

**GRANDVIEW CITY COUNCIL  
REGULAR MEETING **REVISED** AGENDA  
TUESDAY, AUGUST 11, 2020**



Governor Proclamation 20-28.8 continues the prohibition on "in-person" meetings through September 1, 2020. This meeting will be available via teleconference. For meeting information and instructions, please contact City Hall at (509) 882-9200.

**REGULAR MEETING – 7:00 PM**

**PAGE**

1. **CALL TO ORDER & ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **PRESENTATIONS**
4. **PUBLIC COMMENT** – At this time, the public may address the Council on any topic whether on the agenda or not, except those scheduled for public hearing.
5. **CONSENT AGENDA** – Items on the Consent Agenda will be voted on together by the Council, unless a Councilmember requests that items be removed from the Consent Agenda and discussed and voted upon separately. An item removed from the Consent Agenda will be placed under Unfinished and New Business.
  - A. Minutes of the July 28, 2020 Committee-of-the-Whole meeting 1-3
  - B. Minutes of the July 28, 2020 Council meeting 4-6
  - C. Minutes of the August 6, 2020 Committee-of-the-Whole special meeting 7-9
  - D. Payroll Check Nos. 11761-11787 in the amount of \$27,457.69
  - E. Payroll Electronic Fund Transfers (EFT) Nos. 60375-60381 in the amount of \$98,750.24
  - F. Payroll Direct Deposit 7/16/20-7/31/20 in the amount of \$119,355.85
  - G. Claim Check Nos. 120354-120428 in the amount of \$250,596.61
6. **ACTIVE AGENDA** – Notice: Items discussed at the 6:00 pm Committee-of-the-Whole meeting of an urgent or time sensitive nature may be added to the active agenda pursuant to City Council Procedures Manual Section 3.18(c).
  - A. Resolution No. 2020-31 authorizing the Mayor to sign the Law Enforcement Assistance Agreement Communications/2020 with Yakima County Sheriff 10-13
  - B. Resolution No. 2020-32 authorizing application submittal to the Washington State Department of Commerce for the Coronavirus Relief Funds for Local Governments 14
  - C. Coronavirus Relief Funds for Local Governments – Business Grants 15-19
7. **UNFINISHED AND NEW BUSINESS**
8. **CITY ADMINISTRATOR AND/OR STAFF REPORTS**
9. **MAYOR & COUNCILMEMBER REPORTS**
10. **ADJOURNMENT**

Governor Proclamation 20-28.8 continues the prohibition on "in-person" meetings through September 1, 2020. This meeting will be available via teleconference. For meeting information and instructions, please contact City Hall at (509) 882-9200.

The City of Grandview Committee-of-the-Whole and Council Meetings scheduled for Tuesday, August 11, 2020 at 6:00 pm and 7:00 pm will only be available via teleconference.

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**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE MEETING MINUTES  
JULY 28, 2020**

**1. CALL TO ORDER**

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

Governor Proclamation 20-28.7 continued the prohibition on "in-person" meetings. This meeting was available via teleconference.

**2. ROLL CALL**

Present: Mayor Mendoza and Councilmembers Gay Brewer, David Diaz, Mike Everett, Diana Jennings, Bill Moore, Javier Rodriguez and Joan Souders

Staff present: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray, Parks & Recreation Director Gretchen Chronis, Police Chief Kal Fuller, Assistant Public Works Director Todd Dorsett and City Clerk Anita Palacios

**3. PUBLIC COMMENT – None**

**4. NEW BUSINESS**

**A. Coronavirus Relief Funds for Local Governments**

At the July 14, 2020 C.O.W. meeting, City Administrator Arteaga explained that the City may be eligible for a reimbursement funding program through the Coronavirus Relief Funds for Local Governments for COVID related expenses in the amount of \$336,000 which may include some of the following:

1. Funding to upgrade electronic equipment to support conference calls and/or zoom meetings. Consider replacing some of the old phones and purchase new laptop computers for zoom meetings for the Mayor, Council and Department Heads.
2. Consider submitting the 4% credit card service fees.
3. Consider submitting the ambulance service fees.
4. Submit all equipment, tools and/or supplies that was purchased for the pandemic.
5. Provide a financial grant to commercial businesses to subsidize their monthly utility bill. The program could be administered by the Yakima County Development Association similar to what they were doing for the City of Yakima and Yakima County.

The Coronavirus Relief Funds were only for costs incurred through the limited timeframe of March 1, 2020 thru October 31, 2020.

Following discussion at that meeting, the C.O.W. moved the Coronavirus Relief Funds for Local Government to the July 28, 2020 C.O.W. meeting for further discussion.

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Souders, the C.O.W. agreed to hold a special teleconference C.O.W. meeting on Thursday, August 6, 2020 at 6:00 p.m., to discuss the Coronavirus Relief Funds for Local Governments.**

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Souders – Yes
- Councilmember Rodriguez – Yes
- Councilmember Everett –Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Brewer – Yes

**B. Ordinance amending the 2020 Annual Budget**

City Treasurer Cordray explained that at a prior meeting, Council approved the closure of the municipal pool due to COVID-19 concerns. At the July 14, 2020 meeting, Council approved separating the Water and Sewer Funds per the requirement of a USDA Loan. Staff monitoring and review of these funds identified several budget accounts to be amended. An ordinance was presented to amend the 2020 Annual Budget to accommodate the changes in sources and uses. By Fund the highlights of the budget changes were:

- Current Expense Fund: Decreased revenues for Swimming Pool Fees and Swimming Lessons. Decreased several appropriations within Swimming Pools. Net effect was an increase in estimated ending fund balance.
- Water Fund: Move all Sewer revenues, expenditures and balances to Sewer Fund.
- Sewer Fund: Move all Sewer revenues, expenditures and balances from the Water Fund.

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Moore, the C.O.W. moved an ordinance amending the 2020 Annual Budget to the July 28, 2020 regular Council meeting for consideration.**

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Souders – Yes
- Councilmember Rodriguez – Yes
- Councilmember Everett –Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Brewer – Yes

**C. Resolution authorizing the Mayor to sign the Law Enforcement Assistance Agreement Communications/ 2020 with Yakima County Sheriff**

Police Chief Fuller explained that the Police Department has an in-house dispatch center which takes in phone calls and handles police radio traffic. In the event of an emergency or disaster which would close the current building there has never been any backup systems in place. Backup systems would allow us to implement a Continuity of Operations Plan (COOP) to continue routine public safety operations throughout a disruption of normal activities. In the 2020 Police budget, funds were included to purchase equipment to allow phone calls and radio traffic to be sent off-site. Most of the equipment has been purchased and installed. Agreements have been signed with Yakima County Tech Services to allow for radio traffic to be handled over currently existing fiber optic lines. A Law Enforcement Assistance Agreement with Yakima County Sheriff's Office (YSO) has been drafted to allow for their dispatch center to handle Grandview radio traffic sent to them over the County fiber optic lines. In order to implement a Continuity of Operations Plan (COOP) for the Police Department, the City needs an agreement in place to send phone calls and radio traffic through the Yakima County Sheriff's Office (YSO). The agreement presented has been drafted to provide a set billing amount with a yearly review. The 2020 per call rate was set at \$19.46. The City would be billed at a per call rate. If the City does not utilize YSO services, the City pays nothing and was under no other obligations.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Diaz, the C.O.W. moved a resolution authorizing the Mayor to sign the Law Enforcement Assistance Agreement Communications/2020 with Yakima County Sheriff to the August 11, 2020 regular Council meeting for consideration.**

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Souders – Yes
- Councilmember Rodriguez – Yes
- Councilmember Everett –Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Brewer – Yes

**6. OTHER BUSINESS**

Retail Recruitment Teleconference Meeting with Casey Kidd, CEO, NaviRetail – City Administrator Arteaga advised that Casey Kidd, CEO with NaviRetail, requested to hold a special teleconference meeting with the Council to provide a retail recruitment update. Available dates would be distributed to the Council for consideration of a date and time.

**7. ADJOURNMENT**

The C.O.W. meeting adjourned at 7:00 p.m.

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Mayor Gloria Mendoza

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Anita Palacios, City Clerk

**GRANDVIEW CITY COUNCIL  
REGULAR MEETING MINUTES  
JULY 28, 2020**

**1. CALL TO ORDER**

Mayor Gloria Mendoza called the regular meeting to order at 7:00 p.m. in the Council Chambers at City Hall.

Governor Proclamation 20-28.7 continued the prohibition on "in-person" meetings. This meeting was available via teleconference.

Present: Mayor Mendoza and Councilmembers Gay Brewer, David Diaz, Mike Everett, Diana Jennings, Bill Moore, Javier Rodriguez and Joan Souders

Staff present: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray, Assistant Public Works Director Todd Dorsett, and City Clerk Anita Palacios

**2. PLEDGE OF ALLEGIANCE**

Mayor Mendoza led the pledge of allegiance.

**3. PRESENTATIONS - None**

**4. PUBLIC COMMENT – None**

**5. CONSENT AGENDA**

On motion by Councilmember Diaz, second by Councilmember Moore, Council approved the Consent Agenda consisting of the following:

- A. Minutes of the July 14, 2020 Committee-of-the-Whole meeting
- B. Minutes of the July 14, 2020 Council meeting
- C. Payroll Check Nos. 11744-11760 in the amount of \$94,231.34
- D. Payroll Electronic Fund Transfers (EFT) Nos. 60369-60374 in the amount of \$90,134.82
- E. Payroll Direct Deposit 7/1/20-7/15/20 in the amount of \$114,911.79
- F. Claim Check Nos. 120282-120353 in the amount of \$651,803.40

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Souders – Yes
- Councilmember Rodriguez – Yes
- Councilmember Everett – Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Brewer – Yes

6. **ACTIVE AGENDA**

A. **Resolution No. 2020-30 approving the COVID-19 Emergency Utility Payment Policy and Procedures Improvement Program**

This item was previously discussed at the July 14, 2020 C.O.W. meeting.

**On motion by Councilmember Everett, second by Councilmember Souders, Council approved Resolution No. 2020-30 approving the COVID-19 Emergency Utility Payment Policy and Procedures Improvement Program.**

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Souders – Yes
- Councilmember Rodriguez – Yes
- Councilmember Everett – Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Brewer – Yes

B. **Ordinance No. 2020-7 amending the 2020 Annual Budget**

This item was previously discussed at the July 28, 2020 C.O.W. meeting.

**On motion by Councilmember Brewer, second by Councilmember Diaz, Council approved Ordinance No. 2020-7 amending the 2020 Annual Budget.**

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Souders – Yes
- Councilmember Rodriguez – Yes
- Councilmember Everett – Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Brewer – Yes

7. **UNFINISHED AND NEW BUSINESS** – None

8. **CITY ADMINISTRATOR AND/OR STAFF REPORTS** – None

9. **MAYOR & COUNCILMEMBER REPORTS** – None

10. **ADJOURNMENT**

**On motion by Councilmember Everett, second by Councilmember Rodriguez, Council adjourned the regular meeting at 7:11 p.m.**

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Mayor Gloria Mendoza

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Anita Palacios, City Clerk



**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE SPECIAL MEETING MINUTES  
AUGUST 6, 2020**

**1. CALL TO ORDER**

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

Governor Proclamation 20-28.8 continued the prohibition on "in-person" meetings. This meeting was available via teleconference.

**2. ROLL CALL**

Present: Mayor Mendoza and Councilmembers David Diaz, Mike Everett, Bill Moore, Javier Rodriguez and Joan Souders

Absent: Councilmember Diana Jennings

Staff present: City Administrator/Public Works Director Cus Arteaga, City Treasurer Matt Cordray and City Clerk Anita Palacios

Present on behalf of the Port of Grandview: Jim Sewell, Commissioner and Randy Tucker, Property and Marketing Manager

Present on behalf of the Grandview Chamber of Commerce: Cody Goepfner, President

**3. CORONAVIRUS RELIEF FUNDS FOR LOCAL GOVERNMENTS**

At the July 14, 2020 C.O.W. meeting, City Administrator Arteaga explained that the City may be eligible for a reimbursement funding program through the Coronavirus Relief Funds for Local Governments for COVID related expenses in the amount of \$336,000 which may include some of the following:

1. Funding to upgrade electronic equipment to support conference calls and/or zoom meetings. Consider replacing some of the old phones and purchase new laptop computers for zoom meetings for the Mayor, Council and Department Heads.
2. Consider submitting the 4% credit card service fees.
3. Consider submitting the ambulance service fees.
4. Submit all equipment, tools and/or supplies that was purchased for the pandemic.
5. Provide a financial grant to commercial businesses to subsidize their monthly utility bill. The program could be administered by the Yakima County Development Association similar to what they were doing for the City of Yakima and Yakima County.

The Coronavirus Relief Funds were only for costs incurred through the limited timeframe of March 1, 2020 thru October 31, 2020.

Following discussion at that meeting, the C.O.W. moved the Coronavirus Relief Funds for Local Government to the July 28, 2020 C.O.W. meeting for further discussion.

At the July 28, 2020 C.O.W. meeting, the C.O.W. agreed to hold a special teleconference C.O.W. meeting on Thursday, August 6, 2020 at 6:00 p.m., to discuss the Coronavirus Relief Funds for Local Governments.

City Administrator Arteaga recapped the funding program. He explained that the City could request funding reimbursement for COVID related expenses from March 1 through October 31, 2020. The total amount available was \$336,000. At the last two C.O.W. meetings, discussion took place regarding items to submit for reimbursement. At the July 28<sup>th</sup> C.O.W. meeting, staff was directed to provide a spreadsheet with options and estimates for Council consideration.

In addition, Councilmember Everett contacted the Port of Grandview and invited the Port to participate in helping support the business grant portion of the recommendations.

Staff presented the following three proposals for consideration:

	Expended To Date	Proposal One	Proposal Two	Proposal Three
Current Expense Balance as of 7/31/2020		\$1,163,000	\$1,163,000	\$1,163,000
Equipment Tools and Staff Costs	\$18,000	\$35,000	\$35,000	
Ambulance Service Fee	\$55,000	\$100,000	\$100,000	
4% Credit Card Service Fee	\$16,000	\$30,000	\$30,000	
Electronic Equipment & Upgrade	-0-	\$10,000	\$15,000	
NaviRetail	-0-	-0-	\$15,000	
Business Grants*	-0-	\$70,000	\$141,000	\$336,000
<b>TOTAL EXPENDITURES</b>		<b>\$245,000</b>	<b>\$336,000</b>	<b>\$336,000</b>
<b>ENDING FUND BALANCE</b>		<b>\$918,000</b>	<b>\$827,000</b>	<b>\$827,000</b>

\*In reviewing other agencies, such as Yakima County and City of Yakima, both allocated 20% or less of their funding distribution to business grants.

He pointed out that under Proposal One/Business Grants, staff used the same percentage of allocation that Yakima County and City of Yakima used which was 20%. 20% of Grandview's allocation equaled \$70,000. Under Proposal Two/Business Grants after funding the other five options, staff included the remaining appropriation to support the business grants which increased that amount to \$141,000. Under Proposal Three/Business Grants, staff applied the entire \$336,000 toward the business grant portion of the recommendation.

City Treasurer Cordray provided an overview of the funding program and how each proposal would affect the Current Expense ending fund balance.

Should the Port participate with any funding support, it would be included in the business grant portion of the recommendations.

Staff recommended the following once Council decided on the preferred proposal:

- Partner with YCDA to administer the business grant application and funding.

- Approve a budget amendment to support the new expenses and the funding source for reimbursement.
- Approve a resolution authorizing staff to submit all reimbursement request to the CARES Program.

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Souders, the C.O.W. concurred on Proposal Two and directed staff to prepare the appropriate paperwork to partner with YCDA to administer the business grant application and funding, a budget amendment to support the new expenses and the funding source for reimbursement and a resolution authorizing staff to submit all reimbursement request to the CARES Program for consideration at the August 11, 2020 regular meeting.**

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Souders – Yes
- Councilmember Rodriguez – Yes
- Councilmember Everett –Yes
- Councilmember Moore – Yes

**4. ADJOURNMENT**

The C.O.W. special meeting adjourned at 7:00 p.m.

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Mayor Gloria Mendoza

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Anita Palacios, City Clerk

**RESOLUTION NO. 2020-31**

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,  
AUTHORIZING THE MAYOR TO SIGN THE LAW ENFORCEMENT ASSISTANCE  
AGREEMENT COMMUNICATIONS/2020 WITH THE YAKIMA COUNTY SHERIFF**

**WHEREAS**, the City of Grandview wishes to enter into a Law Enforcement Assistance Agreement with the Yakima County Sheriff for radio communications, and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, WASHINGTON**, as follows:

The Mayor is hereby authorized to enter into the Law Enforcement Assistance Agreement Communication/2020 with the Yakima County Sheriff in the form as is attached hereto and incorporated herein by reference.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on August 11, 2020.

**MAYOR**

\_\_\_\_\_  
**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**CITY ATTORNEY**

# **LAW ENFORCEMENT ASSISTANCE AGREEMENT**

## **Communications/2020**

**THIS AGREEMENT is entered into by and between the Yakima County Sheriff (hereinafter referred to as the Sheriff) and the City of Grandview (hereinafter referred to as the City), to become effective on the 1<sup>st</sup> day of May 2020.**

**IN CONSIDERATION of the mutual promise contained herein, the parties hereto do mutually agree as follows:**

### **1. PURPOSE.**

**It is the purpose and intent of this agreement that the Sheriff, by and through his communications center, shall provide radio communication, and access service for the City.**

### **2. AUTHORITY.**

**This agreement is entered into pursuant to the authority granted in RCW 39.34.080, the Interlocal Cooperation Act.**

### **3. DUTIES OF THE SHERIFF.**

**It shall be the duty of the Sheriff to provide and make available phone and radio communication personnel and equipment sufficient to enable it to answer and relay all phone and radio communications for the City as needed from 7:00 pm through 7:00 am. It is understood that there may be times where the City may need the Sheriff to take over dispatch services earlier than 7:00 pm during unforeseen circumstances and unusual occurrences.**

**Yakima Sheriff's Office will provide the Grandview Police Department with Dispatch services for Emergency Coverage and Scheduled Coverage.**

**Emergency coverage is defined as an unusual event that causes Grandview Police Department to not have an in-house dispatcher to cover a particular shift. This usually happens with little or no advance notice. A Scheduled coverage is a planned filling of a Grandview Police Department monthly shift that does not have an in-house dispatcher to fill it. This will usually be planned a minimum of one month in advance.**

#### **4. DUTIES OF THE CITY.**

The City shall have radio equipment capable of receiving radio communication from and sending radio communication to the Communication center of the Sheriff. The City shall provide all codes and necessary data, in writing, to meet standards for entry into WACIC/NCIC. The City shall validate their WACIC/NCIC entries in accordance to the WACIC guidelines. A signed notice shall be sent to the Sheriff showing the validation was completed.

#### **5. PAYMENT**

The City shall pay the Yakima county Sheriff's Office for Services provided. The charge per call shall be \$19.46. The per call rate shall be reviewed yearly by the Sheriff. The Sheriff shall notify the City of rate changes for the coming calendar year, on or before August 1<sup>st</sup>.

The Yakima County Sheriff's Office will submit a bill for services to the City of Grandview no later than the 10<sup>th</sup> of each month unless the 10<sup>th</sup> falls on a holiday. If the 10<sup>th</sup> fall on a holiday, then the sheriff's Office will submit the bill no later than the 11<sup>th</sup>. The bill will be paid by the City of Grandview before the end of the billing month.

#### **6. TERM**

The term of this agreement is June 1, 2020 through December 31, 2020.

#### **7. MODIFICATION**

This contract may be modified only by written agreement of the parties.

#### **8. TERMINATION.**

This contract may be terminated only upon thirty days written notice by either party to the other, and then only because of a breach of the agreement or because the recited purpose of the contract becomes inapplicable.

#### **9. PARTIES.**

Both parties hereto shall carry out their responsibilities hereunder as independent agencies and neither, by virtue of this contract, shall be regarded as an agent of the other.

#### **10. DISCLAIMER OF LIABILITY AND HOLD HARMLESS.**

The City agrees to save and hold harmless the County from all claims and actions for liability arising from unlawful arrest, unlawful imprisonment, or any other claim resulting from the City's warrants being entered into WACIC/NCIC.

**11. SHERIFF'S COMMUNICATION USER'S GROUP:**

The cost of providing communication services to the City shall be reviewed annually prior to the City adopting its final budget. This review process will involve the Yakima County Sheriff, and other users of the communication services known as the Sheriff's Communication User's Group. This group will be a part of the process utilized to determine needed improvements, expansion of services and the future cost of providing those services to the various users.

**YAKIMA COUNTY SHERIFF**

**CITY OF GRANDVIEW**

\_\_\_\_\_  
Sheriff Robert Udell

\_\_\_\_\_  
Mayor Gloria Mendoza

Approved as to form:

ATTEST this 11<sup>th</sup> day of

\_\_\_\_\_  
DEPUTY PROSECUTING ATTORNEY

August, 2020

BY \_\_\_\_\_  
Anita Palacios, City Clerk

**BOARD OF YAKIMA COUNTY COMMISSIONERS:**

ATTEST this \_\_\_\_\_ day

of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Ron Anderson, Commissioner

By: \_\_\_\_\_

\_\_\_\_\_  
Norm Childress, Commissioner

Melissa Paul,  
Clerk of the Board

\_\_\_\_\_  
Vicky Baker, Commissioner  
*Constituting the Board of County Commissioners  
for Yakima County, Washington*

**RESOLUTION NO. 2020-32**

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,  
AUTHORIZING APPLICATION SUBMITTAL TO THE WASHINGTON STATE  
DEPARTMENT OF COMMERCE FOR THE CORONAVIRUS RELIEF FUNDS  
FOR LOCAL GOVERNMENTS**

**WHEREAS**, Governor Inslee directed the Washington State Department of Commerce to release a portion of the federal Coronavirus Relief Funds to local governments, which included an award of \$336,000 for the City of Grandview; and

**WHEREAS**, funds may only be used to cover costs that are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government, and were incurred during the period that begins on March 1, 2020 and ends on October 31, 2020; and

**WHEREAS**, on June 23, 2020, the City entered into a contract with the Department of Commerce to receive said reimbursement funds; and

**WHEREAS**, Mayor Gloria Mendoza is authorized to submit funding reimbursement applications to the Department of Commerce on behalf of the City;

**NOW, THEREFORE**, be it resolved that the City authorizes submission of applications to the Department of Commerce for costs incurred due to the public health emergency with respect to COVID-19 during the period of March 1, 2020 thru October 31, 2020.

**BE IT FURTHER RESOLVED** that the City designates Mayor Gloria Mendoza, as the authorized Chief Administrative Official and authorized representative to act in all official matters in connection with the applications and the City's participation in the Coronavirus Relief Funds for Local Governments.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on August 11, 2020.

**MAYOR**

\_\_\_\_\_  
**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**CITY ATTORNEY**





## Memorandum

To: Mayor and Council

From: Cus Arteaga, City Administrator/Public Works Director

Date: August 10, 2020

RE: Coronavirus Relief Funds for Local Governments – Business Grants

In follow-up to the August 6<sup>th</sup> special Committee-of-the-Whole meeting, I spoke to Jon Smith, Executive Director with YCDA regarding business grant administration. He suggested that in order to keep the process simple and timely for both the businesses and for YCDA administering the program, he recommended using the dollars to fund those businesses that have applied for previous grant programs and have not been awarded because money ran out. There are 35 of these businesses.

YCDA would work with the City to sort or rank these businesses. It would also be made clear to these businesses that this money is coming from the City of Grandview and that the funds are being made available by the City Council. A letter could be mailed to the businesses that states something like:

*"Your business applied for the Yakima County CARES Grant or Working WA Grant, but was not funded. Although you did not receive assistance from these programs, the City of Grandview has made dollars available to assist your business. We are pleased to let you know that your business will be receiving \$X,XXX from the City of Grandview, to help you through these challenging times."*

The 35 businesses are listed here:

Company Name	Grant Amount	Grant Name
10-4 Cafe	Not Awarded	Working WA
24 Hour Towing and Recovery	Not Awarded	Working WA
Above the Grade Insurance Services, LLC.	Not Awarded	Working WA
Anderson Valley Chiropractic	Not Awarded	Working WA
Camacho Chiropractic and Sports Medicine	Not Awarded	Working WA
CK Home Comfort Systems, LLC	Not Awarded	Working WA
CY & SH, LLC	Not Awarded	Working WA
Delicias Mexicanos La Ribera	Not Awarded	Working WA
La Super Bakery	Not Awarded	Working WA
Panaderia Y Antojitos Mexicanos Rodriguez	Not Awarded	Working WA

Parejas Cellars	Not Awarded	Working WA
Paris Hair and Beauty	Not Awarded	Working WA
Pleasant Ridge Construction	Not Awarded	Working WA
Stir Crazy Coffee	Not Awarded	Working WA
The Dance Factory	Not Awarded	Working WA
Valley Spray	Not Awarded	Working WA
Westside Family Dental	Not Awarded	Working WA
Grandview WA Management LLC	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Green Tree Reforestation	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Maria Elena Rios	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Maria's Daycare	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Mercado La Plazita, Inc	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Mor-Les Inc	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Northcal Services	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Rolly's Transport LLC	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Thomas Auto Parts	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Viri's Learning Center	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
ABC Daycare	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Boboth Vision Clinic WA PLLC	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Clyde's Custom Repair	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Dad's Dream Bakery & Cakes	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Delicias Mexicanas La Ribera	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Ferny's Ag Services LLC	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Grandview Ladders LLC	Not Awarded-possibly awarded in Round 2 but not certain	County CARES
Grandview Physical Therapy	Not Awarded-possibly awarded in Round 2 but not certain	County CARES

Following is a list of City of Grandview businesses that were awarded funds through the Yakima County CARES Grant or Working WA Grant:

<b>City of Grandview Businesses Awarded Funds through Yakima County CARES Grant or Working WA Grant</b>	<b>Grant Amount</b>	<b>Grant Name</b>
Camacho Chiropractic & Sports Medicine	\$5,300	County CARES
Delfina's Daycare	Round 1 Verifying	County CARES
DLC Excavating Corp	\$2,050	County CARES
Easy Tax Group LLC	Round 1 Verifying	County CARES
El Faro Taquria	\$5,000	County CDBG
G Town Fitness	\$7,500	County CARES
GMC Family Services, LLC	\$10,000	Working WA
Herb's Bar and Grill	Round 1 Verifying	County CARES
Integrity Support Services	\$3,056	Working WA
Jubilant Jumpers	Round 1 Verifying	County CARES
Luxe Studio	\$5,000	County CDBG
Martha's Kut-n-Kurl	\$949	County CARES
Merck General Construction LLC	\$2,418	County CARES
New Reflections	Round 1 Verifying	County CARES
Pulido Inc	\$7,500	County CARES
Reale Hall LLC	\$5,000	County CDBG
Shear Designs	\$5,000	County CDBG
Taqueria Tepeque LLC	Round 1 Verifying	County CARES
Teddy Bear Comer, Inc	\$6,705	Working WA
The Dance Factory	\$6,108	County CARES
Yolanda's Beauty Salon	Round 1 Verifying	County CARES
Yolanda's Beauty Salon	\$5,000	County CDBG

If the 35 businesses do not utilize all the available funds, then we could open a new application process to use the rest of the money.

Attached is a draft of the City of Grandview Small Business Grants funding announcement and criteria.

An agreement between the City and YCDA is being prepared by the City Attorney and will be presented to Council for consideration at the August 25<sup>th</sup> Committee-of-the-Whole meeting.

Also attached is a letter to the Port of Grandview requesting the Port's participation in the small businesses grants.



## City of Grandview Small Business Grants

The City of Grandview has dedicated \$140,000 in funding for small business assistance with no repayment requirements.

City of Grandview businesses are able to apply for up to \$5,000 to be used for expenses such as business rent/mortgage, business utilities, and business insurance expenses that were incurred on or after March 27, 2020.

To be eligible, the business must:

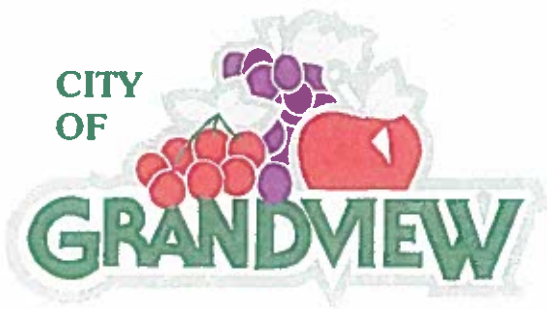
- Be a for-profit business
- Have a physical location in the city limits of the City of Grandview
- Have been in operation for at least one year
- Have five or fewer employees, including owner(s)
- Have had to close or reduce its capacity to operate due to COVID-19

For the application, businesses will need their business license and invoices or receipts to submit with their application. Businesses are able to find more information on how to apply at [www.grandview.wa.us](http://www.grandview.wa.us).

The Yakima County Development Association (YCDA) is assisting the City with administering the application process. If the business owner has questions or needs help completing the application, they can make an appointment to meet YCDA staff for assistance by calling (509) 575-1140.

The application deadline is \_\_\_\_\_, 2020. YCDA will contact applicants on \_\_\_\_\_, 2020, to notify them of their status.

This program is funded through the Coronavirus Relief Funds for Local Governments. Funds are available on a limited basis. Please note that submitting an application does not guarantee a grant award.



207 W. 2nd Street • Grandview, Washington 98930 • Tel: (509) 882-9200 • Fax: (509) 882-3099 • [www.grandview.wa.us](http://www.grandview.wa.us)

August 10, 2020

Port of Grandview  
Attn: Jim Sewell, President  
P.O. Box 392  
Grandview, WA 98930

RE: Grandview Small Business Grants

Commissioner Sewell:

I want to thank you and Randy for participating in the special Committee-of-the-Whole meeting last Thursday, in which we discussed the Coronavirus Relief Funds CARES funding options. As you know, Council decided to dedicate \$140,000 in funding for small business assistance grants with a maximum limit of \$5,000 per business. This will provide a very much needed revenue source to approximately 28 businesses in Grandview.

Please consider this letter as my formal request for the Port of Grandview to partner with the City of Grandview by financially supporting the business grant with additional funding in the amount of \$50,000.

We will be taking formal action at the August 11, 2020 Council meeting and as you know, we will be moving forward as quickly as possible because of the October 31, 2020 time schedule as set forth in the CARES Program.

Please let us know if the Port of Grandview will support this one time business grant program as soon as possible. Staff is working on the contract agreement with Yakima County Development Association and will incorporate the Port's information should you be able to help support this grant.

Thank you in advance and we look forward to continuing to expand our "Partnership" with the Port of Grandview.

Sincerely,

Mayor Gloria Mendoza