



# Snohomish County Council

## Administrative Session

### Meeting Minutes

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

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**Tuesday, March 7, 2023**

**9:00 AM**

**Jackson Board Room  
& Remote Meeting**

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#### **PRESENT:**

Council Chair Mead  
Council Vice-Chair Nehring  
Councilmember Low (*remote*)  
Councilmember Dunn  
Councilmember Peterson (*remote*)  
Heidi Beazizo, Chief of Staff  
Jim Martin, Council Staff  
Deb Bell, Council Staff  
Ryan Countryman, Council Staff  
James Henderson, Executive's Office  
Laura Fletcher, Ventures  
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**

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

*All items assigned as listed below.*

**1. Finance and Economic Development**

- a. Motion 23-100, authorizing the 2023 Historic Preservation Program Grant Awards [2023-0219](#)
- b. Motion 23-102, approving 2022 Budget Transfers in General Fund 002 for the Sheriff's Office, from Nondepartmental to the Law Enforcement Bureau and within the Corrections Bureau [2023-0176](#)
- c. Motion 23-104, approving award of Council Project Funds (Madres de Casino Road) [2023-0225](#)

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

- a. Ordinance 23-016, approving agreement with Washington State Department of Health for information sharing for the exchange of immunization data [2023-0220](#)
- b. Motion 23-097, approve and authorize the County Executive to execute DDA County Program Services Agreement # 2163-2407-02 [2023-0212](#)
- c. Motion 23-098, confirming the appointment of Joshua Corsa to the Snohomish County Veterans Assistance Fund Executive Board [2023-0218](#)
- d. Motion 23-101, confirming the re-appointment of Katharine Cain to the Snohomish County Developmental Disabilities Citizen Advisory Board [2023-0221](#)

**3. Conservation, Sustainability and Recreation**

- a. Motion 23-105, approving an Interlocal Agreement between the City of Lake Stevens and Snohomish County for Disbursement of Funds for Crosswalk Upgrades [2023-0223](#)

**4. Planning and Community Development****5. Public Works and Infrastructure****6. Committee of the Whole**

- a. Ordinance 23-017, approving award of Port and Public Facilities District Funds through the American Rescue Plan Act (ARPA) [2023-0209](#)

Jim Martin, Sr. Legislative Analyst, provided a staff report. He explained this ordinance approves and interlocal agreement with the Port of Edmonds in the amount of \$250,000.00 of Coronavirus Local Fiscal Recovery Funds. He spoke, briefly, to the support the funds would cover and stated the term of agreement is through December 31, 2023.

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

- b. Motion 23-099, approval of Professional Marketing Services with Ventures, for Small Business Innovation Assistance through the American Rescue Plan Act (ARPA) [2023-0214](#)

Jim Martin, Sr. Legislative Analyst, provided a staff report and explained these services are designed to assist small businesses negatively impacted during the pandemic. He said the term of the agreement is through September 30, 2024, with the potential of one additional one-year term at the discretion of the County and the not-to-exceed amount is \$2,000,000.00.

**ACTION:** Vice-Chair Nehring made a motion to approve Motion No. 23-099. Councilmember Dunn seconded the motion.

James Henderson, Executive's Office, introduced Laura Fletcher, Executive Director of Ventures and stated they are excited to have her on board to implement this important program for small businesses across the county. Ms Fletcher thanked the Council. She explained, briefly, their qualifications and that they are excited for this opportunity.

Councilmember Dunn asked what the best way the Council can support their outreach for small businesses. Ms. Fletcher responded and explained open lines of communication.

The question was called for and the motion to approve Motion No. 23-099 carried unanimously.

- c. Motion 23-087, approval of lease - Jackson House 1818 Pacific Avenue, Suites A and B, Everett, WA 98201 [2022-1092](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report. She explained that the Auditor's Office currently uses this space and she spoke about the lease rates.

Ms. Bell responded to Councilmember Dunn regarding the Auditor's Office moving out of the space and the term and extensions of the lease.

**ACTION:** Vice-Chair Nehring made a motion to approve Motion No. 23-087. Councilmember Dunn seconded the motion and it carried unanimously.

- d. Motion 23-092, approve and authorize the County Executive to execute Amendment 1 to the Intergovernmental Services Agreement to provide Information Technology Services with Community Transit [2023-0197](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report. She provided background information and explained that this amendment will allow the Department of Information Technology to provide GIS imagery data to Community Transit for an additional annual revenue of \$13,125.00 or \$26,250.00 for the term of the existing agreement. The expiration date of the agreement is December 10, 2024.

**ACTION:** Vice-Chair Nehring made a motion to approve Motion No. 23-092. Councilmember Dunn seconded the motion and it carried unanimously.

- e. Motion 23-091, confirming the appointment of Angie Sievers to the Snohomish County Planning Commission [2023-0211](#)

Ryan Countryman, Sr. Legislative Analyst, provided staff report. He explained that the Executive has nominated Ms. Seivers for this at-large position. Ms. Seivers is a resident of District 2 and has significant experience serving on other boards and commissions throughout the county. He said with this appointment, if approved, would bring the board back to full strength at 11 members.

**ACTION:** Vice-Chair Nehring made a motion to set time and date for a public hearing for Wednesday, April 5, 2023, at the hour of 9:00 a.m. Councilmember Dunn seconded the motion and it carried unanimously.

## F. Clerk's Report on Pending Legislation

1. Pending Legislation Report [2023-0232](#)

## 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, March 14, 2023, at 10:00 a.m.)*

### 2. Law and Justice/Human Services

*(Next meeting is scheduled for Tuesday, March 14, 2023, at 1:00 p.m.)*

**3. Conservation, Sustainability and Recreation**

*(Next meeting is scheduled for Tuesday, March 14, 2023, at 11:00 a.m.)*

**4. Planning and Community Development**

*(Next meeting is scheduled for Tuesday, March 21, 2023, at 11:00 a.m.)*

**5. Public Works and Infrastructure**

*(Next meeting is scheduled for Tuesday, March 21, 2023, at 10:00 a.m.)*

**H. Reports of Outside Committees****I. Chairperson's Report**

1. Planning Commission Pending Issues (February 23, 2022)

[2022-0204](#)

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

Heidi Beazizo, Chief of Staff, provided a report on the following items:

1. Internal Workgroup adopted by Council as Amendment 12 to the 2023 Budget. She explained the workgroup has met and drafted a job description for a communications type of FTE. The draft job description has been reviewed by Human Resources for a range and she said she will be forwarding a final version to councilmembers this afternoon.
2. In-District Meetings. Ms. Beazizo asked that councilmembers connect with Jill Ford to let her know when and where they would like to meet. She said, ideally, they would like to hold in-district meetings prior to Budget beginning in Fall.

**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**

1. Review of Motion 23-103, approving Administrative Matters Motion presented at General Legislative Session on March 8, 2023
  - a. Receiving the 2023 American Rescue Plan Act (ARPA) Flood Risk Reduction Grant Awardees Report
  - b. Approving Bid Award Recommendation for Bid PW-23-005SB for Mann Rd. and Ben Howard Rd. Improvements to Konnerup Construction, Inc. in the amount of \$3,494,702.00 plus applicable Washington State Sales Tax

- c. Approving Bid Award Recommendation for Bid [2023-0231](#)  
PW-23-011SB for SWM 2023-1 Culvert Replacement  
Project to Strider Construction Co., Inc. in the amount of  
\$5,098,015.00, plus applicable Washington State Sales Tax
- d. Setting a public hearing date on March 29, 2023, at the hour of 10:30  
a.m. to consider the following:
  - 1) Ordinance 23-010, relating to security marshals; [2023-0135](#)  
amending Section 2.38.050 of Snohomish County  
Code
  - 2) Ordinance 23-011, approving grant agreement with [2023-0139](#)  
Darrington School District to support prevention of  
and treatment for substance use disorders

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

**N. Adjourn**

There being no further business, Chair Mead adjourned the Council at 9:14 a.m. for the day.