

WASHINGTON MUNICIPAL CLERKS ASSOCIATION NEWSLETTER

Volume 84-2

October, 1984

PRESIDENT'S MESSAGE

October, 1984

I hope you all had a wonderful summer, it has been a long time since I can remember such a dry one.

The Board has been busy, we held a special meeting in August as a result of Linda Biesel, Warden, resigning her position. This left the position of Treasurer open. We selected Reggie Williams, Union Gap. Knowing how great a job she and Kathy did at last year's conference, Reggie will certainly do a great job for WMCA.

We held our regularly scheduled meeting September 6th in Bellevue during the Washington Finance Officers' Conference. With Reggie's new assignment her board position was vacant which was filled by Leslie Smith of Richland. Leslie will be a valuable asset to our organization--her term expires in 1987. Other items which were discussed were our agenda for the 1985 Conference which is coming along nicely. The Board approved one scholarship for an Oregon Clerk. We approved two other items as well: (1) that our newsletters will be mailed to Washington cities and to only officers in the other states, those being Alaska, Oregon, Idaho and California; and (2) selected the Madison Hotel in Seattle for our 1987 Conference. Much THANKS goes to Virginia Miller and Dave Grove for their superb work for WMCA.

I finally completed the assignments on the various committees; the following will note the chairperson and their cities should you want to give them your thoughts:

Audit	May Fedric	Colville
By-Laws & Resolutions	Linda Ruehle	Issaquah
Conference Review	Regina Williams	Union Gap
Education/Scholarship	Margery Price	Kennewick
Handbook	Margery Price	Kennewick
Legislative	Diane Jenks	Bonnie Lake
Nominations	Nacelle Heuslein	Marysville
1988 IIMC Conference	Marilyn Montgomery	Spokane

Lastly, I plan to attend on behalf of WMCA, Region IX Meeting IIMC, the Oregon Records Annual Conference in October, the Alaska Clerk's Conference in November.

Tim McGuire, CMC
WMCA President
Lacey, WA

FIRST VICE PRESIDENT'S MESSAGE AWC and Professional Groups Meet

On behalf of WMCA President McGuire, I represented the Washington Municipal Clerks Association (WMCA) at a meeting on September 6, 1984, in Seattle with AWC President Tom Trulove (Cheney), AWC Executive Staff, and presidents or representatives of the following city professional associations:

State Association of Fire Chiefs
Chief Ed Carroll, Yakima
City Engineers Assoc. of Washington
John Ostrowski, Vancouver

Washington Recreation & Parks Association
Gary Feroglia, Mercer Island
Washington Finance Officers Association
Harry Kinzer, Walla Walla
Washington City Managers Association
Jerry Osterman, Bothell
Washington Assoc. of Sheriffs & Police Chiefs
Terry Mangan, Bellingham (and Gene Cotton,
Executive Director
Washington Council of Public Personnel
Administrators
Bruce Uhl, Puyallup
Conference of Local Energy Officials of Washington
Don Robison, Spokane

The idea of getting all the professional groups together was Mayor Trulove's. The purpose?

- 1) To learn about each organization...its current activities, extent of legislative activity, and special projects currently being undertaken by each group.
- 2) To discuss legislative goals of AWC and individual organizations.
- 3) To discuss information needs and ways of exchanging/sharing that information.

Besides giving a brief summary of WMCA (size, nature of membership, history, etc.), I explained about our: (a) Northwest Certification Program for Municipal Clerks at the University of Washington, (b) Certification Scholarship Fund, (c) IIMC Advanced Academy and the Advanced Academy seminars preceding our annual Conference, (d) WMCA Annual Conference, (e) regional monthly meetings throughout the state, (f) WMCA Newsletter, and (g) Data Resource Bank project we are working on with Municipal Research and Services Center.

I submitted WMCA legislative goals for 1985, based on information obtained from our Legislative Committee (Diane Jenks, Chairperson, City of Bonney Lake) and WMCA President McGuire. The two top priorities were:

- 1) CHANGE BID LAWS (RCW 35.23.352)
 - a. Raise limits for supplies and equipment from \$2,000 (regular) and \$4,000 (if Council Resolution provides for 3 telephone quotations) to \$5,000 (regular) and \$10,000 (resolution method). Alternative: \$4,000 (regular); \$8,000 resolution method).
 - b. Raise limit on Public Works projects from \$15,000 to \$25,000.
- 2) CHANGE LAWS REQUIRING FULL PUBLICATION OF ORDINANCES (RCW 35A.12.160, 35.23.320: 35.24.220; and 35.27.300)
 - a. Allow cities to post ordinances in three (3) public places, rather than publish verbatim, even if newspaper is located in a city and prints and publishes in that city.
 - b. Allow cities that post ordinances the discretion of whether or not they want to publish titles of ordinances only (in addition to posting).

The major legislative goals/concerns expressed by many of the groups included: (a) changing the bid laws, (b) distribution of monthly sales tax, and (c) finding new ways of financing public services.

I also suggested a Speakers Bureau be established through AWC to assist all professional groups in obtaining good speakers/topics for annual conferences, seminars and workshops. And I took this opportunity to invite Mayor Trulove to be a guest speaker at our 1985 WMCA Conference next April.

Mayor Trulove suggested possible cooperative/jointly-sponsored training sessions, seminars and conferences between the professional groups. A terrific idea, in my opinion!

Mayor Trulove's idea of getting us all together was an excellent one, and of benefit to all who attended. (I hope it continues to be an annual occasion with each new AWC President.)

By the way, as of this writing, I have already received a response from Mayor Trulove...he has accepted the invitation to speak at our 1985 Conference!

1985 WMCA Conference Is Underway

At the WMCA Board meeting held September 6th, I presented a preliminary agenda for our 1985 Conference to be held April 17, 18 and 19 at the Thunderbird Inn in Kelso, hosted by the City of Longview. I'm really excited about next year's programs!

Ideas and suggestions from all of you who completed the conference review forms for the past two years have been incorporated into the program. We will also be offering some concurrent sessions with excellent speakers, which will provide you with a "choice" of sessions to attend. In addition, our Share & Tell session will take on a new "twist" in an effort to get more of you involved and to address your problems/concerns/questions.

As mentioned earlier, AWC President Tom Trulove will be a special guest speaker.) Although not yet confirmed, we anticipate having Iola Stone, CMC, newly-elected President of the International Institute of Municipal Clerks (IIMC) as our keynote speaker on the opening day of the Conference. Iola is the City Clerk of Elberton, Georgia.

With Tom Riffe, City of Longview, hosting the 1985 Conference we know we are in good hands, and look forward to an excellent conference. So...start making plans now to join us in Longview (Kelso) in '85. It's going to be a very exciting, fun and education conference from start to finish!

Linda Ruehle, CMC
WMCA 1st Vice President
Issaquah City Clerk

REPORT OF
WMCA EDUCATION-SCHOLARSHIP COMMITTEE, 1984

During 1984, WMCA sponsored four educational seminars. They were:

ADVANCED ACADEMY SEMINAR, Yakima, Washington, April 16-17, 1984, conducted by Alma Spithall, Ph.D., and Jim Eubanks, Ph.D., both of Central Washington University. Sessions were entitled "From Achievement Motivation to Goal Setting and Self-Management," and "Leadership in Effective Organizations. Attended by

33 municipal clerks; Washington 31, Alaska 1 and British Columbia 1. Our largest academy session ever!

PROFESSIONAL DEVELOPMENT I SEMINAR, University of Washington, Seattle, Washington, July 9-13, 1984, conducted by Ernest Miller, Ph.D., 35 participants; Washington 22, Canada 7, Idaho 1, Oregon 5. Seven scholarships of \$175.00 each were awarded to:

- Gayla Gertsen-Helmholz, Milton, Washington
- Lynn Goodman, Fife, Washington
- Laura J. Koenig, Sulton, Washington
- Pat Jackson, Lake Stevens, Washington
- Donna J. Rodgers, Gold Bar, Washington
- Carrie MacPhee, Lake Cowichan, B.C.
- Lorraine Goddard, Gibsons, B.C.

PROFESSIONAL DEVELOPMENT II SEMINAR, University of Washington, Seattle, Washington, July 23, 1984, conducted by Ernest Miller, Ph.D., 31 participants; Washington 14, Canada 16, Idaho 1. Five scholarships of \$175.00 each were awarded to:

- Margaret L. Cybulski, Dupont, Washington
- Steven DeMaranville, Black Diamond, Washington
- Debra Pentz, Westport, Washington
- Julie A. Posey, Snoqualmie, Washington
- Teresa M. Strong, Clearbrook, B.C.

PROFESSIONAL DEVELOPMENT III SEMINAR, University of Washington, Seattle, Washington, July 30-August 3, 1984, conducted by Ernest Miller, Ph.D., 24 participants; Washington 11, Canada 10, Oregon 2, Idaho 1. No scholarships were awarded for this session. Twenty-two graduated:

- Darlene M. Arnold, Ellensburg, Washington
- Bryce E. Barnewall, Port Clements, B.C.
- Vera E. Bauman, Wilson Creek, Washington
- Ian A. Birds, Penticton, B.C.
- Jennifer A. Bridarolli, Fernie, B.C.
- Alfred S. Brockley, Masset, B.C.
- Nancy E. Davidson, Grandview, Washington
- Lana E. Fledman, Rosalia, Washington
- Larry P. Godin, Medicine Hat, Alberta, Canada
- Reid Henderson, Nelson, B.C.
- Emily Kirkham, Medford, Oregon
- Rosemary Morrison, Oak Harbor, Washington
- Maxine Motor, Renton, Washington
- Helen M. Newton, Sandpoint, Idaho
- Mary Ann Olson, Asotin, Washington
- Thomas D. Riffe, Longview, Washington
- Brian Ritchie, Vanderhoof, B.C.
- Shirley L. Roberson, Entiat, Washington
- L. Kristina Shoup Robinson, Whistler, B.C.
- Donna Rodgers, Gold Bar, Washington
- Judith D. Schwab, Everett, Washington
- Wayne K. Thiessen, Kamloops, B.C.

RECAP

Number of sessions held.....	4
Number attending:.....	123
Washington	78
Canada	34
Oregon	7
Idaho	3
Alaska	1
Number of scholarship awards.....	12
(\$2,100.00 by WMCA)	
Number of graduates.....	22

EASTERN WASHINGTON FINANCE OFFICERS

The Eastern Washington Finance Officers Association held a workshop on July 13, 1984, at the

Gateway Hotel, Spokane, Washington, with Dorothy Stumpf, Chewlah Clerk Treasurer, presiding. Presentations were given by Joe Delanie, Eastern Washington Regional Audit Manger, Washington State Auditor's office; Dr. Kent R. Burnham, Eastern Washington University and Tom Erwin, Personnel Technician for the Public Utilities Department, City of Spokane.

During the luncheon Dorothy Schauerman(Retired), Odessa, and Margery Price, Kennewick, WMCA Education/Scholarship Committee Chairman, conducted a raffle. Cash prize winners were Audrey Henderson, Newport, and Pam Olsen, Brewster. Both generously donated their winnings back to WMCA for scholarships. The raffle added \$88.00 to the WMCA Scholarship Fund. Thanks a million!!

IIMC DIRECTOR'S REPORT IIMC 1985 Conference, Banff, Alberta

The 1985 IIMC conference is scheduled May 19, 23, 1985 at the Banff Springs Hotel, Banff, Alberta. John Hunnewell, IIMC Executive Director, reports the Conference Committee is working with The Banff Centre School of Management to set up the education program. We may expect the same high quality seminars to which we have become accustomed.

The entire Banff Springs Hotel has been booked for our conference. Room rates are on a Modified American Plan which includes breakfast and dinner and gratuities (there is no sales tax in Alberta). Rates are:

Single	\$105.50
Double	148.00
1 bdr suite (twin)	220.00
2 bdr suite (twin)	368.00(candaian currency)

Most of the Banff Springs Hotel rooms have two single beds in them, so if one person takes a room the daily cost for that individual would be about \$79 in U.S. dollars. If two people share a room, the cost will be \$55.00 per person in U.S. dollars. (This includes your breakfast and dinner).

Under the Modified American Plan, you have paid in advance for your breakfast and dinner. You can eat as much or as little as you like at these meals, but if you skip a meal, you will not be reimbursed. The hotel has several types of dining rooms. For breakfast you can have a full buffet with eggs, meats, cereals, fruits, juices, etc.; or in another separate room you can select from a menu; or in still another room you can have a continental style breakfast. Dinner includes appetizer, soup, salad, entree, dessert and beverage. Depending upon the dining room you choose, there are usually from six to a dozen choices -- steak, prime rib, lamb roast, fresh fish, etc. One dining room has a Spanish theme, another an English manor house, etc. Music for listening or dancing is provided at the evening meal.

Persons wanting to have lunch may purchase it in the dining room (a terrific buffet lunch is available) or at several snack shops or dining areas serving light lunches. Nearby Banff Village has numerous and varied types of eating establishments.

Special events are planned, including a Calgary Pancake Breakfast with a "White Hat Ceremony"; a series of theme dinners for the Monday night regional events (medieval, Spanish, western, etc.); an outing to Hertiage Park, which is a restoration of old Calgary with stores, shops, farms, trains, horse wagons, steamboat, etc. and a frontier barbecue of

"hip of Alberta beef," and a Thursday banquet featuring a 24-piece band playing country, jazz, rock and golden oldies with a change of costume for each.

Spouse activities and post conference tours are enticing.

The hotel has that English/European atmosphere which is a little more formal and you may want to dress up for dinner and make an evening of dining and dancing. Liquor by the bottle is sold at the province store which is open only until 6:00 p.m. Because of the tax and monopoly, you will probably find it more expensive than in most states. Drinks by the glass (1.5 oz.) are around \$4.50 Canadian -- a dollar less for beer, a dollar more for deluxe brands.

Please make plans now to attend. Since Calgary is fairly nearby, let's have a large Washington delegation in 1985.

Margery Price, CMC
IIMC Director, Region IX
Kennewick, Washington

RESOURCE BANK PROJECT UPDATE

The Resource Bank Committee has been working over the summer months to tally the results of survey responses received from more than 90 Washington city and town clerks. Response tallying and survey assessment have proved to be time-consuming work as there are more than 140 questions to which participating clerks made responses.

In the fall months the committee hopes to consolidate responses into the form of a key which will be mailed to Washington clerks, both those who participated in the survey and those who did not.

In phase three of its charter, the committee's goal is to pursue a way in which the information gleaned from the survey can be integrated into the resource and referral service provided by the Municipal Research and Services Center.

WMCA members should hear more on this project before the end of 1984.

Debra Symmonds, CMC
Resource Bank Chairperson
Mercer Island, Washington

WMCA NEEDS YOU

ATTENTION!! ALL CITY CLERKS!! In 1988 the City of Spokane and WMCA will host the annual conference of the International Institute of Municipal Clerks. Attendance at the conference should prove to be very rewarding and educational. The opportunity to attend an IIMC conference is rare for most City Clerks because of budget restrictions. Having the conference at home, in our own State, should change that. However, some of you will not attend because you are not members of IIMC, or for that matter, of WMCA. If you are not a member of WMCA, we strongly urge you and your Deputy to become members and to budget funds to attend the WMCA conference in Kelso (hosted by the City of Longview) in 1985. We also urge you to become members of IIMC, if you have not already done so. We are sure you will find the experience of joining our "family" very worthwhile both personally and professionally. For information regarding WMCA membership, please contact:

Regina Williams, CMC
WMCA Treasurer
102 W. Ahtanum Road
Union Gap, WA 98903
(509) 248-0432

For information regarding IIMC membership,
please contact:

Margery Price, CMC
City Clerk
P. O. Box 6108
Kennewick, WA 99336
(509) 586-4181

Make plans to attend your state conferences and
the IIMC Conference. BECOME MEMBERS!!!

CONGRATULATIONS NEW CMC'S

Patricia E. Anderson, CMC, Clerk-Treasurer,
Spangle, Washington.
Nancy E. Davidson, CMC, City Clerk, Grandview,
Washington.
Regina D. Williams, CMC, Union Gap, Washington.

NEW ITEMS AND NOTEWORTHY ACCOMPLISHMENTS

Nancy Gratijs, Clerk/Treasurer, City of Winlock,
was elected President of the Washington Finance
Officers' Association (WFOA) on September 6th during
their annual conference.

Mary Kohlschmidt, Clerk/Treasurer of Snoqualmie,
has resigned her position. We will miss you, Mary.

Marie O'Connell, CMC, Bellevue City Clerk, just
returned from a fabulous vacation which took her to
Ireland, Wales, England and Scotland. We are all
anxious to hear about it.

Marilyn Montgomery, CMC, City Clerk, Spokane,
was elected President of Washington Women in Municipal
Government for 1984-85.

Patricia E. Anderson, Spangle, Washington was
named Citizen of the Month and received an Honorary
Volunteer Fireman Award.

Al Brown, Zillah, Washington, was named Employee
of the Year at the Community Award Banquet earlier
this year.

City of Auburn
25 West Main Street
Auburn WA 98001

Help!!

The Nominations Committee would appreciate your help
in finding people to serve on the Board and Committees
for WMCA. If you would be interested, fill in
the following blank.

I would like to be a member of:

The Board	<input type="checkbox"/>	Handbook	<input type="checkbox"/>
Audit	<input type="checkbox"/>	Legislative	<input type="checkbox"/>
By-Laws & Resolutions	<input type="checkbox"/>	Nominations	<input type="checkbox"/>
Conference Review	<input type="checkbox"/>	1988 IIMC conference	<input type="checkbox"/>
Education-Scholarship	<input type="checkbox"/>		

Name _____
City _____
Telephone _____

Mail to: Nacelle Heuslein
City of Marysville
514 Delton Avenue
Marysville WA 98270



City Clerk
City of Lacey
P. O. Drawer B
Lacey WA 98503