



Snohomish County Council

Administrative Session

Meeting Minutes

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

Wednesday, July 5, 2023

9:00 AM

**Jackson Board Room
& Remote Meeting**

PRESENT:

Council Chair Mead
Vice-Chair Nehring
Councilmember Low
Councilmember Dunn
Councilmember Peterson (*remote*)
Jim Martin, Council Staff
Deb Bell, Council Staff
Ryan Countryman, Council Staff
Nathan Kennedy, Finance Director
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

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

- a. Motion 23-278, approving the 2023-2026 Interlocal Agreement between Snohomish County and Sultan School District #311 relating to School Resource Officer Services [2023-0762](#)

2. Finance, Budget and Administration

- a. Motion 23-279, adopting the Office of Social Justice Initiatives [2023-0721](#)
- b. Motion 23-280, approving the Snohomish County Tourism Promotion Area - DVA Connected TV Project [2023-0768](#)
- c. Motion 23-285, authorizing an Intergovernmental Cooperative Purchasing Agreement with the City of Woodinville [2023-0770](#)

3. Health and Community Services

- a. Ordinance 23-068, approving Amendment No. 14 to Consolidated Contract with Washington State Department of Health and Adding Authority For Future Amendments Regarding Monkeypox Prevention & Response [2023-0775](#)
- b. Ordinance 23-069, approving amendment to Whatcom County Contract for Youth Cannabis & Commercial Tobacco Prevention Program [2023-0776](#)
- c. Ordinance 23-070, approving agreement with the State of Minnesota for the purchase of Naloxone [2023-0754](#)
- d. Motion 23-281, approving and authorizing the County Executive to execute the Washington State Department of Commerce Interagency Agreement for the System Demonstration Grant [2023-0769](#)
- e. Motion 23-282, authorizing the Executive to sign Agreement for Supplemental Nurse Staffing with Maxim Healthcare Staffing Services, Inc [2023-0773](#)
- f. Motion 23-288, authorizing the Executive to sign a letter to Century Communities releasing funds for post-closure activities on the Go East Landfill/Bakerview Project [2023-0752](#)
- g. Motion 23-290, approving and authorizing the County Executive to execute DDA County Program Services Agreement # 2363-48746 [2023-0790](#)

4. Planning and Community Development

- a. Motion 23-291, confirming the appointment of Heather Damron to the Snohomish County Human Rights Commission [2023-0795](#)

5. Public Infrastructure and Conservation

- a. Motion 23-277, approving and authorizing the execution of Amendment 1 to the Agreement for Professional Services [2023-0734](#)
- b. Motion 23-283, approving a contract with Neste Event Marketing, LLC d.b.a. Neste Live! for Grandstand Entertainment Consultant Services at the Snohomish County Evergreen State Fair [2023-0774](#)
- c. 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](#)
- d. 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](#)
- e. 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](#)

6. Committee of the Whole

- a. Motion 23-292, approving and authorizing the County Executive to execute the Washington State Department of Commerce Federal Interagency Agreement for the Emergency Housing Fund [2023-0796](#)

Ryan Countryman, Sr. Legislative Analyst, provided a staff report and explained that the Department of Commerce has awarded the County a grant for \$8,057,245 to maintain current levels of homeless subsidies and emergency housing services. He said the 2023 Budget did not anticipate this continuation of funding so in addition of this motion authorizing the agreement it would also amend the 2023 Budget to fund Fund 124.

He said the agreement period is July 1, 2023, to June 30, 2024, half of the grant amount of a little more than \$4 million will be in the budget adjustment for the 2023 Budget and the other half will be proposed for the upcoming 2024 Budget.

ACTION: Vice-Chair Nehring made a motion to approve Motion 23-292. Councilmember Low seconded the motion and it carried unanimously.

F. Clerk's Report on Pending Legislation

- 1. Pending Legislation Report [2023-0800](#)

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

(Next meeting is scheduled for Tuesday, July 11, 2023, at 1:00 p.m.)

2. Finance, Budget and Administration

(Next meeting is scheduled for Tuesday, July 11, 2023, at 10:00 a.m.)

3. Health and Community Services

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

4. Planning and Community Development

(Next meeting is scheduled for Tuesday, July 18, 2023, at 11:00 a.m.)

5. Public Infrastructure and Conservation

(Next meeting is scheduled for Tuesday, July 18, 2023, at 10:00 a.m.)

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

1. Upcoming Planning Commission Meeting Topics June 28, 2023 [2023-0792](#)

J. Chief of Staff's Report**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 additional action taken.

- a. Motion 23-269, approve and authorize the County Executive [2023-0662](#) to execute an Interlocal Agreement with the Lake Stevens Sewer District (District) to provide technology services

Deb Bell, Sr. Legislative Analyst, provided a staff report and explained that since 2019, the Snohomish County Department of Information Technology and the Lake Stevens Sewer District has maintained an interlocal agreement for technology services that will expire October 28, 2023. She said the duration of the proposed agreement is for five years and the anticipated annual revenue is \$160,000 per year. The total cost of all work orders against this agreement shall not exceed \$800,000 over the five years of the term.

Councilmember Low stated, as he has in the past, would be recusing himself from any discussion and voting on this.

ACTION: Vice-Chair Nehring made a motion to approve Motion 23-269. Councilmember Dunn seconded the motion and it carried four to zero with Councilmember Low abstaining.

L. Other Business

1. Review of Motion 23-284, approving Administrative Matters presented at General Legislative Session on July 5, 2023 [2023-0786](#)
 - a. Setting a public hearing date on August 9, 2023, at the hour of 10:30 a.m. to consider the following:
 - 1) Ordinance 23-064, related to the 2023 Budget; making an emergency appropriation in Employee Benefit Fund 508 to increase expenditure authority for LEOFF 1 Retiree Medical Costs [2023-0688](#)
 - b. Approving Bid Award Recommendation for Bid 23-045RB, Street Sweeper to SWS Equipment for an amount of \$913,185.00, plus applicable Washington State Sales Tax [2023-0778](#)
 - c. Receiving the 2023 American Rescue Plan Act (ARPA) Child Care Facilities Awardees Memo (Budget Note 8) [2023-0797](#)
2. Financial Software System Briefing [2023-0766](#)
Nathan Kennedy, Finance Director

Nathan Kennedy, Finance Director, provided a detailed presentation and explained and mapped out the County's finance software system. He spoke about an upcoming change order and possible upgrades & funding. He responded to various questions and discussion ensued.

Mr. Kennedy responded to councilmembers' concerns and frustrations. Councilmember Low suggested continued discussion moving forward and requested additional information on what other counties are doing. Mr. Kennedy said he would provide.

Chair Mead provided closing remarks and Mr. Kennedy responded.

M. Executive Session(s):

Pending Litigation
Pursuant to RCW 42.30.110(1)(i)
DPA: Laura Kisielius

At 9:48 a.m. Jim Martin, Sr. Legislative Analyst, stated there is a need for an Executive Session to discuss a matter of Pending Litigation RCW 42.30.110(1)(i) for an estimated duration of 10 minutes, with no action to follow.

PRESENT:

Council Chair Mead
Council Vice-Chair Nehring
Councilmember Low
Councilmember Dunn

Councilmember Peterson (*remote*)
Jim Martin, Council Staff
Nicole Gorle, Council Staff
Deb Bell, Council Staff
Ryan Countryman, Council Staff
Jason Cummings, Prosecutor
Bridget Casey, Prosecutor's Office
Laura Kisielius, Prosecutor's Office
Christina Richmond, Prosecutor's Office
Alethea Hart, Prosecutor's Office
Kelly Snyder, Public Works Director
Doug McCormick, Public Works Deputy Director
Jill Ford, Council Staff (*remote*)

Executive Session began at 9:48 a.m. for an initial 10 minutes to 9:58 a.m.
At 9:58 a.m., the Chair extended the Executive Session for three minutes to 10:01 a.m.
At 10:01 a.m., the Chair extended the Executive Session for three minutes to 10:04 a.m.
At 10:04 a.m., the Chair extended the Executive Session for three minutes to 10:07 a.m.
At 10:07 a.m., the Chair extended the Executive Session for three minutes to 10:10 a.m.
At 10:10 a.m., the Chair extended the Executive Session for two minutes to 10:12 a.m.
At 10:12 a.m., the Chair extended the Executive Session for three minutes to 10:15 a.m.
At 10:15 a.m., the Chair extended the Executive Session for five minutes to 10:20 a.m.
At 10:20 a.m., the Chair extended the Executive Session for three minutes to 10:23 a.m.
At 10:23 a.m., the Chair extended the Executive Session for two minutes to 10:25 a.m.
At 10:25 a.m., the Chair extended the Executive Session for two minutes to 10:27 a.m.

The Executive Session ended at 10:27 a.m.

[There was no action as a result of this Executive Session]

N. Adjourn

At 10:27 a.m., Chair Mead called the Administrative Session back to order and immediately recessed the Council until the 10:30 a.m. Public Hearings.