



**WCMA**  
**Washington City/County**  
**Management Association**  
A State Affiliate of **ICMA**

**WCMA Board Meeting Agenda**

June 20, 8:00 am – 10:00 am

Vancouver Hilton

<https://us06web.zoom.us/j/81039481641?pwd=RDhY2P172c71lP0aaTF6LGrueZfa0.1>

1. Approval of March 29, 2024 Board Meeting Minutes
2. I-NAPA Affiliate Agreement – Stephanie Lucash, Bucoda Warren
3. Proposed WCMA Ethics Policy – Tracy Burrows
4. Selection of 2026 Conference Site – Tracy Burrows
5. Board Committee Reports
  - a. Regional Board Responsibilities - Eric Holmes
  - b. AWC/WCMA Partnership – Laura Philpot, Deanna Dawson
  - c. Communications and Member Value – Leslie Harris
  - d. Sponsorship – Rich Huebner
6. WCMA Board 2024 Nominating Committee Report– Rich Huebner
7. Summer Conference Planning, Board Baskets, Sponsorships – Rich Huebner
8. WCMA Annual Awards – Volunteers to Review Applications
9. Membership Update – Stephanie Lucash
10. 2024 WCMA Salary Survey – Leslie Harris
11. NWWLA Capstone Project Update – Stephanie Lucash and Laura Philpot
12. NWWLA Cohort 6 Update
13. Local Government Certificate Program Update – Stephanie Lucash
14. Census of the Profession Update – Stephanie Lucash
15. WCAA/County Administrators Outreach – Stephanie Lucash
16. Financial Report – Tracy Burrows
17. Senior Advisors - Members in Transition
18. Polish Delegation at WCMA Summer Conference/International Report - Lloyd Halverson
19. Other Business



# **WCMA**

## **Washington City/County Management Association**

A State Affiliate of **ICMA**

### **WCMA Board Meeting Minutes**

Friday, March 29, 9:00 am – 11:00 am

Seaside Civic and Convention Center, Seaside OR

#### Attendees:

Stephanie Lucash, President  
Rich Huebner, Incoming President  
Kristi Rowland, Past President  
John Mauro  
Brent Kirk  
Michael Jones  
Leslie Harris  
Laura Philpot  
Katrina Knutson  
Tyler Christian  
Michael Rizzitiello  
Deanna Dawson

Ray Corpuz, Sr. Advisor  
Marilynne Beard, Sr. Advisor  
Andrew Neiditz, Sr Advisor  
Lloyd Halverson, Sr. Advisor  
Pat Martel, ICMA  
Jessica Cowles, ICMA  
Lon Pluckhahn, ICMA  
Andrew Hamilton, Kelso

1. **Approval of February 7, 2024 Board Meeting Minutes:** The Feb. 7, 2024 Board minutes were approved.

2. **Proposed WCMA Veterans in Local Government Management Group** – Andrew Hamilton reported that ICMA formed a Veteran’s Advisory Committee in 2020. ICMA is encouraging states to form a veterans group/committee. Thousands of veterans are transitioning into the city/county management profession. Andrew and Regan Bolli are working on forming a Washington State Local Management Group for Veterans. The mission is to enhance local government through the inclusion of veterans who share a passion for public service. ICMA is very supportive of this effort. Pat Martel is coordinating for ICMA veterans groups at the state level. Andrew and Regan are planning to report back on progress at the June Board meeting.
3. **ICMA Report** – Lon reported that ICMA Governance Committee is at work with a mission to look at the full breadth of issues related to ICMA’s governance structure. The committee is reviewing the ICMA regions, including representation from the regions on the ICMA Board. Their initial report is scheduled for completion in December, though the committee has been told that they should take as much time as they need. West Coast region issues include ICMA Board membership as it relates to assistant CAOs and the rotation of the non-California ICMA Board seat. ICMA is going to be sending out a survey to the WCMA Board to give feedback to the Committee.

**ICMA Ethics** - Jessica Cowles, ICMA’s Ethics Director, recommended that WCMA put rules of procedure in place so that we are ready should we receive an ethics complaint. ICMA just updated its rules of procedure and can help with developing a draft. If someone is a member of ICMA, then ICMA will investigate the complaint and make findings. If the complaint is against someone who is not an ICMA member but is a WCMA member, then WCMA investigates the issue. If the person is not a member of WCMA, then we do not have jurisdiction, but can take a public stand. Complaints can be anonymous, and come from members of the community, colleagues, elected officials, state boards and state ethics committees.

#### 4. **Board Committee Reports**

**AWC-WCMA Partnership** – Deanna reported that AWC has become a WCMA full year sponsor and wants to engage with WCMA in a deeper way. AWC is planning on having more sessions for City Managers at the summer conference. Deanna facilitated a session at the recent Women’s Leadership Summit that the City of Maple Valley organized with neighboring cities.

**Communication and Member Value** – The WCMA salary survey will be conducted this spring/summer. The committee is looking doing a regional survey that includes Oregon and

California. That may be something that gets phased in. Mike Rizzitiello and Katrina Knutson volunteered to help with a virtual Lunch and Learn. The format could include breakout groups, with a focus on learning from each other.

**Sponsorship and Summer Conference** – Rich Huebner announced the conference theme: Innovation and Disruption. He invited all board members to participate in recruiting sponsors. There is a sign-up sheet in a shared Google folder. April 12<sup>th</sup> is the deadline for board members to sign up to recruit sponsors.

5. **Membership** – Stephanie Lucash reported that the package memberships have been a huge success and have attracted 85 new members to join WCMA. This year, WCMA's membership numbers and growth have exceeded any other.
6. **NWWLA Recruitment** (Application Portal Open April 26-May 27) – Stephanie Lucash reported that recruitment is opening in late April going through May 27<sup>th</sup>, when applications are due. Stephanie encouraged everyone to talk to people in the organization and suggest they apply.
7. **NWWLA Capstone Project Update** – The Evans School capstone students have surveyed all graduates of the NW Women's Leadership Academy and are starting in on focus groups and interviews. They will produce a report by June. Stephanie Lucash and Laura Philpot are coordinating with the students and hope that they can report results to the Board at the August conference.
8. **Local Government Certificate Program Update** – Stephanie Lucash reported that WCMA representatives are meeting with the Evans School in late April to get an update on the launch of a 15 credit certificate program that can be used toward a full MPA degree. The program is on track and set to begin in 2025.
9. **Census of the Profession Update** – Stephanie Lucash reported that Tripepi Smith is working with WCMA on first Census of the Profession in Washington. They will present their findings at the August conference. This first study data will provide a baseline for future surveys.
10. **Public Safety Data Collection Tool Discussion Update** – Stephanie Lucash requested that Board members fill out the Doodle Poll that was sent out to facilitate scheduling of a meeting with WSU professor David Maken. He is heading up the project that involves analysis of public safety and use of force data from jurisdictions in Washington.

11. **WCMA Board 2024 Nominating Committee** – Rich Huebner is starting to ramp up the nominating process. He will be sending out the call for nominations. He invited members to be part of the nominating committee and asked Board members to consider running for VP.
12. **I-NAPA** – Rich Huebner noted that WCMA has set aside a time at the summer conference for the Washington state affiliate of the International Network of Asian Public Administrators. Bucoda Warren and Joe Franco are helping with the organizing and are excited to grow their presence within WCMA.
13. **Proposed Joint WCMA/Washington County Administration Association Conference in 2025** – Michael Jones gave some background on the WCAA membership and conferences. A joint conference in the summer may be challenging. There was agreement that it would be good to have stronger relationships with County administrators. Michael will work with others to set up a meeting to talk about potential opportunities for collaboration with WCAA.
14. **Financial Report** – Tracy Burrows reported that an adjustment to the 2023 year-end report was made to account for delayed Sr. Advisor reimbursements for expenses incurred in 2023. The adjustment resulted in WCMA's year end position to be in the black by a modest amount for 2023.
15. **Senior Advisors - Members in Transition** - Sr Advisors reported that there are many new councilmembers and mayors this year and it is fueling more churn than usual in city manager and administrator ranks. Erin Erdman, the former Battle Ground manager is moving to Kennewick. Longview is in midst of change. There is a new City Administrator in Dupont. Clarkston promoted its clerk treasurer to City Administrator.
16. **International** - Lloyd Halverson reported that the 17 year partnership between WCMA and the Foundation for the Support of Democracy in Poland is flourishing. Three representatives from Poland will be at the Summer Conference in Wenatchee.

## WCMA | I-NAPA Affiliation Agreement

This agreement serves as a written understanding of the affiliation agreement between the Washington City/County Management Association (WCMA) and the International Network of Asian Public Administrators (I-NAPA). The collaborative measures outlined in this agreement will contribute to greater success for both I-NAPA and WCMA, in the areas of membership, equity and inclusion, awareness and strategies, community engagement, and promoting local government careers and the management profession for individuals of Asian heritage.

WCMA and I-NAPA will collaborate on an annual work plan focusing on action or campaigns that may be changed year-to-year. This gives WCMA and I-NAPA an opportunity to work on activities without amending the affiliation agreement.

In November of every year, WCMA and I-NAPA will review the year's accomplishments against the current work plan and develop a new annual plan outlining programming and development activities for the upcoming year.

In addition to the annual work plan, WCMA agrees to support I-NAPA's core mission to advance inclusive local government by empowering leadership among persons of Asian heritage through the following opportunities as they arise:

- Developing leadership of emerging leaders of Asian heritage
- Supporting public administrators of Asian heritage as leaders
- Providing networking opportunities
- Providing unique resources to Asian public administrators

### WCMA Commitments:

- WCMA will commit to adding diversity, equity, and inclusion as an organizational value and will work with members of I-NAPA and other current and future underrepresented affiliate groups to define this value, this aligns with the ICMA's [new tenets](#) voted on in 2023
- WCMA will commit to a formation of a diversity, equity, and inclusion advisory committee to address DEI issues with members of I-NAPA and other current and future underrepresented minority affiliate groups
- WCMA will commit to a new WCMA board seat dedicated to an I-NAPA member from the State of Washington
- WCMA will commit to providing an inclusive space and networking group, both virtually and at in-person professional gatherings, for local government professionals of Asian and Pacific Islander heritage, including a meeting space for I-NAPA formal and informal meetings with affiliated or other groups at Summer Conference, pending space availability
- WCMA will provide two complementary WCMA Summer Conference registrations to I-NAPA to be used by I-NAPA to encourage attendance and participation;
- WCMA will act as a fiduciary for the I-NAPA Washington Chapter and will assist in management of their financial accounts, membership dues, and monetary commitments

### I-NAPA Commitments:

- I-NAPA will provide guidance, education, and expertise in the DEI space and will promote leaders in with Asian and Pacific Islander heritage

- I-NAPA will amplify WCMA's efforts to educate local government professionals and organizations on creating an inclusive culture for employees and community members of Asian heritage;
- I-NAPA may appoint a member to serve on WCMA Conference Planning Committee as an I-NAPA representative. As with other appointees, WCMA will not be responsible for travel expenses;

Joint Commitments:

- WCMA and I-NAPA will post notice of the affiliation on their respective websites in the appropriate partner space (e.g. on WCMA's home page and on I-NAPA's webpage and LinkedIn group page);
- WCMA and I-NAPA will cross-promote social media posts: Twitter, Instagram, Facebook, etc. when mutually beneficial, tagging each other on relevant social media posts using the following tags depending on the nature of the post: @WCMA, @Intl\_NAPA, #WCMA, #INAPA

Signed,

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Stephanie Lucash, WCMA, President

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Elaine Wang, I-NAPA, President

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Joseph M. Franco, I-NAPA Washington Chapter, President



# **WCMA**

## **Washington City/County Management Association**

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### **Conference Venue Selection**

The WCMA conference venues for both the Spring and Summer conferences are typically booked 2-3 years in advance of the conference event. In recent years, the conference location has rotated amongst several different venues. The 2025 summer conference location is Walla Walla. The Board should select the locations for the 2026, 2027 and possibly the 2028 summer conference.

Spring conference venue for 2025 is the Vancouver Hilton. Typically, the conference planning responsibilities rotate between Washington and Oregon. For 2026, Homer, Alaska is planning to host the conference. Once confirmed, that would result in Oregon hosting the conference in 2027 and Washington in 2028. The recommendation is to revisit the future spring conference sites until the August WCMA Board meeting, once Alaska has confirmed its plans.

WCMA has a limited selection of conference venues because of the number of conference attendees and the overall conference budget. In addition, a growing number of venues are getting more selective about the impact of conference schedule on weekend stays. The Davenport Grand declined to bid on future conferences because of the Tues – Friday schedule of our conference. They would have bid if the conference was Sun – Wed or possibly Mon – Thurs.

Considerations in selecting conference venues include accessibility, quality of the conference site, location, and cost. Cost is one of the biggest variables and the costs of holding conferences have gone up significantly since 2020. The chart below shows conference venue costs from 2017- 2023. All costs are inflation adjusted and shown in 2023 dollars. You can see that the cost of the same venue (Davenport Grand) has increased over 70% in real dollars from 2017 – 2023. The chart gives a good picture of the variation in the upper end, middle, and lower cost venues.

## WCMA Conference Expenses - 2017-2023

Conference Site	Year	Total Expenses (inflation adjusted)	
Spokane	2017	\$	<b>45,800</b>
Sun Mountain	2018	\$	33,780
Kennewick	2019	\$	35,410
Semiahmoo	2021	\$	63,810
Yakima	2022	\$	37,590
Skamania	2022	\$	78,060
Spokane	2023	\$	<b>79,065</b>

## Washington

Venue Name	Skamania Lodge	Semiahmoo Resort Golf & Spa	Sun Mountain Lodge	The Historic Davenport, Autograph Collection
Proposed Dates	Aug 11, 2026 to Aug 14, 2026	Aug 11, 2026 to Aug 14, 2026	Aug 11, 2026 to Aug 14, 2026	Aug 11, 2026 to Aug 14, 2026
Guest Room Rates - Any (Run of House)	269.00 USD (225 rooms)	179.00 USD (225 rooms)	225.00 USD (225 rooms)	159.00 USD (225 rooms)
Guest Room Dates (Alternate 1)	Aug 10, 2027 to Aug 12, 2027	Aug 10, 2027 to Aug 12, 2027	Aug 10, 2027 to Aug 12, 2027	Aug 10, 2027 to Aug 12, 2027
Guest Room Rates - Any (Run of House) (Alternate 1)	289.00 USD (225 rooms)	186.00 USD (225 rooms)	240.00 USD (225 rooms)	169.00 USD (225 rooms)
Guest Room Dates (Alternate 2)	Aug 8, 2028 to Aug 10, 2028	Aug 8, 2028 to Aug 10, 2028		Aug 8, 2028 to Aug 10, 2028
Guest Room Rates - Any (Run of House) (Alternate 2)	299.00 USD (225 rooms)	195.00 USD (225 rooms)		179.00 USD (225 rooms)
Additional Meeting Room Details				
Total Food and Beverage Minimum	29,000.00 USD	15,000.00 USD	25,000.00 USD	25,000.00 USD
Audio Visual Estimates Based on specs	\$13,330	\$15,072	\$1,400 plus labor and lumens do not meet requirement on projectors	\$10,164 for rental with service charge and tax, does not include labor, so add about \$2000
Additional Estimated Cost Information	The discounted \$26 daily Resort Fee includes the following amenities: unlimited local and toll free calls; wireless high-speed internet throughout the Lodge; access to three scenic hiking trails including fitness trail, fitness center with indoor pool, 4 hot tubs, saunas and outdoor hot tub with sun deck; robes in guestrooms, tennis, basketball and volleyball courts; self-guided art tour, access to			WIFI is complimentary in meeting rooms and public areas.
Total Meeting Rooms Estimated Cost	Waived Waived with F&B min. achieved	Waived with Food and Beverage minimum	800.00 USD per day (+8.40% tax and service charge)	Meeting Room Rental is waived with the following spent in food and beverage before tax and service fee. 2026 - \$25,000 2027 - \$27,000 2028 - \$30,000
Self Parking Fee	Included in package	Complimentary	Complimentary	25.00 USD per day (+0.00% tax)
Valet Parking Fee	10.00 USD per item (+7.70% tax) Per vehicle. Gratuity at guest's discretion.	N/A	N/A	35.00 USD per day (+9.00% tax and service charge)
Attachments				

The Marcus Whitman Hotel & Conference Center	Three Rivers Convention Center	Yakima Convention Center
Aug 11, 2026 to Aug 14, 2026	Aug 11, 2026 to Aug 14, 2026	Aug 11, 2026 to Aug 14, 2026
177.00 USD (225 rooms)		
Aug 10, 2027 to Aug 12, 2027	Aug 10, 2027 to Aug 12, 2027	Aug 10, 2027 to Aug 12, 2027
186.00 USD (225 rooms)		
Aug 8, 2028 to Aug 10, 2028	Aug 8, 2028 to Aug 10, 2028	Aug 8, 2028 to Aug 10, 2028
195.00 USD (225 rooms)		
		Complimentary Wifi
15,000.00 USD	15,000.00 USD	None
\$6,220	\$6,815 plus labor (\$1000)	\$3,410 plus labor (\$1000)
5,000.00 USD per day (+8.90% tax) Waived with \$20,000 food & non-alcoholic beverage purchase	\$2500 Set up fee only, rental waived with food and beverage minimum	\$6560 room rental
Complimentary	Complimentary	
N/A	N/A	

## **Nominations for the 2024-25 WCMA Board of Directors**

**The WCMA Nominating Committee has prepared a full slate of candidates for this year's Board elections.**

**There are three Full Member** Board of Directors positions (3-year terms), one **Full Member** mid-term vacancy (expiring in 2026), and one **Vice-President** position (1-year term) up for election this year.

The nominating committee members were WCMA Incoming President Rich Huebner (Chair), WCMA President Stephanie Lucash, WCMA Vice President Laura Philpot, and WCMA Board Member John Mauro.

**Criteria for Full Member** - Chief administrative officers (CAOs) whose scope of responsibility meets these six criteria: appointment, policy formulation, budget, appointing authority, organizational relationships, and qualifications; assistant/deputy chief administrative officers; and other senior-level staff in local government in the State of Washington *who have significant administrative duties and report to a CAO whose position meets the six criteria for joining*. Such person shall become a member by notifying the Secretary-Treasurer of their desire to participate in the Association and upon payment of the membership fee for the current year.

**Below is the slate of nominees and their statements of interest and bios. Candidates are listed in alphabetical order. The top three vote-getters will be elected to the three-year term positions, and the next highest vote-getter will be elected to the mid-term vacancy.**

## **NOMINEES FOR THE WCMA BOARD**

### **HEIDI BEHRENDTS CERNIWEY**



#### **STATEMENT OF INTEREST:**

I am passionate about local government service and understand the importance of the professional administrator's role in good governance, quality communities, and responsive public services. I also understand the challenges inherent in this role. Since my first exposure to the city management profession in 2006—I have focused on learning, building my personal and professional toolbox, and advancing my career to be in a better position to give back. Along the way, I have maintained a strong commitment to growing people through modeling, mentorship, and stretch opportunities; and exposing others (students, employees, and community members) to the services, functions, and career opportunities in local government. My life mission revolves around service and my primary concentration has been family, organization, and local community. I am prepared to serve on the WCMA board, as I'm finally settled in my new community and have the capacity to give sufficient time and attention to a broader role that supports and elevates our professional association and aids more Washington cities.

#### **BIO:**

Heidi Behrends Cerniwey, ICMA-CM, joined the City of Ellensburg as City Manager in May 2021. She has over eighteen years of experience in local government service, including two rapidly growing full-service cities in Washington—the City of Tumwater (2012-2021) and Lacey (2006-2012)—with prior experience in private and nonprofit leadership. She attended the University of Minnesota and holds a B.A. from Metropolitan State University in St. Paul, MN, a Master of Public Administration from The Evergreen State College in Olympia, WA, and completed the Senior Executives in State and Local Government program at the Harvard Kennedy School, in Cambridge, MA. Heidi is committed to maintaining a well-managed city with a strong team to deliver high-quality public services and resilient infrastructure systems and building successful community partnerships to address the complex challenges that face the Ellensburg community and Central Washington region.

## AMY BUCKLER



### STATEMENT OF INTEREST:

Over 20 years ago I chose to pursue a career in local government because I am passionate about improving quality of life in our communities. Sometimes I check myself on whether I made the right decision, and even if its midnight after a long council meeting I always answer with a resounding yes!

Serving on the board is a great opportunity to network with fellow professionals, grow as a leader and influence decisions that will shape the future of city management in Washington. WCMA plays a vital role in educating, informing and supporting both seasoned and up-and-coming leaders. I'm excited to contribute to that mission. I also enjoy spending time with others in the city management profession and learning together so the board position sounds really fun.

Serving on the board is also an opportunity to give back to WCMA. Seventeen years ago when I was an intern I received a scholarship from WCMA, which provided me with a mentor who planted a seed for the profession. In 2022, I graduated from the Northwest Women's Leadership Academy which prepared me to step into my current role as Deputy City Manager for the City of Centralia. WCMA has had a positive impact on my life and career. I'm excited for this opportunity to help other people grow to serve our cities and counties with expertise and integrity.

### BIO:

Amy Buckler is the Deputy City Manager and current interim City Manager for the City of Centralia. She loves working with elected officials, colleagues and community members to problem solve tough issues and leverage big opportunities.

Amy started her local government career working for the Parks and Recreation Department in Seward, Alaska. Realizing how important city programs were for the public during the long, cold winters ignited a life-long passion for local government. She went on to pursue a Master of Public Administration degree at the Evergreen State College, graduating in 2007.

For sixteen years, Amy worked for the City of Olympia, starting as a Management Assistant Intern, then a short and long-range planner and strategic projects manager in community planning and development. During her tenor, she worked on several complex and high-profile projects related to downtown, housing, homelessness and economic development. Amy loves engaging with the public and has a special place in her heart for planning commissions, who volunteer countless hours and play an important role in framing key policy issues.

Amy is excited to be serving in Centralia, Washington. The Hub City has an incredible vision and momentum. She also loves living in the Pacific Northwest, hiking in the mountains, birdwatching, gardening and learning how to sail with her partner Grant.

## **ELIZABETH CHAMBERLAIN**



### **STATEMENT OF INTEREST:**

Thank you for the board nomination and I'm expressing my interest in serving on the WCMA Board of Directors. Throughout my years of local government experience, including working for jurisdictions on the west and east sides of the state, provides me with a broad understanding of the issues facing our communities. My professional journey has equipped me with a robust skill set, including strategic planning, budget preparation, economic development, land use planning, and community engagement. Having served on other boards for organizations such as Rotary and the Transportation Improvement Board, I bring a collaborative approach in working with other board members. The City of

Walla Walla's core values align with WCMA's core values and modeling the way is a component of servant leadership.

I am enthusiastic about serving the WCMA organization and hopefully on the board of directors.

### **BIO:**

Elizabeth is the City Manager for the City of Walla Walla. She joined the City nine years ago as the Development Services Director, transitioned Deputy City Manager, July 2020, and appointed City Manager December 2022.

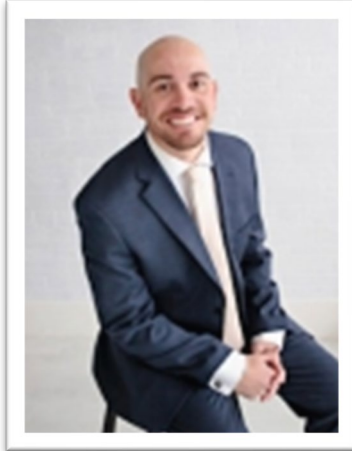
Elizabeth and her team completed a major update to the City's comprehensive plan, Walla Walla 2040, adopted by the City Council June 2018. Implementation of the Comprehensive Plan led to eliminating single family zoning, the first City in Washington State to do so, and allowing a variety of housing types with the goal of making housing diverse again. Walla Walla has been a leader in the state on missing middle housing.

Addressing the housing crisis is a key focus of Elizabeth's work with the City of Walla Walla. She led the Regional Housing Action Plan project, funded with a state grant, partnering with the cities of College Place, Waitsburg, and Dayton. The plan was adopted August 2021 and the City has transitioned into implementation of the recommended policies.

She graduated from the University of Washington in 2001, earning a degree in geography with a focus in urban planning and GIS. Elizabeth worked for several jurisdictions in the Puget Sound region before moving to the City of Walla Walla.

Outside of work, Elizabeth enjoys book club (aka wine club), skiing, cycling, traveling, and cooking as well as spending time with family especially her niece and nephew.

## **TYLER CHRISTIAN**



### **STATEMENT OF INTEREST:**

I am currently an Associate Member of the Washington City/County Management Association. Having recently accepted my first City Administrator position, I'm running this year to join the board as a Full Member. With a steadfast commitment to transparency, inclusivity, and continuous improvement, I look forward to working closely with the board for many years to come to ensure a prosperous and harmonious future for WCMA.

### **BIO:**

As the City Administrator of Sultan, I am dedicated to enriching the lives of residents, fostering strong community bonds, and promoting sustainable and responsible succession planning for the future of our profession. With extensive experience in various local government roles, I bring valuable insight and expertise at all levels of local organizations. I am proud to call the Pacific Northwest my lifelong home.

In addition to the WCMA Board, I actively engage with several professional organizations, including serving on a national young professionals board for the American Public Works Association. My involvement in these associations has allowed me to build a nationwide network of talented and dedicated professionals.

Believing that strong leadership goes beyond administrative responsibilities, I am committed to fostering a sense of belonging and pride in the local government profession

## **BRISTOL ELLINGTON**



### **STATEMENT OF INTEREST:**

My name is Bristol Ellington and I'm excited to be considered to serve as a WCMA Board of Directors. I've been a public servant my entire career, starting as a planner for the Town of Hilton Head Island, SC in 1986. I moved into city management in 2017 as an Assistant City Manager for the City of Henderson, NV. In November of 2023, I was fortunate to become the City Manager for the City of Shoreline. I've been an active member of ICMA for 35 years and a Credentialed Manager since 2014. It would be my honor to give back to the profession.

### **BIO:**

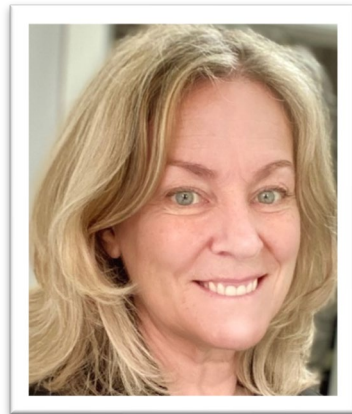
Bristol S. Ellington, AICP, ICMA-CM, was hired as Shoreline's City Manager in November 2022.

Bristol previously served as the Chief Operating Officer/Deputy City Manager for the City of Henderson, Nevada since July 2018. He was appointed Assistant City Manager in 2007 and had engaged with every city department on key operational issues and initiatives. From July 2005 to November 2007, he served as Director of Community Development for the City of Henderson. He previously served as the Assistant Director of Community Development from August 1996 to November 2007.

Prior to his time in Nevada, Bristol served as the Principal Planner in the Current Planning division for the City of Palm Beach Gardens, Florida, and a current planner for the City of Gainesville, Florida and the Town of Hilton Head Island, South Carolina.

Bristol received his master's degree in public administration from the University of Nevada, Las Vegas, a master's degree in urban planning from the University of Michigan and a bachelor's degree in Geography from the University of Wisconsin. In 1995, Bristol was admitted to the American Institute of Certified Planners (AICP) and received the Credentialed Manager designation from the International City/County Management Association in 2013.

## **DENICE KULSETH**



### **STATEMENT OF INTEREST:**

I am very interested in serving on the Board of the Washington City/County Management Association. I am currently the Town Administrator for the Town of Friday Harbor, WA. While I have only been in this position for a little more than two years, I have spent almost two decades in state and local government as an attorney. I am passionate about public service, and find educating the public on how government works deeply rewarding.

I would look forward to serving on the WCMA Board to share my work experiences with my colleagues, and to learn from them as well. I am eager to help promote City/County Management as a career choice for professionals who might not otherwise be aware of this opportunity to serve their communities. I have found my position, while challenging, also deeply rewarding, and I would work to promote the WCMA organization as a helpful tool for bringing together the best minds in local government.

### **BIO:**

I received B.A.s in Economics and Spanish before heading off to law school at Syracuse University as a Graduate Fellow. I transferred midway through law school to West Virginia University where I served on Law Review and completed my J.D.

My first legal job was with a firm in Charleston, WV, concentrating on securities fraud and banking. I moved out west to Santa Fe, NM, where I stumbled into a position in government and have never looked back. I was a civil litigator for the New Mexico Attorney General's Office, defending the State Police and other state agencies, then moved into Environmental Enforcement where I prosecuted environmental crimes and wrote legislation to overhaul the state's subdivision laws. From there I moved to the Santa Fe County Attorney's Office, where ultimately I was promoted to County Attorney.

After a move to the Pacific Northwest, and a stint as a stay-at-home mom to twins, I reentered the job market as a contract attorney for the San Juan County Prosecuting Attorney's Office. Eventually, I made my way back into work full time as a Management Analyst working directly for the San Juan County Manager. After a few years with San Juan County, I moved across the street to become the Town Administrator for Friday Harbor, WA.

## **SCOTT MACCOLL**



### **STATEMENT OF INTEREST:**

I'm interested in joining the WCMA board to continue to learn from my colleagues around the state, build relationships, and foster positive working relationships among managers of all sized cities. As the issues we face continue to be more complex and the average term for councilmembers shrink, it puts more pressure on managers to provide continuity among elected leadership, and to mentor and develop newly elected officials. The more support and resources we can provide managers, the better service we provide our communities. I'd like to continue to provide real world training and workshops to foster and encourage frank conversations for how

to deal with challenging situations.

### **BIO:**

Scott MacColl has worked in the public sector for over 20 years, primarily focused on issues at the municipal level. He originally joined the City of Sammamish as Deputy City Manager in May 2021. Beginning in April 2022, he served as interim City Manager for nine months, and in January 2023, the City Council appointed him permanent City Manager.

Prior to joining the City of Sammamish, Scott owned a local government relations practice. There, he worked on behalf of cities on local and federal issues. Before that, he served as Government Relations Manager at the City of Shoreline. He worked for the Seattle City Council on their professional policy staff. He also spent time in Olympia working in the legislature on its non-partisan professional policy committee.

Born and raised in the Pacific Northwest, Scott holds a Master of Public Administration (Evans School) and Bachelor of Arts from the University of Washington. He is a proud Husky.

## **MATTHEW "SELBY"**



### **STATEMENT OF INTEREST:**

I first heard of WCMA on my first day as Leavenworth's newest City Administrator in August 2022. I received a call from Will Ibershof, City Administrator for Sultan at the time. Will was a WCMA Board member and encouraged me to join the organization.

I joined the ICMA that fall and attended my first ICMA conference in Columbus, Ohio. I later joined WCMA and attended the August 2023 Annual Conference. I had such a positive experience I knew I wanted to become more

involved in the organization.

My career in public service began nearly 20 years ago. Shortly after working in local government, I determined that being a Chief Administrative Official was my next career goal. Now that this goal has been achieved, I strive to be the best City Administrator I can possibly be. One of the best ways to do this is to learn from the experience of others in my field, as well as mentoring those who are just beginning their careers in municipal government.

WCMA is a valuable catalyst for professional development. I am sincerely interested in filling an open seat on the Board and supporting its mission.

### **BIO:**

Matthew "Selby" was born in Massachusetts, spent his formative years in Kentucky, and attended college in Minnesota before moving to Boston after graduation. Selby's first career was in the public relations field, which took him to Henley-on-Thames, England for three years. A year after moving back to Boston, he took his public relations career freelance while earning a MS degree in Resource Management and Administration. Selby's first municipal job was as the Conservation Agent in Ashland, a town of 15,000 located 20 miles west of Boston. It was in Ashland that Selby developed his love for municipal government, setting himself a goal to become a Town/City Manager. After a decade of growth and learning in Ashland, he became the first Land Use and Economic Development Director in Acton, another suburban community 20 miles west of Boston. The opportunity to work as Interim Assistant City Manager of Yakima brought Selby to Washington in 2021. In his last week at Yakima, he learned of the opening for the City Administrator position in Leavenworth. After accepting the job offer, Selby managed to sell his house, pack up his belongings, and relocate to Leavenworth in just six weeks. He currently lives in Leavenworth with his fiancée, Christine. When not working to help make Leavenworth's Bavarian Village the best it can be, he can be found whitewater kayaking, paddle boarding, cross-country skiing, or snowboarding.

## **NOMINEE FOR VICE PRESIDENT**

### **KATRINA KNUTSON**



#### **STATEMENT OF INTEREST:**

It would be my honor to serve as the Vice President of the Washington City/County Management Association (WCMA) as I am committed to advancing the city management profession and contributing to the betterment of our communities. Having been a public servant for over 19-years, most recently as City Administrator of Gig Harbor, I have witnessed firsthand the challenges and opportunities that arise in our rapidly evolving cities. By serving as Vice President, I would aim to leverage my experience and expertise to foster collaboration, innovation, and best practices among city management across Washington.

I believe that by working together, we can effectively address common issues, share valuable insights, and develop strategies that promote efficient and sustainable urban development. Through my active involvement on the board, I aspire to contribute to the professional growth of local government managers (and myself!), elevate the standards of our field, and ultimately enhance the quality of life for the residents we serve.

#### **BIO:**

Katrina has been in local government for over 19-years, having served both in city and county capacities. Her experience includes over 8-years in city leadership roles and she currently serves as the City Administrator with the City of Gig Harbor. She holds a Bachelor Degree from the University of Washington – Seattle in Community and Environmental Planning and an Executive Master of Public Administration from the University of South Dakota. Katrina is a current board member of the WCMA and serves on the AWC Legislative Committee. Katrina is a certified planner by the American Planning Association and is currently seeking City Manager credentialing with ICMA. Katrina has a passion for community engagement, crucial conversations, and leadership development. When she is not working, she can be found traveling, camping, or boating with her husband Lars and 12-year old son Dane.

**WCMA Membership Report, June 2024**

**Number of Members**

<b>Year</b>	<b>February</b>	<b>March</b>	<b>June</b>	<b>August</b>
<b>2020</b>	<b>118</b>		<b>144</b>	<b>156</b>
<b>2021</b>	<b>94</b>		<b>136</b>	<b>172</b>
<b>2022</b>	<b>129</b>		<b>149</b>	<b>195</b>
<b>2023</b>	<b>135</b>	<b>180</b>		<b>194</b>
<b>2024</b>	<b>140</b>	<b>208</b>	<b>242</b>	

**WASHINGTON CITY/COUNTY MANAGEMENT ASSOCIATION**

**Statements of Activities**

**YTD Actual as a Percentage of Yearly Budget**

**For the Five Months Ending May 31, 2024**

<b>REVENUES</b>	<b>Actual 5/31/2024</b>	<b>Yearly Budget</b>	<b>YTD Budget %</b>	<b>Notes</b>
Membership Dues	51,680	43,000	120.2%	
Summer Annual Conf-meals/reg	6,200	45,000	13.8%	
Conference Sponsorships	21,500	40,000	53.8%	
ICMA Senior Advisor Reimbursement	1,477	3,750	39.4%	
NW Women's Leadership Academy		38,000	0.0%	
Total Revenues	80,857	169,750	47.6%	
<b>EXPENSES</b>				
Summer Annual Conference		60,000	0.0%	
Board of Directors Meetings	239	1,000	23.9%	
Senior Advisors	544	7,500	7.3%	
ICMA Student Chapter (UW Evans School)		2,000	0.0%	
Scholarships		5,500	0.0%	
Awards Programs		1,800	0.0%	
International Contingency		1,500	0.0%	
Travel Support-ICMA Conference		2,000	0.0%	
Women's Leadership Academy (NWWLA)	2,230	35,750	6.2%	
ICMA Professional Management Fund		1,000	0.0%	
ICMA Coaching Program		1,000	0.0%	
Professional Services	10,425	43,700	23.9%	
Office Supplies		1,000	0.0%	
Insurance	1,494	1,500	99.6%	
Bank Service Charge	2,023	4,000	50.6%	
State and City Taxes		500	0.0%	
Total Expenses	16,955	169,750	10.0%	
<b>EXCESS REVENUES (EXPENSES)</b>	<b>63,901</b>			
<b>Add Beg. Balance on 01/01/24</b>	<b>\$85,236</b>			
<b>Ending Balance on 12/31/24</b>	<b>149,137</b>			