



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

**January 11, 2017 7:00 p.m.**

(Police Court Campus)

revised 1/9/2017

**I. OPENING CEREMONIES**

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

**II. APPROVAL OF MINUTES**

- A. Approval of December 14, 2016 Regular Council Meeting Minutes

**III. APPROVAL OF CLAIMS AND PAYROLL**

- A. Approval of December 31, 2016 payroll checks numbered 106398 - 106455, direct deposit checks numbered 58874 - 59074, and wire transfers numbered 597 - 598 in the amount of \$1,104,108.23

**IV. REPORTS**

- A. Committees
  - 1. Public Works
- B. Community Comments
- C. Councilmember Comments
- D. Mayor's Report
- E. Committee Agenda Requests

**V. UNFINISHED BUSINESS**

None

**VI. NEW BUSINESS**

- A. Confirmation of Appointment of New Planning Commissioner  
(Staff is requesting Council confirmation of Richard Brocksmith to a four-year appointment on the Planning Commission. Mr. Brocksmith replaces Linda Piazza, who has resigned.)  
*(required action – motion)*  
*(staff contact – Bob Hyde)*
- B. Public Hearing – Proposed Resolution to Declare Surplus City Property Located at 16319 Dike Road  
(This is a public hearing to allow testimony regarding declaring the property at 16319 Dike Road as surplus. Staff is requesting that Council approve a resolution declaring the property as surplus and make a motion to authorize the Mayor to enter into a purchase and sale agreement for the property, and to execute all necessary deeds and documents needed for the sale and conveyance of the City's property rights.)  
*(required action – resolution and motion)*  
*(staff contact – Peter Donovan)*

- C. Open Record Public Hearing – Community Development Block Grant (CDBG) 2017 Action Plan  
(This is an open record public hearing to obtain the views of citizens and other interested parties on the housing and non-housing community development needs of the City before a draft CDBG 2017 Action Plan is prepared.)  
(required action – none)  
(staff contact – Peter Donovan)
- D. Closed Record Public Hearing – Site Specific Rezone, File No. PL16-056  
(This is a closed record public hearing to consider a proposed rezone from public to single-family residential with a maximum density of 4.54 dwelling units per acre. The property is located on the north side of East Division Street with Sioux Drive offsite to the east and North 30<sup>th</sup> Street offsite to the west. The property owner is Lawrence Higgins, representing the estate of Gene Higgins.)  
(required action – ordinance)  
(staff contact – Rebecca Lowell)
- E. Closed Record Public Hearing – Expansion of a Non-Conforming Building, File No. PL16-106  
(This is a closed record public hearing to consider the expansion of a non-conforming building that would allow the construction of an approximate 300 square foot deck. The property address is 301 South 6<sup>th</sup> Street. The property owners are Alisoun and Bryson McCloughen.)  
(required action – resolution)  
(staff contact – Rebecca Lowell)
- F. Approval of Agreement with Skagit Surveyors and Engineers  
(Staff is requesting that Council authorize the Mayor to enter into an agreement with Skagit Surveyors and Engineers to provide on-call planning work.)  
(required action – motion)  
(staff contact – Rebecca Lowell)
- G. Approval of Agreement with BERK Consulting, Inc.  
(Staff is requesting that Council authorize the Mayor to enter into an agreement with BERK Consulting, Inc. to make recommendations and assist in the adoption of development regulations to implement the 2016 Housing Element of the Comprehensive Plan.)  
(required action – motion)  
(staff contact – Rebecca Lowell)
- H. Approval of Agreement with Transportation Solutions, Inc.  
(Staff is requesting that Council authorize the Mayor to enter into an agreement with Transportation Solutions, Inc. to update transportation impact fees to implement the City's Transportation element of the Comprehensive Plan.)  
(required action – motion)  
(staff contact – Rebecca Lowell)
- I. Approval of Agreement with L.C. Lee and Associates, Inc.  
(Staff is requesting that Council authorize the Mayor to enter into an agreement with L.C. Lee and Associates to provide critical area work.)  
(required action – motion)  
(staff contact – Rebecca Lowell)
- J. Approval of Agreement with 7K Environmental  
(Staff is requesting that Council authorize the Mayor to enter into an agreement with 7K Environmental to complete critical area monitoring.)  
(required action – motion)  
(staff contact – Rebecca Lowell)

- K. **Approval of Agreement with Armadillo Design Lab**  
(Staff is requesting that Council authorize the Mayor to enter into an agreement with Armadillo Design Lab to provide design review services for projects required to comply with this portion of the MVMC.)  
(required action – motion)  
(staff contact – Rebecca Lowell)
- L. **Authorize Purchase of Software for Financial System**  
(Staff is requesting Council authorization to purchase the Tyler Technologies Output Processing Software. This was included in the 2017 budget and enables e-mail communication of payroll and billing modules. The cost is \$10,825 for software, training and support.)  
(required action – motion)  
(staff contact - Doug Volesky)
- M. **Library Update Presentation**  
(Staff will update Council on recent and upcoming activities at the Library.)  
(required action – none)  
(staff contact – Bill King)
- N. **Out of State Travel Request – Public Works Department**  
(Staff is requesting Council authorization to send the Public Works Office Manager to the Facility Dude Conference at Duke University in Raleigh, North Carolina.)  
(required action – motion)  
(staff contact – Blaine Chesterfield)
- O. **Approval of Agreement**  
(Staff is requesting Council authorize the Mayor to sign an interagency agreement with the Department of Ecology to have the Washington Conservation Corp {WCC} perform vegetation maintenance of drainage facilities. The WCC crew would work for up to eight weeks for an amount not to exceed \$40,000.)  
(required action – motion)  
(staff contact – Blaine Chesterfield)
- P. **Acknowledgement of Environmental Clean-Up Response**  
(Skagit County and Maul Foster & Alongi have recognized the role that the City of Mount Vernon Community and Economic Development Department has played in the successful completion of the remedial action and the first post-action groundwater monitoring event at the Truck City Truck Stop site, and the redevelopment of the site into the future Skagit County Jail is well underway.)  
(required action – none)  
(staff contact – Ana Chesterfield)

**COMMITTEE MEETINGS**

Public Works

6:00 p.m.

Next Ordinance 3706  
Next Resolution 924