

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE
MEETING AGENDA
TUESDAY, OCTOBER 25, 2016**



COMMITTEE-OF-THE-WHOLE MEETING – 6:00 PM

PAGE

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **CITIZEN PARTICIPATION** – The public may address the Council on items on the agenda.
4. **NEW BUSINESS**
 - A. Resolution accepting the bid for the Asahel Curtis Well Rehabilitation and authorizing the Mayor to sign all contract documents with Carpenter Drilling, LLC 1-5
 - B. Resolution declaring certain City property from the Fire Department as surplus and authorizing disposal by public auction, sale, trade or disposal 6-8
 - C. GMC Chapter 15.24 Fire Prevention – Adopting 2015 International Fire Code 9-14
 - D. Growth Management Update: 15-27
 - Development Regulations (Attachment 1)
 - Critical Area Ordinance (Attachment 2)
 - Comprehensive Plan Updates (Attachment 3)
 - E. Specifications for sealed bids for official newspaper 28-33
5. **OTHER BUSINESS**
6. **ADJOURNMENT**

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE

Resolution accepting the bid for the Asahel Curtis Well Rehabilitation and authorizing the Mayor to sign all contract documents with Carpenter Drilling, LLC

AGENDA NO.: New Business (A)

AGENDA DATE: October 25, 2016

DEPARTMENT

Public Works Department

FUNDING CERTIFICATION (City Treasurer)
(If applicable)

DEPARTMENT DIRECTOR REVIEW

City Administrator/Public Works Director Cus Arteaga

CITY ADMINISTRATOR

MAYOR

ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

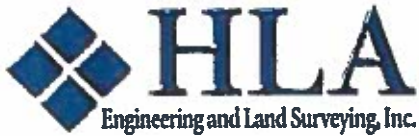
At the May 24, 2016 meeting, Council approved Resolution No. 2016-27 approving Task Order 2016-06 with HLA Engineering Land Surveying, Inc., for the Asahel Curtis Well (S17) Rehabilitation. This well source had been offline since 2009 due to significant loss in capacity, continual pump failures, and water quality issues. This project would include evaluation of the existing well condition and water quality, followed by cleaning and rehabilitation of the well, and installation of a new well pump and motor to return this source to active service. These upgrades would improve overall system reliability and provide additional well capacity to meet system demands. The total estimated project cost, including engineering design and construction services was estimated to be \$155,000.00. This amount included \$120,000.00 for construction and \$35,000.00 for engineering design and construction services. Council allocated \$155,000 in the 2016 budget for the rehabilitation of the Asahel Curtis (S17) Well.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

Bids for the Asahel Curtis Well Rehabilitation were opened on October 18, 2016. A total of two (2) bids were received with Carpenter Drilling, LLC of Benton City, Washington, submitting the low bid in the amount of \$163,511.66. The low bid was approximately seven (7) percent above the City Engineer's estimate of \$151,815.30.

ACTION PROPOSED

Move resolution accepting the bid for the Asahel Curtis Well Rehabilitation and authorizing the Mayor to sign all contract documents with Carpenter Drilling, LLC to the October 25, 2016 regular Council meeting for consideration.



October 18, 2016

City of Grandview
207 West Second Street
Grandview, WA 98930

Attn: Mr. Cus Arteaga

Re: City of Grandview
ASAHEL CURTIS WELL (S17) REHABILITATION AND
WATER TELEMTRY SYSTEM UPGRADES – PHASE 2A
HLA Project No.: 16064 AND 16095
Recommendation of Award

Dear Cus:

The bid opening for the above referenced project was held at Grandview City Hall at 11:00 a.m. on Tuesday, October 18, 2016. A total of two (2) bids were received with the low bid of \$163,511.66, being offered by Carpenter Drilling, LLC of Benton City, Washington. This low bid is approximately seven (7) percent above the Engineer's Estimate of \$151,815.30.

We have reviewed and checked the bid proposals of all bidders and recommend the City of Grandview award a construction contract to Carpenter Drilling, LLC, in the amount of \$163,511.66. Please send us a copy of the City of Grandview Council minutes authorizing award of this project.

Enclosed are copies of the project Bid Summary for your review. Please advise if we may answer any questions or provide additional information.

Very truly yours,

A handwritten signature in blue ink that reads "Justin L. Bellamy". The signature is written in a cursive style with a long, sweeping underline.

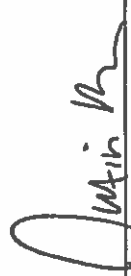

Justin L. Bellamy, PE

JLB/crf

Enclosures

Copy: Steve Sziebert, HLA
Kelly Rae, HLA

BID SUMMARY										BIDDER #1		BIDDER #2		BIDDER #3	
Owner: CITY OF GRANDVIEW Project: ASAHIEL CURTIS WELL, (S17) REHABILITATION AND WATER TELEMETRY SYSTEM UPGRADES - PHASE 2A HLA Project No. 16054 AND 16095 Bid Opening Date: October 18, 2016										BIDDER #1 Carpenter Drilling, LLC 7 South Goose Gap Road Benton City, WA 99320		BIDDER #2 Schneider Equipment, Inc. dba Schneider Water Services 21881 River Road NE St. Paul, OR 97137			
Item No.	Item Description	Unit	Quantity	ENGINEER'S ESTIMATE		BIDDER #1		BIDDER #2		BIDDER #3					
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount				
SCHEDULE A - ASAHIEL CURTIS WELL (S17) REHABILITATION															
1	Mobilization	LS	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$26,460.00	\$26,460.00						
2	Furnish, Install and Remove Test Pump for Pumping Test	EA	1	\$8,000.00	\$8,000.00	\$6,000.00	\$6,000.00	\$15,280.00	\$15,280.00						
3	Operate Test Pump for Step-Drawdown and Constant Rate Pumping Tests	HR	50	\$200.00	\$10,000.00	\$400.00	\$20,000.00	\$250.00	\$12,500.00						
4	Brush/Swab Existing Casing and Perforations	HR	10	\$300.00	\$3,000.00	\$400.00	\$4,000.00	\$250.00	\$2,500.00						
5	Video Inspection	EA	2	\$1,000.00	\$2,000.00	\$800.00	\$1,600.00	\$1,200.00	\$2,400.00						
6	Mobilize Induced Resonance Equipment	LS	1	\$5,000.00	\$5,000.00	\$10,500.00	\$10,500.00	\$9,400.00	\$9,400.00						
7	Develop Well with Induced Resonance Equipment	HR	20	\$500.00	\$10,000.00	\$400.00	\$8,000.00	\$300.00	\$6,000.00						
8	Compressed Nitrogen Cylinder (200#) for Induced Resonance	EA	12	\$100.00	\$1,200.00	\$70.00	\$840.00	\$70.00	\$840.00						
9	Develop Well with Swab/Surge Tool, as directed	HR	30	\$300.00	\$9,000.00	\$400.00	\$12,000.00	\$250.00	\$7,500.00						
10	Well Rehabilitation Chemicals, as directed (including biocleaners)	GAL	600	\$20.00	\$12,000.00	\$18.00	\$10,800.00	\$60.00	\$36,000.00						
11	Well Disinfection Chemicals, as directed (including chlorine enhancers)	GAL	30	\$150.00	\$4,500.00	\$70.00	\$2,100.00	\$160.00	\$4,800.00						
12	Standby Time	HR	10	\$200.00	\$2,000.00	\$150.00	\$1,500.00	\$250.00	\$2,500.00						
13	Furnish and Install New Well Pump and Motor	FA	EST.	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00						
14	Minor Charge	FA	EST.	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00						
				SCHEDULE A TOTAL		\$111,700.00		\$122,540.00							
				7.9% STATE SALES TAX		\$8,824.30		\$9,680.66							
				SCHEDULE A TOTAL		\$120,524.30		\$132,220.66							
SCHEDULE B - WATER TELEMETRY SYSTEM UPGRADES - PHASE 2A															
15	Submersible Level Transducer Improvements, Complete	LS	1	\$15,000.00	\$15,000.00	\$19,500.00	\$19,500.00	\$27,040.00	\$27,040.00						
16	N. Wiflooby Well (S10) Meter Installation, Complete	LS	1	\$12,000.00	\$12,000.00	\$7,500.00	\$7,500.00	\$32,220.00	\$32,220.00						
17	Minor Charge	FA	EST.	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00						
				SCHEDULE B BID TOTAL		\$28,000.00		\$28,000.00							
				7.9% STATE SALES TAX		\$2,291.00		\$4,839.54							
				SCHEDULE B TOTAL		\$31,291.00		\$31,291.00							
				SCHEDULES A AND B TOTAL		\$151,815.30		\$163,511.66							
								\$240,012.76							

BID SUMMARY						BIDDER #1		BIDDER #2		BIDDER #3	
Owner: CITY OF GRANDVIEW Project: ASAHIL CURTIS WELL (S17) REHABILITATION AND WATER TELEMETRY SYSTEM UPGRADES - PHASE 2A HLA Project No.: 16064 AND 16095 Bid Opening Date: October 18, 2016			BIDDER #1 Carpenter Drilling, LLC 7 South Coosa Gap Road Benton City, WA 99320		BIDDER #2 Schneider Equipment, Inc. dba Schneider Water Services 21881 River Road NE St. Paul, OR 97137		BIDDER #3				
Item No.	Item Description	Unit	Quantity	ENGINEER'S ESTIMATE		Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
				Unit Price	Amount						
ENGINEER'S REPORT											
Competitive bids were opened on October 18, 2016. All bids have been reviewed by this office. I recommend the contract be awarded to: Carpenter Drilling, LLC											
 Project Engineer			Date 10/18/2016			ADDITIONAL BID TOTALS					
						BID TOTAL					
*Highlighted amounts have been corrected.											

*Bid results can be found at: www.hlacivil.com

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RESOLUTION NO. 2016-___

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
ACCEPTING THE BID FOR THE ASAHEL CURTIS WELL REHABILITATION AND
AUTHORIZING THE MAYOR TO SIGN ALL CONTRACT DOCUMENTS WITH
CARPENTER DRILLING, LLC**

WHEREAS, the City of Grandview has advertised for bids for the Asahel Curtis Well Rehabilitation; and,

WHEREAS, Carpenter Drilling, LLC of Benton City, Washington, has submitted the lowest responsible bid, which bid has been accepted;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, AS FOLLOWS:

The Mayor is hereby authorized to sign all contract documents with Carpenter Drilling, LLC for the Asahel Curtis Well Rehabilitation in the amount of \$163,511.66.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on October 25, 2016.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE

Resolution declaring certain City property from the Fire Department as surplus and authorizing disposal by public auction, sale, trade or disposal

AGENDA NO.: New Business 4 (B)

AGENDA DATE: October 25, 2016

DEPARTMENT

Fire Department

FUNDING CERTIFICATION (City Treasurer)
(If applicable)

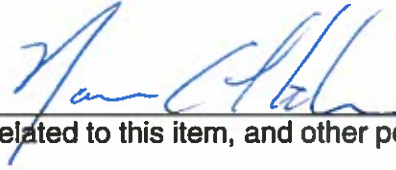
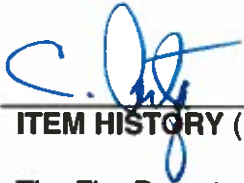
DEPARTMENT DIRECTOR REVIEW

Pat Mason, Fire Chief



CITY ADMINISTRATOR

MAYOR



ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

The Fire Department has 17 pagers, 3 portable radios and 3 35' extension ladders that have exceeded their service life and are no longer utilized by the department.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

The Fire Department has 17 pagers and 3 portable radios that due to changes in technology over the years are not compatible with the radio equipment being used today and as such won't function. The Fire Department also has 3 extra 35' extension ladders that came off of trucks that were declared surplus over the years that are no longer utilized by the department.

ACTION PROPOSED

Move resolution declaring certain City property from the Fire Department as surplus and authorizing disposal by public auction, sale, trade or disposal to a regular Council meeting agenda for consideration.

RESOLUTION NO. 2016-___

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
DECLARING CERTAIN CITY PROPERTY FROM THE FIRE DEPARTMENT
AS SURPLUS AND AUTHORIZING DISPOSAL BY PUBLIC AUCTION,
SALE OR TRADE**

WHEREAS, the Fire Department has 17 pagers, 3 portable radios and 3 35' extension ladders that have outlived their useful life and are no longer needed for the conduct of City business; and,

WHEREAS, the City Council has determined that it is in the best interest of the City that the foregoing described equipment be declared surplus and disposed of;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, as follows:

Section 1. The 17 pagers, 3 portable radios and 3 35' extension ladders as described on Exhibit "A" attached hereto and incorporated herein by reference are hereby declared to be surplus.

Section 2. City staff is authorized to dispose of the equipment described in section 1 of this resolution by public auction, sale or trade-in.

Section 3. The City Administrator is authorized to establish a minimum sale/trade-in price that reflects a fair market value of the surplus copier as deemed necessary to protect the City's interests.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on _____, 2016.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

FIRE DEPARTMENT SURPLUS EQUIPMENT

EXHIBIT "A"

SEPTEMBER 9, 2016

LADDERS	QUANTITY
35 FOOT / 3 SECTION / EXTENSION LADDER	3

RADIO EQUIPMENT		
CHARGER BASES	PAGERS	MOBILE RADIOS
354	646BTC25B9	428AQQ1849
100B	646BQQ25GR	428AUC0613
237	646BTC25BB	624AZG0013
389	646BRL22DJ	
99B	646XXX23W2	
102B	646BMA2565	
397	646XUC25Z8	
187	646BMA2562	
391	646XUC25Z9	
97B	646BTC25B6	
98B	646BMA2570	
482C	646XWS23RV	
349	646XUC25ZD	
98348	646BMA2564	
483C	646BMD3987	
101B	646BTC25BC	
395	6468MA2563	
481C		
244		
393		

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE	AGENDA NO.: New Business 4 (C)
GMC Chapter 15.24 Fire Prevention – Adopting 2015 International Fire Code	AGENDA DATE: October 25, 2016
DEPARTMENT	FUNDING CERTIFICATION (City Treasurer) (If applicable)
Fire Department	

DEPARTMENT DIRECTOR REVIEW
 Pat Mason, Fire Chief *Pat Mason*

CITY ADMINISTRATOR	MAYOR
<i>C. [Signature]</i>	<i>[Signature]</i>

ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

In 2013, Council adopted the 2012 Edition of the International Fire Code. In the latter part of 2015 and early 2016, the 2015 Edition of the International Fire Code was reviewed by the State Building Code Council. The State Building Code Council then sent it to the State Legislature with their recommended amendments attached. The State Legislature adopted it in 2016 which then makes it eligible for adoption on the local level as of July 1, 2016.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

An updated Edition of the International Fire Code as published by the International Code Council is typically produced every three years. The passage of this ordinance to adopt the 2015 Edition of the International Fire Code keeps the City current on the standard of code enforcement that is occurring throughout the State. In an effort to provide a safe and stable environment for businesses to operate, one of the best tools is the Fire Code. The Fire Code allows us to make every effort to avoid any potential loss due to fire or injury for the business owner, the consumer and members of the emergency services.

ACTION PROPOSED

Move an ordinance amending Grandview Municipal Code Chapter 15.24 Fire Prevention for the adoption of the 2015 Edition of the International Fire Code to a regular Council meeting agenda for consideration.

Chapter 15.24 FIRE PREVENTION

Sections:

- [15.24.010](#) International Fire Code – Adopted.
- [15.24.020](#) Future amendments and additions.
- [15.24.030](#) Amended definitions.
- [15.24.040](#) Amendments to the ~~2012~~ 2015 International Fire Code.
- [15.24.050](#) Fees.

15.24.010 International Fire Code – Adopted.

The International Fire Code, ~~2012~~ 2015 Edition, published by the International Code Council, and all standards referenced therein as amended by Washington State amendments and as amended in GMC [15.24.040](#) and Sections 503.1, 503.1.1, 503.1.2, 503.1.3, all of 503.2, 503.3 and 503.4 of the ~~2012~~ 2015 International Fire Code, pertaining to street, road and access standards, are hereby adopted as the fire code in the city of Grandview. (Ord. 2013-16 § 2).

15.24.020 Future amendments and additions.

All future amendments and additions to the ~~2012~~ 2015 Edition of the International Fire Code, when printed and one copy thereof has been filed with the appropriate department, shall be considered and accepted as amendments and additions to the fire code adopted in GMC [15.24.010](#). (Ord. 2013-16 § 2).

15.24.030 Amended definitions.

Notwithstanding the definitions contained in the ~~2012~~ 2015 International Fire Code adopted by reference in this chapter and except as otherwise provided in this chapter, all references in the provisions of such code to “jurisdiction” shall be construed as the “city of Grandview”; references to the “administrator” shall be construed as the “Grandview fire chief”; references to the “fire department” shall mean the “Grandview fire department”; references to the “chief” or “fire code official” shall be construed as the “Grandview fire chief” or his “designees”; references to the “fire protection bureau” shall be construed as the “Grandview fire department.” (Ord. 2013-16 § 2).

15.24.040 Amendments to the ~~2012~~ 2015 International Fire Code.

The following amendments to the ~~2012~~ 2015 International Fire Code adopted in GMC [15.24.010](#) are hereby enacted and adopted and shall replace the sections of the fire code in the city of Grandview.

A. The Grandview fire chief or his designee is hereby appointed and designated as the official responsible for the administration and enforcement of this chapter.

B. Pursuant to Section 101.2.1 of the International Fire Code, ~~2012-2015~~ Edition, the following appendices to the ~~2012-2015~~ International Fire Code are hereby adopted:

1. Appendix B – Fire-Flow Requirements for Buildings;
2. Appendix C – Fire Hydrant Locations and Distribution;
3. Appendix D – Fire Apparatus Access Roads;
4. Appendix E – Hazard Categories;
5. Appendix F – Hazard Ranking;
6. Appendix G – Cryogenic Fluids – Weight and Volume Equivalents;
7. Appendix H – Hazardous Materials Management Plan (HMMP) and Hazardous Materials Inventory Statement (HMIS) Instructions;
8. Appendix I – Fire Protection Systems – Noncompliant Conditions.

C. Section 108 of the International Fire Code, ~~2012-2015~~ Edition, Board of Appeals, is not adopted. Appeals under this fire code shall be pursuant to Chapter 2.50 GMC.

D. Subsection 109.3 of Section 109, Violations, of the International Fire Code, ~~2012-2015~~ Edition, adopted herein is hereby amended to read as follows:

~~109.3 – Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the Fire Code Official, or of a permit or certificate issued under the provisions of this code, except as provided in section 111.4, shall be guilty of a misdemeanor punishable by a fine of up to \$1,000.00 and/or up to 90 days in jail. Each day that a violation continues after due notice has been served shall be deemed a separate offense.~~

Violations of this chapter shall be enforced and penalties imposed in accordance with Chapter 15.72 GMC.

E. Subsection 111.4 of Section 111, Stop Work Order, of the International Fire Code, ~~2012-2015~~ Edition, adopted herein is hereby amended to read as follows:

111.4 – Failure to Comply. Any person who shall continue any work after having been served with a “stop work order”, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine of not less than \$250.00 nor more than \$1,000.00. Each day that said violation of the stop work order continues after said notice has been issued shall be deemed a separate offense.

F. Section 5504.3 of Section 5504, Flammable Cryogenic Fluids, of the International Fire Code, ~~2012-2015~~ Edition, adopted herein is hereby amended to read as follows:

5504.3 – Limitations. The storage of flammable cryogenic fluids in stationary containers outside of buildings is prohibited in the City of Grandview except in areas zoned M2.

G. Subsection 5704.2.9.6.1 of Section 5704, Storage, of the International Fire Code, ~~2012-2015~~ Edition, adopted herein is amended to read as follows:

5704.2.9.6.1 – Location where above ground tanks are prohibited. The storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited in the City of Grandview except in areas zoned M1 and M2.

~~H. Subsection 5606.2.4.4 of Section 5606, Special Operations, of the International Fire Code, 2012 Edition, adopted herein is hereby amended to read as follows:~~

~~5606.2.4.4 – Location where above ground tanks are prohibited. The storage of Class I and II liquids in above-ground tanks is prohibited in the City of Grandview except in areas zoned M1 and M2.~~

~~H.~~ Section 6104.2 of Section 6104, Location of LP Gas Containers, of the International Fire Code, ~~2012~~ 2015 Edition, adopted herein is hereby amended to read as follows:

6104.2 – Maximum capacity within established limits. Except in C2, M1 and M2 zoned areas, the storage of liquefied petroleum gas for the protection of heavily populated areas or congested areas, may not exceed, in the aggregate at one installation a water capacity of 2,000 gallons (7570 L).

(Ord. 2013-16 § 2).

15.24.050 Fees.

A. Fire and Life Safety Plan Fees.

Sq. Footage of Structure	Fee
Under 1,000	\$30.00
1,001 – 2,500	\$45.00
2,501 – 5,000	\$60.00
5,001 – 7,500	\$75.00
7,501 – 10,000	\$90.00
10,001 – 12,500	\$105.00
12,501 – 15,000	\$120.00
15,001 – 17,500	\$135.00
17,501 – 20,000	\$150.00
Over 20,000	\$165.00

B. Fuel Tank Permit Fees.

1. Flammable or Combustible Liquid Storage Tanks.

Size of Tank	Fee
1 – 300 gallons	\$50.00
301 – 600	\$75.00
601 – 1,000	\$100.00
1,001 – 5,000	\$125.00

Size of Tank	Fee
5,001 – 10,000	\$150.00
Over 10,000	\$200.00
All removal permits	\$50.00

2. Liquid/Liquefied Petroleum Gas Storage Tanks.

Size of Tank	Fee
30 – 1,000 gallons	\$50.00
Over 1,000	\$100.00


No charge for removal

Any other fire and life safety permits will be charged at a rate of \$50.00 each, unless otherwise rated in the current adopted fire code. (Ord. 2013-16 § 2).

**CITY OF GRANDVIEW
 AGENDA ITEM HISTORY/COMMENTARY
 COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE	AGENDA NO.: New Business 4 (D)
Growth Management Update: Development Regulations, Critical Area Ordinance, and Comprehensive Plan Updates	AGENDA DATE: October 25, 2016 – Continued from October 11, 2016 COW Meeting
DEPARTMENT	FUNDING CERTIFICATION (City Treasurer) (If applicable)
Planning	

DEPARTMENT DIRECTOR REVIEW

Anita Palacios, City Clerk 

CITY ADMINISTRATOR	MAYOR
	

ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

The Growth Management Act (GMA) requires fully planning jurisdictions to review and update their comprehensive plans, development regulations, and critical areas ordinance (CAO), every eight years as established by RCW 36.70A.130(5)(c). Grandview's next GMA periodic update is due June 30, 2017. After this date, without a completed update, Grandview will be unable to access Washington State road and water/wastewater infrastructure grants and loans.

Staff and Planning Commission have reviewed proposed updates to the Comprehensive Plan, development regulations, and critical areas ordinance as part of the City's GMA Update, during public meetings held on May 27, 2015; June 24, 2015; August 26, 2015; October 28, 2015; January 27, 2016; and April 27, 2016.

All of the GMA update elements mutually complement one another. The Comprehensive Plan establishes the community's desirable character and physical pattern of growth and preservation during the next 20 years. The development regulations update provides land use regulations that implement the Comprehensive Plan; as part of the development regulations, the Critical Areas Ordinance provides environmental protection during development review processes.

At the August 31, 2016 Planning Commission meeting, the Commission adopted the following findings and conclusions:

1. The proposed revisions to the Grandview development regulations, Critical Areas Ordinance, and Comprehensive Plan are in keeping with the requirements of the GMA and the City of Grandview's policies,
2. The public use and interest will be served,
3. State Environmental Policy Act (SEPA) review, Washington State Department of Commerce 60-day Review, and RTPPO certification of the Transportation Element have been completed,

and recommended approval of the development regulations, Critical Areas Ordinance, and Comprehensive Plan updates to the City Council as presented in order to complete the Growth Management Act periodic update.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

At the September 13, 2016 C.O.W. meeting, staff presented the Growth Management Update including the updated Development Regulations, Critical Area Ordinance, and Comprehensive Plan Updates for Council review. The C.O.W. was advised of the following next steps:

1. Senior Planner Shawn Conrad with the Yakima Valley Conference of Governments would attend the October 11, 2016 C.O.W. meeting to answer questions.
2. Schedule public hearing before the Council to receive comments on the Growth Management Update which includes the Development Regulations, Critical Area Ordinance, and Comprehensive Plan Updates following October 11th meeting.

No decisions shall be made by the City Council on the recommendations for amendment until after the initial sixty (60) day State comment and review period has expired. Once all Comprehensive Plan elements are recommended to the City Council by the Planning Commission, a public hearing before the City Council will be held on all elements of the Comprehensive Plan together to consider the cumulative effect of the entire Comprehensive Plan. Notice of the hearing and the nature of the proposed change shall be given by publication in the official newspaper of the City at least 10 days prior to the date of the hearing.

ACTION PROPOSED

Schedule public hearing before the Council to receive comments on the Growth Management Update which includes the Development Regulations, Critical Area Ordinance, and Comprehensive Plan Updates.

Anita Palacios

From: Anita Palacios
Sent: Wednesday, October 12, 2016 1:54 PM
To: Bill Moore; Bill Moore; Bill Moore 1 (billandrachel@charter.net); Cus Arteaga; Dennis McDonald (dennism@grandview.wa.us); Dennis McDonald 1 (dennismcd10@gmail.com); Gaylord Brewer (brewerg@grandview.wa.us); Gloria Mendoza; Gloria Mendoza (mendozag@grandview.wa.us); Gview Mayor; Javier Rodriguez; Javier Rodriguez (rodhav1@yahoo.com); Joan Souders; Joan Souders 1 (jesouders@hotmail.com); Mayor Norm Childress; Mike Everett (everettm@grandview.wa.us); Mike Everett 1 (mike@everettlaw.net); Quinn Plant
Cc: Dale Burgeson; Don Olmstead (don2@olmsteadorchards.com); Jan McDonald; Joseph.Calhoun@yvcog.org; Kathy Gonzalez; Lois Chilton (loismchilton@gmail.com); Shawn Conrad (shawn.conrad@yvcog.org)
Subject: Growth Management Update - Council Meeting Continuance

At last night's COW meeting, the Growth Management update was presented to Council for review and discussion. These documents were previously provided to Council at the September 13th COW meeting in order for Council to review in advance and be ready for discussion at last night's meeting. Following Senior Planner Shawn Conrad's presentation last night, the COW continued the discussion to the October 25th COW meeting.

I was advised by Ms. Conrad this morning that she will be unable to attend the October 25th meeting as she has another meeting that same night for the City of Union Gap. In addition, she advised that her last day with YVCOG will be November 10th as she is taking another position out of state.

Since Ms. Conrad will be unable to attend the October 25th meeting, I would ask Council to provide any questions in writing in advance of the October 25th meeting so I can run those by her to assist me with providing answers.

Thank you advance for your assistance.

Anita G. Palacios, MMC
City Clerk/Human Resource
City of Grandview
207 West Second Street
Grandview, WA 98930
PH: (509) 882-9208
FAX: (509) 882-3099
anitap@grandview.wa.us
www.grandview.wa.us

STAFF REPORT

TO: Committee of the Whole, City of Grandview
FROM: Shawn Conrad, Senior Planner, Yakima Valley Conference of Governments
DATE: October 11, 2016
SUBJECT: GMA update: Development regulations, Critical Areas Ordinance, and Comprehensive Plan updates

ACTION

REQUESTED: None; review and discussion only.

Background

The Growth Management Act (GMA) requires fully planning jurisdictions to review and update their comprehensive plans, development regulations, and critical areas ordinance (CAO), every eight years as established by RCW 36.70A.130(5)(c). Grandview's next GMA periodic update is due June 30, 2017. After this date, without a completed update, Grandview will be unable to access Washington State road and water/wastewater infrastructure grants and loans.

All of the GMA update elements mutually complement one another. The Comprehensive Plan establishes the community's desirable character and physical pattern of growth and preservation during the next 20 years. The development regulations update provides land use regulations that implement the Comprehensive Plan; as part of the development regulations, the Critical Areas Ordinance provides environmental protection during development review processes.

Staff and Planning Commission have reviewed proposed updates to the Comprehensive Plan, development regulations, and critical areas ordinance as part of the City's GMA Update, during public meetings held on May 27, 2015; June 24, 2015; August 26, 2015; October 28, 2015; January 27, 2016; April 27, 2016; and August 31, 2016.

SEPA Review

The City of Grandview distributed a Notice of Application and Determination of Non-Significance, the proposal, and a SEPA checklist on May 19, 2016, using the optional DNS process authorized by WAC 197-11-355. The comment period ended on June 2, 2016. One comment letter was received from the Department of Ecology regarding the Critical Areas Ordinance update. Ecology's comments related to definitions and the role of the Administrative Official. Revisions contained in the current Critical Areas Ordinance draft reflect these comments.

Department of Commerce 60-Day Review

The City of Grandview submitted the proposal and a Notice of Intent to Adopt Amendment to the Department of Commerce on May 19, 2016. Grandview received a letter from Commerce acknowledging receipt of the materials on May 19, 2016, with Material ID # 22424.

Grandview received a comment letter from Department of Commerce on July 13, 2016. Comments

related to the Comprehensive Plan update, specifically:

- The timeframe of the 20-year planning period used for Grandview's analysis associated with land and housing needs and their consistency with Yakima County.
- The timeframe of the six-year capital facilities plan.
- The timeframe of the capital facilities information presented from facility plans such as the 2015 Grandview Water System Plan and the 2009 General Sewer Plan.

After consideration of these comments, Grandview staff elected to retain the Comprehensive Plan as submitted to Department of Commerce.

Transportation Element Certification

YVCOG, as the lead agency for the Metropolitan Transportation Organization (MPO) and the Regional Transportation Planning Organization (RTPO) for Yakima County, is required to certify transportation elements under GMA to ensure that they are consistent with the Yakima Valley Metropolitan and Regional Transportation Plan 2012-2040 (MRTP) and GMA requirements.

After review of the City of Grandview's Transportation Element, YVCOG determined that it is consistent with the MRTP and the GMA, as follows:

- The plan was submitted for consideration on May 19, 2016 and reviewed by YVCOG Staff.
- The MPO/RTPO Technical Advisory Committee reviewed the completed Transportation Element Review Checklist on June 9, 2016 and recommended approval to the MPO/RTPO Policy Board.
- The Policy Board considered the recommendation of the Technical Advisory Committee on June 20, 2016 and approved the City of Grandview's Transportation Element.
- A formal Transportation Element Consistency Certification Report was signed by YVCOG's Executive Director on June 21, 2016.

Planning Commission Recommendation

After review of all of the above items at their August 31, 2016 regular meeting, Planning Commission voted to recommend approval of the GMA update, as presented.

Port District Revision

Subsequent to the Planning Commission recommendation, the Grandview Port District requested a revision to the Land Use Element of the Comprehensive Plan. The purpose of this revision was to provide for recognition of the Port's planning efforts in the Grandview Comprehensive Plan, which would allow the Port to apply for certain grants. The proposed revision is shown on Attachment 1.



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

1250 W Alder St • Union Gap, WA 98903-0009 • (509) 575-2490

June 3, 2016

Cus Arteaga
City of Grandview
207 W. 2nd Street
Grandview, WA 98930

Re: City of Grandview GMA Periodic Update

Dear Mr. Arteaga:

Thank you for the opportunity to comment on the determination of nonsignificance for the City of Grandview GMA Periodic Update. We have reviewed the documents and have the following comments.

SHORELANDS/ENVIRONMENTAL ASSISTANCE

Thank you for extending your comment period so that we could review your draft CAO document (dated April 2016). Our review is focused primarily on wetland issues, as that is the expertise of our SEA program reviewer.

Grandview Comprehensive Plan Update Draft Physical Character Element (May 2016): Section III references Figure 1-7, which identifies Category 1, 2 and 3 wetlands inside City limits and Category 2 and 3 wetlands in the unincorporated UGA. It would be useful to include a reference to the original document/report in which the ratings of those wetlands was done. The figure was generated by the Yakima Valley Conference of Governments (March 2016). Did they also do the wetland ratings? (On page 1-21, there is a reference to the Grandview 2012 CAO, were the wetlands rated as a part of that CAO adoption?)

Draft Critical Area Ordinance (April 2016): This is one of the best draft City CAO documents that this reviewer has reviewed in a while. The draft ordinance language reflects “best available science” and will be protective of wetlands within your jurisdiction. There are a few minor changes that we would recommend you make in order to make your document consistent with updated citations or to clarify understanding:

Page 1-7 **“Hydric Soil” definition:** This definition contains reference to the previous delineation manual (Washington State Wetland Identification and Delineation Manual) that Ecology used. Elsewhere in your draft ordinance, you do cite WAC 173-22-035, which has been updated to reflect use of the currently approved federal manual and supplements, which became effective on March 14, 2011. We suggest that you change the reference in the “Hydric Soil” definition to simply refer to WAC 173-22-035.

Mr. Arteaga
June 3, 2016
Page 2

The Growth Management Act states that “wetlands regulated under development regulations adopted pursuant to this chapter shall be delineated in accordance with the manual adopted by the department pursuant to RCW 90.58.380.” RCW 90.58.380 allows the Department of Ecology to adopt rules that incorporate changes to the manual. Therefore, the currently approved federal manual and supplements should be used for delineating wetlands in GMA jurisdiction. See: <http://www.ecy.wa.gov/programs/sea/wetlands/delineation.html>.

On page 1-11 “wetland classes...” This definition is correct. However, **the term “wetland category” should be added to the definition section** as “wetland class” and “wetland category” are two different terms which are often interchanged incorrectly by people who are not familiar with wetland terminology. “Wetland category” could be defined as “a rating given to a wetland using the Washington State Wetland Rating System for Eastern Washington (October 2014 publication no. 14-06-030, or as revised.) The rating is used for purposes of comparing the relative degree of function and values between wetlands and is also used to help determine the size of buffers that are needed to protect those functions and values. See section 18.06.410”.

General Comment: Sections 18.06.190 through 220: The Administrative Official is given a lot of discretion to determine adequacy of reports and whether potential impacts to wetlands have been addressed. Ecology recommends that the Administrative Official be trained in how to recognize various types of wetland vegetation (herbaceous, scrub-shrub, and forested) and how that vegetation can seasonally change to a less recognizable state. Ecology recommends that the Administrative Official take Ecology’s Eastern Washington Rating System training as a good first step in acquiring wetland discernment skills. Also, Ecology will soon be releasing on-line tutorial module presentations on the process of how to delineate a wetland under the title of “Wetlands 101”. Each aspect of wetland delineation (soils, water and vegetation) will be presented in easy to understand, general terms.

If you have any questions about these comments, please contact **Catherine Reed** at (509) 575-2616. One of Ecology’s wetland staff’s highest priorities is to assist local governments with implementation of their wetland ordinances through report review, on-site delineation checks, etc. Please don’t hesitate to call Catherine for assistance regarding wetland issues.

Sincerely,



Gwen Clear
Environmental Review Coordinator
Central Regional Office
(509) 575-2012
crosepacoordinator@ecy.wa.gov



STATE OF WASHINGTON

DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

July 13, 2016

Ms. Shawn Conrad, Planner
311 North 4th Street Suite 202
Yakima, Washington 98901

RE: Proposed amendment to the Grandview Comprehensive Plan for compliance with the GMA Periodic Update requirement.

Dear Ms. Conrad:

Thank you for sending Growth Management Services the proposed amendments to Grandview's comprehensive plan and development regulations that we received on May 19, 2016, and processed with Material ID No. 22424. Please consider the following comments as you prepare revisions to the document.

We especially like the following:

- The Plan includes excellent maps and simple, easy to understand tables throughout the document.
- The Physical Character Element includes an excellent description of Grandview's geology, climate and natural systems.
- Each chapter includes applicable County-wide Planning Policies for easy reference.
- The Land Use Element includes policies promoting physical activity (Policy 1.8).
- The Capital Facilities Element includes very thorough inventories and descriptions of facilities and services, including schools, fire and police.
- The Transportation Element has already been certified by the Yakima County Conference of Governments.
- Each element includes a paragraph detailing the relationship with other elements, addressing the GMA's internal consistency requirement (RCW 36.70A.070).

We have concerns about the following that you should address before you adopt your plan and development regulation amendments:

- We are concerned about the time period used for population projections and urban growth area (UGA) sizing decisions. UGA sizing decisions should be based on the projected population and employment growth, along with the broad range of needs and uses that will accompany the projected growth. Population projections cover a twenty-year period and begin on the statutory due date identified in RCW 36.70A.130. Jurisdictions may choose to adopt a projection that exceeds the twenty-year horizon, but UGA sizing decisions must be based on the need to accommodate twenty years of growth.¹ The GMA specifies that the 20-year time period commences immediately following the periodic review deadline, which for

¹ RCW 36.70A.110(2)

Ms. Shawn Conrad
July 13, 2016
Page 2

Yakima County jurisdictions is June 30, 2017 (RCW 36.70.130(3)(b)). Therefore, Grandview's population projection and analysis associated with land and housing needs must cover the time period from 2017 to 2037. Population projections must be coordinated and consistent with Yakima County.


- The draft Capital Facilities Element (CFE) must include an inventory, forecast of future needs, locations of expanded or new facilities and a financing plan for required facilities. The financing plan must identify sources of public money and be within projected funding capacities (RCW 36.70A.070(3)). Facility needs must be analyzed consistently throughout the CFE, using the same time frame and population growth figures. Since Grandview's deadline to adopt its comprehensive plan is June 30, 2017, the 6-year financing plans for each facility type should include the years 2017-2023, with a 20-year analysis extending to 2037.
- The draft CFE adopts by reference a number of functional facility plans, such as the 2015 Grandview Water System Plan and the 2009 General Sewer Plan. Adopting functional plans by reference is fine and summary information is presented in the draft Comprehensive Plan as we recommend to jurisdictions. We recommend using the information in the functional plans as a starting point and updating the analysis using growth assumptions that are consistent with other elements of the comprehensive plan. Once the needs analysis is completed, the facilities required to accommodate growth, such as water storage, should be clearly identified, followed by a reasonable financing strategy.

We have some suggestions for strengthening your plan for your consideration either now, or future amendments:

- The Physical Character Element includes an analysis of water, wastewater, stormwater, and public services. We recommend moving this information to the Capital Facilities Element, keeping capital facilities and service analysis in one element.
- The Capital Facilities Element includes a general description of local, state and federal funding sources (Page 3-28), followed by a capital facilities plan with "potential funding sources". We recommend including a more detailed analysis of projected city revenues by category (WAC 365-196-415(c)(i)). We are happy to provide examples from other jurisdictions.

Congratulations to you and your staff for the good work these amendments represent. If you have any questions or concerns about our comments or any other growth management issues, please contact me at 509.795.6884. We extend our continued support to the City of Grandview in achieving the goals of growth management.

Sincerely,



Scott Kuhta
Senior Planner
Growth Management Services

SK:lw

cc: David Andersen, AICP, Acting Managing Director, Growth Management Services
Anita Palacios, City Clerk, Grandview
Tommy Carroll, Long Range Planning Manager, Yakima County

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Attachment 1

Land Available for Economic Development

In the City of Grandview, the Port of Grandview owns approximately 100 acres of property that is zoned and available for light industrial development. The Port of Grandview works to broaden and strengthen Grandview's economic base and is an important partner with the City of Grandview in economic development. The Port of Grandview's Strategic Goals and Objectives, adopted February 2016, are hereby incorporated by reference, as amended.

Within the City, there are currently 988.6 acres of undeveloped land, or 28% of Grandview's total land area. The term "undeveloped land" includes parcels designated by the County Assessor as "vacant," "residential land undeveloped," "current use agricultural," and "agricultural not current use." Land designated as undeveloped has the potential to develop to a residential, commercial, industrial, or public use within the 20-year planning period. Much of the undeveloped land occurs on the north side of the City, particularly the northwest corner near the north I-82 interchange; at the southeast corner of the City near the I-82 interchange; and at smaller, scattered sites in and around the central business district (see Figure 2-3, page 2-18).

Table 2-8 below summarizes the amount of undeveloped land that is potentially available for future development, in each future land use designation (see Figure 2-5, page 2-33). The future land use designation indicates how land is planned to be used in the future, as indicated by the Future Land Use Map, illustrated in Figure 2-6, page 2-34.

Table 2-8. Undeveloped Land in Future Land Use Designations in City of Grandview

Designation	# Parcels	Total Acres
Residential	158	272.2
Public	6	93.1
Commercial	26	84.7
Industrial	67	538.6
Undeveloped Land Total	188	988.6

Analysis of Physical Conditions

Natural constraints to development in Grandview are discussed in Chapter 1 – Physical Character Element. Most critical areas in and around Grandview such as steep slopes, other geologic hazards, wetlands, and fish and wildlife habitat conservation areas are small and isolated and do not limit further development in any particular direction outward from the City. The Physical Character Element includes maps and discussion of the critical areas identified within City limits and the unincorporated UGA, including wetlands, critical aquifer recharge areas, fish and wildlife habitat conservation areas, frequently flooded areas, and geologically hazardous areas.

The main constraints to development take place in the form of physical barriers such as the Yakima River and its adjacent floodplain located approximately two miles south of the City; I-82, which passes through the northern portions of the City; and the railroads, which cross near the center of the City. These barriers must be crossed or bridged at a cost generally much higher than that for normal roadway construction.

MEMORANDUM

TO: Committee of the Whole, City of Grandview
FROM: Shawn Conrad, Senior Planner, Yakima Valley Conference of Governments
DATE: October 11, 2016
SUBJECT: Additional proposed revisions to the draft Comprehensive Plan

Subsequent to the August 31, 2016 Planning Commission recommendation of approval of the Grandview GMA Update, staff has identified a few additional revisions to the proposed Comprehensive Plan. This memo presents those revisions for Committee of the Whole discussion and consideration.

Proposed revisions:

1. Complete Streets goal and policies added to the Transportation Element. Grandview has requested a nomination to the Washington State Complete Streets Award Program, administered by the Transportation Improvement Board. One of the considerations that TIB will look at in evaluating nominations is how the City has planned for Complete Streets implementation. Adding a Complete Streets goal and policies to the Comprehensive Plan may help the City of Grandview to obtain funding through the Complete Streets Award Program in the current and future award cycles. Grandview staff believes that the proposed language reflects the direction that the City has already been taking for some time regarding improving City roadways for all users. Please see the attached for the proposed policy language.
2. Correction to Grandview Hydrology and Wetlands Map. At the September 27, 2016 City Council meeting, City Administrator/Public Works Director Cus Arteaga presented a staff report regarding, in part, a wetland contained within parcels 230924-13012 and 230924-13018. Staff investigated the wetland and consulted with the Yakima County Planning Department Environmental and Natural Resources Planning Section. It was determined that due to the nature of the wetland, the wetland was not subject to the Grandview Critical Areas Ordinance. Therefore, City of Grandview requested that Yakima County remove the wetland from their critical areas GIS database as a correction. This was completed, and the attached illustrates the corrected Grandview Hydrology and Wetlands Map with the wetland removed.

GOAL 7: Integrate Complete Streets infrastructure and design features into street design and construction to create safe and inviting environments for all users to walk, bicycle, and use public transportation.

Policy 7.1 Include infrastructure that promotes a safe means of travel for all users along the right of way, such as sidewalks, shared use paths, bicycle lanes, and paved shoulders.

Policy 7.2 Include infrastructure that facilitates safe crossing of the right of way, such as accessible curb ramps, crosswalks, refuge islands, and pedestrian signals; such infrastructure must meet the needs of people with different types of disabilities and people of different ages.

Policy 7.3 Ensure that sidewalks, crosswalks, public transportation stops and facilities, and other aspects of the transportation right of way are compliant with the Americans with Disabilities Act and meet the needs of people with different types of disabilities, including mobility impairments, vision impairments, hearing impairments, and others.

Policy 7.4 Prioritize incorporation of street design features and techniques that promote safe and comfortable travel by pedestrians, bicyclists, and public transportation riders, such as traffic calming circles, additional traffic calming mechanisms, narrow vehicle lanes, raised medians, dedicated transit lanes, transit priority signalization, transit bulb outs, road diets, high street connectivity, and physical buffers and separations between vehicular traffic and other users.

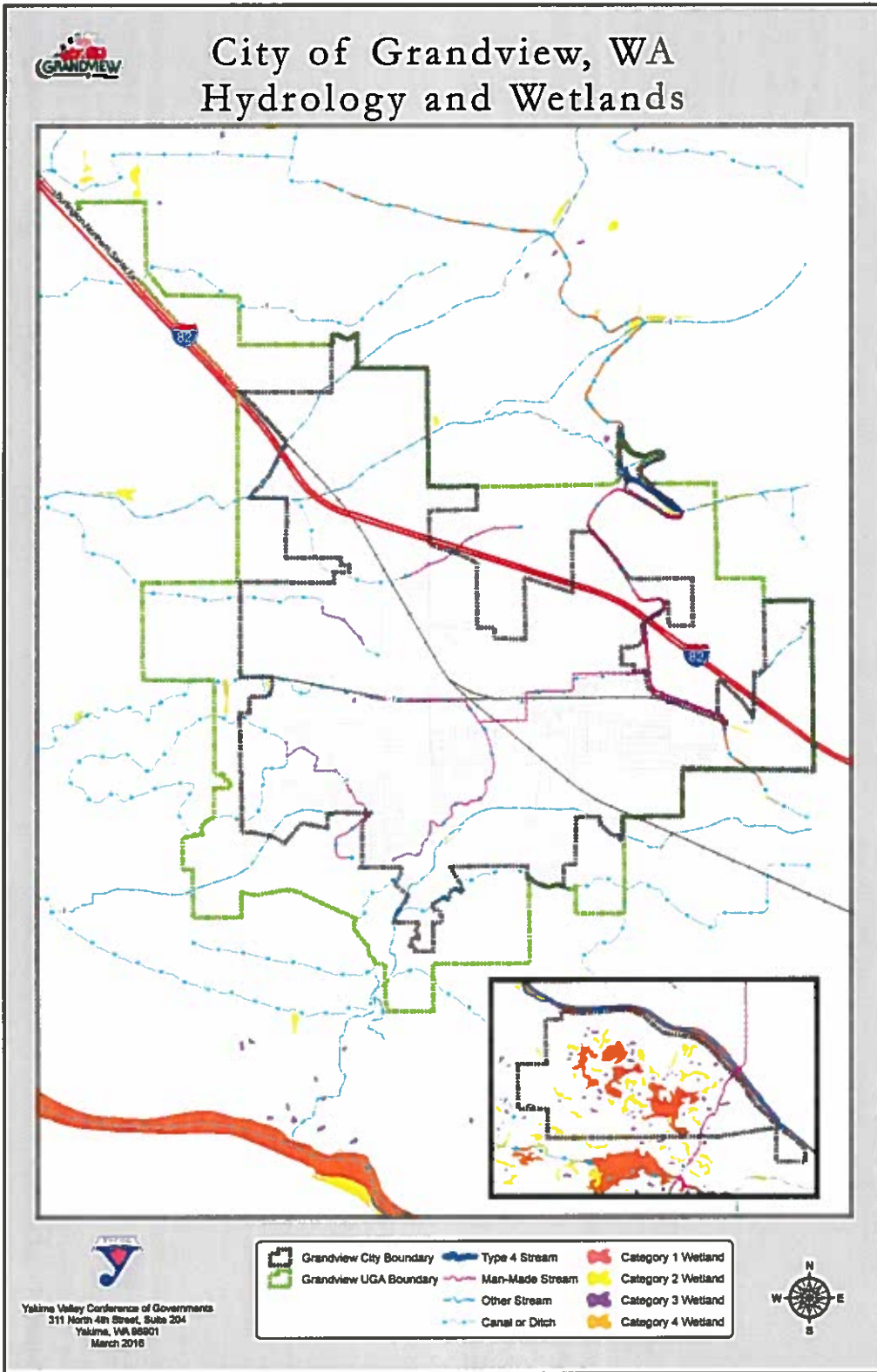


Figure 1-7. Hydrology and Wetlands, Grandview UGA

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**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE
MEETING MINUTES EXCERPT
AUGUST 23, 2016**

4. NEW BUSINESS

F. Legal Newspaper – Daily Sun News (Councilmember Brewer)

At the August 9, 2016 C.O.W. meeting, Councilmember Brewer requested that the C.O.W. revisit utilizing the Daily Sun News as the City's legal newspaper.

Staff provided the C.O.W. with the applicable legal statutes regarding the designation of official newspaper (RCW 35.21.875), qualifications of legal newspaper (RCW 65.16.020), and bidding requirements (RCW 35.23.352). Staff also provided the City's specifications, instructions and bid form for sealed bids for official newspaper, along with copies of the bids received from the Daily Sun News, Review-Independent, and Grandview Herald for the year 2016. It was noted that the City would advertise for bids in November 2016 for the year 2017.

Following discussion, the C.O.W. requested that the bid specifications be reviewed by the C.O.W. prior to advertisement in November.



**CITY OF GRANDVIEW
CALL FOR BIDS FOR OFFICIAL NEWSPAPER**

NOTICE IS HEREBY GIVEN that the City of Grandview, Washington, will receive sealed bids at the office of the City Clerk, 207 West Second Street, Grandview, WA 98930, until **11:00 a.m., Wednesday, November 16, 2016**, from qualified legal newspapers to serve as the OFFICIAL NEWSPAPER of the City of Grandview for the year **2017**, at which time they will be opened and read aloud.

Bids must comply with the "Specifications for Sealed Bids for Official Newspaper" and be submitted in envelopes marked "Official Newspaper Bid". Bid packets are available from the City Clerk at the above address, PH: (509) 882-9208.

The City of Grandview reserves the right to accept or reject any or all bids, and to waive minor irregularities in the bidding process.

CITY OF GRANDVIEW
Anita G. Palacios, MMC
City Clerk

Publish: Daily Sun News – November 1, 2016

CITY OF GRANDVIEW
SPECIFICATIONS FOR SEALED BIDS
FOR OFFICIAL NEWSPAPER

The City of Grandview is soliciting sealed bids from qualified legal newspapers to serve as the OFFICIAL NEWSPAPER of the City of Grandview for the year 2017. These specifications are prepared for qualified bidders.

General Information

The City of Grandview is a municipal corporation of the State of Washington, situated in Yakima County. The population of the City of Grandview is approximately 11,010. Grandview is organized as an Optional Municipal Code City pursuant to Title 35A RCW, with a Mayor-Council form of government.

General Needs of Publication

The City of Grandview publishes official documents and notices, including but not limited to: Notices of Public Hearing for City Council, Planning Commission, Civil Service Commission and administrative reviews for land use actions; publications of ordinances and/or ordinance summaries; advertising and requests for bids and proposals; and land use environmental review notices.

Qualifications of Bidders

Qualified bidders must meet the requirements set forth for legal newspapers in Chapter 65.16 RCW. Qualified newspapers must be approved as a legal newspaper by order of the Yakima County Superior Court, must currently be a legal newspaper, and must have been so qualified for at least six (6) months prior to the date of this solicitation. The newspaper must be published regularly, at least once per week, in the English language. The newspaper must be of general circulation in the City of Grandview, and must be compiled in whole or in part in an office maintained at the place of publication. The newspaper must contain news of general interest as contrasted with news of interest primarily to an organization, group or class. The rate charged to the City of Grandview shall not exceed the national advertising rate extended by the newspaper to all general advertisers and advertising agencies in its published rate card.

By signing and submitting the Bid Documents in this packet, the bidder certifies that it meets the above qualifications. Qualifications are subject to confirmation by the City of Grandview.

**INSTRUCTIONS TO BIDDERS
OFFICIAL NEWSPAPER**

Submission of Bids

Sealed bids must be addressed or delivered to:

City Clerk
City of Grandview
207 West Second Street
Grandview, WA 98930

Closing Date

Bids will be received until **11:00 a.m., Tuesday, November 16, 2016.**

Bid Opening

Bids will be opened and publicly read aloud in the Council Chambers, City Hall, 207 West Second Street, Grandview, Washington, at 11:00 a.m., **Tuesday, November 16, 2016**, at which time interested parties may be present to witness the bid opening.

Acceptability of Bids

Bids must be submitted on the City of Grandview bid form and placed in a sealed envelope. The words "Official Newspaper Bid" must be clearly marked on the front of the envelope.

The bid form must contain the bidder's business address and must be signed by a duly authorized official.

The bidder is fully responsible for obtaining all information for the preparation of this bid.

Bids that are unsigned, incomplete, illegible, unbalanced, obscure or with any other irregularities may be rejected. The City of Grandview reserves the right to accept or reject any or all bids, and to waive minor irregularities and informalities in the bidding process, at the City's discretion.

The bid shall be valid for thirty (30) calendar days following the bid opening date.

The successful bidder will be asked to enter into a contract to provide legal publications and publication services for the City of Grandview beginning **January 1, 2017 through December 31, 2017**. State law requires bidding for the Official Newspaper of the City of Grandview on an annual basis.

The City of Grandview is an Equal Opportunity Employer.

Further Information

Contact Anita Palacios, City Clerk, 207 West Second Street, Grandview, Washington, 98930 or PH: (509) 882-9208.

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**BID FORM
OFFICIAL NEWSPAPER**

I/We the undersigned, having read all requirements of this call for bids, together with all the special provisions and specifications set forth herein, do agree in every particular, and will provide the service as specified herein as follows:

Name of Newspaper: _____

Number of days per week newspaper is published: _____ days per week.

Size of column inch: _____

Total circulation: _____ Total circulation for 98930 zip code: _____

Services and Rates.

Describe rate(s) to be charged to the City of Grandview for publications. Please describe all rates to be charged, and note different rates, if any, for different types of publication (i.e., legal notices, advertising, etc.). Please describe rate per column inch of publication:

Type of Publication

Rate (per column inch)

NOTE: Rates must not exceed the national advertising rate as defined in RCW 65.16.091.

Bidder's Name: _____

Address (Office of Publication): _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

Signature of Authorized Official: _____

Print Name: _____ Title of Official: _____

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- 1. Are there any charges, surcharges, taxes or other fees in addition to the above-described rates? If so, please describe:**
- 2. If the City of Grandview desires publication of an item on a particular date, how much lead time is required by the bidder?**
- 3. Please describe the services to be provided by bidder to the City of Grandview, together with any other information which bidder feels makes its newspaper the best choice for the Official Newspaper of the City of Grandview:**