

**GRANDVIEW CITY COUNCIL  
REGULAR MEETING MINUTES  
NOVEMBER 24, 2015**

**1. CALL TO ORDER**

Mayor Norm Childress called the regular meeting to order at 7:00 p.m. in the Council Chambers at City Hall.

Present were: Mayor Childress and Councilmembers Mike Everett, Gloria Mendoza, Bill Moore, Javier Rodriguez and Joan Souders. Excused from the meeting were Councilmembers Dennis McDonald and Jesse Palacios.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray, Parks & Recreation Director Mike Carpenter, Police Chief Kal Fuller, Assistant Police Chief Mike Hopp, Assistant Public Works Director Santos Trevino, Library Director Elizabeth Jahnke and City Clerk Anita Palacios.

**2. PLEDGE OF ALLEGIANCE**

City Attorney Plant led the pledge of allegiance.

**3. PRESENTATIONS**

**A. 25-Year Service Award – David Palacios, Police Sergeant**

Mayor Childress presented a 25-Year Service Award to David Palacios, Police Sergeant, in recognition and appreciation of his loyal service and dedication to the City of Grandview.

**4. PUBLIC COMMENT**

Ray Hallett, 3731 Forsell Road, Grandview and property owner on North Euclid, voiced his opposition to the Bonnieview Street vacation petition.

**5. CONSENT AGENDA**

**On motion by Councilmember Rodriguez, second by Councilmember Souders, Council approved the Consent Agenda consisting of the following:**

- A. Minutes of the November 9, 2015 special study session**
- B. Minutes of the November 9, 2015 special meeting**
- C. Payroll Electronic Fund Transfers (EFT) Nos. 5470-5474 in the amount of \$69,271.07**
- D. Payroll Check Nos. 8476-8494 in the amount of \$83,940.35**
- E. Payroll Direct Deposit 11/1/15-11/15/15 in the amount of \$89,959.37**
- F. Claim Check Nos. 109319-109404 in the amount of \$196,102.39**
- G. Resolution No. 2015-48 amending Chapter 9 Longevity Pay, Section 9.01 Additional Compensation of the Personnel Policy Manual**
- H. Resolution No. 2015-49 authorizing the Mayor to sign the 2016 Corrections/Detention Agreement with Yakima County**

**6. ACTIVE AGENDA**

**A. Bonnieview Street Vacation Petition**

On November 10, 2015, the City Council held a public hearing to consider a petition to vacate right-of-way known as Bonnieview Road from Euclid Road to the Union Pacific Railroad right-of-way.

Councilmember Moore recused himself from the meeting on this agenda item.

Mayor Childress stated that Councilmember McDonald requested to attend the meeting via speakerphone for the deliberation and vote on Agenda Item 6(A) Bonnieview Street Vacation Petition.

**On motion by Councilmember Everett, second by Councilmember Souders, Council approved the request to allow Councilmember McDonald to attend the meeting via speakerphone for Agenda Item 6(A) Bonnieview Street Vacation Petition.**

City Clerk Palacios called Councilmember McDonald (509-643-1597) on the speakerphone in the Council Chambers.

Councilmember McDonald confirmed his identity and that he could hear the proceedings via speakerphone.

Mayor Childress confirmed that all present in the Council Chambers could hear Councilmember McDonald who was attending via speakerphone.

The Council deliberated on FruitSmart's petition to vacate that portion of Bonnieview Road.

**On motion by Councilmember Souders, second by Councilmember Everett, Council approved the petition from FruitSmart to vacate Bonnieview Road from Euclid Road to the Union Pacific Railroad right-of-way and directed the City Attorney to prepare an ordinance vacating that portion of Bonnieview Road subject to the completion of improvements to the Euclid/Wine Country Road intersection and widening of Forsell Road from Wallace Way to Euclid Road.**

**Councilmembers Everett, McDonald, Souders and Rodriguez voted in favor and Councilmember Mendoza voted in opposition.**

Mayor Childress stated that discussion on Agenda Item 6(A) Bonnieview Street Vacation Petition had concluded and Councilmember McDonald's attendance via speakerphone was terminated.

**B. Public Hearing – 2016 Preliminary Budget**

Mayor Childress opened the public hearing for the purpose of receiving comments on the 2016 Preliminary Budget.

Mayor Childress requested public comments. No public comments were received.

City Clerk Palacios indicated that there were no public comments received by mail.

The public testimony portion of the hearing was declared closed and no further comments were received.

**C. Public Hearing – Grandview Transportation Benefit District Proposed Assumption**

Mayor Childress opened the public hearing to receive comments on the proposed assumption of the rights, powers, functions and obligations of the Grandview Transportation Benefit District by reading the public hearing procedure.

City Administrator Arteaga explained that the 2015 Legislature included within its transportation funding bill new legislation affecting Transportation Benefit Districts (TBD). Second Engrossed Substitute Senate Bill 5987, which took effect on July 15, 2015, allows a city that has a TBD with the same boundaries as the city to absorb the TBD and assume all the TBD's rights, powers, functions and obligations, with the result that the TBD would cease to exist as a separate entity.

No comments were received during the public hearing or by mail and the hearing was closed.

**D. Ordinance No. 2015-19 assuming the rights, powers, functions, and obligations of the Grandview Transportation Benefit District (TBD) as allowed by Second Engrossed Substitute Senate Bill 5987, Section 302 and abolishing the Grandview TBD governing board followings its assumption**

**On motion by Councilmember Everett, second by Councilmember Moore, Council approved Ordinance No. 2015-19 assuming the rights, powers, functions, and obligations of the Grandview Transportation Benefit District (TBD) as allowed by Second Engrossed Substitute Senate Bill 5987, Section 302 and abolishing the Grandview TBD governing board followings its assumption.**

**E. Resolution No. 2015-50 amending the City of Grandview's Urban Growth Area and Approving an Addendum to the Capital Facilities Plan**

The Growth Management Act required Yakima County and its cities complete Urban Growth Area reviews and revisions by June 30, 2017. The City of Grandview proposed to add land to the UGA to correct mapping errors of two split-zoned parcels on Pleasant Avenue and Olmstead Road. On September 23, 2015, the Yakima County Planning Commission voted to recommend that the Board of Yakima County Commissioners approve the requested changes to the City's UGA boundary subject to submittal of a Capital Facilities Plan Addendum identifying the cost to serve the expansion area with water, sewer and roads.

**On motion by Councilmember Moore, second by Councilmember Mendoza, Council approved Resolution No. 2015-50 amending the City of Grandview's Urban Growth Area and approving an Addendum to the Capital Facilities Plan.**

**F. Resolution No. 2015-51 approving Task Order No. 2015-02 Addendum No. 2 with Huibregtse, Louman Associates, Inc., for the East Wine Country Plaza Improvements**

On March 18, 2015, bids were opened for the construction of the East Wine Country Plaza which was being funded through the SIED Program. The City received very good bids and approximately \$180,000 remained in the fund budget. The City requested approval from the SIED Board to use the remaining funds for improvements of East Wine Country Road. The proposed improvements would include an asphalt grind/overlay, new LED lights and irrigation improvements.

Favorable construction bids allowed Council to enhance the project by approving a Change Order to grind and overlay Wine Country Road, install an irrigation system and upgrade street lights from high pressure sodium to LED fixtures. Council approved Addendum No. 1 to Task Order 2015-02, which increased engineering fees necessary for the Change Order work.

Manufacturer delay in providing LED replacement heads and light poles caused this work to occur separately from paving and irrigation work, which created eleven (11) additional working days for engineering services during construction necessary to track this work as force account. In addition to the increased working days, the engineers completed other tasks outside the scope of the original task order including: troubleshooting illumination conversion, coordination with pacific power staff and specifications, and coordination with the Department of Ecology regarding a storm water system permit. Engineering services work remained necessary to enforce submission of information and completion of closeout by the contractor. It was estimated the additional cost of the work described above to be \$14,600. The City currently had an overall project funding balance of \$23,285.51 in SIED grant funds, leaving \$8,685.51 to be returned to the Yakima County SIED fund.

**On motion by Councilmember Rodriguez, second by Councilmember Souders, Council approved Resolution No. 2015-51 approving Task Order No. 2015-02 Addendum No. 2 with Huibregtse, Louman Associates, Inc., for the East Wine Country Plaza Improvements.**

**G. Resolution No. 2015-52 authorizing the Mayor to sign a Proposal and Construction Contract with Granite Construction Company for the North Euclid Road overlay**

Cascade Natural Gas replaced the natural gas main on North Euclid and was now preparing to re-asphalt the construction trench on the eastern section of the roadway. Cascade Gas would repair half of the roadway at their expense. However, the western section of the road was in very bad shape. The City acquired a bid to repair the western section at the same time that the eastern section was repaired. The estimate was approximately \$33,000 and included grinding the asphalt, re-leveling and applying a new asphalt surface. The City had funds to complete this repair in the Transportation Benefit District (TBD) budget. This improvement and/or repair met the goals of the TBD.

**On motion by Councilmember Moore, second by Councilmember Everett, Council approved Resolution No. 2015-52 authorizing the Mayor to sign a Proposal and Construction Contract with Granite Construction Company for the North Euclid Road overlay.**

#### **H. Museum Renovation Project – Bid and Budget Consideration**

At the September 8, 2015 meeting, Council authorized staff to proceed with the bidding process for the museum building renovation project at 115 West Wine Country Road. The City entered into a task order with Huibregtse, Louman Associates, Inc., for design services, bid specifications and project administration. BORArchitecture was the sub-consultant for the project. BORA prepared bid specifications and drawings for the project and the bid advertisement took place in late October/early November. The bid opening was held on November 16th.

The City received seven bids for the project. The lowest responsible bidder was Banlin Construction with a base bid of \$220,548. The bid submitted by Banlin Construction was reviewed by the architect. Based on the bid amount and overall project budget, there was a shortfall of \$30,000 within the Capital Improvement Fund to complete the project. One option was to transfer \$30,000 from the Current Expense Fund to the Capital Improvement Fund within the 2016 budget to offset the project shortfall. If additional funding was approved and the City accepted the base bid from Banlin Construction, the City could authorize the Mayor to sign a construction contract with Banlin Construction at the December 8th Council meeting.

**On motion by Councilmember Souders, second by Councilmember Rodriguez, Council approved transferring \$30,000 from the Current Expense Fund to the Capital Improvement Fund to offset the project shortfall and accepted the lowest responsible bid from Banlin Construction for the Museum renovation project.**

#### **7. UNFINISHED AND NEW BUSINESS**

##### **A. 2016 Preliminary Budget**

At the November 9<sup>th</sup> budget study session, Council consensus was to remove the following recommended changes to the 2016 preliminary budget prior to the Bonnieview Road street vacation decision:

##### **CURRENT EXPENSE**

###### Economic Development

- Increase of \$50,000 to E.D.G.E for Euclid/WCR intersection and Forsell half street improvements.

##### **STREET**

###### Roadway

- Increase of \$50,000 to Improvements Other Than Buildings for Euclid/WCR intersection and Forsell half street improvements.

**On motion by Councilmember Everett, second by Councilmember Souders, Council approved the allocation of \$50,000 from the Current Expense Fund and \$50,000 from the Street Fund to proceed with the SIED Grant/Loan for the Euclid/Wine Country Road intersection and Forsell half street improvements.**

**On motion by Councilmember Everett, second by Councilmember Souders, Council directed staff to include the following items in the 2016 preliminary budget subject to Council approval prior to construction:**

- **Install a fence along Wine Country Road right-of-way at an estimated cost of \$8,500.**
- **Install a fence along East Wine Country Road right-of-way at an estimated cost of \$8,100.**
- **Rename Stokely Square to Freedom Square and provide for park amenities at an estimated cost of \$15,000.**
- **Install walkway from the parking lot to the Dysktra Park pathway at an estimated cost of \$5,000.**

**B. Financial Reserve Policy Update**

At the November 9<sup>th</sup> budget study session, Councilmember Everett recommended Council adopt a “Rainy Day” Fund of at least 10% of the total budget and in order to dip into the fund, a super majority of the Council would be required.

City Administrator stated that City Attorney Plant researched the request and distributed a copy of *RCW 35A.33.145 Contingency fund – Creation* which reads:

*Every code city may create and maintain a contingency fund to provide moneys with which to meet any municipal expense, the necessity or extent of which could not have been foreseen or reasonably evaluated at the time of adopting the annual budget, or from which to provide moneys for those emergencies described in RCW 35A.33.080 and 35A.33.090. Such fund may be supported by a budget appropriation from any tax or other revenue source not restricted in use by law, or also may be supported by a transfer from other unexpended or decreased funds made available by ordinance as set forth in RCW 35A.33.120: PROVIDED, That the total amount accumulated in such fund at any time shall not exceed the equivalent of thirty-seven and one-half cents per thousand dollars of assessed valuation of property within the city at such time. Any moneys in the contingency fund at the end of the fiscal year shall not lapse except upon reappropriation by the council to another fund in the adoption of a subsequent budget.*

He noted that the City’s current assessed valuation of property was \$436 million which would equate to \$163,500 that could be budgeted to a contingency fund.

Following discussion, Council consensus was to discuss the creation of a contingency fund during next year’s budget process.

**8. CITY ADMINISTRATOR AND/OR STAFF REPORTS**

TIB Grant Award – Wine Country Road (Ash to Fir) – The City was awarded a TIB Arterial Preservation Program grant from the Washington State Transportation Improvement Board in the amount of \$406,000 for a grind and overlay of approximately 5,200 feet of Wine Country Road from Ash Street to Fir Street.

East Fourth Street Neighborhood Improvements – The East Fourth Street Neighborhood Improvements were substantially complete with the exception of the street lighting which should be installed in four to six weeks.

Rose Garden Parking Limit Signs – Public Works received a request to install parking limit signs at the Rose Garden parking lot due to the limited space. Council concurred and directed staff to install four- hour parking limit signs.

Gateway Sign – The digital gateway sign at the west entrance constructed by CEIS signs was completed. The City would have exclusive advertising displays for the first two weeks. It was noted that the sign was constructed at no cost to the City and the City would be receiving an annual lease amount from CEIS in the amount of \$3,500.

**9. MAYOR & COUNCILMEMBER MEETING REPORT**

Dog Park Fundraiser – Councilmember Souders reported that the Dog Park Committee would be holding their annual “Santa Paws” fundraiser at Bleyhl Farm Service on December 5<sup>th</sup> and 12<sup>th</sup>.

**10. EXECUTIVE SESSION** – None

**11. ADJOURNMENT**

The regular meeting adjourned at 8:45 p.m.

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Mayor Norm Childress

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Anita Palacios, City Clerk