

**GRANDVIEW CITY COUNCIL  
REGULAR 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.**

| <b><u>REGULAR MEETING – 7:00 PM</u></b>   | <b><u>PAGE</u></b> |
|---|--------------------|
| <b>1. CALL TO ORDER &amp; ROLL CALL</b>   |                    |
| <b>2. PLEDGE OF ALLEGIANCE</b>  |                    |
| <b>3. APPROVE AGENDA</b>  |                    |
| <b>4. PRESENTATIONS</b>   |                    |
| A. Introduction-Working Families Tax Credit – Kevin Dixon & Perla Gamboa,<br>Washington State Department of Revenue   | 1-2                |
| <b>5. PUBLIC COMMENT</b> – 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. |                    |
| <b>6. CONSENT AGENDA</b> – Items on the Consent Agenda will be voted on together by the Council, unless a Councilmember requests that items be removed from the Consent Agenda and discussed and voted upon separately. An item removed from the Consent Agenda will be placed under Unfinished and New Business.                           |                    |
| A. Minutes of the September 13, 2022 Committee-of-the-Whole meeting   | 3-8                |
| B. Minutes of the September 13, 2022 Council meeting  | 9-16               |
| C. Payroll Check Nos. 12945-12959 in the amount of \$85,674.33  |                    |
| D. Payroll Electronic Fund Transfers (EFT) Nos. 60883-60887 in the amount of \$90,487.67  |                    |
| E. Payroll Direct Deposit 9/1/22-9/15/22 in the amount of \$123,468.66  |                    |
| F. Claim Check Nos. 125009-125082 in the amount of \$395,320.08   |                    |
| <b>7. ACTIVE AGENDA</b> – Notice: Items discussed at the 6:00 pm Committee-of-the-Whole meeting of an urgent or time sensitive nature may be added to the active agenda pursuant to City Council Procedures Manual Section 3.18(c).   |                    |
| A. Ordinance No. 2022-13 amending the 2022 Annual Budget  | 17-18              |
| B. Resolution No. 2022-48 approving Task Order No. 2022-05 with HLA Engineering and Land Surveying, Inc., for the Cemetery Improvements   | 19-23              |
| C. Wine Country Road and McCreddie Road Roundabout Utility Extension  | 24-26              |

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D. Resolution No. 2022-49 accepting the Sanitary Sewer Trunk Main Replacement as complete

27-30

**8. UNFINISHED AND NEW BUSINESS**

**9. CITY ADMINISTRATOR AND/OR STAFF REPORTS**

**10. MAYOR & COUNCILMEMBER REPORTS**

**11. 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

**Anita Palacios**

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**From:** Gamboa, Perla (DOR) <PerlaG@DOR.WA.GOV>  
**Sent:** Wednesday, September 7, 2022 10:20 AM  
**To:** Anita Palacios  
**Subject:** RE: Introduction - Working Families Tax Credit

**CAUTION:** External Email

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Wonderful! Thanks so much for the prompt response. Please schedule us for a virtual presentation next Tuesday 9/13. If that's too soon, Tuesday 9/27 also works. If possible, we'll need 15-20 minutes.  
Looking forward to receiving an invite,

***Perla Gamboa*** (*she/her*)

Outreach and Community Partnerships Manager | Working Families Tax Credit Division  
360-763-7130 | [PerlaG@dor.wa.gov](mailto:PerlaG@dor.wa.gov)  
Washington State Department of Revenue | [dor.wa.gov](http://dor.wa.gov)

Lean Six-Sigma Green Belt | Certified Diversity Professional | Certified Change Management Practitioner

**From:** Anita Palacios <anitap@grandview.wa.us>  
**Sent:** Wednesday, September 7, 2022 8:03 AM  
**To:** Dixon, Kevin (DOR) <KevinD@DOR.WA.GOV>  
**Cc:** Gamboa, Perla (DOR) <PerlaG@DOR.WA.GOV>  
**Subject:** RE: Introduction - Working Families Tax Credit

External Email

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The Grandview City Council meets on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month at 7:00 p.m. Just let me know what date works best for you and I can place you under presentations. You are also more than welcome to provide materials.

Anita G. Palacios, MMC  
City Clerk/Human Resources  
City of Grandview  
207 West Second Street  
Grandview, WA 98930  
PH: (509) 882-9208 or 882-9200  
Fax: (509) 882-3099  
[anitap@grandview.wa.us](mailto:anitap@grandview.wa.us)  
[www.grandview.wa.us](http://www.grandview.wa.us)

**From:** Dixon, Kevin (DOR) <KevinD@DOR.WA.GOV>  
**Sent:** Wednesday, September 7, 2022 5:44 AM  
**Cc:** Gamboa, Perla (DOR) <PerlaG@DOR.WA.GOV>  
**Subject:** Introduction - Working Families Tax Credit

**CAUTION:** External Email

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Good morning City Officials,

By way of introduction, I am Kevin Dixon, the Assistant Director of the Working Families Tax Credit (WFTC) division with the Washington Department of Revenue. Copied on this email is Perla Gamboa, who is the Outreach & Community Partnerships Manager for the WFTC division. We are eager to reach out to the local jurisdictions around Washington to promote the new WFTC program.

The WFTC program was passed in 2021 and goes live in 2023. The program provides up to a \$1,200 refund to eligible low-to-moderate income working individuals and families in Washington. Eligibility requirements include, among others, eligibility to claim the federal Earned Income Tax Credit (EITC) and residency in the state. Unlike the federal EITC program, individuals with a valid ITIN are also eligible to apply. We anticipate around 400,000 individuals will be eligible for the credit.

My team is preparing for program implementation for next year. A huge part of our effort is the communication and outreach to local governments, stakeholders, partners, and community-based organizations around the state to drive awareness and promote the program so eligible individuals know to apply for the credit. The IRS estimates about 21% of eligible filers for the federal EITC do not claim the credit. This is much-needed cash and assistance that these folks are potentially leaving on the table. It is imperative that we do all we can to get the word out about EITC and WFTC so individuals can claim the credits they are entitled to. These tax credits paid to Washington residents will be reinvested within your communities.

To date, the WFTC outreach team has done the following:

- Hired a marketing vendor to launch a robust media campaign to promote WFTC through tv, billboard, digital, and social media channels.
- Launched a new website at [WorkingFamiliesCredit.wa.gov](https://WorkingFamiliesCredit.wa.gov) that includes important information about the program, an eligibility checker, a partner toolkit with materials and resources, and an opportunity to sign up for key notifications about the program.
- Conducted speaking engagements and attended various events around the state to introduce the program and drive awareness.
- Partnered with the Department of Commerce to award \$10 million in community outreach grants to organizations to promote the WFTC program and provide application assistance.

Perla and I welcome the opportunity to meet with your city officials to share more about the WFTC program and strategize on how we may partner with you to promote WFTC to your residents and communities. We would be happy to attend a council meeting or provide materials that you may include in your city publications, newsletters, or website.

I look forward to hearing back.

Best,  
Kevin

***Kevin Dixon***

Assistant Director | Working Families Tax Credit Division  
(360) 763-7110 | [Kevind@dor.wa.gov](mailto:Kevind@dor.wa.gov)  
Washington State Department of Revenue | [dor.wa.gov](https://dor.wa.gov)

**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE MEETING MINUTES  
SEPTEMBER 13, 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), Javier Rodriguez and Joan Souders

Present via teleconference: Councilmember Mike Everett

Absent: Councilmember Robert Ozuna

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, President, MainStreet Grandview, reported that additional artwork would be displayed in the downtown business core. The “Grandview Night” downtown community event was scheduled for October 7<sup>th</sup>. He distributed a calendar of events.

Grandview Museum – Ray Vining with the Grandview Museum Board reported that a mural was completed on the west side of the Museum building. The Museum Board would be scheduling “Make and Take” events in the near future.

**4. NEW BUSINESS**

**A. Grandview Small Business Grant – Sheri-Lou Creson, Account Manager, Field Group Marketing and Advertising**

Sheri-Lou Creson, Account Manager with Field Group Marketing and Advertising updated the Council regarding the Grandview Small Business Grant Program. A 2022-2023 Marketing Plan was distributed for review and consideration at the September 27, 2022 C.O.W. meeting.

Discussion took place. No action was taken.

**On motion by Councilmember Everett, second by Councilmember Souders, the C.O.W. changed the order of the agenda to consider items (C), (E) and (H) at the end of the agenda and discussion on items (B), (D), (F) and (G) be limited to one minute.**

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Espinoza – Yes

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

**B. Ordinance amending the 2022 Annual Budget**

City Treasurer Cordray explained that staff monitoring and review of fund and department budgets identified numerous budget accounts to be amended. An ordinance was prepared to provide for the amending of the 2022 Annual Budget to accommodate the changes in sources and uses. By Fund the highlights of the budget changes were:

- Current Expense Fund: Increased revenues for City-County Assistance. Decreased appropriations for Professional Services–State Auditor’s Office. Increased appropriations for Professional Services–Indigent Defense, City Attorney–Labor Negotiations, Professional Services and Advertising in Human Resources, Professional Services in Corrections, Regular Salaries and Wages and Supplies in Graffiti Removal. Net effect was a decrease to estimated ending fund balance.
- American Rescue Plan Act Fund: Increased appropriations for Retention Incentive for New Hires, Police Department Fitness Facility, School Resource Officer, Ambulance Match, Senior Citizen’s Recognition Event, Skateboard Park for Youth and Grandview/Sunnyside Pathway Pledge. Net effect was a decrease to estimated ending fund balance.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Diaz, the C.O.W. moved an ordinance amending the 2022 Annual Budget to the September 27, 2022 regular meeting for consideration.**

Roll Call Vote:

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

**C. Resolution adopting Water Use Efficiency (WUE) Goals and Measures**

Due to time constraint, this item was considered at the regular meeting following the scheduled public hearing.

**D. Resolution approving Task Order No. 2022-05 with HLA Engineering and Land Surveying, Inc., for the Cemetery Improvements**

City Administrator Arteaga explained that the City was currently needing to expand the Cemetery in order to continue to provide options for new funeral services. The City was averaging approximately 70 funeral services per year. Currently, there were approximately 270 vacant spaces available which would last approximately three (3) years before the City was completely sold out. It was important to start working on expanding the current Cemetery in the coming year.

The expansion work would include the following:

- Surveying the existing Cemetery
- Complete some preliminary engineering (plan layout)
- Complete a rate survey
- Prepare a recommendation for Council consideration

He presented Task Order No. 2022-05 with HLA Engineering and Land Surveying, Inc., to provide professional engineering services for the Cemetery Improvements. The estimated fees for service included the following: topographic survey \$4,000; preliminary engineering \$16,000; rate review \$5,000 and additional services on a time-spent basis at the hourly rates included in the General Agreement. Council appropriated \$30,000 in the 2022 budget for this work and the work would carry over into 2023.

Discussion took place.

**On motion by Councilmember Diaz, second by Councilmember Espinoza, the C.O.W. moved a resolution approving Task Order No. 2022-05 with HLA Engineering and Land Surveying, Inc., for the Cemetery Improvements to the September 27, 2022 regular meeting for consideration.**

Roll Call Vote:

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

**E. Resolution approving the final plat of Pappy's Landing – Phase 1 located on Forsell Road**

City Administrator Arteaga explained that at the October 26, 2021 meeting, Council adopted Resolution No. 2021-43 approving the Pappy's Landing 111-lot residential preliminary plat. Following approval of the preliminary plat, the developer proceeded with the public infrastructure improvements for Pappy's Landing subject to the conditions as outlined in the Hearing Examiner's report and per Grandview Municipal Code Section 16.24 Design Standards and Section 16.28 Improvements. The public infrastructure improvements for Pappy's Landing – Phase 1 consisting of 53 lots was completed in accordance with the City's standards with the following exceptions that would be bonded due to parts being unavailable at this time:

- Lift Station Control Panel, fencing and gravel surfacing
- Forsell Road frontage improvements, including curb, storm drainage and streetlights

The contractor was providing a bond to guarantee the completion of the above-mentioned improvements as part of the approval process. The final plat map for Phase 1 was presented.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved a resolution approving the final plat of Pappy's Landing – Phase 1 located on Forsell Road to the September 13, 2022 regular meeting for consideration.**



Roll Call Vote:

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

**F. Wine Country Road and McCreddie Road Roundabout Utility Extension**

Mayor Mendoza recused herself as the chair as she owns commercial property that would benefit from the utility extension. Mayor Pro Tem Moore presided as chair.

City Administrator Arteaga explained that In 2021, the City was awarded a grant from the Washington State Transportation Improvement Board for the construction of a new roundabout at the Exit 75/McCreddie Road and Wine Country Road intersection. The construction was scheduled for spring of 2023. The roundabout project would include asphalt and concrete as part of the improvements. He recommended Council consider extending water and sewer to the north of Wine Country Road as part of this project. Extending these utilities would preserve the roundabout investment in the future. This was a busy intersection and detouring traffic would be a real challenge and the cost would also double if the City were to wait to extend the utilities at a later date. In addition, it would also help open up approximately 31-acres of commercial property on the east side of the City next to Exit 75. The estimated cost to extend these utilities was approximately \$335,000 for both water and sewer. The funds for these improvements could be supported by either using ARPA funding and/or using water/sewer funding. The City Engineer was working on the design of the project. A decision would need to be made in order to complete the design phase of this project and preparation of bid documents. He recommended Council approve the extension of water and sewer utilities to the north of Wine Country Road as part of the roundabout project. He further recommended Council consider using ARPA funding for the utility extensions.

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Espinoza, the C.O.W. moved a recommendation to approve the extension of water and sewer utilities to the north of Wine Country Road as part of the roundabout project to the September 27, 2022 regular meeting for consideration.**

Roll Call Vote:

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

**G. Resolution accepting the Sanitary Sewer Trunk Main Replacement as complete**

City Administrator Arteaga explained that approximately three years ago, the City entered into a construction agreement with C & R Tractor and Landscaping, Inc., for the replacement of the 21-inch sanitary sewer trunk main that carries all of the City's sewer water south to the Wastewater Treatment Plant. C & R Tractor and Landscaping, Inc., completed the construction of the Sanitary Sewer Trunk Main Replacement – Phase 1 and it was in full operation. There were some minor landscaping, yard restoration and fencing to complete which was underway and would be completed during the month of September. Staff recommended Council accept the project as complete once the requirements in the August 24, 2022 letter from HLA Engineering and Land Surveying, Inc., were satisfied.

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Diaz, the C.O.W. moved a resolution accepting the Sanitary Sewer Trunk Main Replacement as complete to the September 27, 2022 regular meeting for consideration.**

Roll Call Vote:

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

**H. Resolution authorizing the Mayor to sign the Allocation Agreement governing the allocation of funds paid by the settling opioid distributors in Washington State**

City Attorney Plant explained that in May, Attorney General Ferguson announced a \$518 million settlement with several major opioid distributors. In order for the settlement to move forward, cities with a population over 10,000 would need to sign and return three documents to the Attorney General's Office (AGO) by September 23, 2022. The settlement would be void unless at least 90% of these eligible cities and counties participate in the settlement. Cities included in the Allocation Agreement must sign and return the following items in order to be eligible for a portion of the settlement as well as to ensure the settlement would be finalized:

- Participation Form
- One Washington Memorandum of Understanding between Washington Municipalities
- Allocation Agreement

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Diaz, the C.O.W. moved a resolution authorizing the Mayor to sign the Allocation Agreement governing the allocation of funds paid by the settling opioid distributors in Washington State to the September 13, 2022 regular meeting for consideration.**

Roll Call Vote:

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

5. **OTHER BUSINESS** – None

6. **ADJOURNMENT**

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. meeting adjourned 7:00 p.m.

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Mayor Gloria Mendoza

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Anita Palacios, City Clerk

**GRANDVIEW CITY COUNCIL  
REGULAR MEETING MINUTES  
SEPTEMBER 13, 2022**

**1. CALL TO ORDER**

Mayor Gloria Mendoza called the regular meeting to order at 7:00 p.m. in the Council Chambers at City Hall.

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

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

Present via teleconference: Councilmember Mike Everett

Absent: Councilmember Robert Ozuna

**On motion by Councilmember Moore, second by Councilmember Espinoza, Council excused Councilmember Robert Ozuna from the meeting.**

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

**2. PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Moore led the pledge of allegiance.

**3. APPROVE AGENDA**

**On motion by Councilmember Moore, second by Councilmember Souders, Council approved the September 13, 2022 regular meeting agenda as amended to include the following items:**

- **Resolution approving the final plat of Pappy's Landing – Phase 1 located on Forsell Road**
- **Resolution authorizing the Mayor to sign the Allocation Agreement governing the allocation of funds paid by the settling opioid distributors in Washington State**

Roll Call Vote:

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

**4. PRESENTATIONS – None**

**5. PUBLIC COMMENT**

Gracie Sexton, Grandview Rotary President, invited the Mayor and Council to attend the 2022 Grandview Rotary Club Gamechangers Gala Dinner and Auction to be held on September 22, 2022.

**6. CONSENT AGENDA**

**On motion by Councilmember Rodriguez, second by Councilmember Diaz, Council approved the Consent Agenda consisting of the following:**

- A. Minutes of the August 23, 2022 Committee-of-the-Whole meeting**
- B. Minutes of the August 23, 2022 Council meeting**
- C. Payroll Check Nos. 12911-12944 in the amount of \$29,103.63**
- D. Payroll Electronic Fund Transfers (EFT) Nos. 60871-60877 in the amount of \$119,303.77**
- E. Payroll Direct Deposit 8/16/22-8/31/22 in the amount of \$153,919.26**
- F. Claim Check Nos. 124886-125008 in the amount of \$543,807.54**

Roll Call Vote:

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

**7. ACTIVE AGENDA**

- A. Closed Record Public Hearing – Emick Addition Residential Subdivision Preliminary Plat – 15 Lots**

Mayor Mendoza opened the closed record public hearing to consider the Emick Addition Residential Subdivision Preliminary Plat – 15 lots submitted by Ronald J. Emick for property located on Highland Road, Grandview, Washington, by reading the public hearing procedure.

There was no one in the audience who objected to her participation as Mayor or any of the Councilmembers' participation in these proceedings. None of the Councilmembers had an interest in this issue nor did any stand to gain or lose any financial benefit as a result of the outcome of this hearing and all indicated they could hear and consider the issue in a fair and objective manner.

The purpose of the hearing was for the Council to review the record and consider the pertinent facts relating to this issue. No new public testimony was allowed.

City Clerk Palacios provided the following review of the record:

- The City received a residential subdivision application submitted by Ronald J. Emick on behalf of property owners Richard and Michelle Eucker for preliminary plat approval of a

- 15-lot residential subdivision to be known as Emick Addition. The proposed preliminary plat is located at on the south side of Highland Road about 400-500 feet east of Elm Street.
- On July 27, 2022, a public hearing was held before the Hearing Examiner to receive comments on the proposed preliminary plat. A copy of the Hearing Examiner's Recommendation SUB#2022-02 dated August 10, 2022 was presented along with the Grandview Hearing Examiner Public Hearing Packet dated July 17, 2022.
  - Staff recommended Council accept the Hearing Examiner's conclusions and recommendation to approve the 15-lot Preliminary Plat of "Emick Addition" for the development of single family and/or two-family residences in the Residential Comprehensive Plan designation and the R-2 Medium Density Residential District zoning classification because it satisfies all of the subdivision ordinance, zoning ordinance and other applicable requirements and criteria for approval so long as the recommended conditions were satisfied as outlined in Recommendation SUB#2022-02.
  - Staff further recommended Council approve Resolution No. 2022-39 approving the Emick Addition Residential Subdivision Preliminary Plat – 15 Lots.

Council did not request clarification of the record and the public hearing was declared closed.

**On motion by Councilmember Moore, second by Councilmember Espinoza, Council accepted the Hearing Examiner's conclusions and recommendation to approve the 15-lot Preliminary Plat of "Emick Addition" for the development of single family and/or two-family residences in the Residential Comprehensive Plan designation and the R-2 Medium Density Residential District zoning classification because it satisfies all of the subdivision ordinance, zoning ordinance and other applicable requirements and criteria for approval so long as the recommended conditions were satisfied as outlined in Recommendation SUB#2022-02.**

Roll Call Vote:

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

**B. Resolution No. 2022-39 approving the Emick Addition Residential Subdivision Preliminary Plat – 15 Lots**

**On motion by Councilmember Moore, second by Councilmember Espinoza, Council approved Resolution No. 2022-39 approving the Emick Addition Residential Subdivision Preliminary Plat – 15 Lots.**

Roll Call Vote:

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

- Councilmember Souders – Yes

**C. Public Hearing – City of Grandview Water Use Efficiency Goals**

Mayor Mendoza opened the public hearing to receive comments on the City's Water Use Efficiency Goals by reading the public hearing procedure.

City Administrator Arteaga explained that Water systems were required by the Washington State Department of Health (DOH) to update water use efficiency goals and measures at least every six years, or as part of the water system plan update process. Water use efficiency goals were last adopted by the City in 2015, and the City was in the process of updating its water system plan. A public hearing was held to review and adopt water use efficiency goals and measures, as required by the DOH. In accordance with WAC 246-290-830, water use efficiency goals must be set in a public forum and be designed to promote efficient use of water by customers. To continue promotion of efficient water use, and to reduce future water system demands, the following goal was proposed to be adopted by the City:

- Reduce total water consumption by 2% over the 10-year reporting period of 2022–2032.

He explained that the City would take the following measures to achieve this goal:

- Water Conservation School Career Days Outreach Program – Once a year, the City's Water System Operator would attend the local school's Career Day and teach children about the many ways to protect and conserve the City's water resource.
- Irrigation Run Time Reduction – The City would prepare water wise guidelines and water conservation pamphlets and distribute to customers in promoting reduction of irrigation run times, ultimately reducing potable water consumption.
- Customer Leak Detection – Public Works staff would work closely with utility billing staff in identifying high water usage customers. When high usage was revealed, Public Works staff would contact the customer in a timely manner.
- DOH Publication Distribution – Public Works staff would print and deliver DOH publications to customers. This would be accomplished through door-to-door communication.
- Water Conservation Devices – Public Works staff would inform customers about available water saving devices and effects of utilizing such devices. Example water conservation devices include water saving shower heads, toilet tank bank, rain sensors, irrigation timers
- Consumer Consumption History – The monthly utility statements that the City sends out to its customers indicate monthly water consumption. Customers may request a more detailed breakdown of water consumption history, allowing customers to track and compare their usage. Citizens can be informed of their own water use trends.

He further explained that if the water use efficiency goal was achieved, the average day demand would be reduced by about 50,000 gallons per day, or a savings of about 18.25 million gallons of water a year for the entire system.

No comments were received during the public hearing or by mail and the hearing was closed.

**D. Resolution No. 2022-40 adopting Water Use Efficiency (WUE) Goals and Measures**

**On motion by Councilmember Espinoza, second by Councilmember Rodriguez, Council approved Resolution No. 2022-40 adopting Water Use Efficiency (WUE) Goals and Measures.**

Roll Call Vote:

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

**E. Resolution No. 2022-41 authorizing the Mayor to sign the Technical Assistance Contract No. 010122GV Amendment #1 with the Yakima Valley Conference of Governments**

This item was previously discussed at the August 23, 2022 C.O.W. meeting.

**On motion by Councilmember Diaz, second by Councilmember Souders, Council approved Resolution No. 2022-41 authorizing the Mayor to sign the Technical Assistance Contract No. 010122GV Amendment #1 with the Yakima Valley Conference of Governments.**

Roll Call Vote:

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

**F. Resolution No. 2022-42 approving Task Order No. 2022-02 with HLA Engineering and Land Surveying, Inc., for the Source Well Improvements**

This item was previously discussed at the August 23, 2022 C.O.W. meeting.

**On motion by Councilmember Moore, second by Councilmember Diaz, Council approved Resolution No. 2022-42 approving Task Order No. 2022-02 with HLA Engineering and Land Surveying, Inc., for the Source Well Improvements.**

Roll Call Vote:

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



- Councilmember Souders – Yes

**G. Resolution No. 2022-43 approving Task Order No. 2022-04 with HLA Engineering and Land Surveying, Inc., for the Water Telemetry System Improvements**

This item was previously discussed at the August 23, 2022 C.O.W. meeting.

**On motion by Councilmember Rodriguez, second by Councilmember Diaz, Council approved Resolution No. 2022-43 approving Task Order No. 2022-04 with HLA Engineering and Land Surveying, Inc., for the Water Telemetry System Improvements.**

Roll Call Vote:

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

**H. Resolution No. 2022-44 declaring Police firearms as surplus and authorizing destruction of the firearms**

This item was previously discussed at the August 23, 2022 C.O.W. meeting.

**On motion by Councilmember Diaz, second by Councilmember Rodriguez, Council approved Resolution No. 2022-44 declaring Police firearms as surplus and authorizing destruction of the firearms.**

Roll Call Vote:

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

**I. Resolution No. 2022-45 declaring certain City property from the Police Department as surplus and authorizing disposal by public auction, sale or trade**

This item was previously discussed at the August 23, 2022 C.O.W. meeting.

**On motion by Councilmember Diaz, second by Councilmember Rodriguez, Council approved Resolution No. 2022-45 declaring certain City property from the Police Department as surplus and authorizing disposal by public auction, sale or trade.**

Roll Call Vote:

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

J. **Resolution No. 2022-47 approving the final plat of Pappy's Landing – Phase 1 located on Forsell Road**

This item was previously discussed at the September 13, 2022 C.O.W. meeting.

**On motion by Councilmember Moore, second by Councilmember Souders, Council approved Resolution No. 2022-47 approving the final plat of Pappy's Landing – Phase 1 located on Forsell Road.**

Roll Call Vote:

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

K. **Resolution No. 2022-46 authorizing the Mayor to sign the Allocation Agreement governing the allocation of funds paid by the settling opioid distributors in Washington State**

This item was previously discussed at the September 13, 2022 C.O.W. meeting.

**On motion by Councilmember Diaz, second by Councilmember Moore, Council approved Resolution No. 2022-46 authorizing the Mayor to sign the Allocation Agreement governing the allocation of funds paid by the settling opioid distributors in Washington State.**

Roll Call Vote:

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

8. **UNFINISHED AND NEW BUSINESS** – None

**9. CITY ADMINISTRATOR AND/OR STAFF REPORTS**

Mainstreet Grandview – Street Sound System – City Administrator Arteaga reported that at the August 23, 2022 C.O.W. meeting, Mainstreet Grandview made a presentation on a street sound system for the downtown business core. He was provided information from Mainstreet Grandview on potential vendors for the sound system. Unfortunately, the vendors have gone out of business and he was in the process of trying to locate new vendors.

**10. MAYOR & COUNCILMEMBER REPORTS**

Hispanic Heritage Night – Councilmember Diaz invited the Mayor and Council to attend the Hispanic Heritage Night on September 29<sup>th</sup> at the Community Center.

Grandview Small Business Grant Schedule – Councilmember Moore distributed the Small Business Grant Schedule.

Grandview Herald Event Section – Councilmember Souders reported the Grandview Herald has a new event section in their newspaper.

**11. EXECUTIVE SESSION – Union negotiation proposal for the Police Sergeants-Patrol bargaining unit and City Administrator/Public Works Director succession plan**

Mayor Mendoza adjourned the meeting to an executive session at 7:50 p.m., for approximately 30 minutes to discuss union negotiation proposal for the Police Sergeants-Patrol bargaining unit and City Administrator/Public Works Director succession plan per RCW 42.30.110(1)(g) with the aforementioned Mayor, Councilmembers, City Attorney, City Administrator and City Treasurer present.

The meeting was extended an additional 20 minutes at 8:20 p.m. The meeting resumed at 8:40 p.m., with the aforementioned Mayor, Council and staff present.

No action was taken.

**12. ADJOURNMENT**

**On motion by Councilmember Souders, second by Councilmember Moore, the Council meeting adjourned at 8:40 p.m.**

---

Mayor Gloria Mendoza

---

Anita Palacios, City Clerk

**ORDINANCE NO. 2022-13**

**AN ORDINANCE OF THE CITY OF GRANDVIEW, WASHINGTON,  
AMENDING THE 2022 ANNUAL BUDGET**

**WHEREAS**, the original 2022 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 2022 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 September 27, 2022.

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

PUBLICATION: 9/28/2022  
EFFECTIVE: 10/4/2022

**Exhibit A**

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

| <b>Current Expense Fund</b> |                  |                  |                  |               |                  |
|-----------------------------|------------------|------------------|------------------|---------------|------------------|
| Original 2022 Budget        | 1,074,690        | 5,829,770        | 6,812,755        | 91,705        | 6,904,460        |
| Amendment Amount            |                  | 65,000           | 68,000           | (3,000)       | 65,000           |
| <b>Amended Total</b>        | <b>1,074,690</b> | <b>5,894,770</b> | <b>6,880,755</b> | <b>88,705</b> | <b>6,969,460</b> |

| <b>ARPA Fund</b>     |                  |                  |                  |                  |                  |
|----------------------|------------------|------------------|------------------|------------------|------------------|
| Original 2022 Budget | 1,513,210        | 1,546,200        | 1,513,000        | 1,546,410        | 3,059,410        |
| Amendment Amount     |                  |                  | 331,000          | (331,000)        | -                |
| <b>Amended Total</b> | <b>1,513,210</b> | <b>1,546,200</b> | <b>1,844,000</b> | <b>1,215,410</b> | <b>3,059,410</b> |

**RESOLUTION NO. 2022-48**

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,  
APPROVING TASK ORDER NO. 2022-05 WITH HLA ENGINEERING AND LAND  
SURVEYING, INC., FOR THE CEMETERY IMPROVEMENTS**

**WHEREAS**, the City of Grandview has entered into a General Services Agreement with HLA Engineering and Land Surveying, Inc., (HLA) for work pursuant to task orders; and,

**WHEREAS**, the City would like to enter into a Task Order with HLA to provide professional engineering services for the Cemetery Improvements,

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

The Mayor is hereby authorized to sign Task Order No. 2022-05 with HLA Engineering and Land Surveying, Inc., to provide professional engineering services for the Cemetery Improvements Water Telemetry System Improvements with a total fee for services in the amount of \$25,000 in the form as is attached hereto and incorporated herein by reference.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at a special meeting on September 27, 2022.

**MAYOR**

\_\_\_\_\_  
**ATTEST:**

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

**APPROVED AS TO FORM:**

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

**TASK ORDER NO. 2022-05**

REGARDING GENERAL AGREEMENT BETWEEN CITY OF GRANDVIEW

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

**PROJECT DESCRIPTION:**

**Cemetery Improvements**

HLA Project No. 22161E

The City of Grandview (CITY) is nearing capacity within their existing platted cemetery and desires to identify options to increase capacity of the existing cemetery. The average rate of burial interment and plot sales per year is 70. The existing plot availability is currently 270, leaving the CITY with approximately three years of capacity.

Four areas have been identified within the existing cemetery which may provide years of cemetery capacity for the CITY. It is anticipated each area will require several feet of fill, possibly walls, and relocation of an access road. The CITY intends to have a topographic survey performed as the basis of identifying number of possible interments, and cost estimating of the improvements necessary for maximum interment capacity.

A rate study to review the existing and projected revenues and expenditures will be performed in relation to the estimated capital costs to expand the existing cemetery. A rate review of nearby cemeteries will be conducted to ensure any rate increase recommendations would result in competitive rates with neighboring cemeteries.

Cemetery platting and development of engineering documents if desired by the CITY, will be added by Addendum.

**SCOPE OF SERVICES:**

At the direction of the CITY, HLA will provide professional engineering and land surveying services for the Cemetery Improvements (Project). HLA scope of services shall include the following:

**1.0 Topographic Survey**

- 1.1 Conduct a topographic survey of four (4) areas identified for expansion See Exhibit 1.0.
- 1.2 Prepare site topographic survey in AutoCAD format showing field-located existing features, improvements, and utilities. It is not anticipated that utility tone mark locates will be required by a locating service.
- 1.3 It is anticipated work performed by CITY Staff to locate the groundwater table will coincide with the Topographic Survey. Survey will include field locating up to thirty (30) locations.

**2.0 Preliminary Engineering**

- 2.1 Using the topographic survey from Task 1.0, prepare a concept level interment layout plan for each surveyed area.
- 2.2 Prepare cost estimates of the capital improvements needed for interments in each surveyed area.
- 2.3 Meet with CITY Staff to review the number of potential interments and estimated costs.

- 2.4 Prepare a written recommendation for improvements detailing the cost for each phase of work.

### **3.0 Rate Review**

- 3.1 Meet with the CITY to develop a thorough understanding of their budgeting process, rate strategies, and endowment funds.
- 3.2 Review historical fund performance, including both operating and reserve funds. Summarize fund performance by examining beginning and ending fund balances, and the net increase or decrease in the balance for each year.
- 3.3 Examine capital improvement needs as identified under Task 2.0, estimate future costs including inflation, determine methods of financing improvements, and estimate future debt service costs.
- 3.4 Develop a long-term financial plan spreadsheet and determine rate revenue needs.
- 3.5 Evaluate existing rates of neighboring cemeteries for comparison.
- 3.6 Meet with the CITY to discuss revenue needs and rate increases required to meet revenue demands using the existing rate structure.
- 3.7 Prepare a written summary of recommendations for revenue needs and rate increases.

### **4.0 Additional Services**

- 4.1 Provide professional engineering services for additional work requested by the CITY that is not included in this Task Order.

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

The CITY will provide or perform the following:

- 5.1 Provide full information as to CITY requirements of the Project.
- 5.2 Assist HLA by providing all available information pertinent to the Project, including previous reports, plans, program information, drawings, and any other data relative to the Project.
- 5.3 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.
- 5.4 Obtain approval of all governmental authorities with jurisdiction over the Project, and approvals and consents from other individuals or bodies as necessary for completion.
- 5.5 CITY to provide equipment and personnel necessary to locate the groundwater table.

#### **TIME OF PERFORMANCE:**

Following receipt of signed Task Order, HLA will diligently pursue completion of the Project as follows:

#### **1.0 Topographic Survey**

HLA will diligently pursue completion of the Project following receipt of signed Task Order and all required information from the CITY. Time of performance is dependent on CITY establishing test pit locations for ground water levels; however, all work is anticipated to be complete by October 14, 2022.



**2.0 Preliminary Engineering**

HLA will diligently pursue completion of the Project following receipt of signed Task Order and all required information from the CITY. Time of performance is dependent on the completion of Task 1.0 and all work is anticipated to be complete by November 18, 2022.

**3.0 Rate Review**

HLA will diligently pursue completion of the Project following receipt of signed Task Order and all required information from the CITY. Time of performance is dependent on the completion of Task 2.0 and all work is anticipated to be complete by December 2, 2022.

**4.0 Additional Services**

Time of completion for work directed by the CITY under additional services shall be negotiated and mutually agreed upon at the time service is requested by the CITY.

**FEE FOR SERVICE:**

For the services furnished by HLA as described under this work item, the CITY agrees to pay HLA the fees as set forth herein. The total project estimated fee is \$25,000, with anticipated phase efforts identified below. The actual fee per phase may vary within the total estimated fee of \$25,000. The total project fee may be revised only by written agreement of both parties.

**1.0 Topographic Survey**

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses, for the estimated total fee of \$4,000.00.

**2.0 Preliminary Engineering**


All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses, for the estimated total fee of \$16,000.00.

**3.0 Rate Review**

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses, for the estimated total fee of \$5,000.00.

**4.0 Additional Services**

Additional work requested by the CITY not included in this Task Order shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with services. HLA shall perform 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

8/30/2022  
Date

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

\_\_\_\_\_  
Date



**GRANDVIEW CEMETERY  
IMPROVEMENTS  
EXHIBIT 1.0**

2803 River Road  
Yakima, WA 98902  
509.966.7000  
Fax 509.965.3800  
www.hlacivil.com



8/29/22

**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE MEETING MINUTES EXCERPT  
SEPTEMBER 13, 2022**

**4. NEW BUSINESS**

**F. Wine Country Road and McCreadie Road Roundabout Utility Extension**

Mayor Mendoza recused herself as the chair as she owns commercial property that would benefit from the utility extension. Mayor Pro Tem Moore presided as chair.

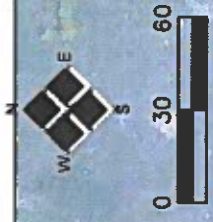
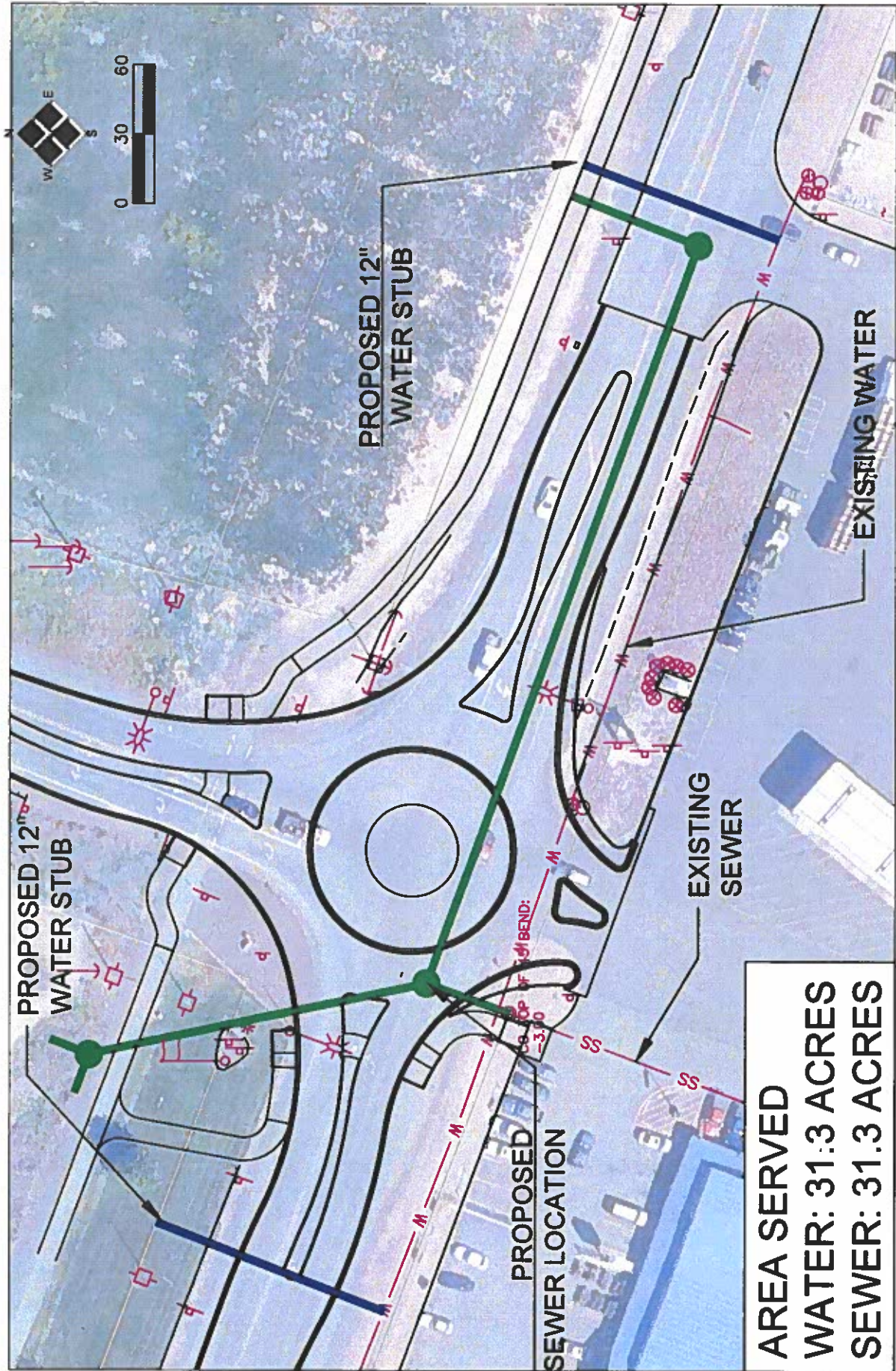
City Administrator Arteaga explained that In 2021, the City was awarded a grant from the Washington State Transportation Improvement Board for the construction of a new roundabout at the Exit 75/McCreadie Road and Wine Country Road intersection. The construction was scheduled for spring of 2023. The roundabout project would include asphalt and concrete as part of the improvements. He recommended Council consider extending water and sewer to the north of Wine Country Road as part of this project. Extending these utilities would preserve the roundabout investment in the future. This was a busy intersection and detouring traffic would be a real challenge and the cost would also double if the City were to wait to extend the utilities at a later date. In addition, it would also help open up approximately 31-acres of commercial property on the east side of the City next to Exit 75. The estimated cost to extend these utilities was approximately \$335,000 for both water and sewer. The funds for these improvements could be supported by either using ARPA funding and/or using water/sewer funding. The City Engineer was working on the design of the project. A decision would need to be made in order to complete the design phase of this project and preparation of bid documents. He recommended Council approve the extension of water and sewer utilities to the north of Wine Country Road as part of the roundabout project. He further recommended Council consider using ARPA funding for the utility extensions.

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Espinoza, the C.O.W. moved a recommendation to approve the extension of water and sewer utilities to the north of Wine Country Road as part of the roundabout project to the September 27, 2022 regular meeting for consideration.**

Roll Call Vote:

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



**AREA SERVED**  
**WATER: 31.3 ACRES**  
**SEWER: 31.3 ACRES**

**CITY OF GRANDVIEW**  
 WINE COUNTRY ROAD AND MCCREADIE  
 ROAD UTILITY EXTENSION  
 OPTION 5

2803 River Road  
 Yakima, WA 98902  
 509.966.7000  
 Fax 509.965.3800  
 www.hilacivil.com



7/15/22

P: \PROJECTS\2021\21250\PROPOSED UTILITY EXTENSION.DWG

**CITY OF GRANDVIEW**  
**WCR AND MCCREADIE UTILITY EXTENSIONS - Option 5**  
**Engineer's Opinion of Construction Cost**

7/15/2022  
 PRELIMINARY

HLA Project No. 21250

| Item No.  | Description                          | Payment Specification | Unit | Unit Cost   | Overall Quantity | Overall Cost        |
|---|--------------------------------------|-----------------------|------|-------------|------------------|---------------------|
| <b>Schedule A: Sewer Improvements</b>                   |                                      |                       |      |             |                  |                     |
| 1   | Minor Change                         | 1-04.4(1)             | FA   | \$5,000.00  | 1                | \$5,000.00          |
| 2   | Mobilization                         | 1-09.7                | LS   | \$13,000.00 | 1                | \$13,000.00         |
| 3   | Project Temporary Traffic Control    | 1-10.5                | LS   | \$30,000.00 | 1                | \$30,000.00         |
| 4   | HMA Cl. 1/2-Inch PG 64H-28           | 5-04.5                | TON  | \$160.00    | 10               | \$1,600.00          |
| 5   | Manhole 48 In. Diam. Type 1          | 7-05.5                | EA   | \$5,000.00  | 3                | \$15,000.00         |
| 6   | Shoring or Extra Excavation          | 7-08.5                | LF   | \$2.00      | 615              | \$1,230.00          |
| 7   | Select Backfill, as Directed         | 7-08.5                | CY   | \$50.00     | 505              | \$25,250.00         |
| 8   | PVC Sanitary Sewer Pipe 12 In. Diam. | 7-17.5                | LF   | \$105.00    | 615              | \$64,575.00         |
| Schedule A Subtotal                                     |                                      |                       |      |             |                  | \$155,655.00        |
| Sales Tax 7.9%  |                                      |                       |      |             |                  | \$12,296.75         |
| Contingency 15%   |                                      |                       |      |             |                  | \$25,200.00         |
| <b>Sch. A Total Estimated Construction Cost</b>         |                                      |                       |      |             |                  | <b>\$193,151.75</b> |
| Design Engineering 15%                                  |                                      |                       |      |             |                  | \$28,970.00         |
| Construction Engineering 15%                            |                                      |                       |      |             |                  | \$28,970.00         |
| <b>Sch. A Total Estimated Project Cost</b>              |                                      |                       |      |             |                  | <b>\$251,091.75</b> |
| <b>Schedule B: Water Improvements</b>                   |                                      |                       |      |             |                  |                     |
| 1   | Minor Change                         | 1-04.4(1)             | FA   | \$5,000.00  | 1                | \$5,000.00          |
| 2   | Mobilization                         | 1-09.7                | LS   | \$4,000.00  | 1                | \$4,000.00          |
| 3   | Project Temporary Traffic Control    | 1-10.5                | LS   | \$8,000.00  | 1                | \$8,000.00          |
| 4   | HMA Cl. 1/2-Inch PG 64H-28           | 5-04.5                | TON  | \$160.00    | 10               | \$1,600.00          |
| 5   | Shoring or Extra Excavation          | 7-08.5                | LF   | \$2.00      | 190              | \$380.00            |
| 6   | Select Backfill, as Directed         | 7-08.5                | CY   | \$50.00     | 105              | \$5,250.00          |
| 7   | PVC Pipe for Water Main 12 In. Diam. | 7-09.5                | LF   | \$120.00    | 190              | \$22,800.00         |
| 8   | Butterfly Valve 12 In.               | 7-12.5                | EA   | \$2,500.00  | 2                | \$5,000.00          |
| Schedule B Subtotal                                     |                                      |                       |      |             |                  | \$52,030.00         |
| Sales Tax 7.9%  |                                      |                       |      |             |                  | \$4,110.37          |
| Contingency 15%   |                                      |                       |      |             |                  | \$8,400.00          |
| <b>Sch. B Total Estimated Construction Cost</b>         |                                      |                       |      |             |                  | <b>\$64,540.37</b>  |
| Design Engineering 15%                                  |                                      |                       |      |             |                  | \$9,680.00          |
| Construction Engineering 15%                            |                                      |                       |      |             |                  | \$9,680.00          |
| <b>Sch. B Total Estimated Project Cost</b>              |                                      |                       |      |             |                  | <b>\$83,900.37</b>  |
| <b>Total Utility Extension Project Costs</b>            |                                      |                       |      |             |                  |                     |
| Schedule A & B Subtotal                                 |                                      |                       |      |             |                  | \$207,685.00        |
| Sales Tax 7.9%  |                                      |                       |      |             |                  | \$16,407.12         |
| Contingency 15%   |                                      |                       |      |             |                  | \$33,600.00         |
| <b>Sch. A &amp; B Total Estimated Construction Cost</b> |                                      |                       |      |             |                  | <b>\$257,692.12</b> |
| Design Engineering 15%                                  |                                      |                       |      |             |                  | \$38,650.00         |
| Construction Engineering 15%                            |                                      |                       |      |             |                  | \$38,650.00         |
| <b>Sch. A &amp; B Total Estimated Project Cost</b>      |                                      |                       |      |             |                  | <b>\$334,992.12</b> |

**RESOLUTION NO. 2022-49**

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,  
ACCEPTING THE SANITARY SEWER TRUNK MAIN REPLACEMENT – PHASE 1  
AS COMPLETE**

**WHEREAS**, the City contracted with C & R Tractor and Landscaping, Inc., to perform work for the Sanitary Sewer Trunk Main Replacement – Phase 1; and,

**WHEREAS**, the City's Public Works Director has determined that the work performed by C & R Tractor and Landscaping, Inc., on this project is complete and ready for final acceptance by the City Council,

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

The City of Grandview accepts the Sanitary Sewer Trunk Main Replacement – Phase 1 as complete and authorizes staff to release the retainage bond, once the conditions in the August 24, 2022 letter from HLA Engineering and Land Surveying, Inc., have been satisfied.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on September 27, 2022.

**MAYOR**

\_\_\_\_\_

**ATTEST:**

\_\_\_\_\_

**CITY CLERK**

**APPROVED AS TO FORM:**

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

August 24, 2022

City of Grandview  
207 West Second Street  
Grandview, WA 98930

Attn: Cus Arteaga, City Administrator/Public Works Director

Re: City of Grandview  
Sanitary Sewer Trunk Main Replacement  
CDBG Project No.: 18-62210-024  
Ecology Project No.: WQC-2019-GRANDVIEW-00092  
HLA Project No.: 17165C  
Recommendation of Project Acceptance

Dear Cus:

This letter serves as our recommendation for acceptance of this project by the City of Grandview. We have reviewed the work performed by C & R Tractor and Landscaping, Inc. on this project and believe it has been completed satisfactorily. Please provide us a copy of the Council resolution authorizing project acceptance.

Once the project has been accepted as complete by the City of Grandview and we have received the resolution, the required "Notice of Completion of Public Works Contract" will be completed and filed with the Department of Revenue, Department of Labor and Industries, and the Employment Security Department through our access to your L&I Portal. If the City would prefer to submit the Notice of Completion themselves, please let us know.

The retainage bond on this project should be released to C & R Tractor and Landscaping, Inc. after acceptance of the project and when the following conditions have been satisfied:

1. There are no liens or claims for labor and materials furnished on this project filed against the retainage.
2. The City has received Notice of Completion clearance from the Department of Revenue, Department of Labor and Industries and the Employment Security Department relative to this contract. Please provide a copy of each to our office.

Enclosed please find the "Final Contract Voucher Certification" from the Contractor which states that all labor and materials furnished on this project have been paid for. Please use this, [17165C - Labor Documentation \(Closeout\)](#), OneDrive Link to view and download the following labor documents for your records:

1. The Statement of Intent to pay prevailing wages approved by the State Department of Labor and Industries for all contractors.
2. The certified payroll(s) of the Contractor and Subcontractors.


City of Grandview  
Aug. 1, 2022  
Page 2

3. The Affidavits of Wages Paid completed by the Contractor and Subcontractors and approved by the State Department of Labor and Industries.
4. Verification that the Contractor and Subcontractors are current in payment of all industrial insurance premiums.

We would appreciate receiving a copy of your Council Resolution authorizing release of the retainage bond.

Please contact this office if you have questions or if we may furnish additional information.

Very truly yours,

 Digitally signed by  
Terry Alapeteri  
Date: 2022.08.24  
09:36:23 -07'00'

Terry D. Alapeteri, PE

TDA/egs

Enclosures

Copy: Casey Heaton, C & R Tractor and Landscaping, Inc.  
Angela Ringer, HLA





Final Contract  
Voucher Certification  
City of Grandview

PROJECT NAME: Sanitary Sewer Trunk Main Replacement

PROJECT NO.: 17165C

DOE PROJECT NO.: WQC-2019-GRANDVIEW-00092

CDBG PROJECT NO.: 18-62210-024

Date Work Physically Completed: September 24, 2021

Final Contract Amount: \$3,034,436.62

All work on the above referenced project has been completed in accordance with the contract documents and the final inspection has been completed, including all required project documentation.

I, the undersigned, certify and declare, under penalty of perjury under the laws of the State of Washington, that the foregoing is true and correct: I am authorized to sign for the claimant; that in connection with the work performed and, to the best of my knowledge, no loan, gratuity or gift in any form whatsoever has been extended to any employee of the City of Grandview; nor have I rented or purchased any equipment or materials from any employee of the City of Grandview; that the attached final estimate is a true and correct statement showing all the monies due the claimant from the City of Grandview for work performed and material furnished under this Contract; that I have carefully examined said final estimate and understand the same and; that I, on behalf of the claimant, hereby release and forever discharge the City of Grandview from any and all claims of whatsoever nature which I or the claimant may have, arising out of the performance of said Contract, which are not set forth in said final estimate.

The undersigned, C&R Tractor and Landscaping, Inc., also hereby certifies that all subcontractors, suppliers, and employees have been paid in accordance with the Contract Documents and all applicable laws, except for Retainage, if any, remaining to be paid.

Contractor: C&R Tractor and Landscaping, Inc

Address: 3829 Pleasant Hill Road  
Kelso, WA 98626

Authorized Official: \_\_\_\_\_

Contractor Signature

Date: 04-06-2022

Print Name: CASEY HEATON

Title: PRESIAC-T