



CITY OF KIRKLAND
City Manager's Office
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MEMORANDUM

To: Kurt Triplett, City Manager
From: Lorrie McKay, Intergovernmental Relations Manager
Date: May 30, 2016
Subject: VOTING DELEGATES – AWC's 2016 BUSINESS MEETING, JUNE 23 IN EVERETT

RECOMMENDATION:

City Council designates by Motion up to three voting delegates to represent the City of Kirkland at the Association of Washington Cities (AWC) 2016 Annual Business Meeting.

BACKGROUND DISCUSSION:

The AWC 2016 Business Meeting will be held Thursday, June 23 from 4 to 5:45 held at the Edward D. Hansen Conference Center at 2000 Hewitt Avenue in Everett, WA. Designated voting delegates (or proxies) must be present at the meeting to cast a vote.

Should the City Council wish to participate in the meeting, it may designate three voting delegates for the business meeting. These delegates vote on issues like the Statement of Policy and the board of directors. Voting delegates may be elected officials or city staff. The names of the designated voting delegates need to be filed with the AWC in advance of the June 23 meeting.

At the time of drafting this memo, Deputy Mayor Arnold and Councilmembers Nixon and Sweet plan to attend the AWC Business Meeting.

Unless other members are available and interested, the City Council should pass a Motion designating Deputy Mayor Arnold and Councilmembers Nixon and Sweet as its three voting delegates for the business meeting. Staff will file the names with the AWC. The recommended action is consistent with past Council practice.

Next year's AWC Annual Conference and Business Meeting will be held June 20-23 in Vancouver.

Attachments: A. 2016 Conference Schedule (Updated 5/25/16)
B. AWC Nominating Committee Report (4/8/16)

**AWC 2016 Annual Conference
Schedule**

Attachment A

Tuesday, June 21

3 – 6 pm	AWC registration desk open
5:30 – 7 pm	President's Welcome Reception <i>Light appetizers and hosted bar; dinner on your own</i>

Wednesday, June 22

All day	Wellness activity challenge <i>See program for participation details</i>
7:30 am – 6 pm	AWC registration desk open
8 am – 5 pm	Exhibit Hall open
7 – 11:30 am	Committee meetings and early start sessions
11:45 am – 1:30 pm	Welcome and opening lunch <i>Sponsored by Comcast</i>
2 – 3 pm	<p>Concurrent sessions</p> <p>Achieving real home rule for Washington cities Cities are the most powerful local governments in Washington State, yet many cities act as if they do not have home rule powers. The Legislature and courts also often behave as though local home rule authority does not exist.</p> <p>Hands on social media In this session, we'll do step-by-step basics on how staff and elected officials can most effectively use social media to tell a local government story. This session is designed for individuals who want to learn how to use these tools for themselves (or their campaigns) or for organizations who want to dial up their social media sharing.</p> <p>Washington State Auditor listening post The State Auditor's Office (SAO) wants to hear from you! Effective two-way communication is essential to a good working relationship between the State Auditor's Office and local governments. This session provides an opportunity for you to give SAO leaders input, and also learn about current and emerging audit issues impacting cities statewide.</p>

<p>3:15 – 4:30 pm</p>	<p>Concurrent sessions</p> <p>A different kind of green tour: Navigating the needs and challenges of trees in business districts <i>Mobile tour</i></p> <p>Every city can tell tales of tree problems in their downtown or commercial business district. Yet when properly designed, installed and maintained, trees and landscaping add tremendous value to the heart of your city. ‘Urban Forestry’ is a coming-of-age profession that offers many insights into how to make your downtown trees work for you. This session will look at the good, the bad, and the ugly of trees in business districts, and explore ideas to improve the value of trees through design, maintenance and long term management strategies.</p> <p>Advocacy 201</p> <p>Become an effective advocate for your city’s issues to help achieve what your city needs and avoid what you don’t. The 2017 legislative session promises to be lengthy and difficult, and there are things you can do now to engage your legislators and candidates on important city issues. Hear from a panel of seasoned city advocates who will share tips to help you advocate for your city – and all cities.</p> <p>Citizen, youth academies, and councils <i>Co-sponsored by ELGL</i></p> <p>Learn how your city can develop activities to engage citizens of all ages in your community – from academies to councils, we'll talk about interesting ways that cities are harnessing the energy and excitement of citizens (including middle- and high-school students) to benefit the community.</p> <p>Introduction to advancing racial equity</p> <p>This workshop examines the opportunity for government to help advance racial equity in our communities. From basic core services to housing, development, libraries, policing and beyond, government has a unique opportunity to normalize racial equity as a key value. This session provides shared terminology and introduces a racial equity tool that can be used in decisions relating to policies, practices, programs, and budget.</p> <p>Leading meetings wisely using emotional intelligence and Parliamentary Procedure</p> <p>Sometimes council meetings composed of well-meaning, smart people fail to be effective. What are the barriers to good meetings and how can we achieve wisdom in our decision-making? In this session Ann Macfarlane brings her signature style of interactive training to the challenges facing any civic board meeting.</p> <p>Write, speak and meet like a pro</p> <p>Boost your everyday communication skills and express yourself confidently in person, in writing, and in meetings with citizens, committees and commissions, your staff, and neighborhood groups.</p>
<p>6:30 – 8:30 pm</p>	<p>Evening event at Boeing Future of Flight Museum</p> <p><i>Appetizers and hosted bar; dinner on your own</i></p>

Thursday, June 23 – Emerging leaders day

All day	<p>Wellness activity challenge <i>See program for participation details</i></p>
6:30 am – 5:30 pm	<p>AWC registration desk open</p>
6:45 – 9 am	<p>Networking breakfast</p>
8 am – 3 pm	<p>Exhibit Hall open</p>
9:15 – 10:15 am	<p>General session: Black, white, and read all over <i>Co-sponsored by ELGL</i> This moderated panel features newspaper editors and government reporters talking about local government news coverage. How is it changing as the newspaper industry evolves? What are some key concepts to keep in mind when working with today's newspapers? We'll also explore the use of blogs as media sources.</p>
10:45 – 11:45 am	<p>Concurrent sessions</p> <p>Aligning community resources with community goals Budgeting is all about using limited resources to accomplish as many of the city's goals as possible. Whether this is through developing capital facilities, providing programs or services, or controlling community risks, budgets are where these decisions get made. As public servants, the resources we use are actually "other people's money" so this session explores the various revenue options available to city leaders.</p> <p>Cultural intelligence in local government service delivery and leadership For decades, Washington State has been growing. Much of this growth (about 35%) is due to a natural increase in population, however, the rest is due to migration from other parts of the country and world. While the state remains somewhat less diverse than the national average, over the next 25 years, it is slated to become increasingly more diverse. This session will introduce social development terms for use in effective local governance and share insights from modern day sociological studies to illustrate the benefits of culturally intelligent governance and administration.</p> <p>FileLocal: One stop local business licensing and tax filing FileLocal is the first-ever local online portal where businesses can get a local business license and pay local B&O taxes in one convenient place. There is increased pressure to consolidate local licenses and taxes at the state level. FileLocal allows the flexibility and local control your city needs through business licenses and B&O taxes while giving your customers a simple one-stop shop for easy registration and filing with cities across Washington.</p>

	<p>Getting your city digital <i>Co-sponsored by ELGL</i></p> <p>Residents expect government to operate like the technologies they use in their day-to-day lives. In response, cities must rethink their approach to everything digital. Join this discussion on how cities can better serve residents by leveraging flexible, cloud-based technologies to scale and economize their digital government services.</p> <p>How to not be Flint</p> <p>U.S. cities are reconsidering their water system operations following the Flint drinking water crisis. Many customers' confidence in their drinking water has been shaken and journalists are keeping an eye out for any sign of water system failures. How do you ensure that you are delivering safe, reliable drinking water while preparing your system for replacement projects and operating at a reasonable cost? This session will describe how elected officials and non-water staff can contribute to the protection of your water system and your community, and where to find the funds to help.</p>
Noon – 1 pm	<p>Center for Quality Communities fundraiser lunch</p> <p>Join us as we honor this year's scholarship winners and continue our efforts to raise funds that nurture young community members to take on new leadership roles.</p> <p><i>Sponsored by Regence BlueShield/Asuris Northwest Health</i></p>
1:30 – 2:30 pm	<p>Concurrent sessions</p> <p>Ask MRSC: Legal do's and don'ts</p> <p>Find out some of the most frequently asked questions from local government officials that the Municipal Research and Services Center (MRSC) responds to throughout the year.</p> <p>Conversation with elected officials regarding GMA priorities</p> <p>Washington now has 25 years of experience implementing the Growth Management Act. Meeting the needs of a growth state remains a challenge for many Washington Communities. In this session you will hear and contribute to a conversation with state and local elected officials about Washington's planning framework.</p> <p>Up close look at legal marijuana businesses <i>Mobile tour</i></p> <p>Take a mobile tour of a local marijuana producer/processor and a retail marijuana establishment. The tour will begin with the producer/processor where members will be able to walk through the facility, view the grow operations, and ask the owner questions. The next stop is at a retail store to see how the final products are sold to the public.</p> <p>Strategies for realizing inspired public spaces</p> <p>Artistic principles have become a catalyst for funding and constructing inspired public space projects beyond the typical! Reimagine the way we use, maintain, and program existing public spaces. This session dives into real projects and design efforts in the City of Redmond, and explores how the city turned arts and design into a catalyst for redefined capital projects.</p>

2:45 – 3:45 pm	<p>Concurrent sessions</p> <p>A look inside the state’s new business licensing system Nearly 70 cities partner with the Washington State Department of Revenue to issue state and local business licenses through the same Business Licensing Service (BLS). Over the last year, the Department has been working on a major modernization effort that will be more responsive to both business and city needs.</p> <p>Revealing a new AWC Member Program: The AWC GIS Consortium Geographic Information Systems (GIS) is an integral tool for cities. It enables efficient and effective planning and implementation across all city departments and can engage and empower citizens. The Association of Washington Cities (AWC) GIS Consortium increases Washington cities’ capacity to utilize GIS technology by leveraging the collective buying power of its members. AWC is partnering with FLO Analytics to provide GIS services to cities at an affordable rate. Learn how your city can benefit from this unique program.</p> <p>Retain and strengthen your business mix Learn what cities can do to facilitate economic development in an interactive session that will include an overview of examples of best practices, a hands-on exercise, and resources for future reference.</p> <p>Utility rate setting primer Developing utility rates that reflect current trends, regulatory drivers, and innovation can be tricky. This session provides information on the fundamentals of rate setting for a wide range of scenarios and customers including residential, commercial, industrial, irrigation and wholesale. Through case study examples, walk through the stages of the cost-of-service rate setting process: 1) fiscal policy development; 2) revenue requirement analysis; 3) cost of service evaluation; and 4) rate design.</p> <p>Workforce planning: The financial benefits of being a proactive city Local government is impacted financially by what occurs around us. From the Great Recession to mass retirements that will affect how we will be able to provide services in the future. Through the use of Workforce Planning and Analytics, you gain the ability to move from reactive to proactive. By planning ahead and incorporating analytics into your strategic plans, you can have both a happy workforce and save a tremendous amount of money for your city.</p>
4 – 5:45 pm	AWC Business Meeting
5:45 – 7 pm	<p>Exhibitor Reception <i>Appetizers and hosted bar; dinner on your own</i></p>
6:30 – 8:30 pm	RMSA Annual Meeting & Dinner

Friday, June 24

7 am – Noon	AWC registration desk open
7:30 – 9 am	General session <i>Breakfast served at 7:30 am, program begins at 8 am</i>
9:15 – 11 am	Concurrent sessions Getting ready for smart(er) cities Technology is continuing to transform our cities making them safer, more convenient, and more efficient. Smart Cities is a growing body of work that integrates information and communication technology. Catch this overview of the social and technology trends, transformations, and innovations that are helping cities create more sustainable, resilient, and intelligent communities. The session will provide insights and observations on how city leaders can be better prepared to influence smart city initiatives and activities. Science of influence: Small is the new BIG When it comes to influencing and persuading others, it is often the smallest changes in our approach that can yield the biggest differences. This session focuses on the “rules of persuasion,” how subtle changes in how we communicate can positively impact other’s behavior. The university research and “real world” applications are both compelling and overwhelming – subtle changes in how we communicate with each other and to our communities can yield huge dividends. The mayor can't do that, can she? Dive into a candid discussion of roles and responsibilities. In this session, discover the historic roots and current structure of the executive and legislative branches of Washington city government.

Updated: 5/25/16

April 8, 2016

TO: Mayors
City Councilmembers

FROM: Mayor Craig George, City of Dayton
Chair, 2016 AWC Board Nominating Committee

The purpose of this memorandum is to inform you of actions taken to date by the 2016 AWC Board Nominating Committee. The Committee consists of the following ten members appointed by the AWC Board President.

Name	Title	City	AWC Board District
Craig George	Mayor (Chair)	Dayton	2
Tom Trulove	Mayor	Cheney	1
Glenn Johnson	Mayor	Pullman	2
Chuck Johnson	Councilmember	East Wenatchee	3
Shane Bowman	Mayor	Battle Ground	5
Don Gerend	Mayor (Vice Chair)	Sammamish	7
Penny Sweet	Councilmember	Kirkland	7
Donna Wright	Councilmember	Marysville	8
Jackie Farra	Councilmember	Ocean Shores	12
Margaret Harto	Mayor (Secretary)	Covington	13

The purpose of the Nominating Committee is to compile a list of officer and director candidates for the AWC Board of Directors and to present the slate of candidates to the AWC general membership during the annual business meeting in June.

2016 NOMINATING COMMITTEE REPORT – 2

The AWC Nominating Committee set the deadline of 5:00 pm on March 25, 2016 for the applications from elected officials from Washington cities and towns interested in serving on the AWC Board of Directors. Individuals applying after this deadline will have to run for a position directly from the floor during the annual business meeting on Thursday, June 23, 2016.

During the April 8, 2016 meeting of the 2016 AWC Board Nominating Committee, the committee reviewed the interview process and application materials submitted by potential candidates for the open officer and director positions on the AWC Board of Directors.

President	Jim Restucci, Mayor, Sunnyside*
Vice President	Pat Johnson, Mayor, Buckley*
District 2	K.C. Kuykendall, Councilmember, Waitsburg*
	Allen Pomraning, Mayor, Walla Walla
District 4	Mario Martinez, Mayor, Mabton*
	Joan Souders, Councilmember, Grandview
District 6	Pat Hulcey, Deputy Mayor, Fife
	Denise McCluskey, Councilmember, University Place
	Cynthia Pratt, Deputy Mayor, Lacey
District 8	Jon Nehring, Mayor, Marysville*
District 10	Ryan Mello, Deputy Mayor, Tacoma~
District 12	Ed Stern, Councilmember, Poulsbo*
District 14	Beth Munns, Councilmember, Oak Harbor*
At-Large #2 (Western <5,000 pop)	Jim Berger, Mayor, Carnation*
	Dave Hill, Mayor, Algona
At-Large #4 (Eastern <5,000 pop)	Dorothy Knauss, Councilmember, Chewelah*
	Robert Ward, Councilmember, Rosalia
*denotes Incumbent ~denotes city selection	

To be eligible to serve on the AWC Board of Directors, an individual must be an elected city official and, in the case of a district position, be from a city or town located within that district. At-Large Positions #2 and #4 are designated for elected officials from cities or towns under 5,000.

With the exception of the offices of president, vice president, and single city districts, the AWC Board Nominating Committee will forward at least two candidates for each position when the committee finds two candidates seeking such a position to be well qualified, willing, and able to perform the duties.

In the case where more than two qualified candidates are running for a particular Board position, the candidates may be asked if they are willing to move to a different Board position on the ballot for which they qualify.

The AWC Board Nominating Committee will reconvene on Monday, June 20 in Everett, beginning at 9:00 am to interview the candidates for open board positions.

As directed by the AWC Board Nominating Committee, AWC staff will produce and distribute a summary of the Board of Director candidates, similar to a “voter’s pamphlet.” The pamphlet will be distributed to the voting delegates at the AWC Annual Conference. AWC does not endorse any candidate, and is simply providing delegates with background information on each candidate.

Candidates will also be sent campaign guidelines prior to the 2016 AWC Annual Conference. Materials may not be posted on any of the convention center or hotel walls, doors, etc.; and are limited to flyers and buttons distributed at a designated table provided for that purpose.

Every candidate on the ballot will be asked to present a two minute speech before the general membership at the AWC annual Business Meeting on Thursday, June 23, 2016.

The open AWC Board of Directors positions will be voted on by delegates during the AWC Annual Business Meeting scheduled for 4:00 pm – 5:30 pm on Thursday, June 23, 2016 at the Edward D. Hansen Conference Center in Everett.

Attest:


Secretary


Date