

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
MAY 14, 2024**

1. CALL TO ORDER

Mayor Ashley Lara called the Committee-of-the-Whole (C.O.W.) 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 Lara and Councilmembers David Diaz, Laura Flores, Bill Moore (Mayor Pro Tem), Javier Rodriguez and Joan Souders (6:05 p.m.)

Present via teleconference: Councilmember Steve Barrientes

Absent: Councilmember Robert Ozuna

Staff present: City Administrator Shane Fisher, City Attorney Quinn Plant, City Treasurer Matt Cordray, Public Works Director Hector Mejia, Parks and Recreation Director Gretchen Chronis and City Clerk Anita Palacios.

3. PUBLIC COMMENT – None

4. NEW BUSINESS

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 – 2024 Swim Team Program

Parks and Recreation Director Chronis explained that Washington Cities Insurance Authority strongly recommends that 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 2024 season. The Swim Team Treasurer reviewed and signed the agreement.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Diaz, 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 – 2024 Swim Team Program to the May 28, 2024 regular Council meeting for consideration.

Vote:

- Councilmember Barrientes – Yes
- Councilmember Diaz – Yes
- Councilmember Flores – Yes

- Councilmember Moore – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

B. Ordinance establishing a Debt Service Fund for repayment of a Supporting Investments in Economic Diversification (SIED) Loan from Yakima County for costs associated with infrastructure improvements related to the Wine Country Road and McCreadie Road Intersection

City Treasurer Cordray explained that the City entered into a SIED contract with Yakima County for the purpose of infrastructure improvements related to the Wine Country Road and McCreadie intersection. The project was funded with 50 percent SIED loan and 50 percent SIED grant. This ordinance would establish a debt service fund to repay the loan portion of the roadway work. By Fund the highlights of the budget changes were:

- SIED Loan – WCR/McCreadie: The total loan amount for this project was \$259,050. Beginning in 2024 the City would send a payment to Yakima County Infrastructure Fund and would continue to do so annually until the obligation was satisfied in 2033. The City's Street fund would be responsible for transferring the amount to this debt service fund.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Souders, the C.O.W. moved an ordinance establishing a Debt Service Fund for repayment of a Supporting Investments in Economic Diversification (SIED) Loan from Yakima County for costs associated with infrastructure improvements related to the Wine Country Road and McCreadie Road Intersection to the May 28, 2024 regular Council meeting for consideration.

Vote:

- Councilmember Barrientes – Yes
- Councilmember Diaz – Yes
- Councilmember Flores – Yes
- Councilmember Moore – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

C. Ordinance amending the 2024 Annual Budget

City Treasurer Cordray explained that staff monitoring and review of fund and department budgets identified numerous budget accounts to be amended. An ordinance was prepared to provide for the amending of the 2024 Annual Budget to accommodate the changes in sources and uses. By Fund the highlights of the budget changes were:

- ARPA Fund: Increased appropriations for Grandview/Sunnyside Pathway and decreased appropriations for Irrigation Pump – Stassen Station. Net effect was no change in estimated ending fund balance.
- Street Fund: Increased appropriations for Transfer Out to SIED Loan – WCR/McCreadie. Net effect was a decrease in estimated ending fund balance.

- SIED Loan – WCR/McCreadie Fund: Increased revenues for Transfer In from Street Fund. Increase appropriations for SIED Loan Principal and Interest. Net effect was no change in estimated ending fund balance.
- Capital Improvement Fund: Increased appropriations for Irrigation Pump – Stassen Station and decreased appropriations for Grandview/Sunnyside Pathway. Net effect was no change in estimated ending fund balance.
- Water Fund: Increased appropriations for SIED Loan – WCR/McCreadie Principal and Interest. Net effect was a decrease in estimated ending fund balance.
- Sewer Fund: Increased appropriations for SIED Loan – WCR/McCreadie Principal and Interest. Net effect was a decrease in estimated ending fund balance.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Rodriguez, the C.O.W. moved an ordinance amending the 2024 Annual Budget to the May 28, 2024 regular Council meeting for consideration.

Vote:

- Councilmember Barrientes – Yes
- Councilmember Diaz – Yes
- Councilmember Flores – Yes
- Councilmember Moore – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

D. Resolution authorizing the Mayor to sign an Interagency Data Sharing Agreement between the City of Grandview and the Office of the Washington State Auditor

City Treasurer Cordray explained that the City received an email from Ann Strand, Program Manager with the Office of the Washington State Auditor regarding the City's Data Sharing Agreement (DSA). Under a bill passed by the Legislature in 2021, data sharing agreements (DSA) were required for all state and local governments sharing data. This included the data exchanged for the City's audits. For your reference, the legislation requiring DSAs was [ESSB5432](#), "Concerning cybersecurity and data sharing in Washington state government." The original DSA agreement with the City would be expiring soon. She provided the DSA that the Washington State Auditor would like to complete with the City. Revisions were made to the previous agreement, to add or modify the following elements:

- References to state law (42.40 RCW and 43.101 RCW) in the introductory paragraph as well as sections describing intended use and constraints
- Language that enables SAO to share confidential information with you. (Purpose, Data Storage, Oversight, Non-disclosure, Termination)
- "Audit results" to description of data
- "Using encryption" to data storage and handling
- "Non-disclosure" now indicates "confidential"
- Three new sections, covering Data Disposal, Incident notification and response, and Awareness and Training

He presented the Interagency Data Sharing Agreement between the City and the Office of the Washington State Auditor which was revised and reviewed by the City Attorney.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Flores, the C.O.W. moved a resolution authorizing the Mayor to sign an Interagency Data Sharing Agreement between the City of Grandview and the Office of the Washington State Auditor to the May 28, 2024 regular Council meeting for consideration.

Vote:

- Councilmember Barrientes – Yes
- Councilmember Diaz – Yes
- Councilmember Flores – Yes
- Councilmember Moore – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

E. Resolution accepting the bid for Storm Drainage Improvements and authorizing the Mayor to sign all contract documents with C & E Trenching, LLC

Public Works Director Mejia explained that the City was awarded a Water Quality Combined Financial Assistance grant from the State of Washington Department of Ecology to fund the Stormwater Drainage Improvements located at Larson Street, West Fifth Street and Butternut Road. Bids for the Stormwater Drainage Improvements were opened on May 2, 2024. A total of five (5) bids were received with C & E Trenching, LLC, of Pasco, Washington, submitting the low bid in the amount of \$907,776.72.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved a resolution accepting the bid for Storm Drainage Improvements and authorizing the Mayor to sign all contract documents with C & E Trenching, LLC to the May 28, 2024 regular Council meeting for consideration.

Vote:

- Councilmember Barrientes – Yes
- Councilmember Diaz – Yes
- Councilmember Flores – Yes
- Councilmember Moore – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

F. Resolution establishing a small public works roster process to award public works contracts, a consulting services roster for architectural, engineering, and other professional services, and a vendor roster for goods and services not related to public works contracts

City Administrator Fisher explained that small public works rosters were lists of qualified contractors who could bid for an eligible public works projects, as long as the project falls below a certain dollar threshold (currently \$350,000). Rosters were less restrictive, time-consuming and costly than full formal competitive bids. Effective July 1, 2024, due to SB 5268, authorizations and requirements for small public works rosters would be changing to include Municipal Research and Services Center (MRSC) Rosters as the statewide roster, expanding roster authorization to all local governments that were authorized to perform public works. The annual membership for the MRSC Rosters was \$135.

Discussion took place.

On motion by Councilmember Barrientes, second by Councilmember Diaz, the C.O.W. moved a resolution establishing a small public works roster process to award public works contracts, a consulting services roster for architectural, engineering, and other professional services, and a vendor roster for goods and services not related to public works contracts to the May 28, 2024 regular Council meeting for consideration.

Vote:

- Councilmember Barrientes – Yes
- Councilmember Diaz – Yes
- Councilmember Flores – Yes
- Councilmember Moore – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

G. Council Retreat Focus Items Update

City Administrator Fisher explained that the following were determined as Focus Items by City Council during the Council Retreat last August. He provided an update on each item, as follows:

Ambulance Service

The City of Grandview was currently under an ILA with the City of Sunnyside for them to provide EMS Transport Services. The costs of operating this service have become too expensive and the City was exploring other options. Fire Chief Mason was currently working with Prosser to finalize an agreement. Staff would bring any new information before Council for discussion and consideration at a later date.

Sleeping Quarters

This item was a bit complex and there were several things that need to happen before the City was ready to invest in converting a portion of an already cramped facility into sleeping quarters. The need for sleeping quarters was born from Council discussions regarding operating our own Ambulance Transport Service. Until the City figures out how to fund such an endeavor, this item would be ongoing.

Books in Spanish

Library Director Poteet has purchased 136 books in Spanish.

Pool Maintenance

The pool pump and associated piping would be replaced next week.

Playground Equipment

Staff would be installing two (2) new playgrounds this year at Eastside Park and Emerson Park (formerly Meadowlark Park). Two (2) new playgrounds were recently installed at Vista Grande Park and Cherry Acres Park. In addition, staff applied for an RCO grant for renovation of the Euclid Park tennis courts for tennis courts and pickleball courts.

Animal Control

The City was currently under an ILA with the City of Sunnyside for them to provide Animal Control Services.

Wastewater Plant Upgrades

The City was currently in the design phase of this project. The plan was to start the project next year with the understanding that it may take 2-3 years to complete all phases.

Discussion took place. No action was taken.

5. CITY ADMINISTRATOR AND/OR STAFF REPORTS

Euclid Park Pickleball Courts – City Administrator Fisher reported that the RCO grant for the renovation of the Euclid Park tennis courts for tennis courts and pickleball courts was not successful.

Butternut Well Control Upgrades – City Administrator Fisher reported that the Butternut Well Control Upgrades bid opening was held on May 9th. No bids were received by the due date. In accordance with RCW 35.23.352, the City can select a contractor to move forward with the work without an additional call for bids. The City would be pursuing a contract with a contractor to complete the project without publicly readvertising for bids.

City Construction Projects – Public Works Director Mejia provided an update on the following City construction projects:

- Old Inland Empire Highway Improvements
- Butternut Well Control Upgrades
- Country Park Well

6. MAYOR & COUNCILMEMBER REPORTS

Grandview Museum Tractor Show – The 3rd Annual Antique & Vintage Tractor Show was scheduled for May 17th and 18th at the Grandview Museum.

2024 Congressional Art Competition – Destiny Lepe, 10th grader at Grandview High School won the 2024 Congressional Art Competition for high school students in Washington’s 4th Congressional District. Ivonne Oropeza, 11th grader at Grandview High School placed 3rd.

7. ADJOURNMENT

On motion by Councilmember Moore, second by Councilmember Rodriguez, the C.O.W. meeting adjourned at 6:50 p.m.

Mayor Ashley Lara

Anita Palacios, City Clerk