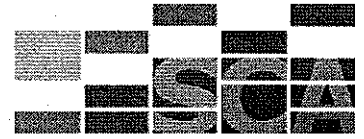


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CITY OF BURIEN



Suburban Cities Association

6300 Southcenter Blvd Suite 206

Tukwila Washington 98188

Phone 206 433 7168

Fax 206 242 8031

Email sca@suburbancities.org

December 30, 2011

Honorable Joan McGilton
City of Burien
400 SW 152nd St Suite 300
Burien, WA 98166

Dear Mayor McGilton,

On behalf of the Board of Directors of the Suburban Cities Association (SCA), it is my pleasure to inform you that you have been appointed as a full member to serve on the Metropolitan King County Regional Transit Committee. This appointment is for a one-year term and will end December 31, 2012.

This committee meets on the 3rd Wednesday of each month, from 3:00 to 5:00 p.m. at the King County Courthouse. There is often a caucus meeting of suburban representatives prior to the full meeting. Please note that this meeting time is set by the committee, and may be subject to change.

As an appointee to Metropolitan King County Regional Transit Committee, you are serving on behalf of all the member cities of the Suburban Cities Association, and the nearly one million citizens who reside in those cities. This is an important responsibility, and we thank you for your willingness to play an active role not just in your individual city, but in the region as a whole.

As a representative of SCA it is important that you attend all committee meetings, as well as all caucus briefings so that all SCA members are on the same page as to SCA policy positions. This is true whether you are serving as a member or an alternate to the committee.

You are also asked to regularly attend the SCA Public Issues Committee (PIC). These meetings provide an opportunity for SCA members to ask questions, share information, and express opinions to you and other committee members. It is also an opportunity for you to update SCA membership about the issues that your committee is grappling with, and to bring policy recommendations before the PIC. The PIC recommends public policy positions to the SCA Board of Directors. The positions adopted by the SCA Board will in turn provide you with direction as you serve on the Metropolitan King County Regional Transit Committee.

We hope that you will also regularly attend the SCA Networking Dinners, as they provide a valuable opportunity to update your fellow elected officials on the work of regional boards and committees in a less formal setting. The next SCA Networking Dinner will be held on January 18, 2012 at Embassy Suites in Tukwila. Our guest speaker will be King County Executive Dow Constantine.

On behalf of the SCA Board of Directors, we thank you for your willingness to serve. Should you have any questions please contact the Suburban Cities office at 206-433-7168, or email to SCA@suburbancities.org.

Sincerely,

A handwritten signature in black ink that reads "Dave R. Hutchinson" followed by a horizontal line.

Dave Hutchinson, President SCA Board of Directors

cc: Maiya Andrews, PW

CFTR: 01/23/12

