

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

**1. CALL TO ORDER**

Mayor Pro Tem Bill Moore 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: Councilmember David Diaz, Laura Flores, Bill Moore (Mayor Pro Tem), Robert Ozuna, Javier Rodriguez and Joan Souders (6:05 p.m.)

Present via teleconference: None

Absent: Mayor Ashley Lara and Councilmember Steve Barrientes

Staff present: City Administrator Shane Fisher, City Attorney Quinn Plant and City Clerk Anita Palacios

**3. PUBLIC COMMENT**

Ray Vining, 1430 Wilson Highway, Grandview, Washington, expressed concern with the lack of sidewalk on Wilson Highway between Jackson Street and Deangela Drive, comments attached.

**4. NEW BUSINESS**

**A. Resolution authorizing the Mayor to sign an Industrial Wastewater User Contract Amendment with Welch Foods, Inc.**

City Administrator Fisher explained that 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 was 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. 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 were complete.

Discussion took place.

**On motion by Councilmember Ozuna, second by Councilmember Diaz, the C.O.W. moved a resolution authorizing the Mayor to sign an Industrial Wastewater User Contract Amendment with Welch Foods, Inc. to the January 28, 2025 regular Council meeting for consideration.**

Vote:

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

**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**

City Administrator Fisher explained that on December 2, 2024, the Yakima Valley Conference of Governments announced the 2025 Congestion Mitigation & Air Quality and Carbon Reduction Program Call for Projects. 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 prepared an application for Council consideration and approval for submittal.

Discussion took place.

**On motion by Councilmember Diaz, second by Councilmember Souders, the C.O.W. moved a 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.**

Vote:

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

**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**

City Administrator Fisher explained that the Public Works Department needs to be reorganized because the current reporting structure was not sustainable for the department director. Currently, the Public Works Director position has eight (8) direct reports across all divisions. He proposed a new structure where the department director only has four (4) direct reports, which was the industry standard. The Assistant Public Works Director position would be retitled as the Public Works Facilities Supervisor, with a new job description. The Public Works Foreman position would be retitled as the Public Works Utilities Supervisor, with a new job description. Each of these new positions would have assigned staff to perform the work within each new division. The Public Works Facilities Supervisor would oversee all city facilities: parks, streets, buildings and structures. The Public Works Utilities Supervisor would oversee specific city utilities: water, garbage, irrigation and stormwater. Draft job descriptions for the Public Works Facilities Supervisor and Public Works Utilities Supervisor positions were created for consideration by the Mayor and Council for adoption.

Discussion took place.

**On motion by Councilmember Diaz, second by Councilmember Souders, the C.O.W. moved 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 the January 14, 2025 regular Council meeting for consideration.**

Vote:

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

**D. ARPA Project Update**

City Administrator Fisher provided an update on the following ARPA projects:

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

Skatepark – The City was under contract with American Ramp Company (ARC) to design a skatepark. A community survey was sent out and 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 the feedback was tabulated, ARC would put together a few conceptual designs for the City to review and share with the community. A final design concept would be decided based on community feedback, and of course the costs of construction. That said, the City does not have a funding source in place to construct the skatepark.

Splash Pad – HLA was working on the splash pad design with plans to go to bid on the construction in late winter or early spring. The goal was to have it operational by this summer.

Lower Valley Pathway – The pathway project was 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 was ordered and should be delivered in the next month or so. The playground would be located at Dykstra Park on the West Fifth Street end of the park. This site was selected because of the proximity to the restrooms and the existing pathway serves as an ADA access to the playground area. This reduces costs significantly. We were waiting for a schedule from the installer on timing.

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

Childress Amphitheater – Equipment was ordered for the new sound system at Country Park. Avidex would begin installation on March 3, 2025 and should be completed by mid-March.

Marketing Materials – The City was under contract with Pixelsoft to create marketing brochures and flyers for future development of business and industries. They would be putting together information for the City to share with elected officials during the AWC City Action Days in February. They would also be editing the video on the City's website in the next few weeks.

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

Municipal Code Update – Staff was in the process of reviewing the Municipal Code editorial and legal analysis received from General Code. Staff recommendations for amendments and revisions to the code would be forthcoming to Council for consideration.

Destination Grandview Assessment – The Grandview Assessment Findings and Suggestions Report from the Roger Brooks presentation was received and distributed to the Mayor, Council and staff. Staff would review and provide recommendations to Council for consideration.

Public Works Director and WWTP Supervisor Vacant Positions – The vacant positions for Public Works Director and Wastewater Treatment Plant Supervisor were advertised with the deadline for application submittal on January 31<sup>st</sup>.

2025 Senate Capital Budget Local and Community Projects – The online project request form for 2025 Senate Capital Budget Local and Community Projects was received from Senator Curtis King’s office. Requests must be completed and submitted by constituent applicants by February 21, 2025. The City would be requesting funds to construct a new Police Department.

Cemetery Improvements – The cemetery improvements were on hold until the cemetery could be identified as an open space in the upcoming comprehensive plan update.

**6. MAYOR & COUNCILMEMBER REPORTS**

City Action Days Legislative Dinner Meeting – Councilmember Ozuna reported that a dinner meeting was planned with Senator Curtis King, Senator Gloria Mendoza and Senator Deb Manjarrez during the City Action Days to discuss city priorities like funding for a new Police Department.

Council Retreat Dates – Councilmember Ozuna requested staff provide dates for a Council Retreat to discuss 2025 focus items and priorities.

**7. ADJOURNMENT**

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

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Mayor Pro Tem Bill Moore

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Anita Palacios, City Clerk