

City of Mount Vernon  
Development Services Committee Meeting  
Minutes from March 21, 2018 at 6:00 p.m.

Chairperson Mary Hudson called the meeting to order at 6:00 p.m. Present were Council members Melissa Beaton, Joe Lindquist, Mark Hulst, Iris Carias, Gary Molenaar, Richard Brocksmith and Mayor Jill Boudreau. Staff members present were Senior Planner Rebecca Lowell, Library Director Isaac Huffman, Project Development Manager Peter Donovan and Finance Director Doug Volesky.

Minutes

Ms. Hudson moved, seconded by Mr. Lindquist, to approve the minutes from February 21, 2018 as presented. Motion carried.

Finance Re-Org

Doug Volesky briefed the council on the finance department's upcoming plans to complete an RFP for the City's banking. This process should reduce bank fees, it will give the opportunity for staff to review available services and possibly combine banks. Mr. Volesky explained the current finance department's flow chart and how some changes are proposed to change the Office Manager Position into the Public Records/Contracts Management (Officer) to manage the overwhelming requirements. Additionally, the part time senior accountant is retiring so Mr. Volesky is proposing to hire a full time Assistant Finance Director/Office Manager.

FEMA Update

Mayor Boudreau updated the Council on the progress of the agreement between the City and FEMA as it relates to the new flood wall.

Port of Skagit Agreement-Fiber Project

Mayor Boudreau briefed the Council on the proposed agreement with the Port of Skagit County Fiber Project.

City/County Collaboration Inter-local

Mayor Boudreau updated the Council on the proposed inter-local agreement with Skagit County to collaborate efforts to include construction of a downtown parking garage, new library and senior services center. The agreement is based on a LIFT Award provided by the State of Washington.

WSDOT Land Surplus

Mayor Boudreau and Mrs. Lowell announced that city staff has been working with WSDOT to possibly surplus the park and ride land located at the southwest corner of Kincaid and I-5 to the City of Mount Vernon.

Affordable Housing Update

Mrs. Lowell explained to Council that staff is continuing to work Tasks 5 through 7 of the affordable housing element. Public hearings will begin in April.

Kincaid Sub-Area Plan Update

Mrs. Lowell explained that staff continues to work through the sub-area plan. They have held two workshops with neighbors and that public hearings will be held in April with Planning Commission and City Council.

Facility Management and Renewal Overview

Tabled until further notice.

Miscellaneous/Good of the Order

Mrs. Lowell informed the Council that she will be presenting to Council a contract proposal with Makers Architecture in the upcoming weeks.

Mayor Boudreau requested that the Council consider the request from Community Action for additional funding for their new building. It will be on the upcoming agenda.

There being no further business the meeting adjourned.