

**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE  
MEETING AGENDA  
TUESDAY, NOVEMBER 26, 2024**



**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.**

**COMMITTEE-OF-THE-WHOLE MEETING – 6:00 PM**

**PAGE**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT** – *The public may address the Council on any topic whether on the agenda or not, except those scheduled for public hearing. The public comment period is not an opportunity for dialogue with the Mayor and Councilmembers, or for posing questions with the expectation of an immediate answer. Many questions require an opportunity for information gathering and deliberation. For this reason, Council will accept comments, but will not directly respond to comments, questions or concerns during public comment. 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 accepting the bid and authorizing the Grandview Herald as the Official City Newspaper for the year 2025 1-7
  - B. Surplus Firearms Bid Award 8-10
  - C. Resolution authorizing the Mayor to sign a 2205 Marketing Services Proposal with Pixelsoft Films 11-14
  - D. Resolution authorizing the Mayor to sign Change Order No. 2 with C&E Trenching, LLC for the Old Inland Empire Highway (Welch) Sanitary Sewer Improvements 15-19
  - E. Ordinance amending the City of Grandview 2025 non-union salary schedule 20-21
  - F. Ordinance adopting the budget and confirming tax levies for revenue to carry on the government for the fiscal year ending December 31, 2025 22-23
- 5. CITY ADMINISTRATOR AND/OR STAFF REPORTS**
- 6. MAYOR & COUNCILMEMBER REPORTS**
- 7. ADJOURNMENT**

The City of Grandview Committee-of-the-Whole and Regular Council Meetings scheduled for Tuesday, November 26, 2024 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/86454964673?pwd=8TaNsY2IA9IHpJixSK2iyHKqjDIggg.1>

To join via phone: +1 253 215 8782

Meeting ID: 864 5496 4673

Passcode: 872361

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

**ITEM TITLE**

Resolution accepting the bid and authorizing the Grandview Herald as the Official City Newspaper for the year 2025

**AGENDA NO.** New Business 4 (A)

**AGENDA DATE:** November 26, 2024

**DEPARTMENT**

City Clerk

**FUNDING CERTIFICATION (City Treasurer)**  
(If applicable)

**DEPARTMENT DIRECTOR REVIEW**

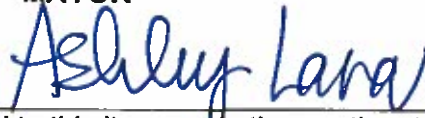
Anita Palacios, City Clerk



**CITY ADMINISTRATOR**



**MAYOR**



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

RCW 35.23.352(7) provides that bids are required to secure the services of the official newspaper.

**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 to serve as the Official City Newspaper for the year 2025 were opened on November 13, 2024. The City received one (1) bid from the Grandview Herald. The bid was as follows:

<u>Newspaper</u>	<u>Type of Publication</u>	<u>Rate (per column inch)</u>
Grandview Herald	Legal Notices	\$7.50 (an increase of \$.25 from 2024)
	Display Advertising	\$8.75 (no increase from 2024)

**ACTION PROPOSED**

Move a resolution accepting the bid and authorizing the Grandview Herald as the Official City Newspaper for the year 2025 to a regular Council meeting for consideration.



**CITY OF GRANDVIEW  
CALL FOR BIDS FOR OFFICIAL NEWSPAPER**

**NOTICE IS HEREBY GIVEN** that the City of Grandview, Washington, will receive sealed bids at the office of the City Clerk, 207 West Second Street, Grandview, WA 98930, until **11:00 a.m., Wednesday, November 13, 2024**, from qualified legal newspapers to serve as the **OFFICIAL NEWSPAPER** of the City of Grandview for the year **2025**, at which time they will be opened and read aloud.

Bids must comply with the "Specifications for Sealed Bids for Official Newspaper" and be submitted in envelopes marked "Official Newspaper Bid". Bid packets are available from the City Clerk at the above address, PH: (509) 882-9208.

The City of Grandview reserves the right to accept or reject any or all bids, and to waive minor irregularities in the bidding process.

**CITY OF GRANDVIEW**  
Anita G. Palacios, MMC  
City Clerk

Publish: Grandview Herald – Wednesday, October 30, 2024

**CITY OF GRANDVIEW**  
**SPECIFICATIONS FOR SEALED BIDS**  
**FOR OFFICIAL NEWSPAPER**

The City of Grandview is soliciting sealed bids from qualified legal newspapers to serve as the OFFICIAL NEWSPAPER of the City of Grandview for the year 2025. These specifications are prepared for qualified bidders.

**General Information**

The City of Grandview is a municipal corporation of the State of Washington, situated in Yakima County. The population of the City of Grandview is approximately 11,010. Grandview is organized as an Optional Municipal Code City pursuant to Title 35A RCW, with a Mayor-Council form of government.

**General Needs of Publication**

The City of Grandview publishes official documents and notices, including but not limited to: Notices of Public Hearing for City Council, Planning Commission, Civil Service Commission and administrative reviews for land use actions; publications of ordinances and/or ordinance summaries; advertising and requests for bids and proposals; and land use environmental review notices.

**Qualifications of Bidders**

Qualified bidders must meet the requirements set forth for legal newspapers in Chapter 65.16 RCW. Qualified newspapers must be approved as a legal newspaper by order of the Yakima County Superior Court, must currently be a legal newspaper, and must have been so qualified for at least six (6) months prior to the date of this solicitation. The newspaper must be published regularly, at least once per week, in the English language. The newspaper must be of general circulation in the City of Grandview, and must be compiled in whole or in part in an office maintained at the place of publication. The newspaper must contain news of general interest as contrasted with news of interest primarily to an organization, group or class. The rate charged to the City of Grandview shall not exceed the national advertising rate extended by the newspaper to all general advertisers and advertising agencies in its published rate card.

By signing and submitting the Bid Documents in this packet, the bidder certifies that it meets the above qualifications. Qualifications are subject to confirmation by the City of Grandview.

**INSTRUCTIONS TO BIDDERS  
OFFICIAL NEWSPAPER**

**Submission of Bids**

Sealed bids must be addressed or delivered to:

City Clerk  
City of Grandview  
207 West Second Street  
Grandview, WA 98930

**Closing Date**

Bids will be received until **11:00 a.m., Wednesday, November 13, 2024.**

**Bid Opening**

Bids will be opened and publicly read aloud in the Council Chambers, City Hall, 207 West Second Street, Grandview, Washington, at 11:00 a.m., **Wednesday, November 13, 2024**, at which time interested parties may be present to witness the bid opening.

**Acceptability of Bids**

Bids must be submitted on the City of Grandview bid form and placed in a sealed envelope. The words "Official Newspaper Bid" must be clearly marked on the front of the envelope.

The bid form must contain the bidder's business address and must be signed by a duly authorized official.

The bidder is fully responsible for obtaining all information for the preparation of this bid.

Bids that are unsigned, incomplete, illegible, unbalanced, obscure or with any other irregularities may be rejected. The City of Grandview reserves the right to accept or reject any or all bids, and to waive minor irregularities and informalities in the bidding process, at the City's discretion.

The bid shall be valid for thirty (30) calendar days following the bid opening date.

The successful bidder will be asked to enter into a contract to provide legal publications and publication services for the City of Grandview beginning **January 1, 2025 through December 31, 2025**. State law requires bidding for the Official Newspaper of the City of Grandview on an annual basis.

The City of Grandview is an Equal Opportunity Employer.

**Further Information**

Contact Anita Palacios, City Clerk, 207 West Second Street, Grandview, Washington, 98930, PH: (509) 882-9200, Email: [anitap@grandview.wa.us](mailto:anitap@grandview.wa.us).

**RESOLUTION NO. 2024-\_\_\_\_\_**

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,  
ACCEPTING THE BID AND AUTHORIZING THE GRANDVIEW HERALD AS THE  
OFFICIAL CITY NEWSPAPER FOR THE YEAR 2025**

**WHEREAS**, RCW 35.23.352(7) requires that bids be called annually for the publication in a newspaper of general circulation in the City of all notices or newspaper publications required by law and that the contract be awarded to the lowest responsible bidder; and,

**WHEREAS**, the City has solicited bids from qualified legal newspapers to serve as the official newspaper of the City of Grandview for the year 2025; and,

**WHEREAS**, the City received one bid in response to such solicitation from the Grandview Herald; and,

**WHEREAS**, the City Council finds and determines that the Grandview Herald is the lowest responsible bidder;

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

That the bid submitted by the Grandview Herald to serve as the official newspaper of the City of Grandview for the year 2025, including the rate for legal notices of \$7.50 per column inch and display advertising of \$8.75, all as set forth in the attached proposal, is hereby approved and accepted, and the Mayor is hereby authorized to execute any and all documents necessary or appropriate to accomplish such transaction.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on \_\_\_\_\_, 2024.

**MAYOR**

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

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

**APPROVED AS TO FORM:**

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

RECEIVED

NOV 13 2024

BID FORM  
OFFICIAL NEWSPAPER

CITY OF GRANDVIEW

I/We the undersigned, having read all requirements of this call for bids, together with all the special provisions and specifications set forth herein, do agree in every particular, and will provide the service as specified herein as follows:

Name of Newspaper: Valley Publishing/The Grandview Herald

Number of days per week newspaper is published: one days per week.

Size of column inch: 2" Number of characters in column inch: 256

Total circulation: 1,000 Total circulation for 98930 zip code: 1,000

**Services and Rates.**

Describe rate(s) to be charged to the City of Grandview for publications. Please describe all rates to be charged, and note different rates, if any, for different types of publication (i.e., legal notices, advertising, etc.). Please describe rate per column inch of publication:

<u>Type of Publication</u>	<u>Rate (per column inch)</u>
Legal Notice	\$7.50
Display Advertising	\$8.75

NOTE: Rates must not exceed the national advertising rate as defined in RCW 65.16.091.

Bidder's Name: Valley Publishing/The Grandview Herald

Address (Office of Publication): 308 Division St.

Mailing Address: same as above

Telephone Number: (509) 882-3712 Email: editor@thegrandviewherald.com

Signature of Authorized Official: Victoria Walker

Print Name: Victoria Walker Title of Official: GM/Managing Editor



1. Are there any charges, surcharges, taxes or other fees in addition to the above-described rates? If so, please describe:

None

2. If the City of Grandview desires publication of an item on a particular date, how much lead time is required by the bidder?

8:30 am Tuesday prior to publication.

3. Please describe the services to be provided by bidder to the City of Grandview, together with any other information which bidder feels makes its newspaper the best choice for the Official Newspaper of the City of Grandview:

It has been our pleasure to be representatives of the City of Grandview in 2024. We have been in the Grandview community for over 100 years. We pledge to continue to work with the community to bring current, up to date Grandview hometown news. Our focus is Grandview businesses, development, education, and city news. The Herald and its staff will continue to work hard for the city and our hometown.

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

**ITEM TITLE**

Surplus Firearms Bid Award

**AGENDA NO.** New Business 4 (B)

**AGENDA DATE:** November 26, 2024

**DEPARTMENT**

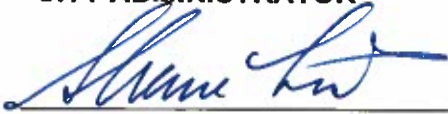
Police Department

**FUNDING CERTIFICATION** (City Treasurer)  
(If applicable)

**DEPARTMENT DIRECTOR REVIEW**

Kal Fuller, Police Chief

**CITY ADMINISTRATOR**



**MAYOR**



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

On October 22, 2024, Council adopted Resolution No. 2014-60 declaring firearms as surplus and authorizing the sale or trade of said firearms to a federally licensed firearm dealer.

**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.

Two (2) bids for the surplus firearms were received from federally licensed firearm dealers on November 22, 2024. The bids were as follows:

Federally Licensed Firearm Dealer	Lot 1	Lot 2	Lot 3	Lot 4
Talos Tactical	\$1,700	\$2,050	\$2,050	\$3,400
Tom Sutton	\$700	\$900	\$1000	\$900

**ACTION PROPOSED**

Move the acceptance of the following surplus firearms bids to a regular Council meeting for consideration:

- Lot 1 submitted by Talos Tactical in the amount of \$ 1,700.
- Lot 2 submitted by Talos Tactical in the amount of \$ 2,050.
- Lot 3 submitted by Talos Tactical in the amount of \$ 2,050
- Lot 4 submitted by Talos Tactical in the amount of \$ 3,400

**GRANDVIEW POLICE DEPARTMENT  
NOTICE OF INTENTION TO DISPOSE OF FIREARMS**

NOTICE IS HEREBY GIVEN that the Grandview Police Department, acting through Police Chief Kal Fuller and in accordance with RCW 63.32, will receive sealed bids at public auction on **Friday, November 22, 2024 until 11:00 a.m.**, at the Grandview Police Department, 201 West Second Street, Grandview, WA 98930, for the purchase of the following firearms in four (4) separate lots as shown below:

<u>Case#</u>	<u>Tag#</u>	<u>Evi#</u>	<u>Make</u>	<u>Model</u>	<u>Caliber</u>	<u>S/N</u>	<u>[Type]</u>
<b>LOT 1</b>							
11V4446	11-0375		Ruger	10/22	.22	244-29541	[Rifle]
11V4446	11-0375		Crosman	Storm XT	.177	N08X01352	[Rifle]
12V0488	12-0027		Marlin	Model 60	.22	MM69226G	[Rifle]
12V0488	12-0028		Ruger	10/22	.22	356-66070	[Rifle]
13V3935	13-0311		Marlin	336W	.30-30	97018625	[Rifle]
17V4879		18-0113	Ruger	Impact	.22	830001	[Rifle]
19V1082		19-0063	Crosman	CFRNP17	.177	318X16362	[Rifle]
20V5749		20-0507	Knight	Black Pwdr	.50	S012565	[Rifle]
11V----	11-0293		Marlin	336W	.30-30	96036237	[Rifle]
17V0804	17-0062		Savage	93R17	17mm	1130539	[Rifle]
15V3281	15-0137		H&R	1871 Pardner	12ga	NZ589446	[Rifle]
<b>LOT 2</b>							
10V0902	10-0064		Ruger	Security6	.357	153-89510	[Rev]
13V0376	13-0002		Taurus	Rossi	.38	EX43256	[Rev]
13V2473	13-0207		S&W		.38	AVN0060	[Rev]
14V5102	14-0202		S&W	66	.357	64K9250	[Rev]
15V4814	15-0229		S&W	AirLite 317	.22	CCH9213	[Rev]
18V2777		18-0229	Ruger	SP101	.22	570-60084	[Rev]
24V1516		24-0220	Taurus	Brasil	.38	MB76340	[Rev]
& 12V5283	12-0420						
<b>LOT 3</b>							
21V2370		21-0225	Ruger	SR1911	.45	672-16458	[Pistol]
10V5917	10-0427		Ruger	LCP	.380	373-06890	[Pistol]
17V1233	17-0060		Ruger	P90DC	.45	661-62791	[Pistol]
17V1829	17-0101		Taurus	PT92F	9mm	TGM04307	[Pistol]
15V4788	15-0213		Taurus	PT908	9mm	TMC00181D	[Pistol]
17V4473	17-0332		APINTL	1911	.45	AP1419242	[Pistol]
20V4776		20-0415	Double Tap		.45	DA16298	[Pistol]
17V3479	17-0257		Glock	23	.40	DGT332	[Pistol]
15V5324	15-0260		Glock	19	9mm	DS954	[Pistol]
<b>LOT 4</b>							
10V1982	10-0136		Beretta	92FS	9mm	BER147423	[Pistol]
11V1965	11-0322		Colt	1911 Ser 80	.38 Super	38SS03508	[Pistol]
12V1599	12-0182		Sig Sauer	P239	.357	SA378583	[Pistol]
13V5077	13-0446		S&W	SW40VE	.40	PBF0561	[Pistol]
15V4671	15-0211		Browning	BDA 380	.380	MM42539	[Pistol]
16V3390			H&K	P30SK	9mm	214-002303	[Pistol]
17V0024	17-0003		Springfield	XD	9mm	MG980593	[Pistol]
17V0804	17-0044		Sig Sauer	P320	9mm	58B118284	[Pistol]
20V1495		20-0126	S&W	Bodyguard	.380	KDJ3073	[Pistol]
24V1516		24-0218	Witness	45ACP	.45	AE76047	[Pistol]

& 12V0564	12-0020						
24V1516		24-0219	Kimber	45ACP	.45	K007280	[Pistol]
& 12V2874	12-0184						

Bidders must be federally licensed firearm dealers only and a signed copy of the license must be included with the sealed bids.

Bids must be submitted in a sealed envelope. The words "Firearms Bid" and the lot number must be clearly marked on the front of the envelope. The bid must contain the bidder's name, address, telephone number and email address. Only bids that arrive at the Police Department by the deadline will be considered. The City Council reserves the right to accept any or all bids or any portion thereof and to waive minor irregularities and informalities, at the City's discretion. The bid shall be valid for thirty (30) calendar days following the bid opening date.

The above listed firearms may be inspected, prior to the auction date, on Wednesday, November 13, 2024, at 1:00 p.m., at the Grandview Police Department, 201 West Second Street, Grandview, Washington.

**CITY OF GRANDVIEW**

Anita G. Palacios, MMC, City Clerk

Publish: Grandview Herald – October 30, 2024

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

**ITEM TITLE**

Resolution authorizing the Mayor to sign a 2025 Marketing Services Agreement with Pixelsoft Films

**AGENDA NO.:** New Business 4 (C)

**AGENDA DATE:** November 26, 2024

**DEPARTMENT**

Administration

**FUNDING CERTIFICATION (City Treasurer)**  
(If applicable)

**DEPARTMENT DIRECTOR REVIEW**

Shane Fisher, City Administrator

**CITY ADMINISTRATOR**



**MAYOR**



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

The ARPA Committee appropriated \$25,000 for marketing materials to promote economic development.

**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 the proposal from Pixelsoft for Marketing Services in 2025. See proposal for scope of services that will be provided by Pixelsoft. The scope of services is not set in stone and can be revised based on city needs.

The total cost for the services through December 31, 2025 is \$24,800.00 which will be paid through the ARPA Fund.

**ACTION PROPOSED**

Move a resolution authorizing the Mayor to sign the 2025 Marketing Services Proposal with Pixelsoft Films to the regular City Council meeting on November 26, 2024 for consideration.

**RESOLUTION NO. 2024-\_\_\_\_\_**

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,  
AUTHORIZING THE MAYOR TO SIGN A 2025 MARKETING SERVICES  
AGREEMENT WITH PIXELSOFT FILMS**

**WHEREAS**, the City wishes to engage the services of Pixelsoft Films to prepare a 2025 Marketing Support Services package for the City of Grandview; and,

**WHEREAS**, Pixelsoft Films wishes to provide services to prepare a 2025 Marketing Support Services package for the City of Grandview,

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

The Mayor is hereby authorized to sign a 2025 Marketing Services Agreement with Pixelsoft Films in the total amount of \$24,800, 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 \_\_\_\_\_, 2024.

**MAYOR**

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

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

**APPROVED AS TO FORM:**

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





# **2025 Marketing Services Proposal**

**City of Grandview**

207 West Second Street  
Grandview, WA 98930

**November 7, 2024**

**Prepared for:**

City of Grandview

**Prepared by:**

Stephanie Hansen

**PIXELSOFT FILMS**  
MOTION | MARKETING | DESIGN | PROGRAMMING

503 W. Columbia Dr. Ste.130, Kennewick, WA 99336  
(509) 783-7919 [www.pixelsoftfilms.com](http://www.pixelsoftfilms.com)



# PIXELSOFT FILMS

MOTION | MARKETING | DESIGN | PROGRAMMING

PO Box 6871  
Kennewick, WA 99336  
**(509) 783-7919**

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503 W. Columbia Dr. Ste.130 | Kennewick, WA 99336 | [www.pixelsoftfilms.com](http://www.pixelsoftfilms.com) | FAX 509-783-7911

## **Proposal: 2025 City of Grandview Marketing Support Services package**

**Scope of Work:** PIXELSOFT FILMS (PSF) will collaborate with the City of Grandview to develop marketing collateral and update some existing materials including current website video. PSF will prepare print and digital ads (for social media) highlighting existing businesses quarterly. The goal will be to spur further economic development, feature current businesses, and build community engagement. PSF will develop a cohesive branding look across marketing collateral and serve as a media agency for distribution.

### **Breakdown of Services:**

- Work with City of Grandview on collateral branding, scheduling, and needs.
- Create a cohesive look and feel of print and digital graphics including flyers for legislative events, Truck Plaza, and trade shows (including the ReCon Conference).
- Design quarterly print and social ads highlighting new businesses.
- Prepare press releases for City of Grandview review and distribute to media outlets.
- Prepare graphics and collateral in Spanish if needed.
- Collaboration with the City of Grandview on projects, reviews, social media campaigns, and media placement via Basecamp project management software.
- In-person and online meetings as needed.
- Update the existing videos on the City of Grandview website with relevant content including new scripting, voiceover, and footage.
- Spring and Fall photography/video shoots at City of Grandview, locations TBD.
- Some PSF existing footage and images may be used with some media provided by client.
- Finalize approved files for both print and digital.

**Cost:** \$24,800.00\* for services through December 31, 2025

\*Pricing does not include any printing costs or advertising placement fees.

**Payment Arrangement:** \$6,200.00 invoiced quarterly throughout 2025.

Stephanie Hansen  
PIXELSOFT FILMS  
[stephanie@pixelsoftfilms.com](mailto:stephanie@pixelsoftfilms.com)



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

<b>ITEM TITLE</b>	<b>AGENDA NO.:</b> New Business 4 (D)
Resolution authorizing the Mayor to sign Change Order No. 2 with C&E Trenching, LLC for the Old Inland Empire Highway (Welch) Sanitary Sewer Improvements	<b>AGENDA DATE:</b> November 26, 2024
<b>DEPARTMENT</b>	<b>FUNDING CERTIFICATION</b> (City Treasurer) (If applicable)
Public Works Department	

**DEPARTMENT HEAD REVIEW**

Shane Fisher, City Administrator

<b>CITY ADMINISTRATOR</b>	<b>MAYOR</b>
	

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

On February 22, 2024, City staff conducted a bid opening for the Old Inland Empire Highway (Welch) Sanitary Sewer Improvements. A total of three (3) bids were received with the low bid of \$1,202,777.64, being offered by C&E Trenching, LLC, of Pasco, WA. This low bid is approximately sixteen (16%) percent above the Engineer’s Estimate of \$1,040,477.40.

On March 12, 2024, City Council accepted the bid from C&E Trenching, LLC, and authorized the Mayor to sign all contract documents with C&E Trenching to construct the OIE (Welch) Sanitary Sewer Improvements.

**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.

On August 21, 2024, the City of Grandview discovered a sinkhole caused by an undermined sanitary sewer segment on S. Division Street. After initial repairs to this segment, further investigation revealed extensive deterioration along the entire segment. The proposed improvements included replacing two manholes and installing approximately 500 linear feet of new sewer pipe.

Change Order No. 2 compensates the Contractor for emergency sanitary sewer repairs completed on S. Division Street, extending the project completion time by 16 days. The repairs were executed through force account due to the urgent nature of the work. Payment for this work was carefully documented and quantified under the force account provisions of the contract, as directed by the Engineer.

**ACTION PROPOSED**

Move a resolution authorizing the Mayor to sign Change Order No. 2 with C&E Trenching, LLC for the Old Inland Empire Highway (Welch) Sanitary Sewer Improvements to the November 26, 2024 regular Council meeting for consideration.

**RESOLUTION NO. 2024-\_\_\_\_**

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,  
AUTHORIZING THE MAYOR TO SIGN CHANGE ORDER NO. 2 WITH C&E  
TRENCHING, LLC FOR THE OLD INLAND EMPIRE HIGHWAY (WELCH)  
SANITARY SEWER IMPROVEMENTS**

**WHEREAS**, the City of Grandview has contracted with C&E Trenching, LLC, as the contractor for the Old Inland Empire Highway (Welch) Sanitary Sewer Improvements; and,

**WHEREAS**, the City discovered a sinkhole caused by an undermined sanitary sewer segment on S. Division Street; and,

**WHEREAS**, Change Order No. 2 compensates the Contractor for emergency sanitary sewer repairs completed on S. Division Street, extending the project completion time by 16 days,

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

The Mayor is hereby authorized to sign Change Order No. 2 in the amount of \$130,298.73 with C&E Trenching, LLC, 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 \_\_\_\_\_, 2024.

**MAYOR**

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

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

**APPROVED AS TO FORM:**

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

**Anita Palacios**

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**From:** Deanna Dillon <ddillon@hlacivil.com>  
**Sent:** Thursday, November 21, 2024 7:43 AM  
**To:** Anita Palacios; Hector Mejia; Shane Fisher  
**Cc:** Michael Uhlman; Marla Meza; Angie Ringer; Taylor Denny  
**Subject:** 23157C - GV - OIE Highway (Welch) Sanitary Sewer Improvements - Change Order 02 - Emergency Sewer Repair - City to sign  
**Attachments:** 2024-11-13 - 23157C - Change Order No 2 -Emergency Sewer Repair - C&E Signed HLA Signed.pdf

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**CAUTION:** External Email

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Good morning,

See attached Change Order 02 - Emergency Sewer Repair work - for your review and signature. Once signed, please return.

Let us know if you have any questions.

Thank you,



**Deanna Dillon, Contract Administrator 1**

**HLA Engineering and Land Surveying, Inc.**

2803 River Road, Yakima, WA 98902

Office: (509) 966-7000

[ddillon@hlacivil.com](mailto:ddillon@hlacivil.com) | [www.hlacivil.com](http://www.hlacivil.com)



CHANGE ORDER NO. 2



DATE:  
 PROJECT OWNER: City of Grandview  
 PROJECT NAME: Old Inland Empire Highway (Welch) Sanitary Sewer Improvements  
 HLA PROJECT NO.: 23157C  
 CONTRACTOR: C&E Trenching, LLC

THE FOLLOWING CHANGES ARE HEREBY MADE TO THE CONTRACT DOCUMENT:

Original Contract Price (Including Applicable Sales Tax):	\$	1,202,777.64
Current Contract Price Adjusted by Previous Change Order(s) Including Applicable Sales Tax:	\$	1,053,020.52
Change in Contract Price Due to this Change Order (Including Applicable Sales Tax):	\$	130,298.73
Adjusted Contract Price Including this Change Order (Including Applicable Sales Tax):	\$	1,183,319.25

Original Contract Completion Date:	Monday, August 26, 2024
Current Contract Completion Date Adjusted by Non-Working Days and/or Previous Change Order(s):	Friday, October 11, 2024
Change in Contract Working Days due to this Change Order:	16
Revised Contract Completion Date:	Tuesday, November 5, 2024

CONTRACTOR: Wayne Richardson Digitally signed by Wayne Richardson  
DN: cn=Wayne Richardson, o=C&E Trenching, LLC, ou=Estimating,  
email=Wayne@candetrenching.com, c=US  
Date: 2024.11.14 13:17:32 -08'00' Date: 11-14-24

ENGINEER:  Michael Uhlman Date: 11-21-24  
2024.11.21 07:23:16-08'00'

OWNER: \_\_\_\_\_ Date: \_\_\_\_\_



CHANGE ORDER NO. 2



DATE:  
 PROJECT OWNER: City of Grandview  
 PROJECT NAME: Old Inland Empire Highway (Welch) Sanitary Sewer Improvements  
 HLA PROJECT NO.: 23157C  
 CONTRACTOR: C&E Trenching, LLC

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	CHANGE AMOUNT
<b>CHANGE ORDER NO. 2</b>					
38	Division Street Emergency Sewer Repair	FA	1	\$ 117,230.17	\$ 117,230.17
39	Additional Daily Traffic Control	DAY	16	\$ 213.55	\$ 3,416.80
<b>SUBTOTAL</b>					<b>\$ 120,646.97</b>
<b>SALES TAX @ 8%</b>					<b>\$ 9,651.76</b>
<b>CHANGE ORDER NO. 2 TOTAL:</b>					<b>\$ 130,298.73</b>

**CHANGE ORDER DESCRIPTION:**

Change Order No. 2 compensates the Contractor for emergency sanitary sewer repairs completed on S. Division Street, extending the project completion time by 16 days. The repairs were executed through force account due to the urgent nature of the work. Payment for this work was carefully documented and quantified under the force account provisions of the contract, as directed by the Engineer.

On August 21, 2024, the City of Grandview discovered a sinkhole caused by an undermined sanitary sewer segment on S. Division Street. After initial repairs to this segment, further investigation revealed extensive deterioration along the entire segment. The proposed improvements included replacing two manholes and installing approximately 500 linear feet of new sewer pipe.

**ORDINANCE NO. 2024-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF GRANDVIEW, WASHINGTON,  
AMENDING THE CITY OF GRANDVIEW 2025 NON-UNION SALARY SCHEDULE**

**WHEREAS**, the City Council of the City of Grandview, Washington has adopted a budget for 2025; and,

**WHEREAS**, the City Council determined during the budget process that a 3.5% general salary increase for all non-union employees be allocated and included on the monthly salary matrix as an integral part thereof;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF GRANDVIEW, WASHINGTON DO ORDAIN AS FOLLOWS:**

**SECTION 1:** The City of Grandview 2025 Non-Union Monthly Salary Schedule is hereby amended to include the salary increases attached hereto as Exhibit 1 and incorporated herein by reference.

**SECTION 2.** This Ordinance shall be in full force and effect five (5) days after its passage and publication as required by law.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at a special meeting on December 10, 2024.

**MAYOR**

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

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

**APPROVED AS TO FORM:**

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

**PUBLISHED:** 12/11/24  
**EFFECTIVE:** 12/16/24

**EXHIBIT 1  
CITY OF GRANDVIEW  
2025 NON-UNION MONTHLY SALARY SCHEDULE**

<b>Position</b>	<b>Monthly Minimum</b>	<b>Monthly Maximum</b>
City Administrator	\$8,922	\$13,388
Police Chief	\$7,737	\$11,604
Fire Chief	\$7,737	\$11,604
Public Works Director	\$7,497	\$11,243
City Treasurer	\$7,282	\$11,085
City Clerk/Human Resource Assistant	\$6,917	\$10,374
Assistant Police Chief	\$6,776	\$10,159
Deputy Fire Chief	\$6,776	\$10,159
Assistant Public Works Director	\$5,897	\$8,838
WWTP Superintendent	\$5,841	\$8,760
Fire Captain	\$5,694	\$8,541
Parks & Recreation Director	\$5,462	\$8,313
Public Works Foreman	\$4,797	\$7,196
Library Director	\$4,794	\$7,192
Public Works Assistant	\$3,993	\$5,991
Accounting Clerk	\$3,727	\$5,592
Utility Billing Clerk	\$3,520	\$5,358
Library Associate	\$3,351	\$5,102
Confidential Police Admin Clerk	\$3,192	\$4,858
Public Works Office Clerk	\$3,192	\$4,858
Receptionist	\$3,192	\$4,858

**ORDINANCE NO. 2024-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF GRANDVIEW, WASHINGTON,  
ADOPTING THE BUDGET AND CONFIRMING TAX LEVIES  
FOR REVENUE TO CARRY ON THE GOVERNMENT  
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025**

**WHEREAS**, the City Clerk did publish notice that the Council of the City of Grandview, Washington, would meet on the 26<sup>th</sup> day of November, 2024, at 7:00 p.m., in the Council Chambers of the City Hall of said City for the purpose of making and adopting the budget for the fiscal year 2025, and confirming a tax levy based upon the same fiscal year, and giving taxpayers within the limits of said City an opportunity to be heard upon said budget; and

**WHEREAS**, said City Council did meet at said time and place and did then consider the matter of said proposed budget and tax levy, no objections to the same having been filed with the City Clerk, and no persons appearing to make objections to the same, the Council concluded that the budget was in accord with the needs of the citizens of Grandview; and

**WHEREAS**, said proposed budget does not exceed the lawful limits of taxation allowed by law to be levied on the property of the City of Grandview for the purposes set forth in said budget, being all necessary to carry on the government of said City during said period,

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

**SECTION I.** That the City Council of the City of Grandview hereby adopts by reference the 2025 Annual Budget, which is on file in the Office of the City Clerk of Grandview. That required expenditures for the various departments and needs and operation of government of the City of Grandview, Washington, for the fiscal year ending December 31, 2025, are fixed in the following amounts, to-wit:

**RECAPITULATION -- ALL FUNDS**

<b>Fund</b>	<b>Beginning Balance</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Ending Balance</b>
<b>Current Expense</b>	590,805	7,334,700	7,822,075	103,430
<b>American Rescue Plan Act</b>	239,840	0	239,840	0
<b>Law &amp; Justice Tax</b>	210,030	436,500	600,100	46,430
<b>Street</b>	394,860	1,676,150	1,885,740	185,270
<b>Transportation Benefit District</b>	249,400	206,500	160,000	295,900
<b>Cemetery</b>	186,355	233,150	342,910	76,595
<b>SIED Loan – Euclid/WCR</b>	15	23,300	23,300	15
<b>SIED Loan – WCR/McCreadie</b>	70	18,730	18,730	70
<b>SIED Loan – WCR/Higgins</b>	0	27,600	27,600	0



<b>Capital Improvements</b>	721,460	320,000	503,050	538,410
<b>NW Grandview Infrastructure</b>	900,000	5,650,000	6,550,000	0
<b>EMS</b>	251,100	568,550	584,520	235,130
<b>Water</b>	8,787,595	9,682,400	10,122,540	8,347,455
<b>Sewer</b>	7,502,610	5,847,700	5,479,580	7,870,730
<b>Irrigation</b>	49,100	663,500	682,350	30,250
<b>Solid Waste</b>	413,840	1,403,530	1,558,750	258,620
<b>Equipment Rental</b>	1,414,650	605,000	706,260	1,313,390
<b>Total</b>	<u>21,911,730</u>	<u>34,697,310</u>	<u>37,307,345</u>	<u>19,301,695</u>

**SECTION II.** That a regular levy of \$1,985,000 levied upon the taxable real and personal property situated within the City of Grandview, taxable under the laws of the State of Washington as City taxes, as 2025 taxes, as affixed by Ordinance No. 2024-17 is hereby affirmed and said amount shall be appropriated.

**SECTION III.** The City Clerk is hereby instructed to forthwith certify said budget and tax levy to the County Assessor of Yakima County, Washington, for the purpose of having said taxes extended on the tax roll as provided by law, and said assessor is hereby authorized to extend said taxes accordingly.

**PASSED** by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on December 10, 2024.

**MAYOR**

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

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**CITY CLERK**

**APPROVED AS TO FORM:**

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**CITY ATTORNEY**

PUBLISH: 12/11/24  
EFFECTIVE: 12/16/24