

**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE  
MEETING AGENDA  
TUESDAY, JANUARY 14, 2025**



**PLEASE NOTE:** The maximum occupancy of the Council Chambers is 49 individuals at one time. Access to exits must be kept clear to ensure everyone in the Chambers can safely exit in the event of an emergency.

This meeting will be held in person and will also be available via teleconference.

**COMMITTEE-OF-THE-WHOLE MEETING – 6:00 PM**

**PAGE**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENT** – *The public may address the Council on any topic whether on the agenda or not, except those scheduled for public hearing. The public comment period is not an opportunity for dialogue with the Mayor and Councilmembers, or for posing questions with the expectation of an immediate answer. Many questions require an opportunity for information gathering and deliberation. For this reason, Council will accept comments, but will not directly respond to comments, questions or concerns during public comment. If you would like to address the Council, please step up to the microphone and give your name and address for the record. Your comments will be limited to three minutes.*
4. **NEW BUSINESS**
  - A. Resolution authorizing the Mayor to sign an Industrial Wastewater User Contract Amendment with Welch Foods, Inc. 1-4
  - B. Resolution authorizing submission of a 2025 Congestion Mitigation & Air Quality and Carbon Reduction Program Application to the Yakima Valley Conference of Governments for funding to purchase a new street sweeper 5-18
  - C. Resolution establishing job descriptions for the Public Works Facilities Supervisor and Public Works Utilities Supervisor and setting forth procedures to establish the Public Works Facilities Supervisor and Public Works Utilities Supervisor’s salaries 19-25
  - D. ARPA Project Update 26
5. **CITY ADMINISTRATOR AND/OR STAFF REPORTS**
6. **MAYOR & COUNCILMEMBER REPORTS**
7. **ADJOURNMENT**

The City of Grandview Committee-of-the-Whole and Regular Council Meetings scheduled for Tuesday, January 14, 2025 at 6:00 pm and 7:00 pm will be held in person and will also be available via teleconference.

Please join the meeting from your computer, tablet or smartphone.

Join Zoom Meeting

<https://us06web.zoom.us/j/85123082232?pwd=c3ZjGpm73S0lSicW0mPwbpDbVb2ha.1>

To join via phone: +1 253 215 8782

Meeting ID: 851 2308 2232



Passcode: 348187

**CITY OF GRANDVIEW  
AGENDA ITEM HISTORY/COMMENTARY  
COMMITTEE-OF-THE-WHOLE MEETING**

<b>ITEM TITLE</b>	<b>AGENDA NO.:</b> New Business 4 (A)
Resolution authorizing the Mayor to sign an Industrial Wastewater User Contract Amendment with Welch Foods, Inc.	<b>AGENDA DATE:</b> January 14, 2025
<b>DEPARTMENT</b>	<b>FUNDING CERTIFICATION (City Treasurer)</b> (If applicable)
Public Works Department	N/A

**DEPARTMENT HEAD REVIEW**

Shane Fisher, City Administrator

<b>CITY ADMINISTRATOR</b>	<b>MAYOR</b>
	

**ITEM HISTORY** (Previous council reviews, action related to this item, and other pertinent history)

Grandview Municipal Code Section 13.12.130 requires an Industrial Wastewater User Contract for each large industrial user. The contract includes a Schedule "A" attachment that identifies maximum loading limits for flow, BOD and TSS. The code also allows a one year trial period in order for the new industry to finalize their loading limits before the contract is formally approved by Council. The one year trial period allows a new industry to work through the growing stages without requiring the City to over allocate unused capacity.

**ITEM COMMENTARY** (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

Welch Foods, Inc., has undergone a major facility upgrade to include combining Plant 1 and Plant 2 discharge points for BOD, TSS and flow to a single discharge point. The combination of the two discharge points does not change any of the monthly allocations to the Wastewater Treatment Plant as identified on Welch's previous Schedule A, however, the Department of Ecology requested a revised Schedule A now that the facility upgrades are complete.

**ACTION PROPOSED**

Move a resolution authorizing the Mayor to sign an Industrial Wastewater User Contract Amendment with Welch Foods, Inc., to a regular Council meeting for consideration

**RESOLUTION NO. 2025-\_\_\_**

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,  
AUTHORIZING THE MAYOR TO SIGN AN INDUSTRIAL WASTEWATER USER  
CONTRACT AMENDMENT WITH WELCH FOODS, INC.**

**WHEREAS**, the City of Grandview owns and operates sewer and wastewater treatment facilities (Facility) for the collection, treatment and disposal of municipal and industrial wastewater; and,

**WHEREAS**, the operation of this Facility is subject to the laws and regulations of the United States and of the State of Washington including, without limitation, laws and regulations relating to discharge of industrial wastewater as administered by the Washington State Department of Ecology (WSDOE), which issues permits to both the City and to the user; and,

**WHEREAS**, the capacity of the facility shall be defined by the WSDOE approved engineering report and as specified within the waste discharge permit issued to the City; and,

**WHEREAS**, a portion of the Facility capacity shall be allocated to an industrial user under contract; and,

**WHEREAS**, said industrial user shall be required to enter into a contract with the City of Grandview prior to discharge to the City wastewater treatment facility,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, WASHINGTON, as follows:**

The Mayor is hereby authorized to sign an Industrial Wastewater User Contract Amendment with Welch Foods, Inc., for the discharge of industrial wastewater to the City of Grandview Wastewater Treatment Plant in the form as is attached hereto and incorporated herein by reference.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on \_\_\_\_\_, 2025.

**MAYOR**

\_\_\_\_\_  
**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**CITY ATTORNEY**

**CITY OF GRANDVIEW  
Industrial Wastewater User Contract**

**CONTRACT AMENDMENT**

**Contracted User: Welch Foods, Inc.**

WHEREAS, the City of Grandview, a municipal corporation, has entered into an Industrial Wastewater User Contract with the above Contracted User; and

WHEREAS, Section 5.2 of the Industrial Wastewater User Contract provides for the allocation of a portion of the capacity of the City's wastewater treatment facilities to the Contracted User in accordance with Schedule "A" attached to the Contract; and

WHEREAS, the Contract allows for the adjustment of Contracted Capacity, and adjustments in capacity are reasonable based on additional information collected through metering and monitoring of the industrial discharges from the Contracted User.

NOW, THEREFORE, the parties agree to amend the Industrial User Contract as follows:

The Schedule "A" attached hereto shall replace the Schedule "A" included in the contract.

IN WITNESS WHEREOF, the parties hereto have executed this Contract Amendment as of the day and year first above written.

CONTRACTED USER

CITY OF GRANDVIEW

\_\_\_\_\_  
Welch Foods, Inc.

\_\_\_\_\_  
Ashley Lara, Mayor

Name: \_\_\_\_\_

ATTEST:

Title: \_\_\_\_\_

\_\_\_\_\_  
Anita Palacios, City Clerk

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Welch Foods, Inc**  
**Current Industrial User Contract**  
**Effective September 1, 2024**

Maximum Monthly Allocations													
Contract Allocations	Jan	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec	Annual
Flow (MGD) (2)	0.710	0.714	0.645	0.667	0.645	0.667	0.549	0.323	1.167	1.613	0.567	0.645	0.751
Flow (1,000 gallons per month)	22,010	19,992	19,995	20,010	19,995	20,010	17,019	10,018	35,010	50,003	20,010	19,995	274,062
	Quarterly Total = 61,987		Quarterly Total = 60,015		Quarterly Total = 62,042		Quarterly Total = 90,008						
BOD (Pounds per day)	16,130	16,995	15,320	10,830	14,520	10,000	9,680	7,095	15,000	17,740	14,170	12,575	13,338
BOD (Pounds per month)	500,030	475,860	474,920	324,900	450,120	300,000	300,080	219,945	450,000	499,400	425,100	389,825	4,860,720
TSS (Pounds per day)	3,230	3,040	2,910	3,330	3,230	3,300	3,710	2,580	3,330	3,550	2,330	3,065	3,134
TSS (Pounds per month)	100,130	85,120	90,210	99,900	100,130	99,000	115,010	79,980	99,900	110,050	69,900	95,015	1,144,345

- 1.) The contractor user may exceed the monthly contract allocations so long as the quarterly amounts (3 months total) does not exceed the Quarterly Total amount listed
- 2.) The above allowable wastewater discharges are considered to be the maximum discharge for a month expressed in terms of gallons or pounds per day. They represent the average daily loading over the month based on available test date. They do not represent maximum daily discharge limits.
- 3.) The discharge of toxic substances as described in paragraph 6.4 of the contract, or harmful waste described in section 13.12.030 of the Grandview Municipal Code, is prohibited.

Requested by: Welch Foods Inc.  
 Welch's Representative: Tom Brooke

Signature: Tom Brooke  
 Date: Nov. 27, 2024

**CITY OF GRANDVIEW  
AGENDA ITEM HISTORY/COMMENTARY  
COMMITTEE-OF-THE-WHOLE MEETING**

<p><b>ITEM TITLE</b></p> <p>Resolution authorizing submission of a 2025 Congestion Mitigation &amp; Air Quality and Carbon Reduction Program Application to the Yakima Valley Conference of Governments for funding to purchase a new street sweeper</p>	<p><b>AGENDA NO.:</b> New Business 4 (B)</p> <p><b>AGENDA DATE:</b> January 14, 2025</p>
<p><b>DEPARTMENT</b></p> <p>Public Works Department</p>	<p><b>FUNDING CERTIFICATION (City Treasurer)</b> (If applicable)</p>

**DEPARTMENT DIRECTOR REVIEW**

Shane Fisher, City Administrator

<p><b>CITY ADMINISTRATOR</b></p> 	<p><b>MAYOR</b></p> 
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**ITEM HISTORY** (Previous council reviews, action related to this item, and other pertinent history)

On December 2, 2024, the Yakima Valley Conference of Governments announced the 2025 Congestion Mitigation & Air Quality and Carbon Reduction Program Call for Projects, see attached.

**ITEM COMMENTARY** (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

The City wishes to submit a 2025 Congestion Mitigation & Air Quality and Carbon Reduction Program Application to the Yakima Valley Conference of Governments for funding to purchase a new street sweeper.

HLA Engineering has prepared an application for Council consideration and approval for submittal, see attached.

**ACTION PROPOSED**

Move resolution authorizing submission of a 2025 Congestion Mitigation & Air Quality and Carbon Reduction Program Application to the Yakima Valley Conference of Governments for funding to purchase a new street sweeper to the January 14, 2025 regular Council meeting for consideration.

**Anita Palacios**

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**From:** Stephen Hazzard <shazzard@hlacivil.com>  
**Sent:** Monday, January 6, 2025 3:08 PM  
**To:** Anita Palacios  
**Subject:** FW: Call for Projects Congestion Mitigation & Air Quality / Carbon Reduction Program  
**Attachments:** YVCOG MPO Map (CMAQ - CRP).pdf; 2025 CMAQ-CRP Funding Application.doc; (CMAQ) Program Interim Guidance as Revised by the IJJA.pdf; Carbon Reduction Program (CRP) Implementation Guidance.pdf; Carbon Reduction Program \_ WSDOT.pdf

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**CAUTION:** External Email

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Anita,

See below for the information you requested regarding the YVCOG CMAQ/CRP call for projects.

Please let me know if you have any questions.

Thanks,



**Stephen S. Hazzard, PE**

**HLA Engineering and Land Surveying, Inc.**

2803 River Road, Yakima, WA 98902

Office: (509) 966-7000 | Cell: (509) 840-4746

[shazzard@hlacivil.com](mailto:shazzard@hlacivil.com) | [www.hlacivil.com](http://www.hlacivil.com)

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**From:** Alan Adolf <alan.adolf@yvcog.us>

**Sent:** Monday, December 2, 2024 1:50 PM

**To:** YVCOG TAC <yvcog.tac@yvcog.us>; YVCOG MPACT <yvcog.mpact@yvcog.us>

**Cc:** YVCOG MPO Policy Board <yvcog.mpopolicy@yvcog.us>

**Subject:** Call for Projects Congestion Mitigation & Air Quality / Carbon Reduction Program

Good Morning YVCOG'ers:

YVCOG is pleased to announce the 2025 Congestion Mitigation & Air Quality (CMAQ) and Carbon Reduction Program (CRP) Call for Projects.



Both federal program's primary goal is to improve air quality in our region. Congestion Mitigation, while less of a factor in Yakima's metropolitan area, remains an area of potential improvement based on each jurisdiction's traveling environment.

Both WSDOT and FHWA guideline documentation have been attached for your review in considering your projects.

**CMAQ** – Intended to address Carbon Monoxide (CO) and Particulate Matter of 10 microns or less (PM10) within specifically defined areas in the metropolitan area for nearly 30 years. Starting with this call, project(s) eligibility for CMAQ funds have expanded to the entire Yakima Valley Metropolitan Planning Organization (MPO) boundary. Eligible jurisdictions for this CMAQ Call are: Moxee, Selah, Yakima (city), and unincorporated [urbanized] Yakima County. PM10 projects may be located within either the [historic] PM10 or the MPO Boundary (see map, attached). YVCOG is currently anticipating approximately \$2,000,000 (after other program commitments) in funding from Federal Fiscal Years (FFY) 2024, 2025, and 2026.

Application limits for CMAQ funds are new [different] this year. **\$500,000 limit for equipment, programs , transit, or transit demonstration-type projects. \$750,000 limit for construction projects** (alley paving, gravel road paving, signal sequencing)

**CRP** – CRP is a new funding source created to reduce carbon emissions, unlike CMAQ, funding is available to all jurisdictions with Yakima County, but is distributed per US Census/FHWA city population classifications.

- Medium Urban: Moxee, Naches, Selah, Union Gap, Yakima (city), metropolitan Yakima County
- Small Urban: Grandview, Sunnyside, Toppenish, Wapato & their urban growth areas (Yakima Co.)
- Rural: Granger, Harrah, Mabton, Tieton, Zillah & rural Yakima County
- “Anywhere”: funding can be split into any or all of the other three classifications.

YVCOG anticipates over \$3,000,000 in CPR funding to be available countywide. Anticipated classification distributions are outlined in the application packet. **Project cost limits are \$500,000**, but smaller priced projects are encouraged. Eligible CRP projects include projects to replace lighting and traffic control devices with energy efficient alternatives, “Transportation Alternative” project(s) eligible under 23USC101(a)(29), or “Public Transportation” project(s) eligible under 23USC142. Non-Profit organizations may also be eligible for funding but **must** partner with a Yakima County region jurisdiction [bullet] listed above.

#### **ADDITIONAL INFO**

CMAQ and CRP projects will be processed through federal/state authorized emissions tools to determine air quality benefits. The significance of these benefits will be a primary factor in prioritizing funding award. To prioritize air quality benefit analysis, jurisdictions are requested to submit this notice of intent along with your intended project description. Please complete this document and return by December 20<sup>th</sup>.

Both CMAQ and CRP awards anticipate utilizing state toll credits to meet the federally required 13.5% match requirements.

The application packet includes a two-page letter of intent, preceding the primary application document. Applicants **MUST** submit their intent letter to YVCOG no later than **Friday, December 20<sup>th</sup>**, (email preferred, please). YVCOG staff will utilize project information provided by the applicant to model air quality benefits (if applicable). This “benefit finding” information will be provided to the applicant for inclusion into their final application submittal. Applicant projects that expect to reduce **vehicle miles traveled (VMT)** will need to provide supporting information to those reductions in their final submittal. Applications without a submitted Intent Letter, even if no modeled findings are determined, will not be considered.

Intent letters may be signed by staff or program leads. Final applications **MUST** be signed by the project's jurisdiction/agency lead **AND** by a jurisdiction's elected official or agencies executive authorized to sign agreements or grant applications.

**PROJECT PROPOSALS**

Proposals must include the following to be considered:

- A completed and signed application – can be electronic or handwritten (signed)
- One-page project vicinity map (8.5" x 11" or 11" x 17")
- Any necessary supporting documentation

The anticipated timeline for this call for projects is:

Date	Action
December 2, 2024	Announce 2025 CMAQ & CRP Call for Projects to eligible jurisdictions and agencies.
December 20, 2024	Initial Application Intent Page and Project Description information due to YVCOG to determine air quality benefits.
January 24, 2025 (Noon)	Applications due to YVCOG.
Late Jan. / Early Feb. 2025	TAC subcommittee meets to score CMAQ and CRP applications.
February 13, 2025	TAC prioritization recommendations for CMAQ/CRP to Transportation Policy Board.
February 19, 2025	Transportation Policy Board considers/approves TAC's CMAQ/CRP recommendations.
Week of February 24, 2025	CMAQ/CRP Award letters mailed to funded project applicant(s)
July 31, 2025	Deadline to Submit Obligation Paperwork for Inclusion in 2025 Federal Fiscal Year
September 30, 2025	End of 2025 Federal Fiscal Year
October 1, 2025	First Day to Obligate Funds in 2026 Federal Fiscal Year

YVCOG will coordinate with WSDOT – South Central Region Planning and H&LP staff to ensure project eligibility.

If you have any questions, please contact me or Sr. Transportation Planner, Geoff Wagner.

Regards, Happy Holidays, and good luck on your applications.

*Alan Adolf*

Regional Transportation Manager  
 Yakima Valley Conference of Governments  
 311 N 4<sup>th</sup> Street, Suite 204  
 Yakima, WA 98901  
 (509) 759-7981

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**Anita Palacios**

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**From:** Stephen Hazzard <shazzard@hlacivil.com>  
**Sent:** Thursday, January 2, 2025 1:32 PM  
**To:** Shane Fisher; Anita Palacios  
**Cc:** Tanner Lange; Lillian Veliz  
**Subject:** Grandview CRP Application - Street Sweeper  
**Attachments:** 2025-01-02 - Grandview - 2025 CRP Funding Application - Street Sweeper.pdf;  
2025-01-02 - Grandview CRP Street Sweeper Exhibit.pdf

**CAUTION:** External Email

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Good Afternoon Shane and Anita,

Attached for council consideration and approval is the YVCOG CRP application for a new street sweeper. Following approval by council, please have both the Mayor and Shane sign on page 7. YVCOG is requiring documentation that the legislative body is aware of the application, see below, which can be a copy of the council agenda.

The applicant must provide documentation (e.g. Council meeting minutes, a letter from the City Manager, or some other evidence) that the legislative body is aware that CMAQ funding is included on the application. **YVCOG must receive the documentation with the application to be complete.**

Please let me know if you have any questions.

Thanks,



**Stephen S. Hazzard, PE**

**HLA Engineering and Land Surveying, Inc.**

2803 River Road, Yakima, WA 98902

Office: (509) 966-7000 | Cell: (509) 840-4746

[shazzard@hlacivil.com](mailto:shazzard@hlacivil.com) | [www.hlacivil.com](http://www.hlacivil.com)

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**RESOLUTION NO. 2025-\_\_\_\_\_**

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,  
AUTHORIZING SUBMISSION OF A 2025 CONGESTION MITIGATION &  
AIR QUALITY AND CARBON REDUCTION PROGRAM APPLICATION  
TO THE YAKIMA VALLEY CONFERENCE OF GOVERNMENTS  
FOR FUNDING TO PURCHASE A NEW STREET SWEEPER**

**WHEREAS**, the City is applying to the Yakima Valley Conference of Governments for the 2025 Congestion Mitigation & Air Quality and Carbon Reduction Program for funding to purchase a new street sweeper;

**WHEREAS**, it is necessary that certain conditions be met as part of the application requirements;

**WHEREAS**, Mayor Ashley Lara is authorized to submit applications on behalf of the City;

**NOW, THEREFORE**, be it resolved that the City authorizes submission of an application to the Yakima Valley Conference of Governments for the 2025 Congestion Mitigation & Air Quality and Carbon Reduction Program for funding to purchase a new street sweeper.

**BE IT FURTHER RESOLVED** that the City designates Mayor Ashley Lara, as the authorized Chief Administrative Official and authorized representative to act in all official matters in connection with the application for funding assistance.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on \_\_\_\_\_, 2025.

**MAYOR**

\_\_\_\_\_  
**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**CITY ATTORNEY**



**2025 Congestion Mitigation & Air Quality (CMAQ)  
and Carbon Reduction Program (CRP)  
APPLICATION**

<b>Project Lead</b>	<b>City of Grandview</b>				
<b>Project Name</b>	<b>Street Sweeper</b>				
<b>Contact Name</b>	<b>Shane Fisher</b>		<b>E-Mail: sfisher@grandview.wa.us</b>		
<b>Phone #</b>	<b>509-882-9200</b>		<b>Fax #: 509-882-3099</b>		
<b>Type of Project Submitted</b>	<b>Diesel Engine Replacement</b>				
<b>CMAQ Application</b>	<b>Yes</b>	<b>No</b>	<b>CRP Eligibility List Application</b>	<b>Yes</b>	<b>No</b>
<b>Is the project in the 2025-2028 MTIP?</b>	<b>Yes</b>	<b>No</b>	<b>Is the project ready to proceed?</b>	<b>Yes</b>	<b>No</b>

**Proposed Project Description**

Describe the project as it should be represented for best modeling results. The description may be written, may be sketched, photographed, digital edited, or may be a combination of any imaging format. If some design components cannot not be modeled in the current YVCOG emissions model. YVCOG will notify the potential applicant if another quantitative or qualitative analysis is necessary to evaluate the submitted project instead of the travel demand model.

The following should be fully described in the project description:

**Modal Alternatives**

- Bike / Ped Facilities (that provide reduction in SOV use)
- Transit service (demonstration)
- Transit Fleet / Infrastructure acquisition
- Diesel retrofits, alternate fuels, vehicles and technology
- Establishment or operations of traffic monitoring, management, and control facilities.
- Projects or programs that shift travel demand to non-peak hours or other transportation modes (teleworking, ridesharing, pricing, and others.)

**Lanes**

- Posted speed change
- Grade separation
- Increased/decreased number of lanes
- Change in capacity on a roadway
- Change in functional class
- Addition of a two-way left turn lane, turn pockets, restriction of a turn such as a barrier at an intersection, weaving lane
- Restrictions or removal of a restriction such as one-way only/change to two-way/reversible lanes/HOV lanes/truck only/trucks-not-allowed lanes

**Intersections**

- Traffic Flow Improvements
- Change in stop control – stop sign, signal, yield, round-about
- Addition of a turn pocket, restriction of a turn such as right-in/right-out

- **The applicant will provide information on the cover page and complete application Parts I, II, III, IV, V, and VI.**
- **YVCOG will calculate air quality benefits in consultation with project sponsors for reporting purposes.**

**Anticipated CMAQ funding for the 2025 Call for Projects is:**

**\$2,000,000 (Approx) through FY 2026**

**The CMAQ Application Process recommends that:**

- **MPO Eligible Jurisdictions only may apply.**
- **Each jurisdiction is allowed to submit one solo application for this Call for Projects and/or one multi-jurisdictional application.**
- **The max amount of requested CMAQ funding for any project:**
  - **\$500,000 for program or equipment / \$750,000 for construction projects.**
- **Projects within YVCOG’s PM10 and MPO Boundary are eligible.**
  - **(Grandview, Selah, Yakima, (Urbanized) Yakima County).**  
*Union Gap is ineligible per previous agreement.*
  - **Carbon Monoxide and/or PM10 benefit per state/federal air quality models.**

<b>Requested CMAQ Project Amount (\$):</b>	
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**Anticipated CRP funding for the 2025 Call for Projects is:**

**\$561,849 per year and allocated by population (per U.S. Census/FHWA) as stated below:**

**\$3,072,428 (Approx) through FY 2026**

- **“Medium” Urban Populations b/n 50,000 – 200,000** **\$1,391,500 (Thru FY26)**
  - (Moxee, Naches, Selah, Union Gap, Yakima, Yakima Co.)
- **“Small” Urban Populations b/n 5,000 – 49,999:** **\$546,890 (Thru FY26)**
  - (Grandview, Sunnyside, Toppenish, Wapato, Yakima Co.)
- **“Rural” Populations Less than 5,000:** **\$652,275 (Thru FY26)**
  - (Granger, Harrah, Mabton, Tieton, Zillah, and Unincorporated Yakima County)
- **“Anywhere”** **\$481,750 (Thru FY26)**

**The CRB Application Process recommends that:**

- **All YVCOG Jurisdictions may apply,**
- **Each jurisdiction is allowed to submit one application for this Call for Projects, and/or one multi-jurisdictional application.**
- **The max amount of requested CRP funding for any project is \$500,000.**

<b>Anticipated CRP Project Cost (\$):</b>	<b>\$400,000.00</b>
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**PART I: PROPOSAL DESCRIPTION**

Describe the proposal in general terms and include a discussion of how the project/proposal will reduce carbon emissions (for CRP funding) or transportation related PM<sub>10</sub> emissions (for CMAQ funding), **or other air pollution emissions\***, and/or transportation congestion. Include all project information items shown on the cover page. **Attach a vicinity map showing the proposed location (if applicable) or the area affected in either 8½ x 11 inch or 11 x 17-inch format and an aerial photo of the area and any other supportive information in your application packet.**

<b>Project Start</b> (Nearest Crossroad /Landmark, if applicable)	N/A
<b>Project Finish</b> (Nearest Crossroad /Landmark, if applicable)	N/A
<b>Project Description</b>	
<p>The City of Grandview currently uses a 23-year-old street sweeper which is nearing the end of it's serviceable life. The EPA suggests that the current average lifespan of a street sweeper is 5-8 years, depending on usage. The environment for which a sweeper operates wears on all components, and its efficiency decreases, especially compared to the new sweepers equipped with more advanced technology. The request for a modern street sweeper would decrease diesel emissions, resulting in a reduction of carbon and air pollution emissions (PM<sub>10</sub>).</p> <p>By purchasing a new street sweeper, the City would reduce diesel, carbon, and nitrogen emissions, while also cutting the additional yearly maintenance expenses and continuing to keep streets clean.</p> <p>The City currently has 94.3 lane miles of roadway that should be regularly swept. Street sweeping improves air quality in the PM<sub>10</sub> maintenance area, reduces the amount of trash and debris on our roadways, and enhances water quality. An emission-friendly sweeper would significantly amplify these benefits.</p> <p><i>*Projects demonstrating an air pollution reduction other than PM<sub>10</sub> may submit a 2025 application according to consensus between YVCOG and WSDOT as of October 4, 2012. If new FHWA or FTA guidance restricts air pollution reductions in the PM<sub>10</sub> maintenance area to PM<sub>10</sub> reduction exclusively, the prioritization or awarding of projects may change. Exclusive consideration of PM<sub>10</sub> reductions by FHWA or FTA will result in YVCOG removing from the selection process those projects primarily showing PM<sub>2.5</sub>, CO, VOC, NO<sub>x</sub>, SO<sub>x</sub>, or NH<sub>3</sub> reductions in their evaluations. If pollutant reduced is other than PM<sub>10</sub>, it is the applicant's responsibility to explicitly identify which and explain why specific pollutants are to be evaluated.</i></p>	

**PART II: AIR QUALITY BENEFITS /  
VEHICLE MILES TRAVELED (VMT) REDUCTION**

Please describe the air quality benefits anticipated within the Yakima Valley PM<sub>10</sub> Limited Maintenance Area as a result of this project/program. If you are submitting a CRP project, describe anticipated carbon reduction benefits. What populations will benefit over time from this project. For YVCOG reporting purposes, please note which criteria pollutants will be addressed.

**Air Quality Benefits** (Enter Text Here):

The City of Grandview currently contains 47.15 linear miles of streets, which the City sweeps two days a week, for approximately 8 hours each day. The reduction in diesel emissions provided by a new street sweeper will significantly improve air quality and help to reduce the PM<sub>10</sub> Region.

A new street sweeper equipped with a diesel emission system offers the greatest benefit in reducing diesel emissions. This system uses a diesel oxidation catalyst to raise exhaust gas temperatures, which helps reduce carbon monoxide and hydrocarbons. Next, a diesel particulate filter captures and stores emitted debris until the regeneration conditions are optimal. The exhaust is then treated with diesel exhaust fluid before entering the selective catalytic reduction, where any remaining nitrogen oxide emissions are removed.

In addition to reducing emissions, a street sweeper will continue to decrease the number of organic particulates on the streets that are resuspended into the air by traffic. Other contaminants such as asbestos and heavy metals from brakes and leaking fluids are also resuspended in air or washed into the storm systems. A reduction in air pollution within the City of Grandview would benefit both residents and visitors.

**To be filled in by YVCOG if applicant modeling request is made**  
*(PM<sub>10</sub> Emission reduction for the project as provided to YVCOG for Analysis)*

How many Kilograms (Kg) per day of PM<sub>10</sub> will be reduced? *(CMAQ Application)*

Describe the methodology used to estimate PM<sub>10</sub> reduction (i.e. modeling tool, or other device)

Other Pollutant emission reduction for the project as provided for YVCOG analysis

Pollutant Type	PM <sub>2.5</sub>	CO	VOC	NO	SO <sub>x</sub>	NH <sub>3</sub>
Pollutant Reduction (Kilograms per day)						

Describe the methodology used to estimate other pollutant reduction (i.e. modeling tool, or other device)

How will the proposal contribute to the reduction of single occupant vehicle use (SOV)? **If YVCOG modeling is not requested**, how many VMTs will be reduced from this project/program? Describe the methodology used to estimate VMT reductions.

**VMT Reduction** (Enter Text Here):

This proposal will have no effect on the use of single occupant vehicles, nor will this proposal have any effect of reducing vehicle miles traveled.



To be filled in by YVCOG if applicant modeling request is made (VMT reduction for the project as provided to YVCOG for Analysis)	
How Many VMT's will be reduced?	
Describe the methodology used to estimate VMT reduction	

### PART III: MULTI- / INTER-MODAL FACILITIES

What accommodation to multi-or inter-modalism does this proposal make? Indicate how many and which modes of transportation will benefit from this project/proposal? What populations will this project serve?

**Multi- / Inter-Modal Facilities (Enter Text Here):**

A street sweeper will efficiently and effectively clean the particulates and debris off the streets, thus improving air quality at transit stops and for pedestrians and bicyclists.

The City's residents and any visitors would be served by the street sweeper.

### PART IV: ENVIRONMENTAL JUSTICE

Describe the user groups that will benefit from the project, including commuters, residents, commercial users, highly impacted communities and those groups identified in the President's Order for Environmental Justice, seniors, people with disabilities and/or areas experiencing high levels of unemployment or chronic underemployment.

**Environmental Justice (Enter Text Here):**

The City of Grandview places a strong emphasis on fairness by actively engaging with and addressing the requirements of economically disadvantaged, underserved, and burdened segments of the community. With 57% of households classified as low income, 40% of population lacking a high school education, a 5% unemployment rate, and 9% of individuals with disabilities, alongside an 87% Hispanic population, the project recognizes the diverse needs within the community. Every user of Grandview's transportation system and the entirety of the Grandview population would benefit from a new street sweeper.

### PART V: FINANCIAL PARTNERSHIP REQUIREMENTS

Note: Based on WSDOT Highway and Local Program (H&LP) Office direction, this project is NOT required to provide a 13.5% match. For this call for projects only, WSDOT Toll Credits will be used in lieu of local match. If project is part of a greater, multi-funding sourced partnership, list sources and respective amounts of the matching funds they will provide below (other than the regional federal request).

<b>List Participating Agencies:</b>	N/A
-------------------------------------	-----

Double click on the table and complete the white sections of the funding table to **calculate match dollars** secured for your project and the percentage of match represented by non-CMAQ funds. Please provide documentation of participating agencies matching funds in your submittal.

Source	\$ Amount	% of Total
CMAQ or CRP Competitive Funds Requested	400,000	100.0
Local agency funds	0	0.0
State funds	0	0.0
Private funds	0	0.0
Other eligible matching funds	0	0.0
Sub Total (Non-CMAQ Funds)	0	0.0
Total Project Cost = CMAQ Funds + Non-CMAQ Funds	400,000	100
Percentage of Match (Non-CMAQ Funds)	0.0	
Percentage of Match Required as minimum	13.5	

### PART VI: CONSISTENCY REQUIREMENTS

Describe how this proposal is consistent with and supports the 2024-2045 Yakima Valley Metropolitan Transportation Plan, and local GMA plans. Cite specific pages.

<p><b>Consistency Requirements (Enter Text Here):</b></p> <ul style="list-style-type: none"> <li>- Development of local performance targets in Green House Gases. (Page 61)</li> <li>- A policy in Section 5 states to “Continue to monitor and implement air quality conformance measures.” (Page 71)</li> </ul>
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### PART VII: ENDORSEMENT AND ASSURANCES

This project meets all the following criteria and is eligible to receive 2025 Congestion Mitigation Air Quality (CMAQ) Call for Project and or Carbon Reduction Program (CRP) funds:

1. The project is consistent with 2024-2045 Yakima Valley Metropolitan Transportation Plan and all local land use plans.
2. The project reduces transportation related PM<sub>10</sub> or other pollutant emissions.
3. The project has secured the required local match and/or partnership investments.
4. The project is ready to proceed.

Jurisdiction / Agency Lead (Signature)	Date
Elected Official or City Executive for Lead Jurisdiction / Agency (Signature)	Date

The applicant must provide documentation (e.g. Council meeting minutes, a letter from the Mayor or City Manager, or some other evidence) that the legislative body is aware that CMAQ funds are being applied for on the application. **YVCOG must receive the documentation with the application in order for the application to be complete.**

Air Quality Modeling Prepared by	Date

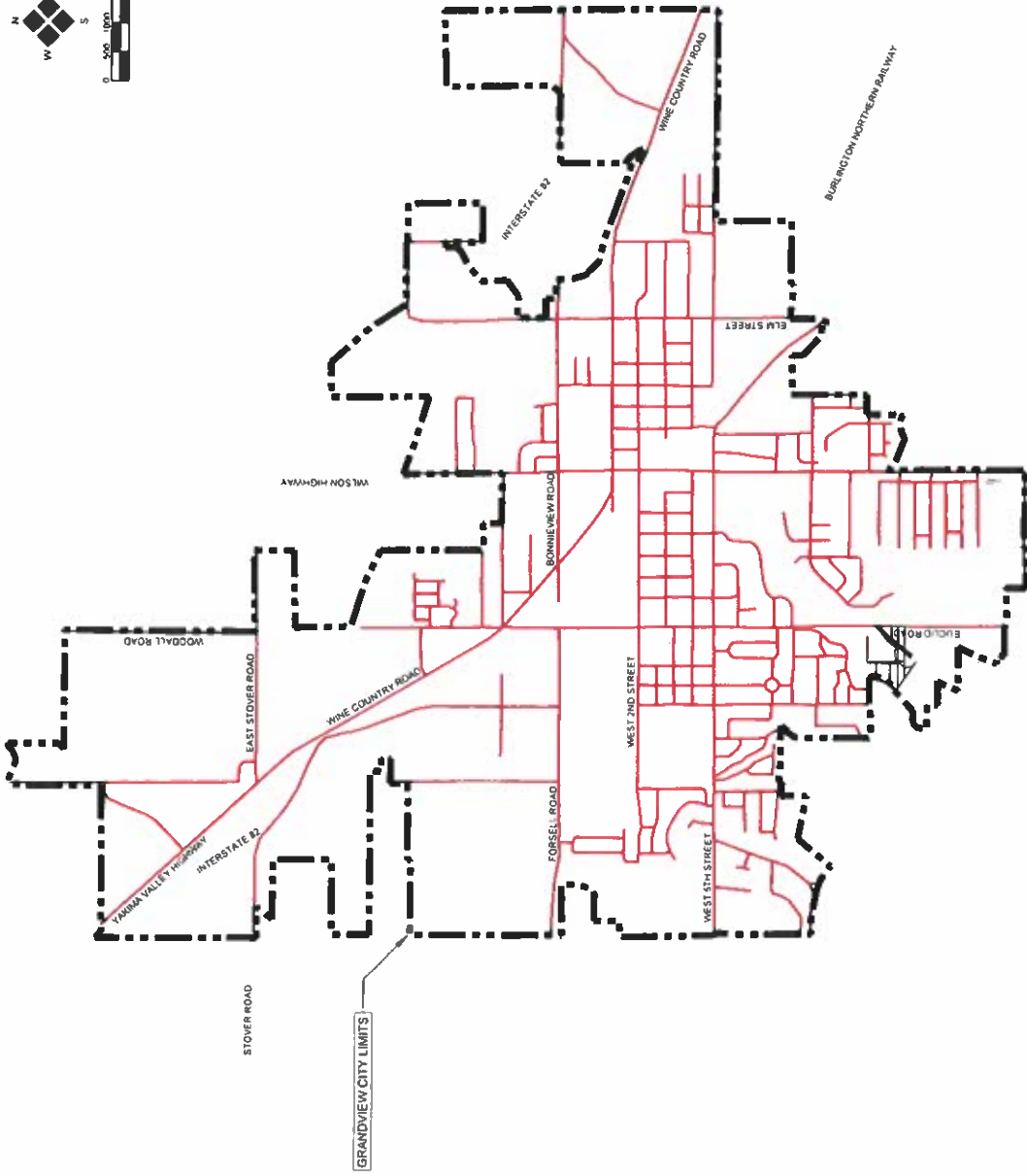
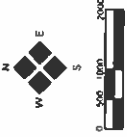
### Project Proposals

Proposals must include the following in order to be considered:

- A completed and signed application – can be electronic or handwritten (signed)
- One-page project vicinity map (8.5" x 11" or 11" x 17")
- Any necessary supporting documentation

Date	Action
December 2, 2024	Announce 2025 CMAQ & CRP Call for Projects to eligible jurisdictions and agencies.
December 20, 2024	Initial Application Intent Page and Project Description information due to YVCOG to determine air quality benefits.
January 24, 2025	Applications due to YVCOG.
Late Jan. / Early Feb. 2025	TAC subcommittee meets to score CMAQ and CRP applications.
February 13, 2025	TAC prioritization recommendations for CMAQ/CRP to Transportation Policy Board.
February 19, 2025	Transportation Policy Board considers/approves TAC's CMAQ/CRP recommendations.
Week of February 24, 2025	CMAQ/CRP Award letters mailed to funded project applicant(s)
July 31, 2025	Deadline to Submit Obligation Paperwork for Inclusion in 2025 Federal Fiscal Year
September 30, 2025	End of 2025 Federal Fiscal Year
October 1, 2025	First Day to Obligate Funds in 2026 Federal Fiscal Year

**Mail, deliver or email the completed application, no later than 12:00 noon on January 24, 2025 to:**  
**YVCOG, 311 North 4th Street, Suite 204, Yakima, WA 98901**  
**email: [alan.adolf@yvcog.us](mailto:alan.adolf@yvcog.us)**



LEGEND:  
— CITY STREETS  
 - - - - - CITY LIMITS

200 River Road  
 Yaluma, WA 98902  
 509 966 7000  
 Fax: 509 965 3809  
 www.hla.com



# CITY OF GRANDVIEW

JOB NUMBER	DATE
24007	12 12 24
FILE NAMES	
DRAWING	Grandview CAP
	Street Intersect July
SUBMITTED BY	SSW
INTERED BY	JSM
DATE	

STREET MAP

**CITY OF GRANDVIEW  
AGENDA ITEM HISTORY/COMMENTARY  
COMMITTEE-OF-THE-WHOLE MEETING**

<b>ITEM TITLE</b>	<b>AGENDA NO.:</b> New Business 4 (C)
Resolution establishing job descriptions for the Public Works Facilities Supervisor and Public Works Utilities Supervisor and setting forth procedures to establish the Public Works Facilities Supervisor and Public Works Utilities Supervisor's salaries	<b>AGENDA DATE:</b> January 14, 2025
<b>DEPARTMENT</b>	<b>FUNDING CERTIFICATION (City Treasurer)</b> (If applicable)
Public Works Department	

**DEPARTMENT DIRECTOR REVIEW**

Shane Fisher, City Administrator

**CITY ADMINISTRATOR**



**MAYOR**



**ITEM HISTORY** (Previous council reviews, action related to this item, and other pertinent history)

The Public Works Department needs to be reorganized because the current reporting structure is not sustainable for the department director. Currently, the Public Works Director position has eight (8) direct reports across all divisions. I'm proposing a new structure where the department director only has four (4) direct reports, which is the industry standard.

The Assistant Public Works Director position will be retitled as the Public Works Facilities Supervisor, with a new job description attached herein. The Public Works Foreman position will be retitled as the Public Works Utilities Supervisor, with a new job description attached herein. Each of these new positions will have assigned staff to perform the work within each new division.

The Public Works Facilities Supervisor will oversee all city facilities: parks, streets, buildings and structures.

The Public Works Utilities Supervisor will oversee specific city utilities: water, garbage, irrigation and stormwater.

**ITEM COMMENTARY** (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

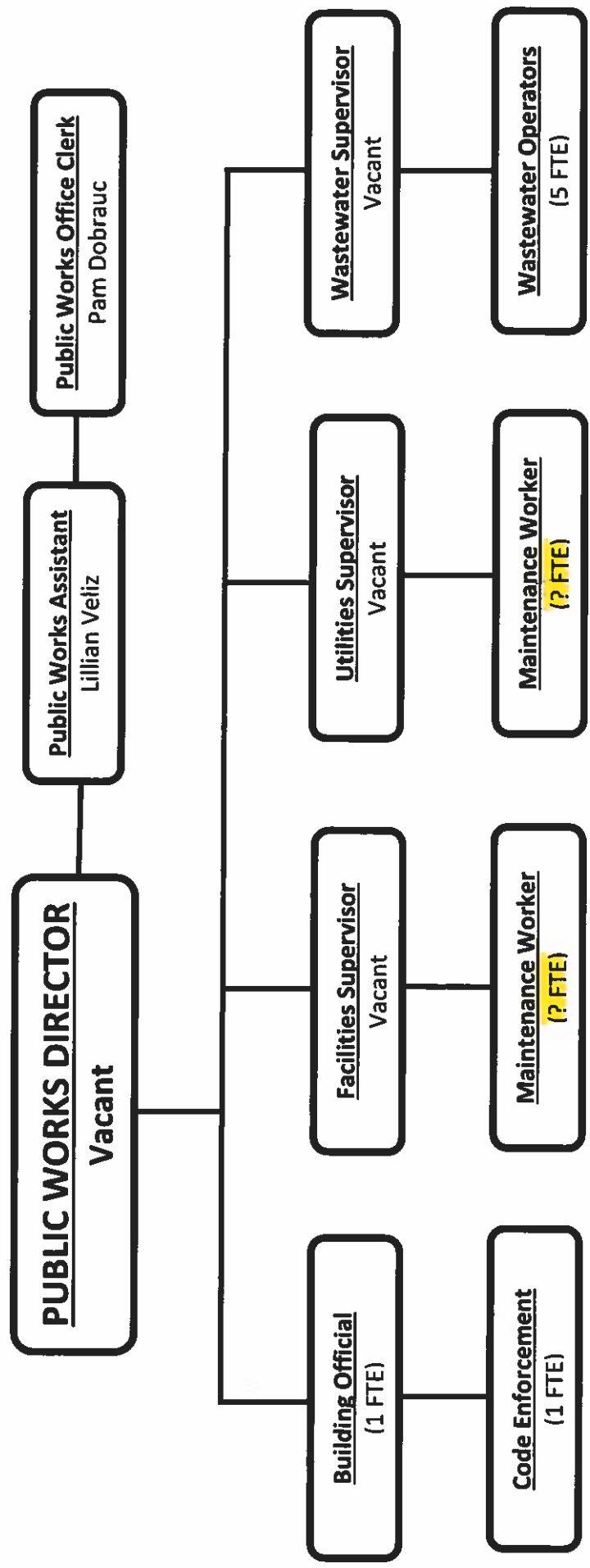
Draft job descriptions for the Public Works Facilities Supervisor and Public Works Utilities Supervisor positions have been created for consideration by the Mayor and Council for adoption.

**ACTION PROPOSED**

Move a resolution establishing job descriptions for the Public Works Facilities Supervisor and Public Works Utilities Supervisor and setting forth procedures to establish the Public Works Facilities Supervisor and Public Works Utilities Supervisor's salaries to a regular Council meeting agenda for consideration.



# Public Works Organizational Chart



**RESOLUTION NO. 2025-\_\_\_\_\_**

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,  
ESTABLISHING JOB DESCRIPTIONS FOR THE PUBLIC WORKS  
FACILITIES SUPERVISOR AND PUBLIC WORKS UTILITIES  
SUPERVISOR AND SETTING FORTH PROCEDURES TO ESTABLISH  
THE PUBLIC WORKS FACILITIES SUPERVISOR AND PUBLIC WORKS  
UTILITIES SUPERVISOR SALARIES**

**WHEREAS**, the City Administrator is proposing that the City Council establish job descriptions for the new positions of Public Works Facilities Supervisor and Public Works Utilities Supervisor to use in the recruitment process; and

**WHEREAS**, pursuant to RCW 35A.11.020, the City Council is responsible for establishing positions, including job descriptions and salaries; and

**WHEREAS**, the City Council desires to adopt this resolution to establish job descriptions for the Public Works Facilities Supervisor and Public Works Utilities Supervisor positions and provide a process for setting the Public Works Facilities Supervisor and Public Works Utilities Supervisor salaries;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, AS FOLLOWS:**

1. The City Council hereby adopts the job descriptions for the Public Works Facilities Supervisor and Public Works Utilities Supervisor in the forms attached hereto and incorporated herein by this reference.

2. The City Council shall establish the salary for the Public Works Facilities Supervisor and Public Works Utilities Supervisor by ordinance following approval of the job descriptions.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on \_\_\_\_\_, 2025.

**MAYOR**

\_\_\_\_\_  
**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**CITY ATTORNEY**

## **POSITION DESCRIPTION**

Position: Public Works Facilities Supervisor  
Report to: Public Works Director  
Department: Public Works  
Revised: January 2, 2025

### **Position Purpose**

The Facilities Supervisor shall assist the Public Works Director in the performance of their duties, specifically assigned responsibilities, and shall be responsible for the direct supervision of crews.

### **Supervises**

All employees in specified operating divisions of the Public Works Department, including but not limited to parks, streets, cemetery, and building maintenance.

### **Essential Job Functions**

1. Responsible for the direct supervision of crews in the Public Works Department. Assists in the preparation of budget estimates and budget administration. Supervises, schedules, and trains employees in all divisions of the Public Works Department and evaluates employee performance.
2. Assists the Public Works Director in the preparation of specifications for equipment, the calling for bids, purchasing materials used and costs, and the maintenance of project records.
3. Responsible for the maintenance of all departmental equipment, vehicles, and buildings.
4. Operates equipment and vehicles as required.
5. Assists the Public Works Director and City Administrator in confidential matters relating to labor relations and personnel issues within the department.
6. Effectively recommends the hiring, disciplining, or discharging of employees within his or her jurisdiction in accordance with City policy, procedures, and union agreements as appropriate. Acts as the first step in any grievance procedure.
7. Assists with risk management within the department.
8. Performs other related duties as required or assigned.



Working Condition

Work is performed both in the office and in the field.

Minimum Qualifications

High School Diploma or GED equivalent.

Fluency, verbal and written, in Spanish and English is preferred, but not required.

Pesticide Spray Certification, First-Aid Certification, and Aquatic Facilities Operator Certification or be able to obtain within six months.

Knowledge of current methods, materials, practices, procedures, and equipment used in construction, maintenance, and repair of all public works facilities. An in-depth understanding and adherence to Department of Labor & Industries Safety Standards.

Knowledge of effective supervisory principles and practices, the ability to apply those principles, the ability to plan and assign work, and the ability to make independent decisions in emergency situations is necessary.

Possession of or the ability to obtain a valid Washington State Motor Vehicle Operator's License.

A combination of experience and education which provides suitable knowledge and ability to perform the duties may be substituted.

## **POSITION DESCRIPTION**

**Position:** Public Works Utilities Supervisor

**Report to:** Public Works Director

**Department:** Public Works

**Revised:** January 2, 2025

### **Position Purpose**

The Utilities Supervisor shall assist the Public Works Director in the performance of their duties, specifically assigned responsibilities, and shall be responsible for the direct supervision of crews.

### **Supervises**

All employees in specified operating divisions of the Public Works Department, including water, sewer, irrigation, and garbage.

### **Essential Job Functions**

1. Responsible for the direct supervision of crews in the Public Works Department. Assists in the preparation of budget estimates and budget administration. Supervises, schedules, and trains employees in all divisions of the Public Works Department and evaluates employee performance.
2. Assists the Public Works Director in the preparation of specifications for equipment, solicit for bids using the Small Works Roster process, cost estimates and purchasing of materials, as well as record keeping for all operation & maintenance work.
3. Responsible for the maintenance of all departmental equipment, vehicles, and buildings.
4. Operates equipment and vehicles as required.
5. Assists the Public Works Director and City Administrator in confidential matters relating to labor relations and personnel issues within the department.
6. Effectively recommends the hiring, disciplining, and/ or discharging of employees under their supervision in accordance with City policy, procedures, and union agreements as appropriate. Acts as the first step in any grievance procedure.
7. Assists with risk management within the department.
8. Performs other related duties as required or assigned.

### **Working Condition**

Work is performed both in the office and in the field.

**Minimum Qualifications**

High School Diploma or GED equivalent.

Fluency, verbal and written, in Spanish and English is preferred, but not required.

Possession of a Water Distribution Manager II Certification, Cross-Connection Certification, and First Aid Certification or be able to obtain within six months.

Knowledge of current methods, materials, practices, procedures, and equipment used in construction, maintenance, and repair of all public works facilities. An in-depth understanding and adherence to Department of Labor & Industries Safety Standards.

Knowledge of effective supervisory principles and practices, the ability to apply those principles, the ability to plan and assign work, and the ability to make independent decisions in emergency situations is necessary.

Possession of or the ability to obtain a valid Washington State Motor Vehicle Operator's License.

A combination of experience and education which provides suitable knowledge and ability to perform the duties may be substituted.

## ARPA Project Update

**Amphitheatre Events** – Finn Styles Company was awarded the \$20,000 to put on two (2) events in 2025 at the Childress Amphitheater. We have not confirmed the dates for the events but the theme for the spring event is a BBQ Competition/ Cook-Off, and the second event is the Dia de los Muertos celebration.

**Skatepark** – We are under contract with American Ramp Company to design a skatepark. They sent out a community survey that we posted on social media to gather feedback from the community and the skaters on what they would like to see at the new skatepark. Once they have tabulated the feedback, they will put together a few conceptual designs for us to review and share with the community. A final design concept will be decided based on community feedback, and of course the costs of constructing it. That said, we do not have a funding source in place to construct the skatepark.

**Splash Pad** – HLA is working on the splash pad design. We are planning to go to bid on the construction in late winter or early spring. The goal is to have it operational by this summer.

**Lower Valley Pathway** – The pathway project is substantially complete with a few small items that still need to be done this spring. The project was completed on time and under budget.

**Sensory Playground** – The sensory playground has been ordered and should be delivered in the next month or so. The playground will be located at Dykstra Park on the West 5<sup>th</sup> Street end of the park. This site was selected because of the proximity to the restrooms and the existing pathway serves as our ADA access to the playground area. This reduces our costs significantly. I'm waiting for a schedule from the installer on timing.

**Pickleball Courts** – We constructed two (2) courts at Westside Park and two (2) courts at Eastside Park. The lines will be painted this spring when the weather warms up.

**Childress Amphitheater** – Equipment has been ordered for the new sound system at Country Park. Avidex will begin installation on March 3, and should be completed by mid-March.

**Marketing Materials** – We are under contract with Pixelsoft to create marketing brochures and flyers for future development of business and industries. They will be putting together information for us to share with our elected officials when we attend the AWC City Action Days in February. We will also be editing the video on our website in the next few weeks.