

**GRANDVIEW CITY COUNCIL  
SPECIAL MEETING MINUTES – BUDGET  
NOVEMBER 12, 2014**

**1. CALL TO ORDER**

Mayor Norm Childress called the special meeting to order at 5:30 p.m. in the Council Chambers at City Hall.

Present were: Mayor Childress and Councilmembers Mike Bren, Gloria Mendoza, Bill Moore, Jesse Palacios, Javier Rodriguez and Joan Souders.

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

**2. 2015 PRELIMINARY BUDGET**

Mayor Childress opened the preliminary budget discussions by stating that Grandview was fiscally conservative and he would like to continue that trend. He highlighted that his priority was not to lay employees off. He noted that since 2006 through retirement or attribution, the City had not filled 14 full-time employees. He reminded Council that the goal was to maintain a 15% reserve for the general fund.

City Administrator Arteaga explained that in preparation of the 2015 preliminary budget, management staff was instructed to keep within the 2014 budget estimates. There was a 3% salary increase incorporated within the budget and a 5% increase for health insurance premiums. He noted that funds were budgeted to fill some of the vacant positions, but those positions would not be filled until negotiations with the police patrol/sergeant union were finalized. Within the current expense fund, reserves were used from the ending fund balance to balance the budget and not make any further reductions in staffing or programs.

City Treasurer Cordray presented the 2015 preliminary budget, as follows:

**Current Expense Fund**

Legislative Services

2014 Budget \$52,760

2015 Estimate \$53,470

% Increase/Decrease 1.35%

\$ Increase/Decrease \$710

Notable Changes in 2015 – None

Community Support Services

2014 Budget \$34,384

2015 Estimate \$36,095

% Increase/Decrease 4.98%

\$ Increase/Decrease \$1,711

Notable Changes in 2015 – Increase to emergency preparedness due to the City of Yakima opting out of the interlocal agreement for Emergency Management.

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Municipal Court Services

2014 Budget \$240,100

2015 Estimate \$267,250

% Increase/Decrease 11.13%

\$ Increase/Decrease \$27,150

Notable Changes in 2015 – Yakima County District Court costs increased from \$175,000 in 2014 to \$190,000 in 2015. In response to Wilbur v. City of Mt. Vernon (W.D. Wash. 2013), the City assessed the current system of providing indigent defense services and the Public Defender Agreement with the Law Firm of Beck and Phillips, PLLC was renegotiated from \$58,200 per year in 2014 to \$69,000 per year in 2015 plus the cost of investigators, experts, etc.

Executive Services – Mayor/City Administrator

2014 Budget \$87,940

2015 Estimate \$89,580

% Increase/Decrease 1.87%

\$ Increase/Decrease \$1,640

Notable Changes in 2015 – None

Clerk Services – City Clerk

2014 Budget \$49,365

2015 Estimate \$48,210

% Increase/Decrease -2.34%

\$ Increase/Decrease (\$1,155)

Notable Changes in 2015 – None

Accounting Services – City Treasurer

2014 Budget \$98,024

2015 Estimate \$101,340

% Increase/Decrease 3.39%

\$ Increase/Decrease \$3,316

Notable Changes in 2015 – Increase in bank service fees. The City would no longer credit this expense with interest income earned.

Risk Management Services

2014 Budget \$170,850

2015 Estimate \$171,150

% Increase/Decrease 0.18%

\$ Increase/Decrease \$300

Notable Changes in 2015 – The City's liability assessment with WCIA increased from \$151,106 in 2014 to \$159,911 in 2015. 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, boiler and machinery, and crime/fidelity rates remained the same for 2015.

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Legal Services

2014 Budget \$142,300

2015 Estimate \$190,800

% Increase/Decrease 34.09%

\$ Increase/Decrease \$48,500

Notable Changes in 2015 – City Attorney services for general legal services was increased from \$3,500 per month in 2014 to \$4,000 per month in 2015. City Attorney services for other services (public records requests) was increased from \$7,500 in 2014 to \$15,000 in 2015. City Attorney services for the police officers/sergeants union binding interest arbitration was increased from \$20,000 in 2014 to \$55,000 in 2015.

Human Resource Services

2014 Budget \$58,652

2015 Estimate \$54,680

% Increase/Decrease -6.78%

\$ Increase/Decrease (\$3,972)

Notable Changes in 2015 – None

General Facilities Services

2014 Budget \$29,981

2015 Estimate \$37,190

% Increase/Decrease 24.05%

\$ Increase/Decrease \$7,209

Notable Changes in 2015 – Included funding to re-carpet City Hall office area in the amount of \$5,500.

Police Administration Services

2014 Budget \$343,503

2015 Estimate \$346,550

% Increase/Decrease 0.89%

\$ Increase/Decrease \$3,047

Notable Changes in 2015 – Overtime for Assistant Chief to reduce comp time \$2,800 and increase in "Misc" for ammunition \$1,000.

Police Investigation Services

2014 Budget \$247,399

2015 Estimate \$277,350

% Increase/Decrease 12.11%

\$ Increase/Decrease \$29,951

Notable Changes in 2015 – Increase "Misc Training" to include ammunition \$2,000.

Police Patrol Services

2014 Budget \$1,235,420

2015 Estimate \$1,361,120

% Increase/Decrease 10.18%

\$ Increase/Decrease \$125,700

Notable Changes in 2015 – Purchase two new patrol cars to replace aging vehicles (Equipment Rental) Units 212 and 213; Mobile Data Terminals \$5,500 (Capital Replacement item); Rifles \$4,400 (Capital Replacement item); Vests \$1,000 (Capital Replacement item); TASER \$1,000

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(Capital Replacement item); Increase “Misc Training” to include ammunition \$6,300; and fill 2 vacant sergeant positions \$15,000.

City Administrator Arteaga advised that the health insurance premium increase for the police/sergeant union group was received earlier this week. The increase for 2015 would be 38.5%.

Police Community Programs

2014 Budget \$202,785

2015 Estimate \$14,340

% Increase/Decrease -92.93%

\$ Increase/Decrease (\$188,445)

Notable Changes in 2015 – None

Police Correction Services - Jail

2014 Budget \$142,381

2015 Estimate \$151,330

% Increase/Decrease 6.29%

\$ Increase/Decrease \$8,949

Notable Changes in 2015 –

Police Communication Services

2014 Budget \$524,674

2015 Estimate \$556,500

% Increase/Decrease 6.07%

\$ Increase/Decrease \$31,826

Notable Changes in 2015 – Increase Professional Services reserve by \$5,000 possible translation services and purchase a commercial freezer for jail food \$3,500.00 (new Capital Replacement item).

Graffiti Removal Services

2014 Budget \$9,449

2015 Estimate \$8,250

% Increase/Decrease -12.69%

\$ Increase/Decrease (\$1,199)

Notable Changes in 2015 – None

Fire Administration Services

2014 Budget \$143,332

2015 Estimate \$144,720

% Increase/Decrease 0.97%

\$ Increase/Decrease \$1,388

Notable Changes in 2015 – There were notable changes in this budget this year. Salaries and associated line items were slightly increased and medical insurance was decreased to reflect changes that were made in 2014.

Fire Suppression Services

2014 Budget \$224,703

2015 Estimate \$230,620

% Increase/Decrease 2.64%

\$ Increase/Decrease \$5,917

Notable Changes in 2015 – Increase in volunteer compensation to reflect an increase in compensation to firefighter's of \$1.50 per hour. Base rate from \$8.50 to \$10.00 per hour. Volunteer compensation was split between Fire Suppression (40%) and EMS (60%). Salaries and associated line items were slightly increased and medical insurance was decreased to reflect changes that were made in 2014. Increase of \$0.82 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 \$1,500 to Professional Services to be able to partner with other local departments to bring in Professional Instructors to provide local training. Increase of \$1,300 to Repairs and Maintenance to pay for 5 year mandatory Hydro testing of SCBA bottles. Increase of \$600 to Misc – Training to provide for personnel to attend state fire training academy.

Code Enforcement Services

2014 Budget \$68,075

2015 Estimate \$69,460

% Increase/Decrease 2.04%

\$ Increase/Decrease \$1,385

Notable Changes in 2015 – None

Animal Control Services

2014 Budget \$22,600

2015 Estimate \$29,280

% Increase/Decrease 29.56%

\$ Increase/Decrease \$6,680

Notable Changes in 2015 – Last signed contract for services with the Humane Society of Central Washington for animal control (15 hours a week) coverage was in 2010 for \$21,600. Proposed rates for an updated 3 year contract were: 2015 rate \$28,080, 2016 rate \$29,484 and 2017 rate \$30,960.

Senior Citizen Services

2014 Budget \$12,486

2015 Estimate \$12,190

% Increase/Decrease -2.37%

\$ Increase/Decrease (\$296)

Notable Changes in 2015 – Continue to seek out volunteers and establish partnerships to help maintain quality programs.

Planning & Community Development Services

2014 Budget \$28,992

2015 Estimate \$49,450

% Increase/Decrease 70.57%

\$ Increase/Decrease \$20,458

Notable Changes in 2015 – The Growth Management Act requires that all cities review and update their planning documents including comprehensive plans and development regulations every eight years. These updates were due for the City of Grandview on June 30, 2017. In order to be in compliance, staff would like to begin the update process in 2015. Failure to meet the deadline could affect the City's ability to apply for state infrastructure funding. In the past, the City had utilized the planning services of YVCOG to assist in the review and revision process. YVCOG had provided an estimate of \$20,000 to complete this task.

Economic Development Services

2014 Budget \$21,007

2015 Estimate \$21,510

% Increase/Decrease 2.40%

\$ Increase/Decrease \$503

Notable Changes in 2015 – None

Inspection & Permitting Services

2014 Budget \$54,184

2015 Estimate \$51,710

% Increase/Decrease -4.57%

\$ Increase/Decrease (\$2,474)

Notable Changes in 2015 – None

Library Services

2014 Budget \$240,452

2015 Estimate \$259,540

% Increase/Decrease 7.94%

\$ Increase/Decrease \$19,088

Notable Changes in 2015 – Friends of Grandview Library may not be able to offer same support as in the past. Of the most concern was the newspaper subscriptions that have been paid by them. Federal funding may decrease for the on-line periodical database and would decrease for the OCLC bibliographic database and the e-books/e-audio subscription. YVCC would begin to contribute to our “out of pocket cost” for the OCLC bibliographic database. Revenue may be “flattening” or decreasing.

Recreation Services

2014 Budget \$148,543

2015 Estimate \$131,810

% Increase/Decrease -11.27%

\$ Increase/Decrease (\$16,733)

Notable Changes in 2015 – This budget includes the reduction of the Deputy Director of Recreation. Limited Part-time help was included to help maintain the Youth Drop-In, Frenzy Friday, and special event programming.

Aquatics Services

2014 Budget \$79,446

2015 Estimate \$108,325

% Increase/Decrease 36.35%

\$ Increase/Decrease \$28,879

Notable Changes in 2015 – This budget includes funds to replace concrete benches, repair butterfly valves, repair work to bleacher units, replace underwater light, and other items required from an aging facility. Dollars were budgeted for preliminary design work to upgrade facility.

Council directed staff to remove the \$20,000 budgeted for preliminary design work to upgrade the swim pool facility. Funding would be considered at a later date following discussion by the Council of whether to move forward with plans for a new swim pool facility.

Parks Maintenance Services

2014 Budget \$233,757

2015 Estimate \$226,340

% Increase/Decrease -3.18%

\$ Increase/Decrease (\$7,417)

Notable Changes in 2015 – Irrigation system for Dykstra Park (Phase 3) \$ 4,000.

Museum

2014 Budget \$5,746

2015 Estimate \$6,845

% Increase/Decrease 19.13%

\$ Increase/Decrease \$1,099

Notable Changes in 2015 – The City and School District have agreed to extend the lease agreement through August 31, 2015, which would allow the City to operate the Museum at the current location of 315 Division Street. Options were currently being sought for another location. In the Capital Improvement Fund, \$200,000 was allocated for the design and renovation of the selected location.

Community Center

2014 Budget \$37,050

2015 Estimate \$36,100

% Increase/Decrease -2.57%

\$ Increase/Decrease (\$950)

Notable Changes in 2015 – None

Operating Transfers Out

2014 Budget \$216,000

2015 Estimate \$115,000

% Increase/Decrease -46.76%

\$ Increase/Decrease (\$101,000)

Notable Changes in 2015 – None

**3. ADJOURNMENT**

The study session adjourned at 7:00 p.m.

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Mayor Norm Childress

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Anita Palacios, City Clerk