

2013 Budget

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October 19, 2012

Dear Council Members and Citizens of Grandview:

It is a privilege to present the 2013 preliminary annual budget for your consideration. This budget was developed with your leadership in identifying the operating and capital priorities during the July Council Retreat. This guidance provided the basis for the departments to submit their budget proposals and additional program requests for consideration. The planning process for this budget has been an ongoing endeavor for the past several years as we have prepared for the downturn in the economy.

The development of the 2013 annual budget required a variety of creative solutions to provide a balanced budget as required by law. Staff is committed to providing the citizens with the most efficient service delivery within available resources. In reviewing how to best provide those services, especially as growth in our tax base lags behind inflationary increases in our operating costs, we looked at several alternatives that will be reviewed and discussed with Council and the citizens of Grandview during the upcoming department budget presentations.

The 2013 preliminary budget, for the most part, maintains our existing services, although there will be areas where lower priority programs can be eliminated. Reducing and/or eliminating lower priority programs will allow us to realign resources to maintain current services. Maintaining priority services is possible because of the planning efforts that have occurred over the past years.

Since 2008, the following budget measures have been implemented:

- Increasing the City utility tax on water, sewer and garbage services
- Combining the Library to a joint City/YVCC partnership
- Discontinuing the museum program
- Reducing animal control services

In order to balance the 2013 budget, we are recommending the implementation of the following reductions to positions/programs to take effect January 2013:

1. Reduce recreation staff from two to one FTE through attrition
2. Reduce police patrol one FTE through attrition
3. Extend the equipment rental replacement program one additional year for all departments
4. Reduce employee training/travel for 2013
5. Sell the former Library property at 313 & 315 Division Street

For items (1) and (2) above, the Council could ask voters to consider increasing private utility taxes on electricity, natural gas, telephone and cable television. The current tax

rate on private utilities is 6%. In order to raise an additional \$214,000, the rate would need to be increased to 7.5%, resulting in a monthly household impact of \$4.45 per month. **The additional revenue will be used to support and retain the recreation staff, police patrol and animal control.**

Keep in mind, that the voters did approve a 1.5% private utility tax increase in 2003 with a two year sunset clause. The additional funds financed operations and programs concerning animal control, graffiti removal, youth crime prevention programs, parks and recreation, swimming pool, museum and library services for the two year period. Should Council want to consider this option again, the upcoming election dates are February 12, 2013 and April 23, 2013.

Some of this year's accomplishments are as follows:

- The East Second Street asphalt overlay funded by a \$225,000 grant from the Transportation Improvement Board (TIB) and the Transportation Benefit District (TBD) \$20 tab fee local match.
- The North Birch Street Neighborhood Improvement Project funded by the Community Development Block Grant Program in the amount of \$995,000.

We have also been successful in securing the following funding grants for 2013:

- \$1,000,000 Surface Transportation Program (STP) grant for the construction of Euclid Road from Groom Lane to south City Limits.
- \$98,000 STP grant for the design of Euclid Road.
- \$98,000 STP grant for the design of Bonnieview Road from Wilson Highway east to Elm Street.

In this budget message, I will comment on each of the key components that are important to a comprehensive understanding of the proposed budget plan for the period of January 1, 2013 to December 31, 2013.

These key components are as follows:

- 2013 Budget Highlights
- Enterprise Funds
- Personnel
- Revenue Enhancements
- Capital Improvement Needs
- Vehicle Replacement
- Summary/Recommendations

2013 BUDGET HIGHLIGHTS

- The proposed budget includes 2013 expenditures of \$4,943,140 in the Current Expense Fund, which represents a 3.18% decrease in 2012 projected expenditures and a decrease of 4.49% from the adopted 2012 budget. The projected 12/31/13 Current Expense Fund balance is \$784,400, which represents a fund balance equal to approximately 15.9% of proposed 2013 expenditures, which meets the City Council's direction to maintain a minimum 15% fund balance.
- The 2012/2013 Budget Summary displays, over a 24-month period, fund balances, revenues and expenditures for each fund. The purpose of this

document is to provide the Council and the public with a snapshot of the financial conditions of our City over a period of time.

- We estimate that property tax revenue for 2013 will remain near the 2012 level of \$1,375,000. This is due to a slight increase in property assessed value of about 0.57%. Property tax revenue represents about 27.8% of the Current Expense Fund revenues. The estimated annual tax payment to the City for a house assessed at \$100,000 would be \$337.50 or \$28.13 per month. **Attachment A** entitled “Where Does Your Tax Dollar Go” has been prepared to show how the total property taxes paid by our residents are distributed.
- We estimate that sales tax revenue will remain stable at approximately \$490,000. Actual sales taxes collected in 2011 were \$521,000. The onset of the depressed economy had a material effect on our sales tax collections in 2012 and we are projecting little change for 2013. Sales tax revenue represents about 10% of the Current Expense Fund revenue in 2013. Our estimates are cautious because of the unknown impact of the continued weak economic climate.
- Property taxes, sales tax, private utility taxes and city utility taxes are the primary sources to pay for services in the Current Expense Fund and account for 77% of total Current Expense Fund revenue. **Attachment B** displays the various sources of revenue and their respective percentage allocations.
- The primary service costs in the Current Expense Fund are related to public safety services. **Attachment C** displays the various program service costs and their respective percentage allocations.
- The proposed 2013 budget provides full funding for the replacement of vehicles and equipment, except for major fire apparatus. In 2013, there are planned replacements of the City Hall network file server and Utility Billing Software. The list of equipment proposed for replacement is included as **Attachment D**.
- The proposed budget contains funding to support several community programs and/or organizations, including:
 1. Association of Washington Cities – \$6,770
 2. Yakima Valley Conference of Governments – \$10,680
 3. Yakima County Development Association – \$5,000
 4. Yakima County Air Quality – \$4,370
 5. Yakima County Emergency Management – \$7,870
 6. DRYVE – \$1,000
- The 2013 budget contains funding for a School Resource Officer with the costs being shared 50% by the School District and 50% by the City. In 2012, the costs were shared 75% School District and 25% City.
- As part of the budget process, Department Heads were asked to examine all current rates for fees and charges to determine if adjustments needed to be made. As a result of reviewing fees in the area, the proposed budget includes a 2% rate increase for water and a 6% rate increase for sewer.

- The budget for 2013 is formatted into specific programs within each department. The purpose of this approach is to identify and segregate services provided by a department into program budgets, and to help understand the total costs of each service. A program statement has been prepared for each separate program budget to provide more detailed information.

ENTERPRISE FUNDS

Utility rate increases are needed to offset the increasing cost of labor, supplies, fuel, and outside utilities. The base rates listed below are for a typical single family residence. A water and sewer rate analysis was conducted by the City's engineering firm Huibregtse, Louman Associates, Inc., in October 2012. This is done on an annual basis to make certain that our various utility rates are sufficient to support operation and maintenance and capital projects in the respective funds. The recommended 2% water and 6% sewer rate increases are based upon the engineer recommendations reviewed with City Council in November 2008 and updated annually. The 2012 rate review and analysis is included as **Attachment E**. Also included as **Attachment F** is a survey which shows 2012 and 2013 utility rates of similar sized cities in our area.

Utility	Proposed Rate Increase	Proposed % Rate Increase	2012 Rate	2013 Rate	Last Rate Increase	Additional Revenue
Solid Waste	\$0	N/A	\$13.50	\$13.50	2008	N/A
Water	\$1.54	6%	\$25.66	\$27.20	2011	\$ 80,000
Wastewater	\$1.88	7%	\$26.86	\$28.74	2011	\$140,000
Irrigation	\$0	N/A	\$10.95	\$10.95	2011	N/A
TOTAL	\$3.42	N/A	\$76.97	\$80.39		\$220,000

PERSONNEL

The proposed budget provides for sixty-two (62) full-time equivalent employees in 2013. Since 2006, the City has reduced the following ten (10) full time employee positions (FTE):

- 1 FTE – Wastewater Treatment Plant
- 3 FTE – Public Works Department
- 1 FTE – Animal Control Officer
- 1 FTE – City Attorney
- 1 FTE – City Hall Receptionist
- 1 FTE – City Hall Administrative Assistant
- 1 FTE – City Administrator
- 1 FTE – Municipal Court Clerk

As positions have become vacant, we have considered alternative staffing strategies. These include the use of seasonal labor, reduction/modification of services, or, in the case of animal control and legal/prosecution services, contracting out that service. Again this year, we will continue with the combination of the City Administrator/Public Works Director position.

The proposed budget includes no cost of living wage adjustments for all city employees. The three (3) collective bargaining agreements expire on December 31, 2012.

The proposed budget includes funds to cover a 9% increase in the medical insurance premiums based upon the 2012 rates of the current provider. There was no premium increase for dental, vision or life insurance.

REVENUE ENHANCEMENTS

As was mentioned earlier, one of our challenges as a City is to maintain current services at their current level, particularly in the Current Expense Fund. Under current state law, cities are quite limited in terms of options available to raise additional general purpose revenue to fund services in the Current Expense Fund.

The information outlined below is meant to be for information purposes only:

<u>REVENUE SOURCE</u>	<u>APPROVING AUTHORITY</u>	<u>COMMENTS</u>
Utility tax on private utilities	Voters	1% increase = \$175,000
Utility tax on public utilities	City Council	1% increase = \$48,000
Vehicle license fee	Voters	\$100/year = \$900,000
Property tax lid lift	Voters	1% increase = \$11,000
Real Estate Excise Tax	City Council	2 nd ¼% increase = \$30,000

CAPITAL IMPROVEMENT NEEDS

During the process of developing the proposed 2013 budget, a number of unfunded capital improvements were identified.

The greatest challenge in this regard is in the areas of major fire apparatus, local transportation infrastructure, parks restrooms and swimming pool upgrades. No financing mechanism is currently in place to make certain that we, as a community, are protecting these investments.

In 2007, the State Legislature adopted legislation providing for a local option vehicle license fee. On March 8, 2011, the City Council adopted Ordinance No. 2011-9 creating the Grandview Transportation Benefit District. In turn on June 28, 2011, the Grandview TBD established an annual vehicle fee in the amount of \$20 which is estimated to generate approximately \$120,000 annually to be used only for transportation improvements.

I would identify the following areas of major unfunded potential capital needs:

- Street renovations/reconstruction \$9,000,000
- Health and safety improvements in parks \$ 500,000
- Major fire apparatus \$2,300,000
- Swimming pool upgrade \$3,500,000
- Police station renovation/replacement unknown

VEHICLE REPLACEMENT

No vehicles scheduled for replacement in 2013. The City Hall network file server and Utility Billing software are scheduled for replacement in 2013.

SUMMARY/RECOMMENDATIONS

In an effort to reduce 2013 Current Expense Fund expenditures, only minimal proposed capital items are included in this fund. Additionally, capital replacements are either included in the EMS, Yakima County Law and Justice Tax Fund, the Capital Improvement Fund or not funded at all. Ideally, the Current Expense Fund should generate sufficient revenue so that capital outlay items needed to deliver services can be funded from that fund. Under ideal circumstances, the Capital Improvements Fund should only be used for major capital projects.

Property tax revenues in 2012 and 2013 are expected to remain flat. As you may recall, Initiative 747, passed by the voters in November 2001, limits property tax levy increases to 1% per year, plus new construction. While our levy increase is capped at 1%, our cost of delivering services has increased approximately 3.5% per year. This reality has necessitated the steps taken over the last several years to reduce or modify services. Sales tax levels are established by the state legislature, or are approved by the voters for specific purposes, such as criminal justice or emergency medical services.

In summary, I believe this year's budget is fiscally responsible and will provide staff with the means to deliver priority services during these tough economic times. We recognize there are vulnerabilities in our projections, and we are prepared to address them in the upcoming year once we have a better understanding of the potential impacts of the November election.

I would like to thank the Department Head Team for carefully reviewing their budget submittals and for recognizing that there are limited resources to be allocated to City-wide priorities. I would also like to recognize the employees who work diligently every day to implement our City-wide goals and objectives. The Department Directors approached this year's budget process as a "**TEAM**" and from the perspective of identifying the services citizens expect and deserve and not from their own departmental perspectives.

We will continue to make progress towards realizing the goal of building a more vibrant community for all of us to live, work and play.

We will meet on Tuesday, November 13th and Tuesday, November 20th at 5:30 p.m. in the Council Chambers at City Hall to review the proposed budget with Department Heads.

Respectfully submitted,

Mayor Norm Childress

ATTACHMENT A
2013 Budget

Where Does Your Tax Dollar Go?

For each \$1.00 paid in property taxes, following is the distribution to local and state agencies.

City of Grandview	\$ 0.284
Yakima County	\$ 0.151
Local & State School Total	\$ 0.532
Port of Grandview	\$ 0.034
TOTAL	\$ 1.000



* Yakima County general, Emergency Services & Flood Control

Below is an illustration of the distribution of property taxes paid on a \$100,000 valued parcel.

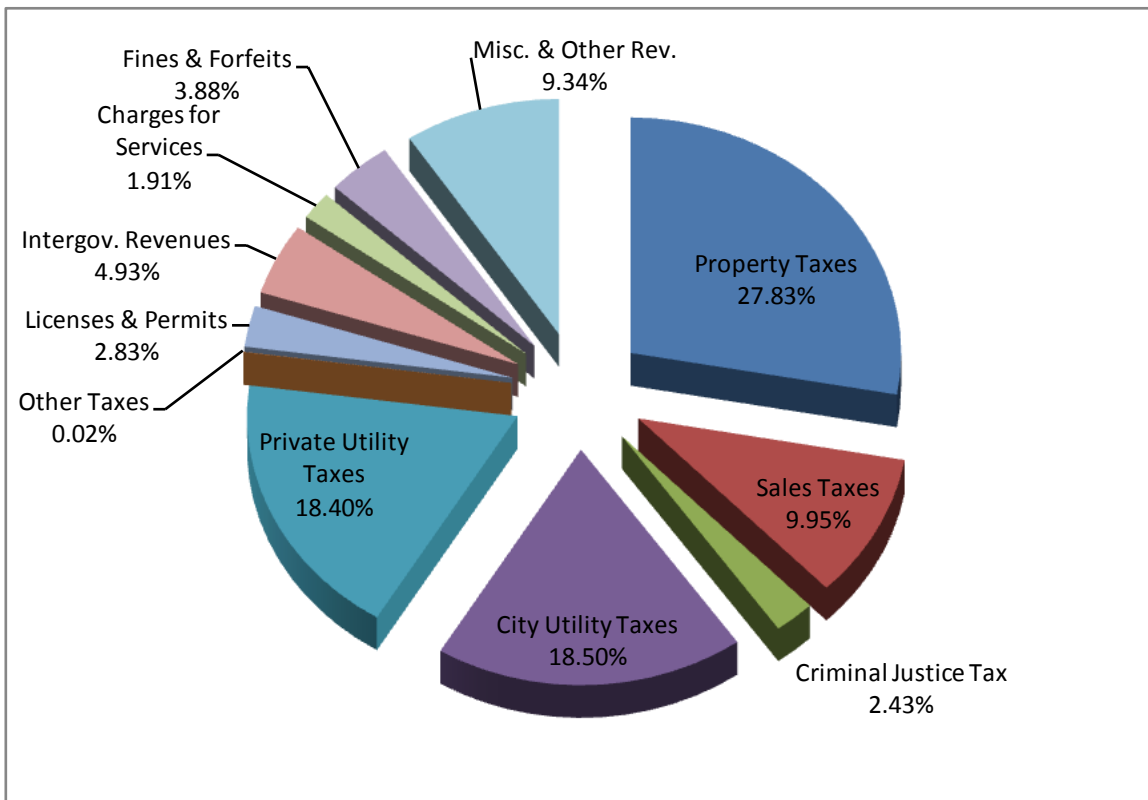
Assessed Value: \$ 100,000.00				
Tax Code Area 440 - City	2012			
	Tax Levy Rates/\$1,000 AV *			Total Tax
	Non-Voted	Voted	Total Rate	
City of Grandview	3.38	0.21	3.58	358.40
County Emergency Services	0.22	-	0.22	22.44
County Flood Control	0.09	-	0.09	8.96
Grandview Port District #2	0.43	-	0.43	42.53
Grandview School M&O	-	1.76	1.76	176.14
Grandview School Bonds	-	2.54	2.54	254.37
State School Levy	2.40	-	2.40	239.83
Yakima County	1.54	0.05	1.58	158.43
Total	8.05	4.56	12.61	1,261.10

			<i>* Rates rounded to nearest cent</i>
City Total	358.40	28%	
County Total	189.83	15%	
Local & State School Total	670.34	53%	
Port Total	42.53	3%	
	<u>1,261.10</u>	<u>100%</u>	

ATTACHMENT B
2013 Budget

Current Expense Revenues

Revenue Type	Amount	
Property Taxes	\$1,375,000	27.83%
Sales Taxes	491,500	9.95%
Criminal Justice Tax	120,000	2.43%
City Utility Taxes	914,000	18.50%
Private Utility Taxes	909,000	18.40%
Other Taxes	1,000	0.02%
Licenses & Permits	139,700	2.83%
Intergov. Revenues	243,810	4.93%
Charges for Services	94,230	1.91%
Fines & Forfeits	191,500	3.88%
Misc. & Other Rev.	461,620	9.34%
Total Revenue	\$4,941,360	



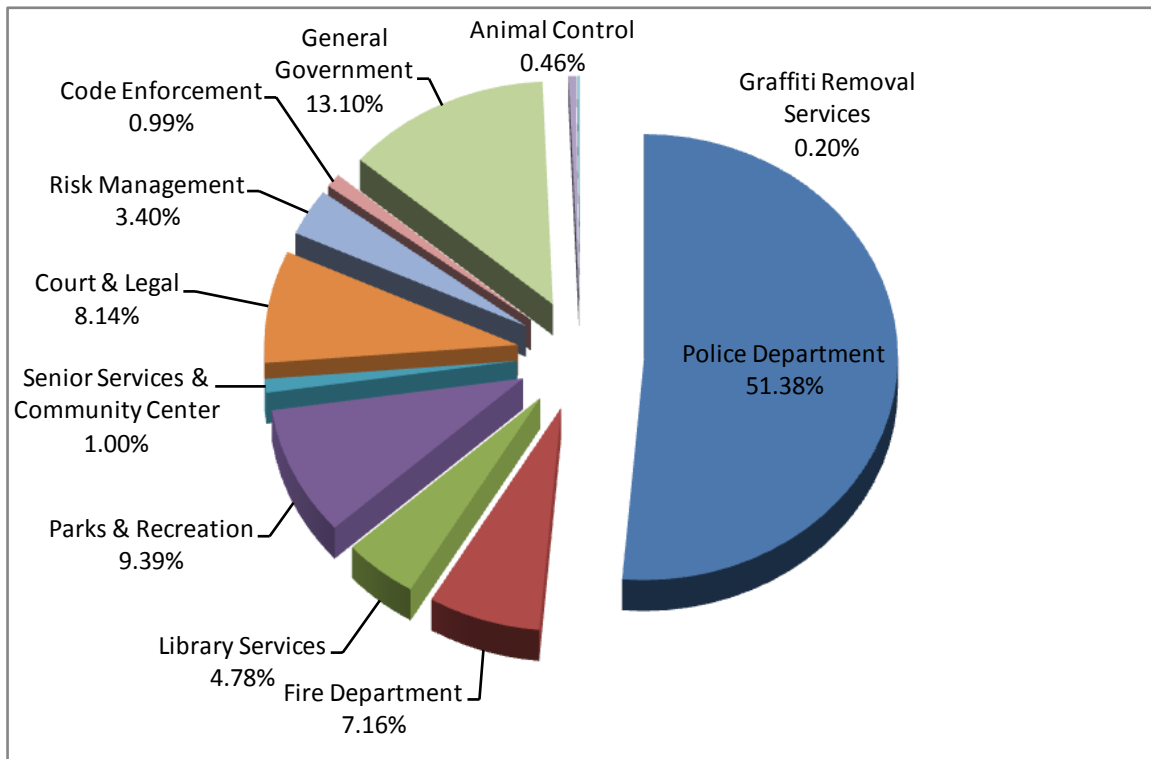
10/18/2012

ATTACHMENT C
2013 Budget

Current Expense Expenditures

Department/Services	Amount	
Police Department	\$2,539,800	51.38%
Fire Department	353,860	7.16%
Library Services	236,060	4.78%
Parks & Recreation	464,250	9.39%
Senior Services & Community Center	49,580	1.00%
Court & Legal	402,450	8.14%
Risk Management	168,240	3.40%
Code Enforcement	49,160	0.99%
General Government	647,460	13.10%
Animal Control	22,600	0.46%
Graffiti Removal Services	9,680	0.20%
Total Expenditures	\$4,943,140	

See Note below *



*Note: General Government includes the following services: Legislative Services, Community Support Services, General Management Services, Clerk Services, Accounting Services, Human Resource Services, General Facilities Services, Planning Services, Economic Development Services, Inspection & Permitting Services, Museum Services and transfers out to the Street Fund.

ATTACHMENT D
2013 Budget

Vehicle/Equipment Replacement

DEPARTMENT	VEHICLE/EQUIPMENT	FUNDING SOURCE
City Hall	Network File Server	Equipment Rental Fund
Utilities	Utility Billing Software upgrade	Equipment Rental Fund

ATTACHMENT E
2013 Budget

RATE ANALYSIS REVIEW
October 9, 2012

Project Background

In October 2008, Huibregtse, Louman Associates, Inc. (HLA), examined the projected 2009 revenues and expenditures for Grandview's water and sewer fund. That analysis considered the loss of revenue caused by the Wild River Foods fire and assumed they would not be back in operation. Had Wild River Foods remained in operation, they would have generated an estimated \$130,000 in annual water charge revenue and \$750,000 in annual sewer charge revenue. As a result of this significant loss of revenue, a 5-year plan was developed to bring water and sewer revenues back to the level where each department is self-sufficient.

Annual updates have since been performed during the budget planning process. In October 2011, a more detailed update was completed and the long-term plan to increase rates was revised because revenues were falling behind projections. However, recommended 2012 rate increases still matched the 2008 projections, but additional rate increases would need to extend farther into the future. The Council adopted the recommended 2012 water rate increase of 6%, but elected to raise 2012 sewer rates 7% instead of the recommended 6% in an effort to offset the sewer department deficit and potentially reduce future sewer rate increases.

October 2012 Analysis

Our recent analysis included the following major work items:

- A review of 2012 revenues and expenses;
- Projection of 2012 year-end revenues and expenses using historical seasonal distribution of water consumption, sewer discharges, and expenditures;
- Review of the proposed 2013 water and sewer budget;
- Examination of current and proposed capital improvements; and
- Preparation of a cash flow analysis to review projected revenue needs.

The cash flow analysis relies on reasonable revenue projections. Fortunately, both year-end 2011 revenues and 2012 revenues to date (as well as estimated 2012 year-end revenues) are tracking ahead of previous projections. Therefore, the cash flow analysis was updated to reflect the revised revenue projections and to account for adjustments in planned capital improvements. A few key items in the analysis are worth noting:

- The sewer department balances continue to be negative through 2021, but revenues begin to exceed expenses in 2017, which decrease the deficit. Since the fund is combined, the negative sewer department balance is internal to the fund and demonstrates the sewer department expenses are exceeding revenue.
- The water department and sewer department contributions to the completed North Birch CDBG improvement project are included as capital expenses in 2012.
- Upgrades to the wastewater pumping stations (Euclid Road and Primary Clarifier Pump Stations) are included as a sewer expenses in 2012 (project design) and in 2013 (project construction).
- Water department capital expenses include \$300,000 for the Euclid Road project in 2013, and future improvements outlined in the Water System Plan.

- The sewer department pays off the PWTf portion of the sewer debt in 2016, reducing annual expenses by about \$240,000. The revenue bond portion of the sewer debt is paid off in 2019, further reducing sewer expenses by \$540,750 per year.
- Ending fund balances are adequate to provide a typical minimum balance of at least 25% of annual expenditures, which provides more than three months of reserve.

Results

A table showing projected water and sewer rate increases is attached. The table compares the 2008 recommendations, the October 2011 recommendations and revised results based on the October 2012 analysis.

Water Department

- The cash flow analysis includes the 2013 water department expense of \$300,000 for replacement of water pipelines within the limits of the Euclid Road street improvement project. This amount, combined with Transportation Benefit District money provides the local match to grant funds for the street improvements.
- Other future water system capital improvements are consistent with the recommendations found in the City's Water System Plan. Timing of some of the improvements has been adjusted to account for expected funding cycles.
- We previously recommended that water rates be increased 6% per year from 2009 through 2013. Since projected water revenues are above, and expenditures below, previous projections, we recommend the City implement a 2% water rate increase for 2013.

Sewer Department

- Our cash flow analysis includes the Wastewater Pumping Improvements. Proposed improvements consist of upgrading the pumping equipment at the Euclid Road pump station and building a new primary clarifier pump station at the wastewater treatment plant. This project is funded through a \$1,967,400 USDA Rural Development loan. Debt service for the loan is included in the analysis beginning in 2014.
- At this time, our analysis does not include future improvements to the wastewater treatment plant. A separate evaluation of the wastewater treatment facility to address potential groundwater contamination is being conducted as required by the City's NPDES permit. If treatment plant improvements are needed, debt service might begin when debt service on past improvements is retired.
- We previously recommended sewer rates include successive years of 6% increases to all users through 2016. Revised revenue and expenditure projections show a 6% increase may be needed in 2014, followed by 4% increases in 2015 and 2016, which are below previous projections of an annual 6% increase through 2016. Therefore, we recommend the City implement a 6% sewer rate increase for 2013.

PROJECTED RATE INCREASES - OCTOBER 2013 PRESENTATION

	Rate Increase at Beginning of Year					
	2009	2010	2011	2012	2013	2014
<u>Water Department</u>						
October 2008 Analysis	6%	6%	6%	6%	6%	2%
October 2012 Presentation	As Recommended	As Recommended	As Recommended	6%	6%	2%
Monthly Charge for "Typical" Residential User (8,200 gal/month)			\$31.81	\$33.76	\$35.79	\$36.50
Increase Over Previous Year				\$1.95	\$2.03	\$0.72
Proposed Rates	As Recommended	As Recommended	As Recommended	6%	2%	2%
October 2013 Presentation	As Recommended	As Recommended	As Recommended	Adopted by Council	Revised	
Monthly Charge for "Typical" Residential User (8,200 gal/month)			\$31.81	\$33.76	\$34.44	\$35.12
Increase Over Previous Year				\$1.95	\$0.68	\$0.69
<u>Sewer Department</u>						
October 2008 Analysis	Industry 33% Domestic 20%	6%	6%	6%	6%	2%
Monthly Charge for "Typical" Residential User (8,200 gal/month)			\$40.42	\$43.26	\$45.86	\$46.77
Increase Over Previous Year				\$2.84	\$2.60	\$0.92
October 2012 Presentation	As Recommended	As Recommended	As Recommended	6%	6%	6% through 2016
Monthly Charge for "Typical" Residential User (8,200 gal/month)			\$40.42	\$42.85	\$45.42	\$48.14
Increase Over Previous Year				\$2.43	\$2.57	\$2.72
Proposed Rates	As Recommended	As Recommended	As Recommended	7%	6%	6% (2014) 4% (2015 & 2016) Pending Revenue
October 2013 Presentation	As Recommended	As Recommended	As Recommended	Adopted by Council		
Monthly Charge for "Typical" Residential User (8,200 gal/month)			\$40.42	\$43.26	\$45.86	\$48.61
Increase Over Previous Year				\$2.84	\$2.60	\$2.75

ATTACHMENT F
2013 Budget

Comparison of Water/Sewer/Garbage Billing - Similar Size, Local Communities

2012/Current Rates
Water/Sewer billing for 5,000 gallons

	Water Charges	Water Tax	Sewer Charges	Sewer Tax	min. Garbage Charges	Garbage Tax	Total
Selah	22.88	6.0% 1.37	37.71	6.0% 2.26	16.15	6.0% 0.97	81.34
Union Gap	21.86	-	35.99	-	11.00	-	68.85
Toppenish	27.52	23.0% 6.33	56.82	23.0% 13.07	15.35	23.0% 3.53	122.62
Sunnyside	23.80	6.0% 1.43	51.48	6.0% 3.09	10.66	6.0% 0.64	91.10
Prosser	29.72	12.0% 3.57	37.79	14.0% 5.29	13.89	-	90.26
West Richland	36.80	13.5% 4.97	42.00	13.5% 5.67	13.59	16.0% 2.17	105.20
Grandview	27.23	24.2% 6.59	28.74	6.0% 1.72	13.50	40.0% 5.40	83.18

2013 Adopted or Anticipated Rates
Water/Sewer billing for 5,000 gallons
min.

	Water Charges	Water Tax	Sewer Charges	Sewer Tax	min. Garbage Charges	Garbage Tax	Total	note/ comment
Selah	22.88	6.0% 1.37	37.71	6.0% 2.26	16.15	6.0% 0.97	81.34	(1)
Union Gap	22.30	-	35.99	-	11.22	-	69.51	(2)
Toppenish	29.18	23.0% 6.71	60.23	23.0% 13.85	15.81	23.0% 3.64	129.42	(3)
Sunnyside	23.80	6.0% 1.43	51.48	6.0% 3.09	10.66	6.0% 0.64	91.10	(4)
Prosser	30.31	12.0% 3.64	38.92	14.0% 5.45	13.89	-	92.21	(5)
West Richland	36.90	13.5% 4.98	42.00	13.5% 5.67	13.59	16.0% 2.17	105.31	(6)
Grandview	27.77	24.2% 6.72	30.46	6.0% 1.83	13.50	40.0% 5.40	85.68	(7)

- 1) Currently being reviewed.
- 2) Water 2% & Garbage 2%
- 3) Water 6%, Sewer 6%, Garbage 3%
- 4) Unknown at this time.
- 5) Water 2% & Sewer 3%
- 6) 2013 rates are listed in their municipal code.
- 7) Water 2% & Sewer 6%

2013 BUDGET SUMMARY

12/19/2012 18:48

Fund No.	Fund	1/1/2012 Beg. Balance	Projected Est. 2012 Revenue	Projected Est. 2012 Expenditures	2012 Difference Rev/Exp	Estimated Beginning Balance 1/1/2013	Estimated 2013 Revenue	Estimated 2013 Expenditures	2013 Difference Rev/Exp	Estimated Ending Balance
001	CURRENT EXPENSE FUND	1,144,890	4,746,780	5,105,490	(358,710)	786,180	4,941,360	5,059,560	(118,200)	667,980
105	EMERGENCY MEDICAL SERVICES	119,990	109,420	107,700	1,720	121,710	104,890	120,540	(15,650)	106,060
106	LAW & JUSTICE TAX .3%	36,520	220,050	187,400	32,650	69,170	220,050	220,400	(350)	68,820
110	STREET	68,970	869,590	843,940	25,650	94,620	1,935,490	1,947,980	(12,490)	82,130
115	TRANS. BENEFIT DISTRICT	-	120,020	42,550	77,470	77,470	120,030	162,870	(42,840)	34,630
130	CEMETERY	42,340	113,500	109,940	3,560	45,900	115,500	134,790	(19,290)	26,610
201	G. O. BOND REDEMPTION	4,680	84,530	89,210	(4,680)	-	-	-	-	-
301	CAPITAL IMPROVEMENTS	64,450	146,150	69,250	76,900	141,350	100,040	163,000	(62,960)	78,390
310	C.D.B.G. CONSTRUCTION - N.BIRCH	-	1,400,000	1,400,000	-	-	-	-	-	-
315	COMMUNITY CENTER CONST.	5,320	342,870	348,190	(5,320)	-	-	-	-	-
410	WATER/SEWER	1,619,870	4,389,630	4,421,962	(32,332)	1,587,538	6,804,700	7,106,380	(301,680)	1,285,858
420	IRRIGATION	242,230	427,520	452,030	(24,510)	217,720	427,500	438,460	(10,960)	206,760
430	SOLID WASTE	235,100	1,047,180	1,001,170	46,010	281,110	1,050,180	1,070,850	(20,670)	260,440
450	W/S REV. BOND REDEMPTION	98,180	545,360	542,260	3,100	101,280	534,700	543,400	(8,700)	92,580
510	EQUIPMENT RENTAL	1,975,730	565,000	581,140	(16,140)	1,959,590	316,000	352,090	(36,090)	1,923,500

2013 Budget Summary Work
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Fund No.	Fund Program	Balance 1/1/2012	Projected	Projected	2012	Est. 2013 Revenue	Mayer		2013 Difference Rev/Exp	Est. Ending Balance	2013 Budget
			Est. 2012 Revenue	Est. 2012 Exp.	Difference Rev/Exp		Recommended	Est. 2013 Exp.			
001	CURRENT EXPENSE FUND	1,144,890	4,746,780	5,105,490	(358,710)	786,180	4,941,360	5,059,560	(118,200)	667,980	5,727,540
	Legislative Services		5,891,670	47,620	-7.0%		5,727,540	52,630	-2%		13%
	Community Support Services			32,500		5,891,670		36,620			
	Court Services			225,350				255,100			
	Executive Services			78,220				83,990			
	Clerk Services			53,770				48,560			
	Accounting Services			109,830				110,690			
	Risk Management Services			152,120				140,440			
	Legal Services		budget ->	131,850				147,350			
	Human Resource Services			55,250				54,810			
	General Facilities Services			35,260				30,750			
	Police Administrative Services			254,000				325,400			
	Police Investigation Services			319,500				238,100			
	Police Patrol Services			1,188,370	2,615,370			1,149,600	2,562,630		
	Police Community Programs			191,000				191,000			
	Police Correction Services			149,900				138,360			
	Police Communication Services			512,600				500,670			
	Graffiti Removal Services			6,570				9,680			
	Fire - Administrative Services			137,160				133,290			
	Fire - Suppression Services			257,320	394,480			220,570	353,860		
	Code Enforcement Services			45,590				49,160			
	Animal Control Services			21,450				22,600			
	Senior Services			20,840				14,150			
	Planning Services			30,180				28,920			
	Economic Development Services			15,790				20,550			
	Inspection & Permitting Services			63,600				67,900			
	Library Services			232,550				236,060			
	Recreation Services			188,830				143,020			
	Aquatics Services			90,740	505,270			77,950	464,250		
	Parks Maintenance Services			225,700				243,280			
	Museum			5,870	8,180			6,120	8,430		
	Community Center			22,000				35,430			
	Taxes -> St & Transfers Out			175,000				225,000			
	Police Res. Balance			26,850				19,500.00			
	Museum Res. Balance			2,310				2,310.00			
105	EMERGENCY MED. SERVICES FUND	119,990	109,420	107,700	1,720	121,710	104,890	120,540	(15,650)	106,060	226,600
				229,410				226,600			
106	LAW & JUSTICE TAX .3% FUND	36,520	220,050	187,400	32,650	69,170	220,050	220,400	(350)	68,820	289,220
				256,570							
110	STREET FUND	68,970	869,590	843,940	25,650	94,620	1,935,490	1,947,980	(12,490)	82,130	2,030,110
	Road & Street Maintenance		938,560	130,650	938,560		2,030,110	97,010			
	Storm Drainage			1,850				10,140			
	Structures			440				1,550			
	Sidewalks			3,420				5,900			
	Street Lighting			141,370				150,000			
	Traffic Control Devices			49,300				55,290			
	Parking Facilities										
	Snow & Ice Control			15,460				18,510			
	Street Cleaning			19,830				25,720			
	Roadside			96,050				104,680			
	Maintenance Administration			49,330				53,250			
	Construction Projects ARRA										
	Construction Project			336,240				1,425,930			
115	TRANSPORTATION BENEFIT DISTRICT	-	120,020	42,550	77,470	77,470	120,030	162,870	(42,840)	34,630	197,500
130	CEMETERY FUND	42,340	113,500	109,940	3,560	45,900	115,500	134,790	(19,290)	26,610	161,400
201	GENERAL OBLIGATION BOND REDEMI	4,680	84,530	89,210	(4,680)	-	-	-	-	-	-
			89,210	89,210							
301	CAPITAL IMPROVEMENTS	64,450	146,150	69,250	76,900	141,350	100,040	163,000	(62,960)	78,390	241,390
310	C.D.B.G. CONSTRUCTION	-	1,400,000	1,400,000	-	-	-	-	-	-	-
315	COMMUNITY CENTER CONST.	5,320	342,870	348,190	(5,320)	-	-	-	-	-	-
410	WATER/SEWER FUND	1,619,870	4,389,630	4,421,962	(32,332)	1,587,538	6,804,700	7,106,380	(301,680)	1,285,858	8,392,238
	Water			1,167,020				1,699,490			
	Sewer Collection		6,009,500	539,120			8,392,238	701,950			
	Sewer Treatment			1,172,860				3,221,190			
	W/S Debt Service & Transfers Out			1,542,962				1,483,750			
420	IRRIGATION FUND	242,230	427,520	452,030	(24,510)	217,720	427,500	438,460	(10,960)	206,760	645,220
430	SOLID WASTE FUND	235,100	1,047,180	1,001,170	46,010	281,110	1,050,180	1,070,850	(20,670)	260,440	1,331,290
	Collection			976,630				1,040,270			
	Neighborhood Clean-Up			9,560				16,530			
	Landfill & Op. Transfer Out			14,980				14,050			
450	REVENUE BOND REDEMPTION FUND	98,180	545,360	542,260	3,100	101,280	534,700	543,400	(8,700)	92,580	635,980
510	EQUIPMENT RENTAL FUND	1,975,730	565,000	581,140	(16,140)	1,959,590	316,000	352,090	(36,090)	1,923,500	2,275,590
			2,540,730				2,275,590				
		5,658,270	15,127,600	15,302,232		5,483,638		17,320,320		4,833,758	22,154,078

2013 PERSONNEL SUMMARY

The positions are shown as "Full-Time Equivalents" (FTE), which include all personnel, including full-time, part-time, and seasonal workers. This document displays our services provided, the number of employees dedicated to providing that service, revenue generated, and the annual cost.

FUND/ PROGRAM	DESCRIPTION	2013 FTE	2013 Projected Revenues (1)	2013 Projected Expenses
001	Legislative Services	0	\$ 0	52,630
002	Community Support Services	0.10	0	36,620
003	Municipal Court Services	0	199,500	255,100
006	General Management Services	0.40	0	83,990
008	Clerk Services	0.40	35,500	48,560
009	Accounting Services	0.90	76,420	110,690
013	Risk Management Services	0	0	168,240
015	Legal Services	0	0	147,350
020	Human Resource Services	0.45	0	54,810
025	General Facilities Services	0	8,700	30,750
030	Police Administration Services	2.60	0	301,300
031	Police Investigation Services	1.90	0	241,300
032	Police Patrol Services	8.85	0	1,149,200
033	Police Community Programs	1.95	0	191,000
034	Police Correction Services	0.95	2,000	137,700
035	Police Communications Services	4.75	3,000	499,800
036	Graffiti Removal Services	0.20	0	9,680
037	Fire Administrative Services	1.00	0	133,290
038	Fire Suppression Services	0.75	3,000	220,570
040	Code Enforcement Services	0.225	0	49,160
055	Animal Control Services	0	5,200	22,600
058	Senior Center Programs	0.16	2,000	14,150
060	Planning & Community Development Services	0.20	2,000	32,530
062	Economic Development Services	0.10	0	20,550
065	Inspection and Permitting Services	0.90	81,000	67,900
075	Library Services	3.20	9,000	236,060
080	Recreation Services	1.35	45,900	143,020
081	Aquatics Services	1.215	18,000	77,950
082	Parks Maintenance Services	1.00	0	243,280
085	RE Powell Museum Services	.025	0	6,120
087	Community Center	0	8,000	35,430
Subtotal Current Expense Fund		33.57	\$ 499,220	4,821,330
		5		
105	Emergency Medical Services	0.25	104,740	120,540
106	Yakima County Law & Justice Tax	2.00	220,000	220,400
110	Street	2.10	229,500	522,050
115	Transportation Benefit District	0	120,000	162,870
130	Cemetery Services	1.175	59,500	134,790
410	Water Pumping, Treatment & Delivery	6.60	} 3,886,700	} 5,247,630
	Wastewater Collection Services	3.20		
	Wastewater Treatment Services	7.10		
420	Irrigation Water Delivery Services	1.40	427,200	438,460
430	Solid Waste	4.33	740,380	1,070,850
510	Equipment Rental	.20	316,000	352,090
Grand Total		61.93	\$ 6,603,240	13,091,010

(1) This reflects those ongoing revenues that can be directly attributed to the existence of a particular city service. It does not include general revenues such as property taxes, sales tax, private utility taxes, and public utility taxes.

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CURRENT EXPENSE FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Beginning Fund Balance	1,111,565.34	1,144,900	1,144,890	786,180	786,180
Taxes					
Real & Personal Property Taxes	1,363,525.54	1,360,000	1,370,000	1,375,000	1,375,000
Local Sales Tax	521,649.84	470,000	475,000	490,000	490,000
Hotel/motel Tax	1,852.27	1,500	1,500	1,500	1,500
Brokered Natural Gas Use Tax	76,355.08	100,000	75,000	75,000	75,000
Criminal Justice Tax - 1/10%	115,042.33	109,000	120,000	120,000	120,000
City Water Utility Tax	372,941.74	382,000	382,000	390,000	390,000
City Sewer Utility Tax	128,551.39	150,000	130,000	149,000	149,000
City Garbage Utility Tax	295,572.31	300,000	300,000	300,000	300,000
Utility Tax - Electricity	484,458.31	480,000	489,000	489,000	489,000
Utility Tax - Natural Gas	85,735.60	115,000	115,000	115,000	115,000
Utility Tax - Garbage	52,933.63	50,000	52,000	52,000	52,000
Utility Tax - Cable T.V.	43,253.48	50,000	38,000	38,000	38,000
Utility Tax - Telephone	214,844.51	230,000	215,000	215,000	215,000
Leasehold Excise Taxes	1,109.19	1,000	1,000	1,000	1,000
Total Taxes	3,757,825.22	3,798,500	3,763,500	3,810,500	3,810,500
Licenses and Permits					
Amusement Licenses & Permits	3,925.00	3,500	3,500	3,500	3,500
Business Licenses & Permits	28,767.65	27,000	25,000	25,000	25,000
Franchise Fees-Charter Cable	34,427.58	34,000	34,000	34,000	34,000
Building Permits	71,251.38	65,000	66,000	65,000	65,000
Animal Licenses	5,018.00	5,200	5,200	5,200	5,200
Other Non-Bus License & Permit	6,842.75	7,200	7,000	7,000	7,000
Total Licenses and Permits	150,232.36	141,900	140,700	139,700	139,700
Intergovernmental Revenues					
F.E.M.A. Grant - Fire Hose	51,234.00	29,000	28,850	-	-
L.E.A.D. Task Force Grant	48,741.42	30,000	45,000	45,000	45,000
Justice Assist Grant - Vests	0.00	9,400	9,400	-	-
Traffic Safety Comm. Grant	7,871.33	3,000	3,000	3,000	3,000
JRA Grant - Anti Gang	0.00	6,000	-	-	-
P.U.D. Privilege Tax	40,448.87	27,000	21,650	21,650	21,650
City-County Assistance	52,630.10	69,800	50,000	50,000	50,000
Streamlined Sales Tax Mitigation	0.00	15,000	-	-	-
Criminal Justice Tax - Population	2,322.98	2,700	2,700	2,800	2,800
Criminal Justice Tax - DCD	8,769.96	9,200	9,200	9,000	9,000
DUI Distribution	2,220.14	1,700	1,700	1,700	1,700
Liquor Excise Tax	51,378.27	54,400	60,000	9,000	9,000
Liquor Board Profits	75,709.72	67,200	60,000	98,000	98,000
In-Lieu Taxes	424.69	300	160	160	160
In-Lieu of Taxes - G.F.H.L.P.	2,430.00	-	-	-	-
WASPC Traffic Mini Grant	565.86	1,000	-	-	-
Intergov. Charges For Services	9,770.60	3,000	3,500	3,500	3,500
Inmate Housing Charges - Cnty	584.84	-	-	-	-
Total Intergovernmental Revenues	355,102.78	328,700	295,160	243,810	243,810

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Charges for Goods and Services					
Municipal Court Fees & Charges	12,815.41	12,000	11,000	11,000	11,000
Records Search	3,547.08	3,000	3,000	3,000	3,000
Sale of Maps & Publications	113.00	100	100	100	100
Photostating	2,945.26	3,000	3,000	3,000	3,000
Library Photocopies	1,395.90	3,000	3,360	3,500	3,500
Sales of Merchandise: T-Shirts	76.19	50	100	100	100
Election Candidate Filing Fees	244.80	-	-	-	-
Work Release Program	15,040.00	11,000	2,000	2,000	2,000
Abatement Chrges-Proptry Clean	1,996.93	-	1,860	-	-
Zoning & Subdivision Fees	8,100.00	5,000	2,000	2,000	2,000
Plan Checking Fees	20,427.22	16,000	14,000	16,000	16,000
Library Use Fees	2,071.34	1,500	2,460	2,500	2,500
Swimming Pool Fees - **t*	11,365.04	13,500	9,870	12,000	12,000
Museum Receipts	39.76	25	80	30	30
Swimming Lesson Fees	6,336.94	6,000	5,470	6,000	6,000
Recreation Program Fees - **t*	29,828.20	30,000	23,000	25,000	25,000
School Recreation Programs	8,000.00	8,000	8,000	8,000	8,000
Total Charges for Goods & Services	124,343.07	112,175	89,300	94,230	94,230
Fines and Penalties					
Library Late Returns	2,080.42	4,000	3,640	4,000	4,000
Traffic Infraction Penalties	147,041.43	145,000	140,000	140,000	140,000
Civil Parking Inf. Penalties	1,233.36	1,500	1,100	1,100	1,100
DUI Fines	15,309.65	15,000	15,000	15,000	15,000
Other Criminal Traffic Misc.	25,730.94	27,000	20,000	20,000	20,000
Narcotics/Investigative Funds	40.68	500	200	200	200
DUI/Investigative Fund	2,542.75	2,000	200	200	200
Other Crim Non-Traffic Fines	11,321.61	15,000	11,000	11,000	11,000
Total Fines and Penalties	205,300.84	210,000	191,140	191,500	191,500

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Miscellaneous Revenues					
Investment Interest	8,249.31	6,000	6,000	6,000	6,000
Interest On Taxes	743.14	500	500	500	500
Interest - Other - Gen. Acct.	3,564.68	3,000	4,000	3,600	3,600
Country Park Facilities Rental	1,685.00	2,000	3,500	3,000	3,000
Community Center Rental	0.00	-	2,750	3,000	3,000
Learning Center Lease	6,000.00	6,000	6,000	6,000	6,000
Lease - Chamber of Commerce	0.00	-	1,300	2,700	2,700
Lease - Pizza Hut	10,560.00	10,500	-	-	-
Lease - Orozco	15.00	-	-	-	-
Lease - AT&T			-	10,000	10,000
Lease - Verizon			-	10,000	10,000
Lease - Alba				9,870	9,870
Lease - Baker				10,250	10,250
Rent - Misc. Facilities	1,500.00	-	250	250	250
Concession/Jail Phone Proceeds	668.56	700	800	800	800
Concessions/Community Center	0.00	600	100	200	200
L & I Retro Refund	11,386.00	10,000	10,000	10,000	10,000
Contributions To City	0.00	1,600			-
Contrib To Police/School Dist	62,700.00	55,000	45,000	27,000	27,000
Contributions to Fire Dept.			2,500		-
Contributions To Library	79.20	-	500	300	300
Contrib. - Friends of the Library	0.00	-	1,410	1,400	1,400
Contributions To Park	16,563.13	16,500	22,500	16,000	16,000
Contributions To Museum	75.00	50	80	50	50
Contributions to Community Center	0.00	3,200	3,720	4,800	4,800
Unclaimed Money	12.00	-	-	-	-
Confiscated & Forfeited Prprty	1,031.52	2,000	1,500	1,500	1,500
Judgments And Settlements	326.26	500	1,500	500	500
Cashier's Overages & Shortages	-21.75	-			-
Library Over & Short	2.09	-	20	-	-
Other Miscellaneous Revenue	875.00	-	650	500	500
Total Miscellaneous Revenues	126,014.14	118,150	114,580	128,220	128,220
Nonrevenues					
Rental Property Damage Deposit	1,320.00	-			
Due Others - Misc. & Deposits	5,014.12	-			
MVIP, CJT, JIS Fees, Etc.	222,627.63	-			
State Gun Permit Fee	1,957.00	-			
WSP/fingerprinting For CWP	1,192.25	-			
Sales Taxes Collected	21.75	-			
NSF Checks Receivable	5,410.37	-			
State Building Code Fee	670.00	-			
Bail Pass Through Money	71,639.50	-			
Leasehold Tax	2,126.40	-			
Equity Transfers-In	0.00	-			
Other Non-Revenues	8.26	-			
Total Nonrevenues	311,987.28	0	-	-	-

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Other Financing Sources					
L.O.C.A.L. Loan - Joint Library	750,000.00	-			
Sale of Fixed Assets - Bleyhl Library				250,000	250,000
Operating Transfers-In	83,400.00	83,400	83,400	83,400	83,400
Transfers-In	0.00	15,000	15,000		
Transfer-In Comm Cntr Const Fund	0.00	57,000	54,000	-	
Total Financing Sources	833,400.00	155,400	152,400	333,400	333,400
Total Current Expense Fund	6,975,771.03	6,009,725	5,891,670	5,727,540	5,727,540

FUND: CURRENT EXPENSE

PROGRAM: LEGISLATIVE SERVICES

PROGRAM STATEMENT

This program provides for the salaries, governmental association memberships, training, and general operating expenses for the seven (7) elected city council members. The city council is the legislative body of the city government. The council determines the services to be provided by the city, the level of those services, and how they are to be provided.

Staffing Level – None

Overview of Ongoing and Present Activities

- Establishes legislative policy for the city government
- Determines services, service levels, and method of services provided by City of Grandview
- Adopts annual city budget
- Approves ordinances, resolutions, contracts, or agreements, as required by state law or city code

Notable Changes in 2013 – None

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Legislative Services					
Regular Salaries & Wages	25,200.00	25,500	27,200	27,200	27,200
Overtime	0.00	0	-	-	-
Social Security	1,927.80	1,960	2,080	2,080	2,080
Retirement	0.00	0	-	-	-
Workman's Compensation	108.36	100	150	250	250
Unemployment Compensation	0.00	0	-	-	-
Office & Operating Supplies	374.15	800	300	400	400
Professional Services	0.00	0	-	-	-
Communications	737.43	700	650	700	700
Travel	1,581.31	1,500	1,000	1,500	1,500
Advertising	682.26	250	200	250	250
Operating Rentals & Leases	1,860.00	1,800	1,530	1,800	1,800
Repairs & Maintenance	0.00	0	-	-	-
Miscellaneous	565.00	1,000	600	1,000	1,000
Misc. - Dues - AWC	5,716.00	6,720	6,720	6,770	6,770
Misc. - Dues - YVCOG	4,623.00	7,200	7,190	10,680	10,680
Total Legislative Services	43,375.31	47,530	47,620	52,630	52,630

FUND: CURRENT EXPENSE

PROGRAM: COMMUNITY SUPPORT SERVICES

PROGRAM STATEMENT

The primary purpose of the Community Support services program is to fund the City's share of expenses for services provided by agencies of Yakima County. These services include Elections, Emergency Management planning and response, Clean Air Authority monitoring and compliance and support of the county Health District's Alcoholism Program. The distribution of community information is included within this program. The modes of dissemination include the City's internet web site and an inventory of community information pamphlets and maps.

Staffing Level – Deputy City Clerk/Treasurer .10

Overview of Ongoing and Present Activities

- Participation by City departments in Emergency preparedness and response training.
- Remittance to Yakima County Health District of 2% of the City's share of State Liquor Control Board Taxes and Profits
- Update and maintenance of the City's internet web site
- Support of community Tourism activities through the remittance of Hotel/Motel taxes to the Grandview Chamber of Commerce
- Payment to Yakima County for local election support

Notable Changes in 2013

- None

Mandated Programs – Federal and State

- Federal Emergency Management Agency preparedness standards
- Washington State Emergency Management preparedness standards
- Dept. of Ecology – Clean Air standards and compliance

Revenue Generated – None

Equipment and Vehicles Assigned – Misc. Office Equipment (City Hall)

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Community Support Services					
Voter Registration Costs					
Communications	0.00	0			-
Election Services - County	5,484.55	10,000	10,000	10,000	10,000
Total Voter Registration Costs	5,484.55	10,000	10,000	10,000	10,000
Emergency Services					
Emergency Preparedness Service	6,516.00	7,490	7,490	7,870	7,870
Ambulance Services - PMH	0.00	0	0	-	-
Total Emergency Services	6,516.00	7,490	7,490	7,870	7,870
Pollution Control					
Intergovernmental Services	3,762.00	4,350	4,350	4,370	4,370
Total Pollution Control	3,762.00	4,350	4,350	4,370	4,370
Information Services					
Regular Salaries & Wages	5,019.12	5,000	5,600	5,600	5,600
Longevity	74.50	100	110	120	120
Social Security	376.78	400	430	430	430
Retirement	319.63	400	400	410	410
Workman's Compensation	28.84	50	30	50	50
Medical/life Insurance	1,942.80	1,550	890	1,000	1,000
Unemployment Compensation	0.00	0	-	-	-
Office & Operating Supplies	0.00	100	100	100	100
Communications	358.85	350	170	170	170
Advertising	0.00	0	-	-	-
Operating Rentals & Leases	0.00	350	-	-	-
Misc Chamber of Comm - Tourism	4,642.79	2,000	-	4,000	4,000
Total Information Services	12,763.31	10,300	7,730	11,880	11,880
Mental and Physical Health					
Intergov. Services - Y.C.H.D.	2,547.58	2,500	2,930	2,500	2,500
Total Mental & Physical Health	2,547.58	2,500	2,930	2,500	2,500
Total Community Support Services	31,073.44	34,640	32,500	36,620	36,620

FUND: CURRENT EXPENSE

PROGRAM: MUNICIPAL COURT SERVICES

PROGRAM STATEMENT

The Yakima County District Court hears misdemeanor and gross misdemeanor criminal cases as well as hearings on mitigated and contested traffic and non-traffic infractions for the City of Grandview. Some parking infractions are also processed.

Staffing Level – None

Overview of Ongoing and Present Activities

- Monitor and process City traffic infractions, criminal and non-criminal matters pertaining to City ordinances and State statute.
- Monitor statewide filings and court statistical reports impacting Courts of Limited Jurisdiction. Provide ongoing court reports to the Administrative Office of the Courts in Olympia.
- Operate the Statewide DISCIS system for tracking court activity and revenues.
- Oversees service contract with indigent defense counsel.

Notable Changes in 2013 – Yakima County District Court costs increased from \$166,250 in 2012 to \$185,000 in 2013. Grandview’s case filings increased slightly from 2,136 in 2011 to 2,184 in 2012. In addition with the new Washington Supreme Court standards for attorneys providing indigent defense services adopted in June 2012, the City elected to solicit proposals for public defense services. A new Public Defender Agreement with the Law Firm of Beck and Phillips, PLLC was approved in the amount of \$48,000 per year.

Mandated Programs – Federal and State

Various requirements under Washington State Criminal Code in regards to traffic offenses including driving while under the influence of alcohol and/or drugs.

Revenue Generated

Fees & Charges	\$ 11,000
Fines & Forfeitures	<u>\$187,500</u>
	\$199,500

Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Municipal Court Services					
Regular Salaries & Wages	0.00	0	-	-	
Overtime	0.00	0	-	-	
Longevity	0.00	0	-	-	
Social Security	0.00	0	-	-	
Retirement	0.00	0	-	-	
Workman's Compensation	0.00	0	-	-	
Medical/life Insurance	0.00	0	-	-	
Unemployment Compensation	0.00	0	-	-	
Office & Operating Supplies	0.00	0	-	-	
Small Tools & Minor Equipment	0.00	0	-	-	
Professional Services	44,041.00	56,000	59,000	70,000	70,000
Yakima County District Court	146,868.00	166,250	166,250	185,000	185,000
Process Server	0.00	0	-		
Communications	56.55	100	50	50	50
Travel	0.00	0	-	-	
Advertising	9.88	0	-	-	
Operating Rentals & Leases	0.00	0	-	-	
Repairs & Maintenance	0.00	0	-	-	
Miscellaneous	0.00	0	-	-	
Misc - Jury Fees	0.00	0	-	-	
Misc - Witness Fees	0.00	50	50	50	50
Total Operating Expenses	190,975.43	222,400	225,350	255,100	255,100
Capital Expenditures					
Buildings	0.00	0	-	-	-
Machinery & Equipment	0.00	0	-	-	-
Total Capital Expenditures	0.00	0	-	-	-
Total Municipal Court Services	190,975.43	222,400	225,350	255,100	255,100

FUND: CURRENT EXPENSE

PROGRAM: GENERAL MANAGEMENT SERVICES

PROGRAM STATEMENT

This program provides for the day to day management of the city government. Funding is provided to support the Mayor, the Chief Executive Officer of the City and the City Administrator, the Chief Administrator of the City. They provide direction and supervision to the city Attorney, City Clerk, City Treasurer, Parks and Recreation Director, Public Works Director, Library Director, Police Chief, and Fire Chief.

Staffing Level –

City Administrator	<u>.40</u>
Total	.40

Overview of Ongoing and Present Activities

- Overall administration and management of the City of Grandview
- Carry out policy direction of City Council
- Prepare and monitor city budget
- Serve as appointing authority for all city employees

Notable Changes in 2013 – None

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned –

(1) Ford Escape

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
General Management Services					
Regular Salaries & Wages	58,711.66	50,000	57,600	58,000	58,000
Overtime	0.00	0	-	-	-
Longevity	1,508.85	2,000	1,510	1,510	1,510
Social Security	4,244.33	3,980	4,530	4,550	4,550
Retirement	3,252.92	3,680	4,180	4,830	4,830
Workman's Compensation	906.28	990	1,130	1,240	1,240
Medical/life Insurance	5,154.22	5,640	5,470	5,960	5,960
Unemployment Compensation	0.00	0	-	-	-
Office & Operating Supplies	105.36	250	100	250	250
Items Purchased For Resale	0.00	0	-	-	-
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	11.94	0	-	-	-
Communications	2,103.40	2,500	1,500	2,500	2,500
Travel	223.26	800	200	800	800
Travel - Training	1,635.68	1,500	500	500	500
Advertising	0.00	500	100	500	500
Operating Rentals & Leases	1,550.00	1,500	1,200	1,500	1,500
Repairs & Maintenance	0.00	100	-	100	100
Miscellaneous	174.62	1,500	200	1,500	1,500
Misc. - Training Registration	0.00	500	-	250	250
Total Operating Expenses	79,582.52	75,440	78,220	83,990	83,990
Capital Expenditures					
Machinery & Equipment	0.00	0	0	0	0
Capital Expenditures	0.00	0	0	0	0
Total General Management	79,582.52	75,440	78,220	83,990	83,990

FUND: CURRENT EXPENSE

PROGRAM: CLERK SERVICES

PROGRAM STATEMENT

The City Clerk is the custodian for all official records and legal documents of the City. This office is responsible for managing municipal codes, City-wide records management program, business licenses, serving as Secretary on the Firemen’s Pension & Welfare Board and the Volunteer Firefighters and Reserve Officers Board of Trustees, processing various actions of the City Council, preparing minutes, and assuring that all legal requirements are met.

Staffing Level

City Clerk	.30
Deputy City Clerk/Treasurer	.10
Total	.40

Overview of Ongoing and Present Activities

- Attend Council and other miscellaneous meetings and prepare minutes.
- Process Ordinances and Resolutions; record Deeds and Agreements.
- Maintain official records.
- Conduct City-wide records management systems.
- Provide follow-up to Council actions.
- Issuance and renewal of various licenses and permits.
- Administrative services for LEOFF, Firemen’s Pension & Welfare Board and Volunteer Firefighters and Reserve Officers Board of Trustees.
- Manage Municipal Code Supplement services.
- Respond to public information requests.

Notable Changes in 2013 – None

Mandated Programs – Federal and State

RCW 35.21.180 requires the publication of all ordinances passed by the City Council.

Revenue Generated

Amusement Licenses & Permits	\$ 3,500
Business Licenses & Permits	\$25,000
Non-Business Licenses & Permits	<u>\$ 7,000</u>
	\$35,500

Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Clerk Services					
Regular Salaries & Wages	29,039.88	29,000	29,000	30,000	30,000
Overtime	0.00	0	-	-	-
Longevity	652.90	700	700	720	720
Social Security	2,213.17	2,300	2,300	2,350	2,350
Retirement	1,807.07	2,100	2,100	2,500	2,500
Workman's Compensation	119.83	140	120	140	140
Medical/life Insurance	6,210.84	7,030	5,500	5,800	5,800
Unemployment Compensation	0.00	0	-	-	-
Office & Operating Supplies	2,341.68	3,500	10,000	2,500	2,500
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	11.94	0	-	-	-
Communications	2,816.64	2,500	2,000	2,500	2,500
Travel	554.43	800	200	200	200
Advertising	0.00	0	-	-	-
Operating Rentals & Leases	1,910.00	1,700	1,500	1,500	1,500
Repairs & Maintenance	0.00	200	-	100	100
Miscellaneous	635.00	700	350	250	250
Misc. - Training Registration	550.00	700	-	-	-
Total Operating Expenses	48,863.38	51,370	53,770	48,560	48,560
Capital Expenditures					
Machinery & Equipment	0.00	0	0	0	0
Total Capital Expenditures	0.00	0	0	0	0
Total Clerk Services	48,863.38	51,370	53,770	48,560	48,560

FUND: CURRENT EXPENSE

PROGRAM: ACCOUNTING SERVICES

PROGRAM STATEMENT

The Accounting Services program includes the City Treasurer's and Auditing departments. Responsibilities and functions include the following: Cash Management, Investment Operations, Banking Relationship Management, Accounting Operations to include Accounts Receivable and Accounts Payable, Financial Reporting, Debt Service Management, Internal Controls Oversight and Financial Systems Monitoring, Budget Preparation Support, Revenue Forecasting, Annual Independent Audit, Management and Support of the City Hall's computer network.

<u>Staffing Level</u> –	City Treasurer	.40
	Accounts Payable Clerk	.30
	Deputy City Treasurer	<u>.20</u>
	Total	.90

Overview of Ongoing and Present Activities

- Maintenance of the City's General Ledger.
- The City Treasurer serves as the custodian of City funds.
- Receipt and deposit monies paid to the City.
- Process vendor payments for goods and services.
- Manage the cash operations and investments of the City.
- Prepare monthly, quarterly and annual financial reports.
- Assist in annual budget preparation.
- Manage varied accounting systems to include Utility Billing, Fixed Assets and Equipment Rental and Replacement.
- Provide internal controls and audit functions in compliance with established accounting standards and audit recommendations.

Notable Changes in 2013 – None

Mandated Programs – Federal and State

RCW 35.27.131 – Monthly Treasurer's Report

RCW 35.33.141 – Monthly Receipts and Expenditure Reports

RCW 35.27.220 – Quarterly Financial Reports and Funds in the Treasury

RCW 43.09.200 – Compliance w/ WA St. Auditor's Budgetary, Acctg. and Reporting System

RCW 39.44.210 – Annual Outstanding Debt Survey submitted to Dept. of CTED

Federal & State Statutes – Annual Street Report submitted to DOT/Secretary of Transportation

Federal – IRS – Arbitrage Rebate Regulations on City Issued Long Term Debt (Bonds)

Annual Financial Audit performed by the Washington State Auditor's Office

<u>Revenue Generated</u> –	Interest on Investments, All Funds:	\$ 75,220 (2013 estimate)
	Returned Items (NSF Checks) Fees:	\$ 1,200

Equipment and Vehicles Assigned – City Hall Computer Network – File Server and Workstations; Shared use of Sharp AR-M550 Digital Imager (copier/printer); Shared use of Tally 6090 High Speed Line Printer; Shared use of XEROX WorkCentre 6400 color laser printer/copier/scanner, Miscellaneous Office Machines

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Accounting Services - City Treasurer					
Regular Salaries & Wages	55,919.35	56,000	57,200	53,400	53,400
Seperation - Vacation Buy-Out				3,800	3,800
Overtime	0.00	0	0	0	0
Longevity	1,460.69	1,500	1,500	1,000	1,000
Social Security	4,279.19	4,500	4,500	4,500	4,500
Retirement	3,601.34	4,150	4,150	4,150	4,150
Workman's Compensation	252.79	320	250	300	300
Medical/life Insurance	15,141.03	15,500	13,500	14,810	14,810
Unemployment Compensation	0.00	0	0	0	0
Office & Operating Supplies	434.37	800	500	500	500
Professional Services	11.94	0	100	100	100
Communications	897.94	900	950	950	950
Travel	0.00	400	400	400	400
Advertising	9.88	0	20	20	20
Operating Rentals & Leases	720.00	720	660	660	660
Miscellaneous	100.00	200	100	100	100
Misc - Bank Service Fees	308.60	1,000	500	500	500
Registration - Training	265.00	0	500	500	500
Total Operating Expenses	83,402.12	85,990	84,830	85,690	85,690
Capital Expenditures					
Machinery & Equipment	0.00	-	-	-	-
Capitalized Rentals/leases	0.00	-	-	-	-
Total Capital Expenditures	0.00	-	-	-	-
Auditing					
Professional Services-S.A.O.	28,195.01	25,000	25,000	25,000	25,000
Total Auditing	28,195.01	25,000	25,000	25,000	25,000
Total Accounting Services	111,597.13	110,990	109,830	110,690	110,690

FUND: CURRENT EXPENSE

PROGRAM: RISK MANAGEMENT SERVICES

PROGRAM STATEMENT

The Risk Management program provides bonds and insurance for City activities, including auto physical damage, boiler and machinery, crime/fidelity, liability, and property insurance. This program also provides for the payment of medical costs for active and retired Police and Fire Department employees qualified under the provisions of RCW 41.26 Law Enforcement Officers' and Firefighters' (LEOFF) Plan 1 Retirement System.

Staffing Level – None

Overview of Ongoing and Present Activities

- Oversee City-wide risk management programs.
- Manage bonds and insurance for City activities, including auto physical damage, boiler and machinery, crime/fidelity, liability, and property insurance.
- Oversee payment of medical claims and provide medical insurance in accordance with the LEOFF Plan 1 Retirement System and the Yakima County Disability Board. Currently, the City has six LEOFF 1 retirees and two LEOFF 1 actives members.

The City Clerk is the delegate to the Washington Cities Insurance Authority (WCIA) and the City Administrator serves as the alternate. The delegate works with WCIA to ensure all COMPACT requirements are met.

Notable Changes in 2013 – The City's liability assessment with WCIA was reduced by \$9,127 from 2012. This reduction was determined by an actuarial review of the City's last five years loss history and also successful completion of WCIA's COMPACT requirements. The liability assessment for the Grandview Transportation Benefit District would be \$5,000 per year. Property rates were estimated to increase by 5%. With the anticipated retirement of Assistant Police Chief Mark Ware on January 31, 2013, inclusion of medical premiums and claims payments per the LEOFF 1 retirement system.

Mandated Programs – Federal and State

All costs of provided medical benefits for qualified active and retired Police and Fire (LEOFF 1) employees under RCW 41.26 and Yakima County Disability Board.

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Risk Management Services					
Leoff 1 Med Benefits - Police	70,440.90	85,000	71,000	67,000	67,000
Leoff 1 Med. Benefits - Fire	12,757.18	14,250	13,000	8,300	8,300
Office & Operating Supplies	0.00	0	-	-	-
Total Operating Expenses	83,198.08	99,250	84,000	75,300	75,300
Other Expenditures					
Insurance - Leg.	410.94	377	380	360	360
Insurance - Court	1,046.03	960	960	900	900
Insurance - Exec.	1,220.36	1,120	1,120	1,050	1,050
Insurance - Treas.	647.54	954	600	560	560
Insurance - Clerk	473.20	434	440	410	410
Insurance - Attorney	821.88	754	760	710	710
Insurance - H.R.	211.70	194	200	190	190
Insurance - Gen. Fac.	2,500.36	2,664	2,540	2,640	2,640
Insurance - PD Admin	6,641.23	5,924	6,100	5,740	5,740
Insurance - PD Investigation	9,121.95	9,000	9,000	8,440	8,440
Insurance - PD Patrol	7,397.23	6,867	6,650	5,890	5,890
Insurance - Fire Suppression	10,875.41	10,436	10,400	9,900	9,900
Insurance - PD Corrections	6,744.23	6,214	6,210	5,810	5,810
Insurance - Code Enforcement	0.00	0	-	-	-
Insurance - Animal Control	846.15	781	780	730	730
Liability - Tbd	5,000.00	5,000	5,000	5,000	5,000
Insurance - Sr. Center	410.94	377	380	360	360
Insurance - Planning	124.53	114	120	110	110
Insurance - Econ. Dev.	0.00	0	-	-	-
Insurance - Insp. & Permits	622.63	571	580	540	540
Insurance - Library	7,132.19	7,212	6,980	7,010	7,010
Insurance - PK Admin.	199.24	183	190	180	180
Insurance - Recreation	1,357.34	1,246	1,250	1,170	1,170
Insurance - Museum	506.06	538	520	540	540
Insurance - Aquatics	3,982.32	3,877	3,800	3,710	3,710
Insurance - PK Maint.	3,211.94	3,273	3,160	3,190	3,190
Total Other Expenditures	71,505.40	69,070	68,120	65,140	65,140
Total Risk Management Services	154,703.48	168,320	152,120	140,440	140,440

FUND: CURRENT EXPENSE

PROGRAM: LEGAL SERVICES

PROGRAM STATEMENT

The primary purpose to the office of the City Attorney is to advise and support the Grandview City Council, City Administrator and City's operating Departments. The City Attorney provides legal opinion and reviews and prepares legal documents for the City Council and Staff.

The City contracts with Yakima County for prosecution services on behalf of the City in Grandview Municipal Court.

Staffing Level – None (contract for services)

Overview of Ongoing and Present Activities

- Provide legal opinion and advice to City Council and Staff.
- Represents the City in other necessary legal proceedings.
- Prosecution services provided by Yakima County in Grandview Municipal Court actions.
- Legal services provided by the law firm of Menke Jackson Beyer Ehlis & Harper LLP.

Notable Changes in 2013 – Legal services for Police/Sergeants, Police Support and Public Works union negotiation contracts.

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Legal Services					
Office & Operating Supplies	6.47	0	-	-	-
City Attorney Services-General	42,490.55	42,000	42,000	42,000	42,000
City Attorney Services-Other	4,855.48	5,000	10,000	7,500	7,500
City Attorney Services - Labor	0.00	0	7,000	25,000	25,000
Yakima County Prosecution Serv	72,000.00	72,000	72,000	72,000	72,000
Communications	438.66	500	500	500	500
Travel	0.00	0	-	-	-
Advertising	0.00	0	-	-	-
Operating Rentals & Leases	420.00	360	350	350	350
Miscellaneous	0.00	0	-	-	-
Prior Years Corrections	0.00	0	-	-	-
Total Legal Services	120,211.16	119,860	131,850	147,350	147,350

FUND: CURRENT EXPENSE

PROGRAM: HUMAN RESOURCE SERVICES

PROGRAM STATEMENT

This program manages the recruitment, selection, and retainage of City employees; processes payroll, payroll adjustments, salary increases, and benefit programs; assists in the administration of various employee committees, programs, and policies related to Human Resources; and labor relations activities. The City Clerk serves as the Human Resource Assistant and as the Secretary/Chief Examiner for the Civil Service Commission.

Staffing Level

City Clerk	.25
Deputy City Clerk/Treasurer	<u>.20</u>
Total	.45

Overview of Ongoing and Present Activities

- Implement the recruitment and selection process. Place advertisement of openings, schedule testing, notification to applicants, and interviews.
- Conduct employee orientations and exit interviews.
- Coordinate random drug & alcohol tests, commercial driver's license program, labor & industries forms, and maintain related files.
- Plan, direct and monitor City payroll, including pay adjustments/increases, employee benefits, employee health care benefits, and employee wellness program.
- Coordinate and administer Human Resources related programs and policies.
- Develop and implement City Wellness Program.

Notable Changes in 2013 – Health insurance rate changes for 2013 were as follows:

- Medical = 9% increase
- Dental = 0%
- Vision= 0%
- Life = 0%

Mandated Programs – Federal and State

- Department of Transportation (DOT) random commercial driver's license testing
- American with Disabilities Act
- Family & Medical Leave Act
- Whistleblower Act
- Equal Employment/Opportunity
- Civil Service
- Washington State Family Leave Act
- Military Family Leave Act
- Patient Protection and Affordable Care Act (1/1/2011)

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Human Resource Services					
Regular Salaries & Wages	30,055.98	30,000	30,500	31,500	31,500
Overtime	0.00	0	-	-	-
Longevity	631.00	600	600	650	650
Social Security	2,310.65	2,350	2,350	2,500	2,500
Retirement	1,878.94	2,200	2,200	2,650	2,650
Workman's Compensation	134.55	150	150	160	160
Medical/life Insurance	7,442.88	8,650	5,000	6,000	6,000
Unemployment Compensation	0.00	0	-	-	-
Office & Operating Supplies	1,224.71	1,000	1,600	1,500	1,500
Employee Appreciation	241.36	400	400	-	-
Employee Wellness Program	116.04	600	600	-	-
Professional Services	7,166.99	8,000	10,000	8,000	8,000
Communications	621.82	500	600	500	500
Travel	425.64	500	200	200	200
Advertising	2,507.83	1,000	400	500	500
Operating Rentals & Leases	770.00	700	500	500	500
Miscellaneous	25.00	100	150	150	150
Total Operating Expenses	55,553.39	56,750	55,250	54,810	54,810
Capital Expenditures					
Machinery & Equipment	0.00	0	0	0	0
Total Capital Expenditures	0.00	0	0	0	0
Total Human Resource Services	55,553.39	56,750	55,250	54,810	54,810

FUND: CURRENT EXPENSE

PROGRAM: GENERAL FACILITIES SERVICES

PROGRAM STATEMENT

The City Clerk maintains and operates a Facility Management Program so as to efficiently use city resources to purchase goods and services consumed by current expense departments.

Staffing Level – None

Overview of Ongoing and Present Activities

- Purchase of paper products and cleaning supplies.
- Improvements and maintenance for buildings managed by the General Fund departments, including City Hall, Alice Grant Learning Center, 313 Division (former Library building) and 303 West Wine Country Road (former Parks & Recreation Office).

Notable Changes in 2013 – Inclusion of public utility service expenditures for the 303 West Wine Country Road building and sale of 211 West Second Street (Pizza Hut) property.

Mandated Programs – Federal and State – None

Revenue Generated

Learning Center Lease	\$6,000
Chamber of Commerce Lease	<u>\$2,700</u>
	\$8,700

Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
General Facilities Services					
Regular Salaries & Wages	6,047.32	2,000	1,000	2,000	2,000
Overtime	274.78	0	-	-	-
Social Security	482.41	150	80	150	150
Retirement	318.88	100	30	100	100
Workman's Compensation	559.77	100	100	100	100
Medical/life Insurance	0.00	0	-	-	-
Unemployment Compensation	0.00	0	-	-	-
Office & Operating Supplies	6,314.53	4,000	4,700	4,500	4,500
Shirts/caps Purchased FR Resal	0.00	0	-	-	-
Small Tools & Minor Equipment	0.00	100	-	100	100
Professional Services	4,885.02	5,000	5,100	5,000	5,000
Communications	2,014.16	2,000	1,900	2,000	2,000
Travel	0.00	0	-	-	-
Advertising	0.00	0	-	-	-
Operating Rentals & Leases	950.00	1,000	700	800	800
Public Utility Services	11,200.12	15,000	15,000	10,000	10,000
Repairs & Maintenance	4,424.39	4,000	6,000	5,000	5,000
Lighting Retrofit	0.00	0	-	-	-
Miscellaneous	1,203.95	2,000	650	1,000	1,000
Misc - Dues & Memberships	0.00	0	-	-	-
Total Operating Expenses	38,675.33	35,450	35,260	30,750	30,750
Total General Facilities Services	38,675.33	35,450	35,260	30,750	30,750

FUND: CURRENT EXPENSE

PROGRAM: POLICE ADMINISTRATION SERVICES

PROGRAM STATEMENT

For the purpose of providing professional management and administration of the Police Department, including accounting, budgeting, planning, organizing and directing the activities and resources to ensure the highest quality interaction, not only within the community served, but the entire justice system in our area. This program is to ensure that the values of a free society are maintained and that the laws are enforced in a fair and impartial manner, recognizing both the statutory and judicial limitations of its authority and the constitutional rights of all persons.

<u>Staffing Level</u>	Police Chief	.75
	Asst. Police Chief	.90
	Admin. Secretary	<u>.95</u>
	Total	2.60

Overview of Ongoing and Present Activities

- Liaison between City Administrator and the Police Department.
- Oversee budget management.
- Review and implement operational policy and procedures.
- Interact with community groups.
- Review and direct department goals and objectives.
- Maintain working relationships with the criminal justice system.
- Insure compliance with City policy and procedures.
- Insure compliance with state training requirements.
- Coordinate activities with other City departments.
- Evaluate needs and develop plans for future services.
- Review management and involvements in federal, state and local grants.
- Set standards and level of professionalism within the department
- Review and direct the delivery of police communications services.
- Maintain preventative maintenance for the department fleet and facility.
- Ensure compliance with federal and state guidelines for jail operations.
- Direct and review the delivery of corrections services.
- Direct and review the delivery of communication services.

Notable Changes in 2013 – Increase for cash out of Asst. Chief’s sick/vacation time

Mandated Programs – Federal and State

- Maintain jail operations, medical treatment, and food service to meet or exceed Bureau of Prison, American Correction Association, and Washington Corrections Association guidelines on prisoner care and custody.
- Follow state mandated time limits for incarcerations of Domestic Violence and DUI/DWLS.

Revenue Generated – None

Equipment Assigned - 2010 Ford Expedition (ER-215); Asst. Chief Vehicle

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Police Administration Services					
Regular Salaries & Wages	169,922.50	170,000	170,000	215,500	215,500
Overtime	272.35	0	-	-	-
Longevity	4,993.90	7,000	7,000	6,100	6,100
Social Security	13,163.44	14,000	14,000	17,500	17,500
Retirement	3,103.17	2,700	3,400	3,400	3,400
Workman's Compensation	1,437.06	1,500	1,100	1,100	1,100
Medical/life Insurance	39,540.12	49,000	36,000	39,300	39,300
Unemployment Compensation	0.00	0	2,500	2,500	2,500
Uniforms & Clothing	1,743.09	2,500	2,500	2,500	2,500
Office & Operating Supplies	1,126.28	1,000	1,000	1,000	1,000
Fuel Consumed	1,172.68	1,200	1,800	1,800	1,800
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	0.00	0	-	-	-
Communications	1,962.23	2,300	2,600	2,600	2,600
Travel	1,284.18	1,500	1,500	1,500	1,500
Advertising	67.15	100	100	100	100
Operating Rentals & Leases	7,250.00	10,000	8,000	8,000	8,000
Less Depreciation/Reserve				(5,000)	(5,000)
Public Utility Services	0.00	0	-	-	-
Repairs & Maintenance	626.39	200	1,000	26,000	26,000
Miscellaneous	1,496.68	1,500	1,500	1,500	1,500
Total Police Administration Services	249,161.22	264,500	254,000	325,400	325,400

FUND: CURRENT EXPENSE

PROGRAM: POLICE INVESTIGATIONS SERVICES

PROGRAM STATEMENT

Investigations provide follow-up criminal investigations for the community in support of the mission of the Police Department. This includes the investigation of crimes against persons and property and apprehending those involved in such crimes. Provide officer for active involvement in the LEAD Narcotics Task Force

Staffing Level

Police Detectives 1.90

Overview of Ongoing and present Activities

- Investigate major crime.
- Process crimes scenes and collect evidence.
- Interview suspects, witness and victims.
- Maintain case management.
- Maintain picture identification files.
- Maintain and file all pawn slips.
- Evidence/Property retention and destruction/auction.
- Maintain the property room/Police warehouse.
- Testify in court.
- Maintain the special Investigations/Drug account.
- Maintains major narcotics cases/DEA task force investigations
- Communicate with prosecutors on major cases.
- Maintain contact with victims of crime.
- Maintain all crime scene and photography supplies.
- Investigate gang activity.

Notable Changes in 2013 – Delete one detective, moved position to patrol

Mandated Programs – Federal and State

- Blood borne and airborne pathogens management
- State mandates on property/evidence management

Revenue Generated – None

Equipment

- 2005 Chrysler Pacifica
- 2003 Ford Explorer
- 1999 Ford Expedition
- 1996 Dodge SIRT Van
- Night Vision Equipment
- Thermal Imaging Unit
- Alarm Detection Equipment

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Police Investigation Services					
Regular Salaries & Wages	115,988.71	178,000	178,000	111,700	111,700
Overtime	18,742.44	35,000	35,000	35,000	35,000
Court Time	0.00	0	-	-	-
Longevity	2,819.80	5,000	5,000	1,800	1,800
Salary/wages .3% L&J Tax	0.00	0	-	-	-
Social Security	10,699.37	15,500	16,000	11,600	11,600
Retirement	7,183.29	10,500	10,500	7,500	7,500
Workman's Compensation	3,639.48	5,500	5,800	3,800	3,800
Medical/life Insurance	37,333.00	64,000	49,500	47,000	47,000
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	890.38	1,000	1,000	1,000	1,000
Pension And Disability Payment	0.00	0	-	-	-
Benefits .3% L&J Taxes	0.00	0	-	-	-
Office & Operating Supplies	715.00	1,600	1,500	1,500	1,500
Fuel Consumed	4,343.79	3,500	5,000	5,000	5,000
Small Tools & Minor Equipment	769.80	1,000	1,000	1,000	1,000
Mnr Eqpt.-Forfeited Prop Proce	4,718.32	0	-	-	-
Professional Services	237.94	2,000	2,000	2,000	2,000
Communications	1,091.39	1,200	1,200	1,200	1,200
Travel	367.47	2,000	2,000	2,000	2,000
Travel - Training	571.00	0	-	-	-
Advertising	0.00	0	-	-	-
Operating Rentals & Leases	0.00	0	-	-	-
Public Utility Services	0.00	0	-	-	-
Repairs & Maintenance	4,350.61	2,500	3,000	3,000	3,000
Miscellaneous	463.24	1,000	1,000	1,000	1,000
Misc - Maint. Agreements	0.00	0	-	-	-
Misc. - Training	712.32	0	-	-	-
Misc - Investigative Expenses	0.00	2,000	2,000	2,000	2,000
Total Operating Expenses	215,637.35	331,300	319,500	238,100	238,100
Capital Expenditures					
High Risk Vest	0.00	0	0	0	0
Total Capital Expenditures	0.00	0	0	0	0
Total Police Investigation Services	215,637.35	331,300	319,500	238,100	238,100

FUND: CURRENT EXPENSE

PROGRAM: POLICE PATROL SERVICES

PROGRAM STATEMENT

Patrol Services provides for the daily, round the clock protection of the Citizens of Grandview. This program ensures that the streets and the neighborhoods are patrolled routinely as well as providing services as needed and requested by citizens of our community. The goal and mission of patrol services is to keep the streets of Grandview safe and to make its citizens feel safe.

<u>Staffing Level</u>	Patrol Officers	7.25
	Patrol Sergeants	<u>1.60</u>
	Total	8.85

Overview of Ongoing and Present Activities

- Provides a visible deterrent to crime.
- Responds to citizens request for service
- Investigates all criminal complaints
- Testifies in Federal, county and Municipal courts.
- Assist in operations of jail.
- Arrest, transport and books prisoners.
- Assist DEA Task Force.
- Investigates traffic accidents and enforce traffic laws.
- Performs community policing functions.
- Helps direct reserve police officer program.
- Assist all other city departments.
- Assist all outside law enforcement agencies.
- Assist in community policing programs.
- Develops information on gang activity and targets repeat offenders.
- Assist in Municipal Court security.

The patrol division will continue to focus on the enforcement of quality of life crimes, which has proven to help deter criminal activity and has had a positive impact on the community.

Notable Changes in 2013 – delete two sergeant positions

Mandated Programs – Federal and State

- Washington State mandated arrest on Domestic Violence
- Enforcement of all Local, State and Federal Laws

Revenue Generated - See Municipal Court Services Program Statement

Equipment Assigned – 5-patrol fleet, 4-take home

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Police Patrol Services					
Regular Salaries & Wages	684,894.75	630,000	630,000	616,000	616,000
Overtime	103,431.20	95,000	95,000	120,000	120,000
Longevity	16,286.10	17,000	17,000	17,400	17,400
Social Security	60,870.64	57,000	57,000	56,000	56,000
Retirement	41,099.84	36,000	37,000	36,400	36,400
Workman's Compensation	18,277.65	17,000	18,000	18,000	18,000
Medical/life Insurance	152,286.08	139,000	161,000	175,500	175,500
Uniforms & Clothing	10,469.96	8,000	8,000	8,000	8,000
Reserves Pension Fund	1,350.00	1,500	1,500	1,500	1,500
Office & Operating Supplies	22,555.84	22,000	22,000	22,000	22,000
Fuel Consumed	0.00	0	10,000	10,000	10,000
Small Tools & Minor Equipment	0.00	8,000			-
Minor Equipment - Red Suit	0.00	0	-	-	-
Dui/impaired Driving Safety	0.00	1,500	1,500	1,500	1,500
Professional Services	151.94	0	300	300	300
Communications	8,156.19	8,000	7,000	7,000	7,000
Travel	2,316.48	7,000	7,000	2,000	2,000
Advertising	40.00	0	-	-	-
Operating Rentals & Leases	101,370.00	100,000	80,000	80,000	80,000
Less Depreciation/Reserve				(35,000)	(35,000)
Public Utility Services	0.00	0	-	-	-
Repairs & Maintenance	5,415.25	7,000	7,000	7,000	7,000
Miscellaneous	3,214.15	6,000	6,000	6,000	6,000
Misc. - Training	4,076.32	0	-	-	-
Total Operating Expenses	1,236,262.39	1,160,000	1,165,300	1,149,600	1,149,600
Capital Expenditures					
Machinery & Equipment	3,074.07	0	-	-	
Radios, Portable X 6	0.00	1,000	770	-	
Vests, X 25	0.00	22,000	22,300	-	
Total Capital Expenditures	3,074.07	23,000	23,070	0	0
Total Police Patrol Services	1,239,336.46	1,183,000	1,188,370	1,149,600	1,149,600

FUND: CURRENT EXPENSE

PROGRAM: POLICE COMMUNITY PROGRAMS

PROGRAM STATEMENT

This program utilizes all Departmental personnel when needed on a regular basis to organize, teach and lead in community Programs. This provides a positive approach to crime prevention within the City of Grandview. Efficient Police Reserve program to assist officers in the functions of their duties

Staffing Level

Police Chief	.25
Assistant Police Chief	.10
Administrative Secretary	.05
Police Detectives	.15
Patrol Officers	1.10
Corrections Officer	.05
Dispatcher/Clerks	.25
Total	<u>1.95</u>

Overview of Ongoing and Present Activities

- Community – Wide Block watch programs
- Administers Community Neighborhood Barbeques.
- Teach crime prevention programs to schools, civic groups, churches, etc.
- Provide security for community functions, eg: parades, dances, and events

Notable Changes in 2013

- none

Mandated Programs – Federal and State - None

Revenue Generated - None

Equipment Assigned

- Speed monitoring Trailer
- 1999 Dodge Pickup

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Police Community Programs					
Regular Salaries & Wages	121,133.45	120,000	120,000	120,000	120,000
Volunteer Compensation	0.00	0	-	-	-
Overtime	13,623.18	16,000	16,000	16,000	16,000
Longevity	2,942.35	0	-	-	-
Social Security	10,392.77	10,000	10,000	10,000	10,000
Retirement	5,874.37	6,000	6,000	6,000	6,000
Workman's Compensation	2,710.81	3,000	3,000	3,000	3,000
Medical/life Insurance	28,897.89	32,000	32,000	35,000	35,000
Uniforms & Clothing	0.00	0	-	-	-
Crime Prevention Supplies	2,572.36	4,000	4,000	1,000	1,000
JRA Anti-Gang Grant - Supplies	6,594.28	8,000	-	-	-
Supplies-Police Explorers	0.00	0	-	-	-
Professional Services	0.00	0	-	-	-
Communications	0.00	0	-	-	-
Travel	0.00	0	-	-	-
Crime Prevention - Misc.	0.00	0	-	-	-
Police Explorers-Dues,Etc.	0.00	0	-	-	-
Citizens For Safe Communities	0.00	0	-	-	-
Total PD Community Programs	194,741.46	199,000	191,000	191,000	191,000

FUND: CURRENT EXPENSE

PROGRAM: POLICE CORRECTION SERVICES

PROGRAM STATEMENT

The purpose of this program is to provide and maintain secure custody of prisoners within the Grandview Jail facility. Also to provide a safe environment for offenders to be housed safely away from the general population, as well as to provide necessary care to those incarcerated and to treat them in a humane manner.

Staffing Level

Corrections Officer .95

Overview of Ongoing and Present Activities

- Maintain all care and custody of prisoners.
- Transport prisoners to and from court/court security.
- Transport prisoners to and from medical facilities.
- Transport prisoners to and from other jails.
- Maintain all jail supplies/food.
- Maintain custody of prisoner property.
- Maintain all prisoner medical supplies and prescriptions.
- Maintain building maintenance and care.
- Prepare all prisoners meals/special meals.
- Manage trustee/work crews.
- Monthly report.
- Testify in court.

Notable Changes in 2013 - none

Mandated Programs – Federal and State

- Comply with all Local, State and Federal Laws related to prisoner care
- Provide Mental Health and medical needs for inmates

Revenue Generated

Work Release \$2,000

Equipment Assigned

Jail transport van

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Police Correction Services					
Regular Salaries & Wages	42,636.00	43,000	43,000	43,000	43,000
Overtime	1,086.81	2,000	2,000	2,000	2,000
Longevity	418.00	0	-	660	660
Social Security	3,272.03	3,400	3,400	3,400	3,400
Retirement	3,678.86	3,500	4,000	4,000	4,000
Workmans Compensation	1,567.27	1,800	1,800	1,800	1,800
Medical/life Insurance	17,899.59	21,500	20,000	21,800	21,800
Uniforms & Clothing	668.19	1,200	1,200	1,200	1,200
Office & Operating Supplies	23,876.09	28,000	30,000	22,000	22,000
Fuel Consumed - Transport Van	1,456.55	1,500	2,000	2,000	2,000
Professional Services	22,193.08	35,000	35,000	30,000	30,000
Communications	193.70	500	500	500	500
Repairs & Maintenance	1,837.09	5,000	5,000	5,000	5,000
Van - Repairs & Maintenance	1,296.05	2,000	2,000	1,000	1,000
Miscellaneous	0.00	0	-	-	-
Total Operating Expenses	122,079.31	148,400	149,900	138,360	138,360
Total Police Correction Services	122,079.31	148,400	149,900	138,360	138,360

FUND: CURRENT EXPENSE

PROGRAM: POLICE COMMUNICATIONS

PROGRAM STATEMENT

Police Communications provides security and integrity of all police records information coming into the department, both manual and automated. The program involves the dissemination of information requested by the department staff and others according to laws that govern such dissemination, all department clerical duties, and statistical activities. Dispatcher/Clerks are responsible for the basic duties of receiving, storing, transferring and destruction of criminal history information. They provide immediate and accurate radio communications to the patrol officers on duty in the city and to all outside criminal justice agencies, state and county, as well as receive calls from the public on all matters relating to the Police Department.

Staffing Level - Dispatcher/Clerks 4.75

Overview of Ongoing and Present Activities

- Maintenance of an automated police record system.
- Provide timely statistical information for crime analysis.
- Answer incoming business telephone calls.
- Prepare monthly reports.
- Provide appropriate services to walk-in customers.
- Respond to mail requests for information.
- Provide reports and information to others within the criminal justice system.
- Conduct criminal history checks and other appropriate checks for department personnel.
- Keep current and proficient on all police records procedures & requirements.
- Maintain all jail arrest and release records.
- Maintain all custodial care files/court commit files.
- Maintain all office and operations supplies, and materials.
- Take bail and bonds and assist in prisoner release.
- Testify in court.
- Search prisoners.
- Assist in packing and mailing responsibilities within the department.
- Maintain all communications/computer supplies.
- Maintain all radio communications equipment, base, mobile and portable.

Notable Changes in 2013 – New carpet for dispatch (\$4,000)

Mandated Programs – Federal and State - None

Revenue Generated - \$ 3,000

This division generates revenue from the following Sources: Fingerprinting, Weapons Permits, Booking Receipts/fees, Criminal History Record Checks, and Warrant Fees

Equipment Assigned

one (1) Motorola Base Radio; one (1) Repeater; one (1) Computer Aided Digital Recording System; one (1) Server with Spillman Records Management; ACCESS State Computer System; Fax and Copy Machines

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Police Communications Services					
Regular Salaries & Wages	198,611.48	197,000	198,000	198,000	198,000
Overtime	38,003.38	36,000	52,000	42,000	42,000
Longevity	2,795.85	2,500	2,500	3,370	3,370
Social Security	17,844.84	18,000	19,000	19,000	19,000
Retirement	14,848.92	12,500	17,600	17,600	17,600
Workman's Compensation	8,387.08	8,500	9,000	9,000	9,000
Medical/life Insurance	65,150.79	73,000	78,100	85,100	85,100
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	1,839.95	3,000	3,000	3,000	3,000
Office & Operating Supplies	8,546.39	8,500	8,500	8,500	8,500
Professional Services	11,615.33	13,000	13,000	13,000	13,000
Communications	34,513.96	40,000	50,000	50,000	50,000
Travel	87.21	1,500	1,500	1,500	1,500
Travel - Training	429.27	0	-	-	-
Operating Rentals & Leases	10,634.73	20,000	20,000	20,000	20,000
Insurance	0.00	0	-	-	-
Public Utility Services	16,484.86	17,000	15,000	15,000	15,000
Repairs & Maintenance	10,655.03	10,000	10,000	10,000	10,000
Miscellaneous	882.66	1,300	1,600	1,600	1,600
Misc. - Training Registration	877.00	0	800	-	-
Total Operating Expenses	442,208.73	461,800	499,600	496,670	496,670
Capital Expenditures					
DVR Player	0.00	0	-	-	-
Carpet	0.00	0	-	4,000	4,000
Computers X 3	0.00	3,000	3,000	-	-
Cooling System & Cross Match	0.00	10,000	10,000	-	-
Machinery & Equipment	0.00	0	-	-	-
Total Capital Expenditures	0.00	13,000	13,000	4,000	4,000
Total Police Communication Services	442,208.73	474,800	512,600	500,670	500,670
Reserve for Capital Replacement	0.00	26,850	26,850	19,500	19,500
Total Police Department	2,463,164.53	2,627,850	2,642,220	2,562,630	2,562,630

FUND: CURRENT EXPENSE

PROGRAM: GRAFFITI REMOVAL

PROGRAM STATEMENT

This department is responsible for all graffiti nuisance clean-up problems within the City. The process is to clean, wash and/or paint City property as well as private property for the removal of graffiti. This program is under the supervision of the Public Works Department.

Staffing Level

Maintenance Employee .20

Overview of Ongoing and Present Activities

Responsible for all graffiti clean-up which includes all private and public property.

Notable Changes in 2013- None

Mandated Programs – Federal and State - None

Revenue Generated – None

Equipment and Vehicles Assigned –

- Pick-up
- Portable paint sprayer
- Portable pressure washer

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Graffiti Removal					
Regular Salaries & Wages	2,166.36	7,000	2,000	4,000	4,000
Overtime	105.03	250	100	250	250
Longevity	0.00	0	-	-	-
Social Security	167.41	620	200	480	480
Retirement	140.96	570	190	510	510
Workman's Compensation	108.76	350	120	270	270
Medical/life Insurance	1,807.21	4,020	1,990	2,170	2,170
Unemployment Compensation	0.00	0	-	-	-
Crime Prevention Supplies	0.00	0	970	-	-
Graffiti Removal Supplies	2,542.21	3,000	1,000	2,000	2,000
Small Tools/minor Eq-Computer	0.00	0	-	-	-
Professional Services	0.00	0	-	-	-
Travel	0.00	0	-	-	-
Graffiti Equipment Rental	0.00	0	-	-	-
Total Graffiti Removal	7,037.94	15,810	6,570	9,680	9,680

FUND: CURRENT EXPENSE

PROGRAM: FIRE ADMINISTRATIVE SERVICES

PROGRAM STATEMENT

The purpose of this program is to provide professional management and administration of the Fire Department. This includes budgeting, accounting, planning, organizing and directing the activities and resources to insure the highest quality interaction within the community, as well as surrounding communities, in emergency and non-emergency situations.

Staffing Level - Fire Chief 1.0

Overview of Ongoing and Present Activities

- Liaison between City Administrator and the Fire Department
- Oversee budget management.
- Evaluate need for, implement and review operational policies and procedures.
- Develop and maintain programs that actively meet the recruitment and retention needs of the Department and develop and maintain training programs that meet the needs of the Volunteers to stay proficient in their areas of Professionalism.
- Interact with community groups.
- Set, review and direct Fire Department goals and objectives as identified by Mayor and City Council Vision 2021 guidelines and the City Administrator.
- Maintain working relationships with surrounding communities and jurisdictions.
- Insure compliance with City policies and procedures and State training requirements.
- Coordinate activities with other City Departments and Yakima County Fire District #5.
- Evaluate needs and develop plans to meet those future service needs.
- Review management and involvement in Federal, State and local grants.
- Set standards and level of professionalism within the Fire Department and hold all Volunteers accountable to those standards and levels.
- Maintain preventative maintenance for the Fire Department fleet and facilities.
- Coordinate needs with our facilities and equipment with Yakima County Fire District #5.
- Set staffing levels of Fire Department in conjunction with City Administrator, Mayor and City Council, and provide oversight to maintain said levels.

Notable Changes in 2013

- Increase in workman's comp and medical insurance rates.
- Decrease in travel and training.

Mandated Programs – Federal and State

Maintain compliance with Department of Labor and Industries Occupational Health & Safety Standards, Federal and State requirements for Blood borne and Airborne Pathogen control, and International Fire Code and applicable Washington Administrative Codes.

Revenue Generated

- Fees for reviewing sprinkler and alarm systems and copy fees (reports) – varies
- Fees for requesting copies of reports - varies

Equipment Assigned - 2009 Chevrolet Tahoe (Grandview 1)

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Fire Administrative Services					
Regular Salaries & Wages	81,120.00	82,680	82,680	82,680	82,680
Overtime	0.00	0	-	-	-
Longevity	1,217.00	1,220	1,220	1,220	1,220
Social Security	6,067.85	6,420	6,300	6,420	6,420
Retirement	4,314.41	4,400	4,400	4,400	4,400
Workman's Compensation	1,986.01	2,270	2,270	2,450	2,450
Medical/life Insurance	14,003.15	15,400	15,000	16,000	16,000
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	641.11	880	880	880	880
Office & Operating Supplies	1,144.23	1,350	1,350	1,350	1,350
Public Education Supplies	1,983.79	1,700	1,700	1,700	1,700
Small Tools & Minor Equipment	1,976.12	2,060	2,060	2,060	2,060
Professional Services	11.94	0	50	-	-
Communications	7,140.01	7,280	7,200	7,280	7,280
Travel	1,335.29	1,500	1,500	500	500
Advertising	172.80	600	300	600	600
Operating Rentals & Leases	6,290.00	6,300	6,300	6,300	6,300
less dep/rep/res				(3,800)	(3,800)
Repairs & Maintenance	0.00	0	-	-	-
Miscellaneous	2,164.90	2,350	2,350	2,350	2,350
Misc - Training	1,570.87	1,800	1,600	900	900
Total Operating Expenses	133,139.48	138,210	137,160	133,290	133,290
Capital Expenditures					
Computer Equipment	0.00	-	-	-	-
Total Capital Expenditures	0.00	-	-	-	-
Total Fire Administrative Services	133,139.48	138,210	137,160	133,290	133,290

FUND: CURRENT EXPENSE

PROGRAM: FIRE SUPPRESSION SERVICES

PROGRAM STATEMENT

The purpose of the Fire Suppression Program is to prevent the loss of life and property from the ravages of fire, hazardous materials releases, accidents and other natural disasters by maintaining sufficient numbers of certified trained personnel available 24 hours a day and adequate apparatus with well-maintained equipment available for most types of emergency incidents.

<u>Staffing Level</u>	Fire Captain	.75
	Firefighters / Volunteers	<u>14.80</u>
	Total	15.55

Overview of Ongoing and Present Activities

- Respond to citizen requests for all fires, explosions, and hazardous materials releases to protect the life and property of all citizens and visitors.
- Investigate all suspicious and unknown caused fires.
- Work jointly with the Police Department on all criminal cases involving fire.
- Investigate all smoke and burning complaints.
- Perform fire prevention activities.
- Conduct annual flow testing of one-fifth of fire hydrants to complete all 296+ fire hydrants in a five year cycle and inspections of all fire hydrants.
- Annual testing of fire hoses, ladders, aerial ladder, pump testing fire engines and Self Contained Breathing Apparatus.
- Conduct annual Fire and Life Safety inspections of all businesses, schools, medical care facilities, and daycares as well as citizens that request home safety inspections.
- Conduct public education classes such as fire extinguisher operations and etc.
- Attend public functions as requested and appropriate.
- Perform cleaning and general maintenance to apparatus, equipment and the fire station.
- Collect and assemble data for hydrants, maps and pre-fire planning.
- Enter all incident data into our online "Emergency Reporting System" to maintain records and supply data for the Federal "National Fire Incident Reporting System."
- Conducts volunteer recruit training for new volunteer firefighters as needed.
- Coordinate and conduct ongoing training for all Volunteers.
- Track and maintain all training records of fire personnel.
- Assist other Fire Departments as requested and resources allow.
- Works with Washington State Survey and Rating Bureau to maintain our current ISO fire rating of a "5".

Notable Changes in 2013

- Adjustment of George's salary split between Fire Suppression (75%) and EMS (25%).
- Increase in workman's comp and medical insurance rates.
- Increase of \$0.78 per call dispatch fees as reflected in "Communications." Dispatch fees are split between Fire Suppression(25%) and EMS(75%).
- Increase in "Operating Rentals & Leases" to reflect adjusted payment amounts.
- Continuation of "Fire Station Sprinkler" for one more year to make final payment.
- Increase in "Public Utility Services" to reflect possible rate increases.
- Decrease in "Small Tools", "Travel" and "Misc. Training".

Mandated Programs – Federal and State

- Compliance with Department of Labor and Industries Occupational Health & Safety Standards
- Compliance with the National Fire Incident Reporting System to compile and submit data for all incidents the Fire Department responds to.
- Mandatory annual flow and pressure testing of all apparatus pumps.
- Mandatory annual testing of all fire hose.
- Mandatory annual testing of all ladders.
- Mandatory annual flow testing of SCBA's, hydro-testing of bottles every 5 years (2010, 2015) and replacement of complete pack and bottles every 15 years (2020).
- Mandatory annual testing of aerial ladders with extended testing every 5 years.

Revenue Generated

Intergovernmental Charges for Services	\$3,000.00
Equipment Rental (State Mobilization)	<u>Varies</u>
Total	\$3,000.00

Equipment Assigned

- 1995 E-One Fire Engine (Grandview 11)
- 1999 American La France Aerial (Grandview 18)
- 2004 American La France Fire Engine (Grandview 12)
- 2010 E-One Fire Engine (214)
- 1997 Ford Explorer (Grandview 6 / Training)
- 2005 Ford Expedition (Grandview 3 / Duty Officer)
- 24 Self Contained Breathing Apparatus

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Fire Suppression Services					
Regular Salaries & Wages	43,824.00	44,670	44,670	41,900	41,900
Volunteer Compensation	40,028.49	37,840	34,000	36,340	36,340
Overtime	9,427.90	11,220	10,000	10,600	10,600
Longevity	876.80	880	880	830	830
Social Security	4,086.63	4,350	4,200	4,100	4,100
Retirement	2,836.33	2,980	2,850	2,800	2,800
Workman's Compensation	1,820.55	2,120	2,100	2,150	2,150
Medical/life Insurance	15,079.55	16,520	15,500	15,400	15,400
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	11,701.35	10,800	10,800	10,800	10,800
Pension And Disability Payment	3,030.00	1,710	1,710	1,710	1,710
Office & Operating Supplies	2,306.20	2,250	1,450	1,650	1,650
Fuel Consumed	2,205.03	2,400	3,200	3,000	3,000
Small Tools & Minor Equipment	10,666.15	10,750	10,750	8,750	8,750
Professional Services	633.56	2,400	2,200	2,400	2,400
Communications	5,629.65	6,810	6,400	6,910	6,910
Travel	1,635.95	2,000	1,500	1,500	1,500
Advertising	63.20	0	-	-	-
Operating Rentals & Leases	24,417.00	24,240	25,260	25,260	25,260
less dep/rep/res				(2,500)	(2,500)
Public Utility Services	0.00	0	-	-	-
Repairs & Maintenance	7,185.14	6,700	6,700	6,700	6,700
Miscellaneous	2,165.81	2,000	2,000	2,000	2,000
Misc - Training	4,523.00	4,000	4,000	3,400	3,400
Total Operating Expenses	194,142.29	196,640	190,170	185,700	185,700

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Fire Suppression Services					
Facilities					
Office & Operating Supplies	582.31	600	600	600	600
Supplies For Repairs	24.64	3,000	3,000	3,000	3,000
Small Tools & Minor Equipment	612.24	600	600	600	600
Professional Services	2,329.80	2,900	2,900	2,900	2,900
Public Utility Services	10,494.86	14,600	14,600	14,700	14,700
Repairs & Maintenance	10,096.69	10,000	10,000	10,000	10,000
Repairs & Maintenance	3,854.30	0	-	-	-
Total Facilities	27,994.84	31,700	31,700	31,800	31,800
Capital Expenditures					
Buildings	0.00	0	-	-	-
Fire Station Sprinklers	0.00	5,000	5,000	3,070	3,070
Machinery & Equipment	53,930.81	30,450	30,450	-	-
Construction Projects	0.00	0	-	-	-
Capitalized Rentals & Leases	0.00	0	-	-	-
Total Capital Expenditures	53,930.81	35,450	35,450	3,070	3,070
Transfer Out					
Transfer To W/S Fund-Water Line	5,000.00	0	-	-	-
Total Transfers Out	5,000.00	0	0	0	0
Total Fire Suppression Services	281,067.94	263,790	257,320	220,570	220,570
Total Fire Department	414,207.42	402,000	394,480	353,860	353,860

FUND: CURRENT EXPENSE

PROGRAM: CODE ENFORCEMENT SERVICES

PROGRAM STATEMENT

The responsibility of this program is to enforce all City of Grandview ordinances pertaining to building, plumbing, and mechanical codes, uniform housing code, mobile homes, zoning, fire/life safety inspections, home occupation licenses, and the issuing of building permits. This program also enforces clean city ordinances pertaining to weed abatement and the codes pertaining to overcrowding and unsanitary living conditions.

Staffing Level

Code Enforcement Officer	.200
Public Works Office Clerk	<u>.025</u>
Total FTE	.225

Overview of Ongoing and Present Activities –

Receive and handle nuisance complaints (e.g. weed abatement, unsafe conditions, etc.)

Notable Changes in 2013 – None

Mandated Programs – Federal and State

- Administration of the International Codes as amended by the State, including the Residential, Building, Mechanical, Fire and Uniform Plumbing Codes.
- State Energy Code
- Ventilation and Indoor Air Quality Code
- Barrier-Free Facilities Code
- International Property Maintenance Code (IPMC)

Revenue Generated – None

Equipment and Vehicles Assigned –

1 – 2001 GMC Sonoma 4 x 4

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Code Enforcement Services					
Regular Salaries & Wages	10,439.64	11,500	22,000	23,000	23,000
Wages - Supervision	0.00	0	-	-	-
Wages - Administration	952.48	1,000	1,050	1,100	1,100
Overtime	0.00	0	20	-	-
Longevity	228.93	540	340	340	340
Social Security	878.95	1,000	1,790	1,870	1,870
Retirement	729.80	930	1,660	1,980	1,980
Workman's Compensation	347.89	510	890	1,050	1,050
Medical/life Insurance	4,239.68	4,670	8,750	10,070	10,070
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	241.96	420	300	400	400
Office & Operating Supplies	361.89	1,000	1,000	1,000	1,000
Small Tools & Minor Equipment	0.00	1,500	300	1,500	1,500
Professional Services	2,344.44	1,000	1,500	1,000	1,000
Communications	1,015.26	1,300	1,100	1,300	1,300
Travel	158.32	300	320	350	350
Advertising	7.90	100	50	100	100
Operating Rentals & Leases	1,870.00	3,100	1,790	2,000	2,000
less dep/rep/res				(2,000)	(2,000)
Public Utility Services	349.36	500	380	500	500
Repairs & Maintenance	0.00	400	350	400	400
Miscellaneous-Abatement	4,160.04	4,000	2,000	3,000	3,000
Misc - Training	0.00	200	-	200	200
Total Operating Expenses	28,326.54	33,970	45,590	49,160	49,160
Capital Expenditures					
Buildings	0.00	0	-	-	-
Machinery & Equipment	0.00	0	-	-	-
Total Capital Expenditures	0.00	0	0	0	0
Total Code Enforcement Services	28,326.54	33,970	45,590	49,160	49,160

FUND: CURRENT EXPENSE

PROGRAM: ANIMAL CONTROL SERVICES

PROGRAM STATEMENT

The Animal Control Service has the responsibility to handle all animal-related problems in the City. They respond to and control animals running at large, as well as enforcement of all animal control ordinances and ensuring that citizens are in compliance with all laws and ordinances. They also promote public safety and education on understanding the responsibilities of pet ownership. They also provide adoption programs for animals.

Staffing Level – Contracted with Humane Society of Central Washington

Overview of Ongoing and Present Activities

- Respond to animal complaints
- Capture of neglected and/or abused animals.
- Enforcement of animal control ordinances.
- Provide information on animal control issues to the public & the department.
- Monitor animal quarantines and disposals.
- Maintain proficiency on animal related matters.
- Animal adoption program
- Licensing of all dogs within City limits

Notable Changes in 2013 – Contract services to the Human Society of Central Washington for animal control on a two day a week coverage. Due to increases in their costs for fuel and insurance, there is a \$1,440 a year increase in the billing.

Mandated Programs – Federal and State

Comply with State, Federal and DEA requirements on usage, storage and disposal of drugs used with this department

Revenue Generated

Animal Licenses \$5,200

Equipment Assigned

All equipment provided by the Humane Society
Animal Control shelter

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Animal Control Services					
Regular Salaries & Wages	0.00	0	-	-	-
Overtime	0.00	0	-	-	-
Longevity	0.00	0	-	-	-
Social Security	0.00	0	-	-	-
Retirement	0.00	0	-	-	-
Workman's Compensation	0.00	0	-	-	-
Medical/life Insurance	0.00	0	-	-	-
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	0.00	0	-	-	-
Office & Operating Supplies	681.41	100	250	300	300
Professional Services	21,800.00	20,100	20,500	21,600	21,600
Communications	393.04	300	400	400	400
Travel	0.00	0	-	-	-
Advertising	0.00	0	-	-	-
Operating Rentals & Leases	300.00	300	300	300	300
Public Utility Services	0.00	0	-	-	-
Repairs & Maintenance	0.00	0	-	-	-
Miscellaneous	0.00	0	-	-	-
Total Operating Expenses	23,174.45	20,800	21,450	22,600	22,600
Capital Expenditures					
Buildings - A.C. Shelter	0.00	0	0	0	0
Improve. Other Than Buildings	0.00	0	0	0	0
Machinery & Equipment	0.00	0	0	0	0
Total Capital Expenditures	0.00	0	0	0	0
Total Animal Control Services	23,174.45	20,800	21,450	22,600	22,600

FUND: CURRENT EXPENSE

PROGRAM: SENIOR CITIZEN SERVICES

PROGRAM STATEMENT

The Parks and Recreation Department offers a comprehensive menu of programs and activities for the benefit of area senior citizens at the Grandview Community Center.

<u>Staffing Level</u>	Parks and Recreation Director	.10
	Part Time Help	<u>.06</u>
	TOTAL	.16

Overview of Ongoing and Present Activities

- Oversee operation and implementation of programs.
- Secure and set-up facility for lunch program, rentals, and special events.
- Coordinate special Holiday Events.
- Order program and event supplies for facility.
- Prepare monthly activity calendar.
- Attend Senior Citizen Club monthly meetings.
- Promote facility and programs through banners, flyers, and press releases.
- Work with seniors on fundraising events.
- Manage departmental budget.
- Partner with the Long Term Care Network to offer quarterly events.

Notable Changes in 2013 – This budget includes the reduction of salary and benefits of the Deputy Director of Recreation and the addition of part-time help. The overall reduction is over \$6,000.

Mandated Programs – Federal and State

- Health requirements for kitchen duty.

Revenue Generated –

United Way Contributions: \$ 2,000

Equipment and Vehicles Assigned - n/a

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Senior Citizen Services					
Regular Salaries & Wages	12,005.76	12,000	12,340	8,760	8,760
Overtime	0.00	0	-	-	-
Longevity	333.90	340	340	210	210
Social Security	931.51	910	950	670	670
Retirement	771.63	840	860	590	590
Workman's Compensation	357.67	410	440	370	370
Medical/life Insurance	3,585.20	3,930	3,700	2,350	2,350
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	0.00	0	-	-	-
Office & Operating Supplies	666.39	1,000	1,000	1,100	1,100
Professional Services	3,300.00	1,100	830	-	-
Communications	935.62	450	380	100	100
Operating Rentals & Leases	0.00	0	-	-	-
Public Utility Services	0.00	0	-	-	-
Repairs & Maintenance	0.00	0	-	-	-
Miscellaneous	75.90	50	-	-	-
Total Senior Citizen Services	22,963.58	21,030	20,840	14,150	14,150

FUND: CURRENT EXPENSE

PROGRAM: PLANNING & COMMUNITY DEVELOPMENT SERVICES

PROGRAM STATEMENT

This program covers expenditures for the Planning Commission, Hearing Examiner and the contract Planner.

Staffing Level

City Clerk .20

Overview of Ongoing and Present Activities

The Yakima Valley Conference of Governments (YVCOG) provides staff liaison services to the Planning Commission, Hearing Examiner and Board of Appeals.

YVCOG administers zoning ordinance and related land use codes, reviews appeals, land use applications, and conducts annual review of the Grandview Comprehensive Plan.

The Public Works Director reviews and approves short plat applications and assists developers with design of subdivision, multi-family housing developments within the city and provides technical assistance to developers of property within the Urban Growth Area (UGA) to ensure compliance with City development standards.

Inquiries, applications and proposals are initially fielded by the City Clerk.

Notable Changes in 2013 – None

Mandated Programs – Federal and State

- State statutory requirements for administration of current planning.
- State statutory requirements for Growth Management Act (GMA) long-range community development planning.

Revenue Generated

Fees for Permits and Applications \$2,000

Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Planning & Community Development Services					
Regular Salaries & Wages	16,013.80	16,100	15,500	16,200	16,200
Overtime	0.00	0	-	-	-
Longevity	385.60	400	400	400	400
Social Security	1,224.44	1,300	1,200	1,300	1,300
Retirement	991.70	1,200	1,150	1,350	1,350
Workmans Compensation	60.44	70	60	70	70
Medical Insurance	2,845.73	3,150	3,000	3,300	3,300
Office & Operating Supplies	59.78	100	50	50	50
Cdbg Supplies	0.00	0	-	-	-
Professional Services	13,067.49	11,600	3,300	5,000	5,000
Prof. Services - G.m.a. Plan	0.00	0	20	-	-
Prof. Services - Critical Areas Ord	0.00	0	4,100	-	-
Cdbg Downtown	0.00	0	-	-	-
Rop Downtown	0.00	0	-	-	-
Communications	462.03	500	500	500	500
Travel	345.77	500	200	-	-
Advertising	352.56	500	200	250	250
Operating Rentals & Leases	720.00	650	500	500	500
Miscellaneous	0.00	0	-	-	-
Total Planning & Community Development Servcies	36,529.34	36,070	30,180	28,920	28,920

FUND: CURRENT EXPENSE

PROGRAM: ECONOMIC DEVELOPMENT SERVICES

PROGRAM STATEMENT

This program provides staff and financial support for the City's role in promoting the retention and expansion of employment opportunities and enhancing the economic health of the community.

Staffing Level –

City Administrator .10

Overview of Ongoing and Present Activities

- Respond to inquiries and provide appropriate information
- Work with Port of Grandview, Yakima County Development Association, Chamber of Commerce and Grandview's E.D.G.E.

Notable Changes in 2013

Provide \$6,000 in financial support to Grandview's E.D.G.E.

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Economic Development Services					
Regular Salaries & Wages	5,803.42	6,000	5,800	6,000	6,000
Overtime	0.00	0	-	-	-
Longevity	167.65	0	180	180	180
Social Security	416.48	460	460	470	470
Retirement	361.46	430	430	500	500
Workman's Compensation	85.68	110	110	130	130
Medical/life Insurance	572.68	800	630	670	670
Office & Operating Supplies	89.89	0	-	-	-
Professional Services	0.00	0	-	-	-
Downtown Revitalization	0.00	0	-	-	-
Engineering - Dist. Center	0.00	0	-	-	-
C.o.g. - Comp Plan	0.00	0	-	-	-
Communications	98.87	300	100	300	300
Travel	310.45	500	300	500	500
Advertising	0.00	100	280	100	100
Operating Rentals & Leases	710.00	700	500	700	700
Miscellaneous	0.00	0	-	-	-
Misc - Y.c.d.a.	5,040.00	5,000	5,000	5,000	5,000
Misc - Training	0.00	0	-	-	-
Misc. - E.D.G.E.	0.00	10,000	2,000	6,000	6,000
Total Operating Expenses	13,656.58	24,400	15,790	20,550	20,550
 Total Economic Development Services	 13,656.58	 24,400	 15,790	 20,550	 20,550

FUND: CURRENT EXPENSE

PROGRAM: INSPECTION AND PERMITS

PROGRAM STATEMENT

The responsibility of this department is to enforce all City of Grandview ordinances pertaining to building, plumbing, and mechanical codes, uniform housing code, mobile homes, zoning, fire/life safety inspections, home occupation licenses, and the issuing of building permits. This department also enforces clean city ordinances pertaining to weed abatement and the codes pertaining to overcrowding and unsanitary living conditions.

Staffing Level –

Building Official/Code Enforcement Officer	.80
Public Works Office Clerk	<u>.10</u>
Total FTE	.90

Overview of Ongoing and Present Activities

This program is responsible for all building, energy, mechanical and plumbing code enforcement for the City. Provide uniform and coordination permitting and follow-up inspection services. Remain current on the cost of construction, labor and materials.

Notable Changes in 2013 –

Mandated Programs – Federal and State

- Administration of the International Codes as amended by the State, including the Residential, Building, Mechanical, Fire and Uniform Plumbing Codes.
- State Energy Code
- Ventilation and Indoor Air Quality Code
- Barrier-free Facilities Code
- International Property Maintenance Code (IPMC)

Revenue Generated –

Building permits	\$ 65,000
Plan Review Fees	<u>\$ 16,000</u>
Total	\$ 81,000

Equipment and Vehicles Assigned –

1 – 2012 Ford Escape

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Inspection & Permitting Services					
Regular Salaries & Wages	41,758.50	43,000	31,200	32,000	32,000
Wages - Supervision	0.00	0	-	-	-
Wages - Administration	3,809.08	3,900	4,250	4,300	4,300
Overtime	0.00	250	100	250	250
Longevity	915.68	1,000	930	1,000	1,000
Social Security	3,514.93	3,690	2,790	2,870	2,870
Retirement	2,919.50	3,410	2,580	3,050	3,050
Workman's Compensation	1,391.42	1,890	1,390	1,620	1,620
Medical/life Insurance	16,957.64	18,660	12,210	13,310	13,310
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	241.90	350	300	350	350
Office & Operating Supplies	430.44	1,600	1,000	1,500	1,500
Small Tools & Minor Equipment	0.00	1,500	1,500	500	500
Professional Services	2,332.50	1,000	1,430	1,500	1,500
Communications	791.79	1,370	800	1,000	1,000
Travel	204.33	500	100	500	500
Advertising	7.90	50	-	50	50
Operating Rentals & Leases	1,870.00	3,000	1,900	2,500	2,500
Public Utility Services	349.36	500	350	500	500
Repairs & Maintenance	0.00	500	350	500	500
Miscellaneous	715.00	100	220	300	300
Misc. - Training	0.00	300	200	300	300
Total Operating Expenses	78,209.97	86,570	63,600	67,900	67,900
Capital Expenditures					
Buildings	0.00	0	0	0	0
Machinery & Equipment	0.00	0	0	0	0
Total Capital Expenditures	0.00	0	0	0	0
Total Inspection & Permitting Services	78,209.97	86,570	63,600	67,900	67,900

FUND: CURRENT EXPENSE

PROGRAM: LIBRARY SERVICES

PROGRAM STATEMENT

Grandview Library serves Grandview residents, YVCC students, staff and faculty and other individuals in the area by acquiring, organizing, providing and promoting informational, educational, cultural and recreational materials in a variety of formats.

Staffing Level

Library Director	1.00	Part-time Library Page	.35
Assistant Librarian	1.00	Part-time Library Page	<u>.35</u>
Part-time Library Aide	.50	Total FTE	3.20

Overview of Ongoing and Present Activities

- Purchase, prepare and maintain books, periodicals, audio-visual materials and online resources, including e-books and e-audios.
- Provide information services and research assistance.
- Provide public access to Internet, ProQuest and Gale Research databases, word processing, e-reading materials and other computer programs and assist in training patrons in their use.
- Provide reader's advisory for all ages and plan activities to promote literacy and library usage.
- Participate in civic organizations, school, college, library and city sponsored programs that promote awareness of library services.
- Interact with college personnel regarding building and library needs.
- Interact with college students, staff and faculty regarding academic materials for addition to the collection.
- Maintain Polaris system for accuracy in bibliographic and patron information.

Notable Changes in 2013

- Add budget lines to reflect allotments and spending for e-reading materials and online databases.
- Decrease amount for print collection to accommodate e-reading materials without changing the total appropriations.
- Increase Library Aide hours by 5 hours per week for flexibility in coverage.
- Increase in "revenue generated" for photocopying and late returns.
- Assist patrons "on the fly" and organize training sessions for use of e-reading/listening devices.

Mandated Programs – Federal and State – Annual statistical report to qualify for state and federal assistance.

Revenue Generated

\$4,000 late returns
\$3,500 printing and copying fees
\$1,500 out of city user fees

Equipment and Vehicles Assigned - None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Library Services					
Regular Salaries & Wages	88,500.03	100,420	100,410	100,410	100,410
Regular Wages - Part Time	26,202.44	21,660	25,160	26,500	26,500
Overtime	128.28	0	-	-	-
Longevity	1,073.00	1,300	1,290	1,300	1,300
Social Security	8,738.11	9,450	9,610	9,800	9,800
Retirement	6,331.96	7,830	7,900	8,930	8,930
Workman's Compensation	1,016.56	0	1,000	1,020	1,020
Medical/life Insurance	12,462.58	15,390	15,040	16,490	16,490
Unemployment Compensation	0.00	0	-	-	-
Office & Operating Supplies	5,616.01	3,000	3,000	3,000	3,000
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	2,985.10	100	180	-	-
Communications	3,234.93	200	200	200	200
Travel	300.41	600	590	-	-
Advertising	31.61	100	60	60	60
Public Utility Services	4,780.59	0	-	-	-
Repairs & Maintenance	443.36	0	-	-	-
Miscellaneous	467.30	0	20	100	100
Miscellaneous - Training	0.00	0	-	-	-
Total Operating Expenses	162,312.27	160,050	164,460	167,810	167,810
Capital Expenditures					
Buildings - Flooring	0.00	0	-	-	-
Joint Library Construction	750,000.00	0	-	-	-
Machinery & Equipment	49.30	0	-	-	-
Books	9,098.35	10,000	10,000	6,000	6,000
Periodicals	977.32	1,200	1,200	1,500	1,500
Online Databases	0.00	0	-	600	600
Other Media	1,305.60	5,000	5,000	3,000	3,000
e-media, e-books & e-audio	0.00	0	-	3,000	3,000
Gates Grant Expenditures	420.63	0	-	-	-
Total Capital Expenditures	761,851.20	16,200	16,200	14,100	14,100
Redemption Of Long-Term Debt					
Debt Service - St. Loan - Principal	0.00	25,000	20,000	25,000	25,000
Debt Service - St. Loan - Interest	0.00	31,880	31,890	29,150	29,150
Total Debt Service	0.00	56,880	51,890	54,150	54,150
Total Library Services	924,163.47	233,130	232,550	236,060	236,060

FUND: CURRENT EXPENSE

PROGRAM: RECREATION SERVICES

PROGRAM STATEMENT

The goal of the department is to provide quality, safe and comprehensive recreation programs to enhance the quality of life for the Grandview citizens. We strive to offer innovative activities to reflect the needs of our diverse community.

<u>Staffing Level</u>	Parks and Recreation Director	.800
	Part-Time Help	<u>.550</u>
	TOTAL	1.350

Overview of Ongoing and Present Activities

- Recruit and supervise recreation and volunteer staff.
- Manage departmental budget and United Way Community Fund.
- Attend meetings and prepare minutes/agendas for respective committees.
- Prepare correspondence, administer contracts, research materials, and maintain pertinent records for department files
- Manage timesheets and monitor employee volunteer L & I hours.
- Maintain true and accurate accounting of recreation fees collected.
- Conduct registration for special events, programs, classes, etc.
- Provide P.R. for all events; deliver flyers to schools and inform media.
- Host special events and programs, including set-up and clean-up of those events.
- Instruct specialty classes/camps and offer programs for the disabled.
- Submit monthly usage calendars to school district.
- Coordinate/organize Youth Baseball Program, Frenzy Friday, Youth Drop-in Program, Fitness/Dance Courses and other recreational programming.
- Organize on site special events as required.
- Process park usage permit forms for park reservations and communicate and coordinate with other city departments.
- Provide information to the public for various community events and programs sponsored by other agencies.
- Solicit sponsorships and head fundraising efforts to keep recreation fees at a minimum.
- Order and maintain recreation and administrative supplies as needed.

Notable Changes in 2013 - The Grandview School District has once again agreed to continue to reimburse the Parks and Recreation Department for staffing time affiliated with the Frenzy Friday program. This budget includes the reduction of salary and benefits of the Deputy Director of Recreation with the addition of part-time help. The overall reduction is almost \$50,000.

Mandated Programs – Federal and State - n/a

<u>Revenue Generated</u>	United Way Contributions:	\$ 12,900
	Recreation Fees:	25,000
	School District Programs:	<u>8,000</u>
	TOTAL:	\$ 45,900

Equipment and Vehicles Assigned - #437 (ER) 2005 Ford Ranger. Vehicle #439 (ER) 2012 Ford Escape.

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Recreational Services					
Regular Salaries & Wages	97,299.54	97,000	100,050	58,080	58,080
Regular Wages - Part Time	537.54	540	540	13,500	13,500
Overtime	0.00	0	-	-	-
Longevity	2,702.24	2,710	2,710	1,690	1,690
Social Security	7,589.26	7,500	7,650	5,570	5,570
Retirement	6,252.45	6,860	6,940	4,700	4,700
Workman's Compensation	3,022.56	3,330	3,600	3,240	3,240
Medical/life Insurance	29,051.48	31,790	29,500	18,750	18,750
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	0.00	0	-	-	-
Office & Operating Supplies	8,849.69	8,000	8,000	7,000	7,000
Soap Box Derby Supplies	0.00	0	-	-	-
Professional Services	1,401.94	500	500	10	10
Rec. Program Instructor Fees	19,011.50	25,000	14,500	15,000	15,000
Communications	2,819.95	1,400	1,500	1,200	1,200
Travel	0.00	0	-	-	-
Advertising	11.85	0	-	-	-
Operating Rentals & Leases	4,920.00	12,000	8,500	13,680	13,680
less dep/rep/res				(2,900)	(2,900)
Public Utility Services	1,776.04	750	1,100	-	-
Repairs & Maintenance	591.59	250	240	-	-
Miscellaneous	1,441.01	3,500	3,500	3,500	3,500
Misc. - Training	0.00	0	-	-	-
Total Recreational Services	187,278.64	201,130	188,830	143,020	143,020

FUND: CURRENT EXPENSE

PROGRAM: AQUATICS

PROGRAM STATEMENT

The Aquatics program reflects the operation of one outdoor 40 yard pool during the summer months for public swimming, lessons, private pool rentals and swim team usage.

<u>Staffing Level</u>	Parks and Recreation Director	.075
	PW Maintenance Technician	.090
	Pool Manager	.150
	Asst. Pool Manager	.150
	Lifeguards (10-12)	<u>.750</u>
	TOTAL	1.215

Overview of Ongoing and Present Activities

- Provide comprehensive aquatic program.
- Offer and instruct a swim lesson curriculum.
- Recruit and train qualified aquatic staff.
- Order and furnish administrative supplies.
- Order pool chemicals and maintain proper water chemistry.
- Open swim sessions, family swim, special events and other.
- Secure and prepare facility for swim team usage/weekly swim meets.
- Conduct registration for swim lessons, rentals and special classes.
- Daily deposit transactions and true accounting of fees.
- Manage pool party rentals, provide adequate staffing.
- Overall administration of swim pool facility.
- Maintain facility cleanliness.
- Manage departmental budget.
- Keep up-to-date and accurate pool operation records.

Notable Changes in 2013 – Sandblasting of pool bath house floor and revamping bath house fixtures will be required. This budget includes the reduction and benefits of the Deputy Director of Recreation in the amount of nearly \$6,000.

Mandated Programs – Federal and State

- Yakima County Health District/Annual Inspections
- Safe Chemical Usage/Storage
- Applicable procedures for handling blood borne pathogens.
- Lifeguard Certification.
- State Regulations regarding management of outdoor pool facilities.

Revenue Generated – Swimming Pool Revenues: \$ 18,000

Equipment and Vehicles Assigned - n/a

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Aquatics					
Regular Salaries - Admin.	9,004.38	9,000	9,260	5,450	5,450
Regular Salaries & Wages	23,219.03	23,550	23,900	24,980	24,980
Regular Sal & Wages -Maint.	3,072.29	3,000	3,830	3,830	3,830
Overtime	382.21	500	70	400	400
Longevity	250.43	260	260	170	170
Social Security	2,732.14	2,745	2,880	2,630	2,630
Retirement	793.06	890	960	760	760
Workman's Compensation	2,854.14	2,890	3,000	3,220	3,220
Medical/life Insurance	3,658.36	3,945	4,250	3,560	3,560
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	233.71	300	250	300	300
Office & Operating Supplies	11,120.25	11,000	9,300	10,000	10,000
Small Tools & Minor Equipment	1,209.92	1,200	1,050	1,750	1,750
Professional Services	60.00	0	130	150	150
Aquatic Center - Design	0.00	0	-	-	-
Communications	467.13	500	500	500	500
Travel	300.56	400	-	100	100
Advertising	278.44	400	260	350	350
Operating Rentals & Leases	0.00	650	550	600	600
Public Utility Services	9,553.70	11,250	10,500	11,000	11,000
Repairs & Maintenance	161.07	8,000	7,000	5,000	5,000
Miscellaneous	2,290.95	2,800	3,700	3,200	3,200
Total Operating Expenses	71,641.77	83,280	81,650	77,950	77,950
Capital Expenditures					
Mach & Eqpt.- Lift & Easy Stairs	0.00	0	7,760	-	-
Cap Lease-Chlorinator,Tablet	1,842.71	1,450	1,330	-	-
Total Capital Expenditures	1,842.71	1,450	9,090	0	0
Total Aquatics	73,484.48	84,730	90,740	77,950	77,950

FUND: CURRENT EXPENSE

PROGRAM: PARKS MAINTENANCE SERVICES

PROGRAM STATEMENT

Offer and maintain a quality parks system for the citizens of Grandview. Our goal is to enhance the overall beauty of our community.

Staffing Level

Public Works Maintenance Technicians	0.20
Part-time Seasonal Maintenance Employees	<u>0.80</u>
Total	1.00

Overview of Ongoing and Present Activities

- Maintain 65+ acres of park land
- Turf management including mowing, grooming and irrigation
- Manage and make repairs to irrigation systems as needed
- Conduct safety inspections throughout the park system
- Constant litter patrol of parks
- Conduct safety check on playground equipment, picnic tables, etc.
- Make timely repairs of park amenities as required
- Secure and prepare facilities for rentals and usage
- Maintain accurate records on inspections, inventory, vehicle maintenance, graffiti, equipment repairs, etc.
- Maintain/groom Museum, Library, Police and City Hall grounds
- Setup/cleanup for community events as needed
- Manage winterization program of park system
- Manage department budget
- Recruit and train staff and volunteers
- Supervise tree care program on an ongoing basis

Notable Changes in 2013 –

Phase in the new irrigation system for Dykstra Park – (Phase 1) \$ 4,000

Mandated Programs – Federal and State - None

Revenue Generated – None

Equipment and Vehicles Assigned

1 – Ford Escape	1 – Full size truck
2 – 1 Ton Trucks	1 – Mixer
2 – Backhoes	2 – Tractors
1 – 4 Trax	2 – Generators
3 – Weedeaters	4 – Mowers
1 – Grass Sweeper	1 – Mule

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Parks Maintenance Services					
Regular Salaries-Supervision	0.00	0	-	-	-
Regular Salaries - Admin	0.00	0	-	-	-
Regular Salaries & Wages	43,119.07	40,000	39,000	40,000	40,000
Regular Wages - Seasonal	15,831.06	30,000	25,000	30,000	30,000
Overtime	1,146.81	4,000	2,300	4,000	4,000
Longevity	1,314.00	1,400	1,320	1,400	1,400
Social Security	4,646.23	5,770	5,180	5,770	5,770
Retirement	3,829.67	5,330	4,780	6,120	6,120
Workman's Compensation	3,242.04	3,270	3,400	3,690	3,690
Medical/life Insurance	20,041.41	22,540	19,310	21,050	21,050
Unemployment Compensation	3,602.00	6,200	5,000	6,200	6,200
Uniforms & Clothing	1,874.25	1,700	1,600	1,700	1,700
Office & Operating Supplies	24,453.00	20,000	23,710	20,000	20,000
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	94.50	500	60	300	300
Communications	855.15	850	500	850	850
Travel	18.76	100	60	100	100
Travel - Training	0.00	300	100	300	300
Advertising	78.84	100	30	100	100
Operating Rentals & Leases less Dep./Rep.Res	28,083.47	33,000	25,000	33,000 (6,000)	33,000 (6,000)
Public Utility Services	48,499.62	50,000	50,000	52,000	52,000
Repairs & Maintenance	20,161.34	18,000	14,000	18,000	18,000
Miscellaneous	172.70	500	350	500	500
Misc - Training	0.00	200	-	200	200
Total Operating Expenses	221,063.92	243,760	220,700	239,280	239,280
Capital Expenditures					
Improve. Other Than Buildings	0.00	8,000	5,000	4,000	4,000
Machinery & Equipment	0.00	0	-	-	-
Total Capital Expenditures	0.00	8,000	5,000	4,000	4,000
Total Parks Maintenance Services	221,063.92	251,760	225,700	243,280	243,280
Totals Parks & Recreation	481,827.04	537,620	505,270	464,250	464,250

FUND: CURRENT EXPENSE

PROGRAM: R.E. POWELL MUSEUM

PROGRAM STATEMENT

The R.E. Powell Museum facility is open to the public upon tour arrangement with the Parks and Recreation Department. The facility has a variety of memorabilia that depicts the history of Grandview.

<u>Staffing Level</u>	Parks and Recreation Director	<u>.025</u>
	TOTAL	.025

Overview of Ongoing and Present Activities

- Manage day to day operation of museum facility.
- Conduct group tours.
- Provide historic information on artifacts and items to patrons.
- Maintain friendly and courteous atmosphere.
- Update inventory catalog as required/record all loaned and donated items.
- Manage Memorial Fund and GHS Trust.
- Oversee ongoing maintenance and operation of facility.
- Attend Museum Board Meeting/distribute agendas and minutes.
- Submit PR to local media sources.
- Recruitment and supervision of part-time/seasonal staff and/or volunteers.
- Manage departmental budget.

Notable Changes in 2013

The facility will be open for tours that are coordinated within the Parks and Recreation Department. We will also utilize staffing from Work Study Programs as available to maintain minimal hours for public access. City Council has directed staff to begin the establishment of a new museum facility at the Country Park Events Center behind the new community center. A majority of the project is anticipated to take place in 2013. Initial estimate for the pole building construction & design is over \$150,000.

Mandated Programs – Federal and State - n/a

Revenue Generated - none

Equipment and Vehicles Assigned - n/a

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Museum					
Regular Salaries & Wages	1,747.92	1,760	1,750	1,820	1,820
Overtime	0.00	-	-	-	-
Longevity	52.43	60	60	60	60
Social Security	135.73	140	140	140	140
Retirement	113.08	130	130	150	150
Workman's Compensation	44.21	60	60	60	60
Medical/life Insurance	526.94	580	540	590	590
Unemployment Compensation	0.00	-	-	-	-
Office & Operating Supplies	27.56	800	100	250	250
Professional Services	0.00	-	-	-	-
Communications	467.13	500	400	100	100
Advertising	0.00	-	40	-	-
Public Utility Services	2,567.87	2,750	2,600	2,750	2,750
Repairs & Maintenance	128.72	200	50	200	200
Miscellaneous	0.00	-	-	-	-
Total Operating Expenses	5,811.59	6,980	5,870	6,120	6,120
Capital Expenditures					
Buildings	0.00	-	-	-	-
Improve. Other Than Buildings	0.00	-	-	-	-
Total Capital Expenditures	0.00	-	-	-	-
Ending Fund Balance					
Ending Fund Bal. - Museum	2,306.65	2,300	2,310	2,310	2,310
Total Ending Fund Balance	2,306.65	2,300	2,310	2,310	2,310
Total Museum	8,118.24	9,280	8,180	8,430	8,430

FUND: CURRENT EXPENSE FUND

PROGRAM: COMMUNITY CENTER

PROGRAM STATEMENT

The first full year of operation for the Grandview Community Center will take place in 2013.

Staffing Level - (See recreation and senior citizen services budgets)

Overview of Ongoing and Present Activities

- Manage departmental budget.
- Oversee ongoing maintenance and operation of facility.
- Perform troubleshooting duties as required.

Notable Changes in 2013 – This budget reflects 12 months of operation as opposed to 8 months in 2012.

Mandated Programs – Federal and State

- Federal and State: meeting the needs of low to moderate income level patrons in terms of recreational, nutritional and social programming.

Revenue Generated – People for People utility reimbursement: \$4,800
Facilities Rental: \$3,000
Vending Machine Revenue: \$200

Equipment and Vehicles Assigned – n/a

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Community Center					
Regular Salaries & Wages	0.00	0	-	-	-
Overtime	0.00	0	-	-	-
Longevity	0.00	0	-	-	-
Total Salaries	0.00	0	-	-	-
Social Security	0.00	0	-	-	-
Retirement	0.00	0	-	-	-
Workman's Compensation	0.00	0	-	-	-
Medical/Life Insurance	0.00	0	-	-	-
Unemployment Compensation	0.00	0	-	-	-
Total Benefits	0.00	0	-	-	-
Office & Operating Supplies	0.00	3,000	2,300	3,500	3,500
Small Tools & Minor Equipment	0.00	0	-	-	-
Total Supplies	0.00	0	-	-	-
Professional Services	0.00	6,000	5,400	9,000	9,000
Communications	0.00	3,000	3,500	5,300	5,300
Advertising	0.00	0	-	-	-
Public Utility Services	0.00	16,000	10,000	15,000	15,000
Repairs & Maintenance	0.00	1,000	800	2,630	2,630
Total Other	0.00	0	-	-	-
Total Operating Expenses	0.00	29,000	22,000	35,430	35,430
Capital Expenditures					
Buildings	0.00	0	-	-	-
Improvements Other Than Buildings	0.00	0	-	-	-
Total Capital Expenditures	0.00	0	0	0	0
Total Community Center	0.00	29,000	22,000	35,430	35,430

FUND: CURRENT EXPENSE

PROGRAM: TRANSFERS OUT AND ENDING FUND BALANCE

PROGRAM STATEMENT

Occasionally there are operating transfers or equity transfers made from the Current Expense Fund. Often they are made in support of operations in other funds or the creation of a special revenue fund. Interfund loans (out) involving the Current Expense Fund would be noted and accounted for here.

Staffing Level – None

Overview of Ongoing and Present Activities

Notable Activities in 2013

- A \$60,000 transfer to the Street Fund is anticipated in 2013.

Mandated Programs – Federal and State - None

Revenue Generated – None

Equipment and Vehicles Assigned - None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Current Expense Fund					
Nonexpenditures					
Interfund Loan Issued-Street	0.00	-			
Cntry Park Deposit Remitted	1,320.00	-			
Due Others - Misc.	5,014.12	-			
MVIP, CJR, JIS Fees Remitted	222,627.63	-			
Gun Permit Fees Remitted	1,925.00	-			
WSP/Fingerprints Remitted	1,097.25	-			
State Tax on Utility Tax	37,953.36	40,000	40,000	40,000	40,000
NSF Checks Remitted	4,827.17	-			
Bldg Coe Fee Remitted	629.50	-			
Bail Pass Through Remitted	71,664.50	-			
Leasehold Tax Remitted	2,126.32	-			
Misc. Non-Expenditures	8.26	-			
Total Nonexpenditures	349,193.11	40,000	40,000	40,000	40,000
Transfers					
Transfer - Community Cntr. Const.	0.00	75,000	75,000	-	-
Transfer Out - Cap. Imprvmnt Fund				75,000	75,000
Transfer Out - Street Fund	108,000.00	60,000	60,000	110,000	110,000
Total Transfers	108,000.00	135,000	135,000	185,000	185,000
Ending Fund Balance					
Ending Fund Balance - C.E.	1,142,588.25	834,445	786,180	667,980	667,980
Total Ending Fund Balance	1,142,588.25	834,445	786,180	667,980	667,980
Total Current Expense Fund	6,975,771.03	6,009,725	5,891,670	5,727,540	5,727,540

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EMERGENCY MEDICAL SERVICES FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Emergency Medical Services Fund					
Beginning Fund Balance	109,863.12	119,938	119,990	121,710	121,710
Taxes					
Property Taxes-E.M.S.	89,344.66	98,000	103,000	98,500	98,500
Intergovernmental Revenues					
Dept. of Health - E.M.S. Grant	1,738.00	1,700	1,530	1,500	1,500
Intergov. Charges-Fire Dist #5	2,095.30	2,500	2,500	2,500	2,500
Intergov. Charges-P. Hospital	2,235.60	2,235	2,240	2,240	2,240
Total Intergovernmental Revenue	6,068.90	6,435	6,270	6,240	6,240
Misc. Revenues					
Investment Interest	169.23	200	150	150	150
Total Emergency Medical Services	211,514.81	224,573	229,410	226,600	226,600

FUND: EMERGENCY MEDICAL SERVICES

PROGRAM: EMERGENCY MEDICAL SERVICES

PROGRAM STATEMENT

The purpose of this program is to provide initial response Emergency Medical Care to the Residents and Visitors of the City of Grandview at the highest standard of care feasible at all times. Funds for this program are generated from a voter approved EMS tax levy. The formula is based on three factors; Population (from Census), EMS Calls (from Yakima County Fire District #5 Dispatch Center) and assessed valuation (from Yakima County Assessor's Office). Funds are available for the purchase of medical supplies and equipment, personnel training and supplies, personnel salaries and benefits, new vehicles, and other costs associated with providing Emergency Medical Services. Currently we are in the tenth year of the ten-year levy. A new ten year EMS levy was approved by voters last fall.

<u>Staffing Level</u>	Fire Captain	.25
	Firefighters / Volunteer	<u>22.20</u>
	Total	22.45

Overview of Ongoing and Present Activities

- Respond to all Emergency Medical calls with-in the City of Grandview.
- Continue receiving mandatory monthly medical training provided by Yakima County Department of Emergency Medical Services and the Washington State Department of Health
- Continue agreement with Yakima County Fire District #5 on the joint purchase of medical supplies and equipment and the sharing of purchase, maintenance and operating costs of Rescue 14.
- Continue to interact with other health care providers in our area and assist them when requested.

Notable Changes in 2013

- Adjustment of George's salary split between Fire Suppression (75%) and EMS (25%).
- Increase in Volunteer Compensation to match 60/40 split with fire suppression.
- Increase in workman's comp and medical insurance rates.
- Increase of \$0.78 per call dispatch fees as reflected in "Communications." Dispatch fees are split between Fire Suppression (25%) and EMS (75%).
- Increase in "Operating Rentals & Leases" to reflect adjusted payment amounts.

Mandated Programs – Federal, State and County

- Compliance with the Washington State Department of Health for training requirements, Washington State Department of Labor and Industries for Occupational Health and Safety Standards, Federal and State requirements for blood borne and airborne pathogen control, Federal HIPPA (Health Insurance Portability Privacy Act) standards on the release of patient's medical information, and Yakima County Medical Program Director.

<u>Revenue Generated</u>	EMS Tax	\$ 98,500
	Dept. of Health Grant	1,500
	Intergovernmental Charges	<u>4,740</u>
	Total	\$104,740

Equipment Assigned - 1997 Braun Heavy Rescue Truck (Rescue 14)
2009 Chevrolet Tahoe (Grandview 2)

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Emergency Medical Services Fund					
Regular Salaries & Wages	10,956.00	11,170	11,400	14,000	14,000
Volunteer Compensation	40,483.96	53,000	51,000	54,500	54,500
Overtime	2,356.97	2,810	2,500	3,450	3,450
Longevity	219.20	220	220	280	280
Social Security	1,021.64	1,090	1,020	1,360	1,360
Retirement	709.10	750	750	930	930
Pension & Disability Payments	0.00	1,710	1,710	1,710	1,710
Workman's Compensation	455.14	550	550	710	710
Medical/life Insurance	3,769.88	4,130	3,800	5,130	5,130
Employer Life	0.00	0	-	-	-
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	613.60	10,000	4,000	10,000	10,000
Office & Operating Supplies	1,694.01	2,250	2,250	2,250	2,250
Fuel Consumed	508.90	750	750	750	750
Small Tools & Minor Equipment	1,611.69	2,000	2,000	2,000	2,000
Communications	14,499.71	17,750	16,500	18,020	18,020
Travel	0.00	500	500	500	500
Operating Rentals & Leases	5,880.00	5,900	6,000	6,000	6,000
less Dep./Reserve				(3,800)	(3,800)
Repairs & Maintenance	208.56	1,000	1,000	1,000	1,000
Miscellaneous	0.00	1,000	1,000	1,000	1,000
Miscellaneous - Training	460.00	750	750	750	750
Total Rescue And Emergency Aid	85,448.36	117,330	107,700	120,540	120,540
Capital Expenditures					
Machinery & Equipment	0.00	0	-	-	-
Total Capital Expenditures	0.00	0	0	0	0
Ending Fund Balance					
Ending Fund Balance - E.M.S.	119,997.55	82,243	96,710	71,060	71,060
Reserve - Capital Replacement	0.00	25,000	25,000	35,000	35,000
Total Ending Fund Balance	119,997.55	107,243	121,710	106,060	106,060
Total E. M. S. Fund	205,445.91	224,573	229,410	226,600	226,600

YAKIMA COUNTY LAW & JUSTICE TAX FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Yakima County Law & Justice Tax Fund					
Beginning Fund Balance	7,414.48	36,424	36,520	69,170	69,170
Taxes					
Criminal Justice Tax-3/10%	215,168.83	200,000	220,000	220,000	220,000
Miscellaneous Revenues					
Investment Interest	10.38	10	50	50	50
Total Law & Justice Tax Fund	222,593.69	236,434	256,570	289,220	289,220

FUND: CRIMINAL JUSTICE FUND

PROGRAM: CRIMINAL JUSTICE FUNDS

PROGRAM STATEMENT

The tax payers in the City of Grandview and Yakima County approved a 3/10ths of 1% Sales Tax Initiative in November 2004 and it was again renewed in 2010 to make improvements to public safety and criminal justice services, and to hire county and city law enforcement officers. This initiative has a 6-year Sunset.

- Provide for more efficient coverage of patrol officers on the streets.
- Provide for corrections officer for the jail
- Provide for court services
- Purchase needed equipment for the Police Department

Staffing Level

Patrol Officers 2.00

Overview of Ongoing and Present Activities

- Two patrol officers salaries
- Police department capital items (when funds are available)

Notable Changes in 2013 – purchase the following equipment

Handguns for officers	\$12,000
Tasers (x5)	8,000
MDT's (x2)	4,400
DVR Player-for cameras	1,000
Computers (x3)	3,000

Mandated Programs – Federal and State - None

Revenue Generated - \$220,000 a year

Equipment Assigned – n/a

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Yakima County Law & Justice Tax					
Regular Salaries & Wages	117,942.00	118,500	118,000	118,000	118,000
Overtime	16,674.51	19,000	12,000	12,000	12,000
Longevity	1,803.00	1,200	1,200	1,200	1,200
Social Security	10,230.70	10,500	10,000	10,000	10,000
Retirement	7,148.40	7,300	7,000	7,000	7,000
Workman's Compensation	3,432.76	3,600	4,000	4,000	4,000
Medical/life Insurance	28,838.98	35,500	35,200	36,800	36,800
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	0.00	0	-	-	-
Crime Prevention Supplies	0.00	0	-	3,000	3,000
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	0.00	0	-	-	-
Process Server	0.00	0	-	-	-
Communications	0.00	0	-	-	-
Travel	0.00	0	-	-	-
Operating Rentals & Leases	0.00	0	-	-	-
Insurance	0.00	0	-	-	-
Repairs & Maintenance	0.00	0	-	-	-
Miscellaneous	0.00	0	-	-	-
Miscellaneous - Training	0.00	0	-	-	-
Total Operating Expenses	186,070.35	195,600	187,400	192,000	192,000
Capital Expenditures					
MDT's x 2	0.00	0	-	4,400	4,400
Tasers	0.00	0	-	8,000	8,000
Firearms	0.00	0	-	12,000	12,000
DVR Player	0.00	0	-	1,000	1,000
Computers X 3	0.00	0	-	3,000	3,000
Total Capital Expenditures	0.00	0	0	28,400	28,400
Ending Fund Balance					
Ending Fund Balance	36,523.34	40,834	69,170	68,820	68,820
Total Ending Funding Balance	36,523.34	40,834	69,170	68,820	68,820
Total Yakima Cnty Law & Justice Tax Fund	222,593.69	236,434	256,570	289,220	289,220

STREET FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Street Fund					
Beginning Fund Balance	44,196.93	69,197	68,970	94,620	94,620
Taxes					
Local Sales Tax	203,381.35	182,000	184,000	190,000	190,000
Total Taxes	203,381.35	182,000	184,000	190,000	190,000
Intergovernmental Revenues					
STP Grant - E. Wine Country Road	214,295.27	78,970	60,050	-	-
STP Grant - Euclid Road			84,700	1,020,840	1,020,840
STP Grant - Bonnieview Road			12,980	85,100	85,100
TIB Grant - 2nd St - Ash to Elm	0.00	228,314	216,130	-	-
Motor Vehicle Fuel Tax	222,522.41	229,700	214,000	227,000	227,000
Total Intergovernmental Revenues	436,817.68	536,984	587,860	1,332,940	1,332,940
Miscellaneous Revenues					
Investment Interest	63.52	100	50	50	50
Contributions - Sidewalks	9,031.90	2,500	2,500	2,500	2,500
Catholic Family			20,000		-
Judgments And Settlements	3,663.50	-			-
Other Miscellaneous Revenue	15,038.89	-	300	-	-
Total Miscellaneous Revenues	27,797.81	2,600	22,850	2,550	2,550
Nonrevenues					
Transfer from C.E. Fund	108,000.00	60,000	60,000	110,000	110,000
Sale of Fixed Assets			1,350		-
Operating Transfer-IN	67,000.00				
Transfer from W/S Fund -Euclid Rd				300,000	300,000
Transfer from TBD for 2nd Street	0.00	13,534	13,530	-	-
Total Nonrevenues	175,000.00	73,534	74,880	410,000	410,000
Total Street Fund	954,193.77	864,315	938,560	2,030,110	2,030,110

FUND: STREET

PROGRAM: STREET

PROGRAM STATEMENT

This program is responsible for the repair and maintenance of approximately 46 miles of City streets. This program also maintains city sidewalks and storm drains. Other responsibilities within the Street program include snow and ice removal, street lighting, traffic control and the control of weeds, brush, and trees on City property and in City right-of-ways that create a safety problem.

Staffing Level

Public Works Director	0.150	City Clerk	0.050
City Treasurer	0.050	Assistant Public Works Director	0.050
Public Works Foreman	0.100	Public Works Maintenance Technician	1.000
Public Works Assistant	0.125	Seasonal Maintenance Technician	0.500
Accounting Clerk	0.050	Public Works Office Clerk	<u>0.025</u>
		Total FTE	2.100

Overview of Ongoing and Present Activities –

- Vegetation control of City right-of-ways
- Snow and ice control
- Pothole and seal-coat maintenance
- Street painting
- Maintenance of gravel roads and alleys

Notable Changes in 2013 –

- Bonnieview Road Improvements (Design)	\$ 98,073
- Euclid Road Improvements (Design)	\$ 98,615
- Euclid Road Improvements (Construction)	<u>\$1,007,489</u>
Total	\$1,204,177

Mandated Programs – Federal and State

- All traffic control is in compliance with the Uniform Traffic Control Devices Manual.
- All road construction meets the Standard Specification for Road, Bridge, and Municipal Construction Manual.

Revenue Generated

Fuel Taxes	\$ 227,000
STP Grant – Euclid Rd.	1,020,840
STP Grant – Bonnieview Rd.	85,100
Sidewalk Contribution (donation)	<u>2,500</u>
Total	\$ 1,335,440

Equipment and Vehicles Assigned – All equipment and vehicles are shared within the Public Works Department.

1 – Ford Escape	1 – Ford Explorer	1 - Generator
1 – Road Grader	3 – Tractors	1 – Air Compressor
1 – Paint Striper	1 – 1 Ton Truck	1 – Brush Hog
2 – Small Pick-ups	1 – Loader	3 – Weedeaters
2 – Sweepers	1 – Forklift	2 – Flatbed Truck
1 – Sewer Rodder	1 – Backhoe	3 – Riding Mowers
1 – Water Truck	1 – Road Lazer System	5 – Full size Pick-ups
2 – Dump Trucks		

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Street Fund					
Roadway					
Regular Salaries & Wages	15,999.52	15,000	14,000	15,000	15,000
Overtime	850.09	500	700	600	600
Longevity	0.00	0	-	-	-
Social Security	1,256.78	1,190	1,130	1,190	1,190
Retirement	991.09	1,100	1,040	1,270	1,270
Workman's Compensation	780.38	680	640	760	760
Medical/life Insurance	7,815.31	7,800	3,340	3,640	3,640
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	1,412.97	1,250	1,000	1,200	1,200
Office & Operating Supplies	28,026.75	16,000	13,000	16,000	16,000
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	16,453.14	10,000	40,000	10,000	10,000
Communications	1,659.58	2,000	1,500	2,000	2,000
Travel	422.05	500	500	500	500
Advertising	274.38	250	200	250	250
Operating Rentals & Leases	35,792.65	40,000	34,000	38,000	38,000
Insurance	0.00	0	-	-	-
Repairs & Maintenance	5,349.00	23,000	18,000	5,000	5,000
Miscellaneous - DRYVE	1,473.00	1,000	1,600	1,600	1,600
Total Roadway	118,556.69	120,270	130,650	97,010	97,010
Capital Expenditures					
Improvements O/T Buildings	0.00	0			
Machinery & Equipment	0.00	0			
Total Capital Expenditures	0.00	0	0	0	0
Drainage					
Regular Salaries & Wages	142.24	5,000	1,000	5,000	5,000
Overtime	315.92	700	-	500	500
Longevity	0.00	-	-	-	-
Social Security	33.58	440	80	420	420
Retirement	25.21	410	70	450	450
Workman's Compensation	20.28	250	50	270	270
Medical/life Insurance	198.51	380	550	600	600
Office & Operating Supplies	0.00	1,000	100	900	900
Professional Services	0.00	-	-	-	-
Public Utility Services	0.00	-	-	-	-
Repairs & Maintenance	0.00	2,000	-	2,000	2,000
Total Drainage	735.74	10,180	1,850	10,140	10,140

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Street Fund					
Structures					
Regular Salaries & Wages	716.04	500	250	500	500
Overtime	0.00	0	-	-	-
Longevity	0.00	0	-	-	-
Social Security	51.80	40	20	40	40
Retirement	38.01	40	20	40	40
Workman's Compensation	33.25	20	20	30	30
Medical/life Insurance	0.00	50	130	140	140
Office & Operating Supplies	0.00	0	-	-	-
Professional Services	593.06	800	-	800	800
Repairs & Maintenance	0.00	0	-	-	-
Total Structures	1,432.16	1,450	440	1,550	1,550
Sidewalks					
Salaries & Wages	1,632.59	1,700	2,180	1,700	1,700
Overtime	126.05	0	-	-	-
Social Security	128.11	130	170	130	130
Retirement	106.60	120	160	140	140
Workmans Compensation	77.84	80	110	80	80
Medical/life Insurance	675.00	1,500	500	550	550
Unemployment Compensation	0.00	0	-	-	-
Office & Operating Supplies	116.53	500	100	500	500
Professional Services	0.00	0	-	-	-
Operating Rentals & Leases	0.00	0	-	-	-
Repairs & Maintenance	-372.14	3,000	200	2,800	2,800
Total Sidewalks	2,490.58	7,030	3,420	5,900	5,900
Capital Expenditures					
Improvements O/T Buildings	0.00	0			-
Sidewalks - Ada Project	0.00	0			-
Total Capital Expenditures	0.00	0	0	0	0
Street Lighting					
Public Utility Services	137,581.47	140,000	141,370	150,000	150,000
Repairs & Maintenance	0.00	0	-	-	-
East Wine Cntry Road Lighting	0.00	0	-	-	-
Stover/Woodall Street Light	0.00	0	-	-	-
Total Street Lighting	137,581.47	140,000	141,370	150,000	150,000

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Street Fund					
Traffic Control Devices					
Regular Salaries & Wages	10,287.64	11,000	10,000	11,000	11,000
Overtime	128.60	250	280	250	250
Longevity	0.00	0	-	-	-
Social Security	783.13	780	790	860	860
Retirement	559.49	730	730	910	910
Workman's Compensation	482.47	450	450	550	550
Medical/life Insurance	2,305.75	3,490	4,150	4,520	4,520
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	0.00	400	400	400	400
Office & Operating Supplies	24,850.37	25,000	24,000	26,000	26,000
Small Tools & Minor Equipment	0.00	0	-	-	-
Travel	0.00	300	300	300	300
Operating Rentals & Leases	720.00	3,000	1,000	2,000	2,000
Repairs & Maintenance	5,596.80	8,000	7,000	8,000	8,000
Miscellaneous	0.00	500	200	500	500
Total Traffic Control Devices	45,714.25	53,900	49,300	55,290	55,290
Snow And Ice Control					
Regular Salaries & Wages	2,315.83	6,000	6,000	6,000	6,000
Overtime	89.89	3,000	1,500	3,000	3,000
Social Security	179.05	460	580	690	690
Retirement	154.85	430	530	730	730
Workman's Compensation	108.32	300	290	440	440
Medical/life Insurance	958.51	3,340	1,060	1,150	1,150
Office & Operating Supplies	4,162.19	5,000	5,000	5,000	5,000
Operating Rentals & Leases	0.00	0	-	-	-
Repairs & Maintenance	1,432.49	1,500	500	1,500	1,500
Total Snow And Ice Control	9,401.13	20,030	15,460	18,510	18,510
Street Cleaning					
Regular Salaries & Wages	7,640.56	10,000	5,000	8,000	8,000
Overtime	379.23	500	200	500	500
Longevity	657.00	0	-	-	-
Social Security	627.66	810	400	800	800
Retirement	548.49	750	370	850	850
Workman's Compensation	354.98	460	230	510	510
Medical/life Insurance	3,965.44	4,000	3,130	3,410	3,410
Uniforms & Clothing	0.00	550	400	550	550
Office & Operating Supplies	0.00	100	100	100	100
Small Tools & Minor Equipment	0.00	0	-	-	-
Operating Rentals & Leases	10,200.00	12,000	10,000	11,000	11,000
Repairs & Maintenance	0.00	0	-	-	-
Total Street Cleaning	24,373.36	29,170	19,830	25,720	25,720

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Street Fund					
Roadside					
Regular Salaries & Wages	49,554.60	54,000	40,000	50,000	50,000
Overtime	5,064.10	0	900	1,000	1,000
Longevity	2,409.00	0	-	-	-
Social Security	4,251.26	4,130	3,130	4,130	4,130
Retirement	3,519.98	3,820	2,900	4,380	4,380
Workman's Compensation	2,357.91	2,340	1,780	2,640	2,640
Medical/life Insurance	21,091.23	23,030	20,950	22,830	22,830
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	358.07	700	500	700	700
Office & Operating Supplies	15,541.40	11,000	21,700	15,000	15,000
Small Tools & Minor Equipment	0.00	0	-	-	-
Repairs & Maintenance	10,713.35	3,000	4,190	4,000	4,000
Miscellaneous	0.00	0	-	-	-
Total Roadside	114,860.90	102,020	96,050	104,680	104,680
Maintenance Administration					
Regular Salaries & Wages	0.00	500	-	250	250
Wages - Supervision	11,965.26	15,000	12,250	13,000	13,000
Wages - Administration	17,887.25	18,000	18,500	18,500	18,500
Overtime	0.00	200	-	100	100
Longevity	0.00	0	-	-	-
Longevity	334.96	400	380	400	400
Longevity	459.85	600	500	600	600
Social Security	2,243.75	2,660	2,420	2,670	2,670
Retirement	1,894.33	2,460	2,240	2,830	2,830
Workman's Compensation	298.57	1,360	1,370	1,710	1,710
Medical/life Insurance	5,729.01	6,290	5,950	6,490	6,490
Unemployment Compensation	0.00	0	-	-	-
Supplies	689.98	500	200	500	500
Small Tools/minor Eqpt-Computr	0.00	0	-	-	-
Professional Services	0.00	0	-	-	-
Communications	108.54	200	110	200	200
Travel	0.00	0	-	-	-
Advertising	0.00	0	-	-	-
Operating Rentals & Leases	0.00	0	-	-	-
Insurance	5,516.83	6,000	5,310	5,500	5,500
Public Utility Services	0.00	0	-	-	-
Repairs & Maintenance	0.00	0	-	-	-
Miscellaneous	31.00	1,000	100	500	500
Total Maintenance Administration	47,159.33	55,170	49,330	53,250	53,250

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Street Fund					
Street Construction					
Downtown Project	0.00	-	-		-
Second Street - Ave B TO Ave E	0.00	-	-		-
East Third - Cedar TO Ash-Rdwy	0.00	-	-		-
Wine Cntry RD - Euclid N/ext73	0.00	-	-		-
Euclid-Groom Lane TO S Cty Lmt	0.00	-	-		-
West Fifth - Euclid E TO Ave E	0.00	-	-		-
Euclid - Project 2009	0.00	-	-		-
Euclid Project 2010	0.00	-	-		-
Wine Country Road East 2011	298,385.49	61,477	-		-
North Birch Project	17,529.68	-	-		-
E. Second Overlay - Ash/Elm/WCR	0.00	241,109	238,530		-
Bonnieview Rd. Imprvmnts-Design	0.00	-	12,980	85,100	85,100
Euclid Rd Improvements-Design	0.00	-	84,730	4,460	4,460
Euclid Rd Improvements - Const	0.00	-	-	1,336,370	1,336,370
Total Streets Construction	315,915.17	302,586	336,240	1,425,930	1,425,930
Ending Fund Balance					
Ending Fund Balance	68,972.99	22,509	94,620	82,130	82,130
Total Ending Fund Balance	68,972.99	22,509	94,620	82,130	82,130
Total Street Fund	887,193.77	864,315	938,560	2,030,110	2,030,110

TRANSPORTATION BENEFIT DISTRICT FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Transportation Benefit District					
Beginning Fund Balance	0.00	0	0	77,470	77,470
Charges for Goods and Services					
License Tab Fees	0.00	150,000	120,000	120,000	120,000
Total Charges for Goods and Services	0.00	150,000	120,000	120,000	120,000
Miscellaneous Revenues					
Investment Interest	0.00	90	20	30	30
Total Miscellaneous Revenues	0.00	90	20	30	30
Total Transportation Benefit Dist.	0.00	150,090	120,020	197,500	197,500

FUND: TRANSPORTATION BENEFIT DISTRICT

PROGRAM: TRANSPORTATION BENEFIT DISTRICT

PROGRAM STATEMENT

The Grandview Transportation Benefit District(TBD) is a program which will provide maintenance such as seal coats, grind and overlays and/or transportation related new construction. The TBD was formed by the Grandview City Council in 2011. It is governed by the city council. The primary funding source for the TBD will be vehicle license tab fees paid at the time of license renewal. The district began collecting these fees in February 2012.

Staffing Level

City Clerk	Minimal and as needed
City Treasurer	Minimal and as needed

Overview of Ongoing and Present Activities

In March a recommendation will be presented to the TBD board for roadway and transportation maintenance projects. These recommendations will be based on winter damage and wear and tear.

Notable Changes in 2013 –

This program will provide the matching funds for the following projects:

- Bonnieview Road Improvements (Design)	\$ 29,110
- Euclid Road Improvements (Design)	\$ 990
- Euclid Road Improvements (Construction)	<u>\$ 55,830</u>
Total	\$ 85,930

Mandated Programs – Federal and State

The operation of the Grandview Transportation Benefit District is according to Revised Code of Washington 36.73.

Revenue Generated

License Tab Fees	\$120,000
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Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Transportation Benefit District Fund					
Road and Street Maintenance					
Regular Salaries & Wages	0.00	10,000	1,500	5,000	5,000
Overtime	0.00	0	-	-	-
Longevity	0.00	0	-	-	-
Social Security	0.00	0	120	380	380
Retirement	0.00	0	110	400	400
Workman's Compensation	0.00	0	40	140	140
Medical/Life Insurance	0.00	0	750	820	820
Unemployment Compensation	0.00	0	-	-	-
Supplies	0.00	5,000	500	2,500	2,500
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	0.00	5,000	5,000	5,000	5,000
Communications	0.00	0	-	-	-
Travel	0.00	0	-	-	-
Advertising	0.00	0	-	-	-
Operating Rentals & Leases	0.00	0	-	-	-
Insurance	0.00	0	-	-	-
Public Utility Services	0.00	0	-	-	-
Repairs & Maintenance	0.00	10,000	-	2,500	2,500
Total Road & Street Maintenance	0.00	30,000	8,020	16,740	16,740
Transportation Const. Projects					
Street Improvement Project 1	0.00	96,466	-	60,000	60,000
Street Improvement Project 2	0.00	0	-	-	-
Euclid Rd Improvmnts-Design	0.00	0	18,760	990	990
Euclid Rd Improvements-Const	0.00	0	-	55,830	55,830
Bonnieview Improvmnts-Design	0.00	0	2,030	29,110	29,110
Total Transportation Projects	0.00	96,466	20,790	145,930	145,930
Nonexpenditures					
Refund of License Tab Fees	0.00	0	200	200	200
Total Nonexpenditures	0.00	0	200	200	200
Transfers					
Transfer to St. Fund - E 2nd Street	0.00	13,534	13,540	0	0
Total Transfers	0.00	13,534	13,540	0	0
Ending Net Cash And Investments					
Ending Fund Balance	0.00	10,090	77,470	34,630	34,630
Total Ending Net Cash And Investments	0.00	10,090	77,470	34,630	34,630
Total Transportation Benefit District	0.00	150,090	120,020	197,500	197,500

CEMETERY FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Cemetery Fund					
Beginning Fund Balance	35,005.26	42,335	42,340	45,900	45,900
Taxes					
Real & Personal Property Taxes	0.00	-			
Local Sales Taxes	51,233.46	49,000	48,000	51,000	51,000
Total Taxes	51,233.46	49,000	48,000	51,000	51,000
Charges for Goods and Services					
Sale of Lots	17,905.50	15,000	12,000	13,000	13,000
Sale of Liners	14,185.00	28,000	13,000	13,000	13,000
Opening & Closing	27,440.00	25,000	28,000	25,000	25,000
Setting Markers	7,755.00	9,000	7,500	8,500	8,500
Total Charges for Goods and Services	67,285.50	77,000	60,500	59,500	59,500
Miscellaneous Revenues					
Investment Interest	6,724.30	5,000	5,000	5,000	5,000
Other Miscellaneous Revenue	50.00	-			
Total Miscellaneous Revenues	6,774.30	5,000	5,000	5,000	5,000
Nonrevenues					
Interfund Loan Received	0.00	-			
Sales Taxes Collected	0.00	-			
Equity Transfer IN	0.00	-			
Prepayment of Services	0.00	-			
Total Nonrevenues	0.00	0	-	-	-
Other Financing Sources					
Sale of Fixed Assets	0.00	-	-	-	
Operating Transfers IN	0.00	-			
Total Other Financing Sources	0.00	0	-	-	-
Total Cemetery Fund	160,298.52	173,335	155,840	161,400	161,400

FUND: CEMETERY

PROGRAM: CEMETERY SERVICES

PROGRAM STATEMENT

This program has the responsibility for the maintenance of the cemetery grounds and interments. It is also responsible for the proper setting of headstones and temporary markers.

Staffing Level

Public Works Director	.100
Public Works Foreman	.100
Public Works Assistant	.100
City Treasurer	.050
Accounting Clerk	.025
Public Works Maintenance Technician	<u>.800</u>
Total FTE	1.175

Overview of Ongoing and Present Activities

- Responsible for the irrigation and mowing maintenance of the eight-acres of cemetery grounds.
- Responsible for all new headstone settings.
- Responsible for opening/closing of funeral services.

Notable Changes in 2013 –

Mandated Programs – Federal and State

- Maintenance and Operations mandated by State Regulations

Revenue Generated

Sale of Lots	\$13,000
Sale of Liners	\$13,000
Opening & Closing	\$25,000
Headstone Setting	<u>\$ 8,500</u>
Total	\$59,500

Equipment and Vehicles Assigned – All equipment and vehicles are shared within the Public Works Department.

1 – Ford Escape	1 – Full size truck
2 – 1 Ton Trucks	1 – Mixer
2 – Backhoes	2 – Tractors
1 – 4 Trax	2 – Generators
3 – Weed eaters	4 – Mowers
1 – Grass Sweeper	1 – Mule

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Cemetery Fund					
Cemetery Services					
Regular Salaries & Wages	33,615.30	36,000	33,500	36,000	36,000
Wages - Supervision	5,803.42	7,000	5,000	7,000	7,000
Wages - Administration	10,484.51	11,000	10,000	11,000	11,000
Overtime	749.56	3,000	1,000	3,000	3,000
Longevity	0.00	0	-	-	-
Longevity	167.65	500	200	400	400
Longevity	282.58	300	300	400	400
Social Security	3,799.83	4,430	3,830	4,420	4,420
Retirement	3,201.91	4,090	3,540	4,690	4,690
Workman's Compensation	1,823.62	2,510	2,170	2,830	2,830
Medical/life Insurance	10,316.20	11,160	11,100	12,100	12,100
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	833.02	850	600	850	850
Office & Operating Supplies	7,122.04	8,000	7,000	8,000	8,000
Liners Purchased For Resale	6,959.55	8,000	1,500	6,000	6,000
Small Tools & Minor Equipment	0.00	1,000	-	1,000	1,000
Professional Services	86.44	0	-	-	-
Niche Wall Engraving	0.00	500	250	500	500
Communications	895.89	1,200	700	1,000	1,000
Travel	0.00	0	-	-	-
Advertising	0.00	0	-	-	-
Operating Rentals & Leases	12,334.30	14,000	12,000	14,000	14,000
Insurance	1,741.39	2,100	1,650	2,000	2,000
Public Utility Services	6,413.23	7,000	4,500	7,000	7,000
Repairs & Maintenance	6,264.34	6,000	6,000	6,000	6,000
Miscellaneous	1,540.78	2,100	1,600	2,100	2,100
Sales Taxes Remitted	15.37	0	-	-	-
Total Cemetery Services	114,450.93	130,740	106,440	130,290	130,290
Capital Expenditures					
Buildings	0.00	0	-	-	-
Improvements O/T Buildings	0.00	0	-	1,000	1,000
Machinery & Equipment	0.00	2,800	-	-	-
Total Capital Expenditures	0.00	2,800	0	1,000	1,000
Operating Transfer Out	3,500.00	3,500	3,500	3,500	3,500
Ending Fund Balance	42,347.59	36,295	45,900	26,610	26,610
Ending Fund Balance	42,347.59	36,295	45,900	26,610	26,610
Total Cemetery Fund	160,298.52	173,335	155,840	161,400	161,400

G.O. BOND REDEMPTION FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
1992 G.O. Bond Redemption Fund					
Beginning Fund Balance	4,710.24	4,650	4,680	-	
				Bonds Mature 12/01/2012	
Taxes					
Property Taxes - Excess	88,000.00	85,000	84,510		
Total Taxes	88,000.00	85,000	84,510	-	-
Miscellaneous Revenues					
Investment Interest	58.61	10	20		
Total Miscellaneous Revenues	58.61	10	20	-	-
Nonrevenues					
Accrued Interest	0.00	-	-		
Total Nonrevenues	0.00	0	-	-	-
Other Financing Sources					
Proceeds of Long Term Debt	0.00	-	-		
Total Other Financing Sources	0.00	0	-	-	-
Total 1992 G.O. Bond Redemption Fund	92,768.85	89,660	89,210	-	-

FUND: GENERAL OBLIGATION BOND REDEMPTION

PROGRAM: G.O. BOND REDEMPTION

PROGRAM STATEMENT

This fund was established upon the issuance of the 1992 General Obligation Bonds. The bonds were issued with the support of Grandview voters to construct a new Fire Station and remodel the existing Police Department facilities. The purpose of the fund is to redeem bond principal and make semi annual interest payments on the outstanding bonds. In 2001 qualifying bonds were refunded and refunding bonds were issued at a lower interest rate. The bonds will be fully redeemed by the end of 2012.

Staffing Level – None

Overview of Ongoing and Present Activities

- Annual levy of property taxes to meet debt service schedule.
- Remit debt service payments to bond paying agent, Bank of New York.

Notable Changes in 2013 – With bond maturity in 2012 there will be no need to continue this fund in 2013.

Mandated Programs – Federal and State – None

Revenue Generated - None

Equipment and Vehicles Assigned – None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
G.O. Bond Redemption Fund					
Redemption Of Long-Term Debt					
2001 G.O. Bond Principal	80,000.00	85,000	85,000		
Total Redemption Of Long-Term Debt	80,000.00	85,000	85,000	0	0
			Bonds Mature 12/01/2012		
Interest					
2001 G.O. Bond Interest	8,087.50	4,210	4,210		
Total Interest	8,087.50	4,210	4,210	0	0
Ending Fund Balance					
Ending Fund Balance	4,681.35	450	0		
Total Ending Fund Balance	4,681.35	450	0	0	0
Total 1992 G.O. Bond Redemption Fund	92,768.85	89,660	89,210	0	0

CAPITAL IMPROVEMENTS FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Capital Improvements Fund					
Beginning Fund Balance	43,419.50	64,450	64,450	141,350	141,350
Taxes					
Local Real Estate Excise Tax	28,481.23	20,000	25,000	25,000	25,000
Total Taxes	28,481.23	20,000	25,000	25,000	25,000
Miscellaneous Revenues					
Investment Interest	58.97	40	40	40	40
Contributions To Library	-500.00	-			
Total Misc. Revenues	-441.03	40	40	40	40
Other Financing Sources					
Contributions from Yakima Cnty	60,000.00	-			
Transfer In from Current Expense				75,000	75,000
Proceeds from Sale of Assets	0.00	121,110	121,110		
Total Other Financing Sources	60,000.00	121,110	121,110	75,000	75,000
Total Capital Improvements Fund	131,459.70	205,600	210,600	241,390	241,390

FUND: CAPITAL IMPROVEMENTS

PROGRAM: CAPITAL IMPROVEMENTS

PROGRAM STATEMENT

The Capital Improvements Fund is required by RCW 82.46 when a municipality has chosen to impose the Real Estate Excise Tax. The purpose of the fund is to account for the Real Estate Excise Taxes collected at the time of sale of real property within the City. The use of the taxes is restricted to capital projects.

Staffing Level – None

Overview of Ongoing and Present Activities – None

Notable Changes in 2013

The capital and maintenance items anticipated for 2013:

Country Park Event Center Pathway improvements	5,000
Museum Building Construction	150,000
Pathway – W 2 nd to Forsell Road	<u>8,000</u>
Total	\$163,000

Mandated Programs – Federal and State

Authorized uses of these funds are for capital projects. Capital projects are public works projects of a local government that involve planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvements of the following: streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewers, parks,; recreational facilities, law enforcement facilities, fire protection facilities, trails, libraries, administrative and/or judicial facilities, and river and/or waterway flood control projects. These tax revenues can be used solely for financing capital projects specified in a capital facilities plan element of a comprehensive plan (RCW 36.70A.040) and housing relocation assistance under RCW 59.18.440 and 59.18.450.

Revenue Generated

Real Estate Excise Tax	\$ 25,000
Investment Interest	40

Equipment and Vehicles Assigned - None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Capital Improvements Fund					
Capital Expenditures					
Country Park - G. Young Bldg.	0.00	0			
Museum Costruction				150,000	150,000
E. WCR - Trees x23			3,100		0
Country Park Pathway	0.00	5,000	0	5,000	5,000
Country PK Event Cntr Imprvmnt	0.00	0	0	0	0
W. 2nd Street Retaining Wall Improvements	0.00	10,000	5,150	0	0
Pathway - W 2nd to Forsell Road	0.00	8,000	0	8,000	8,000
Total Capital Improvements	0.00	23,000	8,250	163,000	163,000
Transfers					
Operating Transfer Out	67,000.00	61,000	61,000	-	-
Total Transfers Out	67,000.00	61,000	61,000	0	0
Ending Cash Balance					
Ending Fund Balance - Reserved	0.00	121,110	121,110	-	
Ending Fund Balance	64,459.70	490	20,240	78,390	78,390
Total Ending Cash Balance	64,459.70	121,600	141,350	78,390	78,390
Total Capital Improvements Fund	131,459.70	205,600	210,600	241,390	241,390

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Comm. Devmnt. Block Grant Fund					
2012 - North Birch Neighborhood Improvements					
Beginning Fund Balance	194,574.02	-	-	-	
Intergovernmental Revenues					
Community Developmt Block Grnt	0.00	975,000	975,000		
WA State Capital Budget Funds	50,000.00	-			
D.O.T. Downtown ARRA Funding	75.65	-			
PWTF-Downtown Grant	70,000.00	-			
Total Ingerovernmental Rev.	120,075.65	975,000	975,000	-	-
Investment Interest	0.00	-			
Miscellaneous Revenues	0.00	0	-	-	-
Other Financing Sources					
USDA Rural Development Loan	0.00	-			
Operating Transfers-IN	0.00	425,000	425,000	-	
Total Other Financing Sources	0.00	425,000	425,000	-	-
Total Comm. Devmnt. Block Grant Fund	314,649.67	1,400,000	1,400,000	-	-

FUND: COMMUNITY DEVELOPMENT BLOCK GRANT

PROGRAM: 2012 – NORTH BIRCH NEIGHBORHOOD IMPROVEMENTS

PROGRAM STATEMENT

The 2012 North Birch Neighborhood Improvement project will be completed by the end of 2012. There are no planned projects for 2013.

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Comm. Devmnt. Block Grant Fund					
North Birch St. Neighborhood Improvements					
Capital Expenditures					
Regular Salaries & Wages	0.00	0			
Overtime	0.00	0			
Social Security	0.00	0			
Retirement	0.00	0			
Workman's Compensation	0.00	0			
Unemployment Compensation	0.00	0			
Downtown Alive Const.-Streets	35,623.12	0			
Downtown Alive Const.-Sidewalk	15,996.40	0			
Grandview Archway	132,387.98	0			
Const. Project - Water	0.00	0			
Const. Project - Sewer	0.00	0			
Downtown Alive Const.-Water	10,621.88	0			
N. Birch - Water	0.00	212,500	212,500	0	0
N. Birch - Sewer	0.00	212,500	212,500	0	0
N. Birch-Engineering & Design	0.00	0	0	0	0
N. Birch - Street Const	0.00	975,000	975,000	0	0
Total Capital Expenditures	194,629.38	1,400,000	1,400,000	0	0
Transfers Out					
Transfer To W/S Fund	120,020.29	0			
Transfer To W/S Fund	0.00	0	0	0	0
Total Transfers Out	120,020.29	0	0	0	0
Ending Net Cash And Investments					
Ending Fund Balance	0.00	0	0	0	0
Total Ending Net Cash And Investments	0.00	0	0	0	0
Total C.D.B.G. Fund	314,649.67	1,400,000	1,400,000	0	0

COMMUNITY CENTER CONSTRUCTION FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Community Center Const. Fund					
Beginning Fund Balance	314,398.28	5,323	5,320	-	-
Intergovernmental Revenues					
CDBG-Community Center Const.	803,942.36	200,000	196,050	-	-
Total Intergovernmental Revenues	803,942.36	200,000	196,050	-	-
Miscellaneous Revenues					
Investment Interest	444.98	200	20	-	-
Contributions	3,500.00	18,500	10,800	-	-
Total Miscellaneous Revenues	3,944.98	18,700	10,820	-	-
Other Financing Sources					
Sale of C.L. Stevens Sr. Center	0.00	-	-	-	-
Transfer from Current Exp. Fund	0.00	75,000	75,000	-	-
Transfer from Capital Imp. Fund	0.00	61,000	61,000	-	-
Total Other Financing Sources	0.00	136,000	136,000	-	-
Total Community Center Const. Fund	1,122,285.62	360,023	348,190	-	-

FUND: COMMUNITY CENTER CONSTRUCTION

PROGRAM: COMMUNITY CENTER

PROGRAM STATEMENT

The Community Center Construction Fund is established as a depository for existing and future funds to be collected for the purpose of constructing a new multiuse community center facility at the Country Park Events Center. This facility will be home to a variety of year-round activities for youth, senior citizens, adults and the disabled.

Staffing Level n/a

Notable Changes in 2013 – The Community Center construction was completed and the center was open for community use in the Spring of 2012. It is anticipated that the CDBG grant will be closed out in early 2013.

Mandated Programs – Federal and State

- Meeting requirements of the CDBG Program Administered by the Washington State Department of Commerce

Revenue Generated – CDBG Grant: \$1,000,000

The final reimbursement payment was received by the city in the fall of 2012.

Equipment and Vehicles Assigned - n/a

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Community Center Const. Fund					
Capital Expenditures					
Regular Salaries & Wages	0.00	0	-	-	-
Overtime	0.00	0	-	-	-
Social Security	0.00	0	-	-	-
Retirement	0.00	0	-	-	-
Workman's Compensation	0.00	0	-	-	-
Unemployment Compensation	0.00	0	-	-	-
Professional Services	0.00	0	-	-	-
Travel	0.00	0	-	-	-
Advertising	0.00	0	-	-	-
Miscellaneous	0.00	0	-	-	-
Const. Project	0.00	0	-	-	-
Professional Services	121,767.15	20,000	19,000	-	-
Travel	73.25	100	80	-	-
Advertising	2,728.94	0	-	-	-
Miscellaneous	8,267.10	0	-	-	-
Equipment - Community Center	2,835.96	18,500	-	-	-
Construction Community Center	981,286.41	266,373	275,000	-	-
Total Capital Expenditures	1,116,958.81	304,973	294,080	0	0
Transfers Out					
Transfer Out - Current Expense	0.00	55,050	54,110	-	-
Total Transfers Out	0.00	55,050	54,110	0	0
Ending Net Cash And Investments					
Ending Fund Balance	5,326.81	0	0	-	-
Total Ending Net Cash And Investments	5,326.81	0	0	0	0
Total Community Center Const. Fund	1,122,285.62	360,023	348,190	0	0

WATER/SEWER FUND

The City of Grandview operates a Combined Water/Sewer Fund. Within the fund there are three identified operating departments. Those departments are:

- Water Pumping, Treatment and Delivery see page 136
- Wastewater Collection see page 138
- Wastewater Treatment see page 140

As a combined utility fund the revenues from Water and Sewer departments are pledged to the utilities' debt service liabilities, see page 142. To satisfy conditions of a recent USDA loan the City has pledged to separate the current combined fund to independent Water Fund and Wastewater Fund by the year 2020.

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Water/Sewer Fund					
Beginning Fund Balance	1,162,862.25	1,619,452	1,619,870	1,587,538	1,587,538
Taxes					
City Utility Taxes - Water	392,006.43	402,000	400,300	410,000	410,000
City Utility Taxes - Sewer	190,574.80	180,000	200,000	206,000	206,000
Total Taxes	582,581.23	582,000	600,300	616,000	616,000
Charges for Goods and Services					
Water Receipts	1,523,140.85	1,480,000	1,600,000	1,632,000	1,632,000
Standpipe Water	-0.22	-	-	-	-
Sewer Receipts	2,081,202.41	2,220,000	2,110,550	2,236,600	2,236,600
Total Charges for Services	3,604,343.04	3,700,000	3,710,550	3,868,600	3,868,600
Miscellaneous Revenues					
Investment Interest	27,659.42	20,000	21,000	21,000	21,000
Rents & Leases	15,846.60	19,440	20,000	-	-
Lease - AT&T	-	-	-	3,000	3,000
Lease - Verizon	-	-	-	3,000	3,000
Sale of Pipe, Etc.	755.68	-	-	-	-
Total Miscellaneous Revenues	44,261.70	39,440	41,000	27,000	27,000
Capital Contributions					
Water Service Connections	20,124.00	12,000	27,080	10,000	10,000
Water Service - Cpital Recovery	990.00	1,200	1,700	1,100	1,100
Sewer Service Connections	18,920.00	8,000	9,000	7,000	7,000
Total Capital Contributions	40,034.00	21,200	37,780	18,100	18,100
Nonrevenues					
U.S.D.A. Rural Dev Loan-Water	8,768.15	-	-	-	-
U.S.D.A. Rural Dev Loan-Sewer	-	-	-	2,275,000	2,275,000
Hydrant Rental Deposit	450.00	-	-	-	-
Leasehold Taxes Collected	1,828.23	-	-	-	-
City Utility Taxes Collected	27.07	-	-	-	-
Total Nonrevenues	11,073.45	0	-	2,275,000	2,275,000
Operating Transfers IN	125,020.29	-	-	-	-
Total Water/Sewer Fund	5,570,175.96	5,962,092	6,009,500	8,392,238	8,392,238

FUND: WATER/SEWER

PROGRAM: WATER PUMPING, TREATMENT & DELIVERY

PROGRAM STATEMENT

The primary function of this program is the maintenance of the domestic water system. Presently the water system has eight active wells pumping approximately 6,000,000 gallons of water per day. The water system serves approximately 2,500 residential and commercial accounts and 25 industrial accounts.

Staffing Level

Public Works Director	0.30	Assistant Public Works Director	0.40
Public Works Assistant	0.25	Public Works Foreman	0.80
Public Works Office Clerk	0.25	Public Works Maintenance Technician	3.50
City Treasurer	0.15	City Clerk	0.05
Deputy City Clerk/Treasurer	0.10	Utility Billing Clerk	0.30
Clerk Receptionist	0.40	Accounting Clerk	<u>0.10</u>
		Total FTE	6.60

Overview of Ongoing and Present Activities

- Water meter reading, installation and repairs.
- Operation and maintenance of the wells and pumping stations.
- Fire hydrant flushing and repairs.
- Cross-connection control program.
- Water main flushing repairs.

Notable Changes in 2013 –

- Euclid Road water main project. \$300,000

Mandated Programs – Federal and State

- All of the water activities are mandated by state and federal requirements.

Revenue Generated

Water receipts	\$1,632,000
Water service connections	\$ 10,000
Water CPTL Recovery	<u>\$ 1,100</u>
Total	\$1,643,100

Equipment and Vehicles Assigned – All equipment and vehicles are shared within the Public Works Department.

1 – Ford Escape	1 – Ford Explorer	1 – Flatbed
2 – Air Compressors	2 – Dump Trucks	4 – Generators
1 – Tractor	1 – 1 Ton Flatbed	3 – K-saws
1 – Concrete Mixer	1 – 1 Ton Truck	1 – Pressure Washer
3 – Small Pick-ups	4 – Full size Pick-ups	2 – Trach Pumps
2 – Backhoes	1 – Sweeper	
1 – Forklift	1 – Mower	

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Water/Sewer Fund					
Water					
Regular Salaries & Wages	219,068.02	200,000	150,000	200,000	200,000
Wages - Supervision	43,491.36	55,000	44,150	52,000	52,000
Wages - Administration	63,936.74	70,000	70,080	73,000	73,000
Overtime	4,428.50	10,000	3,000	10,000	10,000
Longevity	5,907.95	7,000	6,000	7,000	7,000
Longevity	1,407.90	2,500	1,800	2,500	2,500
Social Security	25,164.48	24,440	20,000	26,350	26,350
Retirement	20,974.37	22,590	18,050	27,970	27,970
Workman's Compensation	8,519.78	13,850	7,500	16,870	16,870
Medical/life Insurance	118,505.52	122,000	87,420	95,300	95,300
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	1,953.93	2,100	1,900	2,100	2,100
Office & Operating Supplies	52,801.21	60,000	52,000	60,000	60,000
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	42,564.26	50,000	25,000	48,000	48,000
Professional Services-Downtown	0.00	0	-	-	-
CDBG - Grandridge Improvements	0.00	0	-	-	-
Communications	8,554.35	9,000	7,800	9,000	9,000
Travel	1,403.49	1,000	800	1,000	1,000
Advertising	6,840.28	1,000	500	1,000	1,000
Operating Rentals & Leases	42,085.79	46,000	40,000	46,000	46,000
Insurance	15,278.01	17,000	14,720	17,000	17,000
Public Utility Services	159,138.31	180,000	135,000	180,000	180,000
Repairs & Maintenance	19,021.42	50,000	30,000	47,000	47,000
Miscellaneous	9,676.85	17,000	9,500	15,000	15,000
Misc - State Taxes	75,574.15	67,000	68,000	71,400	71,400
Misc - City Taxes	372,941.74	372,000	371,300	375,000	375,000
Misc - Permits	5,338.00	6,000	2,500	6,000	6,000
Land	0.00	0	-	-	-
Water Meters	0.00	0	-	10,000	10,000
Euclid Road Water Main Project	0.00	0	-	300,000	300,000
Total Water	1,324,576.41	1,405,480	1,167,020	1,699,490	1,699,490

FUND: WATER/SEWER

PROGRAM: WASTEWATER COLLECTION SERVICES

PROGRAM STATEMENT

This program is responsible for the construction, repair and maintenance of the sewer collection system. The sewer system serves approximately 2,400 residential and commercial accounts and 25 industrial accounts.

Staffing Level

Public Works Director	0.150	Assistant Public Works Director	0.250
Public Works Assistant	0.125	Public Works Foreman	0.400
Public Works Office Clerk	0.125	Public Works Maintenance Technician	1.500
City Clerk	0.025	City Treasurer	0.075
Utility Billing Clerk	0.150	Clerk-Receptionist	0.200
Accounting Clerk	0.100	Deputy City Clerk/Treasurer	<u>0.100</u>
		Total FTE	3.200

Overview of Ongoing and Present Activities

- Operations and maintenance of the collection system.
- Operations and maintenance of our lift stations.
- Respond to emergency situation involving the collection system.
- Inspection of new sewer line connections.

Notable Changes in 2013 – None

Mandated Programs – Federal and State

All operations are regulated by DOE, EPA, and the Health Department.

Revenue Generated –

Sewer service connections	\$ 7,000
Sewer Receipts	\$2,236,600
Sale of Pipe	<u>0</u>
Total	\$2,243,600

Equipment and Vehicles Assigned – All equipment and vehicles are shared within the Public Works Department.

1 – Ford Escape	2 – Air Compressor
1 – Road Grader	3 – Small Pick-ups
1 – Sewer Rodder	6 – Full size Pick-ups
2 – Forklift	2 – Dump Trucks
1 – Water Truck	1 – Tractor/Loader
1 – Loader	2 – Backhoes
1 – 4 TRX-200	1 – Pressure Washer
3 – Generators	

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Water/Sewer Fund					
Sewer Collection					
Regular Salaries & Wages	26,614.46	45,000	35,000	45,000	45,000
Wages - Supervision	25,005.89	30,000	25,500	30,000	30,000
Wages - Administration	39,226.52	50,000	42,890	50,000	50,000
Overtime	907.49	6,000	1,000	6,000	6,000
Longevity	0.00	2,600	-	1,000	1,000
Longevity	668.98	800	700	1,500	1,500
Longevity	834.81	1,000	850	1,500	1,500
Social Security	6,924.70	10,360	7,420	10,330	10,330
Retirement	5,854.23	9,580	6,850	10,960	10,960
Workman's Compensation	1,983.29	5,870	4,200	6,610	6,610
Medical/life Insurance	27,682.99	39,000	28,300	30,850	30,850
Unemployment Compensation	0.00	0	-	-	-
Uniforms & Clothing	2,006.34	0	1,800	2,000	2,000
Office & Operating Supplies	14,777.92	25,000	18,000	25,000	25,000
Small Tools & Minor Equipment	0.00	1,500	500	3,000	3,000
Professional Services	43,094.10	20,000	5,000	20,000	20,000
Professional Services-Downtown	0.00	0	-	-	-
Cdbg - Grandridge Improvements	0.00	0	-	-	-
Communications	6,167.54	6,500	6,400	6,500	6,500
Travel	361.04	500	400	500	500
Advertising	528.21	500	300	500	500
Operating Rentals & Leases	42,805.00	48,000	44,000	48,000	48,000
Insurance	88,629.90	94,000	83,310	92,000	92,000
Public Utility Services	17,951.38	35,000	24,000	30,000	30,000
Repairs & Maintenance	20,748.78	60,000	25,000	50,000	50,000
River Force Main Emergency Rep	0.00	0	-	-	-
Miscellaneous	181.00	2,000	700	2,000	2,000
Misc - State Taxes	53,826.57	75,000	52,000	75,000	75,000
Misc - City Taxes	128,551.39	145,000	125,000	153,700	153,700
Buildings	0.00	0	-	-	-
Const Proj Waste Water Plant	0.00	0	-	-	-
W.C.R./stover/Bethany Swr Lift	0.00	0	-	-	-
Total Sewer Collection	555,332.53	713,210	539,120	701,950	701,950

FUND: WATER/SEWER

PROGRAM: WASTEWATER TREATMENT SERVICES

PROGRAM STATEMENT

This program is responsible for the construction, repair and maintenance of the wastewater treatment plant. The sewer system serves approximately 2,400 residential and commercial accounts and 25 industrial accounts.

Staffing Level

Public Works Director	0.150	Assistant Public Works Director	0.100
Public Works Assistant	0.250	Public Works Maintenance Technician	5.000
Public Works Office Clerk	0.125	Wastewater Superintendent	1.000
City Treasurer	0.075	City Clerk	0.025
Utility Billing Clerk	0.150	Clerk-Receptionist	<u>0.150</u>
Accounting Clerk	0.075	Total FTE	<u>7.100</u>

Overview of Ongoing and Present Activities

Operations and Maintenance of the wastewater treatment facility

Notable Changes in 2013

- Clarifier Pumps, valves and control panel up-grade \$1,900,000

Mandated Programs – Federal and State

All operations are regulated by DOE, EPA, and the Health Department.

Revenue Generated – see Collection services.

Equipment and Vehicles Assigned – All equipment and vehicles are shared within the Public Works Department.

1 – Ford Escape	2 – Air Compressor
1 – Road Grader	3 – Small Pick-ups
1 – Sewer Rodder	6 – Full size Pick-ups
2– Forklift	2 – Dump Trucks
1 – Water Truck	1 – Tractor/Loader
1 – Loader	2 – Backhoes
1 – 4 TRX-200	1 – Pressure Washer
3 – Generators	

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Water/Sewer Fund					
Sewer Treatment					
Regular Salaries & Wages	233,653.28	250,000	233,000	250,000	250,000
Wages - Supervision	84,586.00	90,000	84,000	88,000	88,000
Wages - Administration	37,214.38	40,000	40,350	43,000	43,000
Overtime	6,707.77	8,000	7,000	8,000	8,000
Overtime - Supervision	6,517.86	8,000	7,500	8,000	8,000
Overtime - Administration	0.00	500	-	500	500
Longevity	4,943.00	5,000	5,000	6,000	6,000
Longevity - Supervision	2,088.48	2,300	2,100	2,300	2,300
Longevity - Administration	860.76	1,000	900	1,000	1,000
Social Security	18,517.40	20,120	18,360	20,200	20,200
Social Security - Supervision	7,022.51	7,680	7,160	7,520	7,520
Social Security - Admin.	2,838.87	2,800	3,160	3,400	3,400
Retirement	15,426.15	18,600	16,970	21,440	21,440
Retirement - Supervision	5,665.76	7,090	6,620	7,980	7,980
Retirement - Administration	2,384.48	2,580	2,920	3,610	3,610
Workman's Compensation	8,697.09	10,960	10,400	12,320	12,320
Workman's Compensation-Superv.	2,242.96	4,180	2,810	3,330	3,330
Workman's Compensation - Admin	202.10	1,520	1,560	1,900	1,900
Medical/life Insurance	66,230.47	72,660	68,350	75,190	75,190
Medical/life Insurance -Super	10,728.91	11,770	11,080	12,200	12,200
Medical/life Insurance-Admin.	8,400.33	9,230	8,910	9,800	9,800
Unemployment Compensation	12,246.00	0	-	-	-
Uniforms & Clothing	3,315.32	3,500	3,490	3,600	3,600
Office & Operating Supplies	115,737.07	70,000	100,000	115,000	115,000
Small Tools & Minor Equipment	0.00	0	900	5,000	5,000
Professional Services	34,418.41	65,000	69,000	65,000	65,000
Communications	9,217.09	9,000	8,000	9,000	9,000
Travel	636.65	1,000	500	1,000	1,000
Advertising	0.00	1,000	-	1,000	1,000
Operating Rentals & Leases	15,695.18	36,000	19,000	21,000	21,000
Insurance	92.50	500	100	500	500
Public Utility Services	174,971.17	200,000	170,000	200,000	200,000
Repairs & Maintenance	36,785.81	50,000	45,000	50,000	50,000
Miscellaneous	13,417.82	40,000	37,000	40,000	40,000
Misc - State Taxes	0.00	0	-	-	-
Misc - City Taxes	0.00	0	-	-	-
Misc - Permits	5,301.27	7,000	6,720	7,000	7,000
Screening @ R.lift&prim Clarif Prim. Clfr.	0.00	175,000	175,000	2,097,400	2,097,400
Machinery And Equipment	0.00	0	-	20,000	20,000
Total Sewer Treatment	946,762.85	1,231,990	1,172,860	3,221,190	3,221,190
Total Sewer Collection & Treatment	1,502,095.38	1,945,200	1,711,980	3,923,140	3,923,140

FUND: WATER/SEWER REVENUE

PROGRAM: WATER/SEWER DEBT SERVICE & OPERATING TRANSFERS

PROGRAM STATEMENT

This program represents the numerous loans entered into by the Water/Sewer Fund to finance capital improvements to the Water and Sewer systems. In addition to the loans within the revenue fund there are transfers out to the Water/Sewer Revenue Bond Redemption funds to meet those debt service requirements. One operating transfer from the Water/Sewer Fund is to the Current Expense Fund. This transfer represents the calculated cost of General Management, Human Resources and City Hall Facilities support of the utility.

Staffing Level – None

Overview of Ongoing and Present Activities

Following are the outstanding loans with their respective years of origin and maturity.

- Public Works Trust Fund Loan – W.W.T.P. Improvements
 - 1996 – 2016
- Public Works Trust Fund Loan – Well Rehab Project
 - 1999 – 2019
- Yakima County S.I.E.D. Loan – Distribution Center Infrastructure Improvements
 - 2004 – 2013
- Public Works Board, Drinking Water State Revolving Fund Loan – Well Rehab
 - 2004 – 2023
- Yakima County S.I.E.D. Loan – Downtown Water Service Improvements
 - 2009 – 2019
- U.S.D.A. Note – Water System Improvements
 - 2009 – 2049
- U.S.D.A. Loan – Waste Water System Improvements
 - 2012 - 2052

Notable Changes in 2013 – None

Mandated Programs – Federal and State

Terms of the multiple loan contracts.

Revenue Generated – None

Equipment and Vehicles Assigned - None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Water/Sewer Fund					
Long Term Debt & Transfers Out					
Principal					
Principal P/W TF Loan '96 WWTP	237,505.26	237,510	237,505	237,510	237,510
Princ. PWTF Loan Well Rehab	27,137.14	27,140	27,137	27,140	27,140
Yakima Cnty-SIED Loan-Dist Cntr	37,249.63	37,940	37,939	38,640	38,640
Principal DWSRF Well Rehab	140,017.09	140,100	140,017	140,100	140,100
Yakima Cnty-SIED Loan-Downtown	22,940.37	23,500	23,500	24,080	24,080
USDA Loan-'12 & '13 WWTP Imp				27,610	27,610
USDA Note-'09 & '10 Water Imp	6,215.67	6,120	6,130	6,340	6,340
Total Principal	471,065.16	472,310	472,228	501,420	501,420
Interest					
Int. PWTF Loan Well Rehab	2,442.34	2,170	2,171	1,900	1,900
Yakima Cnty-SIED Loan-Dist Cntr	2,105.84	1,420	1,417	720	720
Interest DWSRF Well Rehab	18,202.22	16,810	16,802	15,410	15,410
Yakima Cnty-SIED Loan-Downtown	5,558.43	5,000	4,999	4,430	4,430
USDA Note-'09 & '10 Water Imp	15,384.33	15,200	15,470	15,270	15,270
USDA Loan-'12 & '13 WWTP Imp				54,100	54,100
Interest P/W TF Loan '96 WWTP	14,250.32	11,880	11,875	9,500	9,500
Total Interest	57,943.48	52,480	52,734	101,330	101,330
Transfers Out					
Operating Transfer-Out C.E.	64,200.00	65,000	65,000	65,000	65,000
Operating Transfer-Out C.D.B.G	0.00	425,000	425,000	-	-
Transfer to Street - Euclid Rd Wtr				300,000	300,000
Transfers to Bond Red. Fund	528,000.00	528,000	528,000	516,000	516,000
Total Transfers Out	592,200.00	1,018,000	1,018,000	881,000	881,000
Nonexpenditures					
Hydrant Rental Deposit Return	600.00	0			
Sales Taxes Remitted	0.00	0			
Leasehold Tax Remitted	1,815.98	0			
Total Nonexpenditure	2,415.98	0			
Ending Fund Balance					
USDA Loan WW Loan Reserve				8,200	8,200
USDA Loan Short-Lived Assets Reserve				7,350	7,350
USDA Loan WW O & M Reserve				415,050	415,050
Ending Fund Balance (Unreserved)	1,619,879.55	1,068,622	1,587,538	855,258	855,258
Total Water/Sewer Fund	5,570,175.96	5,962,092	6,009,500	8,392,238	8,392,238

IRRIGATION FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Irrigation Fund					
Beginning Fund Balance	213,342.92	243,083	242,230	217,720	217,720
Charges for Goods and Services					
Irrigation Water Receipts	428,817.42	425,000	427,200	427,200	427,200
Connections & Misc.	386.50	-	-	-	-
Total Charges for Goods and Services:	429,203.92	425,000	427,200	427,200	427,200
Miscellaneous Revenues					
Investment Interest	336.30	350	300	300	300
Other Miscellaneous Revenue	0.00	-	20	-	-
Total Miscellaneous Revenues	336.30	350	320	300	300
Nonrevenues					
Interfund Loan Received	0.00	-	-	-	-
Connection Fee - Due S.V.I.D.	2,000.00	-	-	-	-
Transfer From F.R.S.	0.00	-	-	-	-
Total Nonrevenues	2,000.00	0	-	-	-
 Total Irrigation Fund	 644,883.14	 668,433	 669,750	 645,220	 645,220

FUND: IRRIGATION

PROGRAM: IRRIGATION WATER DELIVERY SERVICES

PROGRAM STATEMENT

This program was established to provide an adequate irrigation water supply for the City's citizens. Maintenance of pumps and major delivery lines is the responsibility of this program, as well as the updating of the system to meet present and future needs. The Sunnyside Valley Irrigation District is the supply district for the City's irrigation water. The system serves approximately 2,400 accounts that are billed monthly.

Staffing Level

Public Works Director	.05	Assistant Public Works Director	.15
Public Works Assistant	.05	Public Works Foreman	.30
Public Works Office Clerk	.10	Public Works Maintenance Technician	.30
Accounting Clerk	.05	City Treasurer	.05
City Clerk	.05	Deputy City Clerk/Treasurer	.05
Utility Billing Clerk	.15	Clerk Receptionist	<u>.10</u>
		Total FTE	1.40

Overview of Ongoing and Present Activities –

- Responsible for the maintenance of all irrigation pump stations and equipment.
- Responsible for all of the irrigation distribution system. Responsible for addressing daily customer complaints.

Notable Changes in 2013– None

Mandated Programs – Federal and State - None

Revenue Generated –

Irrigation water receipts \$427,200

Equipment and Vehicles Assigned – All equipment and vehicles are shared within the Public Works Department.

1 – Ford Escape	1 – Ford Explorer	1 – Forklift
4 – Full size pick-ups	1 – Air Compressor	3 – K-saws
2 – Dump trucks	1 – Sewer Rodder	1 – Pressure Washer
3 – 1-Ton Trucks	1 – Concrete Mixer	2 - Generators
2 – Backhoes	1 – Sweeper	2 - Upright Plate Whackers
3 – Small pick-ups	2 – Trach pumps	1 – Air Compressor

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Irrigation					
Regular Salaries & Wages	19,275.27	16,000	44,000	20,000	20,000
Wages - Supervision	12,682.24	15,000	11,000	15,000	15,000
Wages - Administration	27,007.87	30,000	28,600	30,000	30,000
Overtime	1,329.92	2,000	1,600	2,000	2,000
Longevity	334.33	500	350	500	500
Longevity	572.25	800	600	800	800
Social Security	4,568.71	4,840	6,900	5,220	5,220
Retirement	3,795.86	4,480	6,380	5,550	5,550
Workman's Compensation	1,315.38	2,750	3,900	3,340	3,340
Medical/life Insurance	20,603.92	17,100	32,080	24,000	24,000
Unemployment Compensation	0.00	0	-	-	-
Uniforms And Clothing	875.99	700	600	700	700
Office & Operating Supplies	10,196.51	9,000	20,000	9,000	9,000
Water Purchased For Resale	214,810.05	230,000	219,540	230,000	230,000
Small Tools & Minor Equipment	0.00	1,000	-	1,000	1,000
Professional Services	86.43	300	-	300	300
Communications	3,215.47	5,000	2,600	4,000	4,000
Travel	22.40	100	-	100	100
Advertising	0.00	0	30	100	100
Operating Rentals & Leases	22,661.41	24,500	24,770	25,000	25,000
Insurance	2,591.36	3,000	2,470	3,000	3,000
Public Utility Services	22,486.46	24,000	20,800	24,000	24,000
Repairs & Maintenance	26,314.77	29,500	20,000	29,000	29,000
Miscellaneous	250.00	300	310	350	350
Total Irrigation	394,996.60	420,870	446,530	432,960	432,960
Capital Expenditures					
Land	0.00	0	-	-	-
Buildings	0.00	0	-	-	-
Improvements O/T Buildings	0.00	0	-	-	-
D.C. - Line Relocation	0.00	0	-	-	-
Machinery & Equipment	0.00	0	-	-	-
Total Capital Expenditures	0.00	0	0	0	0
Transfers Out & Other					
Operating Transfers-Out	5,500.00	5,500	5,500	5,500	5,500
Connection Fee - Paid S.V.I.D.	2,150.00	0	-	-	-
Interfund Loan - Interest	0.00	0	-	-	-
Total Transfers Out & Other	7,650.00	5,500	5,500	5,500	5,500
Ending Fund Balance	242,236.54	242,063	217,720	206,760	206,760
Total Irrigation Fund	644,883.14	668,433.00	669,750	645,220	645,220

SOLID WASTE FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Solid Waste Fund					
Beginning Fund Balance	190,122.61	235,663	235,100	281,110	281,110
Taxes					
City Utility Taxes-Solid Waste	279,957.89	285,000	306,000	306,000	306,000
Total Taxes	279,957.89	285,000	306,000	306,000	306,000
Charges for Goods and Services					
Collection Service	755,026.34	760,000	737,000	740,000	740,000
Total Charges for Goods and Services	755,026.34	760,000	737,000	740,000	740,000
Miscellaneous Revenues					
Investment Interest	3,859.33	2,000	3,800	3,800	3,800
Scales Rental	368.55	360	380	380	380
Other Miscellaneous Revenue	0.00	0			-
Total Miscellaneous Revenues	4,227.88	2,360	4,180	4,180	4,180
Total Solid Waste Fund	1,229,334.72	1,283,023	1,282,280	1,331,290	1,331,290

FUND: SOLID WASTE

PROGRAM: COLLECTION SERVICES

PROGRAM STATEMENT

This program is responsible for the collection of refuse within the City limits and also maintains City owned refuse containers.

Staffing Level

Public Works Director	0.10	Assistant Public Works Director	0.05
Public Works Assistant	0.10	Public Works Foreman	0.10
City Treasurer	0.10	Public Works Maintenance Technician	2.60
City Clerk	0.05	Deputy City Clerk/Treasurer	0.05
Utility Billing Clerk	0.25	Accounting Clerk	0.15
Public Works Office Clerk	0.25	Clerk Receptionist	<u>0.15</u>
		Total FTE	3.95

Overview of Ongoing and Present Activities

- Collection of refuse and yard waste and transport to the County Landfill.
- Maintain/replace refuse containers.
- Maintain records and accounts.
- Operate and maintenance of equipment.
- Maintain customer relations.
- Spring community clean-up.

Notable Changes in 2013

Mandated Programs – Federal and State

- Solid Waste Management Plan.
- Comply with WSDOT requirements.

Revenue Generated

Collection services	\$740,000
Scale Rental	<u>\$ 380</u>
Total	\$740,380

Equipment and Vehicles Assigned - All equipment and vehicles are shared within the Public Works Department.

1 – Ford Escape	1 – 1Ton Flatbed
3 – Garbage Compactors	1 – 1Ton Truck
2 – Backhoes	2 – Pick ups

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Solid Waste Fund					
Collection					
Regular Salaries & Wages	97,584.23	100,000	106,000	112,000	112,000
Wages - Supervision	9,063.62	12,000	9,200	11,500	11,500
Wages - Administration	51,577.42	55,000	54,650	55,000	55,000
Overtime	1,016.26	3,000	1,000	3,000	3,000
Longevity	2,628.00	3,300	2,700	3,200	3,200
Longevity	251.15	500	300	500	500
Longevity	1,104.80	1,500	1,200	1,500	1,500
Social Security	12,246.23	13,410	14,230	14,890	14,890
Retirement	10,205.70	12,400	13,150	15,810	15,810
Workman's Compensation	4,469.09	7,600	8,070	9,530	9,530
Medical/life Insurance	48,398.14	54,600	50,220	54,740	54,740
Unemployment Compensation	0.00	0	1,200	2,000	2,000
Uniforms & Clothing	1,513.87	2,000	1,300	2,000	2,000
Office & Operating Supplies	27,789.46	35,000	34,000	35,000	35,000
Small Tools & Minor Equipment	0.00	1,000	-	1,000	1,000
Professional Services	86.43	250	100	250	250
Communications	4,208.95	4,600	4,000	4,600	4,600
Travel	0.00	200	100	200	200
Advertising	0.00	0	70	50	50
Operating Rentals & Leases	138,210.00	150,000	135,000	145,000	145,000
Insurance	12,247.87	15,000	11,340	15,000	15,000
Public Utility Services	3,394.77	3,500	3,200	3,500	3,500
Repairs & Maintenance	2,785.39	7,000	1,800	6,000	6,000
Miscellaneous	273.50	1,000	500	1,000	1,000
Miscellaneous - Tipping Fees	202,577.71	200,000	185,000	198,000	198,000
Miscellaneous - City Taxes	295,572.31	300,000	302,000	305,000	305,000
Miscellaneous - State Taxes	39,345.70	42,000	36,300	40,000	40,000
Total Collection	966,550.60	1,024,860	976,630	1,040,270	1,040,270
Capital Expenditures					
Land	0.00	0	0	0	0
Buildings	0.00	0	0	0	0
Improvements O/T Buildings	0.00	0	0	0	0
Pipe Relocation - D.C.	0.00	0	0	0	0
Machinery & Equipment	0.00	0	0	0	0
Total Capital Expenditures	0.00	0	0	0	0
Total Collection	966,550.60	1,024,860	976,630	1,040,270	1,040,270

FUND: SOLID WASTE

PROGRAM: NEIGHBORHOOD CLEAN-UP SERVICES

PROGRAM STATEMENT

This program is responsible for the annual clean-up disposal services of miscellaneous household items to neighborhoods within the City limits. For two Saturdays in the spring, the Public Works Department provides personnel and solid waste dumpsters to receive and dispose of the citizen's refuse.

Staffing Level

Public Works Foreman	.10
Public Works Employees	<u>.27</u>
Total FTE	.37

Overview of Ongoing and Present Activities

Spring community clean-up.

Notable Changes in 2013 – None

Mandated Programs – Federal and State

- Solid Waste Management Plan.
- Comply with WSDOT requirements.

Revenue Generated – None

Equipment and Vehicles Assigned - All equipment and vehicles are shared within the Public Works Department.

2 – 1 Ton Flatbed

1 – Full size pick-up

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Solid Waste Fund					
Neighborhood Cleanup					
Regular Salaries & Wages	505.44	1,000	200	800	800
Overtime	774.10	1,000	760	1,000	1,000
Social Security	95.35	150	70	140	140
Retirement	67.94	140	70	150	150
Workman's Compensation	57.01	90	50	90	90
Medical/life Insurance	885.95	980	90	100	100
Unemployment Compensation	0.00	0	-	-	-
Office & Operating Supplies	0.00	500	310	500	500
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	0.00	0	-	-	-
Communications	0.00	0	-	-	-
Advertising	0.00	500	700	250	250
Operating Rentals	0.00	1,000	-	1,000	1,000
Insurance	0.00	0	-	-	-
Repairs & Maintenance	3,500.00	5,000	-	3,000	3,000
Tipping Fees & Miscellaneous	8,465.95	9,500	7,310	9,500	9,500
Total Neighborhood Cleanup	14,351.74	19,860	9,560	16,530	16,530

FUND: SOLID WASTE

PROGRAM: LANDFILL SERVICES

PROGRAM STATEMENT

This program is responsible for the closure/post closure activities of our landfill.

Staffing Level

Public Works Employee 0.01

Overview of Ongoing and Present Activities

- Responsible for quarterly monitoring well samples.
- Responsible for additional soil cover for area II.

Notable Changes in 2013 – None

Mandated Programs – Federal and State

Closure/post closure is mandated by DOE and the Yakima Health Department.

Revenue Generated – None

Equipment and Vehicles Assigned - All equipment and vehicles are shared within the Public Works Department.

1 – Full size pick-up

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Solid Waste Fund					
Landfill					
Regular Salaries & Wages	0.00	2,000	4,000	500	500
Overtime	0.00	0	-	-	-
Social Security	0.00	160	-	40	40
Retirement	0.00	140	-	40	40
Workman's Compensation	0.00	90	-	20	20
Medical/life Insurance	0.00	180	-	150	150
Unemployment Compensation	0.00	0	-	-	-
Office & Operating Supplies	0.00	110	-	100	100
Small Tools & Minor Equipment	0.00	0	-	-	-
Professional Services	3,129.30	3,000	700	3,000	3,000
Communications	0.00	0	80	-	-
Advertising	0.00	0	-	-	-
Insurance	0.00	0	-	-	-
Public Utility Services	0.00	0	-	-	-
Repairs & Maintenance	0.00	0	-	-	-
Miscellaneous	0.00	0	-	-	-
Total Landfill	3,129.30	5,680	4,780	3,850	3,850
Operating Transfers Out	10,200.00	10,200	10,200	10,200	10,200
Ending Fund Balance	235,103.08	222,423	281,110	260,440	260,440
Total Solid Waste Fund	1,229,334.72	1,283,023	1,282,280	1,331,290	1,331,290

WATER/SEWER REVENUE BOND REDEPTION FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
2005 W/S Bond Redemption Fund					
Beginning Fund Balance	94,585.65	97,196	98,180	101,280	101,280
Investment Interest	20,988.41	20,000	17,360	18,700	18,700
Operating Transfers IN	528,000.00	528,000	528,000	516,000	516,000
Total 2005 W/S Bond Redemption Fund	643,574.06	645,196	643,540	635,980	635,980

FUND: 2005 W/S REVENUE BOND REDEMPTION FUND

PROGRAM: WATER/SEWER BOND DEBT SERVICE

PROGRAM STATEMENT

The Water/Sewer Fund currently has one outstanding bond issue. This program is in place to meet the requirement of bond principal and interest payments. Principal payments are made in November while interest is paid semi annually in May and November. The funding for this debt service comes from the Water/Sewer fund.

Staffing Level – None

Overview of Ongoing and Present Activities

Following is the outstanding bond issue and year of origin and maturity:

- 2005 W/S Revenue Bonds, Improvements to Water and Sewer systems.
Term: 2005 to 2019

Notable Changes in 2013 – None

Mandated Programs – Federal and State

Revenue Bonds carry with them a number of covenants. These are assurances to the bondholder that the issuer, the City, will be able to meet the annual payments for interest and principal. One of these covenants is called “Coverage”. This requires the city to operate the water/sewer system in such a manner that income from operating revenues is 1.25 times greater than the annual bonded debt service after operating expenses are paid.

Revenue Generated

Operating Transfers-In	\$ 516,000
Investment Interest	\$ 18,700

Equipment and Vehicles Assigned - None

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
2005 W/S Bond Redemption Fund					
Principal	375,000.00	385,000	385,000	400,000	400,000
Interest	170,385.00	157,260	157,260	143,400	143,400
Ending Fund Balance	98,189.06	102,936	101,280	92,580	92,580
Total 2005 W/S Bond Redemption Fund	643,574.06	645,196	643,540	635,980	635,980

EQUIPMENT RENTAL FUND

City of Grandview ~ 2013 Revenue Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Equipment Rental Fund					
Beginning Fund Balance	1,729,257.43	1,975,687	1,975,730	1,959,590	1,959,590
Equipment Rental Services	505,875.00	540,000	523,000	300,000	300,000
Total Charges for Services	505,875.00	540,000	523,000	300,000	300,000
Miscellaneous Revenues					
Investment Interest	15,922.98	14,000	19,600	16,000	16,000
Insurance Claim Receipts	0.00	-			
Other Miscellaneous Revenue	0.00	-			
Total Miscellaneous Revenues	15,922.98	14,000	19,600	16,000	16,000
Other Financing Sources					
Sale of Fixed Assets	2,909.57	4,000	22,400	-	-
Total Other Financing Sources	2,909.57	4,000	22,400	-	-
Total Equipment Rental Fund	2,253,964.98	2,533,687	2,540,730	2,275,590	2,275,590

FUND: EQUIPMENT RENTAL

PROGRAM: EQUIPMENT RENTAL AND REPLACEMENT

PROGRAM STATEMENT

The Equipment Rental Fund was created to provide a means to operate, maintain and then replace vehicles and equipment used by the numerous operating city departments. The operating department makes the original equipment purchase. Equipment placed within the fund is then “rented” back to the department at a monthly rate. The rates are set annually and cover the cost of operating, maintaining, insuring and replacing the equipment at the end of its estimated life. Currently there are 83 vehicles and pieces of equipment within the Equipment Rental Fund.

Staffing Level

Accounts Payable Clerk	.15
City Treasurer	<u>.05</u>
Total	.20

Overview of Ongoing and Present Activities

- Maintain the fleet of vehicles and numerous pieces of equipment used in the daily operations of multiple city programs.
- Replace vehicles and equipment as needed.

Notable Changes in 2013

To reduce the cost of operating ERR vehicles and equipment, the 2013 depreciation and replacement reserve costs will not be collected by the Equipment Rental Reserve fund. This is to be a temporary action. Depreciation and Replacement Reserve will be collected in 2014

The following equipment replacements are planned.

#911 – Network File Server (City Hall)

#911 – Utility Billing software - Conversion

Mandated Programs – Federal and State - None

Revenue Generated

Rental Fees from Operating Departments	\$ 300,000
Investment Interest	16,000

Equipment and Vehicles Assigned – 83 units used by the multiple city programs in the delivery of city services.

City of Grandview ~ 2013 Expenditure Estimates

Description	2011 Actual	2012 Budget	2012 Projected	2013 Estimate	2013 Adopted
Equipment Rental Fund					
Equipment Rental Services					
Regular Salaries & Wages	4,056.00	4,100	4,100	4,100	4,100
Wages - Administration	6,716.68	6,800	7,000	7,000	7,000
Longevity	121.70	-			-
Longevity	169.05	310	310	310	310
Social Security	831.11	870	870	900	900
Retirement	693.92	800	800	850	850
Workman's Compensation	55.98	70	60	70	70
Medical/life Insurance	3,527.77	3,900	3,600	4,000	4,000
Office & Operating Supplies	19,501.32	22,000	25,000	25,000	25,000
Fuel Consumed	117,077.82	115,000	132,000	140,000	140,000
Small Tools & Equipment	376.70	1,000	1,200	1,200	1,200
Professional Services	11.93	1,000	500	500	500
Communications	1,274.02	1,700	1,700	1,700	1,700
Travel	63.33	500	1,600	500	500
Travel - Training	0.00	-	600	1,000	1,000
Advertising	17.78	500	100	100	100
Insurance	14,182.74	18,000	13,300	18,000	18,000
Repairs & Maintenance	97,633.78	100,000	95,000	100,000	100,000
Miscellaneous	11,921.34	13,500	17,000	15,000	15,000
Misc - Training	0.00	400	400	400	400
Total Equipment Rental Services	278,232.97	290,450	305,140	320,630	320,630
Capital Expenditures					
Land	0.00	-			
Buildings	0.00	-		5,000	5,000
Machinery & Equipment	0.00	332,500	276,000	26,460	26,460
Capital Leases	0.00	-			
Total Capital Expenditures	0.00	332,500	276,000	31,460	31,460
Ending Fund Balance	1,975,732.01	1,910,737	1,959,590	1,923,500	1,923,500
Total Equipment Rental Fund	2,253,964.98	2,533,687	2,540,730	2,275,590	2,275,590