

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
JULY 13, 2021**

1. CALL TO ORDER

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

The meeting was held in person and was also available via teleconference.

2. ROLL CALL

Present in person: Mayor Mendoza and Councilmembers David Diaz, Mike Everett, Bill Moore (Mayor Pro Tem), Robert Ozuna, Javier Rodriguez and Joan Souders

Present via teleconference: None

Absent: Councilmember Diana Jennings

Staff present: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray, Police Chief Kal Fuller, Assistant Police Chief Seth Bailey, Assistant Public Works Director Todd Dorsett and City Clerk Anita Palacios

3. PUBLIC COMMENT – None

4. NEW BUSINESS

A. Shoreline Master Program Update

City Clerk Palacios explained that the City of Grandview Shoreline Master Program (SMP) was a set of local land use policies and regulations that guide development on and use of the City shorelines. The City's SMP applied to both public and private uses for the Yakima River and the unnamed lakes shorelines, associated wetlands and floodplains within the City. The City's SMP protects natural resources for future generations, provide for public access to public waters and shores, and plans for water-dependent uses. The City's SMP must be consistent with the Shoreline Management Act (RCW 90.58) and must be approved by the Washington State Department of Ecology (DOE). The only property within City limits that was adjacent to a shoreline (Yakima River) was the area out at the Wastewater Treatment Plant. The City's SMP was codified under Grandview Municipal Code Chapter 18.100 Shorelines. The City's SMP must be reviewed and, if necessary, updated to ensure it remains compliant with state laws and local comprehensive plans. This review must be completed every eight (8) years. The City's SMP periodic review was scheduled to be completed by June 30, 2021, however due to some of the unique characteristics surrounding the Yakima Regional Plan it ran past. There were no fiscal or punitive repercussions because of this delay. The draft SMP retained essentially its current areas, functionality, and procedures related to development within the Shoreline jurisdiction. Changes were predominately related to bringing the program into alignment with the City's comprehensive plan and critical areas ordinance. The public has had an ongoing opportunity to provide comment on the proposed draft since a community wide open house in mid-March 2021. The SMP was presented to the Planning Commission on February 24, 2021. A required public hearing to receive comments was held before the Planning Commission on June 9, 2021. No public comments were submitted at

any time. At the June 23, 2021 Planning Commission meeting, the Commission moved the final draft of the Shoreline Master Program (SMP) to the City Council for review and submission to the Department of Ecology (DOE) per WAC 173-26-110. Following DOE review and possible amendments, the SMP would be returned to Council for adoption into the Grandview Municipal Code.

Jeff Watson, Senior Planner with YVCOG presented the draft SMP and addressed questions.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Diaz, the C.O.W directed staff to submit the City's draft Shoreline Master Program to the Department of Ecology for approval.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

B. City of Grandview Social Media Policy

City Administrator Arteaga explained that he met with the City's social media staff and discussed the recommended changes to the current Social Media Policy as was presented at the June 22, 2021 Council meeting. It was clear that Council had numerous questions that could now be addressed and satisfied by providing a more comprehensive recommendation. Times have changed because in the past mayors would submit a written document to the local newspapers in order to keep the citizens informed as to what the city council was doing to improve their communities. Today, local newspapers do not cover council meetings and/or special events like before. However, the need to keep citizens informed was as equally important today as it was yesterday. The new trend was social media, and if the City wants to get information out, social media was the future. As a public entity, safeguards must be implemented as information and/or materials were posted to the public. In addition, training was required, records must be kept, and disclaimer forms must be implemented to protect the citizens and the City.

He recommended the following options for Council to consider in an attempt to improve the City's social media policies.

- The current social media policy not be amended and left just the way it reads.
- A Mayor's social media platform be established which would allow the Mayor to post information without creating additional work to the current staff.
- City equipment would be provided to the Mayor to use for City promotion.
- The Mayor would meet recommended training as required by the City's insurance carrier WCIA.
- The Mayor would post disclaimer forms as recommended by the City's insurance carrier WCIA to protect youth, seniors and vulnerable adults.

The Mayor's social media platform would be a method of marketing the City. Council was in the beginning stages of improving economic development efforts and a good marketing program along with an active social media platform were all elements of a good economic development program.

He requested Council authorize staff to draft a policy for the City to establish the Mayor's social media platform.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Everett, the C.O.W directed staff to draft a policy for the City to establish the Mayor and Council's social media platform for consideration at the July 27, 2021 C.O.W. meeting.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

C. Ordinance amending the definition of home occupation to include retail and wholesale sales

At the June 22, 2021 C.O.W. meeting, staff explained that the home occupation chapter was established to provide a means whereby the conduct of business may be permitted as a use accessory to an established residence within a residential district. The purpose was to create an administrative framework to authorize such uses that do not pose a disruption to or conflict with the existing and planned residential environment. Grandview Municipal Code (GMC) Section 17.12.220 defines a home occupation. The City was receiving numerous home occupation applications for online type sales. Staff determined that this type of business falls within the guidelines of GMC Chapter 17.66 Home Occupations. The definition section of GMC 17.12.220 would need to be revised to allow wholesale or retail sales of merchandise.

Following discussion at that meeting, the C.O.W. tabled an ordinance amending the definition of home occupation to include retail and wholesale sales to the July 13, 2021 C.O.W. meeting and directed the City Attorney revise the definition to clarify that home occupation retail and wholesale sales were exclusive to online sales.

A revised draft of an ordinance amending the definition of home occupation to include retail and wholesale sales was presented.

Discussion took place.

On motion by Councilmember Everett, second by Councilmember Diaz, the C.O.W. moved an Ordinance amending the definition of home occupation to include retail and wholesale sales to the July 27, 2021 regular Council meeting for consideration.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

D. Resolution declaring a Police Department handgun as surplus and authorizing transfer to the retired police officer

Police Chief Fuller explained that in 2018, a Memorandum of Agreement between the Teamsters Local No. 760 and the City was approved allowing an officer retiring with 20 years of service to be awarded his duty handgun upon retirement. The contract required written notice to the Mayor and a Notice of Surplus Property be presented to Council. On May 25, 2021, Officer John Arraj retired in good standing with over 20 years of service. A notice of a Retirement Handgun Award was signed by the Mayor. The duty handgun assigned to Officer Arraj was an H&K .45 caliber USP pistol, Serial No. 25-135676. He recommended the handgun be declared surplus and the process started to transfer personal ownership of the handgun to John Arraj.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Diaz, the C.O.W. moved a resolution declaring a Police Department handgun as surplus and authorizing transfer to the retired police officer to the July 27, 2021 regular Council meeting for consideration.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

E. Resolution declaring a police firearm as surplus and authorizing the sale of said firearm to a federally licensed firearm dealer

Police Chief Fuller explained that the Police Department currently has one H&K .45 caliber handgun, Serial No. 25-135606 that was now surplus. Value of this handgun was estimated at or below \$400.00. The Police Department currently has handguns issued to all officers and spare handguns to use if needed in the future. He recommended this handgun be declared surplus and be sold to a federally licensed firearm dealer.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Everett, the C.O.W. moved a resolution declaring a police firearm as surplus and authorizing the sale of said firearm to a federally licensed firearm dealer to the July 27, 2021 regular Council meeting for consideration.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

F. Personnel Policy Manual Amendment for Retiring Officer Handgun Award

Police Chief Fuller explained that in June 2021, Assistant Chief Mike Hopp retired in good standing with over 20 years of service. When AC Hopp promoted out of the union, he ceased to be covered by its provisions, and was unable to be awarded his handgun upon retirement since there was not similar a provision in the City Personnel Manual. He personally believed that a commissioned officer retiring with more than 20 years of service who leaves in good standing should be entitled to the same award of a handgun as his union co-workers. It seemed reasonable that if an officer was eligible for a retirement handgun award before promotion, that after promotion, that officer should not lose that benefit. As a reminder, it was discussed in the past with Council that a handgun carried by an officer for many years becomes a very personal item. It was very common for officers to keep these handguns in presentation cases to be given to their children upon their death. Although a handgun was in essence just a tool, it becomes a very important memento to the person it was assigned to. A change to the City Personnel Manual to mirror the union contract was an attempt to honor those officers that select and stay with Grandview as the place they choose to protect with their lives. The current Personnel Manual Chapter 26 deals with Employee Recognition. It lists various awards that were allowed and limits individual awards to \$100.00 each.

He recommended Council amend the Personnel Manual to mirror language of the current union contract with one minor modification. He suggested the value of the trade-in handgun be increased from \$400 to \$600 to acknowledge inflation and avoid having to revisit the amount in the future.

He presented the current Personnel Manual Chapter 26 Employee Recognition, the current union contract language, and a sample draft language to meet the intended goal.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. directed to draft a Personnel Policy Manual amendment to Chapter 26 Employee Recognition to provide for a retiring officer handgun award for consideration at the July

27, 2021 C.O.W. meeting.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

G. Ordinance amending the 2021 Annual Budget

City Treasurer Cordray explained that staff monitoring and review of fund and department budgets identified a budget account to be amended. An ordinance was prepared to provide for the amending of the 2021 Annual Budget to accommodate the changes in sources and uses. By Fund the highlights of the budget changes were:

- Current Expense Fund: Increased revenues for American Rescue Plan Act funds and Zoning/Subdivision Fees. Increased appropriations in General Facilities Communications for Wi-Fi upgrade and General Facilities Office & Operating Supplies, Professional Services and Advertising for additional land use applications. Net effect was an increase to estimated ending fund balance.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Ozuna, the C.O.W. moved an Ordinance amending the 2021 Annual Budget to the July 27, 2021 regular Council meeting for consideration.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

H. Resolution accepting the bid for the Sludge Drying Bed Improvements – Phase 1 and authorizing the Mayor to sign all contract documents with Alba’s Excavating

City Administrator Arteaga explained that bids for the Sludge Drying Bed Improvements – Phase 1 were opened on July 7, 2021. A total of five (5) bids were received with Alba’s Excavating of Grandview, Washington, submitting the low bid in the amount of \$457,650.00. The low bid was approximately fourteen percent (14%) below the City Engineer’s estimate of \$529,551.00.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Ozuna, the C.O.W. moved a Resolution accepting the bid for the Sludge Drying Bed Improvements – Phase 1 and authorizing the Mayor to sign all contract documents with Alba’s Excavating to the July 27, 2021 regular Council meeting for consideration.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – No
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

5. **OTHER BUSINESS** – None

6. **ADJOURNMENT**

On motion by Councilmember Moore, second by Councilmember Souders, the Committee-of-the-Whole meeting adjourned at 6:58 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk