



# Snohomish County Council

## Administrative Session

### Meeting Minutes

Council Chair Jared Mead  
Council Vice-Chair Nate Nehring  
Councilmembers: Sam Low, Megan Dunn, Strom Peterson

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Tuesday, October 17, 2023

9:00 AM

Jackson Board Room - 8th Floor  
Robert J. Drewel Building  
& Remote Meeting

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#### **PRESENT:**

Council Chair Mead  
Vice-Chair Nehring  
Councilmember Low (*remote*)  
Councilmember Dunn  
Councilmember Peterson (*remote*)  
Heidi Beazizo, Chief of Staff  
Deb Bell, Council Staff  
Paul Sobotta, resident of city of Stanwood  
Debbie Eco, Clerk of the Council

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

Council Chair Mead called the meeting to order at 9:00 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**

Paul Sobotta, resident of city of Stanwood, expressed concerns related to management and oversight of activities at Kayak Point Disc Golf Course. Vice-Chair Nehring said he would follow up with the Parks Department today.

#### **E. Introduction and Assignment of Legislation to Committees**

*All items assigned as listed below:*

1. **Community Safety and Justice**
2. **Finance, Budget and Administration**
  - a. Motion 23-447, authorizing the County Executive to sign Amendment 8 to the contract for professional services with AON Consulting [2023-1219](#)
  - b. Motion 23-448, authorizing the County Executive to sign Amendment 9 to the contract for professional services with AON Consulting [2023-1220](#)
  - c. Motion 23-450, related to the 2023 Budget; approving a transfer of budgeted contingency from Non-Departmental to County Offices and Departments within General Fund 002 [2023-1216](#)
3. **Health and Community Services**
  - a. Ordinance 23-130, approving amendment to Whatcom County contract for Youth Cannabis & Commercial Tobacco Prevention Program [2023-1222](#)
  - b. Motion 23-451, amending the 2023 Annual Action Plan to expand the population served for an existing CDBG Project [2023-1268](#)
4. **Planning and Community Development**
  - a. Motion 23-449, approving and authorizing the appointment of Civil Service Commissioner Timothy Freil [2023-1260](#)
5. **Public Infrastructure and Conservation**
6. **Committee of the Whole**
  - a. Ordinance 23-129, vacating a portion of 152nd St SE, a Snohomish County road right-of-way [2023-1249](#)  
*(For assignment only)*
  - b. Ordinance 23-127, establishing the 2024 monthly vehicle allowance of elected officials pursuant to SCC 3.36.035(2) [2023-1109](#)

Deb Bell, Sr. Legislative Analyst, provided a detailed staff report. She said the 99% maximum payment allowed to an elected official has been calculated for 2024 at \$609.90 per month.

**ACTION:** Vice-Chair Nehring made a motion to set time and date for a public hearing to consider Ordinance 23-127 on November 29, 2023, at the hour of 10:30 a.m. Councilmember Dunn seconded the motion and it carried unanimously.

- c. Motion 23-452, approve and authorize execution of the Subscription Services Agreement with P.S. Technologies, Inc dba Legalserver for an electronic case management system [2023-1020](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report. She stated the not to exceed amount for the initial five years is \$112,664.00.

*[Clerk Note: the correct amount is \$112,646.00 as written in Ms. Bell's staff report linked at 2023-1020]*

**ACTION:** Vice-Chair Nehring made a motion to approve Motion 23-452. Councilmember Dunn seconded the motion and it carried unanimously.

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

**G. Reports of Council Committees:**

*Committee meetings are suspended during budget deliberations and will resume the week of November 27, 2023*

1. **Community Safety and Justice**
2. **Finance, Budget and Administration**
3. **Health and Community Services**
4. **Planning and Community Development**
5. **Public Infrastructure and Conservation**

**H. Reports of Outside Committees**

Councilmember Dunn provided a report for the Board of Health, WSAC By-Laws Committee, and the Clean Air Agency.

**I. Chairperson's Report**

1. Upcoming Planning Commission Meeting Topics August 2, 2023 [2023-0909](#)

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

Heidi Beazizo, Chief of Staff, provided the following reports:

- First Council review of the Chair's Budget Amendment will be next Wednesday, October 25th (at General Legislative Session). She asked councilmembers to work with their analyst for any amendments they wish to include.
- Two Budget Hearings scheduled for next Tuesday, October 24th at 10:30 a.m. and 6:00 p.m.
- Executive's Office and Airport are looking to schedule onsite time with Council to discuss Sustainable Aviation Fuel Initiative. Jill Ford, will coordinate with councilmember's aides for scheduling.

**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 actions taken.*

**L. Other Business****M. Executive Session(s):****N. Adjourn**

There being no further business, Chair Mead adjourned the Council for the day at 9:10 a.m.