

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
NOVEMBER 28, 2017**

1. CALL TO ORDER

Mayor Norm Childress called the Committee-of-the-Whole meeting to order at 6:00 p.m., in the Council Chambers at City Hall.

2. ROLL CALL

Present were: Mayor Childress and Councilmembers Gay Brewer, Mike Everett, Dennis McDonald, Bill Moore and Javier Rodriguez.

Councilmembers Joan Souders and Gloria Mendoza arrived at 6:05 p.m.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray, Police Chief Kal Fuller, Parks & Recreation Director Mike Carpenter and City Clerk Anita Palacios.

3. PUBLIC COMMENT – None

4. NEW BUSINESS

A. Municipal Engineering Services Request for Statement of Qualifications (2018-2020) – HLA Engineering and Land Surveying, Inc.

At the November 14, 2017 C.O.W. meeting, City Administrator Arteaga recommended the selection of Municipal Engineering Services Request for Statement of Qualifications (2018-2020) from HLA Engineering and Land Surveying, Inc., as the most qualified municipal engineering firm and requested staff be directed to negotiate a three-year engineering services agreement, in accordance with State Law, for Council consideration at the next C.O.W. meeting. Following discussion, the C.O.W. moved the selection of the Municipal Engineering Services Request for Statement of Qualifications (2018-2020) to the November 28, 2017 C.O.W. meeting for consideration and directed staff to provide the RFQ's for Council review.

He advised that the RFQ's were provided for Council review.

Discussion took place.

On motion by Councilmember Souders, second by Councilmember Rodriguez, the C.O.W. moved to select the Municipal Engineering Services Request for Statement of Qualifications (2018-2020) from HLA Engineering and Land Surveying, Inc., as the most qualified municipal engineering firm to the December 12, 2017 regular Council meeting for consideration.

Councilmember Everett voted in opposition.

B. Resolution accepting the bid and authorizing the Grandview Herald as the Official City Newspaper for the year 2018

City Clerk Palacios explained that RCW 35.23.352(7) provided that bids were required to secure the services of the official newspaper. Bids to serve as the Official City Newspaper for the year 2018 were opened on November 14, 2017. The City received two (2) bids from the Grandview Herald and Daily Sun News. The bids were as follows:

<u>Newspaper</u>	<u>Type of Publication</u>	<u>Rate (per column inch)</u>
Grandview Herald	Legal Notices	\$4.00
Daily Sun News	Legal Notices	\$7.50

Discussion took place.

On motion by Councilmember Brewer, second by Councilmember Souders, the C.O.W. moved a resolution accepting the bid and authorizing the Grandview Herald as the Official City Newspaper for the year 2018 to the December 12, 2017 regular Council meeting for consideration.

C. Resolution approving the City of Grandview's 2009 General Sewer Plan Amendment No. 1 to address the existing sewer truck main improvements

City Administrator Arteaga explained that the City adopted a General Sewer Plan in January 2009. The Sewer Plan was a compilation of historical data, wastewater loading projections, system capacity and condition analysis, recommendations for improvements and extension of the existing system, review of existing treatment and disposal facility adequacy, and recommended project financing. In September 2017, a large section of the City's existing 21-inch sewer trunk main collapsed. The condition of the City's existing sewer trunk main was very poor and posed a risk of significant environmental degradation. On October 13, 2017, the City prepared and submitted to the Department of Ecology an amendment to said Sewer Plan to address recently identified collection system deficiencies, recommended improvements, and estimated costs to complete the recommended improvements. The City intended to apply for Department of Ecology SFY19 Water Quality Financial Assistance to fund the recommended system improvements. On October 31, 2017, the Department of Ecology reviewed and approved the City of Grandview's General Sewer Plan Amendment in accordance with RCW 90.48.110 and Chapter 173-240 WAC.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember McDonald, the C.O.W. moved a resolution approving the City of Grandview's 2009 General Sewer Plan Amendment No. 1 to address the existing sewer truck main improvements to the December 12, 2017 regular Council meeting for consideration.

D. Resolution approving the Animal Control Services Agreement between the City of Grandview and the Yakima Humane Society

Police Chief Fuller explained that the City contracts with the Yakima Humane Society to provide animal control services to the citizens of Grandview. This contract represented the latest costs for animal control services and defined the services provided. The costs of this contract were

included and approved in the 2018 animal control budget. The 2018 Animal Control Services Agreement was very similar on most points, as in prior years. There was an increase from the annual 2017 rate of \$30,960 to 2018 rate of \$31,584. The agreement also provided for a rate increase in 2019 of \$32,220 and 2020 of \$32,868. An increase in flexibility for emergency call outs and routine weekend coverage was negotiated at no extra charge. The contract wording was reviewed by the City Attorney.

Discussion took place.

On motion by Councilmember Souders, second by Councilmember Moore, the C.O.W. moved a resolution approving the Animal Control Services Agreement between the City of Grandview and the Yakima Humane Society to the December 12, 2017 regular Council meeting for consideration.

E. Resolution authorizing the Mayor to sign the Interlocal Cooperative Agreement between the Grandview School District and the City of Grandview regarding supervised afterschool activities for students

Parks & Recreation Director Carpenter explained that over the past several years, the City and School District forged a strong partnership to promote afterschool activities for students. The programs included the Frenzy Friday program held at the Grandview Middle School on early release Fridays and the Youth Drop In Program held at the Grandview Community Center each Monday through Thursday from 2:30 to 5:00 p.m. The Interlocal Agreement allowed the Superintendent and City Administrator authorization to execute letters of understanding with respect to these programs. The programs encompassed in such letter agreements shall be substantially similar to those that have operated in the past. The School District would reimburse the City \$8,500 per year for services rendered for the Frenzy Friday and \$10,000 per year for the Youth Drop In program. The School District agreed to increase the Frenzy Friday amount from \$8,000 to \$8,500 to cover supply costs.

Discussion took place.

On motion by Councilmember Mendoza, second by Councilmember Brewer, the C.O.W. moved a resolution authorizing the Mayor to sign the Interlocal Cooperative Agreement between the Grandview School District and the City of Grandview regarding supervised afterschool activities for students to the December 12, 2017 regular Council meeting for consideration.

5. OTHER BUSINESS

The Valley's Finest – The Valley's Finest presented by the Daily Sun News and as voted by the Daily Sun readers were awarded as follows:

- Finest Government Agency – Grandview Parks and Recreation – 1st place
- Finest Venue/Community Center – Grandview Community Center – 1st place
- Finest Park/Playground – Dykstra Park – 2nd place
- Finest Police Department – Grandview Police Department – 2nd place
- Finest Fire Department – Grandview Fire Department – 2nd place

Personnel Reduction Cost Savings Analysis – City Administrator Arteaga advised that at the November 13, 2017 special budget meeting, Councilmember Brewer requested a cost savings analysis of the employee positions that had been reduced since 2006. Following would be the annual cost to fill these positions at today's (2017) wages and benefits and the department charged:

- 1 FTE – Wastewater Treatment Plant – \$66,000 (Sewer Treatment)
- 1 FTE – Public Works Department – \$65,000 (Water)
- 1 FTE – Public Works Department – \$65,000 (Water)
- 1 FTE – Public Works Department – \$65,000 (Street)
- 1 FTE – Animal Control Officer – \$63,000 (Current Expense)
- 1 FTE – City Attorney – \$147,000 (Current Expense)
- 1 FTE – City Hall Receptionist – \$48,000 (Current Expense)
- 1 FTE – City Hall Administrative Assistant – \$74,000 (Current Expense)
- 1 FTE – City Administrator – \$160,000 (Current Expense)
- 1 FTE – Municipal Court Clerk – \$66,000 (Current Expense)
- 1 FTE – Deputy Recreation Director – \$74,000 (Current Expense)
- 1 FTE – Police Detective – \$91,000 (Current Expense)
- 1 FTE – Police Officer – \$88,000 (Current Expense)
- 1 FTE – Police Administrative Assistant \$55,000 (Current Expense)
- 1 FTE – Library Technician – \$48,000 (Current Expense)

The annual cost savings was \$1,175,000. The annual cost savings per department was as follows: Current Expense \$914,000; Street Fund \$65,000; Sewer Fund \$66,000; and Water Fund \$130,000.

Washington State Transportation Improvement Board Project Award – City Administrator Arteaga advised that on November 17, 2017, the Washington State Transportation Improvement Board (TIB) announced that the City's project, FY 2019 Overlay Project, Multiple Locations, TIB project number 3-E-183(007)-1 was selected for grant funding in the amount of \$310,617. These funds would provide for a grind and overlay of approximately 2,650 feet of East Wine Country Road from the SVID canal crossing to the east City limits. The segment of West Fifth Street between Euclid Road and Grandridge Road was not funded.

6. ADJOURNMENT

The study session adjourned at 6:55 p.m.

Mayor Norm Childress

Anita Palacios, City Clerk