



# Snohomish County Council

## Administrative Session

### Meeting Minutes

Megan Dunn, Council Chair  
Jared Mead, Council Vice-Chair  
Councilmembers: Stephanie Wright, Sam Low, Nate Nehring

---

**Tuesday, May 31, 2022**

**10:00 AM**

**Jackson Board Room  
& Remote Meeting**

---

#### **PRESENT:**

Council Chair Dunn  
Council Vice-Chair Mead (*remote*)  
Councilmember Wright (*remote*)  
Councilmember Low  
Councilmember Nehring  
Heidi Beazizo, Council Staff  
Deb Bell, Council Staff  
Elena Lao, Asst. Clerk of the Council

#### **A. Call to Order**

Council Chair Dunn called the meeting to order at 10:00 a.m. and provided instructions for those wishing to provide public comment for both in-person and remote via Zoom.

#### **B. Roll Call**

The clerk called the roll and stated that all five members were present.

#### **C. Special Reports**

#### **D. Public Comment**

There were no persons present wishing to provide public comment.

#### **E. Introduction and assignment of legislation to committees**

*All items assigned as listed below:*

##### **1. Finance and Economic Development**

- a. Ordinance 22-025, creating a Department of Economic Development; adding Chapter 2.750 of Snohomish County Code

[2022-0559](#)

- 
- b. Motion 22-235, approving the apportionment of 2022 Public Utility District Privilege Taxes [2022-0072](#)
- c. Motion 22-230, appointing Jennifer Caveny to the Snohomish County Tourism Promotion Area (TPA) Advisory Board [2022-0539](#)
- 2. Law and Justice/Human Services**
- a. Motion 22-232, approving Amendment #1 to Puget Sound Taxpayer Accountability Act (PSTAA) Interlocal Agreement and 2021-2022 Services and Expenditure Plan with WA State Community College Dist. #23 DBA Edmonds College [2022-0561](#)
- 3. Conservation, Sustainability and Recreation**
- Motion 22-233, approving and authorizing the County Executive to execute Critical Area Site Plans (McCollum Pioneer Park) [2022-0554](#)
- 4. Planning and Community Development**
- 5. Public Works and Infrastructure**
- a. Motion 22-236, authorizing the County Executive to execute Amendment 5 to the Human Resources Recruitment and Selection Agreement [2022-0535](#)
- 6. Committee of the Whole**
- a. Motion 22-234, authorizing the County Executive to sign Amendment No. 1 to the Agreement for Compensation and Classification Services between Snohomish County and The Segal Group [2022-0470](#)
- Heidi Beazizo, Senior Legislative Analyst, provided a staff report on the proposed amendment to the agreement. She noted that the term is through December 31, 2022 for an amount not to exceed \$420,000.
- In response to questions, Ms. Beazizo noted she would follow up with the department on the anticipated study completion date.
- ACTION:** Council Vice-Chair Mead made a motion to approve Motion 22-234. Councilmember Wright seconded the motion and it carried unanimously.
- b. Motion 22-231, approving a proposed annexation to the Lake Stevens Sewer District BRB File 03-2022 - Fagerlie Sewer Annexation [2022-0556](#)
- Councilmember Low noted for the record that his wife works for the Lake Stevens Sewer District and recused himself from the discussion.
-

Deb Bell, Senior Legislative Analyst, presented an overview of the proposed annexation of 13.03 acres within the Lake Stevens Urban Growth Area by the Lake Stevens Sewer District.

*[Clerk Note: Councilmember Low left the meeting room during the discussion and returned for the vote.]*

**ACTION:** Council Vice-Chair Mead made a motion to approve Motion 22-231. Councilmember Wright seconded the motion and it carried by a vote of 4-0-1, with Councilmember Low abstaining.

**F. Clerk's Report on Pending Legislation - No Report**

**G. Reports of Council committees:**

*Committee Chairs announced upcoming committee meetings as listed on the agenda.*

**1. Finance and Economic Development**

*(Next meeting is scheduled for Tuesday, June 28, 2022, at 10:30 a.m.)*

**2. Law and Justice/Human Services**

*(Next meeting is a Special Meeting scheduled for Mon, June 13, 2022, at 12:00 p.m.)*

**3. Conservation, Sustainability and Recreation**

*(Next meeting is scheduled for Tuesday, June 14, 2022, at 9:00 a.m.)*

**4. Planning and Community Development**

*(Next meeting is scheduled for Tuesday, June 7, 2022, at 10:30 a.m.)*

**5. Public Works and Infrastructure**

*(Next meeting is scheduled for Tuesday, June 7, 2022, at 9:00 a.m.)*

**H. Reports of outside committees**

*No reports of outside committees.*

**I. Chairperson's Report**

1. Planning Commission Pending Issues (April 13, 2022)

[2022-0509](#)

**J. Chief of Staff's Report**

No report.

**K. Full Council Action on Items from COMMITTEE OF THE WHOLE**

*See above Introduction and assignment of legislation to committees under Committee of the Whole for action taken.*

**L. Other Business**

1. Motion 22-237, approving Administrative Matters presented at Council General Legislative Session on June 1, 2022 [2022-0584](#)
  - a. Setting a public hearing date on June 22, 2022, at the hour of 10:30 a.m. to consider Ordinance 22-024, relating to the 2022 Budget; making a supplemental appropriation in Fund 124 to provide expenditure authority for rental and utility assistance [2022-0528](#)
  - b. Approving Bid Award Recommendation 22-022BC to Sno Valley Process Solutions for portable air conditioners with delivery for participants in the Low-Income Home Energy Assistance Program (LIHEAP) for 2022-2023, in the amount of \$482,900.00 plus applicable Washington State Sales/Excise Tax for the first 1,100 units approved [2022-0582](#)

**M. Executive Session(s):**

1. Potential Litigation  
Pursuant to RCW 42.30.110(1)(i)  
Special Counsel: Joe Bennett

At 10:08 a.m., Heidi Beazizo, Acting Council Chief of Staff, stated that pursuant to RCW 42.30.110(1)(i), the Council will convene into Executive Session to discuss a matter of potential litigation for an initial 15 minutes, with potential action to follow.

**PRESENT:**

Council Chair Dunn  
Council Vice-Chair Mead (*remote*)  
Councilmember Wright (*remote*)  
Councilmember Low  
Councilmember Nehring  
Heidi Beazizo, Acting Council Chief of Staff  
Nicole Gorle, Council Staff  
Deb Bell, Council Staff  
Jill Ford, Council Staff (*remote*)  
Ken Klein, Executive Director  
Lacey Harper, Executive Director (*remote*)  
Alessandra Durham, Executive Chief of Staff (*remote*)  
Doug McCormick, Public Works Deputy Director and County Engineer  
Tom Stowe, Public Works  
Ted Perry, Public Works

Charlie Green, Public Works  
Ashley Zacharia, Public Works  
Jason Cummings, Chief Civil Deputy Prosecuting Attorney  
Jessica Kraft-Klehm, Deputy Prosecuting Attorney (*remote*)  
Joe Bennett, Special Counsel (*remote*)

Executive Session began at 10:08 a.m.

At 10:23 a.m., an extension was announced for three minutes to 10:26 a.m.

At 10:26 a.m., an extension was announced for three minutes to 10:29 a.m.

Executive Session ended at 10:27 a.m.

*(There was no Council action as a result of the Executive Session.)*

## **N. Adjourn**

At 10:29 a.m. Council Chair Dunn reconvened the Council and called for a two-minute recess until the Special Close Record Appeal Hearing, immediately following Administrative Session.