



**CITY OF MOUNT VERNON
CITY COUNCIL MEETING
AGENDA**

July 26, 2023, 7:00 p.m.

Police Court Campus, 1805 Continental Place

To virtually attend the meeting, the public may:

1. **Watch the meeting live on TV10:** Comcast/Xfinity Channel 10
2. **Watch the meeting live, online:**
https://www.youtube.com/channel/UCUob_hcQUmd4S93YkletdrA

I. OPENING CEREMONIES

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call of Councilmembers

II. COMMUNITY COMMENTS

1. Review of Emails from the Public
(Public comments may be sent via email to communitycomments@mountvernonwa.gov. The comments will be read aloud into the record during the public comment portion of the agenda. Please limit your comments to be read in three minutes or less. Email comments must be received by 4 p.m. on July 26, 2023.)
2. Public Comments
(This is an opportunity for Mount Vernon residents to address their City Council. Please limit comments to three minutes or less. Under normal circumstances, the Mayor and Council will not respond immediately to Community Comments. If you would like someone to follow up with you regarding the topic of your comments, please leave your name and contact information on the form at the entrance of the Council Chambers. If you are unable to attend the meeting and would like to make your comments via Zoom, please submit a request to speak via email to communitycomments@mountvernonwa.gov or by telephone at 360-336-6211. Requests must be received by 4 p.m. on July 26, 2023.)

III. CONSENT AGENDA

- A. Approval of June 12, 2023, Regular Council Meeting Minutes
- B. Approval of July 20, 2023, payroll checks numbered 1121323 - 112150 direct deposit checks numbered 95069 - 95333, and wire transfers numbered 1235 - 1239 in the amount of \$1,509,922.23
- C. Approval of July 26, 2023, AP Claims numbered 22486 - 22631 in the amount of \$4,705,022.88
- D. Agreement 4424

IV. REPORTS

- A. Committees
 - 1. Finance & Parks and Enrichment Services
 - 2. Development Services
- B. Councilmember Comments
- C. Mayor’s Report
- D. Committee Agenda Requests

V. UNFINISHED BUSINESS

None

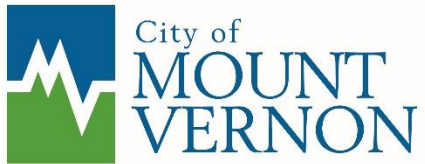
VI. NEW BUSINESS

- A. Helping Hand Food Bank Update
(A representative from Helping Hands Food Bank will discuss services provided to the community using Community Development Block Grant funds.)
(required action – none)
(staff contact – Peter Donovan)
- B. Public Hearing – 2023 Comprehensive Plan Docket
(This is a Public Hearing to allow public comment, and a request for approval of Resolution 1041 to add additional legislative items to the previously approved 2023 Comprehensive Plan Docket.)
(required action – resolution)
(staff contact – Pat Hayden)
- C. Approval of Agreement – Washington School Information Processing Cooperative (WSIPC)
(Staff is requesting approval of an interlocal purchasing agreement with WSIPC.)
(required action – motion)
(staff contact – Mary Thomas)
- D. Approval of Agreement – HDR Engineering, Inc.
(Staff is requesting approval of an agreement with HDR Engineering, Inc. to provide engineering design services for the Park Street Pump Station Project.)
(required action – motion)
(staff contact – Blaine chesterfield)

COMMITTEE MEETING

Finance & Parks and Enrichment Services 6:00 p.m.

Next Ordinance 3871
Next Resolution 1041



DATE: July 26, 2023
TO: Mayor Boudreau and City Council
FROM: Peter Donovan, Special Projects Manager
SUBJECT: HELPING HANDS FOOD BANK UPDATE

RECOMMENDED ACTION:

None

INTRODUCTION/BACKGROUND:

A significant amount of funding (about \$50,000) from the City's CDBG-COVID relief program was returned by a subrecipient organization that was unable to spend it. On March 8, 2023 City Council approved the redesignation of this funding to Helping Hands Food Bank.

FINDINGS/CONCLUSIONS:

Helping Hands Food Bank has been able to utilize all of this funding, in the past four months, for its food delivery service program that serves low-income senior residents in Mount Vernon. Rebecca Skrinde, the Chief Executive Officer of Helping Hands Food Banks, will update Council on the program that was funded through the City's CDBG grant program.

RECOMMENDATION:

None

ATTACHED:

None



DATE: July 26, 2023

TO: Mayor Boudreau and City Council

FROM: Pat Hayden, Development Services

SUBJECT: PUBLIC HEARING – ADDING ITEMS TO THE 2023 COMPREHENSIVE PLAN DOCKET

RECOMMENDED ACTION:

The accompanying Resolution containing the 2023 Docket be approved.

INTRODUCTION/BACKGROUND:

In April of this year the City Council approved the 2023 Docket via Resolution 1031 (attached). Following this approval staff realized there were additional items that should be on this docket. The accompanying proposed Resolution only adds additional items to the 2023 Docket.

FINDINGS/CONCLUSIONS:

This docketing request is consistent with the City’s Comprehensive Plan, Resolution 491, and RCW 36.70A.

A legal notice of the docket hearing was published in the classified’s sections of the Skagit Valley Herald on July 7, 2023.

RECOMMENDATION:

That City Council approve the attached proposed Resolution.

ATTACHED:

- Resolution 1031
- Proposed Resolution



DATE: July 12, 2023
TO: Mayor Boudreau and City Council
FROM: Mary Thomas, IS Director
SUBJECT: INTERLOCAL AGREEMENT WITH WSIPC FOR PURCHASING

RECOMMENDED ACTION:

Staff recommends Council make a motion to authorize the Mayor to sign the Interlocal Agreement with WSIPC (Washington School Information Processing Cooperative).

INTRODUCTION/BACKGROUND:

This Interlocal agreement between the City of Mount Vernon and WSIPC will allow the city to purchase equipment and services that are part of the Washington School Information Processing Cooperative.

FINDINGS/CONCLUSIONS: none

RECOMMENDATION:

Council moves to authorize the Mayor to sign the ILA with WSIPC.

ATTACHED:

- Proposed Interlocal Agreement



DATE: July 26, 2023

TO: Mayor Boudreau and City Council

FROM: Blaine Chesterfield – Engineering Manager

SUBJECT: ON-CALL PROFESSIONAL ENGINEERING SERVICES – CONTRACT AMENDMENT NO. 1 with HDR ENGINEERING, INC.

RECOMMENDED ACTION:

Staff recommends Council authorize the Mayor to execute Amendment No. 1 of the on-call professional services agreement with HDR Engineering Inc., to provide engineering design services for the Park Street Pump Station (PS).

INTRODUCTION/BACKGROUND:

The scope of work for the original contract provides on-call professional engineering services to the City of Mount Vernon Wastewater Division for maintenance, permitting support, planning, and design of replacement process equipment and has a budget of \$338,370. The proposed amendment for the pump station design is adding \$211,500 to the contract for a total cost of \$549,870.

- The Park Street PS is dual-purpose stormwater and combined sewer overflow (CSO) facility.
- The pump station was installed 90 plus years ago and still uses two of the original pumps.
- The facility is well beyond its useful life expectancy.
- In addition, the wet well needs to be inspected and if possible rehabilitated.
- The bypass system is unusable and will be redesigned to be more efficient.
- Infrastructure improvements will make the facility more resilient in a large flood event.
- A future budget amendment will be required.

FINDINGS/CONCLUSIONS:

Due to HDR's extensive experience with the Wastewater Treatment Plant and past work on the Park Street PS the City has requested their assistance in the planning and design. This work will include capacity analysis, alternatives analysis, 30% design, geotechnical and survey. The 30% design will give the required information needed to determine the infrastructure upgrades, budget, and scheduling for the project. This pump station upgrade will enhance the City of Mount Vernon's flood protection for the next 75 years.

RECOMMENDATION:

Motion to authorize the Mayor to execute Amendment No. 1 with HDR Engineering, Inc., to provide engineering and design services for upgrades to the Park Street Pump Station in the amount of \$211,500; for a new total contract cost of \$549,870.

ATTACHED:

Proposed "Professional Services Contract Amendment No. 1"