



# Snohomish County Council

## Administrative Session

### Meeting Minutes

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

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Tuesday, September 6, 2022

9:00 AM

Jackson Board Room  
& Remote Meeting

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#### **PRESENT:**

Council Chair Dunn  
Vice Chair Mead  
Councilmember Low  
Councilmember Nehring  
District 3 (*vacant*)  
Jim Martin, Acting Chief of Staff  
Ryan Countryman, Council Staff  
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 four 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. Motion 22-363, cancellation of aged outstanding warrants

[2022-0849](#)

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- b. Motion 22-364, declaring the County's official intent that expenditures for the SNO911 Project may be reimbursed with proceeds of tax-exempt bonds [2022-0864](#)
  - c. Motion 22-366, authorizing the County Executive to sign Amendment No. 1 to the Software as a Service Agreement TC01-21 with Kronos Incorporated, a UKG Company for Electronic Timekeeping and Attendance Software Services [2022-0844](#)
  - d. Motion 22-368, authorizing the Snohomish County Executive to sign an Interlocal Agreement with the City of Mukilteo to provide mechanical services for fire vehicles and equipment to the City of Mukilteo, for City of Mukilteo to provide advanced life services to Airport and for shares training services in an amount not to exceed \$400,000.00 [2022-0845](#)
  - e. Motion 22-371, approving an increase in the number of employees authorized in the 2022 Annual Budget in Fund 130 for the Office of Recovery and Resilience [2022-0866](#)
- 2. Law and Justice/Human Services**
- a. Motion 22-367, authorizing the County Executive to sign a Professional Services Contract for Forensic Pathology with Nicole Croom [2022-0871](#)
- 3. Conservation, Sustainability and Recreation**
- 4. Planning and Community Development**
- 5. Public Works and Infrastructure**
- a. Ordinance 22-036, related to the 2022 budget; making a supplemental appropriation in Solid Waste Management Fund 402 to provide additional expenditure authority for the Waste Export Program [2022-0848](#)
  - b. Motion 22-361, authorizing the County Executive to sign professional services agreement CCF01-22 with Confluence Environmental Company to provide permitting services for the Goodman Creek Culvert Replacement Project [2022-0841](#)
  - c. Motion 22-362, authorizing the County Executive to sign Amendment No.10 to the master contract for an automated vehicle location system with Calamp Radio Satellite Integrators, Inc. [2022-0842](#)
  - d. Motion 22-370, to approve a Ground Lease Agreement between Snohomish County and The United States Postal Service for access over South District Court parking lot [2022-0856](#)
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**6. Committee of the Whole**

- a. Ordinance 22-037, relating to environmental review; [2022-0855](#)  
Increasing exemption thresholds for minor new construction and adopting new categorical exemptions per the State Environmental Policy Act to Promote Infill Development in Urban Growth Areas; Amending existing and adding new sections in chapters 30.43F, 30.61, 30.70 and 30.91I of Snohomish County Code

Ryan Countryman, Sr. Legislative Analyst, provided a detailed staff report and explained this ordinance would implement changes authorized by the State Legislature last year.

Mr. Countryman summarized his staff report and said this ordinance would increase exemption thresholds for minor new construction and adopt infill categorical exemptions by making a number of changes throughout code. He said the Planning Department has indicated support for this ordinance.

Mr. Countryman responded, in detail, to various questions from councilmembers.

**ACTION:** Vice-Chair Mead made a motion to set time and date for a public hearing for September 28th at 10:30 a.m. Councilmember Nehring seconded the motion and it carried unanimously by the four members present.

- b. Motion 22-369, authorizing the County Executive to sign [2022-0853](#)  
Interagency Agreement Contract Number: 23-63333-124 with the Washington State Department of Commerce

Ryan Countryman, Sr. Legislative Analyst, provided a staff report. He explained that this motion authorizes an interagency agreement related to a grant awarded by the Department of Commerce to incorporate planning for climate change into the County's Comprehensive Plan.

Mr. Countryman said the interagency agreement would be effective upon execution through June 30, 2023. There is no budget change necessary to perform the work and Planning and Development Services has recommended approval.

**ACTION:** Vice-Chair Mead made a motion to approve Motion 22-369. Councilmember Nehring seconded the motion and it carried unanimously by the four members present.

**Motions 22-359 and 22-360 were discussed together.**

- c. Motion 22-359, to approve the agreement with the City of Arlington to provide funding for Haller Park amenities, an approved Small Capital Projects Partnership (SCPP) Project [2022-0850](#)

**ACTION:** Vice-Chair Mead made a motion to approve Motion 22-359. Councilmember Low seconded the motion and it carried unanimously by the four members present.

- d. Motion 22-360, to approve the agreement with the City of Everett to provide funding for off-leash dog area at Senator Henry M Jackson Park, an approved Small Capital Projects Partnership (SCPP) project [2022-0851](#)

Jim Martin, Sr. Legislative Analyst, explained that each motion would approve a contract with the cities of Arlington and Everett in the amount of \$10,000.00 each for previously awarded Small Capital Projects Partnership grants. Once approved each agency will be able to submit invoices for reimbursement for their respective projects.

**ACTION:** Vice-Chair Mead made a motion to approve Motion 22-360. Councilmember Nehring seconded the motion and it carried unanimously by the four members present.

**F. Clerk's Report on Pending Legislation**

1. Pending Legislation [2022-0884](#)

**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, September 13, 2022, at 10:00 a.m.)*

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

*(Next meeting is scheduled for Tuesday, September 13, 2022, at 1:00 p.m.)*

**3. Conservation, Sustainability and Recreation**

*(Next meeting is scheduled for Tuesday, September 13, 2022, at 11:00 a.m.)*

**4. Planning and Community Development**

Committee Chair Nehring said that the agenda notes the next meeting is scheduled for Tuesday, September 6, 2022, at 11:00 a.m. He stated that meeting has been cancelled and the next Planning Committee meeting is scheduled for September 20th.

**5. Public Works and Infrastructure**

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

**H. Reports of outside committees**

As Vice-Chair of the Growth Management Board, Council Chair Dunn, provided a brief update for the Puget Sound Regional Council (PSRC) and reported that they have created a Subcommittee/Steering Committee of the Executive Committee for the Transportation Work Plan.

**I. Chairperson's Report**

1. Planning Commission Pending Issues (August 24, 2022) [2022-0834](#)

**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 actions taken.*

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

Pending Litigation  
Pursuant to RCW 42.30.110(1)(i)  
DPA: M. Duncan & D. Severson

At 9:29 a.m., Jim Martin, Acting 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 pending litigation for an initial ten minutes. He said any necessary extensions will be announced and Council will reconvene at the conclusion of the Executive Session for any potential action or to adjourn Administrative Session.

**PRESENT:**

Council Chair Dunn  
Council Vice-Chair Mead  
Councilmember Low  
Councilmember Nehring  
District 3 (*vacant*)  
Jim Martin, Acting Chief of Staff  
Heidi Beazizo, Council Staff

Deb Bell, Council Staff  
Jason Cummings, Prosecutor's Office  
Margaret Duncan, Prosecutor's Office  
Deb Serverson, Deb, Prosecutor's Office  
Ken Klein, Executive's Office (*remote*)  
Lacey Harper, Executive's Office (*remote*)  
Alessandra Duhram, Executive's Office (*remote*)  
Jill Ford, Council Staff

Executive Session began at 9:29 a.m. for an initial ten minutes to 9:39 a.m.

The Executive Session ended at 9:39 a.m.

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

### **Walk On Executive Session**

Personnel Matters  
Pursuant to RCW 42.30.110(1)(g)  
DPA: Jason Cummings

At 9:39 a.m., the clerk announced that the Council extended the Executive Session for an initial 15 minutes to discuss a Personnel Matter.

#### **PRESENT:**

Council Chair Dunn  
Council Vice-Chair Mead  
Councilmember Low  
Councilmember Nehring  
District 3 (*vacant*)  
Jason Cummings, Prosecutor's Office

Executive Session began at 9:40 a.m. for an initial 15 minutes to 9:55 a.m.

At 9:55 a.m., an extension was announced for five minutes to 10:00 a.m.

The Executive Session ended at 10:00 a.m.

### **N. Adjourn**

At 10:00 a.m. Chair Dunn reconvened the Council and then recessed the meeting for two minutes until the Public Works and Infrastructure Committee.