

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
FEBRUARY 22, 2022**

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.

The meeting was held in person and was also available via teleconference.

2. ROLL CALL

Present in person: Mayor Mendoza and Councilmembers David Diaz, Bill Moore (Mayor Pro Tem), Robert Ozuna, Javier Rodriguez and Joan Souders

Present via teleconference: Councilmembers Diana Jennings and Mike Everett

Absent: None

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

3. PUBLIC COMMENT – None

4. NEW BUSINESS

A. Resolution authorizing the Mayor to sign a Recreational Use Permit by and between the City of Grandview and the Lower Valley Cal Ripken League

Parks & Recreation Director Chronis explained that Washington Cities Insurance Authority strongly recommends the City enter into Recreational Use Permits between those athletic organizations that were utilizing City owned recreational facilities to conduct their respective programs. She presented the Recreational Use Permit between the City and the Lower Valley Cal Ripken League for the 2022 season. Baseball League Coordinator Alicia Trevino of the Lower Valley Cal Ripken League reviewed and signed the agreement.

Discussion took place.

On motion by Councilmember Diaz, second by Councilmember Moore, the C.O.W. moved a resolution authorizing the Mayor to sign a Recreational Use Permit by and between the City of Grandview and the Lower Valley Cal Ripken League to the March 8, 2022 regular meeting for consideration.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes

- Councilmember Souders – Yes

B. Resolution authorizing the Mayor to sign a Public Defender Agreement for conflict indigent defense counsel with Garrison Law Offices, Inc., P.S.

City Clerk Palacios explained that the City contracts with Yakima County District Court for municipal court services. Under the terms of the contract, the City must provide indigent defense services to indigent defendants. In the event of a conflict with the current public defender, the City must also provide alternate counsel for indigent defendants. Staff negotiated contract terms with Garrison Law Offices, Inc., P.S., to provide conflict indigent defense counsel. A Public Defender Agreement with Garrison Law Offices was presented.

Discussion took place.

On motion by Councilmember Everett, second by Councilmember Jennings, the C.O.W. moved a resolution authorizing the Mayor to sign a Public Defender Agreement for conflict indigent defense counsel with Garrison Law Offices, Inc., P.S. to the February 22, 2022 regular meeting for consideration.

Roll Call Vote:

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

C. Letter of Intent and Petition for Annexation & Rezone – Statewide Development LLC and Karissa Carpenter Bradshaw – Parcel Nos. 230924-12004 and 230924-12008, 3160 and 3130 Olmstead Road, Grandview, WA

City Clerk Palacios explained that the City received a Letter of Intent and Petition for Annexation and Rezone signed by Darren Still dba Statewide Development LLC., and Karissa Carpenter Bradshaw to annex Parcel Nos. 230924-12004 and 230924-12008, located at 3160 and 3130 Olmstead Road, Grandview, Yakima County, Washington to the City of Grandview. Both parcels were currently zoned commercial. The petitioners elected to request annexation under the 60% petition method of annexation. The 60% petition method requires signatures by owners of not less than 60% of the assessed value of the total property proposed for annexation. The petition contained sufficient signatures of the assessed value. The petitioners requested the parcels be annexed with a C-2 General Business zoning designation as identified on the City's Future Land Use map. The parcels were included in the City's designated Urban Growth Area. State law requires the City Council to determine: (1) if the City would accept, modify or reject the proposed annexation, (2) whether the City would require the simultaneous adoption of a proposed zoning regulation for the subject property, and (3) whether the City would require the assumption of all or any portion of existing City indebtedness by the area to be annexed. Upon acceptance of the Letter of Intent, the Petition would be presented to the Hearing Examiner to conduct a public hearing.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Ozuna, the C.O.W. moved acceptance of the proposed annexation submitted by Darren Still dba Statewide Development LLC., and Karissa Carpenter Bradshaw, required the simultaneous adoption of zoning regulations consistent with the Urban Growth Area Future Land Use Designations: C-2 General Business, and required the assumption of all existing City indebtedness by the properties proposed to be annexed the same as all other property within the City in accordance with past practice to the March 8, 2022 regular meeting for consideration.

Roll Call Vote:

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

D. WSDOT Regional Mobility Grant – Park and Ride Improvements

City Administrator Arteaga explained that the WSDOT Regional Mobility Grant program was calling for proposals for the 2023-2025 concept application. This was a two-step application process. The first step was to submit a conceptual application project. If it met the requirements, then the second step was to resubmit a second application which increased the opportunities to be funded. The application process was as follows:

- First conceptual application due March 3, 2022
- If successful, second application due June 28, 2022
- If successful, City would be notified by December 1, 2022
- If successful, funding becomes available by March/June 2023
- If successful, construction would occur 2024

Improvements to the park and ride located on West Wine Country Road would include asphalt resurfacing, installing a sidewalk on the eastside of the parking lot, installing a bus shelter, installing a bike rack and the addition of an electric charging station. The project was estimated at \$358,330 with a City match of approximately \$80,000. The matching funds would be allocated from the Capital Improvement Fund. The cost for preparing the first application was \$2,500 and if successful, the second application would cost \$6,500. The funds would be allocated from the Capital Improvement Fund by a budget amendment. He recommended Council authorize staff to prepare and submit the first grant application to the WSDOT Regional Mobility Grant program for the park and ride improvements located on West Wine Country Road.

Discussion took place.

On motion by Councilmember Ozuna, second by Councilmember Souders, the C.O.W. authorized staff to prepare and submit the first grant application to the WSDOT Regional Mobility Grant program for the park and ride improvements located on West Wine Country Road.

Roll Call Vote:

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

E. Budget Process Recommendation

City Administrator Arteaga explained that at the January 25, 2022 Committee-of-the-Whole meeting, the C.O.W. directed the City Administrator and City Treasurer to prepare a procedure and/or process for Council to consider following during the budget process. Their recommendation was as follows:

- Each year, Council would hold a pre-budget study session during the last week of July. At the study session, Council would submit budget recommendations and/or wish list items to be included in the upcoming budget.
- During the July study session, staff would provide an updated report identifying the status of each Councilmembers wish list items from the previous year.
- Staff would follow the annual budget preparation procedures and deadlines for cities found in Chapter 35A.33 RCW and the Budget Preparation Calendar.
- During the month of August, staff would begin the budget process and submit the first budget draft to the City Treasurer by the first week in September.
- The City Treasurer would review the budget information and make minor corrections and/or require each Department Director to check and/or adjust the information if needed.
- The City Treasurer and City Administrator would meet to review all department requests and make minor adjustments/modifications with the goal of providing a balance budget to the Mayor.
- The Mayor, City Treasurer and City Administrator would meet to review all department budget requests.
- The Mayor would submit a balanced budget to the Council for consideration. The budget information would also address the Council's wish list items with a recommendation of funding options.
- Council would hold study sessions during the months of October and November in order to change, modify and/or approve the proposed budget.

Discussion took place.

Councilmember Everett requested that the Council receive copies of the Department Head's budget estimates.

F. 2022 Current Expense Fund Budget Reductions for Reconsideration

City Treasurer Cordray explained that in November 2021, staff presented to Council 2022 Budget Recommendations that would help balance the 2022 proposed budget. At that time, staff and Council agreed to re-open/revisit the deleted budget appropriations in February 2022 after the City Treasurer presented the actual fund balances. At the February 8th C.O.W. meeting, a budget amendment request was presented that was to be approved at the February 22nd Council meeting. The amendment showed a Current Expense 2022 ending fund balance of \$165,000. Within the

last week, two new items have been presented that were not included in the 2022 budget: (1) \$8,000 to Yakima County for alcohol abuse programs and (2) \$42,000 cash out for early retirement in the Police Department. This would bring the ending fund balance down to \$115,000. In light of this new information and with ongoing police union negotiations and discussions regarding the use of ARPA funds, it was his recommendation that Council continue to postpone the budget items to a future date.

Discussion took place.

On motion by Councilmember Everett, second by Councilmember Diaz, the C.O.W. postponed the budget items to the March 8, 2022 C.O.W. meeting for consideration.

Roll Call Vote:

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

6. **OTHER BUSINESS** – None

7. **ADJOURNMENT**

On motion by Councilmember Moore, second by Councilmember Souders, the Committee-of-the-Whole meeting adjourned at 6:50 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk