

**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE MEETING MINUTES  
MAY 10, 2022**

**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 (6:10 pm) Jessie Espinoza, Bill Moore (Mayor Pro Tem), Robert Ozuna, Javier Rodriguez and Joan Souders

Present via teleconference: Councilmember Mike Everett

Absent: None

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

**3. PUBLIC COMMENT – None**

**4. NEW BUSINESS**

**A. Main Street Grandview – Ray Vining**

Present on behalf of Main Street Grandview was Ray Vining, Rick Kimbrough, Laura Flores, Rachel Santoy and Lilly Kesinger.

Mr. Vining explained the Main Street Grandview's readiness to administer beautification funds through their business façade program.

Discussion took place. No action was taken.

**B. Resolution authorizing the Mayor to sign a Recreational Use Permit by and between the City of Grandview and the Grandview Neptune Rotary Swim Team for the use of the swimming pool – 2022 Swim Team Program**

Parks and Recreation Director Chronis explained that Washington Cities Insurance Authority strongly recommends the City enter into Recreational Use Permits between those athletic organizations that were utilizing City owned recreational facilities to conduct their respective programs. She presented the Recreational Use Permit between the City and the Grandview Neptune Rotary Swim Team for the 2022 season. The Swim Team Treasurer reviewed and signed the agreement.

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Souders, the C.O.W. moved a Resolution authorizing the Mayor to sign a Recreational Use Permit by and between the City of Grandview and the Grandview Neptune Rotary Swim Team for the use of the swimming pool – 2022 Swim Team Program to the May 24, 2022 regular meeting for consideration.**

Roll Call Vote:

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

**C. Police Officer New Hires**

Police Chief Fuller explained that for years, Council was provided with timeline charts showing police officer retirements happening in 2022 and requesting pre-hiring to support those vacant positions. Pre-hiring was not approved. In the 2022 budget process, approval was given to hire three replacement officers. Money was initially approved in the budget to support three officer positions for 12 months. At the final step in the budget process, approval to hire the officers was postponed until April of 2022. The budget was adjusted to fund three officer positions for 9 months. In March and April of 2022, Council did not give permission to fill the budgeted positions. The Police Department was short officers from minimum staffing levels and currently has two officers away at the training academy. This created a situation where there were periods of time when there was no police officer on duty in the City limits of Grandview. He requested approval to start the testing process to hire the vacant positions to bring the Police Department back to the minimum staffing level of 18. Immediate action on this was critical for officer safety and for public safety in our community. He recommended Council authorize staff to begin the hiring process to fill three (3) empty police officer positions and return the Police Department to its minimum staffing level of 18 commissioned police officers.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. authorized staff to begin the hiring process to fill three (3) empty police officer positions and return the Police Department to its minimum staffing level of 18 commissioned police officers.**

Roll Call Vote:

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

**D. Police Dispatcher New Hire**

Police Chief Fuller explained that the Police Department operates a five-person dispatch center. There were currently only four employees in the dispatch center. In the 2022 budget, a fifth employee was requested, but was postponed until April 2022. The Police Department needs five personnel to operate an effective dispatch center on a 24/7 schedule. Currently, the Police Department has four employees. The Police Department cannot operate indefinitely with only four employees because of the amount of overtime which causes employee burnout. With only four employees, there was no backfill capability if one cannot report for duty. Because of current county-wide circumstances, the Police Department has no other option at this point for outside dispatch services. Dispatching must be provided in-house. Hiring a fifth employee would save approximately \$36,000 from the communications overtime a year. Without a fully staffed Police Department dispatch center, there would be periods of time when there was literally no person available to answer a phone to dispatch police services in Grandview. This has reached the point of being a critical threat to officer safety and to the safety of the community. He recommended Council authorize funding in the amount of \$40,000 to begin the hiring process for one police dispatcher.

Discussion took place.

**On motion by Councilmember Diaz, second by Councilmember Moore, the C.O.W. authorized funding in the amount of \$40,000 to begin the hiring process for one police dispatcher.**

Roll Call Vote:

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

**E. Police Clerk New Hire**

Police Chief Fuller explained that a new Police Department clerk position was placed in the 2022 budget. A hiring decision was postponed until April 2022. A clerk position was needed in the Police Department. The position would free up time for the Assistant Police Chief to handle police supervision duties by placing general office duties on a lower paid clerk. Some duties the clerk would handle were purchasing, invoicing, and public records requests. This position would increase public safety, reduce City records related exposure, and provide for more efficient police services. He recommended Council authorize funding in the amount of \$30,000 to begin the hiring process for one police clerk.

Discussion took place.

**On motion by Councilmember Souders, second by Councilmember Ozuna, the C.O.W. authorized funding in the amount of \$30,000 to begin the hiring process for one police clerk.**

Roll Call Vote:

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

**5. RECESS & RECONVENE OF C.O.W. MEETING**

On motion by Councilmember Everett, second by Councilmember Souders, the C.O.W. recessed the Committee-of-the-Whole meeting at 7:00 p.m., to reconvene following the regular Council meeting.

On motion by Councilmember Moore, second by Councilmember Ozuna, Council reconvened the Committee-of-the-Whole meeting to discuss the following items at 8:15 p.m.

**F. 2022 Budget Postponements**

City Treasurer Cordray explained that at this time, the projected Current Expense Ending Fund Balance was \$161,705. The following items were presented for consideration to be included in the 2022 budget. The idea and/or recommendation was for Council to prioritize the items knowing that the ones selected to be included in the budget would reduce the Ending Fund Balance by that amount.

DEPARTMENT	FUNDS	PRIORITY
<b>1. Police Department:</b>		
• Dispatch	\$40,000	Approved
• Clerk	\$30,000	Approved
<b>2. Council Retreat</b>	\$20,000	Moved to ARPA Fund
<b>3. Economic Development Budget:</b>		
• Professional Services	\$50,000	Postponed
• Marketing Director	\$82,000	Postponed
<b>4. Parks Department:</b>		
• Irrigation phase 5	\$5,000	Postponed
<b>Total of Items to Consider</b>	<b>\$227,000</b>	

Discussion took place. The items were prioritized as identified above.

**G. ARPA Recommendations for Assisting Residents/Businesses**

City Treasurer Cordray explained that in 2021, the City received approximately \$1.5 million in ARPA funding to help the City, residents, and businesses recover from the revenue losses caused by the COVID pandemic. An ARPA Group was appointed by the Mayor and was given the task of recommending eligible ARPA projects for Council's consideration. In addition, Council would also assist with the implementation process for distributing the funds in accordance to the ARPA

Final Rule. In 2022, Council approved 16 eligible ARPA projects totaling an estimated \$1,289,128, which left a balance of approximately \$258,000. The ARPA Group met on March 3, 2022, and discussed some additional eligible projects totaling \$178,000 and continuing with a balance of \$80,583. Those projects/activities were as follows:

Activity	Amount
Food & Nutrition – Community Survey Page 5 “20% of residents need assistance”; Final Rule page 17 & 18 allows this activity.	\$18,000
Host 4 Festivals or Events (as a Business Revenue Recovery Activity) – propose Main Street conduct these events. Community Survey page 23 - 40% of residents & CS page 38 – 47% residents want these; Final Rule page 21; Initial Business Survey results indicate that about half of businesses responding had a 10% decrease of revenues as a result of COVID-19.	\$90,000
Support Youth Center with Activities – (city or nonprofit to conduct) – activities would include summer camps and supporting local organizations providing summer youth activities. Community Survey page 33 - 53% residents want these activities; Final Rule page 20; ARPA FAQs Treasury website page 18.	\$50,000
Support Senior Citizens Activities – Community Survey page 36 - 41% residents want these activities; Final Rule page 20; ARPA FAQs Treasury website page 18.	\$20,000

The four new additional projects were supported by the recent community survey which was completed by the Berk Group, and all projects were also supported by the ARPA Final Rule. The ARPA Group also developed a submittal form to be used when projects were being proposed. The ARPA Group was recommending Council support the new list of projects, follow the same process used in the first round and implement the new submittal form as a new process when submitting any new project to be considered when requesting ARPA funds.

Discussion took place. No action was taken.

#### H. ARPA Report

City Treasurer Cordray explained that on May 3, 2022, the ARPA Group met and discussed the ongoing approved projects. He presented the following list of ARPA projects:

ACTIVITY	AMOUNT	STATUS
❖ New Well Project: ARPA funds would be used to off-set the \$3.5 million DOH funding.	\$500,000	Done
❖ Splash Pad: Requesting Council approval to move forward with obtaining an Engineer’s task order to complete the design of the project. In addition, Council needs to identify the location of the new splash pad.	\$100,000	Pending Council Approval
❖ City Hall Electronic Reader Board Sign: Council authorized staff to bring back a recommendation.	\$50,000	Done
❖ Compression Devices-Fire Department: Project was complete.	\$34,128	Done
❖ Council Chambers Sound System: This project has been ongoing. Some electrical components were installed and	\$30,000	On-going

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portable headsets and audio speakers would be added to enhance the sound to both the Council Chambers and the zoom provision. Councilmember Espinosa would be assisting with the final stages of this project.		
❖ Marketing Materials to Attract new Businesses: The ARPA Group would provide a recommendation at the May 10, 2022, C.O.W. Meeting.	\$25,000	Pending Council Approval
❖ Existing Small Business Grants: The ARPA Group would provide a recommended application process.	\$150,000	Pending Council Approval
❖ Dykstra Park Asphalt Paving: Requesting Council approval to move forward with obtaining an Engineer's task order for the design and bid document preparation.	\$100,000	Pending Council Approval
<b>TOTAL</b>	<b>\$989,128</b>	
<b>ACTIVITY</b>	<b>AMOUNT</b>	<b>STATUS</b>
❖ Tourism and Hospitality Support for the Chamber of Commerce: Council would need to identify the parameters that the Chamber of Commerce would need to follow for the funding.	\$20,000	Council Action Needed
❖ Fair/Rodeo Support: Council would need to identify the parameters that the Fair/Rodeo would need to follow for the funding.	\$10,000	Council Action Needed
❖ Main Street Program: Council would need to identify the parameters that the Main Street Program would need to follow for the funding.	\$10,000	Council Action Needed
❖ New Small Business Grants: Council would need to approve an application process.	\$50,000	Council Action Needed
❖ Residents' Utility Support: Council to direct staff to bring back a recommendation for Council's consideration.	\$50,000	Council Action Needed
❖ Downtown Beautification: Council to provide staff with a recommendation.	\$100,000	Council Action Needed
❖ New Broadband infrastructure installation: Council to provide staff with a recommendation.	\$10,000	Council Action Needed
❖ Entrance Beautification: Council to provide staff with a recommendation.	\$50,000	Council Action Needed
<b>TOTAL</b>	<b>\$300,000</b>	
<b>2021 APPROPRIATION</b>		<b>\$1,547,711</b>
<b>2022 ALLOCATED</b>		<b>\$1,289,128</b>
<b>BALANCE</b>		<b>\$ 258,583</b>

The ARPA Group requested a special C.O.W. meeting be scheduled for Tuesday, May 17, 2022. The intent of the meeting was to provide Council with an opportunity to discuss the ARPA projects in more detail. The only subject at this special meeting would be ARPA funding and, most importantly, the goal of establishing a process to get the ARPA funds out to those in need.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. directed staff to schedule a special Council meeting for Tuesday, May 17, 2022 at 6 p.m., to discuss ARPA projects.**

Roll Call Vote:

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

6. **OTHER BUSINESS** – None

7. **ADJOURNMENT**

**On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. meeting adjourned 8:50 p.m.**

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Mayor Gloria Mendoza

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Anita Palacios, City Clerk