

**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE MEETING MINUTES  
SEPTEMBER 23, 2025**

**1. CALL TO ORDER**

Mayor Ashley Lara called the Committee-of-the-Whole (C.O.W.) 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: Councilmembers David Diaz, Laura Flores, Bill Moore (Mayor Pro Tem), Robert Ozuna and Joan Souders

Present via teleconference: Councilmember Steve Barrientes

Absent: Councilmember Javier Rodriguez

Staff present: City Administrator Shane Fisher, City Attorney Quinn Plant and City Clerk Anita Palacios

**3. NEW BUSINESS**

**A. Resolution amending Section 27.04(A) of the Credit Card Use Policy within the City of Grandview Personnel Policy Manual increasing credit card limits for the City Administrator, Police Chief, Assistant Police Chief, Fire Chief and Public Works Director to \$5,000**

The City of Grandview has a policy which covers the use of City credit cards to transact official City business, Chapter 27 Credit Card Use Policy of the Grandview Personnel Manual. The credit limit for each assigned City credit card was \$1,000, the Police Chief and Assistant Police Chief was \$2,000 and the City Clerk was \$10,000, see Chapter 27.04 (A).

In 2019, the Police Chief and Assistant Police Chief's credit limits were increased to \$2,000 to allow for efficient purchasing throughout the month. In addition, they would utilize the City Clerk's credit card for purchases over \$1,000. The number of items being purchased online by City departments has increased. Staff was finding that the current limits were often being reached before the end of a month and the online purchases were being declined by vendors. Staff recommended the credit limits be increased to \$5,000 for the City Administrator, Police Chief, Assistant Police Chief, Fire Chief and Public Works Director to allow for efficient purchasing throughout the month.

Staff recommended the C.O.W. move a resolution amending Section 27.04(A) of the Credit Card Use Policy within the City of Grandview Personnel Policy Manual increasing credit card limits for the City Administrator, Police Chief, Assistant Police Chief, Fire Chief and Public Works Director to \$5,000 to the September 23, 2025 regular Council meeting for consideration.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Ozuna, the C.O.W. moved a resolution amending Section 27.04(A) of the Credit Card Use Policy within the City of Grandview Personnel Policy Manual increasing credit card limits for the City Administrator, Police Chief, Assistant Police Chief, Fire Chief and Public Works Director to \$5,000 to the September 23, 2025 regular Council meeting for consideration.**

Vote:

- Councilmember Barrientes – Yes
- Councilmember Diaz – Yes
- Councilmember Flores – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Absent
- Councilmember Souders – Yes

**B. Resolution authorizing the Mayor to sign an Interagency Agreement with the Washington State Department of Commerce for Growth Management Services**

The City of Grandview was a fully planning community under the Washington State Growth Management Act (GMA). The GMA requires periodic updating of the Comprehensive Plan every ten (10) years. The Washington State Department of Commerce has earmarked grant funding for the City of Grandview to update the City's Comprehensive Plan and development regulations.

Staff presented a Washington State Department of Commerce Interagency Agreement with the City of Grandview through Growth Management Services for the GMA Periodic Update Grant – FY2026 in the amount of \$40,625. This grant funding would assist the City with planning work for the completion of the GMA requirement to review and revise the City's Comprehensive Plan and development regulations under RCW 36.70A.130(5).

Staff recommended the C.O.W. move a resolution authorizing the Mayor to sign an Interagency Agreement with the Washington State Department of Commerce for Growth Management Services to the September 23, 2025 regular Council meeting for consideration.

Discussion took place.

**On motion by Councilmember Ozuna, second by Councilmember Moore, the C.O.W. moved a resolution authorizing the Mayor to sign an Interagency Agreement with the Washington State Department of Commerce for Growth Management Services to the September 23, 2025 regular Council meeting for consideration.**

Vote:

- Councilmember Barrientes – Yes
- Councilmember Diaz – Yes
- Councilmember Flores – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Absent

- Councilmember Souders – Yes

**C. Resolution authorizing the Mayor to sign the Interlocal Agreement between the City of Sunnyside and the City of Grandview regarding the Lower Valley Pathway Project**

In February 2023, Yakima County Commissioners awarded \$600,000 of American Rescue Plan Act (ARPA) funding for improvements to the Lower Yakima Valley Pathway. Subsequently, a meeting was held between the City of Grandview, the City of Sunnyside, and the Lower Yakima Valley Pathway group, where it was determined all entities would partner on the project, with the City of Grandview being the lead agency.

This project included approximately 3.5 miles of pathway improvements, with portions being in the City of Sunnyside and City of Grandview, and approximately 2.63 miles being in Yakima County. Improvements included vegetation removal, crack sealing, resurfacing of the pathway, and gravel shouldering along this highly traveled pedestrian pathway bordering the Yakima Valley Highway.

This ILA was supposed to have been brought before Sunnyside City Council last year, but due to changes in administration, it never happened. Grandview was the lead agency on this project, and the expectation was to have Sunnyside City Council approve the ILA first, and then Grandview would approve the ILA. Since Sunnyside never took it to their City Council, it fell off everyone's radar. Now that Sunnyside has a new Interim City Manager, City staff contacted him to discuss the project to get him up to speed. During those conversations it was discovered that the ILA was never taken to Sunnyside City Council.

The project was deemed "substantially complete" earlier this year and HLA has submitted the close-out documents. It shows that Sunnyside owes Grandview \$32,185.84. In order for Grandview to invoice Sunnyside for the remaining funds, the ILA must be fully executed.

Staff recommended the C.O.W. move a resolution authorizing the Mayor to sign the Interlocal Agreement between the City of Sunnyside and the City of Grandview regarding the Lower Valley Pathway Project to the September 23, 2025 regular Council meeting for consideration.

Discussion took place.

**On motion by Councilmember Diaz, second by Councilmember Souders, the C.O.W. moved a resolution authorizing the Mayor to sign the Interlocal Agreement between the City of Sunnyside and the City of Grandview regarding the Lower Valley Pathway Project to the September 23, 2025 regular Council meeting for consideration.**

Vote:

- Councilmember Barrientes – Yes
- Councilmember Diaz – Yes
- Councilmember Flores – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Rodriguez – Absent

- Councilmember Souders – Yes

**D. Irrigation Assessment Discussion**

As new subdivisions were being permitted, the availability of irrigation water was becoming more and more challenging. The variation of rates depended on whether a parcel received irrigation water via a pressurized system or a gravity system. The irrigation assessment must be paid by all assessed parcels within the City. This also applied to residents who do not receive irrigation water.

The Grandview Municipal Code currently reads as follows:

**§ 13.28.060 -- Irrigation water service – Rates and method of billing – Setting rates**

- A. Irrigation water service shall be charged for each county assessor's parcel within the city irrigation water system, regardless of water delivery, except as provided in subsection C of this section. Assessments shall be equal to the total parcel area multiplied by the applicable service rate.
- B. 2025 rates for irrigation set forth herein shall become effective on December 15, 2024, as follows:
  1. For land serviced by pressure irrigation, the service rate shall be \$0.023195 per square foot and the minimum charge per property shall be the sum of \$139.28 per year.
  2. For land served by gravity flow where the city is responsible for maintenance, the service rate shall be \$0.005275 per square foot or \$229.69 per acre, and the minimum charge per property shall be the sum of \$92.25 per year.
  3. For lands served by gravity flow, where the city is not responsible for maintenance or where no water is delivered, the service rate shall be \$0.002685 per square foot or \$116.82 per acre per year or \$48.82 minimum charge per year per property owner.

Staff would like to discuss the possibility of creating a utility bill credit for those who pay the irrigation assessment, but do not receive irrigation water. For example, if a customer pays \$7.00 per month irrigation assessment, but does not receive irrigation water, they would receive a \$7.00 reduction on their water consumption billing. The reason for the reduction toward their water consumption billing and not eliminating the irrigation assessment altogether was because every parcel must pay the irrigation assessment in order for the irrigation fund/program to remain funded. The impact on the water fund would be approximately \$125,000 less revenue per year into the already very healthy water fund.

Staff was seeking direction from City Council on this matter.

The Council discussed the proposal to provide irrigation credits to property owners who do not receive water services, but must pay the irrigation assessment. The Council agreed to implement a program where these property owners would receive a credit on their water bill equal to their monthly irrigation assessment. The Utility Billing Clerk would work with the software vendor to implement this change, which was expected to take place by January 1, 2026. The Council also

discussed the potential impact on water revenue, estimating a loss of about \$125,000 annually, though this number may decrease after further analysis.

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

Council Retreat – The Council Retreat to develop a five-year strategic plan was scheduled for September 25<sup>th</sup> from 8:00 am to 3:30 pm at the Grandview Library.

**5. MAYOR & COUNCILMEMBER REPORTS**

Public Safety Committee – The Public Safety Committee would be meeting with a representative from U.S. Representative Dan Newhouse’s office to tour the Police Department facility on October 9<sup>th</sup> at 10:00 am. A follow-up meeting with Senator Maria Cantwell’s office to discuss potential funding opportunities would take place on November 5<sup>th</sup>, 11:00 a.m., at City Hall. Staff would be developing a dedicated web page to include information and videos of the Police Department facility to support fundraising efforts.

YVCOG General Membership Meeting – The YVCOG General Membership meeting was held on September 17<sup>th</sup> at the Grandview Community Center. The program was a Legislative Update from the State and National elected officials.

Grandview Rotary Club Speaker – Megan Matthews from the Washington State Governor’s office would be speaking at the Grandview Rotary Club on November 5<sup>th</sup>.

2026 Preliminary Budget – The first special meeting for the 2026 Preliminary Budget was scheduled for September 29<sup>th</sup> at 6 pm.

**6. ADJOURNMENT**

**On motion by Councilmember Souders, second by Councilmember Moore, the C.O.W. meeting adjourned at 6:40 p.m.**

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Mayor Ashley Lara

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Anita Palacios, City Clerk