

**GRANDVIEW CITY COUNCIL  
REGULAR MEETING MINUTES  
SEPTEMBER 22, 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, Dennis McDonald, Gloria Mendoza, Bill Moore, Jesse Palacios, Javier Rodriguez and Joan Souders.

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

**2. PLEDGE OF ALLEGIANCE**

Councilmember McDonalds led the pledge of allegiance.

**3. PRESENTATIONS**

**A. Eagle Scout Proposal – Matthew Humpherys**

Matthew Humpherys, age 14, a member of the Boy Scout troop chartered by the LDS church, made a presentation to Council regarding his Eagle Scout project. Matthew explained that he would like to erect a display that pertains to the history of the annual team pull at the Country Park Events Center. He indicated that he had received approval from the Yakima Valley Fair & Rodeo Board and Yakima Valley Fair Foundation who also pledged funds to the project. He requested permission and funding assistance from the Council to proceed with his project.

**On motion by Councilmember Everett, second by Councilmember Souders, Council approved to fund the project up to \$700 subject to review of the final design.**

**4. PUBLIC COMMENT – None**

**5. CONSENT AGENDA**

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

- A. Minutes of the September 8, 2015 study session**
- B. Minutes of the September 8, 2015 regular meeting**
- C. Payroll Electronic Fund Transfers (EFT) Nos. 5442-5446 in the amount of \$71,622.30**
- D. Payroll Check Nos. 8353-8373 in the amount of \$83,763.52**
- E. Payroll Direct Deposit 9/1/15–9/15/15 in the amount of \$89,865.05**
- F. Claim Check Nos. 108903-108980 in the amount of \$379,357.50**

**6. ACTIVE AGENDA**

**A. City Council Procedures Manual – Laptop Usage Policy**

At the September 8, 2015 study session, the Mayor and Council were issued City-owned laptops and provided initial training. The City Council Procedures Manual Laptop Usage Policy was presented for Council review and consideration.

Following review and discussion, Council consensus was to amend the agreement to include the following:

- Installation of applications subject to approval of the City Clerk; and
- Any changes to passwords to be provided to the City Clerk.

A resolution to amend the City Council Procedures Manual to include the Laptop Usage Policy would be presented for Council consideration at the October 13<sup>th</sup> meeting.

**B. Resolution No. 2015-38 approving Task Order No. 2015-04 with Huibregtse, Louman Associates, Inc., for City Museum Final Design**

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 initial step of implementing the bidding process was entering into a task order with Huibregtse, Louman Associates, Inc., for final design services and bid specification preparation for the museum project. Through a previous task order with HLA, the City was working with sub-consultant BORArchitecture who had extensive knowledge of the design needs and project budget. City Administrator Arteaga noted that the second lease extension with the Grandview School District on the current museum location would expire in February 2016. Due to the time constraints, it was imperative that the City proceed with the final design in order to get the project to bid, renovations completed and museum contents moved to the new location by the February 2016 deadline.

**On motion by Councilmember Moore, second by Councilmember Rodriguez, Council approved Resolution No. 2015-38 approving Task Order No. 2015-04 with Huibregtse, Louman Associates, Inc., for City Museum Final Design.**

**C. Resolution No. 2015-39 authorizing the Mayor to sign the State of Washington Transportation Improvement Board Grant Agreement for the LED Streetlight Conversion Project**

At the Council retreat held on July 28, 2015, staff was asked to research the possibility of converting the high pressure sodium street lights to LED's in order to improve the street lights with a more efficient light fixture. Staff submitted a proposal to the Washington State Transportation Improvement Board (TIB) and the City has been selected for the Relight Washington Program in the amount of \$22,860. The program aimed to reduce streetlight operating costs while saving energy and renewing dated infrastructure. The City would benefit from lower rates after installation. The project would convert existing City-owned street lights to energy efficient LED street lights. In order to receive reimbursement for streetlight conversion, the City would need to enter into a Grant Agreement with TIB. The grant award would fund conversion of the street lights in the area of Higgins Way and West Wine Country Road from Higgins Way to Stover Road. The grant was 100% with no match requirement.

**On motion by Councilmember Palacios, second by Councilmember Souders, Council approved Resolution No. 2015-39 authorizing the Mayor to sign the State of Washington Transportation Improvement Board Grant Agreement for the LED Streetlight Conversion Project.**

**7. UNFINISHED AND NEW BUSINESS – None**

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

Bonnieview Road Temporary Closure Proposed Street Improvements – City Administrator Arteaga reported that following the temporary closure of Bonnieview Road, staff recognized the need to improve the intersections of West Wine Country Road/Euclid and Euclid/Forsell to accommodate large trucks. He estimated the improvements to the two intersections would cost approximately \$150,000. He noted that a meeting was held with the Mayor, City Administrator, representatives of FruitSmart, Smuckers and the Port of Grandview to discuss these improvements along with additional improvements of widening the south side of Forsell Road that would benefit Smuckers and the Port of Grandview. The total estimated cost for all the improvements would be approximately \$500,000. He explained that grant/loan funding was available through the SIED (Supporting Investment in Economic Development) program and applications were due on October 15<sup>th</sup>. He requested Council's authorization to complete a funding application which would be presented to Council for formal approval at the October 13<sup>th</sup> meeting.

**On motion by Councilmember Mendoza, second by Councilmember Souders, Council directed staff to prepare an application to the SIED program for funding to construct the recommended improvements.**

Councilmember Everett voted in opposition.

Bonnieview Road Vacation Public Hearing – City Clerk Palacios reported that a resolution setting the date of the public hearing to consider the vacation of that portion of Bonnieview Road as petitioned by FruitSmart, Inc., would be presented to Council for consideration at the October 13<sup>th</sup> meeting. The public hearing date would be November 10, 2015 and the location would be the Community Center.

2014 Financial Statement & Federal Grant Compliance Audit – City Treasurer Cordray reported that the exit conference with the Washington State Auditor's Office for the 2014 financial statement and federal grant compliance audits was held on September 14, 2015. The City received a clean audit report. The next scheduled audit would be conducted in fall/winter 2015 and would cover the accountability for public resources.

East Fourth Street and Birch Street Improvements – Assistant Public Works Director Trevino reported that the contractor was installing the water main and residential side connections this week on East Fourth Street and Birch Street.

Cascade Natural Gas Main Improvements on Euclid Road – City Administrator Arteaga reported that the traffic revisions on Euclid Road from West Second Street to Wine Country Road involved natural gas main improvements being conducted by Cascade Natural Gas to provide additional volume to the local industries.

**9. MAYOR & COUNCILMEMBER MEETING REPORTS**

YVCOG General Membership Meeting – The YVCOG September General Membership meeting held on September 16<sup>th</sup> in Union Gap was attended by Mayor Childress, Councilmembers Everett, Moore and Souders, City Administrator Arteaga and Assistant Public Works Director Trevino. The meeting included a 2015 Legislative update by Senator Curtis King and Representative Bruce Chandler and an update on the 3/10 of one percent Law & Justice proposition by Yakima County Commissioner Kevin Bouchey.

**10. EXECUTIVE SESSION – Property Matters**

Mayor Childress adjourned the meeting to an executive session at 8:25 p.m., for approximately 10 minutes to discuss property matters with the aforementioned Mayor, Councilmembers, City Attorney, City Administrator and City Clerk present. The meeting resumed at 8:30 p.m., with the aforementioned Mayor, Council and staff present.

**11. ADJOURNMENT**

The regular meeting adjourned at 8:30 p.m.

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Mayor Norm Childress

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Anita Palacios, City Clerk