



**CITY OF MOUNT VERNON
CITY COUNCIL MEETING
AGENDA
Thursday, November 12, 2020 6:00 p.m.**
(Virtual Meeting)

*The Mount Vernon City Councilmembers will be participating
in this meeting via video/teleconference technology.*

To virtually attend the meeting, the public may:

1. **Call the conference line:** 1-888-924-9240; Access Code: 3366211
(please 'mute' your phone, if possible, to minimize distractions)
2. **Watch the meeting live on TV10:** Comcast/Xfinity Channel 10
3. **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. CONSENT AGENDA

- A. Approval of October 21, 2020 Study Session Minutes
- B. Approval of March 11, 2020 Public Works Committee Minutes
- C. Approval of November 5, 2020 payroll checks numbered 110336 - 110363, direct deposit checks numbered 79365 – 79584 and wire transfers numbered 909 – 913 in the amount of \$913,732.79
- D. Approval of November 12, 2020 Claims numbered 11129 and 11142 – 11347 in the amount of \$1,361,064.51

III. REPORTS

- A. Review of Emails from the Public
(All public comments must be sent via email to council@mountvernonwa.gov. The comments will be read aloud into the record during the public comment portion of the agenda. All comments must be received by 4PM on Thursday, November 12, 2020)
- B. Miscellaneous Department Updates
 1. Public Works
 - Flood Season Brief
 - Project Updates
 2. Library
 - Library Services Update
- C. Councilmember Comments
- D. Mayor's Report
- E. Council/Committee Agenda Requests

III. NEW BUSINESS

A. Renewal of Agreement for TV10 Production Services

(Staff is requesting that Council authorize the Mayor enter into an agreement renewing TV10 production services with Skagit County.)

(required action – motion)

(staff contact – Kim Kleppe)

B. Set 2021 Property Tax Rate

(Staff is requesting that Council adopt the proposed ordinance to establish the 2021 property tax revenue amount.)

(required action – ordinance)

(staff contact – Doug Volesky)

C. Public Hearing – 2021 City Budget

(This is a public hearing to allow testimony regarding the 2021 City budget. Staff is requesting that Council consider adoption of the 2021 budget ordinance. Those wishing to participate in this hearing must contact the Mayor's Office at 360-336-6211 or by email at mvmayor@mountvernonwa.gov no later than 4PM on November 12, 2020 to receive the information needed to attend this virtual hearing.)

(required action – ordinance)

(staff contact – Doug Volesky)

D. For the Good of the Order:

- COVID-19 pandemic response and discussion
- CARES Act funding update

COMMITTEE MEETINGS

Public Works and Library

Cancelled

Next Ordinance 3816

Next Resolution 985



DATE: November 12, 2020

TO: Mayor Boudreau and City Council

FROM: Kim Kleppe, IS Director

SUBJECT: RENEW AGREEMENT WITH SKAGIT COUNTY - TV VIDEO PRODUCTION SERVICES

RECOMMENDED ACTION:

Staff recommends that Council authorize the Mayor to renew Agreement with Skagit County to provide video production services (see attached).

INTRODUCTION/BACKGROUND:

- The City entered into a one-year contract with County for TV production services and they request renewal for the 2021 year.
- The City has already established a good working relationship and this agreement is a contract to provide them with TV Production Services.
- This agreement allows the City of Mount Vernon to provide up to 133 hours of video production for compensation of \$10,000 for Skagit.
- The City has the expertise to help with their video production needs.
- Additional hours over and above the Agreement will at the rate of \$75 an hour.
- This agreement maintains an established working relationship with Skagit for the use of TV10 production services.

RECOMMENDATION:

Staff recommends approval.

SKAGIT COUNTY - CITY OF MOUNT VERNON

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT made and entered into, pursuant to the Interlocal Cooperation Act, Chapter 39.34 of the Revised Code of Washington, on the _____ day of _____, 2020, by and between the **CITY OF MOUNT VERNON**, a municipal corporation of the State of Washington (hereinafter referred to as the "City" or as "Mount Vernon"), and **SKAGIT COUNTY**, (hereinafter referred to as "County");

WITNESSETH:

WHEREAS, Mount Vernon has previously granted to AT&T Broadband (now known as Comcast) a franchise for the provision of cable television services, and

WHEREAS, Skagit County has previously granted to Comcast a franchise for the provision of cable television services, and

WHEREAS, Pursuant to the said franchise, Mount Vernon is authorized to provide educational and government programming carried on Comcast's broadcast spectrum to Comcast's customers in Mount Vernon, and

WHEREAS, Pursuant to the said franchise, Skagit County is authorized to provide educational and government programming carried on Comcast's broadcast spectrum to Comcast's customers in Skagit County, and

WHEREAS, Mount Vernon and Skagit County mutually desires to provide additional educational programming to its residents, as authorized by the said franchise and applicable regulations of the Federal Communications Commission, and

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, **THE PARTIES HERETO DO HEREBY AGREE** as follows:

1. SERVICES.

Mount Vernon shall provide the following services to County:

A. Mount Vernon agrees to provide County television production time, not to exceed up to one hundred Thirty-Three (133) hours of production time annually, for the production of Audio-Visual Co-productions for the Skagit 21 governmental broadcast television station. For the purpose of this Agreement, the term "Audio-Visual Co-productions" refers to projects, irrespective of length or format, including animation and documentary productions, produced either on film, videotape or in any other medium of production hitherto unknown, for exploitation, on television, videocassette, videodisc or by any other form of distribution. All expenses incurred in the creation and production of the new episodes shall be the sole responsibility of Mount Vernon. For the purposes of this agreement "Hours of Production" shall mean hours or portions thereof that each City TV 10 staff employee devotes toward production or co-production for the Skagit 21

governmental broadcast station and assisting County in setting up programming on Skagit County's Skagit 21 television station as required; Provided however, that in the event of a multi-person Audio-Visual production shoot requested by the County requiring a second and subsequent City TV 10 staff employee, such employees shall be counted at a ½ hour rate.

B. Audio-Visual Co-productions shall typically take the following form: 2 hour weekly Commissioner's meeting; 30-second Public Service Announcements; Basic 5-7 minute Marketing/Promotional Videos; Enhanced 5-7 minute Marketing/Promotional Videos; Studio Programs; Event Coverage; Event Coverage B-Roll; and/or B-Roll acquisition and editing for use during live on tape broadcasts. These Audio-Visual Co-productions, and the production time required for the development of each, are further described in *Exhibit "A,"* attached hereto.

C. The County will notify Mount Vernon each Thursday by noon of the following week's Board of Commissioners Agenda items to be televised. For all other production, the County shall provide reasonable notice to Mount Vernon prior to the production of each Audio-Visual Co-production so as to allow Mount Vernon adequate time to schedule the production.

D. Mount Vernon shall provide County with Three (3) copies of each Audio-Visual Co-production when completed.

E. Projects. County and City may elect to provide audio-visual project work to the County (hereinafter known as "Projects") through separate agreements on a project by project basis. Projects are defined as any services performed over and above the 133 hours of Skagit 21 production work the City has agreed to provide in Section 1 a of this Agreement. The parties agree that the County may define a scope of a Project and submit a request to the City requesting the City to provide an estimate of costs and schedule for each Project. The City, in turn and at its sole discretion, may respond either with an estimate and schedule as requested or decline to submit a proposal. Failure to respond in a reasonable timely manner shall be deemed a decline to submit a proposal. After submittal of a proposal and upon authorization by the parties, the City may produce a proposed scope of work. Upon entering further agreement to perform services by the parties, the City shall perform all such additional audio-visual productions and invoice each Project as a separate line item. There is no limit on the number of hours of Project work that may be authorized in a given year so long as further agreements are reached.

F. The Audio-Visual Co-productions shall be distributed, transmitted or aired by the City as soon as circumstances permit after receipt, at its own expense, in such manner as the City shall deem appropriate. Schedule for air time shall be agreed upon annually with guaranteed timeslots. Upon mutual agreement exceptions may apply for live coverage of events or emergency recordings. Other time slots may vary.

The County shall provide the City:

A. Access to Skagit 21 television studio and equipment for the purposes of fulfilling services as described herein.

2. COPYRIGHTS

All works prepared and created by Mount Vernon as part of this agreement shall be the sole and absolute property of the County and shall be considered works for hire pursuant to the 1976 Copyright Act, Title 17 U.S.C.

3. CONSIDERATION

For its services in producing the Audio-Visual Co-productions, Mount Vernon, shall receive a flat fee from County of the sum of \$10,000 (TEN THOUSAND DOLLARS), which shall be paid on a quarterly basis to be invoiced by the City of Mount Vernon at \$2,500 at the end of each quarter and supported by work documented by invoice. In return, the City will provide at a maximum 133 hours of production services as set forth in Section 1 A of this Agreement in support of Skagit 21 Television audio-video production and scheduling.

For any Audio-Visual Production services provided by the City on behalf of County exceeding 133 hours as calculated in Section 1 A of this Agreement, the parties agree to follow Section 1 E of this Agreement.

City shall invoice County for Audio-Visual Services on a quarterly basis.

4. SUBSIDIARY RIGHTS

The parties do not anticipate commercial exploitation of the Audio-Visual Co-productions and so have not allocated the exclusive right to license subsidiary rights to either party.

5. TERM AND TERMINATION

A. This Agreement shall become effective upon execution by both parties hereto to adopt this Agreement and shall remain in effect for one (1) year through December 31, 2021, unless terminated earlier in accordance with this Section 5. Upon expiration of the term and any renewal term(s) agreed upon pursuant to Section 5(C), or upon earlier termination in accordance with Section 5(B), the rights granted in the Audio-Visual Co-productions shall revert to those provided to joint owners under law.

B. Any party hereto may terminate this Agreement upon sixty (60) days' notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

C. Upon the expiration of the term of this Agreement, the parties may agree to renew this Agreement for an additional one year term, upon the same terms and conditions as set forth herein.

6. ADMINISTRATION

The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.

- 6.1 The County's representative shall be Mike Almvig.
- 6.2 City's representative shall be Kim Kleppe.

6. OPTIONS/CONTRACTS WITH THIRD PARTIES

Nothing contained in this Agreement shall affect any license or other grant of rights, options, or Agreements made with third parties prior to the termination date or the rights of either Party in the income resulting from such Agreements.

7. AMENDMENTS

The written provisions contained in this Agreement constitute the sole and entire Agreement made between County and Mount Vernon concerning this Audio-Visual Co-productions, and any amendments to this Agreement shall not be valid unless made in writing and signed by both parties.

8. TREATMENT OF ASSETS AND PROPERTY

No fixed assets or personal or real property will be jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement.

9. INDEMNIFICATION

Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to either party by reason of entering into this contract except as expressly provided herein.

10. CONSTRUCTION, BINDING EFFECT, AND ASSIGNMENT

A. This Agreement shall be construed and interpreted according to the laws of the State of Washington and shall be binding upon the parties hereto, their successors, assigns.

B. Notwithstanding the foregoing, the parties shall not assign this Agreement or any interest, obligation or duty therein without the express written consent of the other party.

11. NOTICES

All notices hereunder may be delivered or mailed. If mailed, they shall be sent to the following respective addresses:

To Mount Vernon
910 Cleveland
Mount Vernon, WA 98273
Attn: City Attorney

To Skagit County
1800 Continental Place
Mount Vernon, WA 98273
Attn: Skagit County Information Services

or to such other respective addresses as either party hereto may hereafter from time to time designate in writing. All notices and payments mailed by regular post (including first class) shall be deemed to have been given on the second business day following the date of mailing, if properly mailed and addressed. Notices and payments sent by certified or registered mail shall be deemed to have been given on the day next following the date of mailing, if properly mailed and addressed. For all types of mail, the postmark affixed by the United States Postal Service shall be conclusive evidence of the date of mailing.

12. MISCELLANEOUS

A. The captions in this Agreement are for convenience only and do not in any way or amplify the provisions of this Agreement.

B. No separate legal entity is created hereby, as each party is contracting in its capacity as a municipal corporation of the State of Washington. No joint oversight and administration board is created hereby. This agreement shall not be construed as a partnership or joint venture between the parties and neither party shall be responsible for any obligations, commitments or promises made by the other party.

C. The purpose of this Agreement is to accomplish the objectives of this Agreement.

D. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be held to be invalid or unenforceable by a final decision of any court having jurisdiction on the matter, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby and shall continue in full force and effect, unless such court determines that such invalidity or unenforceability materially interferes with or

defeats the purposes hereof, at which time either party shall have the right to terminate the Agreement.

E. This Agreement, and any addendums, hereto, may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together will constitute one and the same instrument.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

CITY OF MOUNT VERNON:

Jill Boudreau, Mayor

Date _____

Mailing Address:

910 Cleveland
Mount Vernon, WA 98273

ATTEST:

Doug Volesky, Finance Director

Approved as to Form Only:

Kevin Rogerson, City Attorney

DATED this ____ day of _____, 2020.

**BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chair

Kenneth A. Dahlstedt, Commissioner

Attest:

Lisa Janicki, Commissioner

Clerk of the Board

For contracts under \$5,000:
Authorization per Resolution R20030146

Recommended:

County Administrator

Department Head

Approved as to form:

Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Budget & Finance Director

Exhibit “A”

Video Production Hourly Breakdown

Skagit County Commissioner and Planning Commission Meetings

Basic 30-second Public Service Announcement: (5) hours

TV10 Producer – 1 hour
TV10 Script Writing – 1 hour
Field Acquisition per location – 1 hour
TV10 Narration - 1/2 hour
Post Production Preparation – 1/2 hour
On-line editing – 1 hour

Basic 5-7 minute Marketing/Promotional Video: Minimum of (48) hours

TV10 Producer – 4 hours
TV10 Script Writing – 16 hours
Field Acquisition
 A No Interviews 4 hours
 B W/ Interviews 8 hours
TV10 Narration – 1/2 hour
Graphics – 1/2 hour per page/screen
Post Production Preparation – 8 hours
On-line editing – 16 hours

Enhanced 5-7 minute Marketing/Promotional Video: Minimum of (48) hours plus:

1. Optional On-line editing for Special FX (Picture in Picture, wipes, DVE's).
2. Optional Graphics Production time for Animation if desired.
3. Optional Direction of on camera Talent.
4. Optional and additional Producer Time for involved production concepts.

TV10 Studio Programs (half hour non edited live on tape) Minimum of (2) hours

TV10 Staff Producer/Director – 2 hours first program, 1 hour each additional recorded program on the same day. Example if Teen Talk wants to produce 3 programs on one day then the total hours would be (4) hours. (2) Initial staff hours for the first program and (1) hour each, for the second and third program.

TV10 Event Coverage (live on tape) minimum of (4) hours

Set-up/strike - 1 hour
Event video acquisition – 1 hour minimum
Digitizing/post production preparation – 1 hour minimum
Dubbing to Playback Master - 1 hour minimum

TV10 Event Coverage B-Roll for news magazine features – 3 hours minimum

Shoot B-Roll – 1/2 hour

Digitize – 1/2 hour

Writing and voice over – 1 hour

Editing – 1 hour

B-Roll acquisition and editing for use during live on tape broadcasts - 2 hour minimum

Field Acquisition per location – 1 hour

Editing preparation for broadcast – 1 hour minimum

In the Event that two City Staff are needed for any productions the hourly rate will be charged at one and one half times the regular rate. If three City Staff are needed the rate will be charged one half for each additional staff needed.

Exhibit "B"

CITY OF MOUNT VERNON

MINOR CHILD DIGITAL RESOURCE WAIVER AND RELEASE FORM

I, _____, am the parent and/or legal guardian of _____ . I authorize the City of Mount Vernon to use my minor child's image and/or voice and/or words in video, photographic, and computer-generated presentations (hereinafter collectively referred to as "Digital Resources") as a part of an Audio Visual production.

I hereby release and hold harmless the City of Mount Vernon, its officers, administrators, employees, and volunteers, from any and all liability in connection with the production, distribution, and marketing, including but not limited to retail sales of the digital resources, in whatever form and through whatever media.

On behalf of my minor child and myself, I hereby cede any and all rights, title, and interest in the digital resources to which we may be entitled by law to the City of Mount Vernon.

I agree to make no claim for compensation for the uses of my minor child's image and/or voice and/or words in the production, distribution, marketing, and/or other activities related to the digital resources.

I have read this minor child waiver and release form and accept the terms and conditions set forth herein.

(Parent or Legal Guardian)

(Date)

Exhibit "C"

CITY OF MOUNT VERNON

RELEASE

I, _____ authorize the City of Mount Vernon to use my image and/or voice and/or words in video, photographic, and computer-generated presentations in video, photographic, and computer-generated presentations (hereinafter collectively referred to as "Digital Resources") as a part of an Audio Visual production.

I hereby release and hold harmless the City of Mount Vernon, its officers, administrators, employees, and volunteers, from any and all liability in connection with the production, distribution, and marketing, including but not limited to retail sales of the digital resources, in whatever form and through whatever media.

I hereby cede any and all rights, title, and interest in the digital resources to which I may be entitled by law to the City of Mount Vernon.

I agree to make no claim for compensation for the uses of my image and/or voice and/or words in the production, distribution, marketing, and/or other activities related to the digital resources.

In executing this release, I certify that I am eighteen years or older.

(Participant)

(Date)



DATE: November 12, 2020
TO: Mayor Boudreau and City Council
FROM: Doug Volesky, Finance Director
SUBJECT: SET 2021 PROPERTY TAX RATE

RECOMMENDED ACTION:

Staff recommends that Council adopt the proposed ordinance to establish the 2021 property tax revenue amount.

INTRODUCTION/BACKGROUND:

The City of Mount Vernon held a public hearing on October 28, 2020 to address setting property taxes for 2021 and to review revenue sources. No action was taken in regards to setting property tax revenues at that time.

Per MRSC, "As part of the budget process, the taxing jurisdiction establishes the amount of property tax revenue needed to fund the budget. That amount needed to fund the budget is called the levy. It is the total amount to be collected from the taxpayers by a taxing district. In Washington, property tax increases are not based on the increasing value of properties. They are based on last year's property tax levy, which is simply the amount of the property taxes that were assessed in the prior year.

By November 30th of each year, the amount of taxes to be levied by taxing districts are certified to the county assessor in a dollar amount. In Mount Vernon, our tax levy amount in 2020 was \$7,999,977. The county assessor calculates the levy rate necessary by dividing the total levy amount by the assessed value of taxable property in the district. By law, this number is expressed in terms of a dollar rate per \$1,000 of valuation. For example, a rate of \$0.00025 is expressed as 25¢ per \$1,000 of assessed value. The formula for property tax collections is expressed as: Levy = Levy Rate x Assessed Value (AV)".

The City of Mount Vernon is required by law to hold a public hearing to review revenue sources for the coming year and to set property taxes for the coming year. The City's property tax increase is limited to the lesser of one percent (1%) or the implicit price deflator (IPD) for the year. Additionally, a City may capture 100% of all new construction and may take any "banked capacity" available to them.

Some important facts to consider when setting the 2021 property tax include:

1. The IPD for the year is under 1% so tax districts will be allowed to levy 0.602% more than they collected in 2020. A 0.602% increase in property tax is \$52,645. This amount is not included in the 2021 Preliminary Budget.
2. Banked Capacity: As a result of the City of Mount Vernon not taking the maximum regular tax which could lawfully be levied in past years, the City has accumulated banked levy capacity of \$744,987. The City has not included any of this amount in the 2021 preliminary budget.
3. New construction value per the County Assessor's office is \$41.9M which will generate \$88,288 of new revenue to the City in 2021. New construction was estimated to be \$100,000 which was included in the 2021 preliminary budget.
4. There is a notice of available refund levy for a total of \$21,902, which was not included in the preliminary budget.

FINDINGS/CONCLUSIONS:

Staff recommends that City Council:

- set the property taxes in 2021 at 100% of the 2020 revenue amount, and
- take all new construction and refund levy allowed to the City.

Attached is the traditional property tax levy ordinance.

In total, staff is requesting Council to set our 2021 property taxes at \$8,110,167, which includes an estimate of \$88,288 for new construction, and \$21,902 for refunds.

RECOMMENDATION:

Adopt the ordinance to set the City's 2021 property tax levy amount.

ATTACHED:

- 2021 Property Tax Levy Ordinance

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF MOUNT VERNON, WASHINGTON,
FIXING THE PROPERTY TAX LEVY FOR 2021**

WHEREAS, the City Council of Mount Vernon, after hearing and after duly considering all relevant evidence and testimony presented, has met and considered its budget for the calendar year 2021; and,

WHEREAS, the City of Mount Vernon's levy amount from the previous year was \$7,999,977; and,

WHEREAS, the population of the City of Mount Vernon is more than 10,000; and,

NOW, THEREFORE,

**THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, WASHINGTON,
DO ORDAIN AS FOLLOWS:**

SECTION 1. An increase of 0% from the previous year, in the regular property tax levy is hereby authorized for the levy to be collected in the 2021 tax year. In addition, the dollar amount increase from the previous year shall include the increase resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

SECTION 2. Severability. If any section, subsection, sentence, clause, chapter, provision, or phrase of this ordinance or its application to any person or circumstance is found to be unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remainder of the ordinance or the application or the provisions to other persons or circumstances.

SECTION 3. Effective Date: This ordinance shall take effect and be in full force five (5) days after its passage, approval and publication.

PASSED AND ADOPTED this 12th day of November 2020.

Doug Volesky, Finance Director

SIGNED AND APPROVED this 12th day of November 2020.

Jill Boudreau, Mayor

Approved as to form:

Kevin Rogerson, City Attorney

Published _____



DATE: November 12, 2020
TO: Mayor Boudreau and City Council
FROM: Doug Volesky, Finance Director
SUBJECT: CONSIDER ADOPTION OF THE 2021 BUDGET FOR THE CITY OF MOUNT VERNON

RECOMMENDED ACTION:

Staff recommends that Council consider adoption of the 2021 budget ordinance.

INTRODUCTION/BACKGROUND:

The City of Mount Vernon held a public hearing on November 12, 2020 to discuss the 2021 proposed budget. Following that public hearing and discussion of the proposed budget, City Council may now adopt the budget which must be adopted prior to the beginning of the ensuing year.

FINDINGS/CONCLUSIONS:

The City budget as proposed consists of 40 funds, and supports 231 full time and approximately 47 part-time employees.

The preliminary budget document with the Mayor’s submittal letter, which was discussed at the public hearing, summarizes the detailed information Council has in their 2021 budget binders. During discussions with City Council there have been some adjustments to the preliminary budget document. These items include:

Increases in Budgeted Revenues:

- Increase Property Tax revenue for actual new construction and refunds. \$10,190

Increase in Budgeted Expenditures:

- Increase Parks budget for reclassification to Senior Administrative Assistant. \$ 2,997

This leaves a new total short fall of \$360,040 in the General Fund which will be budgeted out of the reserve. The ending 2021 General Fund reserve is estimated to be 17.0% which meets the 15.0% city reserve policy.

The total 2021 proposed budget for the City of Mount Vernon is \$71,175,316, which is a 1.5% increase compared to the 2020 budget. Total governmental operating fund budgets for 2021 total \$36,017,257, a 1.2% decrease compared to 2020.

RECOMMENDATION:

Staff recommends Council adopt the 2021 budget ordinance.

ATTACHED:

- 2021 Budget Ordinance

ORDINANCE NO.

**AN ORDINANCE OF THE CITY OF MOUNT VERNON, WASHINGTON, ADOPTING
THE BUDGET FOR THE YEAR 2021.**

**THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, WASHINGTON DOES
ORDAIN AS FOLLOWS:**

Section 1: The budget for the City of Mount Vernon for the year ending December 31, 2021 is hereby adopted at the fund level in its final form.

Section 2: Estimated resources for each fund of the City, and expenditures for all such funds for the year ending December 31, 2021 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2021.

Fund			
No.	Fund/Department Description	Expenditures	Revenue
001	General Fund		
	City Council	231,768	
	Municipal Court	574,997	
	Mayor	461,589	
	Finance	974,301	
	City Attorney	697,405	
	Human Resources	750,858	
	General Facilities	831,602	
	Police Department	10,975,076	
	Fire Department	8,676,805	
	Public Works/Engineering	922,983	
	Development Services	2,172,853	
	TV 10 - Public Access Cable	228,925	
	CDBG Entitlement Grant	664,715	
	Information Services	894,950	
	Non-Department	982,327	
	Total General Fund	30,041,154	30,041,154
101	City Street Fund	2,409,042	2,409,042
103	Parks and Enrichment Services Fund	2,128,314	2,128,314
104	Library Fund	1,438,747	1,438,747
102	Arterial Street Fund	2,551,000	2,551,000
105	Paths and Trails Fund	-	-
106	Tourism Promotion Fund	269,950	269,950
107	Little Mtn Improvements Reserve	46,000	46,000
109	Crime Prevention Fund	12,400	12,400
110	Government Access Fund	84,219	84,219
112	Criminal Justice Assistance	158,000	158,000
113	Municipal Arts Fund	-	-
115	Parks Capital Improvements Reserve	85,362	85,362
117	TBD Fund	1,749,065	1,749,065
118	Fiber Optic Fund	326,529	326,529
119	Critical Areas Enhancement Fund	30,000	30,000
120	Lincoln Commercial Properties	202,000	202,000

Fund			
No.	Fund/Department Description	Expenditures	Revenue
301	Library/CC/Parking	800,000	800,000
304	Capital Improvements Fund - REET I	876,195	876,195
306	Fire Station Projects	928,686	928,686
311	Parks Impact Fees	50,000	50,000
312	Fire Impact Fees	25,000	25,000
313	Transportation Impact Fees	223,000	223,000
314	REET II - Streets	551,000	551,000
328	PW Facility Fund	-	-
401	Wastewater Utility Fund	9,551,637	9,551,637
402	Solid Waste Utility Fund	6,532,326	6,532,326
403	Surfacewater Utility Fund	2,710,043	2,710,043
411	Wastewater Connection Fees	927,000	927,000
412	Sewer Capital Reserve	1,925,000	1,925,000
501	Equipment Rental Fund	3,195,647	3,195,647
502	Facility Renewal Fund	285,000	285,000
512	Leoff I LT Healthcare Reserve	40,000	40,000
611	Firemen's Pension & Relief Fund	111,000	111,000
600	Managerial Funds	912,000	912,000
Total 2021 Expenditures and Revenues		71,175,316	71,175,316

Section 3. That the detailed budget for 2021 as set forth in the City of Mount Vernon 2021 Budget, as approved by the City Council on the 12th day of November 2020, subsequent to a public hearing held on November 12, 2020 are adopted by reference and made a part of this ordinance.

Section 4. The Finance Director is directed to transmit a certified copy of this budget hereby adopted to the Office of the Auditor of the State of Washington and the Association of Washington Cities.

Section 5. This ordinance shall take effect and be in full force five (5) days after its passage, approval and publication.

PASSED AND ADOPTED THIS 12th DAY OF November 2020.

SIGNED AND APPROVED THIS ____ DAY OF November 2020.

Doug Volesky, Finance Director

Jill Boudreau, Mayor

Approved as to form:

Kevin Rogerson, City Attorney

Published: _____