



Snohomish County Council
Public Works and Infrastructure Committee
Meeting Minutes

Sam Low, Committee Chair
Stephanie Wright, Committee Vice-Chair
Committee Members: Nate Nehring, Megan Dunn, Jared Mead

Deb Bell, Legislative Analyst
Darcy Cheesman, Legislative Aide
Cheri Danner, Asst. Clerk of the Council

Tuesday, August 16, 2022

10:00 AM

**Jackson Board Room
& Remote Meeting**

PRESENT:

Committee Chair Low
Committee Vice-Chair Wright (*remote*)
Committee Member Nehring (*not present*)
Committee Member Dunn
Committee Member Mead (*not present*)
Deb Bell, Council Staff
Nicole Gorle, Council Staff
Elena Lao, Asst. Clerk of the Council
Lisa Campfield, Asst. Clerk of the Council

CALL TO ORDER

Committee Chair Low 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.

ROLL CALL

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

PUBLIC COMMENT

There were no persons present wishing to provide public comment.

ACTION ITEMS

1. Motion 22-302, approving and authorizing the County Executive to execute Amendment 7 to the Website Development and Hosting Agreement with Icon Enterprises Inc. d/b/a CvicPlus [2022-0673](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the addition of AudioEye Managed and Design Center Pro to the Agreement with Icon Enterprises. She said the proposed amendment would be effective from execution through July 31, 2023, for an estimated cost of \$42,083.00.

ACTION: Move to Consent Agenda, General Legislative Session August 24th for consideration.

2. Motion 22-297, approve and authorize the County Executive to execute Amendment 7 to the Master Software and Services Agreement with Global Tel*Link for Turnkey Public Access Phone Services [2022-0674](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report noting that Snohomish County has had a contract with Global Tel*Link since 2004. She said this motion would extend the contract for one year, allowing for completion of a new request for information and a competitive solicitation to replace services.

ACTION: Move to Consent Agenda, General Legislative Session August 24th for consideration.

3. Motion 22-296, approval of lease - Crown Building 3409 McDougall Avenue, Everett, WA 98201 [2022-0699](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the proposed lease reducing the total square footage of Facilities and Fleet's warehouse storage premises. She said this will allow the department to lower its rental payment obligation from \$12.00 per square foot to \$11.29 per square foot.

ACTION: Move to Consent Agenda, General Legislative Session August 24th for consideration.

4. Ordinance 22-032, relating to the Snohomish County Public Works Assistance Fund, providing for loans to local governments and adding a new chapter to Title 4 SCC [2022-0762](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report on the proposed code amendment to recreate the Snohomish County Public Works Assistance Fund. She added that the ordinance proposes that the Fund will sunset six years after the effective date, unless re-enacted prior to that date as provided in County Charter.

Doug McCormick, County Engineer, answered questions regarding outreach to local governments.

ACTION: Move to Regular Agenda, General Legislative Session August 17th to set time and date for a public hearing.

5. Motion 22-318, approving and authorizing execution of the professional services agreement with Lance, Soll & Lunghard, LLP for Governmental Accounting Standards Board Statement No. 87 "Leases" ("GASB 87") Accounting Software [2022-0587](#)

Nicole Gorle, Sr. Legislative Analyst, provided a staff report and explained the terms of the agreement to provide the County with the LeaseQuery Lease Accounting Software for a period of five years, beginning upon execution. She said the cost of the contract would be \$171,825.49 plus applicable tax and that funding is included in the 2022 Budget as a part of the ERP/Cayenta project.

ACTION: Move to Consent Agenda, General Legislative Session August 24th for consideration.

6. Motion 22-315, acceptance of a donation of real property owned by Gregory Hummel and Larry Hester - Parcel No. 270313-004-048-00 [2022-0730](#)

Nicole Gorle, Sr. Legislative Analyst, provided a staff report. She explained that this motion would allow the property officer to accept a donation of real property from Gregory Hummel and Larry Hester. She said the land is 0.6 acres of undeveloped land, adjacent to a parcel of existing County property.

ACTION: Move to Consent Agenda, General Legislative Session August 24th for consideration.

7. Motion 22-310, approving a lease between Sky River Soccer Club, as lessee, and Snohomish County, as lessor, at Fairfield County Park [2022-0722](#)

Nicole Gorle, Sr. Legislative Analyst, provided an overview of the proposed lease between Sky River Soccer Club and Snohomish County through December 31, 2026. She explained that all revenues brought in by the Club, after paying for operating costs, shall be used on the park for operations and maintenance. She added that the Lessee will pay the annual excise tax of \$4,879.20 per year to the County.

ACTION: Move to Regular Agenda, General Legislative Session August 24th for consideration.

8. Motion 22-313, approving a Form License Agreement for the Sheriff's Gun Range - 8915 Cathcart Way, Snohomish, WA 98296 [2022-0727](#)

Nicole Gorle, Sr. Legislative Analyst, provided a staff report. She explained that this motion would increase the hourly rate for public agencies utilizing the Sheriff's Office's Gun Range from \$85.00 an hour to \$100.00 an hour.

ACTION: Move to Consent Agenda, General Legislative Session August 24th for consideration.

9. Motion 22-316, authorizing the County Executive to sign the Letter for Cable Franchise Reimbursement - Application/Processing Fees required for Snohomish County, Wa [2022-0728](#)

Nicole Gorle, Sr. Legislative Analyst, provided a staff report and explained the requirement for a letter of Cable Franchise Agreement for Reimbursement for the Finance Department to reimburse the Road Fund for legal and consulting costs. She said that the total reimbursement to the County is \$137,165.00, with \$44,108.00 going to the Road Fund and \$93,057.00 going towards the franchise fee.

ACTION: Move to Consent Agenda, General Legislative Session August 24th for consideration.

10. Motion 22-319, authorizing the County Executive to sign Supplement No. 14 to Professional Services Agreement CCF08-13 with Otak, Inc. to provide design services for the North Creek Trail Project [2022-0745](#)

Nicole Gorle, Sr. Legislative Analyst, provided an overview of the scope of the agreement for additional Construction Engineering Support Services for Phase 1 of the project, to be completed by December 30, 2023. She noted the cost for the additional service is \$10,922.00.

ACTION: Move to Consent Agenda, General Legislative Session August 24th for consideration.

Meeting recessed at 10:16 a.m. until the 11:00 a.m. Planning and Community Development Committee meeting.