

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
SEPTEMBER 24, 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), Robert Ozuna, Javier Rodriguez (6:05 p.m.) and Joan Souders

Present via teleconference: None

Absent: Councilmember Steve Barrientes

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

3. PUBLIC COMMENT – None

4. NEW BUSINESS

A. Old Inland Empire Highway Improvements Project

Michael Uhlman, Project Engineer with HLA Engineering and Land Surveying, Inc., provided an update on the Old Inland Empire Highway Improvements project, as follows:

Project History

- ❖ New roadway construction from Elm Street to Grandridge Road
 - Awarded to Culbert Construction for \$3,587,608.43
 - Included both roadway and sewer construction
- ❖ Project obstacles
 - Difficult contractor leading to unusually high involvement of HLA Staff
 - Extensive coordination with utilities
 - Multiple gas relocations required
 - Electrical pole relocation required 2+ years of coordination
- ❖ Project successes
 - Quality project
 - Transformed the Elm Street intersection
 - New sewer

HLA Requested Supplement

- ❖ HLA is currently under a local agency consultant agreement
 - Original contract was for \$330,000
 - Supplemental request was for \$100,000
 - Total contract would be \$430,000

- Work is performed hourly and would not exceed this amount
- No costs are charged except for work performed

Project Funding

- ❖ HLA has worked with the City to acquire additional funding on this project
 - \$63,000 additional funding awarded recently via funding augmentation from YVCOG (federal funds)
 - Coordination with WSDOT still required, but no issues anticipated
 - Rare to acquire additional funding (twice) on the project
- ❖ Financial Picture
 - Estimated additional costs to the City to complete the project was \$12,208.58
 - Includes all costs associated with supplement
 - Request Council consider and approve the HLA supplement

Discussion took place.

On motion by Councilmember Ozuna, second by Councilmember Souders, the C.O.W. moved a resolution authorizing the Mayor to sign Supplemental Agreement Number 1 with HLA Engineering and Land Surveying, Inc., for professional engineering services relating to Old Inland Empire Highway Improvements to the September 24, 2024 regular meeting for consideration.

Vote:

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

B. Resolution approving Task Order No. 2024-07 with HLA Engineering and Land Surveying, Inc., for the Northwest Grandview Infrastructure Improvements

Public Works Director Mejia explained that the City received funding from the Yakima County Supporting Investments in Economic Development (SIED) program and was seeking funding through the Community Economic Revitalization Board (CERB) for domestic water facilities, sanitary sewer, storm drainage facilities, public roadway, and illumination improvements to a developing area adjacent to Wine Country Road and Higgins Way. This project would bring utility infrastructure and city streets to approximately 44 acres of land zoned as general commercial, inside the city limits. Task Order 2024-07 with HLA Engineering and Land Surveying, Inc., provides professional engineering services for the Northwest Grandview Infrastructure Improvements in the amount of \$715,300 for design engineering and \$817,500 for construction engineering. HLA would provide a comprehensive civil engineering construction document package (plans, specifications, and estimate) for improvements consisting of domestic water facilities, sanitary sewer and storm drainage facilities, public roadways, and illumination system. Services would also include advertising and bidding, recommendation of contract award to the lowest responsible bidder, and engineering services during construction. Engineering design

work would begin immediately following Task Order approval. Construction was anticipated to occur in 2025 and 2026. SIED funding would be used to allow for design work to begin.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Diaz, the C.O.W. moved a resolution approving Task Order No. 2024-07 with HLA Engineering and Land Surveying, Inc., for the Northwest Grandview Infrastructure Improvements to the September 24, 2024 regular Council meeting for consideration.

Vote:

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

C. Resolution authorizing the Mayor to sign a Letter of Understanding between the City of Grandview and Destination Development Association of Roger Brooks International, Inc., for a Destination Assessment of Grandview, Washington

City Administrator Fisher explained that at the September 10, 2024, C.O.W. meeting, Roger Brooks made a presentation regarding a community/destination assessment for the City of Grandview. Council directed the City Administrator to bring an agreement to the next Council meeting for consideration. He presented the Letter of Understanding between the City and Destination Development Association to perform a Destination Assessment of Grandview, Washington. The total cost of the assessment was \$25,000 which would be paid through the ARPA Fund.

Discussion took place.

Councilmember Ozuna requested that the Scope of Work in the Letter of Understanding be amended as follows:

- On-site assessment of the fairgrounds and potential and suggested improvements to increase visitors.
- Review the Travel Plaza construction plans and talk to owners to assess potential to attract visitors.
- Provide suggestions on branding and themes for the City.

On motion by Councilmember Ozuna, second by Councilmember Flores, the C.O.W. moved a resolution authorizing the Mayor to sign a Letter of Understanding between the City of Grandview and Destination Development Association of Roger Brooks International, Inc., for a Destination Assessment of Grandview, Washington, as amended to the September 24, 2024 regular Council meeting for consideration.

Vote:

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

D. 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:

- Current Expense Fund: Increased revenues for Local Sales Tax and Judgments and Settlements. Increased appropriations for Website/Social Media Archiving, Supplies to Fight Opioid Epidemic, Police Corrections Professional Services, Library Professional Services and Parks Maintenance Professional Services. Net effect was an increase in estimated ending fund balance.
- Street Fund: Increased revenues for Local Sales Tax. Increase appropriations for Traffic Control Professional Services and Repairs & Maintenance. Net effect was an increase in estimated ending fund balance.
- Cemetery Fund: Increased revenues for Local Sales Tax. Net effect was an increase in estimated ending fund balance.
- NW Grandview Infrastructure Fund: Increased revenues for Yakima County SIED Loan Increase appropriations for Water, Sewer and Roadway Improvements. Net effect was no change in estimated ending fund balance.
- Water Fund: Increased appropriations for DWSRF Loan Interest. Net effect was a decrease in estimated ending fund balance.
- Sewer Fund: Increased revenues for Developer Contributions. Increase appropriations for Higgins Way Sewer Improvements. Net effect was a decrease in estimated ending fund balance.
- Equipment Rental Fund: Increased appropriations for Repairs & Maintenance. Net effect was a decrease in estimated ending fund balance.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved an ordinance amending the 2024 Annual Budget to the September 24, 2024 regular Council meeting for consideration.

Vote:

- Councilmember Diaz – Yes
- Councilmember Flores – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes

- Councilmember Souders – Yes

5. CITY ADMINISTRATOR AND/OR STAFF REPORTS

CERB Application – City Administrator Fisher reported that the City was awarded \$4,647,000 from the Community Economic Revitalization Board (CERB) for the Northwest Grandview Infrastructure Improvements project. This project consists of extension of domestic water, sanitary sewer, and public roadways to approximately 44 acres of land zoned as general commercial and industrial, inside the city limits. The Committed Private Partner Malhi Investment LLC, estimated the project would create 118 FTEs, and committed \$20,000,000 to the private project. CERB funds were matched by \$2,000,000 in local resources.

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

- Division Street Emergency Sewer Repairs
- OIE Sewer Improvements
- Mike Bren Memorial Park Restroom Project
- Playground Equipment
- Pickleball Courts at Westside Park and Eastside Park

Audit Exit Conference – City Treasurer Cordray reported that the exit conference for the financial statement and federal grant compliance audits for January 1, 2023 through December 31, 2023 was conducted. The City’s internal controls would be reviewed to ensure compliance with federal requirements for procurement and suspension and debarment.

Country Park and Downtown Sound Systems – City Administrator Fisher reported that he was working with the Washington State Department of Enterprise to obtain quotes for the sound systems at Country Park and downtown funded by ARPA.

6. MAYOR & COUNCILMEMBER REPORTS

YVCOG General Membership Meeting – Mayor Lara, Councilmember Moore and Councilmember Souders attended the YVCOG General meeting held on September 18, 2024 in Grandview.

7. ADJOURNMENT

On motion by Councilmember Moore, second by Councilmember Rodriguez, the C.O.W. meeting adjourned at 6:40 p.m.

Mayor Ashley Lara

Anita Palacios, City Clerk