations, etc. He or she must also be familiar with the Open Public Meetings Act (RCW 42.30) and be able to attend special meetings and public hearings.

B. Organization contact information:

Boundary Review Board
Administration East Building
3000 Rockefeller, M/S 409
Everett, WA 98201
425-388-3445

<https://snohomishcountywa.gov/135/Boundary-Review-Board>

C. SCC Responsibility/practice for selection of representative

RCW 36.93.061 specifies that Mayors of all Cities and Towns in the County elect the city representative to the BRB.

- Casting Votes: All mayors present at the first meeting of SCC in each year an appointment is to be made, or at the first SCC meeting after a vacancy on the BRB is created.
- Term: four years. Per RCW 36.93.061, the length of the term shall be calculated from the first day in February in the year the appointment was made.
- Election: every four years; 2017, 2021, etc.

III. Snohomish County Housing and Community Development Policy Advisory Board:

A. Organization's Purpose/Authority

The Community Development Block Grant (CDBG) program is authorized under Title I of the Housing and Community Development Act of 1974, as amended. The Entitlement Program is the portion of the CDBG Program that provides categorical block grant funds to metropolitan cities and urban counties. The Department of Housing and Urban Development (HUD) awards CDBG grants to entitlement communities to carry out affordable housing and community

development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.

Snohomish County, in partnership with 18 cities and towns within the county through an interlocal agreement, receives CDBG funds on an entitlement basis as an Urban County Consortium. The county administers this funding on behalf of the consortium through the Office of Housing and Community Development (OHCD).

All CDBG funded projects must be in compliance with federal CDBG funding regulations and requirements. Grant requests are evaluated and ranked by OHCD staff, a Technical Advisory Committee (TAC), and the Policy Advisory Board (PAB). Ranked recommendations are forwarded to Snohomish County Council for final funding decisions.

The PAB has nine members: three (3) County Council members, a representative from the County Executive's office, four (4) representatives from cities of varying size, and a chairperson selected from the community by the other eight (8) PAB members. Usually in March, the PAB will meet to discuss the TAC recommendations and finalize a prioritized list of funding recommendations to the County Council.

B. Organization Contact Information:

Contact: Marion Dal Pozzo
Snohomish County Human Services
Office of Community and Homeless Services
425-388-3052
Marion.dalpozzo@snoco.org
<https://snohomishcountywa.gov/864/Community-Development-Block-Grant>

C. SCC Responsibility/practice for selection of representative

SCC selects four (4) representatives to two year terms as follows:

- Casting votes: all cities in the Consortium (not Everett, others?)
- Term: 2 years
- Election:
 - Population under 3,000, elected in odd numbered years
 - Population 3,000 to 10,000, elected in odd numbered years
 - Population over 10,000, elected in odd numbered years
 - One at large representative, elected in odd numbered years

IV. Snohomish County Law and Justice Council

A. Organization's Purpose/Authority

The Snohomish County Law and Justice Council is authorized by RCW 2.0.300, and County Code 2.13.010

1. RCW 2.09.300 Local Law and Justice Council Rules

1) Every county legislative authority shall by resolution or ordinance establish a local law and justice council. The county legislative authority shall determine the size and composition of the council, which shall include the county sheriff and a representative of the municipal police departments within the county, the county prosecutor and a representative of the municipal prosecutors within the county, a representative of the city legislative authorities within the county, a representative of the county's superior, juvenile, district, and municipal courts, the county jail administrator, the county clerk, the county risk manager, and the secretary of corrections and his or her designees. Officials designated may appoint representatives.

(2) A combination of counties may establish a local law and justice council by intergovernmental agreement. The agreement shall comply with the requirements of this section.

(3) The local law and justice council may address issues related to:

(a) Maximizing local resources including personnel and facilities, reducing duplication of services, and sharing resources between local and state government in order to accomplish local efficiencies without diminishing effectiveness;

(b) Jail management;

(c) Mechanisms for communication of information about offenders, including the feasibility of shared access to databases; and

(d) Partnerships between the department and local community policing and supervision programs to facilitate supervision of offenders under the respective jurisdictions of each and timely response to an offender's failure to comply with the terms of supervision.

(4) The county legislative authority may request technical assistance in coordinating services with other units or agencies of state or local government, which shall include the department, the office of financial management, and the Washington association of sheriffs and police chiefs.

(5) Upon receiving a request for assistance from a county, the department may provide the requested assistance.

(6) The secretary may adopt rules for the submittal, review, and approval of all requests for assistance made to the department.

2. Snohomish County Code 2.13:

2.13.010 Law and justice council established.

Pursuant to the requirements of RCW 72.09.300, the county council does hereby create a law and justice council which shall serve as an advisory body to the county council on issues relating to the law and justice system. (Added by Ord. 94-039 § 1, Apr. 27, 1994).

2.13.020 Membership.

The law and justice council shall consist of two members representing the municipal police departments within Snohomish county; four members representing the municipal legislative authorities within Snohomish county; two members representing the Snohomish county superior court, of which at least one shall represent the juvenile court; and one representative each from the following: the county council, the county executive, the county sheriff, the county director of corrections, the county prosecutor, the county district courts, the county clerk, the county risk manager, the county department of human services, the provider of county public defender services, the county office of public defense, the municipal courts within Snohomish county, the municipal prosecutors within Snohomish county, the state secretary of corrections, and the secretary of corrections' designees under RCW 72.09.300(1). The municipalities shall appoint their representatives acting through the Snohomish County Association of Cities and Towns and taking into consideration geographic and population differences and recommendations of the Snohomish County Sheriff and Police Chiefs Association, if any. The county elected officials and department heads shall appoint their representatives, except that the superior and district court representatives shall be appointed by the judges of those courts. (Added by Ord. 94-039 § 1, Apr. 27, 1994; Amended by Ord. 97-053 § 1, July 9, 1997, Eff date July 21, 1997; Amended by Amended Ord. 08-006, Feb. 27, 2008, Eff date Mar. 13, 2008).

2.13.040 Powers and duties of the law and justice council.

- (1) The law and justice council shall have the following powers and duties:
 - (a) To address criminal justice issues as provided in RCW 72.09.300;
 - (b) To make recommendations and/or provide advice to the county council and/or other members of the law and justice council;
 - (c) To create subcommittees to evaluate or research particular areas related to criminal justice. These subcommittees may be of a temporary or on-going nature. Membership on the subcommittees shall not be restricted to members of the law and justice council, but

a member of the law and justice council shall serve as liaison to the law and justice council and report back to it on a regular basis; and

(d) To serve as a focal point for information sharing by law and justice task forces and/or committees.

(2) The law and justice council shall establish an advisory committee on juvenile justice proportionality. The advisory committee shall have the composition and duties as set out in RCW 92.09.300(9). (Added by Ord. 94-039 § 1, Apr. 27, 1994; Amended by Ord. 97-053, July 9, 1997, Eff date July 21, 1997; Amended by Amended Ord. 08-006, Feb. 27, 2008, Eff date Mar. 13, 2008).

B. Organization contact information

Stephanie Wright, Snohomish County Council, will be re-constituting this Council in 2018.

(Note: This group was last active during Everett's Safe Street Initiative. Through various changes in assignments, it has been inactive since 2016. Councilmember Wright will be contacting the relevant parties to re-form and re-purpose this council, and coordinate it with other forums as appropriate.)

C. SCC Responsibility/practice for selection of representative:

SCC elects four (4) representatives to staggered two year terms. (“The municipalities shall appoint their representatives acting through the Snohomish County Association of Cities and Towns and talking into consideration geographic and population differences and recommendations of the Snohomish County Sheriff and Police Chiefs Association, if any.”)

- Casting votes: all cities and towns
- Term: two years
- Elections:
 - 2 representatives from cites over 10,000 population in even years
 - 2 representatives from cites at large, in odd years

V. Conservation Futures Program Advisory Board

A. Organization's Purpose/Authority

The Conservation Futures Program Advisory Board (CFPAB) makes recommendations to the Snohomish County Council for projects to be funded as part of the Conservation Futures Program, and develop strategic, long-range plans for the program. Recommendations from the CFPAB are forwarded to the Snohomish County Executive for transmittal to the County Council for final action. The CFPAB consists of the County Executive (or designee); two members of County Council; one elected official selected by all cities and towns whose

population base, independently, is 10,000 or greater, one elected official selected by all cities and towns whose population base, independently, is less than 10,000, and two members representing citizens of Snohomish County. Board members serve four-year terms. A member shall serve a maximum of three consecutive terms.

The Snohomish County Conservation Futures Program was started in 1988 as a way to distribute Conservation Futures Property Tax Funds as authorized by RCW 84.34.230. The purpose of this funding is to acquire interests, or rights, in real property for the preservation of open space, farm and agricultural land, and timber land per SCC 4.14.010. These resources are available through the County's authority to levy up to six and one-quarter cents per thousand dollars on all taxable property within the County for the purpose of acquiring open space.

B. Organization Contact information

Snohomish County Conservations Future Board

David McConnell, 425-388-6627

<https://snohomishcountywa.gov/141/Conservation-Futures-Program-Advisory-Bo>

C. SCC Responsibility/practice for selection of representative:

SCC appoints two representatives to staggered four year terms:

- Casting votes: all cities and towns
- Term: four years
- Election:
 - One from cities under 10,000 population; appointed 2016, 2020, etc
 - One from cities over 10,000 population; appointed 2018, 2022, etc.

VI. Snohomish County Transportation Coalition (SNOTRAC):

A. Organization's Purpose/Authority

The Snohomish County Transportation Coalition (SNOTRAC) is a diverse group of human service agencies, transit agencies, advocacy groups, people with special transportation needs, and others. The coalition strives to foster cooperation and collaboration among private and nonprofit transportation brokers and providers, local public transportation agencies, local governmental agencies, and transportation system consumers.

The coalition is in the process of creating a coordinated, countywide transportation system that:

- Serves all people with special transportation needs
- Efficiently uses all local transportation resources, including non-traditional ones

- Is easy to access regardless of who needs the ride or who is paying for the ride

Mission, Vision, and Values

The mission of the Snohomish County Transportation Coalition (SNOTRAC) is to work together to develop a coordinated transportation system for persons with special transportation needs. For purposes of this coalition, persons with special transportation needs are defined in RCW 47.06b, Section B as, "Those people, including their attendants, who because of physical or mental disability, income status, or age, are unable to transport themselves or purchase transportation."

Other benefits of the coalition include that it:

- Serves all people with special transportation needs
- Explores the efficient uses of all local transportation resources, including non-traditional ones
- Fosters partnerships between transportation and social service providers through ongoing communication and forums for problem solving
- Is user-friendly, safe, and easy to access
- Build transportation capacity within existing community resources
- Increase transportation options in rural areas
- Increase regional and cross jurisdictional transportation options

B. Organization Contact information

<https://www.gosnotrac.org/>

Marianna Hanefeld, Mobility Manager

info@gosnotrac.org

C. SCC Responsibility/practice for selection of representative:

SCC is a partner in the SNOTRAC Coalition. We assign one representative as follows:

- Casting votes: all cities and towns
- Term: one year (two years?)
- Election: annually (or even numbered years)

[end of SCC elected representative descriptions]

Though SCC does not formally assign to the following Boards, these other Boards are sometimes mentioned and/or related to the function and purposes of SCC:

Snohomish County Tomorrow

Snohomish County Tomorrow (SCT) is a cooperative and collaborative public inter-jurisdictional forum consisting of representatives from the county and nineteen of the cities as well as the Tulalip Tribes. SCT's goal for Snohomish County, the cities and tribes in Snohomish County is to partner and work together for the betterment of all citizens in Snohomish County and the region. SCT's primary function is to oversee the Countywide Planning Policies (CPP) which are written policies used solely for the purpose of establishing a countywide framework from which the county and cities' comprehensive plans are developed.

Organizational Structure:

1. SCT Steering Committee.

Includes an elected representative from every city, the tribes, and the county. Co-chaired by a County and City elected. The Steering Committee is the main policy body of SCT. It operates by general powers and authority granted to each municipal entity to participate in cooperative inter-jurisdictional planning efforts.

2. Planning Advisory Committee.

The Planning Advisory Committee is a standing committee of Snohomish County Tomorrow. Its membership is comprised of one staff member from each of the participating jurisdictions - the cities, the county, and the Tulalip Tribes.

The mission of the Planning Advisory Committee of Snohomish County Tomorrow is to:

- Provide technical support and policy recommendations to the Steering Committee based on sound planning principles and practices
- Serve as a technical forum for analyzing and helping solve challenges regarding implementation of GMA and other issues affecting the ability to implement GMA
- Serve as a medium for information exchange between Snohomish County and the cities and between cities

3. Managers and Administrators Group (MAG).

The City / County Managers and Administrators Group (MAG) is comprised primarily of city managers and administrators from the cities, the county, and the Tulalip Tribes.

The group works to define strategies and alternatives that allow for the transition of local and regional services as unincorporated urban growth areas eventually become part of cities. The MAG studies service, revenue, and expenditure issues.

4. Infrastructure Coordinating Committee (ICC).

The Infrastructure Coordinating Committee is a standing committee comprised of public works representatives of the cities, the county, and the Tulalip Tribes. Representatives from the PUD and the Washington State Department of Transportation serve on the committee as well, along with water and sewer districts.

The mission of the committee is to coordinate the planning, functioning, and implementation of infrastructure and transportation systems in Snohomish County.

More information: <https://snohomishcountywa.gov/168/Snohomish-County-Tomorrow>