

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE
MEETING AGENDA
TUESDAY, SEPTEMBER 27, 2022**



PLEASE NOTE: The maximum occupancy of the Council Chambers is 49 individuals at one time. Access to exits must be kept clear to ensure everyone in the Chambers can safely exit in the event of an emergency.

This meeting will be held in person and will also 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. If you would like to address the Council, please step up to the microphone and give your name and address for the record. Your comments will be limited to three minutes.
- 4. NEW BUSINESS**
 - A. Resolution authorizing the Mayor to sign the Interlocal Cooperative Agreement between the Grandview School District and the City of Grandview regarding supervised afterschool activities for students 1-6
 - B. 2022-2023 Marketing Plan – Sheri-Lou Creson, Account Manager, Field Group Marketing and Advertising 7-18
 - C. Councilmember Mike Everett Resignation and Advertisement of Vacant Council Position 19-21
 - D. Resolution accepting the bid for the Dykstra Park and Rocky Ford Road Resurfacing Project and authorizing the Mayor to sign all contract documents with American Rock Products 22-25
 - E. Council Retreat Overview Report 26-39
- 5. OTHER BUSINESS**
- 6. ADJOURNMENT**

The City of Grandview Committee-of-the-Whole and Regular Council Meetings scheduled for Tuesday, September 27, 2022 at 6:00 pm and 7:00 pm will be held in person and will also be available via teleconference.

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

Join Zoom Meeting

<https://us06web.zoom.us/j/82566645883?pwd=a295V1pUVnJ4d0owQ3E0SHMrVWREUT09>

Meeting ID: 825 6664 5883

Passcode: 958598

To join via phone: +1 253 215 8782 US


Meeting ID: 825 6664 5883



Passcode: 958598

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

ITEM TITLE Resolution authorizing the Mayor to sign the Interlocal Cooperative Agreement between the Grandview School District and the City of Grandview regarding supervised afterschool activities for students	AGENDA NO.: New Business 4 (A) AGENDA DATE: September 27, 2022
DEPARTMENT Parks & Recreation	FUNDING CERTIFICATION (City Treasurer) (If applicable)

DEPARTMENT DIRECTOR REVIEW

Parks & Recreation Director Gretchen Chronis 

CITY ADMINISTRATOR  **MAYOR** 

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

Over the past several years, the City and School District have forged a strong partnership to promote afterschool activities for students. The programs include the Frenzy Friday program held at the Grandview Middle School on early release Fridays and currently the 'Group Fun & Fitness' program held at the Grandview Community Center weekday afternoons/evening.

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.

This Interlocal Agreement will allow the Superintendent and City Administrator authorization to execute letters of understanding with respect to these programs. The programs encompassed in such letter agreements shall be substantially similar to those that have operated in the past. The School District will reimburse the City \$8,500 per year for services rendered for the Frenzy Friday and \$10,000 per year for the community center programs.

ACTION PROPOSED

Move a resolution authorizing the Mayor to sign the Interlocal Cooperative Agreement between the Grandview School District and the City of Grandview regarding afterschool activities for students & families to a regular Council meeting for consideration.

RESOLUTION NO. 2022-_____

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
AUTHORIZING THE MAYOR TO SIGN THE INTERLOCAL COOPERATIVE
AGREEMENT BETWEEN THE GRANDVIEW SCHOOL DISTRICT AND
THE CITY OF GRANDVIEW REGARDING SUPERVISED AFTERSCHOOL
ACTIVITIES FOR STUDENTS**

WHEREAS, the City of Grandview and the Grandview School District have previously entered into Interlocal Agreements for supervised afterschool activities for students, and

WHEREAS, the City and School District wish to continue said interlocal agreement,

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

The Mayor is hereby authorized to sign the Interlocal Cooperative Agreement between the Grandview School District and the City of Grandview regarding supervised afterschool activities for students 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 _____, 2022.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

**INTERLOCAL COOPERATIVE AGREEMENT
BETWEEN THE
GRANDVIEW SCHOOL DISTRICT AND THE CITY OF GRANDVIEW
REGARDING SUPERVISED AFTERSCHOOL ACTIVITIES FOR STUDENTS**

SECTION 1. PARTIES

This Interlocal Cooperative Agreement (hereinafter "Agreement") is entered into by and between the Grandview School District (hereinafter "District") having its principal place of business at 913 West Second Street and the City of Grandview, a Washington municipal corporation, (hereinafter "City") having its principal place of business at 207 West Second Street, Grandview, Washington, 98930.

SECTION 2. RECITALS

WHEREAS, the Grandview School District provides educational services to the residents in and around the City of Grandview at facilities located in or adjacent to the City of Grandview; and

WHEREAS, the City of Grandview provides municipal services to residents in and around the City of Grandview; and

WHEREAS, the Grandview School District and the City of Grandview desire to formalize an operational framework that will encourage and promote the coordination of providing support for afterschool activities for students and families; and

WHEREAS, pursuant to the powers accorded to the Grandview School District and the City of Grandview by RCW Chapter 39-34, the District and the City possess the authority and desire to execute an Intergovernmental Cooperative Agreement for this purpose;

NOW THEREFORE, in consideration of the mutual benefits of this agreement, the parties agree as follows:

SECTION 3. TERMS AND CONDITIONS

3.1 The Superintendent of the Grandview School District and the City Administrator of the City of Grandview are hereby authorized to execute one or more letters of understanding with respect to the following programs:

- A. Frenzy Friday Program held at the Grandview Middle School on early release Fridays.
- B. Youth Drop-in and Group Fun & Fitness programs held at the Grandview Community Center weekday afternoons.

The programs encompassed in such letter agreements shall be substantially similar to those that have operated in the past.

3.2 The District shall reimburse the City for expenses incurred as a result of said programs. For the 2022, 2023, 2024 and 2025 calendar years, the District will be invoiced \$5,000 in January and \$3,500 in September for a total of \$8,500 annually to provide professional services for the Frenzy Friday program. For the 2022, 2023, 2024 and 2025 calendar years, the District will be invoiced \$10,000 annually in January to provide professional services for the Youth Drop-in and Group Fun & Fitness programs. Future years will be negotiated with the School District Superintendent and the City Administrator. In the event the terms of agreement encompassed in such letter agreements are materially different than those agreed to in the past or require the unreimbursed expenditure of City funds, said agreements shall be presented to the City Council of the City of Grandview for review and approval prior to signature by the City Administrator. Once signed, the letter agreements shall be subject to all terms and conditions set forth herein.

SECTION 4. INDEMNIFICATION

4.1 The City agrees to hold harmless, indemnify and defend the District, its elected officials, officers, employees and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) which result from or arise out of the sole negligence of the City, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the City's services, duties, and obligations under the Agreement.

4.2 The District agrees to hold harmless, indemnify and defend the City, its elected officials, officers, employees and agents from and against any and all suits, actions, claims, liability, damages, judgements, costs, and expenses (including reasonable attorney's fees) which result from or arise out of the sole negligence of the District, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the City's services, duties and obligations under the Agreement.

4.3 In the event the officials, officers, agents and/or employees of both the City and the District are negligent, each party shall be liable for its contributory share of negligence for any resulting suits, actions, claims, liability, damages, judgments, costs, and expenses (including reasonable attorney's fees).

4.4 Nothing contained in this Section or this Agreement shall be construed to create a right of indemnification in any third party.

4.5 This section shall survive termination of this Agreement.

SECTION 5. INSURANCE

5.1 The City shall obtain and maintain personal injury and property damage liability insurance in an amount no less than One Million and No/100 Dollars (\$1,000,000) per occurrence, annual aggregate.

SECTION 6. TERMINATION

6.1 The City or the District may terminate this Agreement, with or without cause, upon ninety (90) days written notice to the other party.

SECTION 7. DISPUTE RESOLUTION

7.1 In the event of any dispute or difference arising by reason of this Agreement or any provision or term thereof or the use of and/or payment for any facility for the purpose of this Agreement, the dispute or difference shall attempt to be resolved informally by the City Administrator or Mayor and the District's Superintendent. If the dispute or difference is unable to be resolved by the City Administrator and the District's Superintendent, the matter shall be referred to the City's Mayor for consultation with the City Council, and to the District's Board President for resolution.

SECTION 8. THIRD PARTY BENEFICIARIES

8.1 There are no third party beneficiaries to this Agreement, and this Agreement shall not be interpreted to create such rights.

SECTION 9. INTEGRATED AGREEMENT/AMENDMENT

9.1 This Agreement constitutes the entire agreement of the parties, and may be amended at any time in writing by mutual agreement.

SECTION 10. GENERAL PROVISIONS

10.1 This Agreement shall be effective upon the duly authorized signature of the parties' representatives.

10.2 This Agreement shall be filed in the office of the Yakima County Auditor and the Washington Secretary of State within thirty (30) days of its effective date.

IN WITNESS WHEREOF, the parties hereto have executed this agreement this 27th day of September, 2022.

GRANDVIEW SCHOOL DISTRICT

CITY OF GRANDVIEW

Superintendent, Grandview School District

Mayor Gloria Mendoza

Attest:

Anita Palacios, City Clerk

Approved as to form:

City Attorney



City of Grandview 2022 - 2023 Marketing Plan

Presented by:
Sheri-Lou Creson
Field Group Marketing and Advertising

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Overview

The City of Grandview is on the move and growing. Next door to the Tri-Cities and Yakima, Grandview is midpoint in the state and is located equal distance between Seattle, Spokane, and Portland. The Port of Grandview is the youngest Port in the State of Washington and gives truckers easy access to any major market in the Pacific Northwest. With a Walmart Distribution Center and multiple agricultural food processing plants the City of Grandview is home to over 11,000 residents.

Through the American Rescue Plan Act (ARPA), The City of Grandview is offering up to 15 \$10,000 grants to existing Grandview businesses that suffered economically due to the pandemic. Applicants must have been in business in Grandview for six months prior to October 2022.

The City of Grandview is also awarding five - \$10,000 grants to businesses that start up or relocate to Grandview.

Goals

1. To award up to 15 \$10,000 grants through ARPA to existing Grandview businesses who have suffered economically from COVID.
2. To award five - \$10,000 grants to owners who start or move their small business to Grandview.
3. Brand the City of Grandview as a pro-business city with the residents to support and make it a success.

Previously Contracted Scope of Work

Creative Concepts

Create a campaign theme including messaging and imagery for the business grant Program.

Business Development Campaign

Field Group created a theme for the business development goals and grant information that is separate from the City of Grandview's main tagline of ...On the Move and Growing.

Press Releases

Field Group wrote two press releases: the first to announce the 15 existing business grants through ARPA and the second announcing the five - \$10,000 start up or relocation grants for new businesses.

Print Ads

Field Group designed two (2) print ads consistent with the creative concept for marketing the two business grants.

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Google Ads

Field Group created two (2) Google search and two (2) Google display ads to support the new business grants.

Facebook and Instagram Ads

Field Group created Facebook and Instagram ads to support the new business grants.

Reporting

Field Group will report monthly on digital and social ad performance to determine success and identify any need for adjustment.

Additional Recommended Communication and Marketing Projects

Below are additional projects we recommend supporting the previously contracted collateral pieces and increase the campaign's success.

- Update grandview.wa.us
 - Clean up the City of Grandview website to make sure links are not broken and all links direct to an existing page, and external links open in a new tab.
- Business Development Landing Page
 - Design and build a single page landing page for Grandview Business Development
 - Potential grant awardees will be directed to it through the press releases, social media, print ads, and google search/display.
 - Contains the information and next steps and well as point of contact information.
- 30-second Motion Graphic
 - One motion graphic video in English and Spanish using animated illustration or potentially still photography
 - The English and Spanish voiceovers used for radio will be used as the voiceover for the motion graphic
 - The motion graphic video could be used on the landing page and in digital ads
- 30-second Radio Ads
 - Two radio ads one in English and one in Spanish

Paid Media

- FG recommends evaluating the success of each marketing outlet after three months and evaluating if changes are needed.
- Radio (English and Spanish)
 - 20 paid ads per week on each radio station
 - 30-second spot
 - Recommended stations (not all stations will be chosen in the final strategy)
 - Townsquare: The Bull 92.9, KATS 94.5, KIT 1280, KFFM 107.3

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- Bustos: KZTA 96.9, KMNA 98.7 (Spanish)
 - KDNA 91.9 (Spanish – public radio)
 - FG recommends running four weeks at the beginning of the campaign to make a splash and then reducing to every other week schedule and rotating between identified stations to conserve budgets
- Digital (English and Spanish)
 - Google (Search and Display)
 - Two ads for Search, one English and one Spanish
 - Two ads for Display, one English and one Spanish
 - YouTube
 - One Motion Graphic ad in English, one Motion Graphic ad in Spanish
 - Facebook/Instagram
 - Two ads for Facebook, one English and one Spanish
 - Two ads for Instagram, one English and one Spanish
 - FG recommends running four weeks at the beginning of the campaign to make a splash and then pulling back to two weeks per month for the remainder of the three-month campaign
- Print
 - The Grandview Herald
 - Four ads per month (two English and two Spanish)
 - Yakima Herald-Republic
 - Two ads per month rotating between the primary focuses
 - Two half page ads per month in El Sol rotating between the three primary focuses
 - The Sunnyside Sun
 - Two ads per month (one English and one Spanish)
 - FG recommends running print ads every other month

Media Placement

Create a three-month media placement strategy, so the City of Grandview knows what media outlets and stations are in use throughout the campaign. For this campaign and future ones, we recommend securing media buys every quarter, rather than for the entire year. By securing three months' worth of media placements we can swap out creative on an as-needed basis and lock in our rates since, traditionally, media outlets vary them per quarter. This also allows our teams the flexibility to consider other media outlets if we aren't seeing the desired results from the campaigns.

Reporting

Regular reporting is the best way to understand how well campaigns are performing and what adjustments might be necessary to improve the campaign's performance. If contracted, Field Group will provide a monthly report and analysis on the campaign, along with any recommendations for shifting messaging or funds if necessary. The information within those reports may include the following if available:

- Print – Number of ads, placement/location in the paper, and the potential number of views based on current readership
- Radio – Number of ads, stations they were run on, and the estimated number of impressions and frequency if the data is available
- Digital – Number of ads created, the collective number of impressions, clicks, and the click-through rate for English and Spanish ads

Internal Opportunities

There are many additional opportunities for the City of Grandview to promote the grant programs outside of the projects previously identified in this marketing plan. Below are some suggestions that would make the most sense for the City of Grandview's team to take on internally in order to build relationships and connections organically.

- PR opportunities such as speaking in from of Rotary, Kiwanis, City and County development groups, city Chambers of Commerce, and other professional community organization groups. Interviews with radio and TV hosts on stations like KIT, KDNA, En Comunidad, etc. Field Group can assist with introducing the City of Grandview with media representatives, if necessary, but will not coordinate interviews unless contracted to do so.
- Promote the grants through organic social media posts on the City of Grandview's Facebook and LinkedIn pages.
- Promote the grants in existing communication tools such as newsletters and e-newsletters.

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Creative Development

Below are approximated costs for the additional creative projects identified under “Additional Communication and Marketing Projects.”

Project	Description	Costs
Update Website	<ul style="list-style-type: none"> Review and update the City of Grandview’s website, focusing on fixing broken links and ensuring external links open in a new tab 	\$910
Business Development Landing Page	<ul style="list-style-type: none"> Create a landing page containing information on the grants and serve as the location ads will direct people to Costs include copywriting, translation, graphic design, coding, up to one meeting with two FG employees, and additional project management 	\$2,470
Motion Graphic Video	<ul style="list-style-type: none"> Two, 30-second motion graphic videos (one in English and one in Spanish) Costs include: <ul style="list-style-type: none"> Pre-production planning – script writing, storyboarding, and identifying an animation style Video production – voice over purchase (not to exceed \$200), animation Project management – up to one meeting with two FG employees, reviewing materials, and additional client communications 	\$3,450
Radio Spots	<ul style="list-style-type: none"> Two, 30-second radio spots (one in English and one in Spanish) Costs are based on using the motion graphic voice overs, if the motion graphic is not created the final costs for the radio spots will be subject to change 	\$195
Total		\$8,195

*Costs are based on two proofs and final files, exceeding two proofs may result in additional costs.

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Paid Media

Below are recommended ad spends on each media channel for three months, anticipating the ads will begin running in October.

Outlet	Description	Cost
Radio	<ul style="list-style-type: none"> • Up to 20 ads per week per station • Costs are based on 30-second spots • Anticipates ads running on no more than one station English and Spanish station during the weeks the ads air • Ads will run for the first four weeks of the campaign and then every other week there after 	\$4295
Digital and Social Media Ads	<ul style="list-style-type: none"> • Ads will run for the first four weeks of the campaign and then two weeks every month there after • Google (Search and Display) <ul style="list-style-type: none"> ○ Two ads for Search, one English and one Spanish ○ Two ads for Display, one English and one Spanish • YouTube <ul style="list-style-type: none"> ○ One ad in English, one ad in Spanish • Facebook/Instagram <ul style="list-style-type: none"> ○ Two ads for Facebook/Instagram, one English and one Spanish 	\$3,716.50
Print	<ul style="list-style-type: none"> • Ads will run every other month • The Grandview Herald - \$1,547/month <ul style="list-style-type: none"> ○ Four ½ page ads for month one (Two English and two Spanish) ○ Two ½ page ads for month two (One English and one Spanish) • Yakima Herald-Republic - \$2,588/month <ul style="list-style-type: none"> ○ Two ½ page ads per for month one ○ Two ½ page ads per for month one in El Sol 	\$6888.50

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	<ul style="list-style-type: none"> • Sunnyside Sun - \$1,320/month <ul style="list-style-type: none"> ○ Two ½ page ads month one (one English and one Spanish) ○ One ½ page ad in English for month three 	
Total		\$14,900

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REVIVE YOUR BUSINESS DREAMS!



Weathering
the pandemic
left your shop
or eatery
wilting? Perk
it up with
\$10,000!



You heard us right... if your Grandview business sustained losses related to COVID-19, we want to help it flourish again. Contact City Treasurer Matt Cordray or visit grandview.wa.us to learn more about securing a small business aid grant.



Matt Cordray | mattc@grandview.wa.us

Grants are for Grandview Businesses. For more info visit: www.grandview.wa.us.

**¡REVIVA
SUS
SUEÑOS
EMPRE-
SARIALES!**



¿Se está
marchitando
su tienda o
restaurante
por la
pandemia?
¡Anímallo con
\$10,000!



Nos has oído bien... si su negocio de Grandview ha sufrido pérdidas relacionadas a COVID-19, queremos ayudarle florecer de nuevo. Ponte en contacto con el Tesorero de la ciudad Matt Cordray o visite grandview.wa.us para aprender más sobre cómo conseguir una subvención de ayuda para una pequeña empresa.



Matt Cordray | mattc@grandview.wa.us

Las subvenciones son para las empresas de Grandview. Para más información visite: www.grandview.wa.us.

**COME
GROW
WITH
US...**



Plant your
business in
Grandview
and we'll
give you
\$10,000
in seed
money!



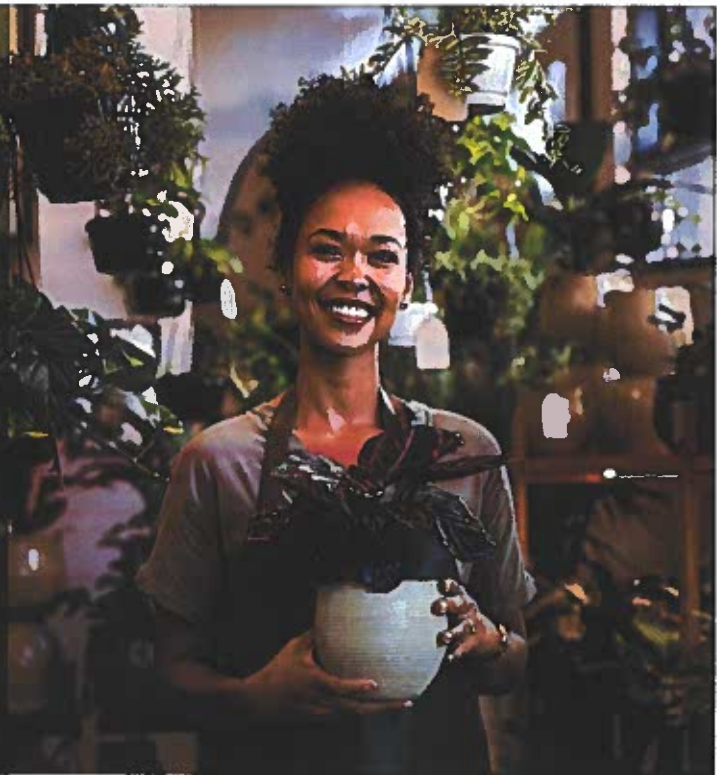
You heard us right... if you're a budding entrepreneur, tell us how your business would make Grandview bloom, and we'll give you \$10K to help your dreams take root! Contact City Treasurer Matt Cordray or visit grandview.wa.us to learn more.



Matt Cordray
mattc@grandview.wa.us

Grants are to relocate or start up a business in Grandview. They are first come, first serve & funded by ARPA.

**VEN A
CRECER
CON
NOSOTROS**



¡Plante su
negocio en
Grandview
y te
daremos
\$10,000
en capital
inicial!



Nos has oído bien... si eres un incipiente empresario, cuéntanos cómo su negocio haría florecer a Grandview, ¡y te daremos 10 mil dólares para ayudar a que tus sueños tengan raíces! Ponte en contacto con el Tesorero Matt Cordray o visite grandview.wa.us para aprender más.



Matt Cordray
mattc@grandview.wa.us

Las subvenciones son para reubicar o empezar un negocio en Grandview. Son por orden de llegada y están financiadas por ARPA.

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

ITEM TITLE Councilmember Mike Everett Resignation and Advertisement of Vacant Council Position	AGENDA NO.: New Business 4 (C) AGENDA DATE: September 27, 2022
DEPARTMENT City Administrator	FUNDING CERTIFICATION (City Treasurer) (If applicable)

DEPARTMENT DIRECTOR REVIEW

 Cus Arteaga, City Administrator

CITY ADMINISTRATOR **MAYOR**

ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)
 None

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 a letter dated September 19, 2022 from Councilmember Mike Everett advising of his resignation effective September 20, 2022.

ACTION PROPOSED

Move to accept Councilmember Everett's resignation and direct staff to advertise for the vacant Council position with Declarations of Interest placed on the November 8th regular Council meeting for consideration.

RECEIVED

SEP 19 2022

CITY OF GRANDVIEW

To the Mayor and Members of the Grandview City Council:

I hereby respectfully submit my resignation effective September 20, 2022.

Submitted September 19, 2022.

A handwritten signature in black ink, appearing to read "Michael L. Everett", written over a horizontal line.

Michael L. Everett



**CITY OF GRANDVIEW
NOTICE OF CITY COUNCIL VACANCY**

The Grandview City Council is accepting Declarations of Interest from qualified persons to be considered for appointment to fill a vacancy on the City Council. Eligibility requirements are that the person must be a registered voter and a resident of the City of Grandview for at least one year.

Declarations of Interest are available at City Hall, 207 West Second Street, phone (509) 882-9200, email anitap@grandview.wa.us or on the City's website www.grandview.wa.us. The deadline for submitting the declaration and resume is Tuesday, October 18, 2022 by 5:00 p.m.

Qualified persons will be provided three minutes to address the City Council at their regular meeting on Tuesday, October 25, 2022 at 7:00 p.m., in the Council Chambers at City Hall, 207 West Second Street, Grandview, WA.

PUBLICATION: Grandview Herald – October 5 & 12
Sunnyside Sun – October 5 & 12
City of Grandview Facebook Page
City of Grandview Website

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

ITEM TITLE

Resolution accepting the bid for the Dykstra Park and Rocky Ford Road Resurfacing Project and authorizing the Mayor to sign all contract documents with American Rock Products

AGENDA NO.: New Business 4 (D)

AGENDA DATE: September 27, 2022

DEPARTMENT

Public Works Department

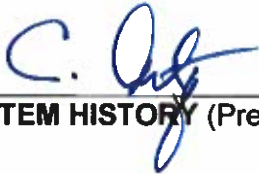
FUNDING CERTIFICATION (City Treasurer)
(If applicable)

DEPARTMENT DIRECTOR REVIEW

City Administrator/Public Works Director Cus Arteaga


MAYOR

CITY ADMINISTRATOR





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

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.

Bids for the Dykstra Park and Rocky Ford Road Resurfacing Project were opened on September 21, 2022. A total of three (3) bids were received with American Rock Products of Pasco, Washington, submitting the low bid in the amount of \$251,745.00. The low bid was approximately two (2) percent above the City Engineer's estimate of \$246,800.00.

ACTION PROPOSED

Move resolution accepting the bid for the Dykstra Park and Rocky Ford Road Resurfacing Project and authorizing the Mayor to sign all contract documents with American Rock Products to a regular Council meeting for consideration.



September 21, 2022

City of Grandview
207 West Second Street
Grandview, WA 98930

Attn: Mayor Gloria Mendoza

Re: City of Grandview
Dykstra Park and Rocky Ford Road Resurfacing Project
HLA Project No.: 22130
Recommendation of Award

Dear Mayor Mendoza:

The bid opening for the above referenced project was held at Grandview City Hall at 10:00 a.m. on Wednesday, September 21, 2022. A total of three (3) bids were received with the low bid of \$251,745.00, being offered by Interstate Concrete and Asphalt Company dba American Rock Products, of Yakima, Washington. This low bid is approximately two (2) percent above the Engineer's Estimate of \$246,800.00.

We have reviewed and checked the bid proposals of all bidders and recommend the City of Grandview award a construction contract to Interstate Concrete and Asphalt Company dba American Rock Products, in the amount of \$251,745.00. Please provide us with a copy of the City of Grandview Council meeting minutes authorizing award of this project.

Enclosed please find the project Bid Summary for your review. Please advise if we may answer any questions or provide additional information.

Very truly yours,

A handwritten signature in blue ink that reads "Stephen S. Hazzard".


Digitally signed by Stephen S.
Hazzard
Date: 2022.09.21 15:00:05 -07'00'

Stephen S. Hazzard, PE

SSH/egs

Enclosures

Copy: Cus Arteaga, City of Grandview
Anita Palacios, City of Grandview
Dennis Perala, HLA
Angela Ringer, HLA

BID SUMMARY				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3	
Owner: City of Grandview Project: Dykstra Park and Rocky Ford Road Resurfacing Project HLA Project No.: 22130 Bid Opening Date: September 21, 2022				American Rock Products P.O. Box 9337 Yakima, WA 98909		Central Washington Asphalt P.O. Box 5159 Benton City, WA 99320		Double J Excavating P.O. Box 5631 Pasco, WA 99302	
ITEM NO.	DESCRIPTION	QTY.	UNIT	ENGINEER'S ESTIMATE		AMOUNT		AMOUNT	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
Schedule A: Dykstra Park Pathway Overlay									
1	Minor Change	1	FA	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
2	Mobilization	1	LS	\$ 12,000.00	\$ 12,000.00	\$ 18,900.00	\$ 18,900.00	\$ 16,000.00	\$ 16,000.00
3	Clearing and Grubbing	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 3,340.00	\$ 3,340.00	\$ 7,250.00	\$ 7,250.00
4	Unclassified Excavation Incl. Haul	115	CY	\$ 200.00	\$ 23,000.00	\$ 62.00	\$ 7,130.00	\$ 200.00	\$ 23,000.00
5	Crushed Surfacing Top Course	75	TON	\$ 50.00	\$ 3,750.00	\$ 85.00	\$ 6,375.00	\$ 160.00	\$ 12,000.00
6	HMA Cl. 3/8-Inch PG 64H-28	675	TON	\$ 150.00	\$ 101,250.00	\$ 157.00	\$ 105,975.00	\$ 170.00	\$ 114,750.00
Schedule B: Rocky Ford Road, Stassen to Mobile Park Overlay									
7	Minor Change	1	FA	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
8	Mobilization	1	LS	\$ 8,000.00	\$ 8,000.00	\$ 17,520.00	\$ 17,520.00	\$ 5,000.00	\$ 5,000.00
9	Project Temporary Traffic Control	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 12,100.00	\$ 12,100.00	\$ 9,000.00	\$ 9,000.00
10	Unclassified Excavation Incl. Haul	23	CY	\$ 200.00	\$ 4,600.00	\$ 105.00	\$ 2,415.00	\$ 288.00	\$ 6,624.00
11	Crack Sealing - LF	2,500	LF	\$ 2.00	\$ 5,000.00	\$ 2.50	\$ 6,250.00	\$ 3.00	\$ 7,500.00
12	HMA Cl. 3/8-Inch PG 64H-28	350	TON	\$ 150.00	\$ 52,500.00	\$ 157.00	\$ 54,950.00	\$ 160.00	\$ 56,000.00
13	HMA For Preleveling Cl. 3/8-Inch PG 64H-28	30	TON	\$ 170.00	\$ 5,100.00	\$ 157.00	\$ 4,710.00	\$ 225.00	\$ 6,750.00
14	Adjust Manhole	2	EA	\$ 800.00	\$ 1,600.00	\$ 1,040.00	\$ 2,080.00	\$ 2,500.00	\$ 5,000.00
Schedule A Subtotal					\$ 155,000.00		\$ 146,720.00		\$ 180,000.00
Schedule B Subtotal					\$ 91,800.00		\$ 105,025.00		\$ 100,874.00
Schedules A and B Total					\$ 246,800.00		\$ 251,745.00		\$ 280,874.00
ENGINEER'S REPORT									
Competitive bids were opened September 21, 2022. All bids have been reviewed by this office. We recommend the contract be awarded to: American Rock Products. <i>Stephen S. Hazzard</i> Digitally signed by Stephen S. Hazzard Date: 2022.09.21 15:03:50 -07'00' Project Engineer									
Date _____ 									
Additional Bid Totals: \$ 208,875.00 \$ 117,920.00 \$ 326,595.00									

*Highlighted amounts have been corrected

24

RESOLUTION NO. 2022-_____

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
ACCEPTING THE BID FOR THE DYKSTRA PARK AND ROCKY FORD
RESURFACING PROJECT AND AUTHORIZING THE MAYOR TO SIGN ALL
CONTRACT DOCUMENTS WITH AMERICAN ROCK PRODUCTS**

WHEREAS, the City of Grandview has advertised for bids for the Dykstra Park and Rocky Ford Resurfacing Project; and,

WHEREAS, American Rock Products of Pasco, Washington, has submitted the lowest responsible bid, which bid has been accepted;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, AS FOLLOWS:

The Mayor is hereby authorized to sign all contract documents with American Rock Products for the Dykstra Park and Rocky Ford Resurfacing Project in the amount of \$251,745.00.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on _____, 2022.

MAYOR

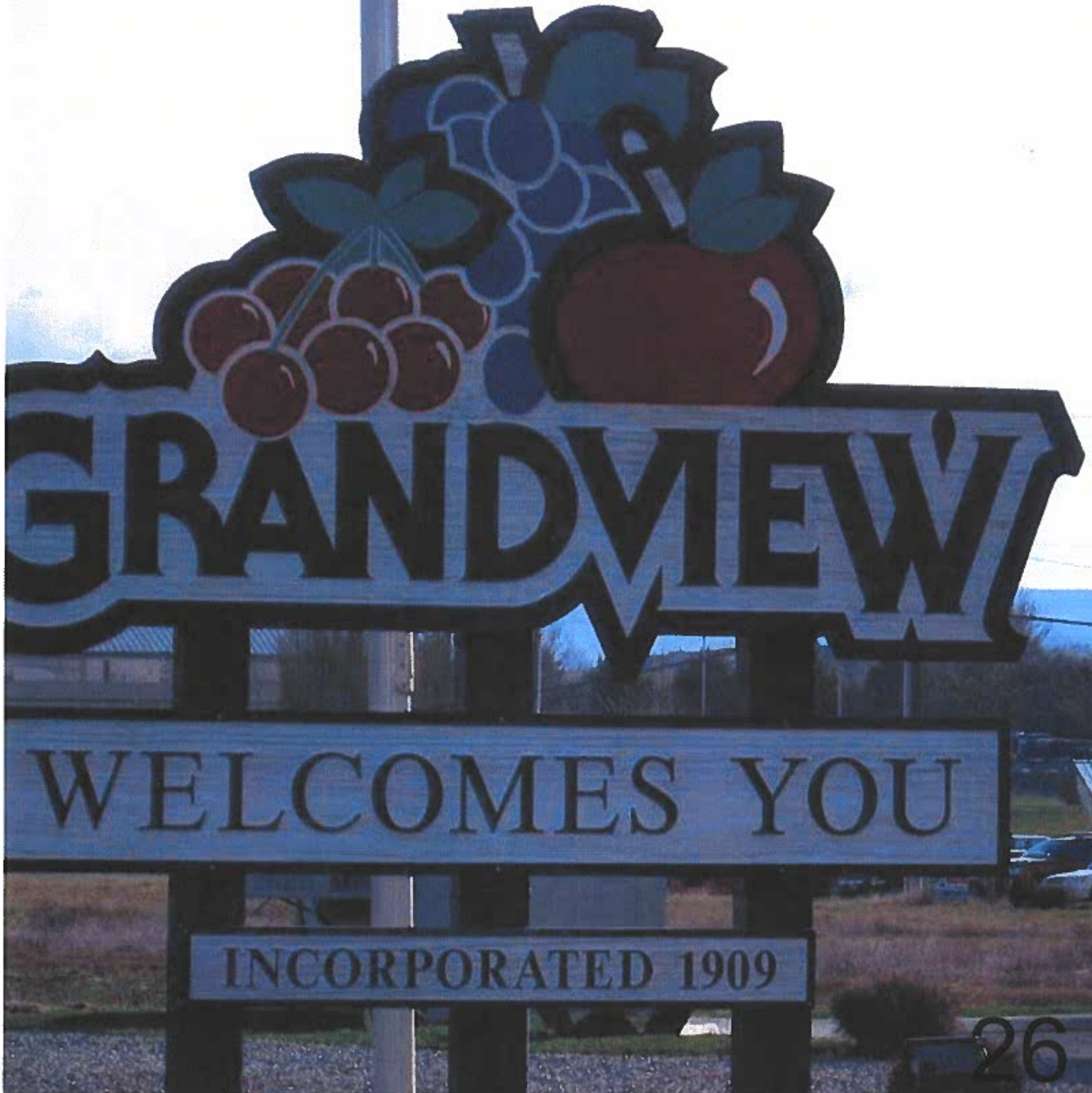
ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

**Grandview Washington
Council Retreat
August 3, 2022**



Grandview, Washington

Grandview received its name in 1906 due to the view of Mount Rainer and Mount Adams. Grandview was officially incorporated on September 21, 1909. It began as the halfway point on the rail line between Prosser and Sunnyside.

Grandview is a growing community. Grandview's economy is agriculture based; with apples, cherries, concord and wine grapes, hops, asparagus, corn, wheat, dairy and other fruit and vegetable production supported by processing plants and cold storage facilities.

Community members enjoy the Local outdoor recreation including golf, tennis, swimming, fishing, hunting, and boating. Grandview also offers walking and bicycling on dedicated pathways. Supporting agriculture and outdoor recreation, Grandview enjoys an average of 300 days of sunshine per year.



According to the Census, Grandview is home to approximately 10,891 people, with 9,344 being Hispanic or Latino. 13.4% of the population is considered to live at or below the moderate-income level.

Yakima Valley Conference of Governments (YVCOG) is a local regional government for the Yakima Valley. YVCOG has been in operation since 1966 governed by an Executive Committee voted on by the General Membership. General Membership consists of one elected official from each town, city, and the County.



Grandview is a member and enjoys the programs and services offered in support of their city.

It has been a pleasure to offer a strategic visioning retreat for City Council. We have completed the retreat and this report is an overview of the work accomplished by City Council.

We look forward to continuing to support Grandview as they work toward their goals and priorities.

Sincerely,

A handwritten signature in black ink, appearing to read 'Christina Wickenhagen', is written in a cursive style.

Christina Wickenhagen
Executive Director

COUNCIL RETREAT

Council attended a retreat facilitated by Yakima Valley Conference of Governments on August 3 from 9:00 am – 4:00 pm.

Those in attendance included:

Mayor:	Gloria Mendoza	
Mayor PRO TEM:	Bill Moore	
	David Diaz	Mike Everett
	Robert Ozuna	Jessie Espinoza
	Joan Souders	Javier Rodriguez

Others in attendance: City Administrator, Cus Arteaga; City Clerk, Anita Palacios; City Treasurer, Matt Cordray; YVCOG Executive Director, Chris Wickenhagen; YVCOG Regional Program Manager, Vicki Baker; YVCOG Land Use Planning Manager, Byron Gumz



The process of the retreat is explained using the following agenda. Clarifying the purpose of the retreat, the desired outcomes, and the role of the participants gives Council an overview of what to expect throughout the day. Going through each exercise assisted in the meeting's desired outcomes.

Council reviewed the agenda, roles of participants (them) and facilitators (YVCOG Staff), the rules of the meeting, and the outcomes they could expect.

City Council actively participated, listened, and asked questions for understanding. Through healthy and respectful conversation, participants were able to gain knowledge helping them to understand different perspectives. YVCOG guided conversation and maintained control of the retreat, which allowed all participants to share.

2022 Grandview City Council Retreat

● AGENDA

TIMES	ACTIVITIES
8:45 – 9:00	Breakfast
9:00 – 9:10	Mayor Welcome
9:10 – 9:15	Agenda Review
9:15 – 10:00	History Map
10:00 – 10:10	Break
10:10 – 11:00	City Growth
11:00 – 12:15	Context Map
12:15 – 12:45	Lunch
12:45 – 1:45	SPOT Matrix
1:45 – 2:15	Cover Story
2:15 – 2:30	Break
2:30 – 3:15	Bold Steps
3:15 – 3:45	2023 Budget
3:45 – 4:00	Wrap Up!

● ROLES


Participants	Facilitators
➤ Active Participation	➤ Guide Conversation
➤ Active Listening	➤ Referee
➤ Ask questions	➤ Recorder
	➤ Timekeeper

● OUTCOMES

- Understand City Processes
- Determine City Focus for 2023
- Foster a strong community with unity and loyalty

● RULES

- Start / End on
- Freedom to move around
- ~~Turn off~~ ^{Silence} cell phones
- No cross-talk
- Respect others
- Stay Focused



Council began the retreat by looking back at the history of Grandview. Reviewing Grandview's history is a natural way to collect knowledge and experience. The history helps assist people see the connection between challenges and accomplishments. Exploring the past can direct future decisions. The exercise strengthens Council's memory and respect for the past as a springboard for analyzing the current situation and envisioning the future.



Council identified key partners, events, projects, and people in the city. Council recognized the dedication that Grandview Staff displayed, during the pandemic, by coming into work to continue serving the public. Grandview is again beginning to collaborate with the community groups post-covid, highlighting Main Street. Bringing People for People public transportation has benefited the community with three routes. City Council also discussed social media and the need to continue to find ways to engage all age groups with the City's social media.

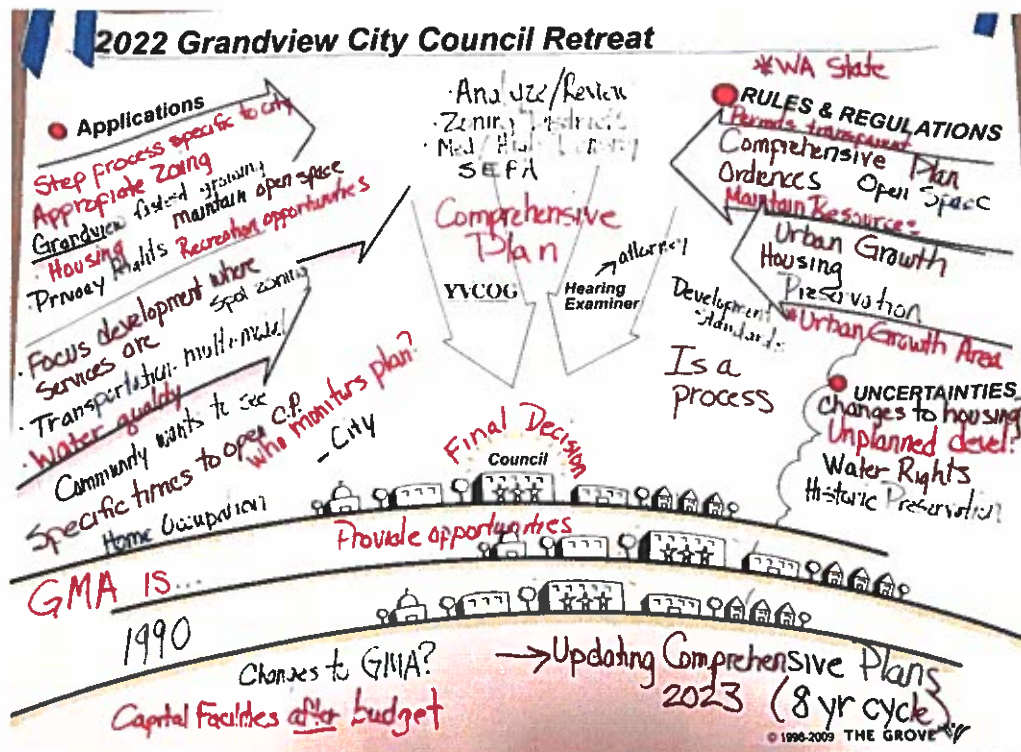
Byron Gumz, YVCOG Planning Manager, provided an overview related to the Growth Management Act (GMA). The GMA's purpose is to develop a Comprehensive Plan that guides development and population growth in a manner that allows the City to provide needed services while maintaining a high quality of life. The Zoning Ordinance and Subdivision Ordinance are built on the goals and policies found in the Comprehensive Plan. The City's Comprehensive Plan will be required to be updated, approved, and submitted to Commerce by June 30, 2026. Work on the plan should begin in July 2023.

Depending on a project proposal that requires a permit, the decision maker could be: Staff/Building Official, Staff/Public Works Director, Planning Commission/Hearings Examiner, or City Council.

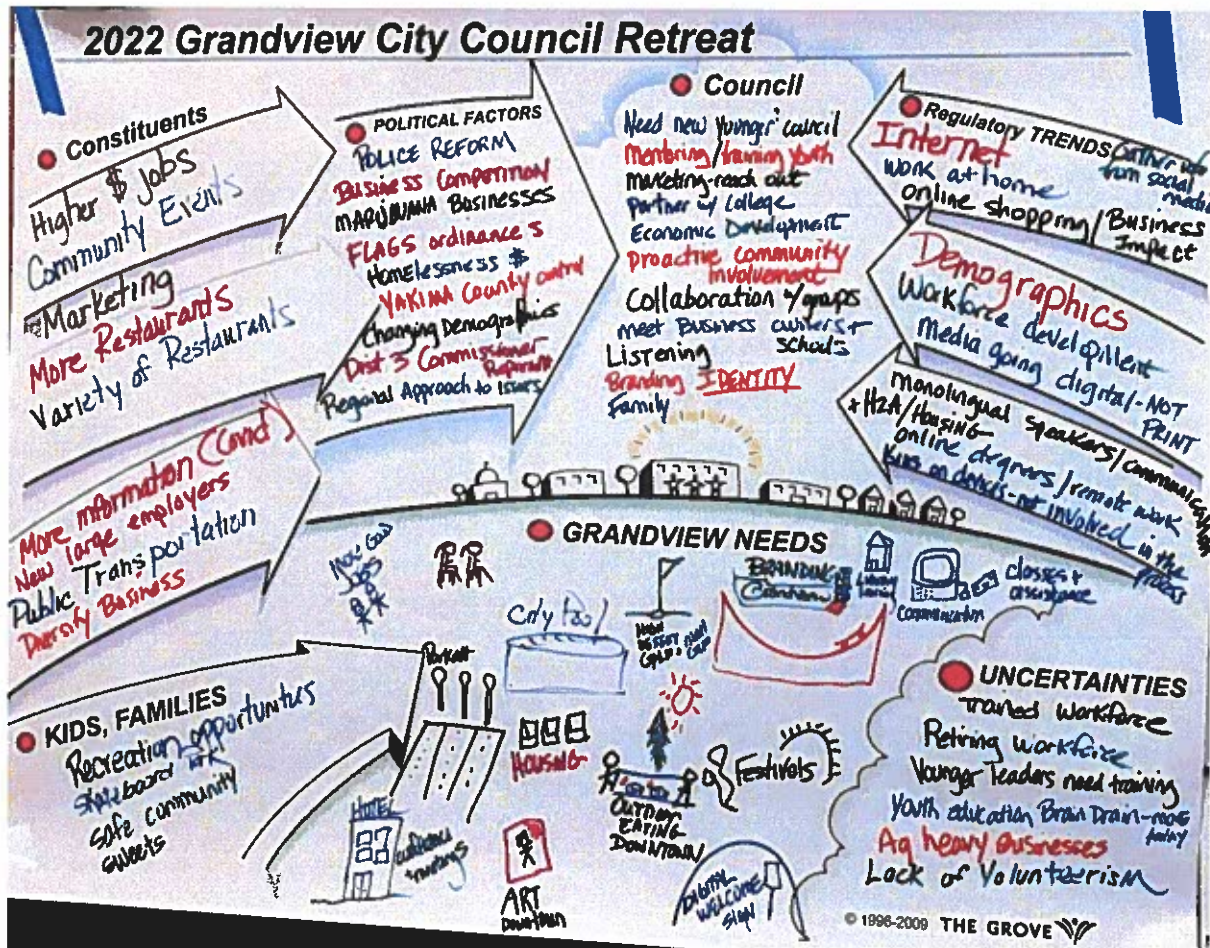
The City Council's role in planning is:

1. Review and approve Comprehensive Plan updates and amendments
2. Review and approve updates to development regulations
3. Final approval on specific types of applications (preliminary/final plats, rezones, annexations, etc.)

Council discussed when the appropriate opportunity is to require any specific conditions for an application and the process to verify the conditions are met before Council gives their approval.



Council's next exercise included looking at the larger picture. There are always other influences to consider. Environmental forces, history, stakeholders, related projects, politics, and organizations to name a few. These factors shape what is and is not possible just as much as the internal capacities and capabilities of the City of Grandview.



Council identified the required needs and wants the community of Grandview has listed in the needs section. Council then discussed the current climate in Grandview. Once these were identified, Council documented current trends, political factors, and regulatory trends that play a part in the climate. Considering kids and families and the uncertainty of other organizations was recorded.

Reviewing Grandview’s current internal strengths and problems identifies anything that seems to be getting in the way of success, or what supports the success. Thinking about future external opportunities or possible threats gives Council an opportunity to deal with possible situations in the future that could impeded, undermine, or impact Grandview. Keeping a focus on potentially disastrous circumstances, needs to be dealt with pre-emptively.



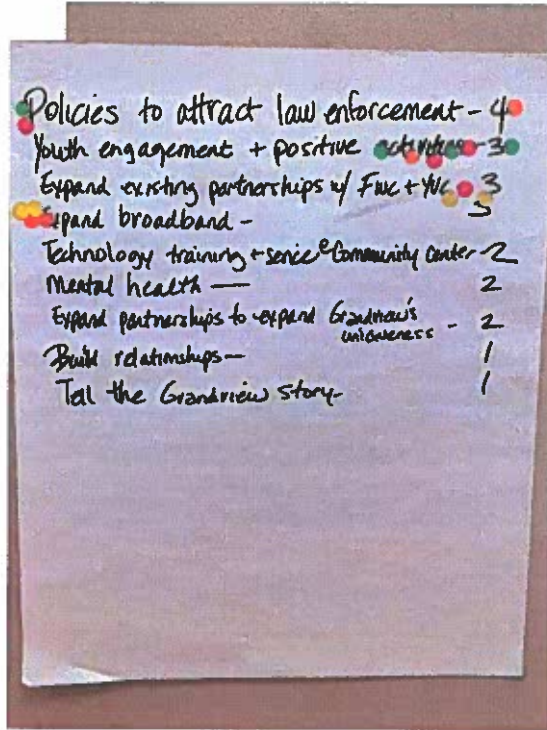
Council began by discussing and identifying the internal strengths in the City of Grandview. Identifying the problems is not a negative against the City, it is Council acknowledging ways to improve by turning these into opportunities in the future to become strengths. By naming possible ‘challenges’, threats to the success in Grandview gives an opportunity to reduce problems by being ready to address them. Once these were completed, Council was able to identify multiple opportunities within the City of Grandview.

Determining the opportunities for Grandview was exciting and provided excitement for the future. Council was provided three colored sticky dots to identify the top three opportunities they felt the Council should focus on as their priority for the future. After they completed the exercise of determining the top three priorities, they were given one YELLOW sticky dot to identify the first priority to focus on.



During this point in the retreat, the Council discussed the opportunities they each selected and why. Each opportunity listed is **important**, and an opportunity for Grandview. After each person was able to share their thoughts and reasons why they selected the priority they selected, the Council discussed the top two priorities to focus on first.

The top priorities discussed: Policies to attract law enforcement, Youth engagement and positive activities, expand existing partnerships, expand broadband.



After much discussion, it was decided.

The Top 2 Priorities Council will focus on:

Policies to attract Law Enforcement

Youth Engagement & Positive Activities

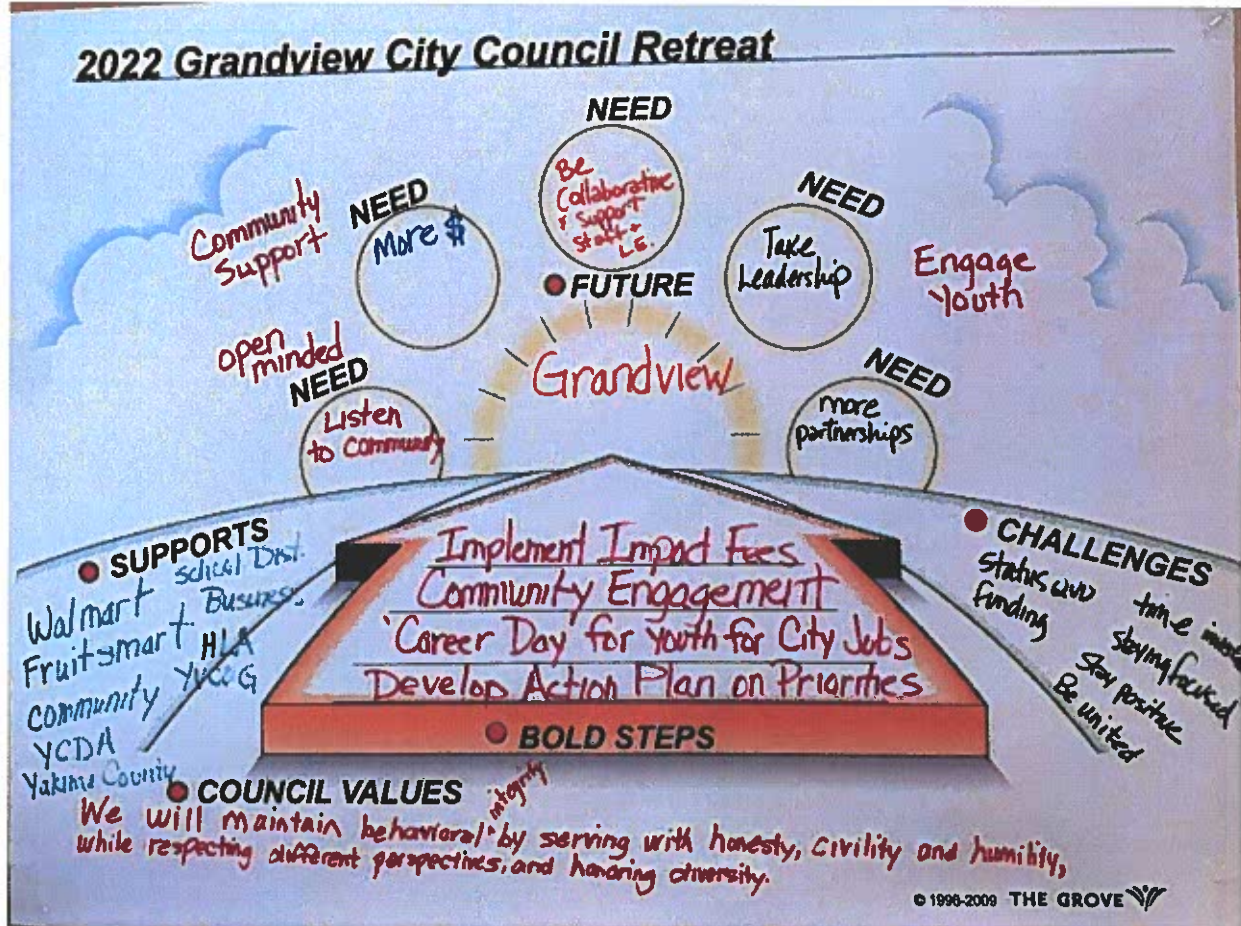
2022 Grandview Council Priorities:

Grandview's City Administrator will begin working on the top priorities for Council to review.

It was discussed that creating policies and offering youth engagement is a process that takes time. The City Administrator will update Council as to the progress of the priorities.



After determining the priorities for Grandview, Council began one of their last exercises of determining steps to take to realize their priorities. These BOLD steps remain at the 20,000-foot level talking through steps to be taken to accomplish the identified priorities.



Council first discussed and identified the 'values' of Council. These values are the backbone of who Council is and their promise to the community.

We will maintain behavioral integrity by serving with honesty, civility, and humility, while respecting different perspectives and honoring diversity.

Council committed to the BOLD steps to meet their goals and the needs in the community. After the steps were put in place, Council identified other supports for the city to accomplish the goals and identified possible challenges that may create barriers or obstacles to overcome.



Core Values for Grandview City Council:

*We will maintain behavioral integrity
be serving with honesty, civility, and
humility, while respecting different
perspectives and honoring diversity.*








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Grandview has been a key member of Yakima Valley Conference of Governments since 1966.

As your local regional government, our mission is and will continue to be: ***'working on matters of mutual concern'***.

By allowing the authority to stay with City Council, YVCOG administers programs and offers services for each municipality within the valley.



Regional Programs and Services

- Bilingual Community Outreach
- Land Use Planning
- Income-Level Housing Strategies
- Custom Digital Mapping
- Transportation Planning Organization
- Health and Housing Services
- Senior Housing Services
- Grant Administration, Research and Writing
- Commute Trip Reduction
- Public Safety Services
- Community Development
- Human Services Transportation Planning
- Geographic Information Services
- Collaboration and Partnerships
- Strategic Planning Facilitation
- Leadership and Training Opportunities



Other Programs and Services as Requested