

**GRANDVIEW CITY COUNCIL
SPECIAL MEETING MINUTES – BUDGET
OCTOBER 10, 2016**

1. CALL TO ORDER

Mayor Norm Childress called the special meeting to order at 6:00 p.m. in the Council Chambers at City Hall.

Present were: Mayor Childress and Councilmembers Gaylord Brewer, Mike Everett, Dennis McDonald, Bill Moore and Joan Souders. Councilmember Gloria Mendoza arrived at 6:10 p.m. Excused from the meeting was Councilmember Javier Rodriguez.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Treasurer Matt Cordray, Fire Chief Pat Mason, Parks & Recreation Director Mike Carpenter, Library Director Elizabeth Jahnke, Assistant Public Works Director Santos Trevino and City Clerk Anita Palacios.

2. 2017 PRELIMINARY BUDGET

City Treasurer Cordray presented the 2017 preliminary budget, as follows:

2017 REVENUE ESTIMATES

Current Expense Fund

Taxes

2016 Budget \$4,165,500

2017 Proposed \$4,205,700

Licenses and Permits

2016 Budget \$138,500

2017 Proposed \$126,250

Intergovernmental Revenues

2016 Budget \$341,250

2017 Proposed \$333,000

Charges for Goods and Services

2016 Budget \$156,500

2017 Proposed \$155,450

Fines and Penalties

2016 Budget \$191,700

2017 Proposed \$190,100

Miscellaneous Revenues

2016 Budget \$104,440

2017 Proposed \$149,910

Total Current Expense Fund Revenues

2016 Budget \$6,960,915

2017 Proposed \$6,575,630

2017 EXPENDITURE ESTIMATES
Current Expense Fund

Fire Administration Services

2016 Budget \$153,810

2017 Proposed \$166,290

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.
- Small tools increased to provide for replacement of office computers.
- Miscellaneous increased \$2,800 to provide for member organization dues increases (\$300) and Lexipol subscription (\$2,500).

Fire Suppression Services

2016 Budget \$300,690

2017 Proposed \$373,360

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.
- Additional FTE for a training captain (removed – to be reconsidered).
- Pension and disability payment increased to reflect an increased number of volunteers.
- Small tools increased for replacement of radio equipment.
- Increase of \$0.79 per call dispatch fees as reflected in “Communications.” Dispatch fees were split between Fire Suppression (25%) and EMS (75%).
- Increase in Public Utility Services to reflect possible rate increases.
- Increase of \$400 to Uniform and Clothing to cover increases in turnout gear costs.
- Increase of \$500 to Travel to provide for personnel to attend State Fire Training Academy.
- Increase of \$33,000 to Machinery & Equipment for self-contained breathing apparatuses (SCBA).
- Increase of \$20,000 for future purchase of fire engine.

Emergency Medical Services Fund

2016 Budget \$317,650

2017 Proposed \$306,005

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.
- Pension and disability payment increased to reflect an increased number of volunteers.
- Increase of \$0.79 per call dispatch fees as reflected in “Communications.” Dispatch fees were split between Fire Suppression (25%) and EMS (75%).
- Increase of \$400 to Uniforms and Clothing to cover increases in turnout costs.

Legislative Services

2016 Budget \$64,360

2017 Proposed \$60,750

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Notable Changes in 2017 –

- New Council chairs \$3,000 (to be reconsidered).
- Travel fund increase \$1,000

Community Support Services

2016 Budget \$36,090

2017 Proposed \$36,675

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.

Municipal Court Services

2016 Budget \$253,250

2017 Proposed \$272,600

Notable Changes in 2017 –

- Yakima County District Court costs increased from \$176,000 in 2016 to \$187,000 in 2017. District Court costs are based on filings over a four year period.
- Annual public defender costs with the Law Firm of Beck and Phillips, PLLC was \$73,000 in 2017 payable in equal monthly installments. The Public Defender Agreement reflects a caseload limit, the reimbursement of costs for investigators and experts, warranty of public defender and quarterly reporting requirements.
- The City also contracts with other defense attorneys in the case of public defender conflicts.

General Management Services – Mayor/City Administrator

2016 Budget \$98,710

2017 Proposed \$101,570

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.

Clerk Services – City Clerk

2016 Budget \$52,030

2017 Proposed \$54,700

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.

Accounting Services – City Treasurer

2016 Budget \$105,970

2017 Proposed \$111,235

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.

Risk Management Services

2016 Budget \$170,500

2017 Proposed \$165,060

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Notable Changes in 2017 –

- The City's liability assessment with WCIA increased from \$153,509 in 2016 to \$154,852 in 2017. The assessment formula was based on two factors: worker hours multiplied by the assessment rate. The assessment rate was determined by an actuarial review of the City's last five years loss history and successful completion of WCIA's COMPACT requirements. Property and boiler and machinery rates remained the same for 2017. Crime/fidelity rates increased 5% or \$36 for 2017.

Legal Services

2016 Budget \$155,700

2017 Proposed \$138,200

Notable Changes in 2017 –

- The Police Support Union contract expires December 31, 2016. \$10,000 was budgeted for City Attorney Services labor negotiations.

Human Resource Services

2016 Budget \$60,075

2017 Proposed \$60,600

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.

General Facilities Services

2016 Budget \$31,095

2017 Proposed \$32,890

Notable Changes in 2017 – None

Graffiti Removal

2016 Budget \$7,360

2017 Proposed \$6,720

Notable Changes in 2017 – None

Code Enforcement Services

2016 Budget \$70,410

2017 Proposed \$69,300

Notable Changes in 2017 – None

Senior Citizen Services

2016 Budget \$12,500

2017 Proposed \$12,860

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.

Planning & Community Development Services

2016 Budget \$43,645

2017 Proposed \$38,110

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Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.

Economic Development Services

2016 Budget \$72,880

2017 Proposed \$28,030

Notable Changes in 2017 – None

Inspections & Permitting Services

2016 Budget \$54,790

2017 Proposed \$54,760

Notable Changes in 2017 – None

Library Services

2016 Budget \$275,055

2017 Proposed \$286,180

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.
- Increase of both page positions from 13.5 hours per week to 20 hours per week (removed – to be reconsidered).
- Increase of the on-line periodical database, OCLC bibliographic database, and the e-books/e-audio subscription costs due to federal funding decreased. YVC contributed to “out of pocket cost” for the OCLC bibliographic database.
- Friends of Grandview Library pay for four newspaper subscriptions.
- Combined catalog with YVC would change workload dynamics.

Recreation Services

2016 Budget \$134,300

2017 Proposed \$133,040

Notable Changes in 2017 –

- Salaries and benefits increased to reflect changes made for non-union employees by Council in 2016.
- Regular wages – part time increased to \$15,000 to absorb anticipated increase in minimum wage and additional part-time hours for site rentals and events (additional part-time hours removed – to be reconsidered).

Aquatics Services

2016 Budget \$112,200

2017 Proposed \$131,620

Notable Changes in 2017 –

- Regular salary and wages increased to reflect the anticipated minimum wage increase and additional staffing requirements for increased amenities and expanded supervisory area.
- Small tools and minor equipment increased \$2,000 for a defibrillator unit and life jackets.
- Capital expenditure included \$5,600 for the installation of an on-demand water heater to replace the 30 plus year old hot water heater.

Museum

2016 Budget \$20,050

2017 Proposed \$25,620

Notable Changes in 2017 –

- Hire part-time caretaker for 8 hours per week.
- Capital expenditure buildings – add a commercial gutter system at the back of the renovated facility for \$1,500.
- A new roof was not included in the museum renovation. Includes the first allocation of \$5,000 for five years to install a new roof in 2021.

Community Center

2016 Budget \$44,750

2017 Proposed \$51,250

Notable Changes in 2017 –

- Professional services increased \$6,000 to add an additional day of custodial services. This was required due to increased usage of the facility.
- Capital expenditure – improvements other than buildings included \$2,700 to replace the old copy machine at the office site.

Parks Maintenance Services

2016 Budget \$276,490

2017 Proposed \$242,310

Notable Changes in 2017 –

- Irrigation system for Dykstra Park (Phase 4) \$10,000
- Playground surfacing chips \$7,000
- Country Park irrigation control upgrades \$3,500

Transfers Out & Ending Fund Balance

2016 Budget \$310,250

2017 Proposed \$250,000

Notable Changes in 2017 –

- \$200,000 transfer to the Street Fund
- \$110,000 transfer to the Capital Improvement Fund

Ending Fund Balance

2016 Budget \$1,029,495

2017 Proposed \$528,090

3. ADJOURNMENT

The special meeting adjourned at 8:00 p.m.

Mayor Norm Childress

Anita Palacios, City Clerk