

**CITY COUNCIL MEETING
AGENDA**

July 1, 2026

7:00 PM

Civic Center

The Granite Falls City Council will hold its meeting in person. A Zoom link may be requested by contacting the City Clerk at darla.wilkins@ci.granite-falls.wa.us, no later than 3:00 p.m. on the day of the meeting. Virtual access is provided for listening purposes only. Public comment will not be accepted via Zoom. City residents who wish to provide a comment may email the City Clerk with their name, address, and the message they would like read into the record.

1. CALL TO ORDER

2. FLAG SALUTE

3. ROLL CALL

4. CONSENT AGENDA

4.a. AB 102-2026 Approval of June 17, 2026 Minutes

4.b. AB 103-2026 Approval of June 18, 2026 through July 1, 2026 Claims Checks #416353 through 416390 totaling \$504,579.49

4.c. AB 104-2026 Approval of June 1, 2026 through June 15, 2026 Payroll Claims Checks consisting of Twenty-Two EFT's totaling \$99,440.15

5. STAFF REPORTS

5.a. Planning Staff Report

5.b. City Manager Staff Report

5.c. DOA Claims Staff Report

5.d. Public Works

5.e. City Clerk Staff Report

5.f. Consultant Police Chief Report

6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS

(The public is encouraged to submit written comments prior to the meeting by emailing them directly to the city clerk at: darla.wilkins@ci.granite-falls.wa.us; and should be submitted no later than 5PM. Public comment speakers can sign up prior to the meeting, or wait for the public

comment section of the meeting to be open by the presiding officer. Individual comments shall be limited to three minutes. Group comments shall be limited to five minutes).

7. NEW BUSINESS

7.a. AB 105-2026 Yakima County Jail Services ILA

7.b. AB 106-2026 GFMC Chapter 2.08 - City Council: Discussion of Potential Code Amendments

8. CURRENT BUSINESS

9. MAYOR'S COMMENT (5 MINUTES)

10. COUNCIL COMMENTS (15 MINUTES)

11. CITY MANAGER (5 MINUTES)

12. ADJOURNMENT

The City of Granite Falls strives to provide access and services to all members of the public.



CITY COUNCIL AGENDA BILL

Subject: AB 102-2026 Approval of June 17, 2026 Minutes

Originating Dept.: City Clerk

Approval(s): City Clerk

Action Recommended: Approval of the Consent Agenda

Meeting Date: July 1, 2026

Date Submitted: 6/17/2026

Exhibit(s):

1. 06-17-2026 Minutes
-

Budgeted Amount:
BARS Code:

Summary Statement:

The City Council minutes are the official action and direction given at the meetings of the City Council. Any councilmember may remove an item(s) from the consent agenda for discussion and the item(s) would be voted on separately from the other consent agenda items.

Background:

Recommended Motion:

- 1) Motion to approve the minutes as shown. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Motion to amend the [state date] minutes and approve the minutes as amended.



CITY COUNCIL MEETING MINUTES

**June 17, 2026
7:00 PM
Civic Center**

City Council	Mayor/Councilmember Matthew Hartman Mayor Pro Tem/Councilmember David Griggs Councilmember Steven Glenn Councilmember Tom FitzGerald Councilmember Bruce Straughn
City Staff	City Clerk Darla Wilkins City Manager Jeff Balentine Public Works Director Charles White Deputy City Clerk Carole Williams
Consultants	Consultant City Attorney Emily Guildner

1. CALL TO ORDER

Mayor Matthew Hartman called the meeting to order at 7:00 p.m.

2. FLAG SALUTE

Mayor Matthew Hartman led the Council, Staff and Audience in the Pledge of Allegiance to the flag.

3. ROLL CALL

City Clerk Darla Wilkins verbally called out the Council's names and took note of the meeting attendance.

Present: Mayor/City Councilmember Matthew Hartman
City Councilmember Tom FitzGerald
City Councilmember Steven Glenn
Mayor Pro Tem/City Councilmember David Griggs
City Councilmember Bruce Straughn

Absent:

4. CONSENT AGENDA

MOTION:	Motion to approve the Consent Agenda.
MOVER:	City Councilmember Steven Glenn
SECONDER:	Mayor Pro Tem/City Councilmember David Griggs
AYES:	Mayor/City Councilmember Matthew Hartman, City Councilmember Tom FitzGerald, City Councilmember Steven Glenn, Mayor Pro Tem/City Councilmember David Griggs, City Councilmember Bruce Straughn
NAYS:	None
RESULT:	Passed

4.a. AB 094-2026 Approval of May 20, 2026 Minutes

4.b. AB 095-2026 Approval of June 3, 2026 Minutes

4.c. AB 096-2026 Approval of June 10, 2026 Minutes

4.d. AB 097-2026 Approval of June 4, 2026 through June 17, 2026 Claims Checks #416315 through 416352 and One EFT totaling \$121,222.89

4.e. AB 098-2026 Approval of May 16, 2026 through May 31, 2026 Payroll Claims Checks #416311 through 416313 and Twenty-Seven EFT's totaling \$162,576.82

5. STAFF REPORTS

5.a. City Manager Report

City Manager Jeff Balentine mentioned the new e-bike rules are now in effect.

5.b. Passports

City Manager Jeff Balentine gave a financial update on the passport office.

5.c. City Clerk Report

City Clerk Darla Reese had nothing further to add.

5.d. Public Works

Public Works Director Charles White commented on the following:

Stormwater -

- LID project reimbursement

Streets -

- Preparing for the 5K Run

Sewer -

- Annual maintenance at sewer lift station

Water -

- Identified a leaking fire hydrant (corner of S. Kentucky/Grand Ave.)

Project Updates -

- Indiana & Kentucky Ave. LID
- RRFB's
- Crack Seal Project
- Union & Kentucky Overlay Project
- Legion Park RFQ Architect & Engineering Services

5.e. Planning

Planning Director Amy Hess was absent.

5.f. Police Department

Consultant Police Chief Tom Dalton was absent.

6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS

None.

7. NEW BUSINESS

**7.a. AB 099-2026 Public Hearing - 7:10 PM, or soon thereafter,
For consideration to Approve Resolution 2026-09 (CIP/TIP)**

MOTION:	Motion to open the public hearing.
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MOVER:	Mayor Pro Tem/City Councilmember David Griggs
SECONDER:	City Councilmember Steven Glenn
AYES:	Mayor/City Councilmember Matthew Hartman, City Councilmember Tom FitzGerald, City Councilmember Steven Glenn, Mayor Pro Tem/City Councilmember David Griggs, City Councilmember Bruce Straughn
NAYS:	None
RESULT:	Passed

City Clerk Darla Wilkins submitted the following list of hearing exhibits into the record:

- Exhibit 1 - Public Hearing Notice dated June 5, 2026, 1 page
- Exhibit 2 - Verification of Public Hearing Posting dated June 5, 2026, 1 page
- Exhibit 3 - Affidavit of Publication from the Everett Daily Herald dated June 5, 2026, 2 pages
- Exhibit 4 - Resolution No. 2026-09 - TIP/CIP Program, 2 pages
- Exhibit 5 - Exhibit A to Resolution No. 2026-09, 3 pages

Public Works Director Charles White mentioned the following items:

- 6-Year Transportation Improvement Project (TIP) list
- An error was found in the prior Exhibit A - new list was distributed to Council
- New to the Resolution this year - addition of the City's Capital Improvement Plan

Mayor Matthew Hartman opened the public testimony portion of the public hearing.

No one signed up or elected to comment.

Mayor Matthew Hartman closed the public testimony portion of the public hearing.

MOTION:	Motion to close the public hearing with action to follow.
MOVER:	City Councilmember Steven Glenn
SECONDER:	City Councilmember Bruce Straughn

AYES:	Mayor/City Councilmember Matthew Hartman, City Councilmember Tom FitzGerald, City Councilmember Steven Glenn, Mayor Pro Tem/City Councilmember David Griggs, City Councilmember Bruce Straughn
NAYS:	None
RESULT:	Passed

MOTION:	Motion to approve Resolution 2026-09, adopting the City of Granite Falls Capital Improvement Plan and Six-Year Transportation Improvement Program.
MOVER:	Mayor Pro Tem/City Councilmember David Griggs
SECONDER:	City Councilmember Tom FitzGerald
AYES:	Mayor/City Councilmember Matthew Hartman, City Councilmember Tom FitzGerald, City Councilmember Steven Glenn, Mayor Pro Tem/City Councilmember David Griggs, City Councilmember Bruce Straughn
NAYS:	None
RESULT:	Passed

7.b. AB 100-2026 Planning Commission Seat Nomination

Mayor Matthew Hartman stated: I move to recommend the appointment of Stacie Marable to the Planning Commission, filling the vacated seat 2, for a term that ends on January 2, 2030.

MOTION:	Motion to confirm the appointment of Stacie Marable, as nominated by the Mayor, to the Granite Falls Planning Commission, with a term expiration date of January 2, 2030.
MOVER:	City Councilmember Steven Glenn
SECONDER:	City Councilmember Bruce Straughn
AYES:	Mayor/City Councilmember Matthew Hartman, City Councilmember Tom FitzGerald, City Councilmember Steven Glenn, Mayor Pro Tem/City Councilmember David Griggs, City Councilmember Bruce Straughn
NAYS:	None
RESULT:	Passed

7.c. AB 101-2026 Transportation Benefit District Funding Options

MOTION:	Move to direct staff to prepare an ordinance amending GFMC 10.85 and adopting a 0.1% TBD sales/use tax under RCW 82.14.0455 while maintaining the current \$20 vehicle license fee, subject to City Attorney review and DOR timing.
MOVER:	City Councilmember Steven Glenn
SECONDER:	Mayor Pro Tem/City Councilmember David Griggs
AYES:	Mayor/City Councilmember Matthew Hartman, City Councilmember Steven Glenn, Mayor Pro Tem/City Councilmember David Griggs, City Councilmember Bruce Straughn
NAYS:	City Councilmember Tom FitzGerald
RESULT:	Passed

8. CURRENT BUSINESS

None.

9. MAYOR'S COMMENT (5 MINUTES)

Mayor Matthew Hartman received a letter from Thompson Guildner Associates announcing that Tom Graafstra is officially retiring.

10. COUNCIL COMMENTS (15 MINUTES)

Mayor Pro Tem David Griggs commented on the following:

- Happily modeling his Hawaiian shirt
- Show N Shine (requesting help with advertising and volunteering)
- Purple Heart City Ceremony (requested a meeting with City Manager Jeff Balentine)

Councilmember Tom FitzGerald commented on the following:

- Completed the survey for the Prevention Coalition
- Attended the DEM Meeting (May via Zoom)
- Will attend the Texas Tech Training (July 21st)
- Met last week on the Athletic Turf Fields Committee
- Shared information on proposed trail from Lake Gardner to town

Councilmember Steve Glenn commented on the following:

- Scouts holding Flag Retirement Ceremony (Saturday, 10AM-2 - at future

Legion Park)

Councilmember Bruce Straughn commented on the following:

- Attended the last Flag Retirement Ceremony and enjoyed it
- Will be attending the AWC Conference next week

Mayor Matthew Hartman added that County Councilmember Nate Nearing is bringing a motion to the County Council to impose a moratorium on data centers for six months.

11. CITY MANAGER (5 MINUTES)

City Manager Jeff Balentine commented on the following:

- Looking into WA State Law Ordinance that allows conversions of existing commercial/mixed-use residential buildings to residential use by June 30th
- Public Works (purchasing threshold)
- Jail Fee Increases (research worksheet information provided)
- Snohomish County PUD
 - Currently mitigating for wildfire in and around city
 - Smart meter
- July 21st - Mayor Hartman and City Manager Balentine meeting with Snohomish County Executive Chief of Staff Julie More
- Performance Evaluation Review email — sent out for the City Manager

12. ADJOURNMENT

With no further business to come before the City Council, the meeting was adjourned at 8:03 p.m.

City Clerk Darla Wilkins, MMC

Mayor Matthew Hartman



CITY COUNCIL AGENDA BILL

Subject: AB 103-2026 Approval of June 18, 2026 through July 1, 2026 Claims Checks #416353 through 416390 totaling \$504,579.49

Originating Dept.: City Manager

Approval(s): City Manager
Finance

Action Recommended: Approval of the Consent Agenda

Meeting Date: July 1, 2026

Date Submitted: 6/29/2026

Exhibit(s): None

Budgeted Amount: \$504,579.49

BARS Code:

001 Current Expense = \$50,446.64

103 Community Events, Arts, Recreation = \$424.79

401 Water = \$6,193.42

403 Sewer = \$44,815.90

405 Storm Drainage = \$2,329.26

101 Streets = \$3,837.27

303 Cif/Streets = \$1,989.69

402 Cif / Water = \$90,671.54

404 Cif / Sewer = \$26,038.69

406 Cif / Storm Drainage = \$277,832.29

Summary Statement:

The July 1, 2026 Claims Checks are for the time period of June 18, 2026 through July 1, 2026.

Background:

Recommended Motion:

- 1) Motion to pay the claims as presented. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Motion to amend the claims and approve the minutes as amended.



**CITY OF
GRANITE FALLS**

CITY COUNCIL AGENDA BILL

Subject: AB 104-2026 Approval of June 1, 2026 through June 15, 2026 Payroll Claims Checks consisting of Twenty-Two EFT's totaling \$99,440.15
Originating Dept.: City Manager
Approval(s): City Manager Finance

Action Recommended: Approval of the Consent Agenda

Meeting Date: July 1, 2026

Date Submitted: 6/15/2026

Exhibit(s): None

Budgeted Amount: \$99,440.15
BARS Code: 001 Current Expense = \$39,063.10
101 Streets = \$9,369.13
401 Water = \$16,415.45
403 Sewer = \$30,140.43
405 Storm Drainage = \$4,452.04

Summary Statement:

Payroll claims are for the time period of June 1, 2026 through June 15, 2026.

Background:

Recommended Motion:

- 1) Motion to approve the payroll claims as presented. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Motion to amend the payroll claims and approve the minutes as amended.



CITY OF
GRANITE FALLS

CITY COUNCIL AGENDA BILL

Subject: Planning Staff Report

Originating Dept.: Planning Department

Action Recommended:

Approval(s):

Meeting Date: July 1, 2026

Date Submitted:

Exhibit(s):

1. 07.01.2026 Planning Staff Report

Budgeted Amount:

BARS Code:

Summary Statement:

Background:

Recommended Motion:



CITY COUNCIL STAFF REPORT

To: Mayor and City Council

From: Amy Hess, Planning Director

Department: Planning and Community Development

Date: July 1, 2026

Subject: Planning Department Update

1. UPDATES

SmartGov has been up and running for about a month and seems to be functioning well so far. Multiple permits have been submitted and issued through the portal.

2. DEVELOPMENT ACTIVITY

Staff continues to process permits for mechanical, plumbing, and building permits.

Tractor Supply has made a formal submittal, staff is currently reviewing for completeness.

A new Pre-application was submitted for the southwest corner of Quarry/Hwy 92 and 100th Street for a 90-lot subdivision.

Site Plan approval was issued for the project known as Pilchuck Crossing, on the southeast corner of Quarry/Hwy 92 and 100th Street.

3. PERMITS ISSUED

Applicant Name	Address	Type of Work
Ace Hardware	108 S Granite	Sign Permit
Southwest Plumbing	118 N Bogart	AC Install
Bill Slater	10709 Jordan Rd	Plumbing for Detached Garage

4. LONG-RANGE PLANNING

Updates to Titles 19 and 21 are expected to be reviewed by Department of Commerce in the next couple of weeks, then an ordinance brought before City Council for review and adoption. These updates include allowing the City to charge park impact fees for accessory dwelling units at 50% of the single family rate, which the code currently prohibits.

Staff has been researching park impact fees and whether the City needs to update what is being charged for those fees. More to come.

5. POLICY AND PROCESS IMPROVEMENTS

Joey and I continue to update policies and procedures for SmartGov as we use it more. Staff is working closely with Safebuilt to ensure a seamless permit review and inspection process.

Staff is working to establish template letters for questions/requests we receive regularly from residents that will be easy to tailor and provide quickly. These will include letters for placing sheds that do not meet the threshold for a permit, removal of trees within private backyards, accessory dwelling unit standards, etc.

6. UPCOMING PRIORITIES

Staff will continue to work on items identified on the 2026 work plan previously provided. If there are any sections of code that you feel should be prioritized, please share those with me.

7. SUMMARY

The department remains busy with application review as well as permit/process updates and ensuring responsible growth in the City.



**CITY OF
GRANITE FALLS**

CITY COUNCIL AGENDA BILL

Subject: City Manager Staff Report

Originating Dept.: City Council

Action Recommended:

Approval(s):

Meeting Date: July 1, 2026

Date Submitted:

Exhibit(s):

1. City Manager Staff Report July 1 2026

Budgeted Amount:

BARS Code:

Summary Statement:

Background:

Recommended Motion:

Staff Report

From: Jeff Balentine
Date: July 1, 2026
Re: City Manager Update

- **Jail services** - Continued reviewing alternatives for jail booking and housing services. I recommend signing two ILAs for Jail services. One for Yakima (Housing) and the second with Snohomish County (Booking and Holding). The Snohomish County Jail ILA will be necessary because a local booking and short-term holding option remains necessary even if Yakima County housing is approved. The issue is that Yakima County transport is not immediate in every circumstance, so a west-side holding arrangement remains an operational requirement.

I also contacted and received information from other regional jail providers as part of the broader jail-services review. This is helping the city to reduce costs and maintain efficient operations.

- **Chapter 2.08 code discussion**

Collected Councilmember input on GFMC Chapter 2.08 and prepared the July 1 discussion presentation. The discussion is intended to identify where current code language, current meeting practice, and Council preference differ. The July 1 item is for direction only, with a future public hearing and redline ordinance and legal review to follow if Council directs amendments.

- **Transportation, streets, and public works**

Staff coordinated with Community Transit and Public Works regarding upcoming July 4 road closures and temporary no-parking or bus-stop needs. The requested locations include Portage Avenue northbound across from McDonald's for bus layover and two eastbound Pioneer Street locations near Granite Avenue and Kentucky Avenue for temporary bus stops. Public Works confirmed it could assist with placement of the requested temporary signs.

The Union Street and Kentucky Avenue Improvements agreement with Larry Brown Construction was transmitted for City review and signature.

Snohomish County's June 26 roads update lists N Carpenter Road from June 22 to July 7 for 24/7 single-lane subgrade repair and 84th Street NE from May 27 to July 31 for spot improvements including speed feedback signs, warning signs, traffic signage, rumble strips, and striping.

- **Fire safety and burn ban**

The Snohomish County Fire Marshal announced a Stage 1 outdoor burning ban began Monday, June 22, 2026. Outdoor burning is prohibited in Granite Falls and other listed cities, all

residential open burning is suspended even with a permit, recreational and cooking fires remain allowed unless a Red Flag Warning is in effect, and the ban is expected to remain in place through August unless extended.

- **Community events and related**

- First Annual City of Granite Falls Independence Day 5-K is set with start at 10 AM. Great job to Sandra Novak and the Public Works team! Signup at <https://runsignup.com/Race/Register/?raceId=201841&eventId=1127755>
- Staff coordinated with Community Transit regarding July 4 event-related road closures and temporary transit accommodations.
- America 250 will drop off grant money at City Hall supporting the 5K signage.
- I participated in or coordinated discussion about shared LED message-board guidelines with the Fire District and School District.
- The City's Google Business Profile received a new 5-star rating for the Granite Falls Passport Office and City Hall.

- **Finance, administration, and grants**

- Routine June financial/payroll-related administration.
- The City received Systems Design EMS EFT reporting, which is part of regular emergency medical services financial administration.
- Staff received notice and is reviewing that the Snohomish County 2026 Conservation Futures grant round and a No Child Left Inside grant opportunity with a July 30 Letter of Intent deadline.

- **Community development and code compliance**

Staff reviewed the City's building conversion ordinance requirements against state standards. The review identified a few local code sections that will need revisions to reach full compliance. Amy is working on it.



CITY OF
GRANITE FALLS

CITY COUNCIL AGENDA BILL

Subject: DOA Claims Staff Report

Originating Dept.: City Council

Action Recommended:

Approval(s):

Meeting Date: July 1, 2026

Date Submitted:

Exhibit(s):

1. DOA Claims Reporting YTD

Budgeted Amount:

BARS Code:

Summary Statement:

Background:

Recommended Motion:

Staff Report: Claims and Delegated Purchasing Report

Meeting Date: July 1, 2026

To: City Council

From: Jeff Balentine, City Manager

Subject: Claims and Delegated Purchasing Report Consistent with Resolution No. 2026-03

Policy

Resolution No. 2026-03 establishes the City Manager's delegated purchasing authority, Department Head delegation limits, Council-retained authority, and purchasing transparency requirements. Section 4.3 requires monthly or quarterly Council reports on delegated purchases, including the list of purchases and contracts executed under delegated authority, amount, vendor, description, cumulative spending by department and budget account, and any sole-source or emergency purchases with written justification.

Section 12.2 requires regular Council reports listing all purchases and contracts above \$25,000 executed during the reporting period, including vendor name, contract amount, brief description, competitive bidding method used if applicable, any sole-source or emergency determinations, and the budget account charged. Section 12.2 also requires immediate notification of emergency purchases exceeding \$50,000, sole-source determinations over \$25,000, and purchasing compliance issues or concerns.

Claims Summary

Item	Count	Amount
Non-voided claims	494	\$4,648,292.35
Check payments	487	\$3,594,407.73
EFT payments	7	\$1,053,884.62
Voided transactions excluded from totals	4	\$12,393.06
Non-voided claims above \$25,000	31	\$3,757,972.50
Non-voided claims above \$50,000	14	\$3,176,723.17
Non-voided claims above Department Head threshold of \$122,500	8	\$2,657,286.98
Non-voided claims above City Manager threshold of \$245,000	4	\$1,872,416.16

Monthly Claims Totals

Month	Non-voided Transaction Count	Amount
January 2026	88	\$2,096,991.51
February 2026	76	\$486,610.09
March 2026	88	\$483,272.27

April 2026	78	\$341,098.37
May 2026	87	\$647,747.05
June 2026 through June 17	77	\$592,573.06
Total	494	\$4,648,292.35

Purchases and Claims Above \$25,000

Date	Check/EFT	Vendor	Amount	Description	Bidding Method	Authorization
2026-01-07	Check 415874	Snohomish County PUD	\$43,157.52	Water / Electric - Galena St. Extension Lighting	Regulated Rate/Utility	City Manager
2026-01-21	Check 415889	Association of Washington Cities - RMSA	\$160,547.00	2026 AWC Risk Management Assessment	Intergovernmental	City Council
2026-01-21	Check 415903	Gray & Osborne, Inc.	\$143,225.02	Engineering Services	QBS/RCW 39.80	City Manager
2026-01-21	Check 415906	Harbor Pacific Contractors Inc.	\$322,083.49	Pay Estimate #25	Competitive Bid	City Council
2026-01-21	Check 415916	Sno. County Sheriff's-Contract	\$244,630.00	GTF 2025 4th Quarter Invoice	Intergovernmental	City Council
2026-01-21	Check 415920	Snohomish County PUD	\$27,247.09	Water / Electric - Various Locations	Regulated Rate/Utility	City Manager
2026-01-28	EFT Trans. 624	Olympic Escrow Inc.	\$1,002,310.73	Purchase of Fire Station, 116 S. Granite Ave	Council Approved	City Council
2026-02-18	Check 415984	City of Granite Falls	\$27,300.27	Water / Sewer Utility Tax	Regulated Rate / Utility	Ordinance
2026-02-18	Check 415991	Gray & Osborne, Inc.	\$81,134.75	Engineer Consulting / Project Management	QBS/RCW 39.80	City Manager
2026-02-18	Check 415992	Harbor Pacific Contractors Inc.	\$236,468.80	Progress Estimate 26 WWTP	Competitive Bid	City Council
2026-03-04	Check 416039	P n D Logging & Tree Service	\$30,875.30	Perrigoue Park Tree Removal	Small Works / Limited PW	City Manager
2026-03-04	Check 416049	Snohomish County PUD	\$29,036.25	Water / Electric	Regulated Rate/Utility	City Manager
2026-03-18	Check 416069	City of Granite Falls	\$27,002.68	February 2026 Water / Sewer Utility Tax	Regulated Rate / Utility	Ordinance
2026-03-18	Check 416074	Gray & Osborne, Inc.	\$113,737.72	Consulting Services	QBS/RCW 39.80	City Manager

2026-03-18	Check 416075	Harbor Pacific Contractors Inc.	\$79,432.23	PE #27	Competitive Bid	City Council
2026-03-18	Check 416085	Snohomish County PUD	\$36,326.36	Water / Electric	Regulated Rate/Utility	City Manager
2026-04-15	Check 416139	City of Granite Falls	\$29,106.94	Water / Sewer Utility Tax	Regulated Rate / Utility	Ordinance
2026-04-15	Check 416151	Gray & Osborne, Inc.	\$84,421.72	Engineer Consulting	QBS/RCW 39.80	City Manager
2026-04-15	Check 416153	Harbor Pacific Contractors Inc.	\$46,340.23	WWTP Upgrade PE #28	Competitive Bid	City Council
2026-04-15	Check 416163	Snohomish County PUD	\$34,281.72	Water / Electric	Regulated Rate/Utility	City Manager
2026-04-15	Check 416179	WelWest Construction Inc.	\$35,473.60	Final Progress Estimate 4	Competitive Bid	City Council
2026-05-06	Check 416196	Department of Commerce	\$49,315.03	WWTP Facility Upgrades	Intergovernmental Loan	City Council
2026-05-06	Check 416203	Gray & Osborne, Inc.	\$60,358.04	Engineer Consulting	QBS/RCW 39.80	City Manager
2026-05-06	Check 416213	Sno. County Sheriff's-Contract	\$255,912.50	GTF 2026 1st Quarter Law Enforcement Services	Intergovernmental	City Council
2026-05-20	Check 416236	City of Granite Falls	\$27,623.17	Water / Sewer Service and Utility Tax	Regulated Rate / Utility	Ordinance
2026-05-20	Check 416254	Snohomish County DPW	\$25,938.84	Public Works Assistance Loan Program	Intergovernmental Loan	City Council
2026-05-20	Check 416257	Snohomish County PUD	\$37,596.31	Water / Electric	Regulated Rate/Utility	City Manager
2026-06-03	Check 416283	Earthwork Solutions LLC	\$292,109.44	Kentucky / Indiana LID PE 1	Competitive Bid	City Council
2026-06-03	Check 416291	Gray & Osborne, Inc.	\$100,351.73	Engineering Services	QBS/RCW 39.80	City Manager
2026-06-17	Check 416318	City of Granite Falls	\$27,675.70	Water / Sewer Utility Tax; Water / Sewer Service	Regulated Rate / Utility	Ordinance
2026-06-17	Check 416337	Snohomish County PUD	\$46,952.32	Water / Electric	Regulated Rate/Utility	City Manager

Cumulative Vendor Totals

Vendor	Transaction Count	Total
Olympic Escrow Inc.	1	\$1,002,310.73
Harbor Pacific Contractors Inc.	5	\$694,324.75
Gray & Osborne, Inc.	6	\$583,228.98
Sno. County Sheriff's-Contract	3	\$501,830.50
Snohomish County PUD	12	\$296,319.57
Earthwork Solutions LLC	1	\$292,109.44
City of Granite Falls	8	\$168,266.25
Association of Washington Cities - RMSA	1	\$160,547.00
US Bank Corporate Payment System	6	\$69,996.56
Revenue, Dept. of	6	\$51,573.89
Department of Commerce	1	\$49,315.03
Rain Paint	2	\$44,090.04
AHBL, Inc.	4	\$36,212.36
Granicus LLC	6	\$36,114.64
WelWest Construction Inc.	1	\$35,473.60



CITY OF
GRANITE FALLS

CITY COUNCIL AGENDA BILL

Subject: Public Works

Originating Dept.: Public Works

Action Recommended:

Approval(s):

Meeting Date: July 1, 2026

Date Submitted:

Exhibit(s):

1. PublicWorksStaffReport 7-1-26

Budgeted Amount:

BARS Code:

Summary Statement:

Background:

Recommended Motion:

Public Works Staff Report

July 1, 2026

STREETS

RadarSign, the City's vendor for the speed radar sign and upcoming Rapid Rectangular Flashing Beacon (RRFB) system, recently launched a new browser-based platform for viewing traffic data. The platform gives staff quick access to information such as vehicle volumes, average and top speeds, and the number of drivers exceeding the posted speed limit. This data will help monitor traffic patterns, evaluate how well traffic calming measures are working, and identify areas where additional safety improvements may be needed.

The City's Transportation Improvement Program (TIP) was submitted to WSDOT following its adoption by the City Council through resolution 2026-09. This submittal satisfies the State's annual reporting requirement and ensures the City's planned transportation projects remain eligible for applicable state transportation funding opportunities.

Public Works repainted the safety bollards behind City Hall. The existing paint, which had been in place since 2019, had significantly faded over time.

WATER

Public Works received the final components needed to assemble two temporary hydrant meters, which are now ready for use. These meters are installed upon request and payment to provide a temporary water supply for residential and commercial construction projects. Once in service, water usage is metered and billed using the same rate structure applied to standard residential and commercial water customers, ensuring a consistent billing process.

PROJECTS/ MISC.

Indiana/ Kentucky LID

- Installation of the new water line along the 100 and 200 blocks of S. Indiana Avenue has been completed. Earthwork Solutions will fill and pressure test the line in the coming weeks before it is placed into service. Construction activities have now shifted to the 200 block of S. Kentucky Avenue, where crews are preparing the roadway for paving. Asphalt paving is currently scheduled to begin on July 20.

Pedestrian Improvements (RRFBs)

- Delivery is pending, and the signs are expected to be delivered soon.

Union/ Kentucky Overlay

- The project agreement was signed around the week of June 22.
- Preconstruction meeting scheduled for July 1.
- A Notice to Proceed to follow.

Legion Park

- Currently working with the selected firm on project costs.



CITY OF
GRANITE FALLS

CITY COUNCIL AGENDA BILL

Subject: City Clerk Staff Report

Originating Dept.: City Clerk

Action Recommended: N/A

Approval(s): City Clerk

Meeting Date: July 1, 2026

Date Submitted: 6/29/2026

Exhibit(s):

1. 07-01-2026 City Clerk Report
2. 2026-Council-Outlook-Schedule-
UPDATED 06-17-2026

Budgeted Amount:

BARS Code:

Summary Statement:

Attached, please find the City Clerk Staff Report for July 1, 2026

Background:

Recommended Motion:

N/A - Informational Purposes Only

City Clerk Staff Report

July 1, 2026



Business Licenses (Inside City):

Hopkins Cleaning Service LLC

107 S. Granite Ave., Apt. B

Granite Falls, WA 98252-1400

Business license application is for: Janitorial, house cleaning



Artbrick LLC

201 Portage Ave.

Granite Falls, WA 98252-8772

Business license application is for: Basement waterproofing



RMS Drywall and Construction (Snyder, Richard Michael MR)

312 W. Pilchuck St.

Granite Falls, WA 98252-8799

Business license application is for: Drywall and general construction



Matthew Burke Limited (Matthew Burke Welding and Fabrication LLC)

10211 Messner Ave.

Granite Falls, WA 98252-8988

Business license application is for: Welding, welding-permanent structure



-Continued-



Business Licenses (Outside City):

KBB Towers LLC

77 Jackson Rd.

Fletcher, NC 28732-8523

Business license application is for: Specialty contractor, cell phone tower maintenance



Ignis Rose Care, LLC

8330 53rd Ave. W., Apt. 303

Mukilteo, WA 98275-2951

Business license application is for: Provide non-medical in-home care services for people 60 years of age and older and persons with disabilities



Pilchuck Property Care LLC

5214 Bosworth Dr.

Snohomish, WA 98290-4593

Business license application is for: Handy man, finish carpentry, pressure washing, window washer



2026 Council Outlook Schedule - revised 6/29/2026			
Date	Cohort	Item #	Description
Wednesday, July 1, 2026 Regular	Council	1	City Council Section 2.08 GFMC Continued Discussion
		2	Yakima Jail ILA
		3	
Wednesday, July 8, 2026 Work Session	Council	1	Title 19 and Title 21 Updates
		2	Mid-Year Grant/Legislative Update (Post-Session Recap)
		3	
Wednesday, July 15, 2026 Regular	Council	1	Executive Session - City Manager 1-year Performance / Contract
		2	Title 19 and Title 21 Updates (Public Hearing)
		3	City Manager Contract Review w/ possible action to follow (after ES)
		4	Public Hearing TBD
		5	TBD Rate Resolution
Wednesday, August 5, 2026 Regular	Council	1	City Strategic Plan - Budget and Goals 2027-2036 Discussion
		2	Flock Safety ALPR Contract Review / SB 6002 Compliance Update
		3	Q2 2026 Financial Report to Council
Wednesday, August 12, 2026 Work Session	Council	1	Work Session: 2027 Fee Resolution - Preliminary Discussion (Utility & GFC Rates)
		2	Work Session: Council Size Expansion - Follow-Up Discussion
Wednesday, August 19, 2026 Regular	Council	1	Sno-Isle Library Annual Update
		2	Legion Park / Veterans Memorial Update
		3	Insurance / Risk Management Annual Review
Wednesday, September 2, 2026 Regular	Council	1	Public Hearing - 2027 Fee Resolution (Utility and GFC Rates)
		2	Budget Request Call Letter Issued to Department Heads
		3	Kentucky Ave / Indiana Ave LID Project Construction Update
Wednesday, September 9, 2026 Work Session	Council	1	Work Session: Council Retreat / 2027 Budget Objectives
		2	AI Policy Review
		3	
Wednesday, September 16, 2026 Regular	Council	1	Stormwater Rates Ordinance - Annual Review
		2	NPDES Phase II Permit Compliance / Annual Report
		3	
Wednesday, October 7, 2026 Regular	Council	1	City Manager Revenue Estimates to Council for Property Tax Levy Setting
		2	Q3 2026 Financial Report to Council
		3	Animal Control ILA Renewal (City of Everett)
Wednesday, October 14, 2026 Work Session	Council	1	Work Session: 2027 Preliminary Budget Review - Department Presentations
		2	Work Session: New Revenue Strategy Review
Wednesday, October 21, 2026 Regular	Council	1	Public Hearing - Revenue Sources Including Property Tax Increases
		2	Comprehensive Emergency Management Plan (CEMP) Annual Review
		3	
Wednesday, November 4, 2026 Regular	Council	1	Public Hearing - Property Tax Levy / Levy Ordinance Adoption
		2	Public Hearing - 2027 Preliminary Budget (First Hearing)
		3	Code Changes / Planning Commission Update
Wednesday, November 11, 2026 Work Session	Council	1	Work Session: 2027 Preliminary Budget Review - Council Questions and Direction
		2	Work Session: Establish City's 2027 Legislative Priorities
Wednesday, November 18, 2026 Regular	Council	1	Public Hearing - 2027 Final Budget (Second Hearing)
		2	Property Tax Levy Certification to County (Deadline Nov 30)
		3	
Wednesday, December 2, 2026 Regular	Council	1	Public Hearing - Final Budget Adoption (Ordinance) - 2027 Budget
		2	2026 Budget Amendments (if needed - deadline Dec 31)
		3	
Wednesday, December 9, 2026 Work Session	Council	1	Work Session: Year-End Review - 2026 Goals and Accomplishments
		2	Work Session: 2027 Meeting Calendar Adoption / Organizational Planning
Wednesday, December 16, 2026 Regular	Council	1	Final 2027 Budget Adoption (if not adopted Dec 2)
		2	Final 2026 Budget Amendments (Deadline Dec 31)
		3	



**CITY OF
GRANITE FALLS**

CITY COUNCIL AGENDA BILL

Subject: Consultant Police Chief Report **Originating Dept.:** Consultant Police Chief

Action Recommended: **Approval(s):**

Meeting Date: July 1, 2026

Date Submitted: 6/29/2026

Exhibit(s):

1. July 1, 2026 Police Staff report

Budgeted Amount:

BARS Code:

Summary Statement:

Background:

Recommended Motion:



**City of Granite Falls
In Partnership with
Snohomish County Sheriff's Office**



Sheriff Susanna Johnson

City Manager Jeff Balentine

**Granite Falls Police Department
Monthly Staff Report – June 2026
Reporting Period: June 1–25, 2026**

As of June 25, 2026, Granite Falls Deputies have responded to **868 Calls for Service (CFS)**. By comparison, Deputies responded to **907 Calls for Service during the entire month of June 2024** and **762 Calls for Service during June 2025**. While several days remain in the month, current activity reflects a modest increase over previous years.

Of the 868 Calls for Service:

- **299** were officer-initiated activities.
- **459** were 911-generated Calls for Service.

Deputies continued conducting Area Emphasis Patrols (AEPs) in the **22400 block of Mountain Loop Highway** in response to ongoing concerns regarding a suspected drug house. These proactive patrols have increased our visibility in the area and contributed to the higher volume of officer-initiated activity during the month.

Response Times

The median dispatch-to-arrival response time within the Granite Falls contract area during June was **15 minutes**. The **L2 Beat** experienced a median response time of **24 minutes**, reflecting the challenges associated with the larger geographic area and the number of calls requiring Deputies to travel greater distances.

Criminal Reports

Deputies have completed **23 case reports** during the reporting period, consisting of:

- **9** reports in the GRFE Beat
- **2** reports in the GRFW Beat
- **12** reports in the L2 Beat

Report classifications include:

- **15** Informational Reports
- **3** Code Violations



**City of Granite Falls
In Partnership with
Snohomish County Sheriff's Office**



Sheriff Susanna Johnson

City Manager Jeff Balentine

- **3** Felony Reports
- **2** Gross Misdemeanor Reports

Notably, Granite Falls has **not experienced a burglary during the month of June**, and only **one theft** has been reported within the city limits.

Community Calls for Service

Deputies responded to a variety of quality-of-life and public safety calls, including:

- 18 Alarm Calls
- 11 Animal Control Calls
- 25 Public Assists
- 58 Suspicious Circumstance Calls
- 6 Trespass Complaints

These calls continue to represent a significant portion of our daily workload and often require substantial follow-up to ensure community concerns are addressed.

Traffic Safety

Deputies responded to **26 motor vehicle collisions**, including:

- 3 in the GRFE Beat
- 2 in the GRFW Beat
- 12 in the L2 Beat
- 9 within the surrounding Edward patrol areas

Our Deputies have continued assisting Edward-area units with several significant collisions occurring along **SR-92** and **84th Street NE**. These incidents frequently require extensive traffic control, prolonged lane closures, and, in several cases, the response of the Sheriff's Office Collision Investigation Unit.



City of Granite Falls In Partnership with Snohomish County Sheriff's Office



Sheriff Susanna Johnson

City Manager Jeff Balentine

Deputies also responded to **14 abandoned vehicle complaints**. Of those incidents:

- 5 occurred in the GRFE Beat
- 1 occurred in the GRFW Beat
- 7 occurred in the L2 Beat

We continue to experience an increase in recreational vehicles being abandoned along the Mountain Loop Highway. These vehicles create public safety concerns, traffic hazards, and logistical challenges in locating tow companies willing to remove them.

Traffic enforcement remained active during the month. Deputies issued **10 traffic citations**, documenting **14 individual violations**.

Behavioral Health and Critical Incidents

Deputies responded to:

- 4 Death Investigations (all within the L2 Beat)
- 17 Welfare Checks
- 27 Behavioral Health Incidents
- 7 Suicide-Related Calls

Death investigations remain some of our most time-intensive calls for service, often requiring extensive investigative work while awaiting the response of the Medical Examiner's Office.

Domestic Violence

Deputies responded to **7 domestic disturbance calls** during June. This represents a decrease from **11 incidents during June 2024**, while remaining slightly above the **6 incidents recorded during June 2025**.

Operational Summary

Overall, the Granite Falls Police contract experienced a slight increase in Calls for Service compared to previous years. A portion of this increase is directly attributable to our proactive Area Emphasis Patrols along Mountain Loop Highway, which continue to address ongoing criminal activity and neighborhood concerns.



**City of Granite Falls
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Sheriff Susanna Johnson

City Manager Jeff Balentine

Personally, I was away from the office for **12 days** during the reporting period. I would like to recognize our Deputies and professional office staff for the outstanding job they did maintaining operations during my absence. It is reassuring to know our contract is staffed with dedicated professionals who continue to provide exceptional service and ensure operations run smoothly, allowing me to take leave without concern.

Finally, City Manager Balentine and I have continued working diligently on the upcoming Interlocal Agreement (ILA), carefully reviewing staffing and operational costs to ensure the City receives an accurate and transparent representation of the services being provided. I would also like to thank City Manager Balentine for his continued efforts in identifying opportunities to reduce jail service expenditures while maintaining effective public safety operations.

Respectfully submitted,

Tom Dalton #1508

Chief Tom Dalton



CITY COUNCIL AGENDA BILL

Subject: AB 105-2026 Yakima County Jail **Originating Dept.:** City Manager
Services ILA

Approval(s):

Action Recommended: Approve the 2026 Interlocal Agreement for Inmate Housing with Yakima County Department of Corrections and authorize the City Manager to execute the agreement in substantially final form, subject to final City Attorney review and any non-substantive corrections.

Meeting Date: July 1, 2026

Date Submitted: 6/26/2026

Exhibit(s):

1. COGF Yakima Jail Svc 2026 ILA

Budgeted Amount: \$34,713

BARS Code: 523 60 41 00

Summary Statement:

Snohomish County Jail is raising their 2027 rates by approximately 60.6% (based on our use of booking, housing, and video court services). This would increase the City jail costs 2027 by ~\$21,000. Staff reviewed Snohomish, Issaquah, SCORE, and Yakima's jail services and rates. Yakima County's proposed rates are competitive and provide an alternative to relying solely on Snohomish County jail housing for City inmates. However, the agreement does not eliminate the need for a local or regional booking and short-term holding arrangement. Staff and legal review identified that the City should maintain or finalize a Snohomish County arrangement or other west-side facility coverage for booking and holding inmates until Yakima County transport occurs, especially because transport scheduling is operationally dependent and weather permitting.

The City Attorney's preliminary review did not identify major concerns, but did flag

practical clarifications, including backup holding arrangements and confirmation that Yakima County can accept female inmates and inmates with special-housing considerations consistent with the agreement's medical and classification limitations. Staff recommends approval of the ILA with Yakima with the understanding that the City will also need to approve a future ILA with the County or possibly another near-by jail.

Background:

The City currently requires jail booking, housing, transport, and related inmate-management services. Staff has been reviewing options for jail services as the City plans for future contract coverage and cost control. Yakima County Department of Corrections has provided a proposed 2026 ILA for Inmate Housing for City review.

The proposed agreement establishes the terms under which Yakima County would house City inmates, provide in-facility care and custody, coordinate transport, accept inmate records and property, classify inmates, bill the City, and return or release inmates in accordance with the agreement. The agreement is authorized under Washington interlocal and jail-service statutes. RCW 70.48.090 requires city-county jail-service contracts to be in writing, assign operational responsibility, specify each party's responsibilities, identify charges and adjustment basis, and provide termination notice requirements (RCW 70.48.090). RCW 39.34.040 requires an interlocal agreement to be filed with the county auditor or listed by subject on a public agency website or other electronically retrievable public source before it enters into force (RCW 39.34.040).

Yakima County's proposed 2026 rate attachment lists a general-population daily housing rate of \$125.00 per inmate per day and an Intensive Management Inmate rate of \$172.92 per inmate per day. The agreement states that Yakima County will not charge a booking fee for housing City inmates. The bed rate includes in-facility medical, dental if available, and mental-health services, while out-of-facility medical, dental, and mental-health costs remain the City's responsibility unless caused by improper conduct of Yakima County or its officers or agents.

Key terms of the ILA:

- Establishes the terms under which Yakima County will house City inmates.
- Yakima County generally transports inmates to and from Yakima County facilities, subject to weather and operational conditions; transport dates are determined by the number of inmates the City has housed with Yakima County.
- Rates: \$125.00 per day for general-population inmates and \$172.92 per day for Intensive Management Inmates.
- Booking fee: No separate Yakima County booking fee is charged under the agreement.
- Medical costs: In-facility care is included in the bed rate; out-of-facility care is generally the City's responsibility.
- The agreement renews annually for up to five years, through December 31, 2031, unless a party gives written notice by October 1 that it wishes to terminate at the end of the current calendar year.

- Yakima County bills monthly, with payment due within 30 days from the billing date; late payments bear interest at 1% per month until paid.

Yakima County's proposed rates are competitive and provide an alternative to relying solely on Snohomish County jail housing for City inmates. However, the agreement does not eliminate the need for a local or regional booking and short-term holding arrangement. Staff and legal review identified that the City should maintain or finalize a Snohomish County arrangement or other west-side facility coverage for booking and holding inmates until Yakima County transport occurs, especially because transport scheduling is operationally dependent and weather permitting.

Our City Attorney's preliminary review did not identify major concerns, but did flag practical clarifications, including backup holding arrangements and confirmation that Yakima County can accept female inmates and inmates with special-housing considerations consistent with the agreement's medical and classification limitations. Staff recommends approval in substantially final form, with final execution conditioned on any clarifying edits acceptable to the City Manager, City Attorney, and Yakima County.

Recommended Motion:

Move to approve the 2026 Interlocal Agreement for Inmate Housing between the City of Granite Falls and Yakima County Department of Corrections, and authorize the City Manager to execute the agreement in substantially final form, subject to final City Attorney review and any non-substantive corrections.

**INTERLOCAL AGREEMENT FOR INMATE HOUSING 2026 BY YAKIMA COUNTY DEPARTMENT OF
CORRECTIONS**

CITY OF GRANITE FALLS AND

YAKIMA COUNTY DEPARTMENT OF CORRECTIONS

THIS INTERLOCAL AGREEMENT FOR INMATE HOUSING (hereinafter "Agreement") is made and entered into by and between the City of Granite Falls, hereinafter referred to as City and the Yakima County Department of Corrections, hereinafter referred to as Yakima County or YCDOC.

WHEREAS, Chapters 39.34 and 70.48 RCW authorize the County to enter into a contract for inmate housing; and

WHEREAS, The City desires to transfer custody of certain inmates to Yakima County to be housed in Yakima County's corrections facilities during those inmates' confinement, and to compensate Yakima County for housing such inmates; and

WHEREAS, Yakima County desires to house inmates who would be otherwise in the City custody on the terms agreed herein.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and promises contained herein, the parties hereto mutually agree as follows:

1. **Purpose.** The purpose and intent of this Agreement is to establish the terms under which Yakima County will house City inmates.
2. **Definitions.**
 - **Business day** means Monday through Friday, excluding Yakima County standard holidays.
 - **Committing Court** means the court that issued the order or sentence that established City of Granite Falls custody of a City of Granite Falls Inmate.
 - **Detainer** means a legal order authorizing or commanding another agency a right to take custody of a person.
 - **City Inmate or "Inmate"** means a person subject to City of Granite Falls custody who is transferred to Yakima County custody under this Agreement.
 - **General Provisions.** Yakima County shall accept City Inmates according to the terms of this Agreement and shall provide housing, care, and custody of those City Inmates in the same manner as it provides housing, care and custody to its own inmates.
 - Yakima County shall manage, maintain, and operate its corrections facilities in compliance with all applicable federal, state, and local laws and regulations.
 - **Right to Refuse or Return Inmate.** To the greatest extent permitted by law, Yakima County shall have the right to refuse to accept a City Inmate or to return a City Inmate to City of Granite Falls, if the Inmate has a current illness or injury that is listed in **Attachment A - Medical Acceptability** or requires to be housed in special housing for behavior problems and/or medical or mental health concerns. Yakima County shall provide notice to the City at least one business day prior to transport.
3. **Inmate Transport.**
 - **County Transported:** Yakima County shall transport Inmates to and from Yakima County's corrections facilities except when weather or other conditions beyond Yakima County's control prevent transport. **Inmate transport dates will be determined by the number of inmates the City has housed with Yakima County.**

Yakima County will pick up and drop off Inmates at a mutually agreed upon destination. In the event the City wishes Yakima County to pick up and/or drop off a City Inmate at another detention or correction facility, the City shall notify Yakima County of the location of the Inmate for pick up and/or drop off.

The City shall provide a written inmate transport list to Yakima County the business day prior to transport. At the time of scheduling transport, if possible, but no later than transport pickup, The City shall provide to Yakima County the warrant or court order detaining or committing the Inmate, as well as any order that specifies the Inmate's next court date or sentence to confinement.

The City shall provide a complete copy of each Inmate's records in its possession to Yakima County prior to transferring custody of the Inmate to Yakima County. Yakima County will not assume custody of any City Inmate without a warrant or court order that commits the Inmate to confinement.

- **City Transported:** The City will provide Yakima County a written transport list to Yakima County the business day prior to delivery. At the time of delivery, The City shall provide Yakima County the warrant or court order detaining or committing the inmate as well as any order that specifies the Inmate's next court date or sentence to confinement.

The City shall provide a complete copy of each Inmate's records in its possession to Yakima County prior to transferring custody of the Inmate to Yakima County. Yakima County will not assume custody of any inmate without a warrant or court order that commits the Inmate to confinement.

4. **Inmate Records.** The City shall provide all medical records in its possession to Yakima County's transport officers prior to the Inmate's departure from the City's detention or designated detention facility. In the event the Inmate is transported by the City, The City shall provide all medical records in its possession to Yakima County's booking officer. In the event additional information is requested by Yakima County regarding a particular Inmate, Yakima County and the City will mutually cooperate to provide the additional information needed.
5. **Inmate Property.** Yakima County shall accept and transport Inmate property in accordance with **Attachment B – Property** and shall be responsible only for inmate property actually delivered into County possession. Yakima County shall hold and handle each Inmate's personal property in the same manner it holds and handles property of other County inmates. In the event a City Inmate is being transported from the City's designated detention or correction facility, it will be the responsibility of the City to dispose of the Inmate's property not delivered and accepted into County possession. When returning Inmates to the City, Yakima County shall transport Inmate property according to the provisions of Attachment B – Property, and it shall be the responsibility of Yakima County to dispose of any of the Inmate's property not transported with the Inmate.
6. **Booking.** Inmates shall be booked pursuant to Yakima County's booking policies and procedures. Inmates transported by the City that are not acceptable at booking, will be the responsibility of the City to transport back to the City.

Pursuant to RCW 70.48.130, and as part of the booking procedure, the Department of Corrections shall obtain general information concerning the Inmate's ability to pay for medical care, including insurance or other medical benefits or resources to which a City Inmate is entitled. The information is to be used for third party billing.

Yakima County and the City will attempt to develop a process at the City's detention facilities for pre-booking Inmates who are being transferred to the custody of Yakima County.

7. **Classification.** Inmates shall be classified pursuant to Yakima County's classification policies and procedures, and within the sole discretion and judgment of Yakima County. The City shall provide information identified in **Attachment C – Classification**, of this Agreement.
8. **Housing.** Inmates shall be assigned to housing pursuant to Yakima County's policies and procedures, and within the sole discretion and judgment of Yakima County. Provided however, that generally, if a City Inmate's classification qualifies him/her to be housed in the Yakima County Corrections Center, and there is a bed available at the Yakima County Corrections Center, the Inmate shall be housed in the Yakima County Corrections Center. The Yakima County Corrections Center is currently closed, however should it reopen, this article will be utilized. Exceptions to this general provision include circumstances such as: 1) No women are housed at the Yakima County Corrections Center; 2) Inmates assigned to certain work crews must be housed in the Main Jail or Annex; 3) Certain programs are available only to Inmates housed in the Main Jail or Annex; 4) Inmates who will be housed for less than one week will usually be housed in the Main Jail or Annex.
9. **Inmate Work Programs.** Yakima County may assign Inmates to work programs such as inside and outside work crews, kitchen and facility duties, and other appropriate duties.
10. **Health Care.** Yakima County shall provide in-facility medical care commonly associated with county corrections operations as guided by American Correctional Association or National Commission on Correctional Health Care standards.

Inmates shall be responsible for co-payment for health services according to County policy. The City shall not be responsible to Yakima County for Inmate co-payments. No Inmate shall be denied necessary health care because of an inability to pay for health services.

Yakima County shall notify the City's designee(s) via e-mail or fax if a City Inmate requires medical or dental treatment at an outside medical or health care facility. The City shall be responsible to promptly notify Yakima County of any changes in its designee(s).

The City shall pay for all medical, mental health, dental or any other medical services that are required to care for City Inmates outside YCDOC facilities. Except, Yakima County shall bear the expense of any such medical care necessitated by improper conduct of Yakima County, or of its officers or agents.

Yakima County shall notify the City as soon as reasonably possible before the Inmate receives medical and/or dental treatment outside of YCDOC facilities. The City acknowledges that such notice may not be reasonably possible prior to emergency care. Lack of prior notice shall not excuse the City from financial responsibility for related medical expenses and shall not be a basis for imposing financial responsibility for related medical expenses on Yakima County.

Outside medical expenses for Inmates housed for more than one jurisdiction shall be divided equally among those jurisdictions.

11. **Inmate Discipline.** Yakima County shall discipline Inmates according to the same policies and procedures under which other County inmates are disciplined. However, nothing contained herein shall be construed to authorize the imposition of a type of discipline that would not be imposed on a

comparable County inmate, up to and including the removal of earned early release credits as approved by the City.

12. **Removal from County Facilities.** Except for work programs or health care, and during emergencies, Inmates shall not be removed from County facilities without written authorization from the City or by the order of any court having jurisdiction. Other jurisdictions may “borrow” a City Inmate only according to the provisions of **Attachment D – Borrowing**. In the event of the Inmate’s emergency removal, Yakima County shall notify the City by email or fax as soon as reasonably possible. No early release or alternative to incarceration, including furloughs, home detention, or work release shall be granted to any Inmate without written authorization by the committing court.
13. **Visitation.** Yakima County shall provide scheduled visitation for attorneys, spouses, family, and friends of Inmates. Such visitation may be accomplished as provided in Section 24 of this Agreement.
14. **Inmate-Attorney Communication.** Confidential telephones or visitation rooms shall be available to inmates to communicate with their attorneys.
15. **Inmate Accounts.** Yakima County shall establish and maintain an account for each Inmate. Yakima County shall ensure family members and others have a reasonable process to add funds to a City Inmate’s account.

Upon returning custody of a City Inmate to the City, Yakima County shall transfer the balance of that Inmate’s account that is not subject to charges, to the Inmate or to the City in the form of a check or a debit card in the name of the Inmate.

In the event Yakima County contracts with a company/business that furnishes technology for wireless inmate account crediting (such as Keefe or JPAY) the City may allow Yakima County (or County’s contracted representative) to install the equipment necessary for use of the system. The City shall not be financially responsible for any aspect of the system, including but not limited to installation or maintenance costs. The City shall not receive any compensation or profits for such a system.

16. **Detainers.** Inmates in a “Detainer” status shall be handled according to **Attachment E – Detainers**.
17. **Releases.** The City shall be responsible for computing and tracking all sentence time calculations, good time, court dates and release dates. Inmates will be released in accordance with **Attachment F – Inmate Release**.

Yakima County shall not transfer custody of a City Inmate housed pursuant to this Agreement to any party other than the City, except as provided in this Agreement or as directed by the City.

18. **Escape.** If a City Inmate escapes Yakima County custody, Yakima County shall notify the City as soon as reasonably possible. Yakima County shall use all reasonable efforts to pursue and regain custody of any escaped City Inmates and shall assume all costs connected with the recapture of the City Inmate.
19. **Death.** If a City Inmate dies in Yakima County custody, Yakima County shall notify the City as soon as reasonably possible. The Yakima County Coroner shall assume custody of the City Inmate’s body. Unless another agency becomes responsible for investigation, YCDOC shall investigate and shall provide the City with a report of its investigation. The City may participate in the investigation. If

another agency becomes responsible for investigation, YCDOC shall act as liaison or otherwise facilitate the City's communication with and receipt of reports from the other agency.

The City shall provide Yakima County with written instructions regarding the disposition of the City Inmate's body. The City shall pay for all reasonable expenses for the preparation and transport of the body. The City may request in writing that Yakima County arrange for burial and all matters related or incidental thereto and the City shall be responsible for all costs associated with this request. Except, Yakima County shall bear such expenses necessitated by improper conduct of County, or its officers or agents.

20. **Reporting Requirements.** Ordinarily on business days, Yakima County will deliver the following reports to the City:

Housing Report – a report detailing which City inmates are housed at the Yakima County Corrections Center.

Custody Report – a report of total inmate populations confined at all YCDOC facilities. It includes current and historical safety and population data.

Special Housing Report – Identifies City inmates who are in special housing assignments.

21. **The City's Right of Inspection.** The City shall have the right, upon reasonable advance notice, to inspect County correction facilities where City Inmates are housed at reasonable times. During such inspections, The City may interview its Inmates and review its Inmates' records. The City shall have no right to interview inmates housed for other jurisdictions or to review their medical records unless it is properly authorized to do so by the inmate or the other jurisdiction.

22. **Technology.** Yakima County and the City may each permit the other continuous access to its computer database regarding all City Inmates housed by Yakima County. This continuous access feature may be accomplished through a computer link between a computer(s) designated by the City and appropriate computer(s) of Yakima County.

By separate mutual agreement, Yakima County and the City may provide video conference capabilities for personal visiting, professional visiting, pre-trial conferences, arraignments, and other court and conferencing needs.

23. **Bed Rate.** In consideration of Yakima County's commitment to house City Inmates, the City shall pay Yakima County based on the rates identified in the **Rate Attachment Sheet** of this Agreement.

The Bed Rate includes all in-facility medical, dental (if available), and mental health services. In the event an inmate requires out of facility medical, dental or mental health services, the City shall be responsible for the cost of the services.

Yakima County shall not charge a booking fee in connection with housing City Inmates.

The City may purchase additional beds, as available, at the then existing bed rate; however, Yakima County shall have the right to refuse to accept custody of or house inmates in excess of the City's minimum bed commitment.

The Daily Fee for inmates housed for more than one jurisdiction shall be divided equally among those jurisdictions.

This daily rate is established for 2026. Yakima County reserves the right to increase the daily rate with the understanding that they will provide the City ninety (90) days written notification prior to said increase.

24. **Billing and Payment.** Yakima County shall provide the City with monthly statements itemizing the name of each City Inmate, the number of days of housing, including the date and time booked into Yakima County and date and time released from Yakima County and itemization of any additional charges including a description of the service provided, date provided and reason for service.

Yakima County shall provide said statement for each month on or about the 10th day of the following month. Payment shall be due to Yakima County within (30) days from the billing date. Yakima County may bill the City electronically. Payments not received by the 30th day shall bear interest at the rate of 1% per month until payment is received.

The Daily Fee for City Inmates housed for more than one jurisdiction shall be divided equally among those jurisdictions.

25. **Duration of Agreement.** This Agreement will renew annually for up to five (5) years (December 31, 2031) unless there is written notification from one party to the other that they wish to terminate the contract at the end of the current calendar year. Such notification will be sent to the receiving party no later than October 1st of the current year.

26. **Independent Contractor.** In providing services under this Agreement, Yakima County is an independent contractor and neither it nor its officers, nor its agents nor its employees are employees of the City for any purpose, including responsibility for any federal or state tax, industrial insurance, or Social Security liability. Neither shall the provision of services under this Agreement give rise to any claim of career service or civil service rights, which may accrue to an employee of the City under any applicable law, rule or regulation. Nothing in this Agreement is intended to create an interest in or give a benefit to third persons not signing as a party to this Agreement.

27. **Hold Harmless, Defense, and Indemnification.** Yakima County shall hold harmless, defend, and indemnify the City, its elected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to claims related to false arrest or detention, alleged mistreatment, injury, or death of any City Inmate, or loss or damage to City Inmate property while in County custody) that result from or arise out of the acts or omissions of County, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of Yakima County's services, duties, and obligations under this Agreement.

The City shall hold harmless, defend, and indemnify Yakima County, its elected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to claims related to false arrest or detention, alleged mistreatment, injury, or death of any City Inmate, or loss or damage to City Inmate property while in County custody) that result from or arise out of the acts or omissions of the City, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the City's services, duties, and obligations under this Agreement.

In the event the acts or omissions of the officials, officers, agents, and/or employees of both the City and Yakima County in connection with or incidental to the performance or non-performance of the City's and/or Yakima County's services, duties, and obligations under this Agreement are the subject of any liability claims by a third party, The City and Yakima County shall each be liable for its proportionate share of fault in any resulting suits, actions, claims, liability, damages, judgments, costs and expenses and for their own attorney's fees.

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

Yakima County and the City hereby waive, as to each other only, their immunity from suit under industrial insurance, Title 51 RCW. This waiver of immunity was mutually negotiated by the parties hereto.

The provisions of this section shall survive any termination or expiration of this Agreement.

28. **Insurance.** Yakima County and the City shall provide each other with evidence of insurance coverage, in the form of a certificate or other competent evidence from an insurance provider, insurance pool, or of self-insurance sufficient to satisfy the obligations set forth in this Agreement.

Yakima County and the City shall each maintain throughout the term of this Agreement coverage in minimum liability limits of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in the aggregate for its liability exposures, including comprehensive general liability, errors and omissions, auto liability and police professional liability. The insurance policy shall provide coverage on an occurrence basis.

29. **Termination.**

- **Mutual Agreement:** This Agreement may be terminated by mutual written consent between Yakima County and the City with ninety (90) days written notice to the other party and to the State Office of Financial Management as required by RCW 70.48.090 stating the grounds for said termination and specifying plans for accommodating the affected City Inmates.
- **Imperiling Conditions:** The City shall have the right to terminate this Agreement where: 1) conditions and/or circumstances at Yakima's facilities present an imminent risk of serious injury or death to City Inmates [Imperiling Conditions]; 2) The City has sent Yakima County written notice by certified mail, return receipt requested describing with reasonable specificity the Imperiling Conditions; and 3) Yakima County has failed to cure the Imperiling Conditions within a reasonable period of time, which, unless the parties agree in writing to a longer period, shall be no more than 30 days after Yakima County receives the City's notice. Termination under this provision shall be effective if and when: 1) after at least 30 days, Yakima County has not cured the Imperiling Condition(s); and 2) The City has removed its Inmates; and 3) The City has given Yakima County formal written notice of final termination under this provision. After Termination under this provision the City shall have no further financial obligations under this Agreement.
- **Material Breach:** Either party shall have the right to terminate this Agreement if: 1) the other party is in material breach of any term of this Agreement; 2) the terminating party has sent the breaching party written notice of its intent to terminate this Agreement under this section by certified mail, return receipt requested describing with reasonable specificity the basis for the termination; and 3) the breaching party has failed to cure the breach within ninety (90) days, unless the parties agree in writing to a longer cure period. Termination shall be effective upon, and the City shall have no further financial obligations under this Agreement from the date of removal of its Inmates from the Yakima Facility or County's receipt of final notice that the City is terminating the Agreement after the expiration of the cure period, whichever occurs last.

30. **Real or Personal Property.** It is not anticipated that any real or personal property will be acquired or purchased by the parties solely because of this Agreement.

31. **Equal Opportunity.** Neither party shall discriminate against any person on the grounds of race, creed, color, religion, national origin, citizenship or immigration status, sex, sexual orientation, age, marital status, honorably discharged veteran or military status, political affiliation or belief or the presence of any sensory, mental or physical handicap in violation of any applicable federal law, Washington State Law Against Discrimination (RCW chapter 49.60) or the Americans with Disabilities Act (42 USC 12110 et seq.). In the event of the violation of this provision, the other party may terminate this Agreement immediately.
32. **Assignment.** This Agreement, or any interest herein, or claim hereunder, shall not be assigned, or transferred in whole or in part by Yakima County to any other person or entity without the prior written consent of the City. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of Yakima County stated herein.
33. **Non-Waiver.** The failure of either party to insist upon strict performance of any provision of this Agreement or to exercise any right based upon a breach thereof or the acceptance of any performance during such breach shall not constitute a waiver of any right under this Agreement.
34. **Severability.** If any portion of this Agreement is changed per mutual agreement or any portion is held invalid, the remainder of the Agreement shall remain in full force and effect.
35. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. Any actions, suit, or judicial or administrative proceeding for the enforcement of this Agreement shall be brought and tried in the Federal or Superior Court for the State of Washington.
36. **Approval and Filing.** Each party shall approve this Agreement by resolution, ordinance or otherwise pursuant to the laws of the governing body of each party. The attested signatures of the City, Manager or Mayor and the Yakima County Commissioners below shall constitute a presumption that such approval was properly obtained. A copy of this Agreement shall be filed with the Yakima County Auditor's Office pursuant to RCW 39.34.040.
37. **General Provisions.** Unless otherwise agreed in writing executed by both parties, on and after December 1, 2026, and so long as this Agreement remains in effect, this document constitutes the entire Agreement between the City and Yakima County under which Yakima County houses City Inmates, and no other oral or written agreements between the parties shall affect this Agreement.
- No changes or additions to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and executed by both parties.
- Yakima County shall not delegate its duties pertaining to housing City Inmates without the written consent of the City, which consent shall not be withheld unreasonably.
- Any provision of this Agreement that is declared invalid or illegal shall in no way affect or invalidate any other provision.
- In the event Yakima County or the City defaults on the performance of any terms of this Agreement and files a lawsuit, the prevailing party shall be entitled to an award of its reasonable attorney fees, costs, and expenses.

This Agreement may be executed in any number of counterparts.

38. **Notices.** Unless stated otherwise herein, all notices and demands shall be in writing and sent, electronically mailed (e-mail), or hand-delivered to the parties to their addresses as follows:

TO CITY OF GRANITE FALLS: **Jeff Balentine, City Manager**
 PO Box 1440
 215 S Granite Ave
 Granite Falls, WA 98252

TO YAKIMA COUNTY: **Jeremy Welch, Director**
 Yakima County Department of Corrections
 111 North Front Street
 Yakima, WA 98901

Alternatively, to such other addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, electronically mailed (e-mail), or hand-delivered. Such notices shall be deemed effective when mailed, e-mailed, or hand-delivered at the addresses specified above.

<p>YAKIMA COUNTY</p> <p>By: _____ [Title]</p> <p>Date: _____</p> <p>By: _____ [Title]</p> <p>Date: _____</p> <p>Approved as to form:</p> <p>By: _____ City Attorney</p>	<p>CITY OF GRANITE FALLS, WASHINGTON</p> <p>By: _____ City Manager</p> <p>Date: _____</p> <p>Attest:</p> <p>By: _____ City Clerk</p> <p>Approved as to form:</p> <p>By: _____ City Attorney</p>
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ATTACHMENT A
MEDICAL ACCEPTABILITY

Yakima County shall determine the medical and mental acceptability of inmates for transport using the following excluding criteria:

- Blood or fluid present at an open wound site or bleeding from an open wound.
- Signs of untreated broken bones or dislocated joints.
- Any injury or illness requiring immediate or emergency medical treatment.
- Unconsciousness.
- Inmates unable to stand and walk under their own power.
- Wheelchair bound individuals.
- Signs of alcohol toxicity and signs of current or recent use of any intoxicants.
- Signs of alcohol and/or drug withdrawal.
- Bed bound individuals.
- Individuals with attached IV or requiring IV medications.
- Individuals requiring the use of oxygen tanks.
- AMA (Against Medical Advice) from the hospital.
- Individuals having had major invasive surgery within the last 72 hours. Non-invasive surgery such as oral surgery, laser-eye surgery and minor surgery may be evaluated on a case-by-case basis.
- Post-operative persons who have follow up appointments within the next four weeks.
- Wounds with drainage tubes attached.
- Persons with permanent catheters.
- Open and/or oozing bedsores.
- Individuals requiring nebulizers who cannot obtain one.
- Persons with Alzheimer's, dementia, or other psychological conditions to the point where the inmate cannot perform activities of daily living ("ADL's") or who do not have the capacity to function safely within a correctional environment.
- Persons who are diagnosed as developmentally delayed and who do not have the capacity to function safely within a correctional environment or who cannot perform ADL's.
- Female inmates more than 5 months pregnant. Or any female inmate considered a high-risk pregnancy.
- Persons undergoing chemotherapy and/or radiation treatment.
- Persons undergoing dialysis.
- Persons with the following untreated medical conditions:
 - Heart disease
 - Seizures disorders
 - Insulin dependent diabetes
 - Cancer
 - Asthma
 - Psychosis
 - HIV Positive or AIDS
- Persons who are HIV positive or have AIDS and are taking anti-viral medications.
- Persons taking Methadone, or Suboxone, a substitute for Methadone.
- Persons who suffer from mental illness and cannot be housed in general population.
- Persons with suicidal ideations or gestures within the past 72 hours.

- Person, if prescribed, have not taken psychotropic medications for at least 72 hours.
- Persons who have attempted suicide within the last 30 days.
- Persons who have attempted suicide by overdose or ligature strangulation during current incarceration.
- Persons displaying a current psychotic episode.
- Persons requiring CPAP machines as prescribed must be transported with the machine.

ATTACHMENT B

PROPERTY

County transport personnel will only accept Inmate property as follows:

- The property shall be sealed in a single property bag no larger than a common paper grocery bag.
- Money, valuables, and medications shall be placed in a clear envelope and sealed within the Inmate's property bag.
- Checks and documents (court, warrants, etc) shall be attached to the outside of the property bag.
- The transporting officer shall account for the property bag and funds being transported. Yakima County Department of Corrections transport personnel will not accept or transport the following:
 - Backpacks, suitcases, etc.
 - Unpackaged food products or food products in packaging that has been opened.
 - Any type of weapon (includes pocketknives).
 - Liquids.
 - Any items that will not fit into the property bag.
 - Material deemed to be contraband.
 - Yakima County will limit property returned with the Inmate to the City according to these criteria.

ATTACHMENT C
CLASSIFICATION

The City shall supply Yakima County with the following Classification related information, if it known to or in possession of the City:

- If the City Inmate has been classified to a special housing unit and/or if the City Inmate has been classified as protective custody.
- If the City Inmate is a violent offender or has displayed violent behavior during present or past incarcerations.
- If the City Inmate is an escape risk.

ATTACHMENT D

BORROWING

One contracting city may “borrow” another contracting city’s inmate as follows:

- If a city requests the transport of another contracting City’s Inmate from Yakima County, the requesting city must notify each agency with rights to custody of the Inmate, and if each agency with rights to custody of the Inmate notifies Yakima County in writing (e-mail) of its approval, Yakima County shall provide the requested transport. Yakima County will complete a custody transfer form that lists all outstanding detainers. The custody transfer paperwork will accompany the inmate.
- Once custody of the City Inmate has been transferred to another agency, it is the responsibility of the requesting agency to determine whether the City Inmate shall be returned to the custody of Yakima County, and if so, the requesting agency shall make all necessary and proper arrangements with Yakima County and any agency with rights to custody of the Inmate, for the Inmate’s return according to the terms of this Agreement.
- Yakima County will not track the City Inmate once he or she has left Yakima County’s facility.
- If the Inmate is returned to the custody of Yakima County, the requesting city shall provide Yakima County with sentencing/charge information. The city shall supply all pre-sentence, and post-sentence paperwork from agreeing agencies that authorized the borrowing of the Inmate. This will aid Yakima County in determining split billing and release dates.
- If the agency requesting to borrow a City Inmate is not a “Contracting Agency,” the requesting agency will be responsible to make all transport arrangements including all legal paperwork for the transport with the city of jurisdiction.
- Yakima County will transport City Inmate only to the originating City of this Agreement.
- Inmates transported by the City, cannot be borrowed out of YCDOC.

ATTACHMENT E

This attachment only applies to Inmates transported by the YCDOC.

WARRANTS/OTHER COURT ORDERS

The following shall apply to City Inmates who are subject to warrants from other jurisdictions or to other court orders for confinement. When receiving a City Inmate, Transport Officers shall review all paperwork provided by the City for all grounds to hold the Inmate and ensure that this information is entered into Yakima County's JMS and is routed to the Out of County Transport Section Office Specialist.

Prior to releasing a City Inmate, Yakima County shall check the NCIC and WACIC systems to determine if the Inmate is subject to any valid warrants or other detainers.

If the Inmate is subject to a warrant that is limited to the County of the city in this Agreement, YCDOC will, upon receiving written permission (email) from the City, transport the Inmate to the custodial agency for the jurisdiction that issued the warrant. However, Yakima County will not assume responsibility to serve any such warrants.

If the City Inmate is subject to a warrant from a western Washington jurisdiction outside the City's County, YCDOC will release the Inmate at the location determined by written (email) agreement of the YCDOC and the City under Section 5 of this Agreement.

If the City Inmate is subject to a warrant from an eastern Washington jurisdiction, YCDOC will send the Inmate to the custodial agency for that jurisdiction on the Mini-Chain.

If, upon return from YCDOC to the City, the Inmate is subject to a warrant that provides for statewide extradition, YCDOC will send the Inmate to the agency/jurisdiction that issued the warrant on the Mini-Chain.

ATTACHMENT F
INMATE RELEASE

County transport personnel will release City Inmates as follows:

- Inside a staffed correction or detention facility (jail).
- Inside a staffed police agency (sally port or other secured area).
- Outside of a Law Enforcement Agency when agency personnel, telephone access, and weather protection (lobby areas) are available to the released Inmate.
- City Inmates for whom bail is posted, or who otherwise have a right to be released may, by signed written waiver, choose to remain in custody and return to the City by the regularly scheduled transport, or to be released to a family member or friend picking them up in Yakima.
- Inmates transported by the City must be picked up at least 12 (twelve) hours prior to the inmate's scheduled release date and time. If the inmate is not picked up before the scheduled release time, the Inmate will be automatically scheduled to be transported, at the City's cost to include the addition of transport fees for all days served on the next available transport to the City.

YAKIMA COUNTY
INMATE HOUSING AGREEMENT – 2026

Detention/Correction Rates:

Daily Housing:

In consideration of Yakima County's commitment to house City Inmates, the City shall pay Yakima County a base rate of **\$125.00** per day per inmate.

Intensive Management Inmates (IMI) who have serious medical, mental health or behavioral conditions and require special housing or treatment, as determined by Yakima County will be housed at a rate of **\$172.92.**

Set Bed Agreement:

- Due to a limited amount of space, should the City wish to guarantee a certain number of beds, a set bed agreement can be initiated.



CITY COUNCIL AGENDA BILL

Subject: AB 106-2026 GFMC Chapter
2.08 - City Council: Discussion of Potential
Code Amendments

Originating Dept.: City Council

Approval(s):

Action Recommended: Discussion only

Meeting Date: July 1, 2026

Date Submitted:

Exhibit(s):

1. GFMC Chapter 2 08 Council
Discussion

Budgeted Amount: N/A

BARS Code: N/A

Summary Statement:

Discussion topics for Council direction:

- **Public comment on regular agenda items:** Decide whether to keep the current request-based approach, invite comment after each staff presentation, invite comment only before final action, or add a written-testimony option consistent with RCW 42.30.240
- **Public comment at workshop meetings:** Decide whether to keep the current no-comment workshop rule, allow comment limited to agenda or discussion items, accept written comment only, or allow limited oral comment at the beginning or end of the session
- **Council-manager roles and order of business:** Decide whether to retain the current order of business, move the City Manager report up with staff reports, combine mayor and council comments, and/or clarify mayor and City Manager roles consistent with the council-manager form of government
- **Time limits and comment categories:** Keep existing comment time limits, remove them, treat them as guidelines, expand permitted content to information of general community interest, or require a future agenda item for deliberation or action

- **Meeting logistics:** Decide whether to retain the 7:00 p.m. start time, move to 6:00 or 6:30 p.m., describe meeting location by agenda/public notice rather than fixed address, and replace lectern-specific language with accessible and audible participation language
- **Presiding-officer rulings and meeting end time:** Decide whether to specify a motion to appeal a chair ruling, default to adjournment at 10:30 p.m. unless extended by vote, default to continue unless a motion to adjourn is made, or require a time certain when extending
- **Voting and minutes:** Decide whether to use voice vote by default with aggregate results, use roll call for all action items, require roll call only for ordinances, resolutions, and payments, and clarify that the mayor votes as a councilmember in the council-manager form.
- **Remote and telephonic attendance:** Decide whether to replace telephone-only wording with a broader remote-attendance provision, remove the annual cap, cap only certain non-medical/non-travel remote attendance, and require audible, two-way participation to count toward quorum and voting
- **Expenses, forms of address, eligibility, and duties:** Decide whether to clarify official-travel reimbursement, confirm eligibility language against state law, retain mayor pro tem references in forms of address, refer role definitions to legal, update compensation language to reflect GFMC Chapter 2.58 salary commission decisions, and determine whether forms-of-address language should remain a rule or become a norms reminder

Background:

GFMC Chapter 2.08 governs City Council structure and meeting procedures, including elections and oath, duties, compensation and expenses, eligibility for other City positions, forms of address, vacancies, meeting rules, special meetings, meeting procedures, and enacted ordinances, resolutions, and motions. Based on Council input from a GFMC Chapter 2.08-specific survey, staff prepared the July 1 discussion to identify where the current code, current practice, and Council preference may need adjustment with a possible public hearing to follow.

The objective is to develop direction for staff and legal review. No final code amendment is requested unless Council directs otherwise. For each issue area, Council may direct staff to keep the current code, clarify language, prepare amendments, refer items for legal review, or identify another path.

Recommended Motion:

N/A Discussion Only



CITY OF
GRANITE FALLS

CITY COUNCIL MEETING

GFMC Chapter 2.08 - City Council

Discussion of potential code amendments

Regular Council Meeting · July 1, 2026

Prepared for Council discussion. No final action requested unless Council directs otherwise.



PURPOSE

Meeting objective

Identify where the current code, current practice, and Council preference are misaligned - and develop direction for staff and legal review.

Current code

What GFMC Chapter 2.08 currently says across its ten sections.

Current practice

How meetings actually run - which sometimes differs from the written code.

Council preference

Where members, through the survey, signaled a desire to clarify or amend.



OVERVIEW

Chapter 2.08

2.08.010 Elections - Oath

Likely no change

2.08.020 Duties

Discuss

2.08.030 Expenses

Clarify / Amend

2.08.040 Eligibility for other city positions

Discuss

2.08.050 Forms of address

Discuss

2.08.060 Vacancies

Clarify / Discuss

2.08.070 Meeting rules

Clarify / Amend

2.08.080 Special meetings

Discuss / Legal review

2.08.090 Meeting procedures

Discuss / Amend

2.08.100 Enacted ordinances, resolutions and motions

Refresher / Discuss



THEMES

Council Input

Ten recurring themes emerged from the survey responses and Councilmember notes.

Public comment timing

When the public is invited to speak on agenda items.

Workshop comment practice

Code prohibits; practice encourages - find a middle ground.

Council-manager role clarity

Roles of councilmembers, mayor, mayor pro tem, and city manager.

Agenda and order of business

Sequence of reports, comments, and business.

Remote attendance

Telephone vs. Zoom; once-a-year limit; absences.

Voting and minutes

Voice vs. roll call; how votes are recorded.

Meeting logistics

Start time, location, lectern, and obsolete-language cleanup.

Expenses

Reimbursement beyond the \$100 monthly figure.

Forms of address and decorum

Whether to keep, soften, or treat as a norms reminder.

Compensation / salary commission

Reflect the latest Salary Commission decision (Ch. 2.58 GFMC).



Legal guardrails vs. policy choices

Some items must align with state law. Others are Council’s policy discretion.

MUST ALIGN WITH LAW (GUARDRAILS)

Public-comment opportunity at regular meetings where final action is taken (RCW 42.30.240).

Open Public Meetings Act notice, quorum, and executive-session rules.

Council-manager structure: city manager is chief executive; mayor presides and is ceremonial head (RCW 35A.13).

Mayor votes as a councilmember; no veto in council-manager cities (MRSC).

COUNCIL POLICY DISCRETION

Whether and when to invite comment on each agenda item (beyond the legal minimum).

Meeting start time and how the location is described.

Order of business; comment categories and time limits.

How votes are recorded in the minutes (voice vs. roll call).

Remote-attendance policy within OPMA limits; expense reimbursement practice.



Public comment on regular agenda items

CURRENT CODE

Code provides for comment on nonagenda items after stating name, address, and subject; the presiding officer may refer the matter to staff or a future agenda. Comment on action items is permitted but request-based.

ISSUE RAISED

In practice, comment on regular agenda items is encouraged in the code but rarely sought. Members ask whether the public should be invited to speak after each staff presentation on an action item.

POSSIBLE OPTIONS FOR COUNCIL CONSIDERATION

- A. Keep the current request-based approach.
- B. Invite comment after the staff presentation for each action item.
- C. Invite comment only before final action on an item.
- D. Add a written-testimony option, distributed to Council per RCW 42.30.240.



Public comment at workshop meetings

CURRENT CODE

Order of business for work sessions (2nd Wednesday) provides: call to order, roll call, discussion topics, optional executive session, adjourn. The code states no public comment is taken at work sessions.

ISSUE RAISED

Code prohibits workshop comment, but practice encourages it. Members want a defined middle ground. Additional Council input confirms the code prohibits public comment at work sessions while current practice differs. Final action is not typically taken at a workshop, so the RCW 42.30.240 trigger usually does not apply.

POSSIBLE OPTIONS FOR COUNCIL CONSIDERATION

- A. Keep code as written - no comment at workshops.
- B. Allow comment limited to agenda / discussion items only.
- C. Accept written comment only.
- D. Allow limited oral comment at the beginning or end of the session.



Council-manager roles and order of business

CURRENT CODE

Order of business lists staff reports early; mayor’s, council, then city manager’s comments near the end. Special meetings (2.08.080) are called by the mayor or three councilmembers.

ISSUE RAISED

Define the roles of the councilmembers and the member serving as mayor. The city manager’s comments at the end can feel awkward - consider moving them up with staff reports. Additional input notes the mayor is ceremonial and asks whether special-meeting call authority (2.08.080) should rest with the city manager and whether the member-request threshold should avoid quorum concerns; any change should go to legal review.

POSSIBLE OPTIONS FOR COUNCIL CONSIDERATION

- A. Retain the current order of business.
- B. Move the city manager report up with staff reports.
- C. Combine mayor and council comments into one item.
- D. Clarify mayor as presiding / ceremonial chair and city manager as administrative lead (RCW 35A.13).
- E. Review who may call special meetings (2.08.080) in a council-manager city - e.g., the city manager rather than the mayor - subject to legal review.
- F. Consider phrasing the member-request threshold to avoid quorum / outside-meeting concerns (e.g., fewer than a quorum), subject to legal review.



Vacancies and mayor pro tem references

CURRENT CODE

.060 says three consecutive unexcused absences: the office “shall” be declared vacant. Mayor pro tem references also appear in the presiding-officer language, and mayor pro tem is separately addressed in GFMC 2.04.040.

ISSUE RAISED

Clarify whether the vacancy is automatic (the code says “shall”) or requires Council action. Avoid confusing or duplicative mayor pro tem references across 2.08.060 and 2.04.040, and clarify that mayor pro tem presides only when the mayor is absent or temporarily disabled.

POSSIBLE OPTIONS FOR COUNCIL CONSIDERATION

- A. Keep the section as written.
- B. Clarify the vacancy-declaration process after three unexcused absences.
- C. Cross-reference GFMC 2.04.040 rather than restating mayor pro tem rules.
- D. Add a practical rule that mayor pro tem presides only when the mayor is absent or temporarily disabled.
- E. Refer the wording to the city attorney.



Time limits and comment categories

CURRENT CODE

Order of business allots mayor’s comments 5 minutes, council comments 15 minutes, and city manager’s comments 5 minutes. Section C(11) governs council comments.

ISSUE RAISED

Members question why time limits exist and why mayor comments are a separate item in a council-manager structure. The intent of C(11) may surprise some; one suggestion is to expand it to include information of general community interest.

POSSIBLE OPTIONS FOR COUNCIL CONSIDERATION

- A. Keep the current time limits.
- B. Remove the time limits.
- C. Convert limits to a guideline rather than a rule.
- D. Expand permitted content to information of general community interest.
- E. Require a future agenda item for any deliberation or action.



Meeting logistics: time, location, and lectern

CURRENT CODE

Regular meetings are held the 1st and 3rd Wednesdays at 7:00 p.m., with a work session the 2nd Wednesday, in the council chambers of City Hall, 206 S. Granite Ave. Comments are given from a microphone at the lectern.

ISSUE RAISED

Members ask whether the start time should move to 6:00 or 6:30 p.m., whether the fixed City Hall address should be less tied to one location, and note there is no microphone at the podium and that standing at a lectern is not necessary. Additional input flags obsolete language in 2.08.070 for a clarifying cleanup.

POSSIBLE OPTIONS FOR COUNCIL CONSIDERATION

- A. Retain the 7:00 p.m. start time.
- B. Change the start time to 6:00 or 6:30 p.m.
- C. Specify the meeting location by agenda / public notice rather than a fixed address.
- D. Require accessible, audible participation rather than a physical lectern.



Presiding-officer rulings, and meeting end time

CURRENT CODE

Presiding-officer rulings may be overruled by a majority. No meeting continues beyond 10:30 p.m. without majority approval, which is deemed approved unless a member calls a vote.

ISSUE RAISED

C(9) does not specify a process to overrule the chair. C(10) is worded ambiguously - it requires approval to extend but deems it approved unless someone asks for a vote. Additional input asks why the 10:30 p.m. end time is codified at all and notes any councilmember may move to adjourn.

POSSIBLE OPTIONS FOR COUNCIL CONSIDERATION

- A. Specify a clear motion to appeal a ruling of the chair.
- B. Default to adjourn at 10:30 p.m. unless an affirmative vote extends.
- C. Default to continue unless a motion to adjourn is made.
- D. Require a time certain when extending the meeting.



Voting and how votes are recorded

CURRENT CODE

Votes are by voice unless the mayor or any councilmember requests a roll call; silence during a voice vote is recorded as affirmative. Ordinances, franchises, and resolutions for payment require a majority of the whole council.

ISSUE RAISED

F(1) references the mayor in council-manager context; F(2) records silence as affirmative. Minutes currently show individual votes as if a roll call were taken, creating a risk of error when no actual roll call occurs. Additional Council input corroborates this voice-vote / minutes mismatch.

POSSIBLE OPTIONS FOR COUNCIL CONSIDERATION

- A. Default to voice vote, recording only the aggregate result.
- B. Default to roll call for all action items.
- C. Require roll call only on ordinances, resolutions, and payments.
- D. Clarify the mayor votes as a councilmember in the council-manager form.



Remote and telephonic attendance

CURRENT CODE

Telephonic attendance is allowed once per calendar year, does not count toward quorum, and is not allowed for quasi-judicial votes.

ISSUE RAISED

Members ask whether Zoom counts the same as telephonic attendance for the once-a-year limit, whether the telephone-only provision is now obsolete, and whether attendance criteria should account for illness, injury, or other absences. Additional Council input confirms the telephonic-attendance language is obsolete.

POSSIBLE OPTIONS FOR COUNCIL CONSIDERATION

- A. Replace "telephonic" with a general remote-attendance provision.
- B. Remove the annual cap.
- C. Cap only non-medical / non-travel remote attendance.
- D. Require audible, two-way participation to count toward quorum and voting.
- E. Align with OPMA / AGO 2017 No. 4 / MRSC



Expenses, forms of address, eligibility and duties

CURRENT CODE

.030 sets compensation at \$100/month plus reimbursement by resolution. .040 bars councilmembers from city employment. .050 sets forms of address. .020 names the council the legislative division.

ISSUE RAISED

Clarify expense reimbursement (.030) and update compensation language to reflect the latest Salary Commission decision (Ch. 2.58 GFMC). Align eligibility (.040) with state law. On forms of address (.050), some members raised decorum / form-of-address questions while other input marked it OK as written, so Council may keep, soften, or treat the rule as a norms reminder.

POSSIBLE OPTIONS FOR COUNCIL CONSIDERATION

- A. Clarify reimbursement to cover documented official-travel costs.
- B. Confirm 2.08.040 aligns with state law (legal review).
- C. Decide whether to retain mayor pro tem identification in forms of address.
- D. Refer wording / role definitions in 2.08.020 to legal.
- E. Update compensation language to reflect the latest Salary Commission decision (Ch. 2.58 GFMC).
- F. Decide whether to keep, soften, or treat as a norms reminder the forms-of-address rule, which is not consistently followed.



Decision matrix

Issue area	Keep	Clarify	Amend	Legal review	Notes / other
Public comment - agenda items	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Workshop public comment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Council-manager roles and order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Time limits and comment categories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Logistics: time / location / lectern	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Presiding rulings and end time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Voting and minutes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Remote attendance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Expenses, address, eligibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vacancies and mayor pro tem	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Special meetings authority / threshold	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



NEXT STEPS

1	Capture Council direction	Record today's outcomes and any new ideas for each issue area.
2	Legal review	City attorney reviews flagged items.
3	Draft ordinance / redline	Staff prepares a redline of Chapter 2.08 reflecting Council direction and legal review.
4	Public hearing and sequencing	Set the public hearing and agenda sequence for the amendment.
5	Return date	Bring back to Council.