

**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE MEETING MINUTES  
JANUARY 9, 2018**

**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. OATHS OF OFFICE**

City Attorney Plant administered the Oaths of Office to the following newly elected Councilmembers:

- Joan E. Souders (Council Position 1)
- Javier (Harv) Rodriguez (Council Position 2)
- Gloria Mendoza (Council Position 3)

**3. ROLL CALL**

Present were: Mayor Childress and Councilmembers Mike Everett, Gloria Mendoza, Javier Rodriguez and Joan Souders.

Absent were: Councilmembers Gay Brewer, Dennis McDonald and Bill Moore.

**On motion by Councilmember Everett, second by Councilmember Rodriguez, Council excused Councilmembers Brewer, McDonald and Moore from the meeting.**

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 Marty Groom, Police Chief Kal Fuller and City Clerk Anita Palacios.

**4. PUBLIC COMMENT – None**

**5. NEW BUSINESS**

**On motion by Councilmember Everett, second by Councilmember Souders, the C.O.W. moved Item F. to Item A. and renumbered other items accordingly as changes to the published January 9, 2018 C.O.W. Meeting Agenda.**

**A. Resolution approving the Governance Agreement for the Yakima Valley Conference of Governments (YVCOG) – Larry Mattson, Executive Director w/YVCOG**

Larry Mattson, Executive Director with the Yakima Valley Conference of Governments (YVCOG) explained that the YVCOG was established in 1966 as the regional transportation planning organization for Yakima County, Washington. The original agreement was executed by Yakima County, the cities of Grandview, Granger, Harrah, Mabton, Moxee, Naches, Selah, Sunnyside, Tieton, Toppenish, Union Gap, Wapato, Yakima and Zillah. YVCOG's Articles of Association and Bylaws were adopted as well and have subsequently been revised as needed. The members of YVCOG desired to reaffirm the Origin Document lost in a fire in the 1990s with a comprehensive agreement confirming YVCOG's organizational structure as well as rights and

responsibilities as the Yakima County Regional Transportation Planning Organization (RTPO) and the Yakima County Metropolitan Planning Organization (MPO). The members of the YVCOG Board of Directors, in consultation with the Executive Director and Legal Counsel have made a detailed review of the available Origin Documents and the Yakima Valley Conference of Governments Governance Agreement and the Bylaws of the YVCOG. The members of the YVCOG Board of Directors have voted to recommend approval of the Governance Agreement. He requested that the City approve and agree to the terms and conditions of the YVCOG Governance Agreement as presented.

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Souders, the C.O.W. moved a resolution approving the Governance Agreement for the Yakima Valley Conference of Governments (YVCOG) to the next regular or special Council meeting for consideration.**

**On motion by Councilmember Mendoza, second by Councilmember Souders, the C.O.W. moved Item G. to Item B. and renumbered other items accordingly as changes to the published January 9, 2018 C.O.W. Meeting Agenda.**

**B. Resolution approving a Site Use Agreement between People For People and the City of Grandview Community Center**

Parks & Recreation Director Carpenter explained that for several years, the City allowed the use of their respective facilities for the operation of a noon meal program to serve hundreds of area senior citizens. This was a valuable program, enhancing the health and social well being of the elderly. Staff presented the annual Site Use Agreement between People For People and the City to provide food and nutrition services for area senior citizens. Traditionally, the noon meal program offered a host of opportunities for the Parks and Recreation staff and volunteers to enhance lives with additional and meaningful recreation programs. In addition, the agreement included a reimbursement provision for utility costs from People For People in the amount of \$425 per month.

Discussion took place.

**On motion by Councilmember Mendoza, second by Councilmember Rodriguez, the C.O.W. moved a resolution approving a Site Use Agreement between People For People and the City of Grandview Community Center to the next regular or special Council meeting for consideration.**

Councilmember Souders recused herself from the vote as she currently was a member of the People For People Board.

**C. Resolution authorizing the Mayor to enter into an Agreement for Professional Services with HLA Engineer and Land Surveying, Inc., for the Years 2018, 2019 and 2020**

City Administrator Arteaga explained that at the December 12, 2017 Council meeting, HLA Engineering and Land Surveying, Inc., was selected as the most qualified municipal engineering firm based on the 20+ years of experience with the City. Staff was directed to negotiate a three-

year engineering services contract, in accordance with State Law, for Council consideration at the next meeting. Staff presented the Agreement for Professional Services provided by HLA Engineering and Land Surveying, Inc. The contract was identical to that for the previous three years with the following exceptions: Exhibits A – Schedule of Rates 2018, 2019 and 2020. Across all billing categories, the rates increased an average of 3%. The rates were normal hourly billing rates and were the same rates for all cities and counties they work for. Increased hourly rates were necessary to accommodate increased B&O taxes, health insurance, etc.

Discussion took place.

**On motion by Councilmember Mendoza, second by Councilmember Souders, the C.O.W. moved a Resolution authorizing the Mayor to enter into an Agreement for Professional Services with HLA Engineer and Land Surveying, Inc., for the Years 2018, 2019 and 2020 to the January 9, 2018 regular Council meeting for consideration.**

**D. Resolution approving Task Order No. 2018-01 with HLA Engineering and Land Surveying, Inc., for the Elm Street and Fir Street Sidewalk Improvements**

City Administrator Arteaga explained that the City received funding from the Washington State Department of Transportation (WSDOT) Safe Routes to School program for sidewalk and safety improvements in the form of a \$354,900 grant with \$68,500 City contribution. Funding was for the Elm Street and Fir Street Sidewalk Improvements necessary to improve safe routes to the Smith Elementary School and Grandview Adventist Junior Academy. WSDOT obligated design engineering funding on November 29, 2017 and engineering design work may begin immediately following Task Order approval. Construction was anticipated to occur in 2018. Staff presented Task Order No. 2018-01 with HLA Engineering and Land Surveying, Inc., for the Elm Street and Fir Street Sidewalk Improvements in the amount of \$101,320 for design engineering services, environmental services, and engineering services during construction.

Discussion took place.

**On motion by Councilmember Souders, second by Councilmember Rodriguez, the C.O.W. moved a resolution approving Task Order No. 2018-01 with HLA Engineering and Land Surveying, Inc., for the Elm Street and Fir Street Sidewalk Improvements to the next regular or special Council meeting for consideration.**

**E. Resolution authorizing the Mayor to enter into an Interlocal Agreement with Yakima County for on-call services on federal funded projects**

City Administrator Arteaga explained that on June 21, 2017, the City was awarded the 2017 Safe Routes to School Program State Funding in the amount of \$354,864 from the Washington State Department of Transportation for the Elm Street and Fir Street Sidewalk Improvements. The City was not certified to administer federal aid projects, but Yakima County was certified to perform project development and/or contract administration services. The County agreed to administer those services for the City through an Interlocal Agreement for on-call services on federal funded projects. The County would certify the project for the City in accordance with the Washington State Department of Transportation Local Agency guidelines.

Discussion took place.

**On motion by Councilmember Mendoza, second by Councilmember Rodriguez, the C.O.W. moved a resolution authorizing the Mayor to enter into an Interlocal Agreement with Yakima County for on-call services on federal funded projects to the next regular or special Council meeting for consideration.**

**F. Resolution authorizing the Mayor to sign the Washington State Transportation Improvement Board Consultant Agreement with HLA Engineering and Land Surveying, Inc., for the design phase of the East Wine Country Road Resurfacing**

City Administrator Arteaga explained that the City was selected by the Washington State Transportation Improvement Board (TIB) to receive 2017 Arterial Preservation Program funding in the amount of \$310,617 for a grind and overlay of East Wine Country Road from SVID canal crossing to east City limits. Staff presented the TIB Consultant Agreement with HLA Engineering and Land Surveying, Inc., for the project design phase in the amount of \$32,610.

Discussion took place.

**On motion by Councilmember Everett, 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 design phase of the East Wine Country Road Resurfacing to the next regular or special Council meeting for consideration.**

**G. 2018 City Board & Commission Appointments**

Mayor Childress presented the following appointments to Council for confirmation:

<u>Position</u>	<u>Term</u>
Community Center Advisory Committee	
• Middle School Representative – Jedida Alvarez	12/31/2018
• High School Representative – Jasel Perez	12/31/2018
• Senior Citizen Representative – Wanda Brewer	12/31/2018
• American Legion/Auxiliary Representative – Nancy Davidson	12/31/2018
• At-Large Representative – Dave Copeland	12/31/2018
• At-Large Representative – Laura Massey	12/31/2018
• City Council Representative – Joan Souders	12/31/2018
Museum Board – Gene Lange	12/31/2020
Planning Commission – Don Olmstead Jr.	12/31/2022
Beautification Commission – Joseph Jensen	12/31/2023

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Mendoza, the C.O.W. moved the confirmation of the 2018 City Board and Commission appointments as recommended by the Mayor to the next regular or special Council meeting for consideration.**

Councilmember Souders abstained from the vote.

**H. Hotel/Motel Taxes to Chamber of Commerce**

City Treasurer Cordray explained that he received accounting of the Chamber's 2017 tourism expenditures of the Hotel/Motel taxes remitted to them in and prior to 2017. His review of the expenditures included cancelled checks written on the Chamber's account and corresponding invoices for services or materials. The 2017 expenses claimed by the Chamber of Commerce were \$7,988.60. 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." There was sufficient evidence of invoice support for most checks written on the tourism account. He spoke with the Chamber representative and reminded them that having all supported documentation was required. He again relied heavily on past tourism activities of the Chamber of Commerce and the documentation of same. Expenses for 2017 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 exclusion or duplication of backup. Based on his review of the Chamber records, the Chamber was due the Hotel/Motel Taxes receipted by the City during 2017 in the amount of \$1,774.22, to be processed by a Treasurer's check after Council's approval at the January 9, 2018 regular meeting.

Discussion took place.

**On motion by Councilmember Souders, second by Councilmember Everett, the C.O.W. moved the approval of the payment of Hotel/Motel Taxes in the amount of \$1,774.22 to the Grandview Chamber of Commerce to the January 9, 2018 regular Council meeting for consideration.**

**I. Resolution approving a Memorandum of Agreement by and between the City of Grandview and Teamsters Local No. 760 Police Sergeants-Patrol Regarding Retirement Handgun Retention**

City Administrator Arteaga explained that at the November 14, 2017 C.O.W. meeting, Police Chief Fuller requested approval to allow an officer who retires in good standing to be presented with their duty firearm upon retirement at no cost to them. Following discussion, Council directed the City Administrator, City Attorney and Police Chief to draft an agreement to allow an officer to retain his duty firearm upon retirement for consideration. At the December 12, 2017 C.O.W. meeting, a Memorandum of Agreement between the City and Teamsters Local No. 760 Police Sergeants-Patrol allowing an officer with 20 years of service to the Grandview Police Department to keep their service handgun following retirement was presented for consideration. The Memorandum of Agreement was prepared by the City Attorney and reviewed by the Teamsters Representative. Following discussion, the C.O.W. referred the Memorandum of Agreement back to the City Attorney, Police Chief and City Administrator for revisions to address issues regarding the value on the handgun and transparency in the process of surplus the handgun to the retiring officer. Revisions to the Memorandum of Agreement included the following:

- The value of the handgun shall not exceed \$400.00. If the value of the handgun exceeds that amount, the retiring officer shall be given the option of reimbursing the City for the value over \$400.00 in order to obtain the weapon.

- The Mayor shall be notified of any proposed award by a written request from the Police Chief. Upon written approval by the Mayor, the Police Chief shall prepare a Notice of Surplus Property to be presented to the City Council.

Discussion took place.

**On motion by Councilmember Mendoza, second by Councilmember Everett, the C.O.W. moved a resolution approving a Memorandum of Agreement by and between the City of Grandview and Teamsters Local No. 760 Police Sergeants-Patrol Regarding Retirement Handgun Retention to the next regular or special Council meeting for consideration.**

6. **OTHER BUSINESS** – None

7. **ADJOURNMENT**

**On motion by Councilmember Mendoza, second by Councilmember Rodriguez, the C.O.W. adjourned the meeting at 7:05 p.m.**

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Mayor Norm Childress

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Anita Palacios, City Clerk