



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

August 9, 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 August 9, 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 August 9, 2023.)

III. CONSENT AGENDA

- A. Approval of August 4, 2023, payroll checks numbered 112152 - 112127 direct deposit checks numbered 95334 - 95611, and wire transfers numbered 1240 - 1244 in the amount of \$1,188,306.14
- B. Approval of August 9, 2023, AP Claims numbered 22644 - 22784 in the amount of \$1,640,528.86

IV. REPORTS

- A. Committees
 - 1. Public Works and Library
 - 2. Public Safety Committee
- B. Councilmember Comments
- C. Mayor's Report
- D. Committee Agenda Requests

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

- A. Approval of Street Closure Date Change – Kulshan Street Fair
(Staff is requesting approval to change the date of the previously approved street closure for the 2023 Kulshan Street Fair from August 12th to August 26th.)
(required action – motion)
(staff contact – Jennifer Berner)
- B. Approval of Agreement - TRICO Companies, LLC
(Staff is requesting approval a bid award and agreement with TRICO Companies, LLC for the Addition and Renovation of Fire Station 2.)
(required action – motion)
(staff contact – Bryan Brice)
- C. Approval of Agreement - Public Consulting Group (PCG)
(Staff is requesting approval of an agreement with PCG to provide Ground Emergency Transport services.)
(required action – motion)
(staff contact – Bryan Brice)
- D. Approval of Agreement - Brown and Caldwell, Inc.
(Staff is requesting approval of an agreement with Brown & Caldwell, Inc. to provide program development and implementation services for the City's National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit.)
(required action – motion)
(staff contact – Blaine Chesterfield)

COMMITTEE MEETING

Public Works and Library 6:00 p.m.

Next Ordinance 3871
Next Resolution 1042



DATE: August 9, 2023
TO: Mayor Boudreau and City Council
FROM: Jennifer Berner
SUBJECT: STREET CLOSURE REQUEST DATE CHANGE – KULSHAN STREET FAIR

RECOMMENDED ACTION:

Staff recommends Council approve the date change for the previously approved Street Closure Request from Saturday August 12th to Saturday August 26th.

INTRODUCTION/BACKGROUND:

Officer Edgar Serrano facilitates a neighborhood festival hosted by the Kulshan Creek Apartment managers and the Kulshan Creek Neighborhood Station and invites all nearby residents to socialize throughout the neighborhood and establish a greater sense of community and ownership.

FINDINGS/CONCLUSIONS:

The original date of August 12th conflicts with the dates of the 2023 Skagit County Fair and residents of the Kulshan Creek Neighborhood have asked if the date for the Street Fair could change so residents could attend both events. To accommodate the request of the Kulshan Creek residents, the request is to change the date of the previously approved street closure from Saturday August 12th to Saturday August 26th. All other details will remain the same; close the 1300 block of N 26th Street and the 2500 block of Kulshan Avenue from 5:00am to 5:00pm on Saturday August 26th. Officer Serrano will be onsite during the entire event and will be available to open the streets should emergency access be needed.

RECOMMENDATION:

Staff recommends Council approve the date change for the closure of the 1300 block of N 26th Street and the 2500 block of Kulshan Avenue from 5:00am to 5:00pm from Saturday August 12th to Saturday August 26th.

ATTACHED:

Street Closure Request Map



DATE: August 9, 2023
TO: Mayor Boudreau and City Council
FROM: Bryan Brice, Fire Chief
SUBJECT: **PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION WITH TRICO**

RECOMMENDED ACTION:

Staff recommends that Council adopt the professional services agreement for services with Trico and authorize the Mayor to execute the contract.

INTRODUCTION/BACKGROUND:

The Mount Vernon Fire Department is responsible for fire suppression, emergency medical services, rescue services, fire prevention and investigation, as well as Emergency Management for the City. Our firefighters respond to over 7,000 emergency and non-emergency calls each year.

Fire, EMS and rescue services are dispatched from three stations with the oldest one built in 1964 and the newest in 1998, the three stations are strategically located around the geographical center of the city. Our stations house engine companies, a ladder truck, ambulances, brush unit, as well as reserve engines and reserve ambulances. Station 2 is also home to the Battalion Chief and our administrative staff.

Due to the age of Fire Station 1 and the aging of Stations 2 and 3, the council gave support to analyzing our needs for our stations now and into the future. To accomplish this Council authorized a needs assessment in September 2018. Mount Vernon sought a professional architectural firm to perform phase I (needs assessment) and II (design and engineering) of a project for the replacement of station 1 and the needs assessment for stations 2 & 3. This project included a review of existing conditions at Stations 2 and 3, identified current and future space and operational needs, prepared conceptual design, forecast construction and total project costs for a new station 1 and renovations to stations 2 & 3. In addition, the design consultant assisted in gathering stakeholder input as it relates to the need's assessment. Phase II of the project consists of design and engineering along with preparing construction documents, permitting, bid assistance, and construction contract administration services for stations 2 and 3.

Work has continued for the architecture and design for renovation of fire stations 2 and 3. This process is nearing completion for station 2, with awarding of a construction firm being one of the final steps. The construction phase of the project requires a detailed understanding of construction process, standards,

regulations, and codes. In addition, there are numerous inspections and materials testing needed during the construction phase. To assist the city with this we have retained KBA for construction management.

With the assistance from our architectural firm, Mackenzie, a competitive bid process was implemented and advertised for construction firms to submit bids to perform the renovation construction work. This process opened on June 7, 2023 and closed on August 1, 2023. This process used the city's procurement software, Open Gov, to advertise, share needed documents, and provide answers to questions from construction firms. This information summarizes the results of our bid process:

- Open Gov site followers – 105 participants
- Document downloads – 130
- Number of bidders – 9
- Range of bids – \$5,903,934.42 to \$8,659,303.99

The submitted bids were reviewed by a team consisting of the city, KBA and Mackenzie to determine the lowest responsive bidder.

FINDINGS/CONCLUSIONS:

Based on the competitive bid process and review of the submitted bids it was determined that Trico at a bid price of \$5,903,934.42 was the lowest responsive bidder.

RECOMMENDATION:

Staff recommends that Council adopt the professional services agreement for services with Trico and authorize the Mayor to execute the contract.

ATTACHED:

Professional Services Agreement



DATE: August 9, 2023
TO: Mayor Boudreau and City Council
FROM: Bryan Brice, Fire Chief
SUBJECT: AMBULANCE TRANSPORT GEMT AGREEMENT

RECOMMENDED ACTION:

Staff recommends that Council adopt the ambulance transport GEMT agreement with Public Consulting Group (PCG) and authorize the Mayor to execute the agreement.

INTRODUCTION/BACKGROUND:

The city of Mount Vernon operates the service of ambulance transportation and subsequently bills for the transportation of patients. Medicaid is a common insurance carrier for members of the community. For a transport agency to bill for Medicaid they must agree to accept the rate established by Centers for Medicare and Medicaid (CMS). This rate is far below the cost to provide the service of ambulance transport. To assist with the gap of revenue received from Medicaid and the cost of transport the Ground Emergency Transport (GEMT) program was established by CMS. The state of Washington introduced House Bill 2007 and it passed during the 2015-16 legislative session allowing Washington transport providers to participate in the GEMT program and receive supplemental payments.

To participate in the reimbursement program authorized by State Plan, each eligible publicly owned or operated emergency medical transportation provider must submit the Centers for Medicare and Medicaid (CMS) approved cost report to the Washington State Health Care Authority Financial Services Division by November 30 of each Washington state fiscal year (July 1-June 30). All records must be accurate and sufficiently detailed to substantiate the cost report data.

The process for submittal for GEMT reimbursement requires detailed accurate financial disclosure along with coordination with the state department of health. It further requires an in-depth knowledge of Medicare and Medicaid regulations and reporting. The City has utilized PCG to perform the needed work for financial analysis, coordination with the state DOH, and reporting.

FINDINGS/CONCLUSIONS:

Contracting with PCG maximizes the potential revenue from the GEMT program for the City. It provides a firm that is intimately familiar with the rules and regulations surrounding Medicaid and Medicare and the State of Washington Department of Health.

The cost is outlined below:

Annual Medicaid Trips	Fee
1-60	\$7,500
61-180	\$20,000
181+	\$30,000

RECOMMENDATION:

Staff recommends that Council adopt the ambulance transport GEMT agreement with Public Consulting Group (PCG) and authorize the Mayor to execute the agreement.

ATTACHED:

Attachment A – PCG Contract



DATE: August 9, 2023
TO: Mayor Boudreau and City Council
FROM: Blaine Chesterfield, Engineering Manager
SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH BROWN & CALDWELL, INC. FOR NPDES PHASE II MUNICIPAL STORMWATER PERMIT PROGRAM DEVELOPMENT & IMPLEMENTATION

RECOMMENDED ACTION:

Staff requests the City Council authorize the Mayor to enter into a professional services agreement with Brown & Caldwell to support the city in National Pollution Discharge Elimination System (NPDES) Phase II Municipal Stormwater (SW) Permit program implementation and development. The cost of these services for the two-year agreement is for an amount not to exceed \$146,285.

INTRODUCTION/BACKGROUND:

State and federal regulations require Phase II cities like Mount Vernon to obtain a NPDES Municipal SW Permit in order to improve water quality.

The City of Mount Vernon originally complied with the regulatory requirements by submitting an application for coverage under the permit in 2003. The first SW Permit became effective in 2007. The most recent permit cycle became effective on August 1, 2019, and expires on July 31, 2024. Brown and Caldwell, Inc. has been providing the professional services and support needed for the City's efforts to stay in compliance with the Washington State Department of Ecology Phase II NPDES SW Permit requirements.

This professional services agreement provides for the ongoing work needed to develop and assist the City in implementing the Ecology Phase II SW Permit. Costs for these professional services will be paid for out of the Surface Water Utility budget allocations from 2023 through July 2025.

FINDINGS/CONCLUSIONS:

- Federal and state laws requiring much more rigorous and comprehensive SW management efforts by cities with populations below 100,000 (i.e. "Phase II" cities) have been promulgated

via a state permitting process. That permit requires the City to develop and implement a Stormwater Management Program (SWMP) with several prescribed components.

- Ecology issued the latest SW Permit in August 2019 and it will expire on July 31, 2024. Ecology's requirements for the current SW Permit have been ramped up over the duration of this 5-year permit cycle. The requirements included the SW Management Action Planning, a Local Source Control Program, Community-Based Social Marketing, and New Illicit Discharge Detection and Elimination reporting requirements. The continued implementation of the LID requirements is an on-going activity. SWMP support which is updated and turned in every March with the Annual Report to Ecology.
- The proposed Brown and Caldwell professional services agreement addresses basic requirements of the City's NPDES Phase II SW Permit. Key elements of this work are listed as follows:
 - * NPDES SW Permit compliance support including SWMP and Annual Reporting.
 - * Stormwater Management Action Plan (SMAP) Implementation.
 - * Municipal SW Permit implementation and support.
 - * Project management of staff, budget, and project schedule.
 - * Regional NPDES effort tracking to ensure the City has the most up to date information available.
 - * Track grants in order to identify areas where the City may receive additional funding.
- Brown and Caldwell staff that will be providing the proposed services are extensively experienced, qualified in this work, and have a solid understanding of the city's needs.

RECOMMENDATION:

Approval of the proposed professional services agreement is an essential step in the City's continuing effort to improve water quality and comply with the Ecology NPDES Phase II Municipal Stormwater Permit.

ATTACHED:

Professional Services Agreement