



**City of Mount Vernon  
City Council Meeting Minutes  
October 11, 2023  
Police Court Campus, 1805 Continental Place**

Mayor Pro Tempore Hulst called the meeting to order at 7:00 p.m.

Present: Councilmembers Beaton, Brocksmith, Carías, Hudson, Hulst, Molenaar, and Morales

Staff Present: Public Works Director Phillips, Police Chief Cammock, Special Projects Manager Donovan, Parks and Enrichment Services Director Berner, Fire Chief Brice, Finance Director Volesky, City Attorney Rogerson, Development Services Director Pratschner, Library Director Huffman, and Capital Programs Manager Chesterfield

Citizens: 6

**COMMUNITY COMMENTS**

Public Comments – Mr. Donovan read aloud emails sent to Community Comments.

- Kristl Hobbs, Mount Vernon Senior Center, invited Council to attend the center’s 50<sup>th</sup> Anniversary celebration on October 24, 2023.
- Gary Shelby, Mount Vernon resident, spoke about concerns at Skagit Valley College.

Public Comments - In person

- David Thomas, Mount Vernon resident, spoke about trees at Hillcrest Park.
- Michelle Cowan, Conway resident, spoke about camping on city streets and sidewalks.
- Adair Orr, Mount Vernon resident, spoke about the Division Street bridge.

**CONSENT AGENDA**

- A. Approval of September 27, 2023 Regular Council Meeting Minutes
- B. Approval of October 5, 2023, payroll checks numbered 112223 - 112242 direct deposit checks numbered 96422 - 96684, and wire transfers numbered 1260 - 1264 in the amount of \$1,355,217.99

- C. Approval of October 11, 2023, Claims numbered 23391 - 23527 in the amount of \$1,210,804.25

**Councilmember Morales moved to approve Consent Agenda Items A - C. Motion seconded by Councilmember Beaton. Motion carried 7-0.**

### **REPORTS**

- A. Committees
  - 1. Public Works and Library – see committee minutes for details.
  - 2. Public Safety – see committee minutes for details.
- B. Councilmember Comments
  - none
- C. Mayor’s Report
  - none
- D. Committee Agenda Requests - none

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

- A. Approval of Agreement – Skagit Gleaners: Mr. Donovan requested approval of an agreement with Skagit Gleaners to provide Community Development Block Grant (CDBG) funding for the purchase of a walk-in freezer for the Skagit Gleaners facility.

**Councilmember Carías moved to authorize the Mayor to enter into an agreement with Skagit Gleaners to provide CDBG funding in the amount of \$39,970 for the purchase of a walk-in freezer. Motion seconded by Councilmember Hudson. Motion carried 7-0.**

- B. Public Hearing and Approval of Ordinance – 2024-2029 Capital Improvements Plan: Mr. Donovan requested adoption of Ordinance 3874 approving the 2024-2029 Capital Improvements Plan.  
Mayor Pro Tempore Hulst opened the public hearing.  
Hearing no comments Mayor Pro Tempore Hulst closed the public hearing.

**Councilmember Hudson moved to adopt Ordinance 3874 approving the 2024-2029 Capital Improvements Plan. Motion seconded by Councilmember Beaton. Motion carried 6-1.**

- C. Approval of Restrictive Covenant – Lincoln Theatre Centre Foundation: Mr. Donovan requested approval of a Restrictive Covenant with Lincoln Theatre Center Foundation (LTCF) for City owned property, Parcel 26488. This covenant is required by Washington State Department of Commerce prior to LTCF receiving grants funds. The covenant requires the property to remain in use as a theater, open to the public for a minimum of ten years.

**Councilmember Morales moved to authorize the Mayor to execute a Restrictive Covenant with LTCF on Parcel 26488. Motion seconded by Councilmember Molenaar. Motion carried 7-0.**

- D. Approval of Agreement – DebtBook: Mr. Volesky requested approval of an agreement with DebtBook to provide capital lease tracking and reporting required by Governmental Accounting Standards Board (GASB) Statement No. 87, Leases.

**Councilmember Beaton moved to authorize the Mayor to enter into an agreement with DebtBook in the amount of \$43,000. Motion seconded by Councilmember Morales. Motion carried 7-0.**

- E. Public Hearing – Final Plat Approval of Mountain Gate Subdivision PLAN23-0064.: This item was removed from the agenda.

- F. Approval of Agreement – TranTech Engineering, LLC: Mr. Phillips requested approval of an amendment to agreement 4225 with TranTech Engineering, LLC for engineering and design services for the 2024 Street Improvements Project.

**Councilmember Morales moved to authorize the Mayor to enter into an amendment to agreement 4225, with TranTech Engineering, LLC for engineering and design services for the 2024 Street Improvements Project in the amount of \$253,143.**

**Motion seconded by Councilmember Beaton. Motion carried 7-0.**

- G. Approval of Agreement – Skagit County: Mr. Chesterfield requested approval of an agreement with Skagit County for continued participation in the Regional Local Source Control Program.

**Councilmember Molenaar moved to authorize the Mayor to enter into an agreement with Skagit County for participation in the Regional Local Source Control Program in the amount of \$44,660.42 Motion seconded by Councilmember Hudson. Motion carried 7-0.**

- H. Executive Session: The meeting convened into Executive Session at 7:40 pm, for a period of twenty minutes, to discuss with legal counsel matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. No action will be taken following the session.

The meeting reconvened and adjourned at 8:00 p.m.

Submitted by: \_\_\_\_\_  
Becky Jensen, City Clerk

Approved by: \_\_\_\_\_  
Jill Boudreau, Mayor