



SNOHOMISH COUNTY BOARDS & COMMISSIONS NOMINATION FORM

INITIATOR: Please fill in this section

County department/agency: Public Works Department / Solid Waste Division

Contact person/phone: Jo-Anne Antoun / 425-388-6489

Name of Board/Commission: Solid Waste Advisory Committee

Advisory ☒ Ongoing ☒

Term of Appointment 2 years Commencing from Date of Appointment

Mandated Requirements for Appointment* Must meet criteria outlined in SCC 7.34

SNOHOMISH COUNTY BOARDS & COMMISSIONS APPLICATION FORM

NOMINEE: Please fill in this section

Name of Board/Commission: Solid Waste Advisory Committee

New appointment: _____ Reappointment: 1st X 2nd _____ Ex-Officio _____

Snohomish County Council District (Please choose one):

1 2 **3** 4 5 Don't Know

Name: Mikaela Shipley

Home Address: _____

City: Bothell State: WA Zip: 98021

Mailing Address (if different): 19100 44th Ave W Lynnwood, WA 98036

Telephone (Home): 425-420-8152 (Cell) 425-599-9364

E-mail: mshipley@lynnwoodwa.gov

Current Employer: City of Lynnwood

Occupation: Administrative Supervisor

Education: Bachelors Degree from the University of Washington

Licenses held (if applicable): _____

Why would you like to serve on this board/commission? I am the Solid Waste and Recycling coordinator for the city of Lynnwood. Lynnwood follows the Counties Comp plan on solid waste



and recycling, and desires to know what the best practices are in our area. I would like to
continue to be involved in SWAC to stay informed.

Please explain why you are a qualified candidate, including relevant professional experience, to
serve on the board/commission. I have been the cities Solid Waste & Recycling Coordinator
for about 4 years. I am familiar with the regulations and laws and desire to learn more so I can
be prepared to pass along the information to city staff and residents.

Please list community involvement/volunteer activities. _____

How did you learn of this opportunity? Re-appointment

Do you currently serve on a Snohomish County board or commission?* SWAC

***2.03.060SCC - Candidates for appointment to County boards or commission must meet the following requirements:**

1. Possess qualifications for the appointment sought, as shown by the candidate's written documentation and any hearing testimony.
2. If a reappointment, demonstrate the continuing benefits of retaining the board member as discussed in the executive's recommendation and a satisfactory attendance record, as determined by adopted criteria of the particular board.
3. Reside or work in Snohomish County or show evidence of special interest in Snohomish County, provided that a candidate may not be a County employee.

By signing this Application Form, Nominee acknowledges that he/she will comply with all county policies, county code, and state law. Nominee also acknowledges that any record, including personal e-mail, prepared, owned, used, or retained by Nominee in the conduct of Board/Commission business is a public record, and Nominee agrees to produce said records to County upon request. Failure to comply with the above provisions may result in Nominee's removal from Board/Commission.

Signature: Mikaela Shipley

Date: 6/27/2023

Please attach resume if available and return to:

Dave Somers, County Executive Snohomish County
Executive Office 3000 Rockefeller Ave., MS 407
Everett, WA 98201-4046

(425) 388-3699 phone (425) 388-3434 fax county.executive@snoco.org



Solid Waste Advisory Committee Nomination Form

INITIATOR: Please fill in this section

County department/agency: Public Works Department / Solid Waste Division

Contact person/phone: Jo-Anne Antoun / 425-388-6489

Name of Board/Commission: Solid Waste Advisory Committee

Advisory ☒ Ongoing ☐

Term of Appointment 2 years Commencing from Date of Appointment

Mandated Requirements for Appointment* Must meet criteria outlined in SCC 7.34

Solid Waste Advisory Committee Application – Additional Information

NOMINEE: Fill in this section and include with Snohomish County Boards & Commissions

Application Form

Name: Mikaela Shipley

Home Address: _____

City: Bothell State: WA Zip: 98021

Telephone (Home): 425-670-5262 (Cell) 425-599-9364

E-mail: mshipley@lynnwoodwa.gov

Which criteria outlined in SCC 7.34 do you meet? (Check all that apply)

- ☐ I reside within the limits of a city or town and have been nominated by the legislative authority for that city or town and a copy of the nomination is attached.
- ☐ I reside within unincorporated Snohomish County and live within Council District
- ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ Don't Know
- ☒ I represent a business licensed to do business in Snohomish County and that business is
- ☐ A Commercial Solid Waste Collection Firm
- I request to be a ☐ voting member ☒ non-voting member
- ☐ Commercial Recycling Firm
- I request to be a ☐ voting member ☒ non-voting member
- ☒ Other Business (specify) City of Lynnwood _____



The Solid Waste Advisory Committee is tasked with providing an exchange of information between the County, municipalities, citizens, and industries in the County. It provides policy recommendations to the County on solid waste and resource recovery issues that reflects both the needs of residents and the most appropriate use of resources within the requirements of various laws and regulations. The Committee also reviews and comments on plans prepared by the Solid Waste Division.

With the goals of this Committee in mind, please explain why you are a qualified candidate to serve on the Solid Waste Advisory Committee. Include why you are interested and relevant personal or professional experience:

I am on the City of Lynnwoods Solid Waste team. The city adopts Snohomish Counties
Solid Waste Plan, so we would like to be informed and understand how that plan comes into
fruition.



Attach a resume or additional sheets, as needed

MIKAELA SHIPLEY

Bothell, WA 98021 | 425-420-8152 | Mikaela.Shipley@outlook.com

EDUCATION

BACHELORS | 2013 | UNIVERSITY OF WASHINGTON BOTHELL

- Major: Interdisciplinary Arts and Science focus in Global Studies

ASSOCIATES | JUNE 2011 | CASCADIA COMMUNITY COLLEGE

- Major: Integrated Studies

SKILLS & ABILITIES

- I am very organized and able to multi task efficiently. I am known for getting my work done quickly and on schedule, if not ahead of schedule. Prioritizing and knowing what tasks are most important and deserve my immediate attention is always at the top of my mind. I am able to communicate effectively with my coworkers and customers. I find it easy to create positive relationships with those I work with. Superiors trust me to work with low supervision, investigate on my own when I have issues, know how to ask for help, and report to others. I am always eager to learn new tasks to support the department and city.

EXPERIENCE

PUBLIC WORKS ADMINISTRATIVE ASSISTANT | CITY OF LYNNWOOD | MAY 2016-JAN 2023

- In my current position I supervise the Administrative team in the Public Works department. I am responsible for all department time cards, finalizing reviews, step increases, etc. I continue to order vehicles for all city departments, maintain the Equipment Rental and Replacement Budget, as well as the Solid Waste and Recycling Budget. I manage all Public Works Events, am the department representative for events and other city wide teams. I assist on large department projects, work on grants, over see Public Works Communications, run our Solid Waste and Recycling Division, write and generate department reports, and more.

PUBLIC WORKS ADMINISTRATIVE ASSISTANT | CITY OF LYNNWOOD | MAY 2016-JAN 2023

- In this position I worked with many different groups like Public Work employees, employees from almost every other city department, and citizens as well. I used many city programs regularly including Munis, EAGL, GovDelivery, OpenCities, Cartegraph, and ENERGOV. I ordered vehicles for all city departments. I maintained the Equipment Rental and Replacement Budget as well as the Solid Waste and Recycling budget. I also paid bills and invoices, manage work orders, create spreadsheets to track data and help make projects easier, help with special projects, answer citizen phone calls and emails, send out public newsletters, advertise events, manage a city twitter account, and other duties as assigned.

INSPECTIONS COORDINATOR-SERVICE ADMIN | REDHAWK | AUGUST 2013-MAY 2016

- In this position I was responsible for scheduling inspections with technicians and with customers. I communicated with customers regularly through email and phone calls. I performed normal office tasks such as filling and answering the phones. I assisted with billing and work orders. I managed calendars, created spreadsheets, and created new procedures for daily activities and tasks around the office.