

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE
MEETING MINUTES
JANUARY 24, 2017**

1. CALL TO ORDER

Mayor Norm Childress called the Committee-of-the-Whole meeting to order at 6:00 p.m. in the Council Chambers at City Hall.

2. ROLL CALL

Present were: Mayor Childress and Councilmembers Mike Everett, Dennis McDonald, Bill Moore, Javier Rodriguez and Joan Souders. Councilmember Gloria Mendoza arrived at 6:10 p.m. Absent from the meeting was Councilmember Gaylord Brewer.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray and City Clerk Anita Palacios.

3. PUBLIC COMMENT – None

4. NEW BUSINESS

A. 2017 Snow Removal Budget Amendment Options

At the January 10, 2017 C.O.W. meeting, City Administrator Arteaga reported that \$27,850 was budgeted in the snow and ice control budget for 2017. From January 1 through January 9, 2017, \$21,320.80 was spent on snow removal costs. The balance of \$6,529 would be expended following that day's inclement weather and accumulation of snow. He requested that Council consider a budget amendment of \$50,000 with the funds being transferred from either the Transportation Benefit District (TBD) Fund or the Current Expense Fund to the Street Fund. The C.O.W. concurred and directed staff to prepare a budget amendment to transfer \$50,000 to the Street Fund for presentation at the January 24th C.O.W. meeting.

City Treasurer Cordray explained that staff proposed the separation of the TBD from the Street Fund in order for it to be its own individual fund. This would provide for easier tracking of TBD revenues and expenditures. With this change, it was necessary to revise the 2017 snow removal budget amendment options. The revised budget amendment options were presented. He explained that the revision included three different options and what a \$50,000 increase would do to each fund's reserve (Current Expense Fund, Street Fund, TBD Fund). Also included were the snow removal costs through January 19, 2017.

Discussion took place.

On motion by Councilmember Everett, second by Councilmember McDonald, the C.O.W. authorized staff to prepare a budget amendment transferring \$80,000 from the Current Expense Fund to the Street Fund to a regular Council meeting for consideration.

B. Hotel/Motel Taxes to Chamber of Commerce

City Treasurer Cordray explained that he received accounting of the Chamber's 2015 and 2016 tourism expenditures of the Hotel/Motel taxes remitted to them in and prior to 2016. His review of the expenditures included cancelled checks written on the Chamber's account and corresponding invoices or receipts for services or materials. The 2015 expenses claimed by the Chamber of Commerce were \$6,891.42 while the 2016 expenses were \$2,979.11. The total claimed was \$9,870.53. The City of Grandview Resolution 87-15, paragraph 3. Records, states "The Chamber shall keep and provide all copies of any and all records, receipts, lists, descriptions and itemizations of expenses involved in the Chamber's activities in promoting and advertising the City of Grandview and encouraging tourism expansion upon request by the City." With limited exceptions, descriptions and itemizations of expenses were provided. There was enough evidence of invoice support for the majority of the checks written on the Tourism account. He again relied heavily on past tourism activities of the Chamber of Commerce and the documentation of same. Expenses for 2015 and 2016 were consistent with recent prior years. Audit of the claimed expenses resulted in an adjustment in the supported amount due the Chamber of Commerce. These adjustments were based on non-supported checks written, finance charges for late payments and exclusion of backup. Based on his review of the Chamber records, the Chamber was due the Hotel/Motel Taxes receipted by the City during 2015 and 2016. That amount was \$3,701.37, to be vouchered and approved at the February 14, 2017 City Council meeting.

Discussion took place.

On motion by Councilmember McDonald, second by Councilmember Moore, the C.O.W. moved the vouchering of the hotel/motel taxes to the Chamber of Commerce in the amount of \$3,701.37 to the February 14, 2017 regular Council meeting Consent Agenda for consideration.

C. Resolution authorizing the Mayor to sign the Washington State Transportation Improvement Board Consultant Agreement with HLA Engineering and Land Surveying, Inc., for the West Fifth Street Resurfacing

The City was selected by the Washington State Transportation Improvement Board (TIB) to receive 2016 Arterial Preservation Program funding in the amount of \$369,702 for a grind and overlay of West Fifth Street from Larson Street to Euclid Road. On January 10, 2017, Council approved Resolution No. 2017-2 authorizing the Mayor to sign the Washington State Transportation Improvement Board (TIB) Fuel Tax Grant Agreement for the FY 2018 Overlay Project, Multiple Locations, TIB Project Number 3-E-183(005)-1 West Fifth Street from Larson to Euclid. Staff presented the TIB Consultant Agreement with HLA Engineering and Land Surveying, Inc., for design services in the amount of \$38,810.00.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Mendoza, the C.O.W. moved a resolution authorizing the Mayor to sign the Washington State Transportation Improvement Board Consultant Agreement with HLA Engineering and Land Surveying, Inc., for the West Fifth Street Resurfacing to a regular Council meeting for consideration.

5. OTHER BUSINESS

Snow Removal Efforts – The C.O.W. discussed the snow removal efforts.

6. ADJOURNMENT

The study session adjourned at 6:40 p.m.

Mayor Norm Childress

Anita Palacios, City Clerk