



Snohomish County Council

Administrative Session

Meeting Minutes

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

Monday, May 16, 2022

10:30 AM

**Jackson Board Room
& Remote Meeting**

PRESENT:

Council Chair Dunn
Council Vice-Chair Mead (*remote*)
Councilmember Wright (*remote*)
Councilmember Low (*remote*)
Councilmember Nehring
Geoffrey Thomas, Chief of Staff
Heidi Beazizo, Council Staff
Debbie Eco, Clerk of the Council

A. Call to Order

Council Chair Dunn called the meeting to order at 10:30 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

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. Ordinance 22-023, relating to County employment, amending Chapter 3A.06 SCC

[2022-0524](#)

-
- b. Motion 22-210, authorizing the County Executive to sign a Consultant Services Agreement for Environmental Remedial Investigation Planning and Implementation at Snohomish County Airport at Paine Field (GeoEngineers, Inc.) [2022-0489](#)
 - c. Motion 22-211, authorizing the County Executive to sign a Consultant Services Agreement for Environmental Remedial Investigation Planning and Implementation at Snohomish County Airport at Paine Field (Landau Associates, Inc.) [2022-0493](#)
 - d. Motion 22-212, approving a budget transfer between programs in Limited Tax Debt Service Fund 215 [2022-0341](#)
 - e. Motion 22-218, confirming the appointment of Patrick Deane Yrarrazaval-Correa to the Snohomish County Performance Audit Committee [2022-0527](#)
 - f. Motion 22-221, approving award of Council project funds (Marysville Historical Society) [2022-0525](#)
 - g. Motion 22-222, authorizing the Snohomish County Executive to pay off early the Airport's Community Economic Revitalization Board (CERB) Loan under Contract #S12-790A0-031 at Snohomish County Airport [2022-0510](#)
- 2. Law and Justice/Human Services**
- a. Ordinance 22-024, relating to the 2022 Budget; making a supplemental appropriation in Fund 124 to provide expenditure authority for rental and utility assistance [2022-0528](#)
 - b. Motion 22-214, approve and authorize the County Executive to execute the Washington State Department of Commerce System Eviction Rent Assistance Program 2.0 Grant Agreement [2022-0515](#)
 - c. Motion 22-215, approving an increase in the number of employees authorized in the 2022 Annual Budget in the General Fund 002 for the Clerk's Office [2022-0495](#)
 - d. Motion 22-216, approving 2nd Amendment to initial 2020 Contract for Legal Services and subsequent 2021 1st Amended Contract for Legal Services (Keating, Bucklin and McCormack) [2022-0518](#)
 - e. Motion 22-220, authorizing the recruitment and hiring of two new law clerks - Superior Court [2022-0521](#)
- 3. Conservation, Sustainability and Recreation**
- 4. Planning and Community Development**
-

5. Public Works and Infrastructure

- a. Motion 22-209, approval of an Interlocal Agreement between Snohomish County and the Alderwood Water and Wastewater District concerning utility construction associated with the 43rd Ave SE Road Project [2022-0502](#)
- b. Motion 22-213, authorizing the County Executive to sign Amendment No. 1 to Professional Services Agreement CC03-21 with Parametrix, Inc., for Supervisory Control and Data Acquisition (SCADA) System Technical Support Services [2022-0517](#)

6. Committee of the Whole

- a. Motion 22-217, approve and authorize the County Executive to execute the Washington State Department of Commerce Grant Agreement to stabilize Ukraine conflict refugees [2022-0522](#)

Heidi Beazizo, Sr. Legislative Analyst, provided a staff report. She explained this motion would approve a grant agreement with the Department of Commerce to receive \$1,077,258 in funds to provide assistance to refugees from the 2022 Ukraine conflict. The funds are authorized for the period of February 24, 2022, through June 30, 2022, and there is no required match. She said the funds were not anticipated in the 2022 Budget or grant workplan, however there is sufficient appropriation in Fund 124 to support the request.

ACTION: Council Vice-Chair Mead made a motion to approve Motion 22-217. Councilmember Wright seconded the motion and it carried unanimously.

F. Clerk's Report on Pending Legislation - No Report**G. Reports of Council committees:****1. Finance and Economic Development**

(Next meeting is scheduled for Tuesday, May 24, 2022, at 10:30 a.m.)

2. Law and Justice/Human Services

(Next meeting is scheduled for Monday, May 23, 2022, at 1:30 p.m.)

3. Conservation, Sustainability and Recreation

(Next meeting is scheduled for Tuesday, May 24, 2022, at 9:00 a.m.)

4. Planning and Community Development

(Next meeting is scheduled for Tuesday, May 17, 2022, at 10:30 a.m.)

5. Public Works and Infrastructure

(Next meeting is scheduled for Tuesday, May 17, 2022, at 9:00 a.m.)

H. Reports of outside committees

No 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, reported that next week, May 23rd at 6:00 p.m., the Council will conduct a hybrid meeting in District 5 in Lake Stevens. He said the meeting will be the Administrative Session and more information will be posted online.

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 action taken.

L. Other Business

Review of Motion 22-219, approving Administrative Matters presented at Council General Legislative Session on May 18, 2022

[2022-0530](#)

Receiving the Risk Management 2022 1st Quarter Report

[2022-0523](#)

M. Executive Session(s):

Quasi-Judicial Matter
Pursuant to RCW 42.30.140(2)
DPA: Jessica Kraft-Klehm

At 10:36 a.m. Geoffrey Thomas, Chief of Staff, stated that pursuant to RCW 42.30.140(2), the Council will convene into Executive Session to discuss a Quasi-Judicial matter for an initial 10 minutes, with potential action to follow.

PRESENT:

Council Chair Dunn
Council Vice-Chair Mead *(remote)*
Councilmember Wright *(remote)*
Councilmember Low *(remote)*
Councilmember Nehring
Geoffrey Thomas, Chief of Staff *(remote)*

Jim Martin, Council Staff
Ryan Countryman, Council Staff
Nicole Gorle, Council Staff
Heidi Beazizo, Council Staff
Deb Bell, Council Staff (*remote*)
Jason Cummings, Prosecutor's Office
Jessica Kraft-Klehm, Prosecutor's Office

Executive Session began at 10:36 a.m.

At 10:46 a.m., an extension was announced for three minutes to 10:49 a.m.

At 10:49 a.m., an extension was announced for two minutes to 10:51 a.m.

Executive Session ended at 10:51 a.m.

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

N. Adjourn

At 10:51 a.m. Chair Dunn reconvened the Council. There being no further business, she adjourned the Council for the day at 10:51 a.m.