

**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE  
MEETING AGENDA  
TUESDAY, MARCH 23, 2021**



**Governor Proclamation 20-28.15 continues the prohibition on "in-person" meetings. This meeting will be available via teleconference. For meeting information and instructions, please contact City Hall at (509) 882-9200.**

**COMMITTEE-OF-THE-WHOLE MEETING – 6:00 PM**

**PAGE**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. 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.
- 4. NEW BUSINESS**
  - A. Ordinance amending the 2021 Annual Budget 1-4
  - B. Resolution approving Task Order No. 2021-05 with HLA Engineering and Land Surveying, Inc., for the Elm Street Resurfacing 5-9
  - C. Economic Development Special Meeting – Councilmember Everett 10-12
- 5. OTHER BUSINESS**
- 6. ADJOURNMENT**

The City of Grandview Committee-of-the-Whole and Regular Council Meetings scheduled for Tuesday, March 23, 2021 at 6:00 pm and 7:00 pm will only be available via teleconference.

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

Join Zoom Meeting

<https://zoom.us/j/95425275112?pwd=eVRZcnFWRzgrdEVZSVhFYys4MnZYdz09>

Meeting ID: 954 2527 5112

Passcode: 185283

To join via phone: +1 253 215 8782

Meeting ID: 954 2527 5112

Passcode: 185283

**CITY OF GRANDVIEW  
AGENDA ITEM HISTORY/COMMENTARY  
COMMITTEE-OF-THE-WHOLE MEETING**

|  |   |
|--|---|
| <b>ITEM TITLE</b><br><br>Ordinance amending the 2021 Annual Budget | <b>AGENDA NO.:</b> New Business 4 (A)<br><br><b>AGENDA DATE:</b> March 23, 2021 |
| <b>DEPARTMENT</b><br><br>City Treasurer                            | <b>FUNDING CERTIFICATION</b> (City Treasurer)<br>(If applicable)                |

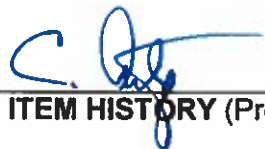
**DEPARTMENT DIRECTOR REVIEW**

Matthew Cordray, City Treasurer



**CITY ADMINISTRATOR**

**MAYOR**



**ITEM HISTORY** (Previous council reviews, action related to this item, and other pertinent history)

Staff monitoring and review of fund and department budgets has identified some budget accounts to be amended. An ordinance will be prepared to provide for the amending of the 2021 Annual Budget to accommodate the changes in sources and uses.

**ITEM COMMENTARY** (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

By Fund the highlights of the budget changes are:

**CURRENT EXPENSE FUND:** Increase revenues for Contributions to Museum. Increase appropriations for General Facilities Repairs & Maintenance and Museum Office & Operating Supplies. Net effect is a decrease to estimated ending fund balance.

**TRANSPORTATION BENEFIT DISTRICT FUND:** Increase appropriations for Professional Services and Repairs & Maintenance for Elm Street Resurfacing. Net effect is a decrease in estimated ending fund balance.

**ACTION PROPOSED**

Move an ordinance amending the 2021 Annual Budget to a regular Council meeting for consideration.

to Sue 4/XX/2021 - mc Ordinance No. 2021-X

| Account                  | Description Fund/Account    | Original Estimate | Amendment Amount | New Estimate | Treasurer's notes   |
|--------------------------|-----------------------------|-------------------|------------------|--------------|---|
| 001 000 000 308 80 00 00 | Current Expense Fund        |                   |                  |              |   |
|                          | Beginning Fund Balance      | 1,350,130         |                  | 1,350,130    |   |
| 001 000 000 367 11 45 00 | Contributions to Museum     |                   | 1,000            |              | Private contribution received   |
|                          | Revenues/Sources            | 5,716,190         |                  | 5,717,190    |   |
|                          | Current Exp. Fund Total     | 7,066,320         | 1,000            | 7,067,320    |   |
| 001 025 000 518 30 48 00 | Repairs & Maintenance       |                   | 7,500            |              | New HVAC system in council chambers<br>Museum office supplies purchased from contribution |
|                          | Office & Operating Supplies |                   | 1,000            |              |   |
|                          | Expenditures/Uses           | 6,871,740         |                  | 6,880,240    |   |
| 001 099 000 508 80 00 00 | Ending Fund Balance         | 194,580           | (7,500)          | 187,080      |   |
|                          | Current Exp. Fund Total     | 7,066,320         | 1,000            | 7,067,320    |   |
| 115 000 000 308 10 00 00 | TBD Fund                    |                   |                  |              |   |
|                          | Beginning Fund Balance      | 307,860           |                  | 307,860      |   |
|                          | Revenues/Sources            | 181,800           |                  | 181,800      |   |
|                          | TBD Fund Total              | 489,660           | -                | 489,660      |   |
| 115 000 070 542 30 41 00 | Professional Services       |                   | 15,000           |              | Elm Street Resurfacing<br>Elm Street Resurfacing  |
|                          | Repairs & Maintenance       |                   | 95,000           |              |   |
|                          | Expenditures/Uses           | 92,650            |                  | 202,650      |   |
| 115 000 099 508 10 00 00 | Ending Fund Balance         | 397,010           | (110,000)        | 287,010      |   |
|                          | TBD Fund Total              | 489,660           | -                | 489,660      |   |

**ORDINANCE NO. 2021-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF GRANDVIEW, WASHINGTON,  
AMENDING THE 2021 ANNUAL BUDGET**

**WHEREAS**, the original 2021 estimated beginning fund balances and revenues do not reflect available budget sources; and

**WHEREAS**, there are necessary and desired changes in uses and expenditure levels in the funds; and

**WHEREAS**, there are sufficient sources within the funds to meet the anticipated expenditures.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF GRANDVIEW, WASHINGTON DO ORDAIN AS FOLLOWS:**

**Section 1.** That the 2021 annual budget be amended to reflect the changes presented in Exhibit A.

**Section 2.** That the City Administrator is authorized and directed to adjust estimated revenues, expenditures and fund balances reflecting the determined changes.

**Section 3.** This Ordinance shall be in full force and effect five (5) day after its passage and publication as required by law.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on \_\_\_\_\_, 2021.

\_\_\_\_\_  
**MAYOR**

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

**PUBLICATION:**

**EFFECTIVE:**

## Exhibit A

| Beginning<br>Balance | Estimated<br>Revenues | Appropriated<br>Expenditures | Ending<br>Balance | Budget<br>Total |
|----------------------|-----------------------|------------------------------|-------------------|-----------------|
|----------------------|-----------------------|------------------------------|-------------------|-----------------|

### Current Expense Fund

|                      |                  |                  |                  |                |                  |
|----------------------|------------------|------------------|------------------|----------------|------------------|
| Original 2020 Budget | 1,350,130        | 5,716,190        | 6,871,740        | 194,580        | 7,066,320        |
| Amendment Amount     |                  | 1,000            | 8,500            | (7,500)        | 1,000            |
| <b>Amended Total</b> | <b>1,350,130</b> | <b>5,717,190</b> | <b>6,880,240</b> | <b>187,080</b> | <b>7,067,320</b> |

### TBD Fund

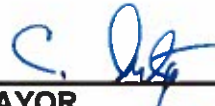
|                      |                |                |                |                |                |
|----------------------|----------------|----------------|----------------|----------------|----------------|
| Original 2020 Budget | 307,860        | 181,800        | 92,650         | 397,010        | 489,660        |
| Amendment Amount     |                |                | 110,000        | (110,000)      | -              |
| <b>Amended Total</b> | <b>307,860</b> | <b>181,800</b> | <b>202,650</b> | <b>287,010</b> | <b>489,660</b> |

**CITY OF GRANDVIEW  
AGENDA ITEM HISTORY/COMMENTARY  
COMMITTEE-OF-THE-WHOLE MEETING**

|  |   |
|--|---|
| <b>ITEM TITLE</b><br><br>Resolution approving Task Order No. 2021-05 with HLA Engineering and Land Surveying, Inc., for the Elm Street Resurfacing | <b>AGENDA NO.:</b> New Business 4 (B)<br><br><b>AGENDA DATE:</b> March 23, 2021 |
| <b>DEPARTMENT</b><br><br>Public Works Department   | <b>FUNDING CERTIFICATION</b> (City Treasurer)<br>(If applicable)                |

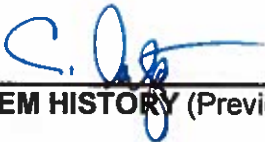
**DEPARTMENT HEAD REVIEW**

Cus Arteaga, City Administrator/Public Works Director



**CITY ADMINISTRATOR**

**MAYOR**



**ITEM HISTORY** (Previous council reviews, action related to this item, and other pertinent history)

At the March 9, 2021 Committee-of-the-Whole meeting as part of the annual street maintenance plan, staff recommended Council consider a grind and overlay of Elm Street from East Second Street to East Fourth Street in lieu of a Class B sealcoat treatment of West Fifth Street. The estimate for this project was approximately \$110,000.00.

**ITEM COMMENTARY** (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

Attached is Task Order No. 2021-05 with HLA Engineering and Land Surveying, Inc., for the Elm Street Resurfacing with a total fee for services in the amount of \$15,900.00 for design and construction engineering services.

**ACTION PROPOSED**

Move a resolution approving Task Order No. 2021-05 with HLA Engineering and Land Surveying, Inc., for the Elm Street Resurfacing to a regular Council meeting for consideration.

**CITY OF GRANDVIEW**

Elm Street Resurfacing

Engineer's Opinion of Construction Cost

3/11/2021

PRELIMINARY

HLA Project No. 21007G

| Item No.   | Description                                | Payment Specification | Unit | Unit Cost   | Overall Quantity | Overall Cost |
|--|--|-----------------------|------|-------------|------------------|--------------|
| <b>Schedule A: Elm Street 2nd Street to 3rd Street</b> |  |                       |      |             |                  |              |
| 1  | Minor Change                               | 1-04.4(1)             | FA   | \$2,500.00  | 1                | \$2,500.00   |
| 2  | Mobilization                               | 1-09.7                | LS   | \$4,000.00  | 1                | \$4,000.00   |
| 3  | Project Temporary Traffic Control          | 1-10.5                | LS   | \$10,000.00 | 1                | \$10,000.00  |
| 4  | Planing Bituminous Pavement                | 5-04.5                | SY   | \$3.00      | 880              | \$2,640.00   |
| 5  | HMA for Preleveling Cl. 3/8-Inch PG 64S-28 | 5-04.5                | TON  | \$90.00     | 40               | \$3,600.00   |
| 6  | HMA Cl. 3/8-Inch PG 64S-28                 | 5-04.5                | TON  | \$90.00     | 240              | \$21,600.00  |
| 7  | Adjust Manhole                             | 7-05.5                | EA   | \$700.00    | 1                | \$700.00     |
| 8  | Adjust Valve Box                           | 7-12.5                | EA   | \$600.00    | 5                | \$3,000.00   |
| 9  | Pavement Markings                          | 8-22.5                | LS   | \$2,000.00  | 1                | \$2,000.00   |
| Subtotal   |  |                       |      |             |                  | \$50,040.00  |
| Design Engineering                                     |  |                       |      |             |                  | \$8,000.00   |
| Construction Engineering                               |  |                       |      |             |                  | \$2,800.00   |
| Total Schedule A Project Cost                          |  |                       |      |             |                  | \$58,840.00  |
| <b>Schedule B: Elm Street 3rd Street to 4th Street</b> |  |                       |      |             |                  |              |
| 10   | Minor Change                               | 1-04.4(1)             | FA   | \$2,500.00  | 1                | \$2,500.00   |
| 11   | Mobilization                               | 1-09.7                | LS   | \$4,000.00  | 1                | \$4,000.00   |
| 12   | Project Temporary Traffic Control          | 1-10.5                | LS   | \$5,000.00  | 1                | \$5,000.00   |
| 13   | Planing Bituminous Pavement                | 5-04.5                | SY   | \$3.00      | 830              | \$2,490.00   |
| 14   | HMA for Preleveling Cl. 3/8-Inch PG 64S-28 | 5-04.5                | TON  | \$90.00     | 35               | \$3,150.00   |
| 15   | HMA Cl. 3/8-Inch PG 64S-28                 | 5-04.5                | TON  | \$90.00     | 260              | \$23,400.00  |
| 16   | Adjust Manhole                             | 7-05.5                | EA   | \$700.00    | 1                | \$700.00     |
| 17   | Adjust Valve Box                           | 7-12.5                | EA   | \$600.00    | 2                | \$1,200.00   |
| 18   | Pavement Markings                          | 8-22.5                | LS   | \$1,000.00  | 1                | \$1,000.00   |
| Subtotal   |  |                       |      |             |                  | \$43,440.00  |
| Design Engineering                                     |  |                       |      |             |                  | \$5,300.00   |
| Construction Engineering                               |  |                       |      |             |                  | \$1,800.00   |
| Total Schedule B Project Cost                          |  |                       |      |             |                  | \$50,540.00  |
| Total Estimated Project Cost                           |  |                       |      |             |                  | \$109,380.00 |

**Assumptions:**

- 41' wide TBC to TBC roadway section (0.17' HMA)
- Does not include replacement or upgrade of utilities
- 7' Taper Grind



**TASK ORDER NO. 2021-05**

REGARDING GENERAL AGREEMENT BETWEEN CITY OF GRANDVIEW

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

**PROJECT DESCRIPTION:**

**Elm Street Resurfacing**

HLA Project No. 21078

The City of Grandview (CITY) desires to improve roadways at key locations within their city limits as part of their annual maintenance plan. The City determined that Elm Street needs repair, from 2nd Street to 4th Street.

Engineering design work will begin immediately following Task Order approval. Construction is anticipated to occur in 2021.

**SCOPE OF SERVICES:**

At the direction of the CITY, HLA will provide professional engineering services for the Elm Street Resurfacing (PROJECT). HLA shall provide a comprehensive civil engineering construction document package (plans, specifications, and estimate) to improve asphalt condition consisting of planing existing asphalt surface, preleveling existing asphalt, resurfacing with hot mix asphalt, and pavement markings. Services will also include advertising and bidding, recommendation of contract award to the lowest responsible bidder, and engineering services during construction.

HLA shall provide the following services:

**1.0 Design Engineering**

- 1.1 Prepare site topographic survey in AutoCAD format showing field-located improvements and utilities.
- 1.2 Attend one (1) design meeting with the CITY to obtain input regarding existing and proposed improvements.
- 1.3 Prepare complete plan set, including plan sheets with construction notes and plan details.
- 1.4 Prepare final construction cost estimate.
- 1.5 Prepare final PROJECT specifications.
- 1.6 Submit final documents to the CITY for review and approval.
- 1.7 Transmit plans to dry utility companies, including power, cable, natural gas, and telephone to advise them of pending construction.
- 1.8 Incorporate CITY review comments and provide final construction documents for bidding approval.
- 1.9 Prepare advertisement for bids and transmit to newspapers as selected by the CITY. Advertising fees to be paid by the CITY.
- 1.10 Provide contract documents to potential bidders, as requested, and maintain planholder list.

- 1.11 Prepare any required addenda to contract documents.
- 1.12 Answer questions during bidding from prospective bidders.
- 1.13 Attend PROJECT bid opening, check and tabulate bids, and make recommendation of award to lowest responsible bidder.

## **2.0 Construction Engineering**

- 2.1 Following award of the Contract by the CITY, prepare Notice of Award to the Contractor.
- 2.2 Assist in reviewing bond and insurance and prepare contracts.
- 2.3 Coordinate and conduct preconstruction conference followed by issuance of Notice to Proceed.
- 2.4 Provide submittal review for PROJECT materials as provided by the Contractor per the PROJECT specifications.
- 2.5 Attend construction meetings anticipated once per week during the duration of the improvements.
- 2.6 Furnish a qualified resident engineer (inspector) to observe construction as requested by the City. The resident engineer shall provide minimal surveillance of construction for substantial compliance with plans and specifications.
- 2.7 Recommend progress payments for the Contractor to the CITY.
- 2.8 Prepare and submit proposed contract change orders when applicable.
- 2.9 Conduct final inspection and prepare punchlist of items to be corrected by the Contractor and provide to the CITY.
- 2.10 Prepare record drawings of civil-related improvements based on the Contractor's as-built plans.
- 2.11 Prepare administrative documents for the appropriate agencies which have jurisdiction over funding, design, and construction of the PROJECT.

## **3.0 Additional Services**

Provide professional engineering and land surveying services for additional work requested by the CITY that is not included above.

## **4.0 Items to be Furnished and Responsibility of CITY**

- 4.1 Provide full information as to CITY requirements of the PROJECT.
- 4.2 Pay for PROJECT advertising, notices or other publications as may be required by the funding source.
- 4.3 Assist HLA by providing all available information pertinent to the PROJECT, including previous reports, drawings, plats, surveys, utility records, and any other data relative to design and construction of the PROJECT.
- 4.4 Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by HLA, and provide written decisions within a reasonable time as not to delay the work of HLA.

- 4.5 Obtain approval of all governmental authorities having jurisdiction over the PROJECT, and approvals and consents from other individuals or bodies as necessary for completion. Pay all review fees and costs associated with obtaining such approvals.

**TIME OF PERFORMANCE:**

HLA will diligently pursue completion of the PROJECT with the following schedule anticipated:

**1.0 Design Engineering**

Completion of plans, specifications, opinion of cost, and bidding services within fifteen (15) working days following receipt of signed Task Order.

**2.0 Construction Engineering**

It is estimated construction of improvements will be completed within five (5) working days following award of the contract and Notice to Proceed.

**3.0 Additional Services**

Time for completion of work directed by the CITY under Additional Services shall be negotiated and mutually agreed upon at the time of service request by the CITY.

**FEE FOR SERVICE:**

**1.0 Design Engineering**

All work for Design Engineering services shall be performed for the Lump Sum fee of \$11,300.00.

**2.0 Construction Engineering**

All work for Construction Engineering services shall be completed on an hourly basis, at normal hourly billing rates, for the estimated maximum fee of \$4,600.00. If the Contractor is granted additional working days beyond those identified in the Time of Performance, then work shall be considered Additional Services.

**3.0 Additional Services**

Any additional work requested by the CITY that is not included in this Task Order shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with the services. HLA will perform the additional services as directed/authorized by the CITY on a time-spent basis at the hourly billing rates included in our General Agreement, plus reimbursement for direct non-salary expenses such as laboratory testing, printing expenses, vehicle mileage, out-of-town travel costs, and outside consultants.

Proposed:

  
\_\_\_\_\_  
HLA Engineering and Land Surveying, Inc.  
Michael T. Battle, PE, President

3/10/2021  
\_\_\_\_\_  
Date

Approved:

\_\_\_\_\_  
City of Grandview  
Gloria Mendoza, Mayor

\_\_\_\_\_  
Date

Anita:

Pursuant to 4.2(a) of the Procedures Manual, I would like to have my Motion for a Special Meeting on March 30 placed on the Agenda for March 23. I have attached a written statement in support, please attach that to the Agenda when it published.

## STATEMENT IN SUPPORT OF MOTION

I am proposing that on the 30<sup>th</sup> of March we have a Council Meeting for the purpose undertaking planning for Economic Development (Renewal of Grandview).

I want to set forth my reasoning for beginning this process.

We have a strong and able staff, they are doing a good job. But what is our job? It is to provide direction so that the Staff knows what we want for Grandview. Currently I don't know what that direction or goals for Grandview and I think that if we asked the Staff they could not articulate what the direction is. It is not sufficient to say that we want "Economic Development" the term is so all encompassing that it does not provide any real set of goals. We currently have in the community a strong and effective Economic Development structure---the Port District. It attracts industry and provide jobs.

What is sorely needed is a revitalization of the "inside the City limits" core of retail and commercial business.

The first step in my opinion is the Council to have a free flowing discussion of vision for the City, that is the leadership that is needed. We have seven community leaders and a Mayor. A Mayor who has

built a strong team and it now time for that team to get to work. As elected people we are in touch with the citizens and can provide some leadership.

I would hope that at the meeting on the 30<sup>th</sup> (only the first step) every Council Member would come with what they would like to see Grandview be in one year, three years, fifteen years etc. Once we have all of the ideas on the table, we can prioritize and synthesize in to a clear set of goals. The third step if us to establish some kind of specific action plan to achieve them.

For some people this will sound like a “pie in the sky” kind of activity, but it is not.

## **HISTORICAL BACKGROUND.**

In the mid eighties we did this exact kind of exercise. There were “dreams” put on the table.

For example, everyone wanted some kind of on going, institutionalize economic develop structure. At that time the State of Washington prohibited the establishment of any new Port Districts, but shortly the legislature changed the law. Because we knew what we wanted, Grandview was the first new Port District in decades in the State of Washington. The Port was not an overnight success, but in the years since it has grown into exactly what was hoped for.

Another example was the desire for a “college” in Grandview. We knew that having land available was important. We became aware that YVC was considering expansion. We also wanted to push through to the freeway exit a road and create an area for development. So, using a Councilmanic Bond we purchase the land that is now County Park. That created vacant land in what is now the YVC campus. Then when development of the Campus became available we were ready and able to aggressively compete for and get it.

Under Jessie Palacios' leadership, Tree City and the creation of the Arch were also tabled.

I point out these few items (there were others) because they teach valuable lessons. First we need a set of goals, no matter how far reaching they may seem at the time. Then we need commitment to reaching for them. In other words, we needed a plan. A plan, at the time, seem to be more that we could achieve, but looking backward they positively effected Grandview decades later.

The first step is a session that brings all the ideas to the table. That is the first step that we should beginning on the 30<sup>th</sup>. It will take subsequent sessions to prioritize and refine the ideas. It would be nice but not critical to have a "facilitator" note down the ideas, but it is not absolutely.

I do not believe that we can wait because I think that with the end of the Pandemic, opportunities are going to blossom and we need to be as ready as possible.