



**Snohomish County Council**  
**Public Infrastructure and Conservation Committee**  
**Meeting Minutes**

Sam Low, Committee Chair  
Strom Peterson, Committee Vice-Chair  
Committee Members: Nate Nehring, Megan Dunn, Jared Mead

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

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**Tuesday, July 18, 2023**

**10:00 AM**

**Jackson Board Room  
& Remote Meeting**

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**PRESENT:**

Committee Chair Low  
Committee Vice-Chair Peterson  
Committee Member Nehring  
Committee Member Dunn  
Committee Member Jared Mead  
Deb Bell, Council Staff  
Tom Teigen, Conservation and Natural Resources  
Sharon Swan, Conservation and Natural Resources  
Mike Ohlsen, Conservation and Natural Resources  
Kara Underwood, Conservation and Natural Resources  
Cheri Danner, Assistant 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 five members were present.

## PUBLIC COMMENT

There were no persons present wishing to provide public comment.

## ACTION ITEMS

1. Ordinance 23-067, relating to sponsorships and licenses at County Parks and the Fair Park, amending Chapters 2.32 SCC and adding new Sections to Chapters 2.16 and 2.32 SCC [2023-0679](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the ordinance relates to proposed language regarding licenses and sponsorship relating to Parks and the Evergreen State Fairgrounds, adding and amending sections to Chapter 2 of the Snohomish County Code.

**ACTION:** Move to Administrative Matters, General Legislative Session July 19th, to set time and date for public hearing.

2. Ordinance 23-072, relating to storm and surface water management; amending SCC 25.20.055 to extend service charges for Lake Ketchum restoration [2023-0802](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the ordinance would extend service charges, currently set to expire on December 31, 2023, for Lake Ketchum Restoration for an additional five years and the increases have been voted on by the Lakefront Property Owner's Association, known as the Ketchum Shores Improvement Club. Ms. Bell said the annual service charges will increase to \$200.00 for lake front homeowners and \$40.00 for community beach lot owners, generating \$20,420.00 annually for the continuation of restoration work and \$102,100.00 total for the full duration.

Committee Member Dunn asked for information on public outreach and the result of the voting to be provided at the public hearing. Ms. Bell agreed to provide that information.

**ACTION:** Move to Administrative Matters, General Legislative Session July 19th, to set time and date for public hearing.

3. Ordinance 23-071, approving the acceptance of a statutory warranty deed and establishing 87th Ave SE as a new county road [2023-0788](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the ordinance would approve and accept a statutory warranty deed and establish 87th Ave SE as a new county road. Ms. Bell provided additional information related to the engineer's report.

**ACTION:** Move to Administrative Matters, General Legislative Session July 19th, to set time and date for public hearing.

4. Motion 23-263, authorizing the County Executive to sign Amendment No. 2 to the agreement between Snohomish County and the Mukilteo Water and Wastewater District [2023-0701](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to sign Amendment 2 to the agreement to extend the term through December 31, 2023, allowing additional time to negotiate a new agreement. Ms. Bell noted that the Mukilteo Water and Wastewater District approved the proposed amendment to extend the agreement for six months with an additional \$50,000.00.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

5. Motion 23-289, authorizing the County Executive to sign Professional Services Agreement CCF04-23 with PH Consulting, LLC to provide design services for the 84th Street NE Corridor Spot Improvements Project [2023-0782](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to sign the agreement and further authorizes the Public Works Director or Deputy Director to approve amendments, provided that sufficient appropriation exists. Ms. Bell said the agreement shall not exceed \$104,842.54 and the term of the contract shall be from execution through June 30, 2024.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

6. Motion 23-293, authorizing the County Executive to sign Amendment No.11 to the Master Contract for an Automated Vehicle Location System with CalAmp Radio Satellite Integrators, Inc. [2023-0798](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to execute the amendment for an additional one-year term while Automated Vehicle Location services are recompleted for an amended amount of \$131,892.00.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

7. Motion 23-294, authorizing the County Executive to sign the 2023-2025 On-Call Consultant Services Master Agreement with Aspect Consulting, LLC for the engineering services discipline [2023-0799](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to sign the 2023-2025 On-Call Consultant Services Master Agreement with Aspect Consulting, LLC for engineering services discipline and would further authorize the Director of Public Works or designee to approve administrative supplements and task assignments issued under the Master Services Agreement, provided that sufficient appropriation authority exists.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

8. Motion 23-301, approving an Interlocal Agreement between Snohomish County and Public Utility District No. 1 of Snohomish County concerning utility construction associated with the Jordan Creek Bridge 214 Replacement Project [2023-0818](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to sign an interlocal agreement concerning utility construction associated with the Jordan Creek Bridge. She said the projected reimbursable construction labor costs associated with this scope of work is \$242,405.12 and the agreement term is from execution to completion of the project.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

9. Motion 23-286, approving and authorizing an interlocal agreement between Public Utility District No. 1 of Snohomish County and Snohomish County for Miscellaneous Road Maintenance Services [2023-0783](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to sign the interlocal agreement that would provide miscellaneous road maintenance services on district property, roads, rights-of-way, and bridges. Ms. Bell noted the duration of the agreement is from execution through December 2026, and may be extended or renewed for up to two 3-year terms.

**ACTION:** Move the motion to Consent Agenda, General Legislative Session July 19th for consideration.

10. Motion 23-287, approve and authorize the County Executive to execute an interlocal agreement with the South Snohomish County Fire and Rescue Regional Fire Authority (“South County Fire”) to provide technology services [2023-0430](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to execute the interlocal agreement allowing the Department of Information Technology to provide technology services to South County Fire. Ms. Bell noted the duration of the agreement is for five years from date of execution, and the total cost of the work orders against this agreement shall not exceed \$80,000.00 over the five years of the term of the agreement. Ms. Bell noted a substitute motion is proposed due to errors in the original motion.

**ACTION:** Move the proposed substitute motion to Consent Agenda, General Legislative Session July 19th for consideration.

11. Motion 23-262, approving and authorizing the County Executive to execute Amendment 8 to the Software License Agreement for Permit Tracking Software System (AMANDA) [2023-0604](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to execute the amendment, allowing for the continuation, maintenance and support of the software and optional professional services for a 5-year term ending November 30, 2028. Ms. Bell said the total amount payable under the agreement is \$616,555.77 plus applicable sales and funding is available within the PDS restricted Technology Fund and approved in the 2023 Budget.

Committee Member Dunn recalled another change order relating to technology and asked that information concerning the PDS Restricted Technology Fund be provided by the third quarter, prior to Budget. Ms. Bell agreed to providing this data.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

12. Motion 23-257, approving and authorizing the County Executive to execute Amendment 3 to the Software as a Service Agreement between Snohomish County and Legal Atoms Corporation [2023-0635](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to execute the amendment, which extends the agreement through September 30, 2028, for total cost of \$278,491.00 plus applicable sales tax. Ms. Bell noted the expenditure is included in the 2023 Budget for Information Technology and will be included in future Budget requests.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

13. Motion 23-268, approve and authorize the County Executive to execute Amendment 1 to the Agreement for Professional Services with TLG Learning to provide Microsoft Office Suite Training [2023-0647](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to execute the amendment, which will offer classes for up to 15 participants each on several Microsoft software products from September 1, 2023, through August 31, 2026 with one optional 2-year term for a total cost of \$250,000.00.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

14. Motion 23-299, approving and authorizing the execution of Amendment 11 to the Integrated Financial Management System Contract between Snohomish County and Cayenta Canada Corporation [2023-0735](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to execute the amendment, memorializing a \$5,000.00 license credit and related reduction in ongoing license, maintenance, and support fees.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

15. Motion 23-297, approving real estate purchase and sale agreement [2023-0804](#) between John F. Roth III, Successor Trustee under the Patricia R. Roth Trust, u/a dated May 20, 2019, and Roth Family Investments, LLC as sellers and Snohomish County as buyer for real property

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve the real estate purchase and sale agreement of property located at 23014 Sofie Road, in Monroe WA for \$2,360,000.00, and authorize the property officer of the Department of Facilities and Fleet in the Property Management Division to sign the Real Estate Purchase and Sale Agreement, and related documents. Ms. Bell noted the 2023 Budget includes appropriation authority for the land purchase and the closing costs will be paid 100% by the Ecology Grant.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

16. Motion 23-283, approving a contract with Neste Event Marketing, [2023-0774](#) LLC d.b.a. Neste Live! for Grandstand Entertainment Consultant Services at the Snohomish County Evergreen State Fair

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to sign the contract with Neste Event Marketing, LLC d.b.a. Neste Live!, who will provide grandstand entertainment consulting and production services at the annual 2023-2027 Evergreen State Fairs, not to exceed \$110,000.00.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.



17. Motion 23-304, approving and authorizing the County Executive to sign the Professional Services Contract with the City of Monroe Police Department for Traffic Services during the 2023 Evergreen State Fair [2023-0835](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to sign the contract to provide private security services during the 2023 Evergreen State Fair, from August 24, 2023, through September 4, 2023, for a total amount not to exceed \$61,000.00.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

18. Motion 23-306, approving and authorizing the County Executive to execute the Right-of-Way Plan for the Ash Way: 164th St SW to Gibson Rd project; RC1638; UPI# 11-0011 [2023-0844](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and provided details related to the proposed Right-of-Way Plan. She noted that the Right-of-Way Plan authorizes the Public Works Director to approve appraisal review contracts necessary to implement the plan, in an amount not exceeding \$413,000.00.

**ACTION:** Move to Consent Agenda, General Legislative Session July 19th for consideration.

## DISCUSSION ITEM

1. Fair Park Discussion [2023-0837](#)  
Sharon Swan and Tom Teigen

Tom Teigen, Director of Conservation and Natural Resources, introduced Division Director Sharon Swan, Fair Manager Mike Ohlsen, and Division Manager Kara Underwood and spoke briefly about the Evergreen State Fair Park.

A PowerPoint presentation was given by Ms. Swan, Ms. Underwood, and Mr. Ohlsen about the Evergreen Fair Park grounds, staff, hosted events, and emergency management space. Discussion continued about economics, maintenance needs, grounds improvement and the Evergreen State Fair.

Committee Chair Low thanked the speakers and expressed interest in another discussion after the Evergreen State Fair.

Meeting adjourned at 10:59 a.m.