

**Grandview Washington
Council Retreat
August 28-29, 2023**



Grandview, Washington

Grandview received its name in 1906 because of the ‘GRAND’ 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. Grandview has grown 28.2% since the 2000 and is growing somewhat quickly. The Census reports that Grandview is growing faster than 70% of similarly sized cities since 2000.

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 pays an assessment fee as a member of YVCOG and enjoys the programs and services offered in support of their city such as, but not limited to, transportation planning, land use planning, housing services, local crime lab, and meeting facilitation.

It has been a pleasure to offer a strategic visioning retreat for Staff and 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', with a stylized flourish at the end.

Christina Wickenhagen
Executive Director

COUNCIL RETREAT DAY 1

Council attended a retreat facilitated by Yakima Valley Conference of Governments on August 28 from 9:00 am – 4:00 pm.

Those in attendance included:

Mayor:	Gloria Mendoza	
Mayor PRO TEM:	Bill Moore	
	David Diaz	Steve Barrientes
	Robert Ozuna	Laura Flores
	Joan Souders	

Others in attendance: City Administrator, Cus Arteaga; City Administrator Shane Fisher; City Treasurer Matt Cordray; Police Chief Kal Fuller, Fire Chief Pat Mason, Parks and Recreation Director Gretchen Chronis, Library Director Wendy Poteet, Public Works Assistant Director Todd Dorsett, Wastewater Treatment Plant Superintendent Dave Lorenz, Public Works Foreman Hector Mejia.

YVCOG Executive Director, Chris Wickenhagen; YVCOG Deputy Director, Vicki Baker; YVCOG Land Use Planning Manager, Byron Gumz

Members of the public, Cody Goeppner and Ashley Lara



The process of day 1 for the retreat is described using the following agenda. Clarifying the purpose of the retreat, the desired outcomes, and role of the participants gave Council an overview of what to expect throughout the day. Going through each exercise assisted in the meeting’s desired outcomes.

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

Mayor Mendoza offered a welcome to participants. She shared her appreciation for the effort and work by staff and council over the past year and spoke of her gratitude to live in Grandview. She said she was excited about the work being done in Grandview and the accomplishments over the past year. She thanked YVCOG Staff for facilitating their board retreat.

2023 Grandview City Council Retreat – Day 1

● AGENDA

TIMES	ACTIVITIES
8:45 – 9:00	Breakfast
9:00 – 9:10	Mayor
9:10 – 9:15	Agenda Review
9:15 – 10:15	Cover Story!
10:15 – 10:30	Break
10:30 – 12:00	Capital Needs
12:00 – 12:45	Lunch
12:45 – 1:15	Chief Fuller
1:15 – 1:45	Chief Mason
1:45 – 2:15	Ms. Chronis
2:15 – 2:45	Wexley
2:45 – 3:00	Break
3:00 – 3:15	Marathon Goals
3:15 – 3:45	HR
3:45 – 4:00	Wrap Up

See you tomorrow!

● ROLES

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

● RULES

- Start / End on
- Freedom to move around
- ~~Silent~~ ~~turn off~~ call phones
- No cross-talk
- Respect others
- Stay Focused

● OUTCOMES

- 2022 Goals Review
- Learn Department Needs
- Discuss Funding Options



Council began the retreat by reviewing accomplishments over the past year.

Revisiting the previous year's decisions and goals identified during the 2022 retreat provided accountability for the past year's actions taken by Council. This starting point was a natural way to assess their success or areas they may need to complete.

Grandview Council met their goals from 2022.

In 2022, council determined core values of the Grandview Governing Body and demonstrated these values over the past year.

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



Council focused on three areas. Public Safety, Youth, and Downtown Revitalization. During the past two years, 5 law enforcement officers were hired. These officers replaced officers who had retired and filled open positions. Engaging youth during the past year has led to new energy and activities in the community. Grandview used \$385,000 of their American Rescue Planning Award for 62 existing businesses and \$57,500 was awarded to 6 new businesses to assist them with individual business needs.

City Administrator, Cus Artega, began with discussing the successes of Grandview because of its employees. Grandview has great longevity with staff. Cus spoke of staff's expertise and their capacity to perform their duties. He is proud of their ability to problem solve and to work through any issue that may arise to maintain services for the city. Cus shared his gratitude for the privilege of working with great people in a great community.



Council heard about partnerships with outside agencies who contribute to the quality of life for the people who live, work, go to school, and enjoy shopping, restaurants, and life in Grandview. Council was able to reflect on the accomplishments of the past and to learn about new opportunities they will have as they continue to serve the community.

Cus gave an overview for Capital Projects. He discussed different projects that are in progress and projects that have been completed in the past year. He stated that Grandview can do what they do for the community because of partnerships and because of what work staff does.

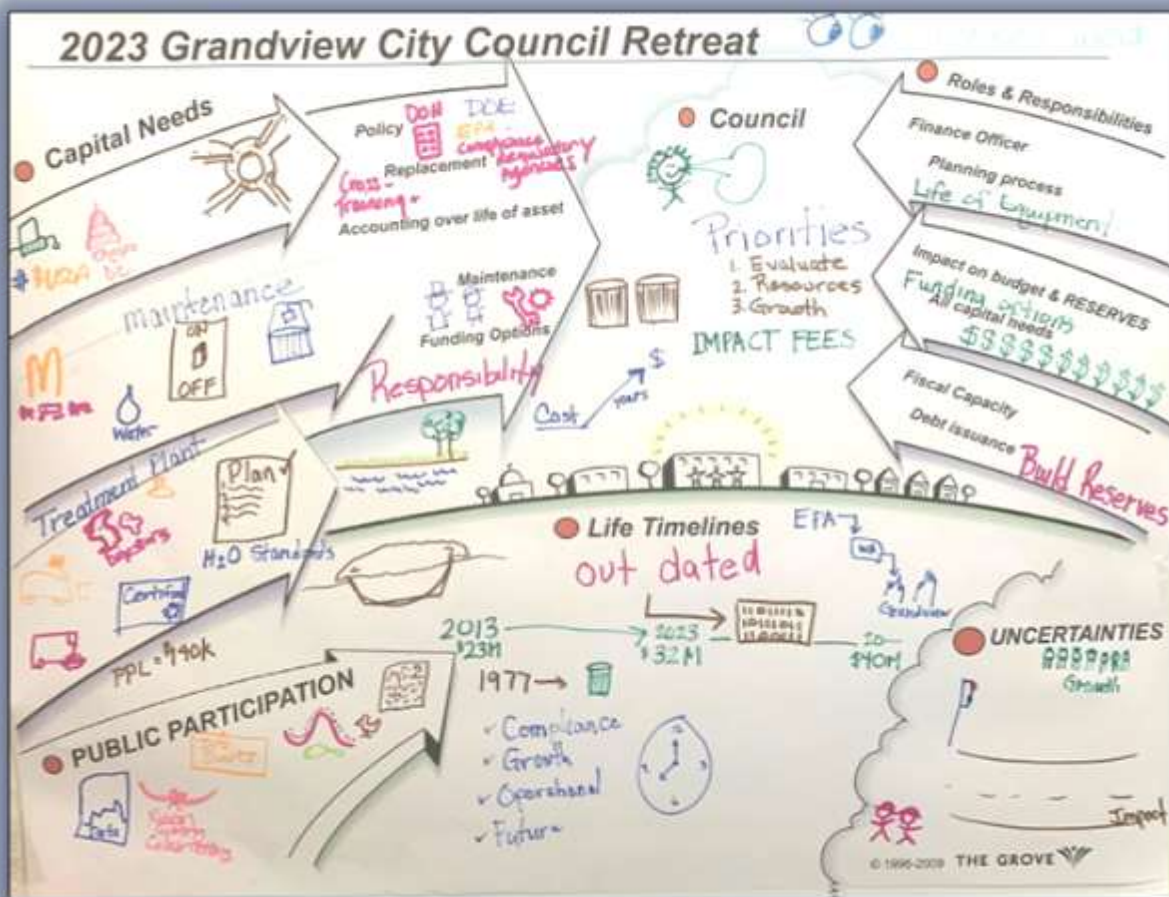
Cus discussed public works staff's ability to maintain equipment, roads, parks, and the water treatment plant. He talked about the certifications necessary to perform the work they do. He explained the importance of what they do that contributes to value of life for those living in Grandview. He reminded them they will not be able to take advantage of USDA funding once their population exceeds 15,000. Currently, Grandview uses USDA for water, sewer projects and public safety equipment purchases. He hopes they will take this into consideration when deciding when to fund a capital project.

As identified in the agenda for day 1, department heads had an opportunity to share with Council their vision for their departments to continue to provide the services they provide as Grandview grows. They expressed gratitude to work in Grandview and the value of the work their staff performs. Discussions will continue during Grandview's budget process.

The opportunity to present to Council allowed for dialog between staff and Council. This time provided Grandview's Governing Board to learn more about the day-to-day work in departments, equipment, regulations, and the responsibility staff has taken on to contribute to the success of Grandview.

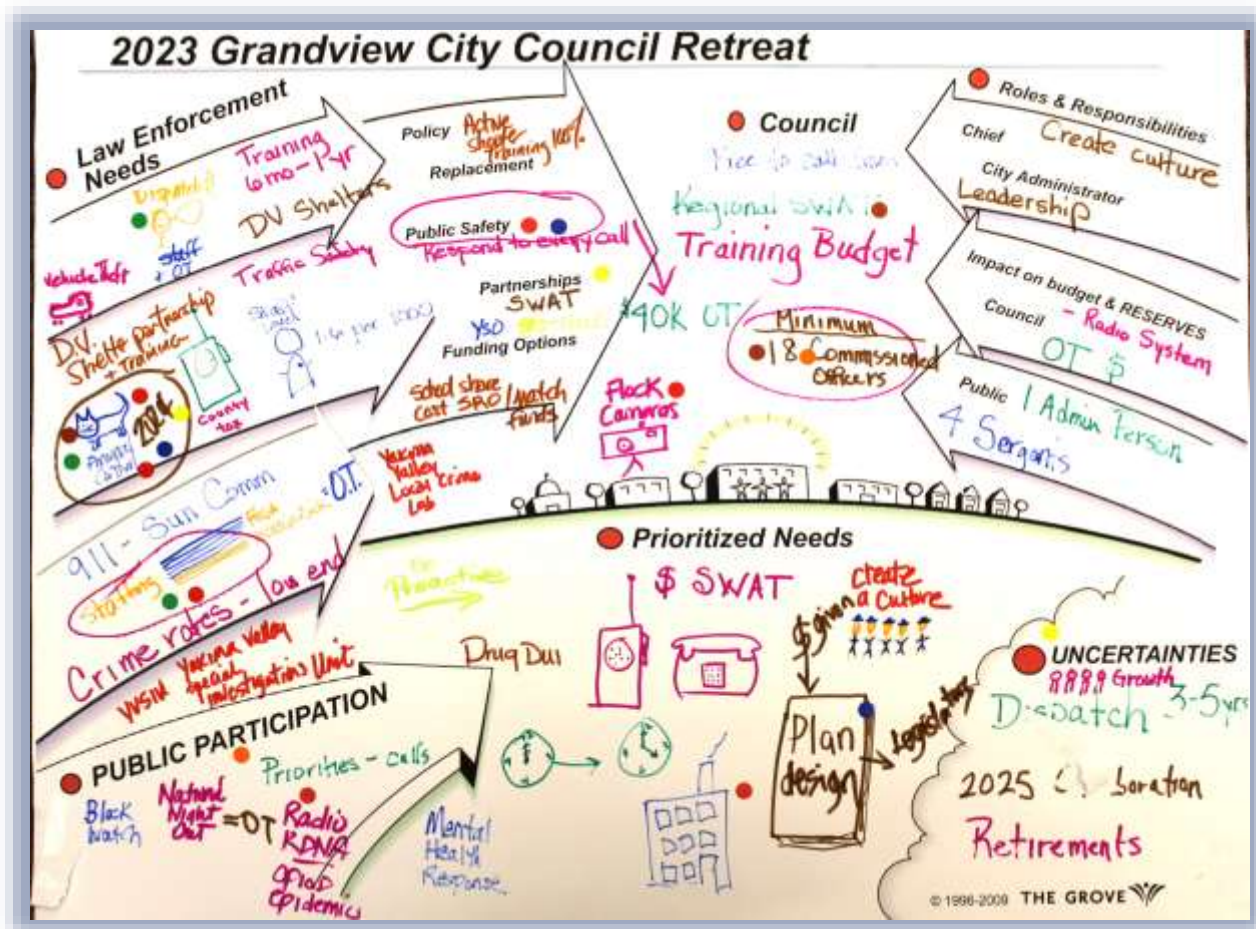
Todd Dorsett, Public Works Assistant Director, discussed the new round-a-bout and the benefits to traffic flow for this area. He discussed ongoing maintenance, the need for a street sweeper, road maintenance, snow removal and how public works plans to maintain services, equipment, and prepare for future needs. He discussed as the city grows, so will the needs and cost. He looks at compliance, projected growth, operational capability, and future needs when making decisions in his department.

Dave Lorenz, Wastewater Treatment Plant Superintendent, continued an ongoing discussion with Council from over the past 4 years. Grandview has been on a timeline to upgrade and add additional treatment processes to their existing facility, so as to protect and enhance groundwater. Ground water standards have been developed by the EPA and passed down to Washington State, who passes the new regulations down to the city. In 2013, the cost to replace this equipment was \$23 million. The cost is now \$32 million. The current HLA plan Dave presented is meant to bring the city into compliance with today's standards. Dave shared that the underground drinking water is good in the city.



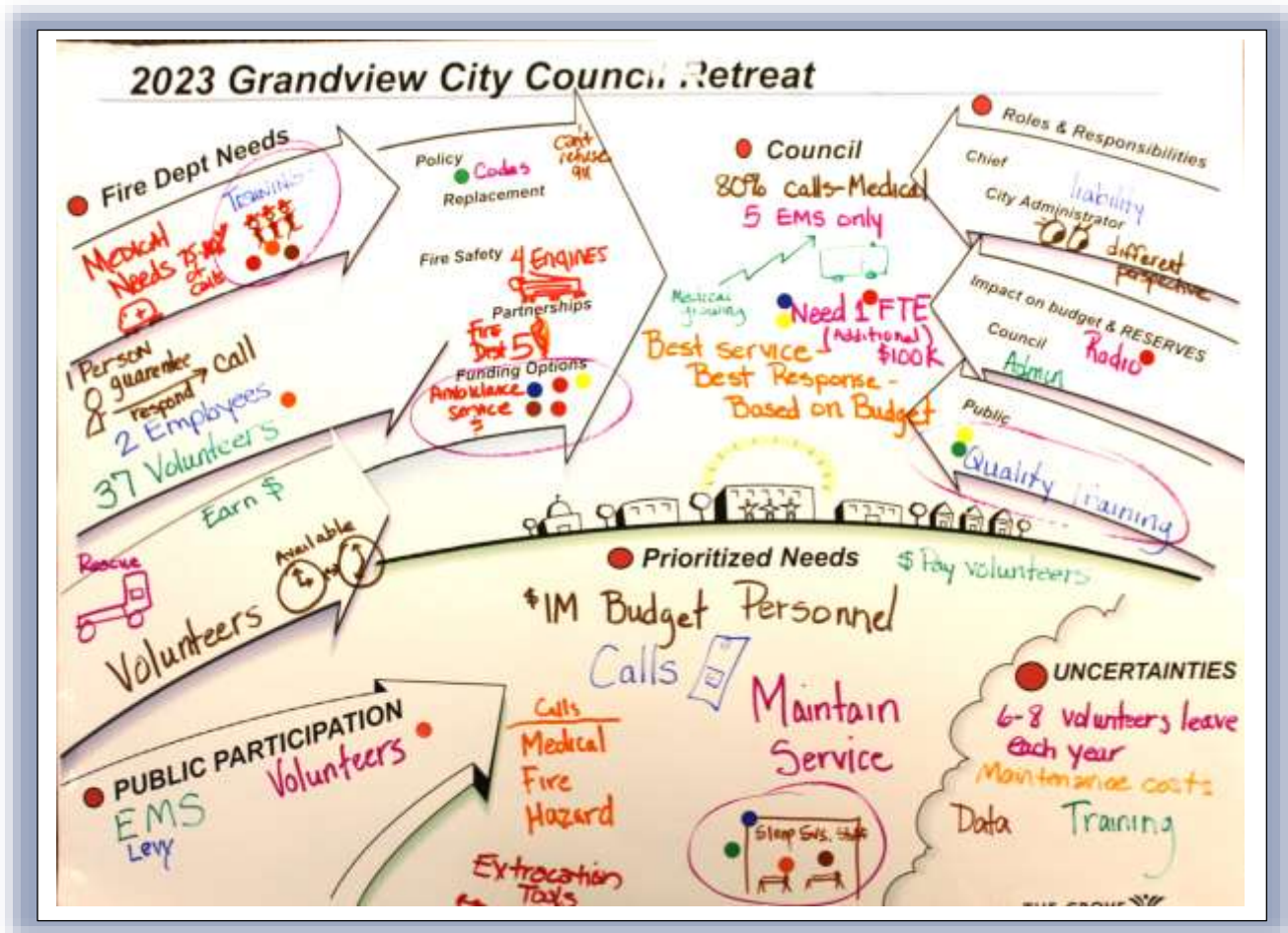
Utilizing impact fees could be a means to help cover future costs for capital projects. YVCOG Byron Gumz will discuss this later during the retreat.

Police Chief Fuller announced his department had just this month reached their minimum staffing level of 18 commissioned officers but would soon be losing one officer and going into 2024 understaffed again. He shared the challenge that at minimum staffing levels, the city pays overtime for coverage of FMLA, vacation, holiday, and sick leave time. Officers continue to respond to every call received, and Grandview's crime rates are generally the lowest per capita in Yakima County.



Chief discussed regional partnerships for SWAT, YV Special Investigations Unit, and YV Local Crime Lab. More partnerships will be forming with a regional radio system and the discussion of a regional dispatch in the future. Chief is focused on an adequate training budget for 2024. His short-term concerns are filling empty shifts while below minimum staffing levels, and Animal Control. His mid-range concerns are increasing officer numbers to keep up with population growth to keep crime down. His long-term concerns involve a new building that will handle his agency almost doubling in the next ten years.

Chief Mason shared information on the history of the department regarding staffing and call volume. He shared approximately 80% of their calls now, are for emergency medical needs. He spoke of the need to research and begin planning for its own ambulance service in the future. Currently, he has 39 Firefighters, 30 of which are Emergency Medical Technician (EMT) certified. Of those 39 Firefighters, 37 are Volunteers and only 2 are full time employees. This staffing model has been in place since the 1990's. Based on the current way the fire department is operating, he can only guarantee 1 person from Grandview Fire Dept. will respond to an emergency call. He shared some of the challenges of maintaining a Volunteer Firefighter department. The current need to hire another FTE will guarantee members trained properly and create a learning atmosphere that will help draw more new Volunteers.

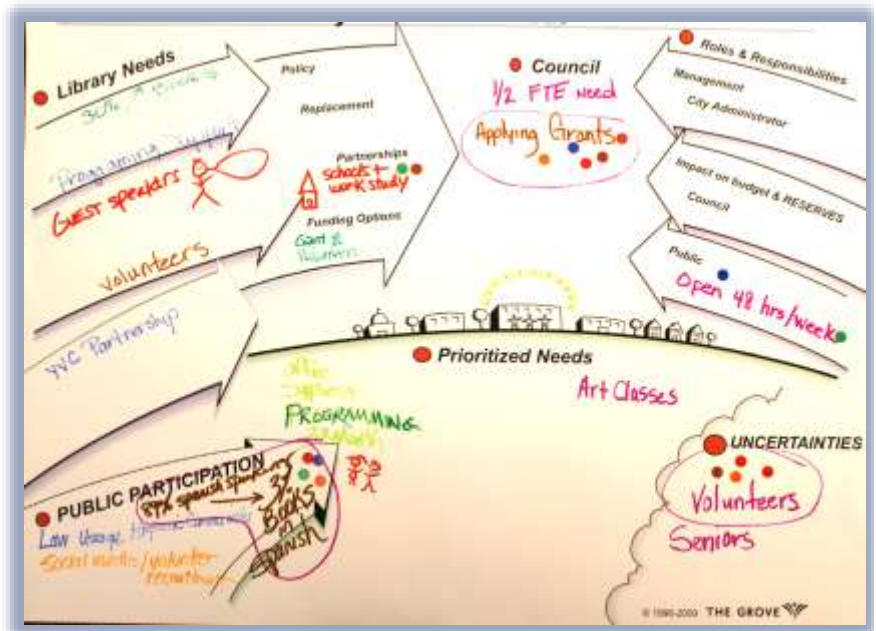


Chief Mason is focused on a quality training budget, maintaining services for 2024 and trying to improve services provided. He is looking into purchasing extrication tools, providing a raise for the Volunteers, an additional FTE, partnering with SSFD on a fire station/aerial project, purchasing an ambulance and providing sleeping quarters for 2 personnel to allow for the ambulance to be stationed in town to provide a quicker response time. He continues to strive to provide the best service, with the best response, based on his budget.



Parks and Recreation Director, Gretchen Chronis presented to Council some of the activities that have been offered over the past year. Many of these were in conjunction with local youth organizations. The City of Grandview has a vibrant Parks & Rec. program and will have some needs in the future to maintain the level of service currently offered. There is an immediate need to repair the main pool pump and eventually replace playground equipment. There have been many volunteers who have assisted with programs and activities. Gretchen discussed the potential Splash Pad project, possibility of a new skate park, and working with the local school district to construct outdoor pickleball courts. She would love to see commercial recreation businesses come to Grandview.

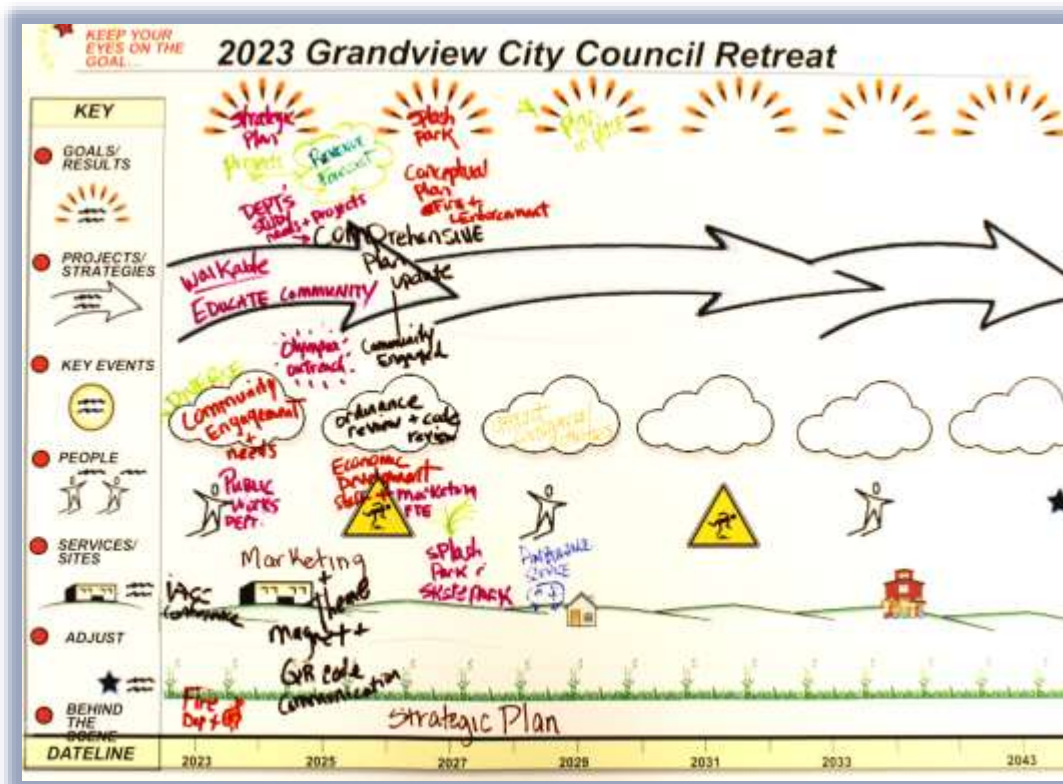
Wendy Poteet, Library Director, is excited about the direction of Grandview Library. In 2022, they were open 34 hours per week, and are now open 48, hoping to move that to 54 in October. They noted the need for additional staff and have attempted recruiting volunteers, and recently made another push, however the interest is not there. She also pointed out the collection is woefully inadequate and is not a reflection of our community. They have been successful this year with fundraising and grants, though this takes a lot of time and is a strain on a small staff. They have increased by 8 times the number of events and programming offered to the community and have seen a 13% increase in new patrons in 2023. Operation costs are kept low due to their partnership with VYC. VYC owns and maintains the building and technology, as well as the academic portion of the collection. Everything else is the city's responsibility.



Council's exercise after department heads presented to them involved considering current and future needs and priorities out to 2043. Council recognized the need to begin with strategic plans to accomplish some of the needs presented to them. They would like to have conceptual plans for both the fire and police departments for their capital needs. They understand they will begin updating their comprehensive plan and that this will list out goals and priorities over the next 10 years.

There were areas they did not want to lose focus on. Economic Development and community engagement are high on their priority list. Continuing to find ways to be inclusive for all people living in Grandview is important to them. Offering engagement through technology and on paper is a necessity in Grandview, as is communicating in Spanish and English.

Council would like to have staff attend the IACC conference to be able to talk with funders to learn about stacking funding for their projects. They are interested in beginning to learn and talk about an ambulance service ran by Grandview and the possibility of a splash park. They would be excited to have commercial recreation companies come into the city to offer more activities for people.



After a full day of presentations and discussions, day 1 was a wrap!

Welcome back!

COUNCIL RETREAT DAY 2

Council attended a retreat facilitated by Yakima Valley Conference of Governments on August 29 from 9:00 am – 4:00 pm.

Those in attendance included:

Mayor:	Gloria Mendoza
Mayor PRO TEM:	Bill Moore
	David Diaz Steve Barrientes
	Robert Ozuna Laura Flores
	Joan Souders

Others in attendance: City Administrator, Cus Arteaga; City Administrator Shane Fisher; City Treasurer Matt Cordray; City Clerk Anita Palacios.

YVCOG Executive Director, Chris Wickenhagen; YVCOG Deputy Director, Vicki Baker; YVCOG Land Use Planning Manager, Byron Gumz

Members of the public, Cody Goepfner and Ashley Lara

The process of day 2 for the retreat is described using the following agenda. Reviewing the purpose for the retreat, the desired outcomes, and role of the participants gave Council an overview of what to expect throughout the day. Going through each exercise assisted in the meeting's desired outcomes.

2023 – Grandview City Council Retreat – Day 2

AGENDA

TIMES	ACTIVITIES
8:45 – 9:00	Breakfast
9:00 – 9:10	Mayor
9:10 – 9:15	Agenda Review
9:15 – 10:15	Day 1 Review
10:15 – 10:30	Break
10:30 – 12:00	Growing Pains
12:00 – 12:45	Lunch
12:45 – 1:15	Growing Pains Who You Are
1:15 – 1:45	Staffing
1:45 – 2:15	The BIG Picture
2:15 – 3:00	Break
3:00 – 3:15	Fast Food
3:15 – 3:45	5-Course Dinner
3:45 – 4:00	Wrap Up
	Thank you!

ROLES

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

RULES

- Start / End on
- Freedom to move around
- ~~Since~~ cell phones
- No cross-talk
- Respect others
- Stay Focused

OUTCOMES

- Define Grandview Elected Officials Communication Actions
- Understand how to Grow Grandview
- Discuss stacking funding, taxing, impact fees, and services

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Mayor Mendoza offered a welcome to council and staff in attendance on day two. She was grateful for the discussions from day one. Hearing from department heads how much people love working for the city was gratifying. She thanked everyone for their dedication on Council and was looking forward to day two.

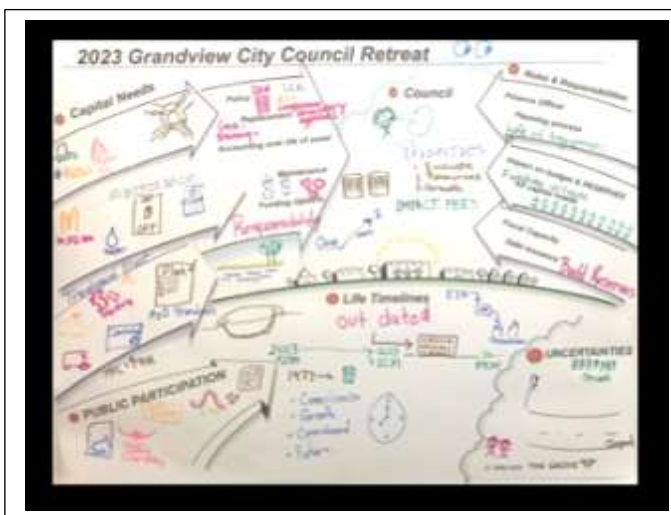
Vicki Baker, Deputy Director for YVCOG, starting by reviewing the presentations from the previous day. She discussed each presentation and verified correct information was recorded on each poster. She asked if there was discussion that was not recorded that needed to be. Council added a few items to posters that were not recorded during the presentations.



Following a review of department presentations, Council was given an opportunity to consider priorities for each department. Council was given time to consider the information provided by the heads of departments and align this with the community and in support of who Grandview is and what their priorities are.

Council recognizes the growth for the city will require an investment in staffing, services, equipment, water, sewer services, roads, infrastructure, recreation, public safety, emergency services, housing, and economic development opportunities.

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. During this point in the retreat, the Council discussed the opportunities they each selected and why. Each opportunity listed is **important** and is 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 priorities that included all departments.



Capital
• DC/Olympia - \$, R:
• Treatment Plant
• Information Sheets



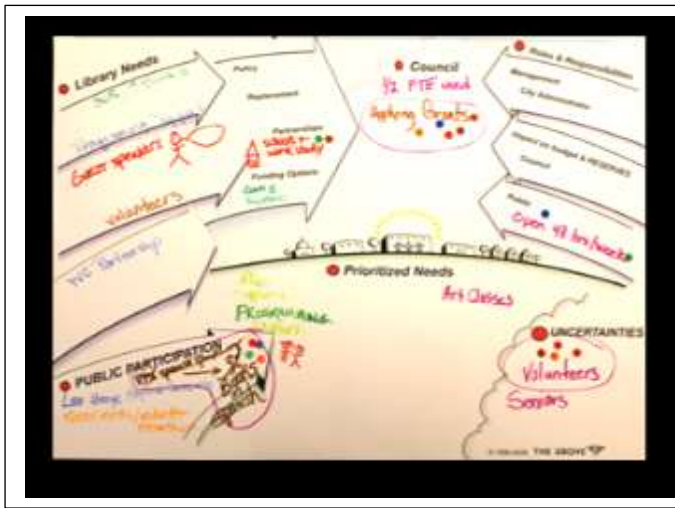
Law Enforcement
• Public Safety
• Animal Control
• Staffing



- Fire
- Ambulance Service
- Sleep Svs Staff
- Training



- Parks & Rec
- Community Center
- Playground Improvements
- Pool Maintenance

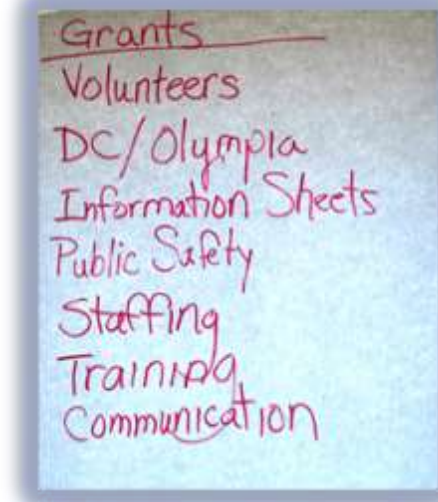


- Library
- Grants
- Books in Spanish
- Volunteers

Reviewing the wants and needs presented by departments, Council determined many of the BIG PICTURE top priorities and focus for 2024 and beyond for all departments is to review staffing now and in the future, applying for grants and other funding opportunities, and developing relationships with legislators to learn their priorities and to share Grandview's priorities. It is important that staff and council travel to Olympia to meet with representatives, and on occasion, to Washington DC.

Council acknowledges the complexity of applying for and then managing grants. Council would like to see all departments take advantage of grant funding but understands that not all departments may have a person who is qualified to apply for or manage a grant if received.

It is important to Council that staff is trained appropriately for the position(s) they hold to perform the essential duties to the best of their ability. It is important that staff be certified in specific positions and that they have the capability to problem solve to determine problems or issues for services Grandview offers.



Council would like to be presented with information sheets from each department to allow them the ability to explain to Grandview community members why specific equipment needs to be repaired or replaced, especially if the community could see an increase in rates.

Council recognizes the challenges that may come with using volunteers, but they believe this to be an important role for community members. Balancing staffing with employees and with volunteers is a delicate balance.

Public safety will remain a high priority for all departments and for council.

Council believes the list consisting of: grants, volunteers, DC/Olympia visits, information sheets, public safety, staffing, training, and communication will be reviewed and discussed in all departments and is a top priority for all departments.

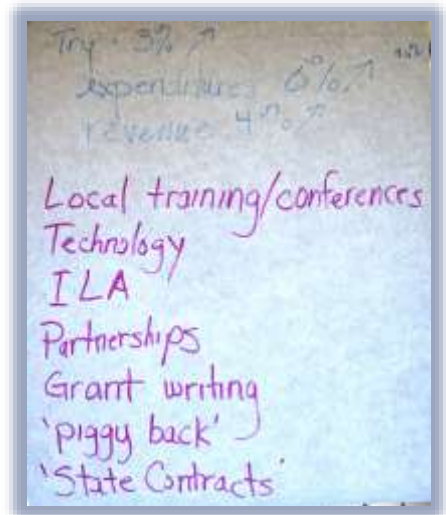
Considering the 'Fast Food' for Grandview, YVCOG asked budget questions and asked council to list partners of the city. This gave council an opportunity to learn about the struggle with developing a city budget and different ways staff has worked to off-set their budgets.

Staff continues to attempt to maintain a growth of no more than 3% for the city budget. Expenditures could increase 8% while revenue is only increasing 4%. To reduce expenditures, Grandview takes advantage of local trainings or conferences which decreases the cost of travel and allows for staff to be available in an emergency.

Utilizing new technology has allowed Grandview to not need as much staff as in the past for current responsibilities.

Tapping into Interlocal Agreements benefits the city with offering the same services as a reduced price by 'sharing in the cost', when applicable. Partnering with other agencies can offer services to community members without the burden of costs being solely Grandview's. Using state grants and piggy backing on these contracts allows for Grandview use another government agency's request for quote for equipment or resources needed.

Grandview also takes the time to review and determine if a vacant position needs to be filled, if technology can be utilized, or if the essential duties can be covered by using another staff person. This has assisted with keeping expenditures down.



Each opportunity presented by departments is **important** and is an opportunity for Grandview. Council has determined the following items to focus on for 2024. They have not committed to take action on any of these items but would like to explore them and the impacts for the community.

Before the close of the retreat, Byron Gumz, YVCOG Planning Manager, provided an overview related to funding opportunities by using impact fees. He gave an overview of how impact fees can be assessed and how they can be used. He shared the requirements and type of capital projects that can be funded using impact fees (public streets and roads, publicly owned parks, open space, and recreation facilities, school facilities, and fire protection facilities).

Byron shared that Recreation and Conservation Office (RCO) has a grant available Grandview may be interested in regard to maintenance that was not able to happen in local parks due to lack of funding. There was also a discussion on the upcoming Comprehensive Plan Periodic Update starting in 2024. Byron is here to assist you if you are interested in applying for funding.

Vicki Baker, YVCOG Deputy Director, provided an overview of funding opportunities through Commerce and how YVCOG can assist in applying for available funds for Grandview's projects. She also shared the cycle for requesting funding from the state legislature and the importance of building those relationships, learning about the direction the legislature is going, and sharing with your representatives what is happening in Grandview.

It would be our honor to assist you with applying for and administering grants for you.





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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
- Collaboration and Partnerships
- Commute Trip Reduction
- Custom Digital Mapping
- Grant Administration, Research & Writing
- Health and Housing Services
- Income-Level Housing Strategies
- Land Use Planning
- Leadership and Training Opportunities
- Local Crime Laboratory
- Transportation Planning Organization
- Senior Housing Services
- Strategic Planning Facilitation
- Other Programs and Services as requested



NOTES:
