



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

October 25, 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 October 25, 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 October 25, 2023.)

III. CONSENT AGENDA

- A. Approval of October 11, 2023, Regular Council Meeting Minutes.
- B. Approval of October 20, 2023, payroll checks numbered 112243 - 112255 direct deposit checks numbered 96685 - 96941, and wire transfers numbered 1265 - 1269 in the amount of \$1,429,323.40.
- C. Approval of October 25, 2023, Claims numbered 23533 - 23696 in the amount of \$3,194,662.21.

IV. REPORTS

- A. Committees
 - 1. Finance & Parks and Enrichment Services
 - 2. Development Services
- B. Councilmember Comments
- C. Committee Agenda Requests

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

- A. Approval of Agreement – Silver Arrow Bowmen
(Staff is requesting approval of an agreement with Silver Arrow Bowmen to provide archery course and activities to the community.)
(required action – motion)
(staff contact – Jennifer Berner)
- B. Approval of Agreement – Wilson Engineering, LLC
(Staff is requesting approval of an agreement with Wilson Engineering, LLC for design of the Combined Sewer Separation Feasibility Study.)
(required action – motion)
(staff contact – William Bullock)
- C. Approval of Agreement – Washington State Department of Transportation
(Staff is requesting approval of an agreement with Washington State Department of Transportation for electric vehicle charging infrastructure funding.)
(required action – motion)
(staff contact – Chris Phillips)
- D. Approval of Agreement – Skagit PUD
(Staff is requesting approval of an agreement Skagit PUD for water services and maintenance for the Library Commons Project.)
(required action – motion)
(staff contact – William Bullock)

COMMITTEE MEETINGS

Finance & Parks and Enrichment Services 6:00 p.m.

Next Ordinance 3875
Next Resolution 1045



DATE: October 25, 2023
TO: Mayor Boudreau and City Council
FROM: Jennifer Berner, Parks & Enrichment Services Director
SUBJECT: SILVER ARROW BOWMEN CLUB LEASE AGREEMENT

RECOMMENDED ACTION:

Staff recommends Council approve the Mayor enter into a Lease Agreement with the Silver Arrow Bowmen Club to provide an archery course and activities to the community.

INTRODUCTION/BACKGROUND:

The Silver Arrow Bowmen Club has leased and maintained the 40 acres on the southeast corner of Little Mountain for the past 60 years. The City has received additional public benefits of the Bowmen Club's use of the land as an archery course by its creation of additional recreational activities, and the attraction of tourism through their regional and state tournaments. The Bowmen Club has also agreed to work in conjunction with the Parks and Enrichment Services Department to provide three free archery activities to the community per year and will continue to maintain the premises and make improvements to the club house and the flat range over the ten (10) year period of this agreement. The Bowmen Club will pay one dollar (\$1.00) per month as actual rent for the premises.

FINDINGS/CONCLUSIONS:

None

RECOMMENDATION:

Staff requests approval for Mayor to enter into a Lease Agreement with the Silver Arrow Bowman Club to provide an archery course and activities to the community.

ATTACHED:

Silver Arrow Bowman Club Lease Agreement and Insurance



DATE: October 25, 2023

TO: Mayor Boudreau and City Council

FROM: William Bullock, P.E. - City Engineer

SUBJECT: PROFESSIONAL SERVICES AGREEMENT: COMBINED SEWER SEPARATION FEASIBILITY STUDY – DESIGN SERVICES

RECOMMENDED ACTION:

Staff recommends entering into a Professional Services Agreement with Wilson Engineering for planning, modelling, and design of the Combined Sewer Separation Feasibility Study.

INTRODUCTION/BACKGROUND:

The Mount Vernon combined sewer system (where sewer and storm water are mixed) is comprised of a network of sewer and stormwater pipe facilities in two main areas of the city; the historic downtown commercial/residential area and the “hilltop” neighborhood surrounding the hospital. This mixing of sewer and storm water is the source of significant volume capacity impacts to the sewage treatment plant and the ability to separate the storm water from the sewer system to the greatest extent possible would permanently benefit the plant. The greatest benefit is prolonging the life and capacity of the plant to avoid the need for another sizable plant upgrade.

This planning effort will include:

- Investigation of existing sewer and storm piping (field work and as-built information)
- Collection of additional system flow data, as required.
- System flow modelling and analysis.
- Layout and design of new storm piping systems required for separation and discharge.
- Phasing plan for initial separation effort and logical future phases.
- Planning level design (less than 30%) sufficient to develop phasing options.
- Grant application assistance to proceed with Phase 1 development.

FINDINGS/CONCLUSIONS:

This study will enable Public Works to identify a path forward to implement storm water separation in key areas of the City. The goal is to achieve an additional 3-5 million gallons per day of capacity in the winter months as a direct benefit to the plant.

Wilson Engineering is an engineering design firm and was the preferred candidate in the selection process. The feasibility study effort is expected to be completed December 2024 with potential Phase 1 design beginning in 2025 under a separate design contract. The scope and fee for the design services is \$599,473.

RECOMMENDATION:

Motion to approve authorization for the Mayor to execute a professional services contract with Wilson Engineering for the development of the of Combined Sewer Separation Feasibility Study in an amount not to exceed \$599,473.

ATTACHED:

Draft Professional Service Contract
Scope and Fee



DATE: October 25, 2023
TO: Mayor Boudreau and City Council
FROM: Chris Phillips, Public Works Director
SUBJECT: 2023 WASHINGTON STATE TRANSPORTATION GRANT

RECOMMENDED ACTION:

City Staff recommends City Council authorize the Mayor to enter into state grant agreement for \$2.1 Million for the Mount Vernon Library Commons Project.

INTRODUCTION/BACKGROUND:

City staff has reviewed and briefed the Mayor on the specifics associated with the agreement which include funding for the construction of parking deck sections associated electrical infrastructure, and installation of 38 EV charging stations (two vehicles per EV station) integrated into three levels of structured parking; all part of the new Mount Vernon Library Commons Project.

FINDINGS/CONCLUSIONS:

Please see above narrative.

RECOMMENDATION:

City Staff recommends City Council authorize the Mayor to enter into agreement for a state grant for \$2.1 Million for the Mount Vernon Library Commons Project.

ATTACHED:

State Agreement



DATE: October 25, 2023
TO: Mayor Boudreau and City Council
FROM: William Bullock, PE – City Engineer
SUBJECT: MVLC - WATER MAINTENANCE AGREEMENT FOR GOVERNMENTAL AGENCY

RECOMMENDED ACTION:

Staff recommends Council authorize the Mayor to execute the Water Maintenance Agreement For Governmental Agency with Skagit PUD.

INTRODUCTION/BACKGROUND:

This agreement is part of the new water line relocation for water service to the Library Commons project. Skagit PUD would typically require a maintenance bond from private developers as a one-year warranty against defects to newly installed infrastructure to be turned over to the jurisdiction for ownership; the City has a similar process for infrastructure being turned over to us by a developer. Skagit PUD has a process similar to an interlocal agreement to establish the warranty/guaranty with governmental agencies in lieu of a maintenance bond.

FINDINGS/CONCLUSIONS:

As described above, this agreement takes the place of a maintenance bond that would typically be required as part of installation of new infrastructure. There will be no direct costs to the City from executing this agreement unless there is a failure in the waterline or fixtures requiring repair within one year of acceptance by Skagit PUD.

RECOMMENDATION:

Authorize the Mayor to execute the Water Maintenance Agreement For Governmental Agency with Skagit PUD.

ATTACHED:

Water Maintenance Agreement For Governmental Agency