



# Snohomish County Council

## Administrative Session

### Meeting Minutes

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

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**Tuesday, January 27, 2026**

**9:00 AM**

**Jackson Board Room - 8th Floor  
Robert J. Drewel Building  
& Remote Meeting**

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#### **PRESENT:**

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

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

Chair Dunn called the meeting to order at 9:00 a.m.

#### **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. Community Safety and Justice**

**2. Finance, Budget and Administration**

- a. Motion 26-054, 2026 Local Hotel/Motel Fund Round 2 Expenditure Plan [2026-0235](#)

**3. Health and Community Services**

- a. Motion 26-057, approving Amendment 1 of Retroactive Capital Project Technical Assistance Contract with KDK, LLC [2026-0249](#)

**4. Planning and Community Development**

- a. Motion 26-058, approving Amendment 15 with Puget Sound Energy for the Weatherization Program [2026-0276](#)

**5. Public Infrastructure and Conservation**

- a. Motion 26-053, authorizing the County Executive to sign Amendment No. 1 to Agreement CC01-24 with Graymar Environmental Services, LLC for spill response at Public Works managed and operated facilities [2026-0231](#)

**6. Committee of the Whole**

- a. Motion 26-056, adopting the Snohomish County Council Public Meeting Conduct Rules [2026-0250](#)

*Motion 26-056 was assigned to Committee of the Whole and moved to Administrative Session February 3rd for consideration.*

- b. Motion 26-055, confirming the appointment of Brian Holtzclaw to the Snohomish County Planning Commission [2026-0241](#)

*Motion 26-055 was assigned to Committee of the Whole and moved to General Legislative Session January 28th to set time and date for a public hearing.*

*Items c through r were re-assigned from Community Safety and Justice Committee to Committee of the Whole and moved to General Legislative Session January 28th for consideration.*

- c. Motion 26-026, reappointing Megan Hodgson to represent Professional Personnel Management on the Citizens' Commission on Salaries of Elected Officials [2026-0081](#)

- d. Motion 26-027, appointing Seth Newsome to represent Organized Labor on the Citizens' Commission on Salaries of Elected Officials [2026-0082](#)

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| e. | Motion 26-028, appointing Emily Beth Packard to represent the County Council At-Large position on the Citizens' Commission on Salaries of Elected Officials                    | <a href="#"><u>2026-0083</u></a> |
| f. | Motion 26-029, reappointing Erik Martin to represent the District 5 position for the Citizens' Commission on Salaries of Elected Officials                                     | <a href="#"><u>2026-0084</u></a> |
| g. | Motion 26-030, appointing Janet K. Fletcher to represent the District 4 position for the Citizens' Commission on Salaries of Elected Officials                                 | <a href="#"><u>2026-0085</u></a> |
| h. | Motion 26-031, appointing Anthony Upchurch to represent the Legal Profession on the Citizens' Commission on Salaries of Elected Officials                                      | <a href="#"><u>2026-0132</u></a> |
| i. | Motion 26-032, appointing Janet Trowbridge to represent the District 3 position for the Citizens' Commission on Salaries of Elected Officials                                  | <a href="#"><u>2026-0133</u></a> |
| j. | Motion 26-033, appointing Gay A. Garvin to represent the District 2 position for the Citizens' Commission on Salaries of Elected Officials                                     | <a href="#"><u>2026-0135</u></a> |
| k. | Motion 26-034, reappointing James Caravan to represent the District 1 position for the Citizens' Commission on Salaries of Elected Officials                                   | <a href="#"><u>2026-0136</u></a> |
| l. | Motion 26-035, appointing David Shaefer to represent the Business Sector on the Citizens' Commission on Salaries of Elected Officials  | <a href="#"><u>2026-0137</u></a> |
| m. | Motion 26-043, confirming the appointment of Kerry Canning to the Developmental Disabilities Citizen Advisory Board  | <a href="#"><u>2026-0138</u></a> |
| n. | Motion 26-051, confirming the re-appointment of Sanika Kabbur to the Snohomish County Children's Commission  | <a href="#"><u>2026-0201</u></a> |
| o. | Motion 26-045, confirming the appointment of Myra Lane to the Snohomish County Ethics Commission   | <a href="#"><u>2026-0207</u></a> |
| p. | Motion 26-025, approving the Contract for Goods and Subscription Services with Reassurance Solutions, LLC  | <a href="#"><u>2026-0020</u></a> |
| q. | Motion 26-038, approving a budget transfer in Grant Fund 130 for funds received from the Washington State Administrative Office of the Courts                                  | <a href="#"><u>2025-3492</u></a> |
| r. | Motion 26-042, approving Amendment No. 2 to the Security Services Agreement between Snohomish County and Universal Protection Service d/b/a Allied Universal Security Services | <a href="#"><u>2026-0090</u></a> |

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

**G. Reports of Council Committees:****1. Community Safety and Justice**

*(Next meeting is scheduled for Tuesday, February 10, 2026, at 1:00 p.m.)*

**2. Finance, Budget and Administration**

*(Next meeting is scheduled for Tuesday, February 10, 2026, at 10:00 a.m.)*

**3. Health and Community Services**

*(Next meeting is scheduled for Tuesday, January 27, 2026, at 11:00 a.m.)*

**4. Planning and Community Development**

*(Next meeting is scheduled for Tuesday, February 3, 2026, at 11:00 a.m.)*

**5. Public Infrastructure and Conservation**

*(Next meeting is scheduled for Tuesday, February 3, 2026, at 10:00 a.m.)*

**H. Reports of Outside Committees**

Councilmembers Low and Dunn provided reports.

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

Heidi Beazizo, Chief of Staff, provided a report.

**1. 2025 Lapse and No Action Reports**

[2026-0238](#)

**K. Full Council Action on Items from Committee of the Whole****L. Other Business****1. Motion 26-059, approving Administrative Matters presented at General Legislative Session on January 28, 2026 (For review only)**

[2026-0307](#)

**a. Approving the following Purchasing Award Recommendations:**

- 1)** Bid Award Recommendation for RFP-25-0630JM-C, WorkForce Suite licenses, to WorkForce Software, an ADP Company, with an estimated spend of \$325,000.00 plus applicable Washington State Sales Tax for the initial five (5) year term

[2026-0290](#)

- 2) Piggyback Award Recommendation for Facilities and Fleet's use of a "piggyback" or "cooperative purchase" contract issued by Sourcewell under SCC 3.04.220, for Aboveground Fuel and Fluid Storage with Related Hardware, Software, and Services over the proposed term of two (2) years [2026-0292](#)

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

**N. Adjourn**

At 9:03 a.m., Chair Dunn recessed the Council until the 11:00 a.m. Health and Community Services Committee.