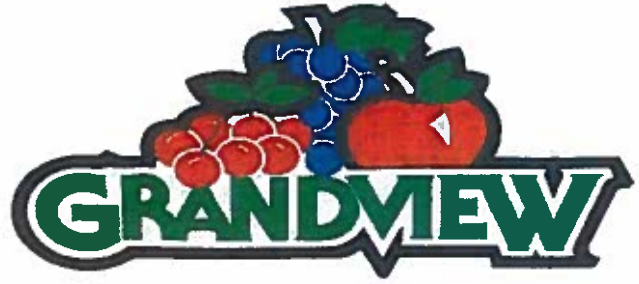


**GRANDVIEW CITY COUNCIL
REGULAR MEETING AGENDA
TUESDAY, OCTOBER 8, 2019**



REGULAR MEETING – 7:00 PM

PAGE

- 1. CALL TO ORDER & ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE – Alyssa Sanchez from Arthur H. Smith School**
- 3. PRESENTATIONS**
 - A. 2018 Wastewater Treatment Plant Outstanding Performance Award 1
 - B. Fred E. Hayes Post 57 American Legion Centennial Day – Community Proclamation 2-3
- 4. PUBLIC COMMENT – At this time, the public may address the Council on any topic whether on the agenda or not, except those scheduled for public hearing.**
- 5. CONSENT AGENDA – Items on the Consent Agenda will be voted on together by the Council, unless a Councilmember requests that items be removed from the Consent Agenda and discussed and voted upon separately. An item removed from the Consent Agenda will be placed under Unfinished and New Business.**
 - A. Minutes of the September 24, 2019 Committee-of-the-Whole special meeting 4-6
 - B. Minutes of the September 24, 2019 Council meeting 7-9
 - C. Payroll Check Nos. 11283-11315 in the amount of \$27,961.86
 - D. Payroll Electronic Fund Transfers (EFT) Nos. 60199-60204 in the amount of \$94,491.72
 - E. Payroll Direct Deposit 9/16/10-9/30/19 in the amount of \$119,073.28
 - F. Claim Check Nos. 118477-118573 in the amount of \$183,656.42
- 6. ACTIVE AGENDA – Notice: Items discussed at the 6:00 pm Committee-of-the-Whole meeting of an urgent or time sensitive nature may be added to the active agenda pursuant to City Council Procedures Manual Section 3.18(c).**
 - A. Resolution No. 2019-36 declaring certain City property from the Public Works Department and Fire Department as surplus and authorizing disposal 10-11
 - B. Resolution No. 2019-37 approving Task Order No. 2019-05 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements 12-15
 - C. Ordinance No. 2019-15 amending the 2019 Annual Budget 16-19
- 7. UNFINISHED AND NEW BUSINESS**
- 8. CITY ADMINISTRATOR AND/OR STAFF REPORTS**
- 9. MAYOR & COUNCILMEMBER REPORTS**
- 10. ADJOURNMENT**



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

PO Box 47600 • Olympia, WA 98504-7600 • 360-407-6000
711 for Washington Relay Service • Persons with a speech disability can call 877-833-6341

June 28, 2019

The Honorable Gloria Mendoza
Mayor of Grandview
207 W Second St.
Grandview, WA 98930

RECEIVED
JUL - 1 2019
CITY OF GRANDVIEW

Dear Mayor Mendoza:

Congratulations! The Grandview Wastewater Treatment Plant is receiving the 2018 “Wastewater Treatment Plant Outstanding Performance” award. Of approximately 300 wastewater treatment plants statewide, yours is one of 109 that achieved full compliance with its National Pollutant Discharge Elimination System (NPDES) permit in 2018.

My staff evaluated wastewater treatment plants in Washington for compliance with the effluent limits, monitoring and reporting requirements, spill prevention planning, pretreatment, and overall operational demands of the NPDES permit.

This is the second consecutive year the Grandview Wastewater Treatment Plant received this award. Your excellent record is a credit to the dedicated operators who are responsible for running this award-winning plant.

It takes diligent operators and a strong management team, working effectively together, to achieve this high level of compliance. It is not easy to operate a wastewater treatment plant 24 hours a day, 365 days a year, without violations. Ecology appreciates the extraordinary level of effort your plant operators demonstrated throughout 2018. Talented and proficient operators are critical to successful plant operations and protecting the health of Washington’s waters.

We will announce the 2018 award recipients, including the Grandview Wastewater Treatment Plant, in the coming weeks.

Please call Donna Smith at 509-575-2612 if you have any questions or comments about your award.

Thank you for the excellent service your operators provide to your community and the waters of Washington.

Sincerely,

Heather R. Bartlett
Water Quality Program Manager



Anita Palacios

From: Jim @ Fred E. Hayes Post 57 <adjutant.walegion57@gmail.com>
Sent: Thursday, September 26, 2019 3:32 PM
To: Gloria Mendoza
Cc: Gloria Mendoza; Anita Palacios; Cus Arteaga
Subject: Community Proclamation
Attachments: 2019-10-13 Community Proclamation.docx

The Honorable Madam Mayor Mendoza,

Attached is a proposed Community Proclamation recognizing our American Legion Post for 100 years of service to Grandview and the Lower Valley. We would be honored if the City would issue this Proclamation for our 100th Birthday, October 13, 2019.

The document is in Word format, so it may be cut and pasted into whatever document you wish. Please note the last paragraph has a spot (in parenthesis) for you to insert the day and month of the issuance of this Proclamation.

If you wish to present this at a Council meeting or some other venue, please let me know so I can attempt to get our Commander there.

In advance, thank you for your consideration.

--

James Davidson - Adjutant
Fred E. Hayes Post 57
The American Legion
PO Box 56
Grandview WA 98930
adjutant.walegion57@gmail.com
www.facebook.com/AmericanLegionFredEHayesPost57
www.walegion57.org
509-882-1984 or 509-830-3849 (cell)
509-882-0415 (FAX)



THE AMERICAN LEGION
VETERANS • DEFENSE • AMERICANISM • YOUTH



**THE
AMERICAN
LEGION**



FRED E. HAYES POST 57 * P.O. BOX 56 * GRANDVIEW, WASHINGTON 98930-0056*
(509) 882-1984 * FAX (509) 882-0415*
WWW.WALEGIONS7.ORG

Community Proclamation

WHEREAS, the Fred E. Hayes Post 57 of The American Legion was chartered in 1919 on October 13th as a wartime veterans organization based on the four pillars of Veterans Affairs & Rehabilitation, National Security, Americanism, and Children & Youth; and

WHEREAS, over the years, the American Legion has become a preeminent community-service organization in Grandview and the Lower Valley, joining more than 2.5 million members – men and women – in over 14,000 American Legion posts worldwide working a variety of programs that support the four pillars and benefit our nation's veterans, its service members, their families, the youth of America and its citizens; and

WHEREAS, the members of the American Legion in Grandview are dedicated to upholding the ideals of freedom and democracy, while working to make a difference in the lives of fellow Americans; and

WHEREAS, the year of 2019 marks the Centennial of American Legion presence and continuing activity in our community and provides an opportunity to recognize our Legionnaires for their many contributions benefiting our community, state and nation.

NOW, THEREFORE, I, Gloria Mendoza, Mayor of the City of Grandview, Washington, do hereby proclaim October 13, 2019 as

FRED E. HAYES POST 57 AMERICAN LEGION CENTENNIAL DAY

IN WITNESS WHEREOF, I have hereunto set my hand this 8th day of October, 2019, in the year of our Lord two thousand nineteen.

Mayor Gloria Mendoza

*AMERICA'S VETERANS SERVICE ORGANIZATION - SERVING GRANDVIEW AND THE LOWER YAKIMA VALLEY SINCE OCTOBER 13, 1919.
WE ARE WAR-TIME VETERANS AND MILITARY MEMBERS DEDICATED TO A STRONG NATIONAL SECURITY; COMPASSIONATE CARE FOR VETERANS AND THEIR FAMILIES;
COMMUNITY SERVICE; AND THE WHOLESOME DEVELOPMENT OF OUR NATION'S YOUTH.
PROUD MEMBER OF THE GRANDVIEW CHAMBER OF COMMERCE*

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE SPECIAL MEETING MINUTES
SEPTEMBER 24, 2019**

1. CALL TO ORDER

Mayor Gloria Mendoza called the Committee-of-the-Whole special meeting to order at 6:30 p.m., in the Council Chambers at City Hall.

2. ROLL CALL

Present were: Mayor Mendoza and Councilmembers Gay Brewer, David Diaz, Mike Everett, Diana Jennings, Bill Moore and Joan Souders.

Absent was Councilmember Javier Rodriguez.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray, Assistant Public Works Director Todd Dorsett, Fire Captain Del Whitmore and City Clerk Anita Palacios.

3. PUBLIC COMMENT – None

4. NEW BUSINESS

A. Resolution declaring certain City property from the Public Works Department and Fire Department as surplus and authorizing disposal

Assistant Public Works Director Dorsett explained that the Public Works Department had the following vehicles and/or equipment which were no longer needed for the conduct of City business and were being recommended for surplus:

- 1994 GMC C1 Pickup, VIN #1GTDC14ZORZ567616, License #37464D, PW/9993
- 2004 Chevrolet Pickup, VIN #1GCEC14T54Z267188, License #37460D, PW/391
- 2004 John Deere Lawn Mower, X495, PW/394
- 2008 John Deere Lawn Mower, X740, PW/315

Fire Captain Whitmore explained that the Fire Department had 15 portable radios that due to changes in technology over the years were not compatible with the radio equipment being used today, would not meet current needs and were recommended for surplus. The Fire Department also had five computers that were outdated, no longer of any use to the department and were recommended for surplus.

Discussion took place.

On motion by Councilmember Everett, second by Councilmember Moore, the C.O.W. moved a resolution declaring certain City property from the Public Works Department and Fire Department as surplus and authorizing disposal to the October 8, 2019 regular Council meeting for consideration.

B. Resolution approving Task Order No. 2019-05 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements

Stephanie Ray, P.E., with HLA Engineering and Land Surveying, Inc., explained that the City applied for and was awarded grant funding in the amount of \$124,050 from the Washington State Department of Ecology for Water Quality Improvements on Larson Street, West Fifth Street and Butternut Road. The Grandview Stormwater Improvement project would design stormwater improvements for Larson Street, West Fifth Street and Butternut Road to address co-mingled irrigation and City stormwater. These improvements would enhance water quality and flow control and would allow the City to disconnect from Sunnyside Valley Irrigation owned facilities. Eighty-five (85) percent of the funding for design services would be provided by a grant from the Department of Ecology. The remaining fifteen (15) percent match would be from City funds. The total contract amount was \$124,050, of which \$18,607 would be City funds. Design of the improvements was intended to be complete prior to the next Department of Ecology funding cycle. She presented Task Order No. 2019-05 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements in the amount of \$124,050 for professional engineering services and land surveying.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved a resolution approving Task Order No. 2019-05 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements to the October 8, 2019 regular Council meeting for consideration.

On motion by Councilmember Everett, second by Councilmember Moore, Council directed staff to prepare a budget amendment authorizing funding for the Grandview Stormwater Improvements in the amount of \$105,443 Department of Ecology grant and \$18,607 City funds for a total project cost of \$124,050 for consideration at the October 8, 2019 regular Council meeting.

5. OTHER BUSINESS

Stassen Way Dust Issue – Councilmember Brewer questioned when grass would be planted along Stassen Way/Dykstra Park (the SVID irrigation canal area) to eliminate dust. City Administrator Arteaga explained that once the irrigation season was over, the Public Works Department would be graveling the area and planting some trees instead of adding additional grass due to the lack of irrigation water. He stated that at current irrigation water levels, there was not enough water available to irrigate the entire park in a 24-hour period and adding more grass would only expand the dry spots that staff was struggling to eliminate.

Flag Salute Leader – Mayor Mendoza reported that she was working with the School District to coordinate students to lead the flag salute at Council meetings. The first flag salute leader would be attending tonight's meeting to lead the flag salute.

2018 Annual Audit – Mayor Mendoza reported that the 2018 Annual Audit exit conference with the Washington State Auditor's Office was held on September 23, 2019. The City received a clean Accountability Audit Report for the period of January 1, 2018 through December 31, 2018.

6. **ADJOURNMENT**

The C.O.W. meeting adjourned at 7:00 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk

**GRANDVIEW CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 24, 2019**

1. CALL TO ORDER

Mayor Gloria Mendoza called the regular meeting to order at 7:00 p.m. in the Council Chambers at City Hall.

On motion by Councilmember Everett, second by Councilmember Jennings, Council recessed the meeting for 10 minutes to allow time for the flag salute leader to arrive. The meeting was reconvened at 7:10 p.m.

Present were: Mayor Mendoza and Councilmembers Gay Brewer, David Diaz, Mike Everett, Diana Jennings, Bill Moore and Joan Souders.

On motion by Councilmember Moore, second by Councilmember Souders, Council excused Councilmember Javier Rodriguez from the meeting.

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

2. PLEDGE OF ALLEGIANCE

City Attorney Plant led the pledge of allegiance.

3. PRESENTATIONS – None

4. PUBLIC COMMENT – None

5. CONSENT AGENDA

On motion by Councilmember Diaz, second by Councilmember Everett, Council approved the Consent Agenda consisting of the following:

- A. Minutes of the September 5, 2019 Council special meeting**
- B. Minutes of the September 10 Committee-of-the-Whole meeting**
- C. Minutes of the September 10, 2019 Council meeting**
- D. Payroll Check Nos. 11263-11282 in the amount of \$93,797.80**
- E. Payroll Electronic Fund Transfers (EFT) Nos. 60183-60187 in the amount of \$82,762.68**
- F. Payroll Direct Deposit 9/1/10-9/15/19 in the amount of \$103,285.17**
- G. Claim Check Nos. 118376-118476 in the amount of \$502,893**

6. ACTIVE AGENDA

- A. Resolution No. 2019-33 approving a Site Use Agreement between People For People and the City of Grandview Community Center**

This item was previously discussed at the September 10, 2019 C.O.W. meeting.

On motion by Councilmember Jennings, second by Councilmember Moore, Council approved Resolution No. 2019-33 approving a Site Use Agreement between People For People and the City of Grandview Community Center.

Council Souders recused herself from the vote due to her position on the People For People Board of Directors.

B. Ordinance No. 2019-14 amending the 2019 Annual Budget

This item was previously discussed at the September 10, 2019 C.O.W. meeting.

On motion by Councilmember Souders, second by Councilmember Jennings, Council approved Ordinance No. 2019-14 amending the 2019 Annual Budget.

C. Resolution No. 2019-34 accepting the Wine Country Road Resurfacing – E. Stover Road to I-82 Ramp as complete

This item was previously discussed at the September 10, 2019 C.O.W. meeting.

On motion by Councilmember Moore, second by Councilmember Jennings, Council approved Resolution No. 2019-34 accepting the Wine Country Road Resurfacing – E. Stover Road to I-82 Ramp as complete.

D. Resolution No. 2019-35 authorizing the Mayor to sign a Professional Services Agreement with NaviRetail, LLC., for Retail Recruitment Services

This item was previously discussed at the September 10, 2019 C.O.W. meeting.

On motion by Councilmember Everett, second by Councilmember Moore, Council approved Resolution No. 2019-35 authorizing the Mayor to sign a Professional Services Agreement with NaviRetail, LLC., for Retail Recruitment Services.

On motion by Councilmember Everett, second by Councilmember Moore, Council directed staff to prepare a budget amendment authorizing payment in the amount of \$37,000 to NaviRetail, LLC., for Retail Recruitment Services for consideration at the October 8, 2019 regular Council meeting.

7. UNFINISHED AND NEW BUSINESS

WCIA Cyber Risk Letter – Mayor Mendoza advised that staff provided each Councilmember a copy of a letter from Washington Cities Insurance Authority regarding the City's Cyber Liability Coverage in response to Councilmember Brewer's questions regarding cyber liability.

8. CITY ADMINISTRATOR AND/OR STAFF REPORTS – None

9. MAYOR & COUNCILMEMBER REPORTS

People For People Bus Route 201 (Grandview/Sunnyside/Mabton) – Councilmember Souders reported that the People For People new Bus Route 201 between Grandview/Sunnyside/ Mabton would kick-off on October 1, 2019, 12:00 Noon at the Community Center.

Police Department Ride Along – Councilmember Souders reported that she participated in a ride along with the Police Department.

Employee Appreciation Picnic – Councilmember Jennings reported that the Employee Appreciation Picnic was well attended and thanked the Councilmembers for their donations to the event.

YCDA Presentation at Rotary – Councilmember Moore reported that Jonathan Smith with the Yakima County Development Association (YCDA) would be the guest speaker at Rotary this week.

10. ADJOURNMENT

On motion by Councilmember Moore, second by Councilmember Jennings, Council adjourned the regular meeting 7:35 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk

RESOLUTION NO. 2019-36

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
DECLARING CERTAIN CITY PROPERTY FROM THE PUBLIC WORKS
DEPARTMENT AS SURPLUS AND AUTHORIZING DISPOSAL**

WHEREAS, the City no longer has a need for certain personal property that has outlived its useful life and 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 vehicle(s) and 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 following list is hereby declared surplus and no longer needed for the conduct of City business:

- 1994 GMC C1 Pickup, VIN #1GTDC14ZORZ567616, License #37464D, PW/9993
- 2004 Chevrolet Pickup, VIN #1GCEC14T54Z267188, License #37460D, PW/391
- 2004 John Deere Lawn Mower, X495, PW/394
- 2008 John Deere Lawn Mower, X740, PW/315
- Dell Inspiron 6400 Laptop, Serial #BZZS3C1
- Dell Vostro 1540 Laptop, Serial #8N61PP1
- Dell Vostro 230 Desktop, Serial #CWX3QN4
- Dell Inspiron 620 Desktop, Serial #8CW68V1
- Dell Inspiron 620 Desktop, Serial #G83F4V1
- Vertex Mobile Radio, Dept #14-1002, Serial #1041260033
- Vertex Mobile Radio, Dept #14-1003, Serial #1041260034
- Vertex Mobile Radio, Dept #14-1004, Serial #1041260035
- Vertex Mobile Radio, Dept #14-1005, Serial #1041260036
- Vertex Mobile Radio, Dept #14-1006, Serial #1041260037
- Vertex Mobile Radio, Dept #14-1007, Serial #1041260038
- Vertex Mobile Radio, Dept #14-1008, Serial #1041260039
- Vertex Mobile Radio, Dept #14-1009, Serial #1041260040
- Vertex Mobile Radio, Dept #14-1010, Serial #1041260041
- Vertex Mobile Radio, Dept #14-1011, Serial #1041260042
- Vertex Mobile Radio, Dept #15-1012, Serial #105J040016
- Vertex Mobile Radio, Dept #15-1013, Serial #105J040017
- Vertex Mobile Radio, Dept #15-1014, Serial #105F040049
- Vertex Mobile Radio, Dept #15-1015, Serial #105J040015
- Vertex Mobile Radio, Dept #15-1016, Serial #105J040014

Section 2. City staff is authorized to dispose of the vehicle(s) and/or equipment described in Section 1 of this resolution by public auction, sale or trade-in for an amount that represents a fair market value of the equipment.

Section 3. The City Administrator is authorized to establish a minimum sale/trade-in price that reflects a fair market value of the vehicle(s) and/or equipment described in Section 1 of this resolution as deemed necessary to protect the City's interests.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on October 8, 2019.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

RESOLUTION NO. 2019-37

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
APPROVING TASK ORDER NO. 2019-05 WITH HLA ENGINEERING
AND LAND SURVEYING, INC., FOR THE GRANDVIEW STORMWATER
IMPROVEMENTS**

WHEREAS, the City of Grandview has entered into a General Services Agreement with Huibregtse, Louman Associates, Inc., (HLA) for work pursuant to task orders; and,

WHEREAS, the City would like enter into a Task Order with HLA to provide professional engineering services and land surveying for the Grandview Stormwater Improvements,

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

The Mayor is hereby authorized to sign Task Order No. 2019-05 with HLA Engineering and Land Surveying, Inc., to provide professional engineering services and land surveying for the Grandview Stormwater Improvements with an estimated total amount of \$124,050.00 in the form as is attached hereto and incorporated herein by reference.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at a special meeting on October 8, 2019.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

TASK ORDER NO. 2019-05

REGARDING GENERAL AGREEMENT BETWEEN CITY OF GRANDVIEW

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Grandview Stormwater Improvements

HLA Project No. 19175E

The City of Grandview (CITY) has received a FY 2020 Water Quality Combined Financial Assistance grant from the Washington State Department of Ecology (Ecology) to improve stormwater conditions within the City of Grandview. The project will design three stormwater treatment facilities for known outfalls to remove untreated stormwater from the Sunnyside Valley Irrigation District's conveyance system. Funding for this project consists of \$105,443 Ecology grant and \$18,607 city funds, for a total project cost of \$124,050.00.

SCOPE OF SERVICES:

At the direction of the CITY, HLA shall provide the following professional engineering and land surveying services for the Grandview Stormwater Improvements (PROJECT):

1.0 Grant and Loan Administration

- 1.1 Assist CITY with contract requirements of funding agency, including progress reports submitted at least quarterly.
- 1.2 Assist CITY with funding agency reimbursement process, preparation of payment vouchers, and supportive documentation.
- 1.3 Assist CITY with funding agency design-project closeout process including the Recipient Closeout Report and the Outcome Summary Report.

2.0 Design Plans and Specs, Environmental Review

This phase will provide plans, specifications, and contract documents for the CITY's use in securing bids for construction of the improvements.

- 2.1 Assist CITY with State Environmental Review Process (SERP) requirement, including preparation of a SEPA checklist for transmittal to lead agency for review and action.

The following environmental items are not anticipated to be required for this PROJECT:

- A. JARPA Application
 - B. Hydraulic Project Approval (HPA)
 - C. Biological Assessment
 - D. Wetland Delineation
 - E. Environmental Impact Statement
- 2.2 Assist the CITY with Cultural Resources Review (Executive Order 05-05). HLA will submit to Ecology the 05-05/106 Form.
 - 2.3 Develop and submit to Ecology an Inadvertent Discovery Plan, using the Ecology template.

- 2.4 HLA shall comply with all required local, state, tribal, and federal permits licenses, easements, or property rights necessary for the PROJECT.
- 2.5 Prepare General Storm Water Notice of Intent (NOI), where ground disturbance is greater than 1 acre and potential exists for discharge to waters of the State.
- 2.6 Perform field investigations necessary to design the identified improvements.
- 2.7 Conduct a topographic survey of the PROJECT area as required to complete design, plans, and specifications for publicly bid improvements.
- 2.8 Investigate storm drain connections to the existing stormwater mains from adjacent properties.
- 2.9 Prepare Design Report for transmittal to Ecology for review and approval. Design report will conform to Ecology's Stormwater Project Deliverables Guidance.
- 2.10 Prepare preliminary design plans, specifications, and cost estimate for transmittal to the CITY and Ecology. Address Ecology comments.
- 2.11 Review and discuss preliminary plans with CITY staff.
- 2.12 Prepare final design, and complete plans and specifications for publicly-bid improvements, as authorized by the CITY.
- 2.13 Prepare the engineer's estimate of construction cost.

3.0 Additional Services

- 3.1 Provide professional engineering and land surveying services for additional work requested by the CITY that is not included in this Task Order.

4.0 Items to be Furnished and Responsibility of CITY

The CITY will provide or perform the following:

- 4.1 Provide full information as to CITY PROJECT requirements.
- 4.2 Assist HLA by providing all available information pertinent to the PROJECT, including previous reports, drawings, plats, surveys, utility records, and any other data relative to design and construction.
- 4.3 Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by HLA, and provide written decisions pertaining thereto within a reasonable time as not to delay the work of HLA.
- 4.4 Obtain approval of all governmental authorities having jurisdiction over the PROJECT, and approvals and consents from other individuals or bodies as necessary for completion. Pay all review fees and costs associated with obtaining such approvals.
- 4.5 Pay for PROJECT bid advertisement costs, if necessary.

TIME OF PERFORMANCE:

Following receipt of signed Task Order, HLA will diligently pursue completion of the PROJECT.

1.0 Grant and Loan Administration

Project administration services will begin immediately upon receipt of signed Task Order and continue until all design funding close-out requirements for the PROJECT have been satisfied.

2.0 Design Plans and Specs, Environmental Review

Environmental and cultural resource review and compliance information shall be prepared and submitted to the controlling authority/authorities within one hundred twenty (120) calendar days after receipt of signed Task Order.

Project reports, plans, specifications, and estimate for all project elements shall be provided within three hundred sixty-five (365) calendar days after receipt of signed Task Order.

3.0 Additional Services

Time of completion for work directed by the CITY under additional services shall be negotiated and mutually agreed upon at the time service is requested by the CITY.

FEE FOR SERVICE:

For the scope of services identified in this Task Order, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be revised only by written agreement of both parties.

1.0 Grant and Loan Administration

All work in Phase 2.0 shall be performed for the Lump Sum fee of \$10,000.00.

2.0 Design Plans and Specs, Environmental Review

All work in Phase 2.0 shall be performed for the Lump Sum fee of \$114,050.00.

3.0 Additional Services

Any additional work requested by the CITY not included in this Task Order shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with the services. HLA will perform the additional services as directed/authorized by the CITY on a time-spent basis at the hourly billing rates included in our General Agreement, plus reimbursement for direct non salary expenses such as laboratory testing, printing expenses, vehicle mileage, out-of-town travel costs, and outside consultants.

Proposed: 
HLA Engineering and Land Surveying, Inc.
Michael T. Battle, PE, President

9/17/2019
Date

Approved: _____
City of Grandview
Gloria Mendoza, Mayor

Date

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
CITY COUNCIL MEETING**

ITEM TITLE	AGENDA NO.: Active 6 (C)
Ordinance No. 2019-15 amending the 2019 Annual Budget	AGENDA DATE: October 8, 2019
DEPARTMENT	FUNDING CERTIFICATION (City Treasurer) (If applicable)
City Treasurer	

DEPARTMENT DIRECTOR REVIEW

Matthew Cordray, City Treasurer 

CITY ADMINISTRATOR	MAYOR
	

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

Staff monitoring and review of fund and department budgets has identified a few budget accounts to be amended. Ordinance No. 2019-15 provides for the amending of the 2019 Annual Budget to accommodate the changes in sources and uses.

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.

- By Fund the highlights of the budget changes are:
- CURRENT EXPENSE FUND:** Increase appropriations for NaviRetail – Retail Recruitment. Net effect is a decrease in estimated ending fund balance.
 - STREET FUND:** Increase revenues for DOE Grant – Stormwater Improvements. Increase appropriations for Stormwater Improvements – Larson/West Fifth/Butternut. Net effect is no change to the estimated ending fund balance.
 - TRANSPORTATION BENEFIT DISTRICT FUND:** Increase appropriations for Stormwater Improvements – Larson/West Fifth/Butternut. Net effect is a decrease in estimated ending fund balance.

ACTION PROPOSED

Adoption of Ordinance No. 2019-15 amending the 2019 Annual Budget.

to Sue 10/xx/2019 - mc Ordinance No. 2019-15

Account	Description Fund/Account	Original Estimate	Amendment Amount	New Estimate	Treasurer's notes
001 000 000 308 80 00 00	Current Expense Fund Beginning Fund Balance	1,537,595	-	1,537,595	
	Revenues/Sources	5,596,575		5,596,575	
	Current Exp. Fund Total	7,134,170	-	7,134,170	
001 062 000 558 70 41 05	NaviRetail - Retail Recruitment Expenditures/Uses	6,424,270	37,000	6,461,270	Retail Recruitment services for October 2019-September 2020
001 099 000 508 80 00 00	Ending Fund Balance Current Exp. Fund Total	709,900 7,134,170	(37,000) -	672,900 7,134,170	
110 000 000 308 80 00 00	Street Fund Beginning Fund Balance	117,620		117,620	
110 000 000 334 03 10 01	DOE Grant - Stormwater Improvements Revenues/Sources	1,215,800	105,450	1,321,250	Stormwater improvements for Larson, W. 5th and Butternut
	Street Fund Total	1,333,420	105,450	1,438,870	
110 000 015 542 40 41 01	Stormwatr Improv - Larson/W 5th/Butternut Expenditures/Uses	1,189,470	105,450	1,294,920	Stormwater improvements for Larson, W. 5th and Butternut
110 000 099 508 80 00 00	Ending Fund Balance Street Fund Total	143,950 1,333,420	- 105,450	143,950 1,438,870	

ORDINANCE NO. 2019-15

**AN ORDINANCE OF THE CITY OF GRANDVIEW, WASHINGTON,
AMENDING THE 2019 ANNUAL BUDGET**

WHEREAS, the original 2019 estimated beginning fund balances and revenues do not reflect available budget sources; and

WHEREAS, there are necessary and desired changes in uses and expenditure levels in the funds; and

WHEREAS, there are sufficient sources within the funds to meet the anticipated expenditures.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF GRANDVIEW, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. That the 2019 annual budget be amended to reflect the changes presented in Exhibit A.

Section 2. That the City Administrator is authorized and directed to adjust estimated revenues, expenditures and fund balances reflecting the determined changes.

Section 3. This Ordinance shall be in full force and effect five (5) day after its passage and publication as required by law.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on October 8, 2019.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

PUBLICATION: 10/9/19
EFFECTIVE: 10/14/19

Exhibit A

	Beginning Balance	Estimated Revenues	Appropriated Expenditures	Ending Balance	Budget Total
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Current Expense Fund					
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Original 2019 Budget	1,537,595	5,596,575	6,424,270	709,900	7,134,170
Amendment Amount			37,000	(37,000)	-
Amended Total	1,537,595	5,596,575	6,461,270	672,900	7,134,170

Street Fund					
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Original 2019 Budget	117,620	1,215,800	1,189,470	143,950	1,333,420
Amendment Amount		105,450	105,450	-	105,450
Amended Total	117,620	1,321,250	1,294,920	143,950	1,438,870

TBD Fund					
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Original 2019 Budget	260,060	183,600	243,095	200,565	443,660
Amendment Amount			18,650	(18,650)	-
Amended Total	260,060	183,600	261,745	181,915	443,660