



Snohomish County Council

Administrative Session

Meeting Minutes

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

Tuesday, August 23, 2022

9:00 AM

**Jackson Board Room
& Remote Meeting**

PRESENT:

Council Chair Dunn
Council Vice-Chair Mead (*remote*)
Councilmember Wright
Councilmember Low
Councilmember Nehring
Geoffrey Thomas, Council Chief of Staff
Jim Martin, Council Staff
Cheri Danner, Asst. Clerk of the Council
Debbie Eco, Clerk of the Council

A. Call to Order

Council Chair Dunn 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

E. Introduction and assignment of legislation to committees

All items assigned as listed below.

1. Finance and Economic Development

- a. Motion 22-345, adopting the Snohomish County Executive Branch Equal Employment Opportunity Plan for 2022-2023

[2022-0793](#)

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- b. Motion 22-355, confirming the reappointment of Demi Chatters to the Snohomish County Human Rights Commission [2022-0807](#)
- 2. Law and Justice/Human Services**
- a. Ordinance 22-034, related to the 2022 Budget; making a supplemental appropriation in General Fund 002 from funds received from the Administrative Office of the Courts to provide expenditure authority for District Court's Mental Health Court [2022-0821](#)
- b. Motion 22-346, approving an increase in the number of employees authorized in the 2022 Annual Budget in the General Fund for the District Court [2022-0794](#)
- c. Motion 22-348, amending the 2022 Annual Action Plan to add HOME Program Income and allocate to eligible activities [2022-0805](#)
- d. Motion 22-350, request to fund unfunded positions in the Sheriff's Office Corrections Bureau - Q2 2022 [2022-0797](#)
- e. Motion 22-351, approving the 2022-2023 Washington Auto Theft Prevention Program Supplemental Grant Award [2022-0801](#)
- f. Motion 22-353, approve and authorize the County Executive to execute a grant award from the Administrative Office of the Courts to support District Court's Mental Health Court - Case Manager [2022-0795](#)
- g. Motion 22-354, approve and authorize the County Executive to execute a grant award from the Administrative Office of the Courts to support District Court's Mental Health Court – Mental Health Program Coordinator and Legal Process Assistant II [2022-0796](#)
- 3. Conservation, Sustainability and Recreation**
- a. Motion 22-347, authorizing approval of Construction Change Order No. 5 for Meadowdale Beach Park and Estuary Restoration Project [2022-0802](#)
- 4. Planning and Community Development**
- 5. Public Works and Infrastructure**
- a. Motion 22-343, approval of a real estate purchase and sale agreement between Grace K. Christianson as seller and Snohomish County as buyer for real property located west of Home Acres Road and east/south of Ebey Slough, unincorporated Snohomish County, Washington, identified by tax parcel number 28050300200600 [2022-0787](#)
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- b. Motion 22-344, approval of a real estate purchase and sale agreement between Sharla Ann Spoelstra, as seller, and Snohomish County, as buyer, for her interest in real property located west of Home Acres Road and east/south of Ebey Slough, unincorporated Snohomish County, Washington, identified by tax parcel number 28050300200600 [2022-0789](#)

6. Committee of the Whole

- a. Motion 22-349, to approve a change in the management exempt employee compensation plan, classification plan and salary range tables, and associated reassignment of the Medical Examiner and Associate Medical Examiner positions to a new salary range [2022-0791](#)

Jim Martin, Sr. Legislative Analyst, provided a staff report and explained the request for the proposed change in salary range for the Medical Examiner and Associate Medical Examiner.

ACTION: Vice-Chair Mead made a motion to approve Motion No. 22-349. Councilmember Wright seconded the motion and it carried unanimously.

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, August 23, 2022, at 10:00 a.m.)

2. Law and Justice/Human Services

(Next meeting is scheduled for Tuesday, August 23, 2022, at 1:00 p.m.)

3. Conservation, Sustainability and Recreation

(Next meeting is scheduled for Tuesday, August 23, 2022, at 11:00 a.m.)

4. Planning and Community Development

(Next meeting is scheduled for Tuesday, September 6, 2022, at 11:00 a.m.)

5. Public Works and Infrastructure

(Next meeting is scheduled for Tuesday, September 6, 2022, at 10:00 a.m.)

H. Reports of outside committees

Chair Dunn reported that the Canvassing Board certified the Primary Election last week.

I. Chairperson's Report

1. Planning Commission Pending Issues (August 8, 2022) [2022-0790](#)

J. Chief of Staff's 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. Review of Motion 22-352, approving Administrative Matters presented at Council General Legislative Session on August 24, 2022 [2022-0782](#)
 - a. Approving the Bid Award Recommendation for Bid # PW-22-011SB for 2022 Pavement Repairs & Seal Coat, Multiple Sites to Pony Up Parking Lots in the amount of \$526,414.13 plus applicable Washington State Sales Tax
 - b. Approval of Council's Official Proceedings for June 2022

M. Executive Session(s):

Personnel Matters
Pursuant to RCW 42.30.110(1)(g)

At 9:05 a.m., Geoffrey Thomas, Chief of Staff, stated that pursuant to RCW 42.30.110(1)(g), the Council will convene into Executive Session to discuss a Personnel Matter for an initial five minutes, with potential action to follow.

PRESENT:

Council Chair Dunn
Council Vice-Chair Mead (*remote*)
Councilmember Wright
Councilmember Low
Councilmember Nehring
Geoffrey Thomas, Chief of Staff
Jill Ford, Council Staff (*remote*)

Executive Session began at 9:05 a.m. for an initial five minutes to 9:10 a.m.
At 9:10 a.m., an extension was announced for five minutes to 9:15 a.m.
The Executive Session ended at 9:15 a.m.

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

N. Adjourn

At 9:15 a.m. Council Chair Dunn reconvened the Council and then recessed the meeting until the 10:00 a.m. Finance and Economic Development Committee meeting.