

**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE MEETING MINUTES  
DECEMBER 10, 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 Steve Barrientes, David Diaz, Laura Flores, Bill Moore (Mayor Pro Tem), Javier Rodriguez and Joan Souders

Present via teleconference: None

Absent: Councilmember Robert Ozuna

Staff present: City Administrator Shane Fisher, City Attorney Quinn Plant, City Treasurer Matt Cordray, Parks and Recreation Director Gretchen Chronis, Library Director Wendy Poteet, Assistant Police Chief Seth Bailey and City Clerk Anita Palacios

**3. PUBLIC COMMENT – None**

**4. NEW BUSINESS**

**A. Resolution approving a Site Use Agreement between People For People and the City of Grandview Community Center**

Parks and Recreation Director Chronis explained that for several years, the City has allowed People For People to use the Community Center for the operation of a noon meal program to serve hundreds of area senior citizens. This valuable program enhances the health and social well-being of the elderly. She presented the annual Site Use Agreement between People For People and the City to provide food and nutrition services for area senior citizens. The noon meal program has offered a host of opportunities for the Parks and Recreation staff and volunteers to enhance lives with additional and meaningful recreation programs. In addition, the agreement included a reimbursement provision for utility costs from People For People in the amount of \$500 per month. The term of the agreement is from January 1, 2025 through December 31, 2025.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Rodriguez, the C.O.W. moved a resolution approving a Site Use Agreement between People For People and the City of Grandview Community Center to the December 10, 2024 regular Council meeting for consideration.**

Vote:

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

**B. Resolution authorizing the Mayor to sign a Service Agreement and Clearing Agreement with Nayax LLC for the Nayax Cashless and Remote Monitoring Solution for the Grandview Library**

Library Director Poteet explained that in June 2023, using Yakima Valley College (YVC) funds, the Grandview Library purchased a new printer for patron use. The new printer arrived in December of 2023. Since December 2023, YVC IT experienced integration issues between multiple technologies and the printer. Additionally, they were researching converting to a new print management software system wide. In November 2024, YVC IT indicated they were ready to proceed with all new technology and software. The new printer system at Grandview Library was also a payment kiosk. This enables patrons to pay at the printer using cash, card, or tap with Google Pay or Apple Pay. This means patrons would no longer need to wait in line at the circulation desk. The City receives all funds generated at the Grandview Library and thus needs to enter a contract with the provider of the payment system, Nayax LLC. The City would pay Nayax, LLC a 5.95% processing fee for each transaction, as well as a \$8.95 monthly fee for each device. This contract was for 12 months and may be canceled at any time with 30-day written notice. Nayax hereby grants the Customer, during the term of this Agreement, a non-exclusive, personal, non-transferable and non-sub licensable right and license to access and use the Nayax Service solely in connection with and together with the Nayex Unit.

Discussion took place.

**On motion by Councilmember Diaz, second by Councilmember Barrientes, the C.O.W. moved a resolution authorizing the Mayor to sign a Service Agreement and Clearing Agreement with Nayax LLC for the Nayax Cashless and Remote Monitoring Solution for the Grandview Library to the December 10, 2024 regular Council meeting for consideration.**

Vote:

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

**C. Ordinance establishing a debt service fund for repayment of Supporting Investments in Economic Diversification (SIED) Loan on the Wine Country Road & Higgins Way Improvements project**

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

- **SIED Loan – WCR/Higgins Way:** The total loan amount for this project was \$766,208. Beginning in 2025 the developer on the project would send in the annual debt payment to the City. The City would then turn around and send that same amount to the Yakima County Infrastructure Fund. This process would continue annually until the obligation was satisfied in 2034.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved an ordinance establishing a debt service fund for repayment of Supporting Investments in Economic Diversification (SIED) Loan on the Wine Country Road & Higgins Way Improvements project to the December 10, 2024 regular Council meeting for consideration.**

Vote:

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

**D. Resolution approving Task Order No. 2024-09 with HLA Engineering and Land Surveying, Inc., for the Pappy's Landing Phase 2 Development Construction Engineering**

City Administrator Fisher explained that the City approved the Phase 2 Site Improvement Plans for the Plat of Pappy's Landing. Infrastructure for this plat consisting of domestic water, sanitary sewer, and streets would become property of the City upon completion of construction and formal acceptance by the City. The City desired construction of infrastructure to be observed to confirm work was performed in accordance with the approved plans and specifications for the plat. Construction was anticipated to begin the week of February 3, 2025, and was anticipated to be substantially complete before June 27, 2025. As observation of construction was a condition of plat approval, the City engaged HLA Engineering and Land Surveying, Inc., to perform construction observation. Per the City's Construction Standards, the City would invoice Birdie Shots, LLC, the developer for reimbursement of work performed.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Rodriguez, the C.O.W. moved a resolution approving Task Order No. 2024-09 with HLA Engineering and Land Surveying, Inc., for the Pappy's Landing Phase 2 Development Construction Engineering to the December 10, 2024 regular Council meeting for consideration.**

Vote:

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

**E. Resolution approving Task Order No. 2024-10 with HLA Engineering and Land Surveying, Inc., for the Splash Pad Improvements**

City Administrator Fisher explained that the City budgeted up to \$500,000 of local funds, and \$50,000 of American Rescue Plan Act (ARPA) funds to design and construct Splash Pad Improvements at Westside Park. The splash pad would consist of several water features, landscaping, and additional amenities including seating. The total project was anticipated to cost approximately \$522,000. Engineering design work would begin immediately following Task Order approval with construction anticipated in Summer 2025.

Discussion took place.

**On motion by Councilmember Diaz, second by Councilmember Barrientes, the C.O.W. moved a resolution approving Task Order No. 2024-10 with HLA Engineering and Land Surveying, Inc., for the Splash Pad Improvements to the December 10, 2024 regular Council meeting for consideration.**

Vote:

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

**F. Resolution approving Task Order No. 2024-11 with HLA Engineering and Land Surveying, Inc., for the Willoughby Road Reconstruction**

City Administrator Fisher explained that the Grandview Cemetery has approximately 2-3 years of space remaining for internments. The City was in the process of expanding the cemetery to the south of the Grandview Dog Park. The City desires to reconstruct and widen Willoughby Road from Elm Street to the end of the road. This project was in preparation of future cemetery improvements and expansion, to include approximately 1,400 linear feet of roadway

improvements including curb, gutter and sidewalk. It was anticipated Design Engineering services were being paid for with American Rescue Plan Act (ARPA) funds.

Discussion took place.

**On motion by Councilmember Diaz, second by Councilmember Moore, the C.O.W. moved a resolution approving Task Order No. 2024-10 with HLA Engineering and Land Surveying, Inc., for the Splash Pad Improvements to the December 10, 2024 regular Council meeting for consideration.**

Vote:

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

**G. Resolution authorizing the Mayor to sign the Technical Assistance Contract No. 010125GV with the Yakima Valley Conference of Governments**

City Clerk Palacios explained that each year, the City contracts with the Yakima Valley Conference of Governments (YVCOG) for technical assistance to include planning activities and grant applications on an as needed basis as requested by the City. YVCOG has the expertise and capability of assisting the City with planning activities and projects. The maximum amount of compensation and reimbursement to be paid by the City to YVCOG under this Technical Assistance Contract was \$30,000. When assistance was requested by the City, YVCOG prepares a scope of work and cost estimate. YVCOG invoices the City based upon actual expenses incurred. This amount was appropriated in the 2025 planning budget under professional services.

Discussion took place.

**On motion by Councilmember Rodriguez, second by Councilmember Souders, the C.O.W. moved a resolution authorizing the Mayor to sign the Technical Assistance Contract No. 010125GV with the Yakima Valley Conference of Governments to the December 10, 2024 regular Council meeting for consideration.**

Vote:

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

**H. Resolution accepting the Request For Qualifications and Cost Proposal for Event Planning and Execution and authorizing the Mayor to sign all contract documents with Finn Styles Company**

City Administrator Fisher explained that the ARPA Committee appropriated \$20,000 towards two (2) major public events in 2025 to be held at the Childress Amphitheater. The City conducted an Request For Qualifications process. RFQ were due on November 27, 2024 at 5:00 p.m. The ARPA Committee met to review the RFQ submittal and approved the proposal as presented. One (1) RFQ was received from Finn Styles Company.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved a resolution accepting the Request For Qualifications and Cost Proposal for Event Planning and Execution and authorizing the Mayor to sign all contract documents with Finn Styles Company to the December 10, 2024 regular Council meeting for consideration.**

Vote:

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

**I. Resolution authorizing the Mayor to sign the Audiovisual Solution Proposal with Avidex Industries, LLC for the Stage Pavilion Audio System at the Childress Amphitheater**

City Administrator Fisher explained that the ARPA Committee appropriated \$182,064.93 to add audio integration to the pavilion and stage areas at the Childress Amphitheater to promote community events at Country Park. He presented the Audiovisual Solution Proposal from Avidex Industries, LLC., for installation of the stage pavilion audio system at the Childress Amphitheater in the amount of \$182,064.93. The total cost of the services would be paid through the ARPA Fund.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved a resolution authorizing the Mayor to sign the Audiovisual Solution Proposal with Avidex Industries, LLC for the Stage Pavilion Audio System at the Childress Amphitheater to the December 10, 2024 regular Council meeting for consideration.**

Vote:

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

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

## 5. **CITY ADMINISTRATOR AND/OR STAFF REPORTS**

Council Retreat – City Administrator Fisher requested feedback from Council on retreat dates, etc., for the first of the year.

Municipal Code Update – City Administrator Fisher reported that the editorial and legal analysis of the Grandview Municipal Code was received from General Code on December 9<sup>th</sup>. Staff would begin review of the analysis for specific amendments and revisions to the code.

Public Works Director and WWTP Superintendent – City Administrator Fisher reported that job announcements for the Public Works Director and Wastewater Treatment Plant positions would be posted the first of the year. Job descriptions were currently being reviewed.

Police Officer Graduation – City Administrator Fisher and Mayor Lara attended the Basic Law Enforcement Academy graduation for Police Officer Josue Lopez.

## 6. **MAYOR & COUNCILMEMBER REPORTS**

Rotary Club Senior Christmas Dinner – The Rotary Club held their annual Senior Christmas Dinner on December 1<sup>st</sup> at the Grandview Community Center.

Selfies w/Santa – Selfies with Santa was scheduled for December 14<sup>th</sup> at the Grandview Museum.

Skate Park Survey – The City contracted with the American Ramp Company to start the design of the new skate park. The first step in the process was community feedback. A survey was placed on the City's Facebook page to collect information and ideas from the skating community.

## 7. **ADJOURNMENT**

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

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Mayor Ashley Lara

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Anita Palacios, City Clerk