

**GRANDVIEW CITY COUNCIL
REGULAR MEETING AGENDA
TUESDAY, AUGUST 25, 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 August 11, 2020 Committee-of-the-Whole meeting 1-5**
 - B. Minutes of the August 11, 2020 Council meeting 6-9**
 - C. Payroll Check Nos. 11788-11803 in the amount of \$92,470.62**
 - D. Payroll Electronic Fund Transfers (EFT) Nos. 60385-60389 in the amount of \$83,785.33**
 - E. Payroll Direct Deposit 8/1/20-8/15/20 in the amount of \$107,071.55**
 - F. Claim Check Nos. 120429-120511 in the amount of \$212,560.65**
- 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).**
- 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 25, 2020 at 6:00 pm and 7:00 pm will only be available via teleconference.

Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/348018389>

You can also dial in using your phone.

United States: +1 (571) 317-3122

Access Code: 348-018-389 #

Audio Pin: 1 #

New to GoToMeeting? Get the app now and be ready when your first meeting starts:
<https://global.gotomeeting.com/install/348018389>

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
AUGUST 11, 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 20-28.8 continued the prohibition on "in-person" meetings through September 1, 2020. 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 Attorney Quinn Plant, City Treasurer Matt Cordray, Police Chief Kal Fuller and City Clerk Anita Palacios

3. PUBLIC COMMENT

Coronavirus Relief Funds Small Business Grants – Cody Goeppner, President of the Grandview Chamber of Commerce, thanked the Council for allowing the Chamber to participate in the small business grant discussion.

4. NEW BUSINESS

A. Councilmember Gay Brewer Resignation and Advertisement of Vacant Council Position

Mayor Mendoza advised that the City received an email dated July 28, 2020 from Councilmember Gay Brewer advising of his resignation effective August 1, 2020.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Moore, the C.O.W. moved to accept Councilmember Brewer's resignation and directed staff to advertise for the vacant Council position with Declarations of Interest placed on the September 8th regular Council meeting for consideration.

Roll Call Vote:

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

B. Updated Solar Array for City of Grandview – Scott Lewis, Business Development Account Manager with Apollo Solutions Groups

Scott Lewis, Business Development Account Manager with Apollo Solutions Groups provided an update for a solar array project for the City. The location of the solar array would be the Wastewater Treatment Plant area. He provided the following preliminary numbers:

- Total Project Cost - \$522,728
- TransAlta Grant Request - \$215,000
- Commerce Grant Request - \$215,000
- Grandview Out of Pocket - \$92,728
- Projected Savings - \$10,099
- Simple Payback – 9.1 years

Final costs would be compiled during the request for proposals (RFP) process. He noted that submission for both grants would be in the Fall of 2020, with grant award in Spring 2021 and construction taking place in the Summer/Fall 2021. If both grants were not awarded, the City could reapply again the following year. There would be no out of pocket costs for the City until construction took place should both grants be secured. The next step would be to prepare an RFP and select a company to move forward with. Selection of an energy service company from the RFP would need to provide an energy services proposal, documented guaranteed not to exceed cost of the project, and documented guaranteed savings.

Discussion took place.

The C.O.W. concurred with proceeding with a recommendation for a solar array project with Apollo Solutions Group for consideration at a future C.O.W. meeting.

Roll Call Vote:

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

C. Dispatch Report

Police Chief Fuller presented a memorandum as a follow-up to the dispatch services questions during the 2020 Budget deliberations. During those discussions, he was asked questions regarding staffing levels and/or potential out-sourcing of dispatch services. He addressed three potential options as follows:

1. Maintain current staffing and services
2. Contract for all dispatch services
3. Contract portions of the current dispatch services

Current Dispatch Services

There were currently five (5) full-time dispatch positions budgeted at an annual expense of approximately \$520,000 per year (wages/benefits). Two (2) of the five (5) budgeted dispatch positions were currently vacant. A dispatcher's duties included but were not limited to, providing phone intake, radio dispatching, administrative support, general phone information, records clerk,

officer support and front counter contact. Grandview Police Department (GPD) dispatchers wear several different hats when working here. They handle one job then in their down time put on another hat and handle those duties until called back to the first. It provides for cost effective service.

Benefits

Some of the services provided and/or considered important by a dispatcher were as follows:

- Personal interaction for the public when they come into the Police Department.
- Personal knowledge of the community they work in.
- Police patrol support especially when only one patrol officer was on duty (due to sick leave/ vacation).
- Assisting with administrative duties.

Contracting All Dispatch Services

To contract dispatch services, the City would need to expand the current phone and radio systems. This was an ongoing task for the last couple of years. Because of the technical issues involved at this time there was no ability to make this full contract option happen. Even if it were possible from a technology standpoint, because of duties that were involved in the dispatch center, the City would be unable to eliminate all five (5) budgeted positions. Many duties can only be handled in-house and so the City would still need to retain at least three (3) of the five (5) budgeted positions. The \$200,000 savings from eliminating two(2) positions would be offset by the cost of contracting with another agency to handle phone calls and radio traffic. Assuming the 6,000 calls the GPD averages per year were contracted at a rate of \$20 per call, the City would pay \$120,000 for that part of the service.

Pros

- A reduction to expenditures of approximately \$80,000 per year in wages/benefits.

Cons

- Need to bargain with the union to eliminate the dispatch employees.
- Lose the support supplied to the patrol.
- Lose the one-on-one with the public.
- Need to negotiate with the County for services.
- Lose local control of dispatch policy and procedures.

Contracting On As-Needed Basis

Currently, the GPD operates a 24 hour a day/7 day a week dispatch center. Council could consider contracting for off-site call taker and radio dispatch duties for portions of that time when no staff was available to work and cover shifts. The current GPD dispatch center was well functioning and meets officer and public safety needs while being financially cost effective. If overtime costs could be reduced by contracting when needed, efficiency could be improved without major upheaval.

Pros

- Maintain personal contact with the public when they come to the Police Department.
- Maintain staff that have personal knowledge of the Grandview community.
- Maintain local control of dispatch services, policy and procedures.
- Once off-site contracting was proven to work well or not, better information would be available to inform future choices.

Cons

- Uncertainty and anxiety in the current workforce that fears they were being eliminated.

Recommendation

Police Chief Fuller explained that he had no hesitation considering all options that were available at any given time with respect to keeping or contracting any part of the local operation. All aspects of the activities should be reviewed periodically to see if any changes in technology or staffing could make us better, more efficient, or reduce costs. If that was the case, he was more than willing to embrace change. At this time, he recommended keeping the majority of dispatch center duties in-house, but work towards the ability to contract for periods of time when there were staffing shortages. He also recommended this course of action because he believed the Grandview public was best served by Grandview employees that know the community. I believe that any small theoretical savings were outweighed by the security that comes with local control of essential services that people rely on for their lives. Grandview as a City would benefit by maintaining a strong in-house dispatch center, local control and increased opportunities to interact with citizens to meet their needs. By embracing change and exploring new technology, the City could continue to improve.

Discussion took place. Following discussion, staff was directed to compile additional information regarding dispatch services for consideration at a future C.O.W. meeting.

5. RECESS & RECONVENE OF C.O.W. MEETING

On motion by Councilmember Moore, second by Councilmember Souders, the Council recessed the Committee-of-the-Whole meeting at 7:00 p.m., to reconvene following the regular Council meeting.

Roll Call Vote:

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

On motion by Councilmember Moore, second by Councilmember Everett, the Council reconvened the Committee-of-the-Whole meeting at 8:00 p.m., to discuss the remaining item on the C.O.W. agenda.

Roll Call Vote:

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

D. Mike Bren Memorial Park Sign

City Administrator Arteaga explained that on June 23, 2020, Council adopted Resolution No. 2020-27 renaming Stokely Square to the Mike Bren Memorial Park. Staff proposed to purchase a new granite sign for the Mike Bren Memorial Park using the same dimensions as the previous sign in order to utilize the current sign brackets that were already there. The cost of the sign was \$1,600 plus tax.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Diaz, the C.O.W. directed staff to prepare an ordinance amending the budget for the purchase of the Mike Bren Memorial Park Sign in the amount of \$1,600 plus tax for consideration at a future regular Council meeting.

Roll Call Vote:

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

6. OTHER BUSINESS – None

7. ADJOURNMENT

The C.O.W. meeting adjourned at 8:05 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk

**GRANDVIEW CITY COUNCIL
REGULAR MEETING MINUTES
AUGUST 11, 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 20-28.8 continued the prohibition on "in-person" meetings through September 1, 2020. This meeting was available via teleconference.

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

Absent: Councilmember Diana Jennings

On motion by Councilmember Moore, second by Councilmember Rodriguez, Council excused Councilmember Jennings from the meeting.

Roll Call Vote:

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

Staff present: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray 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 Moore, second by Councilmember Diaz, Council approved the Consent Agenda consisting of the following:

- A. Minutes of the July 28, 2020 Committee-of-the-Whole meeting**
- B. Minutes of the July 28, 2020 Council meeting**
- C. Minutes of the August 6, 2020 Committee-of-the-Whole special meeting**
- 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**

Roll Call Vote:

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

6. **ACTIVE AGENDA**

A. **Resolution No. 2020-31 authorizing the Mayor to sign the Law Enforcement Assistance Agreement Communications/2020 with Yakima County Sheriff**

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

On motion by Councilmember Diaz, second by Councilmember Souders, Council approved Resolution No. 2020-31 authorizing the Mayor to sign the Law Enforcement Assistance Agreement Communications/2020 with Yakima County Sheriff.

Roll Call Vote:

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

B. **Resolution No. 2020-32 authorizing application submittal to the Washington State Department of Commerce for the Coronavirus Relief Funds for Local Governments**

This item was previously discussed at the August 6, 2020 special Council meeting.

On motion by Councilmember Rodriguez, second by Councilmember Everett, Council approved Resolution No. 2020-32 authorizing application submittal to the Washington State Department of Commerce for the Coronavirus Relief Funds for Local Governments.

Roll Call Vote:

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

C. **Coronavirus Relief Funds for Local Governments – Business Grants**

This item was previously discussed at the August 6, 2020 special Council meeting.

City Administrator Arteaga explained that in follow-up to the August 6th special Committee-of-the-Whole meeting, he spoke to Jon Smith, Executive Director with Yakima County Development

Association (YCDA) regarding business grant administration. Mr. Smith 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 applied for previous grant programs and had not been awarded because money ran out. There were 35 of these businesses.

YCDA would work with the City to sort or rank the businesses. It would also be made clear to the businesses that the money was coming from the City of Grandview and that the funds were being made available by the City Council. A letter could be mailed to the businesses that stated 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."

A list of the 35 City of Grandview businesses that were not funded and a list of the City of Grandview businesses that were awarded funds through the Yakima County CARES Grant or Working WA was distributed. If the 35 businesses that were not funded do not utilize all the available funds, then a new application process would be opened to use the rest of the money.

A draft of the City of Grandview Small Business Grants funding announcement and criteria was distributed. An agreement between the City and YCDA was being prepared by the City Attorney and would be presented to Council for consideration at the August 25th Committee-of-the-Whole meeting. A letter to the Port of Grandview requesting the Port's participation in the small businesses grants was distributed.

Discussion took place.

On motion by Councilmember Everett, second by Councilmember Souders, Council agreed to open a new application process for the small business assistance grants to City of Grandview businesses with an application deadline of Friday, September 11, 2020.

Roll Call Vote:

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

7. UNFINISHED AND NEW BUSINESS

Retail Recruitment Teleconference Meeting with Casey Kidd, CEO, NaviRetail – City Administrator Arteaga reported that Casey Kidd, CEO with NaviRetail, would be available for a teleconference meeting with the Council to provide a retail recruitment update.

Council concurred to schedule a special teleconference meeting on Monday, August 31, 2020 at 6 pm.

8. CITY ADMINISTRATOR AND/OR STAFF REPORTS

2021 Budget Preparation – City Treasurer Cordray reported that the 2021 Budget Preparation Calendar would be distributed next week, along with the budget worksheets to Department Directors to prepare estimates of revenue and expenditures for 2021.

9. MAYOR & COUNCILMEMBER REPORTS – None

10. ADJOURNMENT

On motion by Councilmember Moore, second by Councilmember Souders, Council adjourned the regular meeting at 8:00 p.m.

Roll Call Vote:

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

Mayor Gloria Mendoza

Anita Palacios, City Clerk