

**GRANDVIEW CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 8, 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

Councilmembers Souders led the pledge of allegiance.

3. PRESENTATIONS – None

4. PUBLIC COMMENT – None

5. CONSENT AGENDA

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

- A. Minutes of the August 25, regular meeting**
- B. Payroll Electronic Fund Transfers (EFT) Nos. 5434-5439 in the amount of \$80,078.42**
- C. Payroll Check Nos. 8311-8352 in the amount of \$24,792.17**
- D. Payroll Direct Deposit 8/16/15–8/31/15 in the amount of \$91,322.03**
- E. Claim Check Nos. 108801-108902 in the amount of \$216,283.12**

6. ACTIVE AGENDA

A. Ordinance No. 2015-12 amending the 2015 Annual Budget

City Treasurer Cordray explained that the budget amendment encompassed several items that were previously discussed at prior Council meetings. Included were the increases for the new Patrol/Sergeant union contract, East Fourth Street construction costs, repair work at City Hall, Wastewater Pumping Facility financing and garbage truck refurbish. Ordinance No. 2015-12 provided for the amending of the 2015 Annual Budget to accommodate the changes in sources and uses. By Fund the highlights of the budget changes were:

Current Expense Fund: Increase to patrol salaries and benefits and a transfer out to Street Fund for the East Fourth Street project resulted in a decrease to the estimated Ending Fund Balance.

Yakima Co. Law & Justice Tax Fund: Increase to patrol salaries and benefits results in a decrease to the estimated Ending Fund Balance.

Street Fund: Transfer in from Current Expense Fund offset with an increase to East Fourth Street project for construction costs results in no change to the estimated Ending Fund Balance.

Capital Improvements Fund: Increase to Real Estate Excise Tax revenue and appropriations for heat pump and tile restoration at City Hall resulted in an increase to the estimated Ending Fund Balance.

Water/Sewer Fund: Appropriations for bond counsel and interim financing interest for the Wastewater Pumping Facility upgrades resulted in a decrease to the estimated Ending Fund Balance.

Equipment Rental Fund: Appropriations for garbage truck refurbish resulted in a decrease to the estimated Ending Fund Balance.

On motion by Councilmember Everett, second by Councilmember Moore, Council approved Ordinance No. 2015-12 amending the 2015 Annual Budget.

B. Ordinance No. 2015-13 amending Chapter 3.22 Library Nonexpendable Trust Fund and Chapter 3.22A Library Memorial Trust Fund to change Bleyhl Community Library to Grandview Library

In 2011, the City and Yakima Valley Community College jointly constructed a new library on the Grandview Campus known as the Grandview Library. Grandview Municipal Code Chapters 3.22 Library Nonexpendable Trust Fund and Chapter 3.22A Library Memorial Trust Fund required revisions to change the library name from Bleyhl Community Library to Grandview Library.

On motion by Councilmember Everett, second by Councilmember Mendoza, Council approved Ordinance No. 2015-13 amending Chapter 3.22 Library Nonexpendable Trust Fund and Chapter 3.22A Library Memorial Trust Fund to change Bleyhl Community Library to Grandview Library.

C. Ordinance No. 2015-14 providing for the annexation of property known as the Port of Grandview/Higgins/Castle Annexation to the City of Grandview pursuant to the petition method, and incorporating the same within the corporate limits thereof, providing for the assumption of existing indebtedness, requiring said property to be assessed and taxed at the same rate and basis as other property within said city, adopting a comprehensive land use plan, and changing the official zoning map of the city

City Clerk Palacios explained that the City received a Letter of Intent and Petition for Annexation and Rezone signed by the Port of Grandview, Lois Higgins Family LLC and Kenneth J. Castle requesting annexation of their properties to the City of Grandview. The proposed annexation and rezone included the following parcels: Parcel No. 230910-31004 (Port of Grandview); Parcel No. 230910-31003 (Lois Higgins Family LLC); Parcel Nos. 230910-34001 and 230910-34004 (Kenneth J. Castle) and Parcel No. 230910-34002 (Rantcos International Inc.).

At the April 14, 2015 meeting, Council accepted the proposed annexation and referred the land use proposal to the Hearing Examiner to conduct the public hearing process. On May 19, 2015, a public hearing was held before the Hearing Examiner to receive comments on the proposed Annexation and Rezone.

On June 23, 2015, a closed record public hearing was held before the Council. Following the hearing, the Council accepted the Hearing Examiner's conclusions and recommendation that the Port of Grandview, Lois Higgins Family LLC & Kenneth J. Castle Petition for Annexation be approved with M-1 Light Industrial zoning for Port of Grandview Parcel No. 230910-31004, the Lois Higgins Family, LLC Parcel No. 230910-31003 and the Rantcos International, Inc. Parcel No. 230910-34002 and with C-2 General Business zoning for the Kenneth J. Castle Parcel Nos. 230910-34001 and 230910-34004.

On July 6, 2015, staff submitted a Notice of Intention to the Yakima County Boundary Review Board for a 45-day review period. The 45-day filing period expired on August 28, 2015 and the County did not invoke jurisdiction. Ordinance No. 2015-14 finalized the annexation process.

On motion by Councilmember Moore, second by Councilmember Souders, Council approved Ordinance No. 2015-14 providing for the annexation of property known as the Port of Grandview/Higgins/Castle Annexation to the City of Grandview pursuant to the petition method, and incorporating the same within the corporate limits thereof, providing for the assumption of existing indebtedness, requiring said property to be assessed and taxed at the same rate and basis as other property within said city, adopting a comprehensive land use plan, and changing the official zoning map of the city.

D. Planning Commission Appointment – Lois Chilton

Dr. Dennis Byam submitted his resignation as a member of the Planning Commission. With the resignation of Dr. Byam from the Planning Commission, Mayor Childress recommended Lois Chilton be appointed to fill the vacancy on the Planning Commission.

On motion by Councilmember Palacios, second by Councilmember Moore, Council confirmed the appointment of Lois Chilton to the Planning Commission as recommended by the Mayor.

7. UNFINISHED AND NEW BUSINESS

A. Museum Budget Update

Parks & Recreation Director Carpenter explained that in 2013, the Grandview School District purchased the museum facility at 315 Division Street from the City. Through a lease agreement, the School District has allowed the City to continue to utilize this facility to house museum exhibits until a new site for the museum could be established. It was determined by the City that a new site at the Country Park Events Center would be too expensive with a price tag of \$750,000 plus.

In the spring of 2015, Council approved the purchase of the lot and building at 115 West Wine Country Road for the relocation of the museum. There was \$200,000 allocated within the 2015

capital improvement fund to begin the process of purchase and renovation. Currently, the City has taken down interior walls and would be priming and painting exterior walls. The City was working with Wes Edwards of BORArchitecture to determine cost estimates to renovate the building with the intention to begin moving in during the early spring of 2016. The Museum Board would be active in compiling a plan that will outline exhibit locations. Based on budget figures, there was a \$161,057 shortfall to complete the renovation of this building. There currently was funding available within the capital improvement fund to complete this project.

On motion by Councilmember Everett, second by Councilmember Moore, Council authorized staff to proceed with the bidding process for the museum building renovation project and submit a budget amendment if necessary once bids were received with a target date of November 2015.

B. 2016 Council Goals

City Administrator Arteaga explained that at the July 2015 retreat, Council provided the following goals and/or budget recommendations for consideration:

Jesse Palacios:

- Review steps for Dykstra Park from the parking lot to the park.
Staff proposal: Change the pathway location to the north by paving a path to meet the walking pathway in the park at an estimated cost of \$5,000 and eliminate the old steps which will improve the safety to the users of the park.
- Rename Stokely Park to a patriotic theme.
Staff proposal: Consider the renaming of the park and incorporate the renaming with the annual Fourth of July Flag Raising ceremony. In addition, an archway could be added to the park as part of the ceremony at a cost of approximately \$15,000.
- Continue to maintain a 15% reserve in all department budgets.
- Retrofit street lights to LED's.
Staff proposal: Working with PP&L and the Transportation Improvement Board (TIB) on establishing a conversion program. TIB is establishing a grant program that the City could apply to. The grant program would require a 10% match that could be funded by the Grandview Transportation Benefit District (TBD).
- Continue to improve the trailer court on Wine Country Road.
Staff proposal: Staff contacted the owner and he is not interested in selling the court. He does have plans to renovate the apartment complex portion. The City could do a beautification project by installing a fence at a cost of \$8,500. The fence would be on City road right-of-way and would be owned by the City.
- Continue to expand what was done in the Downtown area.

Javier Rodriguez:

- Thanked Department Directors for a job well done.
- Improve repair garages on East Wine Country Road.
Staff proposal: Install a fence along the road right-of-way (see photo attached) at an estimated cost of \$8,100. The fence would be on City road right-of-way and owned by the City.

Joan Souders:

- Thanked Department Directors.
- Enhance partnerships for economic development purposes.

Staff proposal (*): Schedule meeting with Port of Grandview and Chamber of Commerce to discuss joint economic development opportunities. Continue to budget funds for EDGE in the event a potential new business needed support. City staff would continue to pursue economic development opportunities and assist developers/business owners in locating and/or expanding their businesses in Grandview.

- Construct golf course.
- Continue to support the Swimming Pool and Library.
- Fire truck replacement.

Staff proposal: Fire Chief exploring the options available to the City. He is looking into loans, grant and/or a revenue bond. Once the truck was purchased, it would then be incorporated into the equipment rental program.

- Supports the addition of additional staffing at the Library.
- Support Parks Director at the Community Center.

Gloria Mendoza:

- Thanked Department Directors.
- Community and quality of life issues.
- Support Public Safety (Police and Fire).
- Support Economic Development.

Staff proposal (*)

Mike Everett:

- Appreciated and congratulated Councilmember Palacios for what he has done.
- Wants to review the Equipment Rental Fund.

Staff proposal: Equipment and/or vehicles must be purchase before they can be added to the Equipment Rental Fund and must pay into a monthly depreciation account. The department budget would then contribute funds to replace the equipment in the future.

- Review Council Procedures Manual.

Staff proposal: Revise the Council Procedures Manual to reflect the current council structure for committees and meeting dates.

- Community reader board.

Staff proposal: On September 9, 2014, the City entered into an Operating Agreement between the City and CEIS (Community Electronic Information Signage), LLC for gateway signs to be installed at the west entrance. Design has been completed. Installation is scheduled for 2016.

- Expand Legion Park by purchasing the Anderson Property.

Staff proposal: Staff attempted contact with the property owner. The property owner is currently marketing the property for commercial use. Commercial use of the property would generate additional revenue for the City rather than utilizing the property for additional park space.

- Increase numbers at the Community Center.
- Paper reduction.

Staff proposal: Laptops have been purchased. Paper copies would continue to be available for the Council and public depending on preference.

- Review staffing levels.

Staff proposal: Each year, Department Directors review staffing levels and available funding during the budget process. The general fund is stronger because of the steps we have taken and adding employees will reduce the reserve if we cannot provide new revenue to support the additional staff.

Dennis McDonald:

- Promote Grandview.

Staff proposal: Continue to establish partnerships and staff participation in programs throughout the Yakima Valley such as YCDA, YVCOG, RTP/MPO and the HOME Consortium.

- Encourage Economic Development.

Staff proposal (*)

Bill Moore:

- Good quality of life promotes economic growth.

Staff proposal (*)

- Good processes in place to promote Grandview.

- Be fiscally responsible (maintain 15% reserve in all departments).

City Administrator Arteaga requested that Council review their recommendations and staff proposals and provide any additional feedback. It was noted that Councilmember Everett had distributed his comments. Staff would continue to compile cost estimates. This item would be scheduled for a future study session for Council prioritization.

C. Fourth Street and Birch Street Improvements Change Order No. 1

City Administrator Arteaga explained that at the last meeting, Council authorized an amendment to the Community Development Block Grant contract to eliminate the steel pole street light fixtures and continue with the wooden street light poles as the contractor's bid for the project was approximately 15% above the engineer's estimate. Change Order No. 1 with Advantage Dirt Contractors, Inc., in the amount of -\$90,405 would delete the steel pole illumination system and allow the City to complete the Fourth Street and Birch Street improvement project within the existing funding.

On motion by Councilmember Palacios, second by Councilmember Moore, Council approved Change Order No. 1 with Advantage Dirt Contractors, Inc., to delete the steel pole illumination system in the amount of -\$90,405 for the Fourth Street and Birch Street Improvements.

8. CITY ADMINISTRATOR AND/OR STAFF REPORTS

Public Works Union Negotiations & Non-Union Salary/Benefit Comparison – City Administrator Arteaga reported that he had received a letter from Teamsters Local No. 760 advising that the Public Works union agreement would expire on December 31, 2016 and requesting labor contract negotiations. In addition, he was instructed by Council to complete a non-union salary/benefit comparison for consideration. He requested assistance from labor attorney Anthony Menke to complete these tasks.

On motion by Councilmember Mendoza, second by Councilmember Souders, Council authorized staff to negotiate a contract with labor attorney Anthony Menke to assist in the Public Works union negotiations and non-union salary/benefit comparison.

Councilmember Everett voted in opposition.

9. **MAYOR & COUNCILMEMBER MEETING REPORTS**

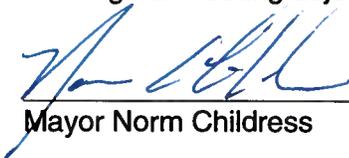
Carriage Square Neighborhood Block Watch Meeting – Councilmember Souder reported that the Carriage Square Neighborhood Block Watch meeting was held on August 31st at her residence.

YVCOG General Membership Meeting – Mayor Childress reported that the YVCOG September General Membership meeting would be held on September 16th in Union Gap. Mayor Childress, Councilmembers Everett, Moore and Souders, City Administrator Arteaga and Assistant Public Works Director Trevino indicated they would be attending.

10. **EXECUTIVE SESSION** – None

11. **ADJOURNMENT**

The regular meeting adjourned at 8:10 p.m.



Mayor Norm Childress



Anita Palacios, City Clerk

Anita Palacios

From: Mike Everett <mike@everettlaw.net>
Sent: Sunday, September 06, 2015 11:29 AM
To: Anita Palacios; 'Bill Moore'; Bill Moore; 'Bill Moore 1'; Cus Arteaga; 'Dennis McDonald'; 'Gloria Mendoza'; Gloria Mendoza; 'Gview Mayor'; Javier Rodriguez; 'Javier Rodriguez'; Jesse Palacios; 'Jesse Palacios 1'; Joan Souders; 'Joan Souders 1'; Mayor; 'Quinn Plant'
Cc: Dave Lorenz; Library Director; George Saenz; Gretchen Chronis; Juan Moreno; 'Kal Fuller'; Lillian Veliz; Mike Carpenter; 'Mike Hopp'; Pat Mason; Library; Santos Trevino; Mary Padilla; Matt Cordray; Sue Desallier; 'Daily Sun News'; 'Grandview Herald'; 'Jennie McGhan'; Joseph.Calhoun@yvcog.org; 'Mary Barrett'; 'Prosser Record Bulletin'; 'Shawn Conrad'; 'Tri-City Herald'; 'Yakima Herald - Ross Courtney'; 'Yakima Herald-Republic'
Subject: RE: Grandview City Council Agenda Packet - September 8, 2015
Attachments: 1123 Council Memo.docx

Madam Clerk:

Please attach the Memorandum I have prepared to the Council Agenda. I regret not providing this sooner, I but it is as quickly as I could have it done.

Mike Everett

From: Anita Palacios [<mailto:anitap@grandview.wa.us>]
Sent: Friday, September 04, 2015 8:47 AM
To: Bill Moore; Bill Moore; Bill Moore 1 (brmoore@embarqmail.com); Cus Arteaga; Dennis McDonald (dennismcd10@gmail.com); Gloria Mendoza; Gloria Mendoza; Gview Mayor; Javier Rodriguez; Javier Rodriguez (rodhav1@yahoo.com); Jesse Palacios; Jesse Palacios 1 (jessepgame80@gmail.com); Joan Souders; Joan Souders 1 (jesouders@hotmail.com); Mayor; Mike Everett; Quinn Plant
Cc: Dave Lorenz; Library Director; George Saenz; Gretchen Chronis; Juan Moreno; Kal Fuller; Lillian Veliz; Mike Carpenter; Mike Hopp; Pat Mason; Library; Santos Trevino; Mary Padilla; Matt Cordray; Sue Desallier; Daily Sun News; Grandview Herald; Jennie McGhan (jmcghan@dailysunnews.com); Joseph.Calhoun@yvcog.org; Mary Barrett (maryofgrandview@yahoo.com); Prosser Record Bulletin; Shawn Conrad (shawn.conrad@yvcog.org); Tri-City Herald; Yakima Herald - Ross Courtney; Yakima Herald-Republic
Subject: Grandview City Council Agenda Packet - September 8, 2015

See attached.

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Memorandum

TO: Mayor & Council

FROM: Michael Everett, Council Member

DATE: September 5, 2015

RE: 2016 Council Goals

I appreciate the Staff responding to the comments at the Council Retreat. In order to clarify that situation, I am submitting this Memorandum.

- **Wants to review the Equipment Fund.**
 - It would be helpful if the basis for the statement that the "...vehicles must be purchase..." The question is whether or not the City has an adopted policy to add items to the Equipment Rental Fund. If it does what is it? If it does not then the City Council needs to develop such a policy. It is very concerning that we find that almost nothing in the Fire Department has a source of replacement funds. I believe that the Council needs to direct the staff to develop a proposed policy and submit it to the Council for evaluation.

- **Review Council Procedures Manual.**
 - The Staff apparently did not understand this suggestion. It is certainly not appropriate for the Mayor or Staff to make a determination of Council procedures. The Council is the body that should make decision as to how it will function. I believe that Grandview like most Cities should continue and strength the Council Committee system. A study session should be scheduled to have the Council review the current procedures and determine how to proceed.

- **Community reader board.**

- I have reviewed the Council minutes and don't find any authorization of the "Operating Agreement". Nor can I find a copy of the agreement itself. Staff's statement consists of only one sign and I cannot find where the Council has ever reviewed the design that is now "complete". I have not been on the Council very long and I may have overlooked this in my research. Nevertheless, I was not talking about one sign and I don't feel that the comments address what I was suggesting.

- **Expanding Legion Park by purchasing the Anderson Property.**

- While I appreciate the contact that the Staff made, however, it does not answer the question. "The property owner is currently marketing the property for commercial use." Does this mean that the owner would not sell it for any other reason? That seems peculiar, since it would suggest that the owner wasn't really interested in selling it for money but for a single purpose. While it may be true that commercial use might generate some money for the City the likelihood of that happening in the reasonable future must be weight with the fact that within one or two blocks there is a large section of vacant commercial lots. Further, it is not the responsibility of the Staff to determine this. Rather the Staff needs to provide the Council with the research on this issue and schedule a time when it can come before the Council for consideration.

- **Review Staffing levels**

- Apparently my request was misunderstood. I would like to know *specifically* what it costs to add a staff person in each department. I done understand the last sentence. If the "general fund is stronger" does that mean there is more money? If that is the case then it is not

necessarily accurate to say that “adding employees will reduce the reserve”. This needs clarification

- **Renaming Stokely Square**

- I think that Councilmember Palacios’ idea of renaming the square is a good one. However, I would much prefer to keep with the tradition and name it after those who have served the City of Grandview, such as Dystra Park and Palacios Pathway. I suggest that we name it after former Mayor and Councilmember Mike Bren.