

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
OCTOBER 22, 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 Ashley Lara, Councilmembers David Diaz, Laura Flores, Bill Moore (Mayor Pro Tem), Robert Ozuna and Joan Souders

Present via teleconference: Councilmember Steve Barrientes

Absent: Councilmember Javier Rodriguez

Staff present: City Administrator Shane Fisher, City Attorney Quinn Plant, City Treasurer Matt Cordray, Police Chief Kal Fuller, Assistant Police Chief Seth Bailey, Public Works Director Hector Mejia and City Clerk Anita Palacios

3. PUBLIC COMMENT – None

4. NEW BUSINESS

A. Drug Dog Presentation

Assistant Chief Bailey introduced DOC Officer David Zanotelli along with K-9 Luca with the Yakima County Department of Corrections. DOC Officer Zanotelli and K-9 Luca provided a presentation on the drug dog program and information on the Yakima Valley K-9 Foundation.

B. 2025 Contract Costs for Municipal Court and Probation Services

Therese Murphy, Yakima County District Court Administrator presented the 2025 contract costs for Municipal Court and Probation Services for 2025:

2025

Daily Average Cases -Active 7295	
2021 Daily Average Cases	25
2022 Daily Average Cases	76
2023 Daily Average Cases	79
2024 Daily Average Cases(Projection based on cases thru August)	74
Total Average	255
% of Total Average Cases	3.49%

2025 Budget	\$1,623,242.00
City of Grandview	\$56,653.06
Revenue Collection:	
2021	\$42,998.92
2022	\$32,744.11
2023	\$35,873.60
2024 (Projection based on revenue thru August)	\$26,147.90
4 Year Average Revenue Collection	\$34,441.13
2025 Total Cost to the City of Grandview	\$22,211.93

She explained that the amount was increasing quite a bit from previous years. She addressed the funding issue in probation and the new formula calculation, as follows:

- Daily Average Case Count
- Probation Budget
- Probation Fee Collection

The intent of this new costing model was to appropriate to each entity the cost associated with the work being performed by probation services. The District Court (DC) calculated the “work being performed” as a percentage of cases attributed to the contracting entity. For 2025, the DC anticipated that the Grandview cases would represent 3.49% of the overall work in probation. Based on the 2025 adjusted budget that translates into a cost of \$56,653.06. The cost was offset by the expected revenue which the DC anticipated would be \$34,441.13. For these calculations, the DC was using a 4-year average which was how the DC bills for municipal court services. Historically, a four-year average has resulted in close estimations of cost and revenue.

Daily Average Case Counts:

Warrants: Historically, the DC has had a practice of monitoring probation cases that were on warrant status, and included the daily average warrant count in with the daily average case count. After further examination and consideration of available resources, the DC decided to stop that practice. Now when a case goes on warrant status it would be incumbent on the court to advise if probation supervision was to resume. As a result, the DC would no longer include warrants in the daily average case count.

Grant Funds:

- Mental Health Sales Tax Funds: Behavioral Health Supervision Unit (BHSU) was a new unit consisting of probation counselors, community resource specialists along with a partnership with Comprehensive Healthcare to provide intensive supervision services to clients ordered to supervision that have a requirement of obtaining a mental health evaluation and treatment and/or were dual diagnosis. This could be extended to substance abuse as well at some point. Because this was a fully funded program the clients assigned to this unit from Grandview Municipal Court would not be included in the daily average case count. Also, they would not be charged a probation supervision fee. The DC started building this unit this year and the goal was to start accepting clients in December of 2024. It would take time to see any measurable impact on your daily average case count.

- DUI Supervision Team: This was brand new with a grant from the Washington Traffic Safety Commission. The DC just signed the agreement this month. Like the BHSU, clients supervised by this team would not be part of your daily average case count and because the unit was entirely grant funded for 3 years, the clients would not be charged a supervision fee. She did not anticipate having this unit operational until 2nd quarter 2025.
- DUI Court: This program has been in place for 11 years. She was certain that Grandview Municipal has had a few DUI Court clients. No cases assigned to DUI Court were included in the daily average case count.

Probation Budget:

As you can see above the adjust budget for Probation Services was \$1,623,242.00 in 2025. It was adjusted, because where the DC secured funds to help with expenses, the DC has also removed them from the budget. The two items the DC continues to receive funds for half of a probation officer position who is dedicated to the Mental Health Court and funds to offset the DC's costs of UA's.

Probation Fee Collection:

Probation fee collection was widely unpredictable which was why the District Court (DC) changed the costing model. For the past few months, the DC has seen a steady decline in revenue collection so much so, that the DC had to go to the Board of County Commissioners to secure \$100,000 to ensure that DC could meet expenses through the end of the year. There was statutory authority and case law that seriously calls into question the courts ability to assess probation fees to support operational costs of probation. This was an issue DC would likely need to address in 2025. In the interim, the DC would continue to assess and collect probation fees and DC would look for other funding sources that would help offset or cover costs of probation services.

Finally, the agreement included a new provision involving the County holding quarterly meetings to discuss probation services. Probation fee collection would likely be a regular topic, including new initiatives, significant operational changes and/or improvements, caseload data etc. Because the DC was implementing a new costing model, a new agreement would need to be executed.

Discussion took place. A resolution authorizing the Mayor to sign the new Yakima County District Court Probation Services Interlocal Agreement would be presented to Council for consideration at the November 12, 2024 C.O.W. meeting.

C. Resolution authorizing the Mayor to sign Change Order No. 3 with Interwest Construction, Inc., for the Wine Country Road and Higgins Way Improvements

Public Works Director Mejia explained that bids for the Wine Country Road and Higgins Way Improvements were opened on December 13, 2023. Interwest Construction, Inc., of Burlington, Washington, submitted the low bid in the amount of \$1,232,321.92. On January 9, 2024, Council accepted the bid from Interwest Construction, Inc., and authorized the Mayor to sign all contract documents with Interwest Construction to construct the Wine Country Road and Higgins Way Improvements. Change Order No. 3 with Interwest Construction was to extend the water main

along Bethany Road for future water main looping and connection. The financial impact for this change order was \$157,509.92.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Diaz, the C.O.W. moved a resolution authorizing the Mayor to sign Change Order No. 3 with Interwest Construction, Inc., for the Wine Country Road and Higgins Way Improvements to the October 22, 2024 regular Council meeting for consideration.

Vote:

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

D. Resolution declaring firearms as surplus and authorizing the sell or trade of said firearms to a federally licensed firearm dealer

Police Chief Fuller explained that periodically, the Grandview Police Department sells or trades firearms it had been collected that were no longer of any evidentiary value in cases. There were currently 38 firearms in Police Department possession that may be disposed of. The firearms would be advertised as available for purchase by legally Federal Firearms Licensed dealers. Dealers would bid on the firearms in groups. Dealers may also offer to trade the value of the firearms for any ammunition or firearm accessories that the Police Department may need.

Discussion took place.

On motion by Councilmember Ozuna, second by Councilmember Diaz, the C.O.W. moved a resolution declaring firearms as surplus and authorizing the sell or trade of said firearms to a federally licensed firearm dealer to the October 22, 2024 regular Council meeting for consideration.

Vote:

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

E. 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 Commerce Vehicle Pursuit Grant. Increased appropriations for Auditing Services and Vehicle Pursuit Equipment. Net effect was a decrease in estimated ending fund balance.
- Transportation Benefit District Fund: Increased appropriations for Professional Services – ADA Transition Plan. Net effect was a decrease in estimated ending fund balance.
- Equipment Rental Fund: Increased appropriations for Machinery & Equipment. Net effect was a decrease in estimated ending fund balance.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Moore, the C.O.W. moved an ordinance amending the 2024 Annual Budget to the October 22, 2024 regular Council meeting for consideration.

Vote:

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

F. Resolution authorizing the Mayor to sign a Memorandum of Agreement and Site Access between Ducks Unlimited, Inc., and City of Grandview and Washington State Department of Fish and Wildlife

City Administrator Fisher explained that Ducks Unlimited, Inc., the City of Grandview and the Washington State Department of Fish and Wildlife desired to enter into a Memorandum of Agreement and Site Access for the purpose of formalizing a partnership to seek a viable solution for delivery of water from the Grandview Wastewater Treatment Facility into and through the Byron Unit of the Washington State Department of Fish and Wildlife's Sunnyside-Snake River Wildlife Area.

Discussion took place.

On motion by Councilmember Ozuna, second by Councilmember Souders, the C.O.W. moved a resolution authorizing the Mayor to sign a Memorandum of Agreement and Site Access between Ducks Unlimited, Inc., and City of Grandview and Washington State Department of Fish and Wildlife to the November 12, 2024 regular Council meeting for consideration.

Vote:

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

G. Ordinance levying the 2025 ad valorem property taxes and excess levy taxes

City Treasurer Cordray explained that pursuant to legislation RCW 84.52.020, the City's certification for the purpose of levying 2025 property taxes was to be filed with the Board of Yakima County Commissioners on or before November 30, 2024 or the City would receive no funding from this source. As a result of Referendum 47, the City would need to pass an ordinance for the levy amount up to the full 101%. The regular levy request in the amount of \$1,985,000 was a \$90,000 increase from the 2024 levy amount and a 1% increase of that same 2024 levy amount, plus any amount allowed for new construction and increase in state assessed value. He presented an ordinance levying the 2024 ad valorem property taxes and excess levy taxes.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved an ordinance levying the 2025 ad valorem property taxes and excess levy taxes to the November 12, 2024 regular Council meeting for consideration.

Vote:

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

H. Ordinance increasing the 2025 property tax levy for the City of Grandview above the "limit factor" up to 101 percent

On motion by Councilmember Moore, second by Councilmember Flores, the C.O.W. moved an ordinance increasing the 2025 property tax levy for the City of Grandview above the "limit factor" up to 101 percent to the November 12, 2024 regular Council meeting for consideration.

Vote:

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

- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Absent
- Councilmember Souders – Yes

5. **CITY ADMINISTRATOR AND/OR STAFF REPORTS** – None

6. **MAYOR & COUNCILMEMBER REPORTS** – None

7. **ADJOURNMENT**

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. meeting adjourned at 6:55 p.m.

Mayor Ashley Lara

Anita Palacios, City Clerk