

**GRANDVIEW CITY COUNCIL  
STUDY SESSION MINUTES  
FEBRUARY 16, 2010**

**1. CALL TO ORDER**

Mayor Norm Childress called the study session to order at 6:00 p.m. in the Council Chambers at City Hall.

Present were: Mayor Childress and Councilmembers Mike Bren, Pam Horner, Bill Moore, Jesse Palacios, Javier Rodriguez and Joan Souders. Councilmember Diana Jennings arrived at 6:40 p.m.

Staff present were: City Attorney Jack Maxwell, Parks & Recreation Director Mike Carpenter, City Treasurer John Myers, Police Chief David Charvet, Public Works Director Cus Arteaga, Fire Chief Pat Mason and City Clerk Anita Palacios.

**2. DEPARTMENT HEAD REPORTS**

With the recent resignation of City Administrator Scott Staples, Mayor Childress thanked the Department Heads for volunteering to perform additional tasks until the city administrator position was filled and expressed confidence in their abilities. The Department Heads provided the following updates within their respective departments:

**PUBLIC WORKS DEPARTMENT**

Water Department:

- Providing well production history information to engineers and DOE for the water rights permit project in order to maximize the potential water production for each well.
- Re-plumbing Well SO13 located south of Public Works shop to pump water directly into the water reservoir. The current system has the well connected to the 16-inch water main which bypasses the reservoir. The new connection would provide the ability to vent any air and/or gases through the water tank vents before entering the water system.

Sewer Department:

- Working with DOE on completion of the Sewer Comprehensive Plan. The draft plan was submitted to DOE last year. DOE requested and the City has provided additional information regarding the Wastewater Treatment Plant.
- Sewer rodding maintenance would start the first of March.

Alive Downtown Construction Project:

- The pre-construction meeting for Phase 1 would be held Thursday, February 18<sup>th</sup>, 3:00 p.m., at City Hall. An informational meeting with the downtown property and/or business owners would be held on February 18<sup>th</sup>, 6:00 p.m. at the Vineyard, 150 Division.
- Phase 2 of the Alive Downtown Project would be awarded to P.O.W. Contracting which was the same Contractor for Phase 1.
- A mural for the passageway would need to be selected. Staff would involve the Beautification Commission in this effort.

Joint City/YVCC Library Project:

- Working with City Clerk Palacios, City Engineer and Bryce Humpherys to compile the City's \$750,000 appropriation requests to Senator Cantwell, Senator Murray and Congressman Hastings. Applications were due February 19<sup>th</sup>.
- Providing information to Architect regarding utilities, connection and building permit fees.

Street Department:

- Last week, met with Regional Transportation Planning Organization (RTPO) Technical Advisory Committee to discuss potential Stimulus II funding. Submitted the Euclid Project and Second Street Overlay Project. The consensus of the committee was that Grandview received a majority of the funding last year and should not be at the table for 2010.
- Working with City Engineer to submit a federal appropriation request to Congressman Hastings for the Euclid project. Application was due February 19<sup>th</sup>.
- Preparing an application to TIB later in the year.

Parks Maintenance Department:

- Working on the East Entrance Rose Garden Project. Transplanting was scheduled for March 20<sup>th</sup>. Expanding the existing parking lot located by the canal.
- Working on the roof repair of the Beavan's Building and preparing to complete the asphalt pathway.

Former Safeway Plant: The former Safeway Plant has been purchased by FruitSmart located in Prosser. They were currently in the process of cleaning up the facility.

Graffiti Removal: During the budget process, the graffiti budget was reduced from \$17,000 to \$10,000. In January, \$3,000 was expended on graffiti removal. If this trend continued, a budget amendment would be required.

**FIRE DEPARTMENT**

New Fire Truck: The new fire truck was ordered in December and the anticipated delivery date was June or July.

Sprinkler System Grant: Submitted a grant to install a sprinkler system in the Fire Station to protect the emergency equipment and also to provide a safer facility should the City consider implementing a resident type program to the department.

Emergency Responses: Emergency calls last month were down.

Annual Inspections and Testing: The annual business inspections have begun and as weather permits, the annual equipment, hydrant and hose testing would start.

EMT Class: An Emergency Medical Technician (EMT) class was being held at the Fire Station. Of the 10 students in the class, three were from the Grandview Volunteer Department.

SCBA Equipment: Five years ago, the City received a grant to purchase new SCBA equipment. There have been some issues with the protective coating on the bottles. The factory warranty was repairing the bottles.

## **POLICE DEPARTMENT**

**Graffiti:** During the past two weeks, the City has experienced a large amount of graffiti. During this period, the Police Department received 56 reported cases of graffiti and 11 juveniles have been arrested for this act. Most of the graffiti was being done by middle school aged youth. Following discussion, staff was instructed to review the possibility of filing a case against the parents of the juvenile offenders in small claims court for financial restitution to recover the cost of graffiti removal.

**Yakima County-wide Gang Commission:** Mayor Childress and Police Chief Charvet would be meeting with Yakima County Commissioner Kevin Bouchey on February 18<sup>th</sup>, 8:00 a.m., at City Hall to discuss the Yakima County-wide Gang Commission. The City would be receiving \$5,200 from a County-wide grant earmarked for leisure/recreational after-school programs for at-risk youth. He had been discussing the use of the grant funds with Parks & Rec Director Carpenter for the Frenzy Friday after-school program and the Round-Three Boxing that takes place after-school and in the evenings at Compass High School.

**Gang Awareness Education Meeting:** On February 9<sup>th</sup>, Student Resource Officer Rob Colley held a gang awareness education meeting for parents at the Middle School.

## **CITY TREASURER**

**2010 Budget:** The December 31<sup>st</sup> quarterly budget report reflected the amended 2009 budget. Overall, the City ended the year in a healthy budget position. The January 2010 revenue and expenditure report was very comparable to January 2009 with no material differences. He distributed a worksheet entitled "Estimated 2010 Beginning Fund Balance vs. Actual," copy attached which compared estimated beginning fund balances for this year. He explained that the City had some delayed revenues in 2009 that impacted certain budgets. For example, the USDA loan money for the Grandridge Street and Watermain Improvement Project has not been received in the amount of \$400,000.

**Department of Revenue Audit:** An audit by the Department of Revenue (DOR) was recently completed which covered the prior four years of operations. The City would have a tax liability to the DOR for sales taxes not paid on a wastewater sewer lift station project. In addition, the City would be required to change the accounting and reporting procedures for paying state taxes on the City utility taxes. Staff was not aware that the City utility tax collected was not exempt from state taxes. This would amount to a future tax liability of \$30,000 to \$40,000 a year in state taxes that the City would be reporting and paying to the DOE. The City utility tax benefits the general fund and it would be appropriate that the general fund use those taxes to pay the state obligation or liability, rather than the utilities. The reporting and filing was changed effective January 2010.

**Annual Report:** The annual report for the State Auditor's Office has begun and Department Heads were updating their fixed asset inventory.

## **PARKS & RECREATION DEPARTMENT**

**YVCC Facility Use Agreement:** Staff from the City and YVCC has been working on a facility use agreement for continued senior citizen programming at the YVCC Campus Activity Center (former Senior Center). The City's cost would include a portion of the janitorial costs.

Disc Golf Course: The Disc Golf Course at Dykstra Park was being actively used. The Rotary Club would be invited to the park later this spring to present a disc golf demonstration.

Senior Center Programming: The annual Parade of Hearts dance was scheduled for Friday, February 19<sup>th</sup> from 7-10 p.m. The Long Term Care Network would be teaming up with the City to sponsor a chili feed and carnival for the senior citizens on Thursday, March 25<sup>th</sup>.

Swim Pool Projects: Installation of the new pool drain covers and the chlorination system conversation from gas to tablet was underway.

Community Center Project: The CDBG application for the multiuse community center at the Country Park Events Center was submitted to the State Department of Commerce for their review and consideration. The grant award announcement would not be made until May.

Beautification Award Program: The Beautification Commission met on February 8<sup>th</sup> to determine Beautification Award Program assignments for Homes of the Month, etc.

### **CITY CLERK**

Joint Library Project – Meeting with Library staff and architects on February 17<sup>th</sup> to discuss the specific requirements for the cabinetry in the circulation/work area of the new joint library project.

WCIA COMPACT and Risk Management – Completing questionnaire for annual risk management audit and scheduling employees for a series of mandatory trainings associated with the audit.

Zoning Code Update – As part of the proposed zoning code update, the agriculture zone was eliminated. Staff has reconsidered this issue and would be recommending an amendment to re-add the agriculture zone. The amendment would be presented to the Planning Commission at their March meeting for approval and recommendation to Council.

### **3. ADJOURNMENT**

The study session adjourned at 7:00 p.m.

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Mayor Norm Childress

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Anita Palacios, City Clerk