



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

Tuesday, May 2, 2023

10:00 AM

**Jackson Board Room
& Remote Meeting**

PRESENT:

Acting Committee Chair Mead
Committee Chair Low (*not present*)
Committee Vice-Chair Peterson (*not present*)
Committee Member Nehring
Committee Member Dunn
Deb Bell, Council Staff
Cheri Danner, Assistant Clerk of the Council

CALL TO ORDER

Acting Committee 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.

ROLL CALL

The clerk called the roll and stated that three members were present.

PUBLIC COMMENT

There were no persons present wishing to provide public comment.

ACTION ITEMS

1. Ordinance 23-036, approving and authorizing the County Executive to sign an Amendment to an Interlocal Agreement with Community Transit concerning the administration of Commute Trip Reduction (CTR) Plans and Programs [2023-0347](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the ordinance would extend the interlocal agreement to June 30, 2025, with no fiscal impact.

ACTION: Move to Administrative Matters, General Legislative Session May 10th, to set time and date for public hearing.

2. Ordinance 23-043, granting a non-exclusive franchise authorizing limited use of the public road rights-of-way in portions of unincorporated Snohomish County, Washington to Mukilteo School District No. 6 [2023-0451](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the ordinance would grant a non-exclusive franchise authorizing limited use to construct, maintain, and operate a telecommunications system within the public road rights-of-way in portions of unincorporated Snohomish County to Mukilteo School District No. 6. Ms. Bell noted an illustration of the franchise area is included in the ECAF as Exhibit A of the County Engineers Report.

ACTION: Move to Administrative Matters, General Legislative Session May 10th, to set time and date for public hearing.

3. Motion 23-144, approving BNSF Railway Company Industry Track Agreement Exhibit Substitution Amendment [2023-0354](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the Executive to execute the Burlington Northern Santa Fe Railway Company Industry Track Agreement Exhibit Substitution Amendment for access via an additional track to the Everett Intermodal Yard located at the Riverside Business Park for a total of three rail spurs. Ms. Bell noted there will be no fiscal impact or duration change to the existing agreement.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

4. Motion 23-146, approving the redesignation of portions of County Road Fund Properties as a County Road Right-of-Way identified as 148th St SE [2023-0361](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve the redesignation of portions of County Road Fund Properties as a County Road Right-of-Way identified as 148th Street SE and would also assign the Public Works Director or County Engineer the authority to execute all documents necessary to redesignate proportions of County Road Fund Properties Tracts 156 and 141 as a county right-of-way.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

5. Motion 23-149, approving and accepting a statutory warranty deed for Hillis Road [2023-0371](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and accept the acquisition of real property identified as Hillis Road, at no cost to the County, and authorizes the Public Works Director or County Engineer to approve and sign all documents necessary to effectuate the acquisition and transfer.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

6. Motion 23-150, authorizing the County Executive to sign Professional Services Agreement CC04-23 with Applied Research Associates, Inc. for the Snohomish County Pavement Condition Survey Project [2023-0372](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the County Executive to sign a Professional Services Agreement with Applied Research Associates, Inc. for \$497,000.00, and further authorizes the Director of Public Works to approve amendments, for an additional \$49,700.00, provided that sufficient appropriation authority exists, for a total amount not to exceed \$546,700.00. She noted that the agreement shall be effective upon execution through December 31, 2027.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration

7. Motion 23-171, approve and authorize the County Executive to execute Amendment No. 5 to the Master Services Agreement with Aurigo Technologies for a Contract/Construction Management System [2023-0450](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the County Executive to sign Amendment No. 5 to the Master Software Subscription and Services Agreement with Aurigo Software Technologies, Inc. She said the proposed amendment includes an additional five years of service through August 31, 2028, and an increase amount not to exceed \$877,393.72.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

8. Motion 23-140, approve and authorize the County Executive to execute Amendment 1 to the Professional Services Agreement with Judge Technical Services, Inc. for IT Staff Augmentation Services [2022-1109](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the County Executive to sign Amendment No. 1 to the Professional Services Agreement with Judge Technical Services, Inc. for IT Staff Augmentation Services to perform work on IT projects funded through Coronavirus Local Fiscal Recovery Funds pursuant to the American Rescue Plan Act. Ms. Bell said due to an increase in expected use, additional funding of \$250,000.00 is requested.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

9. Motion 23-160, approving and authorizing the County Executive to execute an agreement for professional services with Pagefreezer Software Inc. for social media and internet/website archiving services [2023-0344](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the County Executive to execute an agreement for Professional Services with Pagefreezer Software Inc. for social media and internet/website archiving services. Ms. Bell said the agreement is effective upon execution through August 31, 2025, with two optional two-year extensions, with the total amount not to exceed \$180,000.00.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

10. Motion 23-162, approving and authorizing execution of the purchase agreement and terms with Quadient, Inc. for a mail processing machine [2023-0423](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the County Executive to execute a purchase agreement and terms with Quadient, Inc. for a mail processing machine. She said the agreement would terminate five years from contract execution and the total budget is \$59,564.00.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

11. Motion 23-164, approve and authorize execution of the purchase agreement and terms with Quadient, Inc. for new parcel lockers [2023-0421](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the County Executive to execute a Purchase Agreement and Terms with Quadient, Inc. for new parcel lockers. Ms. Bell said the agreement shall terminate five years from contract execution with a budget of \$64,197.00.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

12. Ordinance 23-029, approving and authorizing the Snohomish County Executive to sign the interlocal agreement between Snohomish County and the Snohomish Conservation District to implement portions of the Shorelands Floodplains by Design Phase II Agreement [2023-0334](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the ordinance would approve and authorize the County Executive to sign an Interlocal Agreement and authorize the Director of Snohomish County Department of Conservation and Natural Resources to request amendments, without obtaining additional approvals, as long as the total amount does not exceed \$2,338,730.00. She also noted the agreement will commence upon execution through June 30, 2025.

ACTION: Move to Administrative Matters, General Legislative Session May 10th, to set time and date for public hearing.

13. Motion 23-128, authorizing the County Executive to sign Professional Services Agreement SWMCC03-23 with PCC Farmland Trust DBA Washington Farmland Trust for Floodplains by Design to acquire Farmland Conservation Easements in the Snohomish Watershed [2023-0309](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the County Executive to sign a Professional Services Agreement with PCC Farmland Trust DBA Washington Farmland Trust for \$1,600,000.00, and further authorizes the Director of Conservation and Natural Resources or designee to approve amendments, for an additional \$160,000.00 provided that sufficient appropriation authority exists, for a total amount not to exceed \$1,760,000.00. She said the agreement is proposed to be effective upon execution through June 30, 2025.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

14. Motion 23-151, authorizing the acquisition of Real Property owned by Lisa Ann Shumski [2023-0388](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the County Executive or Property Officer of the Department of Facilities Management to execute the proposed Purchase and Sale Agreement for an amount not to exceed \$35,000.00.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

15. Motion 23-148, authorizing the County Executive to sign Amendment No. 2 to the Professional Services Agreement Cc08-20 with Tetra Tech, Inc. to Provide Lake Management Limnology Services [2023-0369](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would approve and authorize the County Executive to sign Amendment No. 2 to the Professional Services Agreement with Tetra Tech, Inc. for Lake Management Limnology Services. She noted the proposed amendment would extend the term through June 30, 2024, and would increase the total not to exceed amount to \$145,000.00.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

16. Motion 23-152, approving a South Precinct Lease Building #10, 15928 Mill Creek Blvd., Mill Creek, WA 98012 [2023-0327](#)

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained the motion would authorize and approve the lease agreement with Investors Management Company for an initial one-year term with the ability to extend the initial term for one year on a month-to-month basis and would authorize the Director of Facilities and Fleet to sign the lease, which would expire on September 30, 2025. She noted the lease rate will increase by 4% after the first annual term with a service cost not to exceed \$6.40 per square foot for 10,340 square feet of space.

Committee Member Dunn inquired if there was an increase in the month-to-month rates or just the 4% increase after the initial annual term. Ms. Bell confirmed that the 4% increase after the first annual term is the only increase.

ACTION: Move to Consent Agenda, General Legislative Session May 10th for consideration.

At 10:27, Acting Committee Chair Mead recessed the meeting until the 11:00 a.m. Planning and Community Development Committee Meeting.