



# Snohomish County Council

## Administrative Session

### Meeting Minutes

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

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**Tuesday, June 21, 2022**

**10:00 AM**

**Jackson Board Room  
& Remote Meeting**

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#### **PRESENT:**

Acting Chair Mead  
Councilmember Dunn (*not present*)  
Councilmember Wright (*remote*)  
Councilmember Low  
Councilmember Nehring  
Geoffrey Thomas, Chief of Staff  
Deb Bell, Council Staff  
Jim Martin, Council Staff  
Debbie Eco, Clerk of the Council

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

Acting Chair Mead 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 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 22-275, authorizing the County Executive to sign Amendment No. 5 to the Software License and Services Agreement between Snohomish County and Cartegraph, Inc. [2022-0628](#)
  - b. Motion 22-268, approving Airport Commission appointment (Matthew Army) [2022-0637](#)
2. **Law and Justice/Human Services**
3. **Conservation, Sustainability and Recreation**
  - a. Motion 22-273, reappointing Kathleen Wright of Monroe to the Evergreen State Fair Advisory Board [2022-0629](#)
  - b. Motion 22-272, reappointing Elaine Johannsen of Monroe to the Evergreen State Fair Advisory Board [2022-0632](#)
  - c. Motion 22-271, reappointing Judi Smith of Mountlake Terrace to the Evergreen State Fair Advisory Board [2022-0634](#)
  - d. Motion 22-270, reappointing Ivan “Drew” Andrew of Monroe to the Evergreen State Fair Advisory Board [2022-0636](#)
4. **Planning and Community Development**
  - a. Ordinance 22-027, relating to environmental review; 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 sections in Chapters 30.61 and 30.70 of Snohomish County Code [2022-0646](#)
5. **Public Works and Infrastructure**
  - a. Motion 22-274, adopting the 2021 Bridge Report [2022-0641](#)
6. **Committee of the Whole**
  - a. Motion 22-267, authorizing the County Executive to sign an agreement with R&N Systems Design LLC to provide security system upgrade design for the County jail facilities [2022-0604](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report. She explained that Facilities and Fleet Department has identified the need to upgrade the existing security system at the county jail facilities and to improve operations at the corrections bureau. The proposed agreement was negotiated with a not to exceed fixed amount of \$175,000.00 with a term of one year, with an option to extend for an additional year.

**ACTION:** Councilmember Nehring made a motion to approve Motion No. 22-267. Councilmember Wright seconded the motion and it carried unanimously by the four members present.

- b. Motion 22-240, 2022 budget transfer from Nondepartmental to Sherriff's Office Corrections Bureau related to achievement of revenue target and satisfaction of criterion to receive contingent authority [2022-0555](#)

Jim Martin, Sr. Legislative Analyst, provided a staff report. He said the proposed motion would transfer \$500,000.00 from Nondepartmental Contingent Obligations to Salaries within programs of the Corrections Bureau.

**ACTION:** Councilmember Nehring made a motion to approve Motion No. 22-240. Councilmember Wright seconded the motion and it carried unanimously by the four members present.

- c. Motion 22-260, appointing Sarah Cho to the Snohomish County Tourism Promotion Area (TPA) Advisory Board [2022-0609](#)

Jim Martin, Sr. Legislative Analyst, provided background information for Sarah Cho and said this motion would appoint Ms. Cho as the District 1 Non-Lodging representative, for a term expiring December 31, 2024.

**ACTION:** Councilmember Nehring made a motion to approve Motion No. 22-260. Councilmember Wright seconded the motion and it carried unanimously by the four members present.

- d. Motion 22-261, approving 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 [2022-0612](#)

Jim Martin, Sr. Legislative Analyst, provided a staff report and explained the proposed salary range changes.

**ACTION:** Councilmember Nehring made a motion to approve Motion No. 22-261. Councilmember Wright seconded the motion and it carried unanimously by the four members present.

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

**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 scheduled for Monday, June 27, 2022, at 1:30 p.m.)*

**3. Conservation, Sustainability and Recreation**

*(Next meeting is scheduled for Tuesday, June 28, 2022, at 9:00 a.m.)*

**4. Planning and Community Development**

*(Next meeting is a Special Meeting, scheduled for Tues., June 21, 2022, at 11:00 a.m.)*

**5. Public Works and Infrastructure**

*(Next meeting is scheduled for Tuesday, July 5, 2022, at TBD)*

**H. Reports of outside committees****I. Chairperson's Report**

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

[2022-0509](#)

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

Geoffrey Thomas, Chief of Staff, noted that the Council adopted a new ordinance changing committee times. He said the exact dates are not known yet but are hoping for the week of July 4th. He said as soon as staff knows the dates, they will sending a that information out.

**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 additional actions taken.*

**L. Other Business**

1. Motion 22-277 approving Administrative Matters presented at Council General Legislative Session on June 22, 2022

[2022-0653](#)

- a. Receiving 2022 Budget Note Response - Denney Juvenile Justice Center (DJJC) Staffing

[2022-0652](#)

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

**N. Adjourn**

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