



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

**January 26, 2022, 7:00 p.m.**

Police Court Campus, 1805 Continental Place

**(Masks are required regardless of vaccination status)**

**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](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 January 12, 2022 Regular Council Meeting Minutes
- B. Approval of January 20, 2022 payroll checks numbered 11112 - 111146, direct deposit checks numbered 86047 - 86280, and wire transfers numbered 1055 - 1059 in the amount of \$1,269,673.69
- C. Approval of January 26, 2022 Claims numbered 16330, 16335, and 16338 – 16498 in the amount of \$1,546,402.83

**III. REPORTS**

- A. Committees
  1. Finance and Parks & Enrichment Services
  2. Development Services
  3. Public Safety
- B. Community Comments
  1. Review of Emails from the Public  
(Public comments may be sent via email to [council@mountvernonwa.gov](mailto:council@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 January 26, 2022.)
  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.)
- C. Councilmember Comments
- D. Mayor's Report

E. Committee Agenda Requests

**IV. UNFINISHED BUSINESS**

None

**V. NEW BUSINESS**

A. Community Action of Skagit County Annual Update

(Community Action of Skagit County staff will present an update of 2021 activities and plans for 2022.)

*(required action – none)*

*(staff contact – Peter Donovan)*

B. Approval of Agreement with Dowell Consulting, PLLC

(Staff is requesting approval of an agreement with Dowell Consulting, PLLC to provide assistance in the preparation of the city's financial statements and other general accounting processes.)

*(required action – motion)*

*(staff contact – Doug Volesky)*

C. Approval of Agreement with Skagit Watershed Council.

(Staff is requesting approval an agreement with Skagit Watershed council for the receipt of 2022 Lodging Tax Funds.)

*(required action – motion)*

*(staff contact – Doug Volesky)*

**COMMITTEE MEETINGS**

Finance and Parks & Enrichment Services

6:00 p.m.

Next Ordinance            3844

Next Resolution            1007



**DATE:** January 26, 2022  
**TO:** Mayor Boudreau and City Council  
**FROM:** Peter Donovan, Project Development Manager  
**SUBJECT:** COMMUNITY ACTION OF SKAGIT COUNTY UPDATE

**RECOMMENDED ACTION:**

None

**INTRODUCTION/BACKGROUND:**

Community Action of Skagit County strives toward their mission of fostering and advocating for self-sufficiency among low-income people in Skagit County. The City of Mount Vernon supports Community Action, both through City Council budget, as well as with pass-through funding of federal Community Development Block Grant support. Community Action Executive Director, Bill Henkel, will update Council on the work that Community Action has participated in recently.

**FINDINGS/CONCLUSIONS:**

None

**RECOMMENDATION:**

None

**ATTACHED:**

None



**DATE:** January 26, 2022  
**TO:** Mayor Boudreau and City Council  
**FROM:** Doug Volesky, Finance Director  
**SUBJECT:** CONSULTING MASTER SERVICES AGREEMENT WITH DOWELL CONSULTING, PLLC.

**RECOMMENDED ACTION:**

Staff recommends Council approval of a consulting master services agreement with Dowell Consulting, PLLC.

**INTRODUCTION/BACKGROUND:**

Attached is a consulting master services agreement with Dowell Consulting. This contract is used for help in financial preparation, review and consultation for the city's financial statements and other general accounting processes as needed.

**FINDINGS/CONCLUSIONS:**

This is a renewal of an ongoing contract that the City has with Andrea Dowell. Andrea's expertise is most helpful and has been a major contributor to the City's financial statements and audit.

**RECOMMENDATION:**

Staff recommends Council approval of a consulting master services agreement with Dowell Consulting, PLLC.

**ATTACHED:**

- Consulting Master Services Agreement – Dowell consulting, PLLC



**DATE:** January 26, 2022  
**TO:** Mayor Boudreau and City Council  
**FROM:** Doug Volesky, Finance Director  
**SUBJECT:** APPROVAL OF AGREEMENT WITH SKAGIT WATERSHED COUNCIL

**RECOMMENDED ACTION:**

Staff is requesting that Council authorize the Mayor to enter into an agreement with the Skagit Watershed Council for the receipt of budgeted 2022 Lodging Tax Funds.

**INTRODUCTION/BACKGROUND:**

During the 2022 budget process the Skagit Watershed Council applied and was awarded \$1,500 from the Tourism Promotion Fund.

**FINDINGS/CONCLUSIONS:**

Per RCW 42.23.040, Councilmember Brocksmith has a “remote interest” in the agreement as an employee of Skagit Watershed Council. A remote interest still allows Council to approve the contract following the procedures set forth in statute. Pursuant to RCW 42.23.040, the agreement must be approved by the Council after Councilmember Brocksmith discloses the extent of his interest which shall be noted in the minutes and abstains from the vote of the agreement.

**RECOMMENDATION:**

Staff is requesting that Council authorize the Mayor to enter into an agreement with the Skagit Watershed Council for the receipt of 2022 Lodging Tax Funds.

**ATTACHED:**

Contract for Services

IN WITNESS WHEREOF, the City and the Contractor have executed this contract agreement as of the date and year last written below:

**City of Mount Vernon**

**Contractor**

\_\_\_\_\_  
Jill Boudreau, Mayor

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

Attest:

Title: \_\_\_\_\_

\_\_\_\_\_  
Becky Jensen, City Clerk

Date: \_\_\_\_\_

Approved as to form:

Tax ID#: \_\_\_\_\_

\_\_\_\_\_  
Kevin Rogerson, City Attorney