

**GRANDVIEW CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 22, 2016**

1. CALL TO ORDER

Mayor Pro Tem Bill Moore called the regular meeting to order at 7:00 p.m. in the Council Chambers at City Hall.

Present were: Mayor Pro Tem Moore and Councilmembers Gaylord Brewer, Mike Everett, Dennis McDonald, Gloria Mendoza, Javier Rodriguez and Joan Souders. Mayor Norm Childress was excused from the meeting.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Attorney Tony Menke, City Treasurer Matt Cordray, Assistant Public Works Director Santos Trevino and City Clerk Anita Palacios.

2. PLEDGE OF ALLEGIANCE

Councilmember Rodriguez led the pledge of allegiance.

3. PRESENTATIONS – None

4. PUBLIC COMMENT – None

5. CONSENT AGENDA

On motion by Councilmember Rodriguez, second by Councilmember Souders, Council approved the amended Consent Agenda consisting of the following:

- A. Minutes of the March 8, 2016 study session**
- B. Minutes of the March 8, 2016 regular meeting**
- C. Payroll Electronic Fund Transfers (EFT) Nos. 5529-5533 in the amount of \$73,087.21**
- D. Payroll Check Nos. 8710-8725 in the amount of \$79,556.22**
- E. Payroll Direct Deposit 03/01/16 – 03/15/16 in the amount of \$89,065.92**
- F. Claim Check Nos. 110111-110205 in the amount of \$257,238.16**

6. ACTIVE AGENDA

A. Resolution No. 2016-17 adopting the updated Water System Plan

At the March 8th study session, Ben Annen with HLA Engineering and Land Surveying, Inc., provided an overview of the City's Water System Plan update. The City's water system was required to have an approved Water System Plan updated every six years. The last one was approved in 2008, and staff had been working on the new plan for over a year. The City was notified by the Department of Health (DOH) that the plan was ready for their formal approval once Council approved the plan as submitted to DOH. Resolution No. 2016-17 would formally approve the Water System Plan which would then be approved by DOH.

On motion by Councilmember Mendoza, second by Councilmember Everett, Council approved Resolution No. 2016-17 adopting the updated Water System Plan.

B. 2016 Fuel Bid Award – Bleyhl Farm Service

The City used a common strategy of having bidders provide a bid that was compared to the Oil Information Price Service (OPIS) rack price for a specified location. The bidder was bidding their margin of markup over the rack price for the delivery location they specify. If fuel prices increased or decreased, the price was adjusted accordingly, but the margin as bid must remain the same. Bids to provide fuel for the year beginning April 1, 2016 to March 31, 2017 were opened on March 16, 2016. One bid was received from Bleyhl Farm Service in the amount of \$1.31 per gallon for regular/unleaded fuel and \$1.34 per gallon for diesel fuel.

On motion by Councilmember Rodriguez, second by Councilmember McDonald, Council accepted the lowest responsible bid submitted by Bleyhl Farm Service in the amount of \$1.31 per gallon for regular/unleaded fuel and \$1.34 per gallon for diesel fuel.

C. Ordinance No. 2016-2 amending the 2016 Annual Budget

Staff monitoring and review of fund and department budgets during the first two months of 2016 identified budget accounts to be amended. Ordinance No. 2016-2 provided for the amending of the 2016 Annual Budget to accommodate the changes in sources and uses. By Fund the highlights of the budget changes were as follows:

Current Expense Fund: Transfer out to Street Fund resulted in a decrease in estimated Ending Fund Balance.

Street Fund: Transfer in from Current Expense and increase revenue on STP Grant - OIE results in an increase in Estimated Ending Fund Balance.

On motion by Councilmember Souders, second by Councilmember Rodriguez, Council approved Ordinance No. 2016-2 amending the 2016 Annual Budget.

D. Resolution No. 2016-18 approving Task Order No. 2016-03 with HLA Engineering and Land Surveying, Inc., for Water Telemetry System Upgrades – Phase 2A

In 2002, the Public Works Department installed a computerized Telemetry Alarm System for the water system. This system operated the well pumping equipment as well as the levels in the water reservoirs. This computerized equipment became obsolete and was in need of upgrading and/or replacing equipment and programs. The old computer system in the wells did not have the ability to communicate with the new windows program so all components at the pump houses would need to be replaced. In order to move forward with a materials bidding package, a task order with the City Engineers would need to be approved. HLA provided Task Order No. 2016-03 for the engineering work estimated at \$24,000 which included the following:

- Engineering design, plans and specifications
- Services during construction

The funds for these improvements were included in this year's water budget.

On motion by Councilmember Brewer, second by Councilmember Mendoza, Council approved Resolution No. 2016-18 approving Task Order No. 2016-03 with HLA Engineering and Land Surveying, Inc., for Water Telemetry System Upgrades – Phase 2A.

E. Resolution No. 2016-19 expressing support for adequate funding of the Municipal Research and Services Center

The City received an e-mail from Tracy Burrows, the Executive Director of Municipal Research and Services Center (MRSC), regarding funding for MRSC. The e-mail explained that the current legislative budget proposals by the House and the Governor fully fund MRSC with no conditions. Although the Senate's proposed budget restores MRSC's funding, it does so for only one year and with conditions, including a reduction in city and county funds. Ms. Burrows requested the City adopt a resolution of support for full funding for MRSC.

On motion by Councilmember Mendoza, second by Councilmember Souders, Council approved Resolution No. 2016-19 expressing support for adequate funding of the Municipal Research and Services Center.

7. UNFINISHED AND NEW BUSINESS – None

8. CITY ADMINISTRATOR AND/OR STAFF REPORTS

2016 Sidewalk Grant Opportunities – City Administrator Arteaga reported that the Safe Routes to School and the Pedestrian Sidewalk grants did not require local matching funds. In researching the last round of grant awards, he found that all the projects funded had a monetary match. In order for the City's applications to have a better chance of being funded, he recommended Council consider at least a 15% monetary match. The Pedestrian Sidewalk grant project was estimated at \$217,000 and a 15% match equaled \$32,550. The Safe Routes to School project was estimated at \$420,000 and a 15% match equaled \$63,000. If funded, the projects would be constructed in 2018 and the City would have two budget cycles to provide the match.

Following discussion, Council directed staff to provide additional information for consideration at the April 12th Council meeting.

9. MAYOR & COUNCILMEMBER MEETING REPORT

Council Retreat Committee – Councilmember Everett reported that the Council Retreat Committee proposed the following facilitators to conduct a Council Retreat: YVCOG and Executive Dynamics. The estimated cost for a 1½ day retreat was as follows: YVCOG–\$2,990.72 and Executive Dynamics–\$3,325.00. The Committee also proposed the following dates for the retreat (Friday afternoon and all day Saturday): April 29-30, May 6-7, May 13-14 or May 20-21.

Following discussion, Council directed staff to contact Executive Dynamics to determine their availability for a Council Retreat on July 11-12.

YVCC Grandview Campus Medical Assistant Ceremony – Councilmember Souders attended the YVCC Grandview Campus medical assistant student pinning ceremony.

YVCOG General Membership Meeting – Mayor Pro Tem Moore, City Administrator Arteaga and Assistant Public Works Director Trevino attended the YVCOG General Membership meeting on March 16th in Union Gap. The program was Kurt Stiles with the WSDOT Visual Engineering

Resource Group (VERG). VERG provides clear and effective communication of project development, design, and delivery issues through visual media made with a wide range of 3D modeling, animation, video, and other graphic software packages.

10. EXECUTIVE SESSION – Non-Union Employee Salary Survey

Mayor Pro Tem Moore adjourned the meeting to an executive session at 7:45 p.m., for approximately 30 minutes to discuss the non-union employee salary survey per RCW 42.30.110(1)(g) with the aforementioned Mayor Pro Tem, Councilmembers, City Attorney Menke and City Attorney Plant present. All other staff present recused themselves from the meeting. The executive session was continued an additional 10 minutes at 8:15 p.m. The meeting resumed at 8:25 p.m., with the aforementioned Mayor Pro Tem, Council and staff present.

11. ADJOURNMENT

On motion by Councilmember Everett, second by Councilmember Mendoza, Council adjourned the meeting at 8:25 p.m.

Mayor Pro Tem Bill Moore

Anita Palacios, City Clerk