

**GRANDVIEW CITY COUNCIL
STUDY SESSION MINUTES
NOVEMBER 13, 2012**

1. CALL TO ORDER

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

Present were: Mayor Childress and Councilmembers Mike Bren, Pam Horner, Bill Moore, Jesse Palacios, Javier Rodriguez and Joan Souders. Excused from the meeting was Councilmember Diana Jennings.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Treasurer John Myers, Fire Chief Pat Mason, Parks & Recreation Director Mike Carpenter, Police Chief David Charvet, Assistant Police Chief Mark Ware, Assistant Public Works Director Santos Trevino, Deputy City Clerk/Treasurer Elizabeth Alba and City Clerk Anita Palacios.

2. 2013 PRELIMINARY BUDGET

Mayor Childress and City Administrator Arteaga presented the 2013 preliminary annual budget for Council consideration. The budget was developed with Council's 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 was an ongoing endeavor for the past several years as the City 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 was 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 tax base lags behind inflationary increases in operating costs, the Mayor and staff looked at several alternatives that would be reviewed and discussed during the upcoming department budget presentations.

The 2013 preliminary budget, for the most part, maintained existing services, although there would be areas where lower priority programs could be eliminated. Reducing and/or eliminating lower priority programs would realign resources to maintain current services. Maintaining priority services was possible because of the planning efforts that occurred over the past years.

Since 2008, the following budget measures had 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, the Mayor and staff recommended 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), 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 was 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 would 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. Upcoming election dates for this option would be February 12, 2013 and April 23, 2013.

A. Fire Department – Pat Mason, Fire Chief

Fire Administration

- 2012 Budget – \$138,210
- 2013 Estimate – \$133,290
- Notable changes in 2013 – Increase in workman’s compensation and medical insurance rates. Decrease in travel and training.

Fire Suppression

- 2012 Budget – \$402,000
- 2013 Estimate – \$353,860
- Notable changes in 2013 – Adjustment of Fire Captain’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; and Decrease in “Small Tools”, “Travel” and “Misc. Training.”

Emergency Medical Services

- 2012 Budget – \$224,573
- 2013 Estimate – \$226,600
- Notable changes in 2013 – Adjustment of Fire Captain’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%); and Increase in “Operating Rentals & Leases” to reflect adjusted payment amounts.

B. Parks & Recreation Department – Mike Carpenter, Parks & Recreation Director

Senior Services

- 2012 Budget – \$21,030
- 2013 Estimate – \$14,150
- Notable changes in 2013 – Reduction of salary and benefits of the Deputy Director of Recreation and the addition of part-time help, overall reduction was over \$6,000.

Recreation Service

- 2012 Budget – \$201,130
- 2013 Estimate – \$143,020
- Notable changes in 2013 – The Grandview School District agreed again to continue to reimburse the Parks and Recreation Department for staffing time affiliated with the Frenzy Friday program. Reduction of salary and benefits of the Deputy Director of Recreation with the addition of part-time help. The overall reduction was approximately \$50,000.

Aquatics

- 2012 Budget – \$84,730
- 2013 Estimate – \$77,950
- Notable changes in 2013 – Sandblasting of pool bath house floor and revamping bath house fixtures will be required. Reduction and benefits of the Deputy Director of Recreation in the amount of approximately \$6,000.

Museum

- 2012 Budget – \$9,280
- 2013 Estimate – \$8,430
- Notable changes in 2013 – The facility would be open for tours that were coordinated within the Parks and Recreation Department. Utilize staffing from Work Study Programs as available to maintain minimal hours for public access. Council 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 was anticipated to take place in 2013. Initial estimate for the pole building construction and design was over \$150,000.
- Capital Improvement – Museum building design and construction \$150,000-\$250,000.

Community Center

- 2012 Budget – \$29,000
- 2013 Estimate – \$35,430
- Notable changes in 2013 – The budget reflected 12-months of operation as opposed to 8-months in 2012.

Councilmembers Horner and Souders expressed uncertainty in the elimination of the Deputy Director of Recreation position.

Councilmember Horner proposed a ballot measure asking voters to approve an increase in private utility taxes to fund the position.

Councilmember Bren suggested the elimination of the aquatics budget and proposed a ballot measure asking voters of the Park and Recreation Service Area to impose a property tax levy to fund the pool operation.

C. Police Department – David Charvet, Police Chief

Police Administration

- 2012 Budget – \$264,500
- 2013 Estimate – \$301,300
- Notable changes in 2013 – Increase for cash out of Assistant Police Chief's sick/vacation time upon retirement.

Police Investigation Services

- 2012 Budget – \$331,300
- 2013 Estimate – \$241,300
- Notable changes in 2013 – Delete one detective, moved position to patrol.

Police Patrol Services

- 2012 Budget – \$1,183,000
- 2013 Estimate – \$1,149,200
- Notable changes in 2013 – Delete two sergeant positions.

Police Community Programs

- 2012 Budget – \$199,000
- 2013 Estimate – \$191,000
- Notable changes in 2013 – None

Police Correction Services

- 2012 Budget – \$148,400
- 2013 Estimate – \$137,700
- Notable changes in 2013 – None

Police Communication Services

- 2012 Budget – \$2,627,850
- 2013 Estimate – \$2,539,800
- Notable changes in 2013 – new carpet for dispatch (\$4,000).

Animal Control Services

- 2012 Budget – \$20,800
- 2013 Estimate – \$22,600
- Notable changes in 2013 – Contract services to the Humane Society of Central Washington for animal control on a two day per week coverage. Due to increases in their costs for fuel and insurance, there was a \$1,440 a year increase in the billing.

Criminal Justice (Yakima County Law & Justice Tax) Fund

- 2012 Budget – \$236,434
- 2013 Estimate – \$289,220

- 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; and computers (x3) \$3,000.

3. ADJOURNMENT

The study session adjourned at 6:55 p.m.

Mayor Norm Childress

Anita Palacios, City Clerk