

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
FEBRUARY 11, 2025**

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: Councilmembers David Diaz, Bill Moore (Mayor Pro Tem), Robert Ozuna and Joan Souders

Present via teleconference: Councilmember Steve Barrientes

Absent: Councilmembers Laura Flores and Javier Rodriguez

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

Also present was Stephanie Ray, City Engineer with HLA Engineering and Surveying, Inc.

3. PUBLIC COMMENT – None

4. NEW BUSINESS

A. Comprehensive Plan Update Timeline and Climate Element

Keelan Naasz, Land Use Planner with the Yakima Valley Conference of Governments provided an update on the Comprehensive Plan and Climate Element work plan, public participation plan, periodic update checklist and community asset list.

B. Resolution authorizing the Mayor to sign Change Order No. 1 with C&E Trenching, LLC for the Grandview Stormwater Improvements

City Engineer Ray explained that the City of received funding from the Department of Ecology for the construction of stormwater improvements to disconnect the municipal stormwater system from SVID infrastructure at three locations. The project was currently under construction. This action was to approve execution of Change Order 1. Unforeseen utility conflicts occurred at the intersection of Butternut Road and Pecan Road where it was required to improve an existing drainage swale. Due to elevation conflicts with the existing sanitary sewer forcemain, the forcemain had to be lowered in elevation to construct the drainage swale. No asbuilts existed for this sanitary sewer forcemain to document the depth of the forcemain, and it was found to be shallower than standard industry practice. In addition to lowering the forcemain, near the same location, the contractor damaged an unmarked water main. The water main was not noted on City record drawings, was asbestos-concrete pipe, and did not have tracer wire or detectable marking tape. The contractor repaired the water main. Delays were also encountered by the contractor due to weather. All time and materials incurred by the contractor was tracked as the

work occurred. The change order total was \$34,756.32, and the contractor was requesting 21 additional contract days. Executing Change Order 1 would not exceed the funding agreement amount. No additional expense would be incurred by the City for Change Order 1.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Ozuna, the C.O.W. moved a resolution authorizing the Mayor to sign Change Order No. 1 with C&E Trenching, LLC for the Grandview Stormwater Improvements to the February 11, 2025 regular Council meeting for consideration.

Vote:

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

C. Resolution approving Amendment No. 1 to Task Order No. 2023-09 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements

City Engineer Ray explained that Task Order No. 2023-09 with HLA Engineering and Land Surveying, Inc., to provide professional engineering and land surveying services for the Grandview Stormwater Improvements was originally approved by City Council by Resolution No. 2023-68 on October 24, 2023. Amendment No. 1 to Task Order No. 2023-09 would provide additional construction management and inspection services through the duration of the contract due to the execution of Change Order 1 for 21 additional contract days for the replacement of a sanitary sewer force main, repair of water main, and de-mobilization and re-mobilization of the contractor to the project site. Amendment No. 1 was for a total of \$46,200. Executing Amendment No 1 would not exceed the funding agreement amount. No additional expense would be incurred by the City for Amendment No. 1.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved a resolution approving Amendment No. 1 to Task Order No. 2023-09 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements to the February 11, 2025 regular Council meeting for consideration.

Vote:

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

- Councilmember Rodriguez – Absent
- Councilmember Souders – Yes

D. Resolution accepting the Mike Bren Park Restroom as complete

City Administrator Fisher explained that Kachemak Contractor, LLC completed the construction of the Mike Bren Park Restroom. Staff recommended Council accept the project as complete once the requirements in the January 27, 2024 letter from HLA Engineering and Land Surveying, Inc., were satisfied.

Discussion took place.

On motion by Councilmember Ozuna, second by Councilmember Moore, the C.O.W. moved a resolution accepting the Mike Bren Park Restroom as complete to the February 11, 2025 regular Council meeting for consideration.

Vote:

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

E. Resolution approving Task Order No. 2025-02 with HLA Engineering and Land Surveying, Inc., for the Dykstra Park Restroom Restoration

City Administrator Fisher explained that the City applied for and was awarded grant funding in the amount of \$100,000 through the Recreation and Conversation Office to restore the existing public restroom facility within Dykstra Park located near West Fifth Street and Stassen Way. The City requested HLA Engineering and Land Surveying, Inc., provide limited design plans, specifications, engineer's estimate, and bid package for the project in order to contract through the City's small works roster. Improvements would consist of a new sanitary side sewer connection, new roofing, replacement of interior plumbing and bathroom fixtures, electrical services, and lighting. Engineering design work would begin immediately following Task Order execution, with construction anticipated to occur during spring of 2025.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Diaz, the C.O.W. moved a resolution approving Task Order No. 2025-02 with HLA Engineering and Land Surveying, Inc., for the Dykstra Park Restroom Restoration to the February 11, 2025 regular Council meeting for consideration.

Vote:

- Councilmember Barrientes – Yes
- Councilmember Diaz – Yes

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

F. Resolution approving a Repayment Agreement with Grandview Truck Plaza, LLC and Malhiinvestment LLC for a loan through the Supporting Investment in Economic Diversification Fund

City Administrator Fisher explained that the City was awarded a half grant and half loan in the amount of \$1,532,416 from the Yakima County Infrastructure Fund also referred to as the Supporting Investments in Economic Diversification (SIED) Fund for municipal infrastructure improvements on Wine Country Road and Higgins Way to facilitate the development of a truck plaza. The project would be a partnership with the developer Grandview Truck Plaza, LLC and Malhiinvestment LLC. The developer would be responsible for reimbursing the City \$766,208 for the portion of the SIED loan. The Repayment Agreement and accompanying documents for Grandview Truck Plaza, LLC and Malhiinvestment LLC repayment of the SIED loan in the amount of \$766,208 were presented for Council consideration.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Ozuna, the C.O.W. moved a resolution approving a Repayment Agreement with Grandview Truck Plaza, LLC and Malhiinvestment LLC for a loan through the Supporting Investment in Economic Diversification Fund to the February 11, 2025 regular Council meeting for consideration.

Vote:

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

G. Ordinance amending the 2025 Annual Budget

City Treasurer Cordray explained that staff monitoring and review of fund and department budgets during the first month of 2025 identified numerous budget accounts to be amended. An ordinance was prepared to provide for the amending of the 2025 Annual Budget to accommodate the changes in sources and uses. By Fund the highlights of the budget changes were:

- Current Expense Fund: Increased estimated beginning fund balance. Increased revenues for Commercial Vehicle Pursuit Grant. Increased appropriations for Vehicle Pursuit Equipment and Animal Control services. Net effect was an increase in estimated ending fund balance.

- American Rescue Plan Act Fund: Reduction of estimated beginning fund balance. Increased revenues for Yakima County ARPA Funds and City of Sunnyside Contribution. Increased appropriations for project balances not spent in 2024. Net effect was no change in estimated ending fund balance.
- Yakima Co. Law & Justice Tax Fund: Increased estimated beginning fund balance with equal change in estimated ending fund balance.
- Street Fund: Increased estimated beginning fund balance. Increased revenues for OIE Hwy, WCR Sidewalk and Pathway and Stormwater grants. Increased appropriations for OIE Hwy, WCR Sidewalk and Pathway and Stormwater projects. Net effect was an increase in estimated ending fund balance.
- Transportation Benefit District Fund: Increased estimated beginning fund balance. Increased appropriations for ADA Transition Plan and Stormwater project. Net effect was an increase in estimated ending fund balance.
- Cemetery Fund: Increased estimated beginning fund balance. Increased appropriations for New Cemetery Engineering. Net effect was an increase in estimated ending fund balance.
- Capital Improvement Fund: Increased estimated beginning fund balance. Increased appropriations for Dykstra & Bren Park Restrooms and OIE Hwy. Net effect was an increase in estimated ending fund balance.
- NW Grandview Infrastructure Fund: Increased estimated beginning fund balance. Increased appropriations for Water, Sewer and Roadway Improvements. Net effect was no change in estimated beginning fund balance.
- E.M.S. Fund: Increased estimated beginning fund balance with equal change in estimated ending fund balance.
- Water Fund: Reduction of estimated beginning fund balance. Increased revenues for DWSRF Loan – Source Well & Rehab. Increase appropriations for New Well. Net effect was a decrease in estimated ending fund balance.
- Sewer Fund: Increased estimated beginning fund balance. Increased revenues for Mahli Contribution – Additional Sewer. Increased appropriations for WWTP Upgrade Improvements. Net effect was a decrease in estimated ending fund balance.
- Irrigation Fund: Increased estimated beginning fund balance with equal change in estimated ending fund balance.
- Solid Waste Fund: Increased estimated beginning fund balance with equal change in estimated ending fund balance.
- Equipment Rental Fund: Reduction of estimated beginning fund balance with equal change in estimated ending fund balance.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Souders, the C.O.W. moved an ordinance amending the 2025 Annual Budget to the February 25, 2025 regular Council meeting for consideration.

Vote:

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

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

H. Resolution amending Section 27.04(B) of the Credit Card Use Policy within the City of Grandview Personnel Policy Manual to add the Mayor as an authorized user

City Clerk Palacios explained that the City of Grandview has a policy which covers the use of City credit cards to transact official City business which was part of the Grandview Personnel Manual Chapter 27 Credit Card Use Policy. Section 27.04(B) of the policy provides that credit cards may be issued to the following Departments:

- Administration: City Administrator, City Clerk and City Treasurer
- Police Department: Police Chief and Assistant Police Chief
- Fire Department: Fire Chief and Fire Captain
- Library: Library Director
- Public Works: Public Works Director and Public Works Assistant

Mayor Lara requested that the Credit Card Use Policy be amended so that a City credit card could be issued to her for City use.

Discussion took place.

On motion by Councilmember Ozuna, second by Councilmember Souders, the C.O.W. moved a resolution amending Section 27.04(B) of the Credit Card Use Policy within the City of Grandview Personnel Policy Manual to add the Mayor as an authorized user to the February 25, 2025 regular Council meeting for consideration.

Vote:

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

5. CITY ADMINISTRATOR AND/OR STAFF REPORTS

New Police Department – City Administrator Fisher distributed a proposed New Police Facility flyer that was created for distribution to legislators during the AWC Action Days, etc.

Wastewater Treatment Plant (WWTP) Lab Testing – City Administrator Fisher reported that the City would be utilizing an interlocal agreement with the City of Prosser to assist with sampling and ammonia testing at the WWTP until a new WWTP Supervisor was appointed.

6. MAYOR & COUNCILMEMBER REPORTS

New Police Department – Mayor Lara, Councilmember Ozuna, Councilmember Diaz and City Administrator Fisher held a Zoom meeting on February 4, 2025 with U.S. Senator Patty Murray’s office to discuss funding opportunities through Capital Budget Requests for various City projects.

AWC City Action Days Legislative Dinner Meeting – Councilmember Ozuna reminded the Council that a dinner meeting was scheduled on February 19, 2025 with Senator Curtis King, Representative Gloria Mendoza and Representative Deb Manjarrez during the AWC City Action Days to discuss city priorities and State appropriations for a new Police Department. He distributed an AWC Hot Sheet that included bills of interest to cities.

7. ADJOURNMENT

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. meeting adjourned at 6:58 p.m.

Mayor Ashley Lara

Anita Palacios, City Clerk