

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
JULY 12, 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, Jessie Espinoza, Bill Moore (Mayor Pro Tem), Robert Ozuna, Javier Rodriguez and Joan Souders

Present via teleconference: None

Absent: Councilmember Mike Everett

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

3. PUBLIC COMMENT

Mainstreet Grandview – Ray Vining, Mainstreet Grandview Board Member, handed out a business card for Main Street which included a URL code to access a Mainstreet Video.

4. NEW BUSINESS

A. Resolution approving Task Order No. 2022-03 with HLA Engineering and Land Surveying, Inc., for the Dykstra Park Pathway and Rocky Ford Road Resurfacing

City Administrator Arteaga explained that the Dykstra Park Pathway resurfacing was discussed and funds were allocated as part of the ARPA funding. The Rocky Ford Road resurfacing was part of the annual street maintenance recommendation to be funded through the Transportation Benefit District. The area to be resurfaced included Rocky Ford Road from Stassen Way south to Powell Street. The two projects were being combined to save on mobilization expenses and asphalt prices due to their close proximity to each other. He presented Task Order No. 2022-03 with HLA Engineering and Land Surveying, Inc., to provide professional engineering services for the Dykstra Park Pathway and Rocky Ford Road Resurfacing in the amount of \$20,420 for design engineering and \$12,000 for construction engineering with a total fee for services in the amount of \$32,420.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Espinoza, the C.O.W. moved a resolution approving Task Order No. 2022-03 with HLA Engineering and Land Surveying, Inc., for the Dykstra Park Pathway and Rocky Ford Road Resurfacing to the July 12, 2022 regular meeting for consideration.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Espinoza – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

B. ARPA Proposed Activities Results

Council reviewed the results of the ARPA proposed activities presented at the ARPA special Council meeting on May 17, 2022, as follows:

ARPA Proposed Activity	Amount	Agree		% Agree
		Yes	No	
Skateboard Park for Youth	\$10,000	5	1	83%
Senior Citizens' Recognition Event	\$8,000	6		100%
Police Department Fitness Facility Remodel	\$70,000	6		100%
School Resource Officer (partnership with school district)	\$120,000	6		100%
Retention Incentives for hiring Police Officers and Dispatchers	\$30,000	6		100%
Total = \$ 238,000				

Councilmembers who completed the form were David Diaz, Jessie Espinoza, Bill Moore, Robert Ozuna, Javier Rodriguez and Joan Souders

Discussion took place.

On motion by Councilmember Ozuna, second by Councilmember Moore, the C.O.W. moved the following ARPA activities to the July 26, 2022 regular meeting for consideration:

- **Skateboard Park for Youth – \$10,000**
- **Senior Citizens' Recognition Event – \$8,000**
- **Police Department Fitness Facility Remodel – \$70,000**
- **School Resource Officer (partnership with School District) – \$120,000**
- **Retention Incentives for hiring Police Officers and Dispatchers – \$30,000**

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Espinoza – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

C. Marketing Bid Analysis & Recommendation – Councilmember Ozuna

City Treasurer Cordray explained that last month, staff sent out an email to marketing firms for a request of qualifications and bids. The responses received were presented along with an analysis and recommendation for the selection of a marketing firm, as follows:

Marketing Firm	Enigma	PixelSoft Films	Field Group
Costs	Cost: \$13,000 without business cards, letterhead, envelopes, etc.	Cost Range Low: \$4,290 High: \$4,780	Cost Range Low: \$4,550 High: \$6,500
Strengths	Worked with YVCOG and other local businesses. Good samples of press releases.	Reasonable costs. The City has worked with them on city videos. Provided numerous excellent marketing samples.	Worked with YCDA – Enterprise Challenge Program. 30+ years of experience. Provided a detailed work plan with steps and costs. Provided excellent marketing samples.
Weaknesses	Too expenses and perhaps not understanding what we need. Proposed to conduct a Marketing Analysis, which was not requested in the bid.	None	None
Comments	Not sure if they fully understood the bid since they included business cards, letterhead and envelopes for an additional \$3,800.	Ad placement fees not included.	Provided the most comprehensive responses to our bid addressing all the areas we requested for marketing. It appears they know what the City needs for marketing based on their detailed bid.

Recommendation	Not consider this firm due to the high costs proposed.	This Marketing Firm appears to be able to do the job.	Recommend this firm based on their comprehensive plan, detailed steps and costs. Perhaps they would be willing to negotiate a middle of the range cost.
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Discussion took place.

On motion by Councilmember Ozuna, second by Councilmember Diaz, the C.O.W. authorized staff to negotiate an agreement with Field Group for consideration at the July 26, 2022 regular meeting.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Espinoza – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Yes
- Councilmember Souders – Yes

5. OTHER BUSINESS

Sewer Trunk Main Replacement Project – Assistant Public Works Director Dorsett reported that landscaping and irrigation replacement punch list items for the Sewer Trunk Main Replacement project were continuing to be completed.

Street Painting – Assistant Public Works Director Dorsett reported that two Public Works employees were in the process of painting crosswalks and turn signal arrows within the City.

Japanese Beetle – Assistant Public Works Director Dorsett reported that the Washington State Department of Agriculture (WSDA) trapped the first pair of Japanese beetle adults in June in the City of Grandview. WSDA was also wrapping up the first round of treatments as eradication for this pest continues. This was going to be a multi-year process. WSDA was asking residents to not move yard debris waste outside of the proposed quarantine area. This quarantine has not yet been established, taking this step now would reduce the risk of spreading the beetle further. In addition, WSDA was working to create a drop-off site for residents in the infested area to voluntarily bring their yard waste. The site was anticipated to open by the end of July.

Astria Hospital Board – City Administrator Arteaga reported that after 14 years he has resigned his board member position with Astria Hospital Board.

Library Director Position – City Administrator Arteaga reported that the City still had not filled the Library Director position. The position was continuing to be advertised and was currently open until filled. Only one application had been received, however, the candidate did not hold a Master in Library Science degree to fill the position. The City and YVC would be working together to continue recruitment and operations of the Grandview Library.

2021 State Audit – City Treasurer Cordray reported that the State Auditor’s Office would not be auditing the City of Grandview for the year 2021 due to their busy schedule and the City having good audits in the past.

Arson Fires – Police Chief Fuller reported on the two fires that occurred on July 4th. The first fire was in a wooden bin pile on Wine Country Road and Division followed by another fire at the Dollar Tree on East Wine Country Road. The Bureau of Alcohol, Tobacco, Firearms and Explosives was contacted after initial investigations discovered suspicious circumstances relating to both fires. Three suspects have been arrested.

Fourth of July Holiday – Councilmember Souders reported that she received several complaints due to the amount of fireworks being set off during the Fourth of July holiday.

6. ADJOURNMENT

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. meeting adjourned 6:50 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk