

2018 Budget

- **Budget Message**
- **Budget Summary**
- **Personnel Summary**
- **Current Expense**
- **Special Revenue**
- **Debt Service**
- **Capital Improvement**
- **Enterprise**
- **Equipment Rental**

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**2018 BUDGET
TABLE OF CONTENTS**

			Page
BUDGET MESSAGE			1
BUDGET SUMMARY			15
PERSONNEL DETAILS			
	Personnel Summary		17
FUNDS AND PROGRAMS			
Fund	Program		
No.	No.	Program	
001	CURRENT EXPENSE FUND.....		18
	001	Legislative Services.....	22
	002	Community Support Services.....	24
	003	Municipal Court Services.....	26
	006	Executive Administration Services.....	28
	008	Clerk Services.....	30
	009	Accounting Services.....	32
	013	Risk Management Services.....	34
	015	Legal Services.....	36
	020	Human Resource Services.....	38
	025	General Facilities Services.....	40
	030	Police Administrative Services.....	42
	031	Police Investigation Services.....	44
	032	Police Patrol Services.....	46
	033	Police Community Programs.....	48
	034	Police Correction Services.....	50
	035	Police Communication Services.....	52
	036	Graffiti Removal Services.....	55
	037	Fire - Administrative Services.....	57
	038	Fire - Suppression Services.....	59
	040	Code Enforcement Services.....	63
	055	Animal Control Services.....	65
	058	Senior Citizen Services.....	67
	060	Planning & Community Development Services.....	69
	062	Economic Development Services.....	71
	065	Inspection & Permitting Services.....	73
	075	Library Services.....	75
	080	Recreation Services.....	77
	081	Aquatics Services.....	79
	082	Parks Maintenance Services.....	81
	085	Museum.....	83
	087	Community Center.....	85
	090	Operating Transfers Out & Ending Balance.....	87
105	EMERGENCY MEDICAL SERVICES FUND.....		89
106	LAW & JUSTICE TAX - .3% FUND.....		93

110	STREET FUND	97
	Road & Street Maintenance.....	101
	Storm Drainage.....	101
	Structures.....	102
	Sidewalks.....	102
	Street Lighting.....	102
	Traffic Control Devices.....	103
	Parking Facilities.....	103
	Snow & Ice Control.....	103
	Street Cleaning.....	103
	Roadside.....	104
	Maintenance Administration.....	104
	Street Construction.....	105
115	TRANSPORTATION BENEFIT DISTRICT FUND	106
130	CEMETERY FUND	110
205	SIED LOAN - EWC PLAZA DEBT SERVICE	114
210	SIED LOAN - EUCLID/WCR DEBT SERVICE	118
301	CAPITAL IMPROVEMENTS FUND	122
320	COMMUNITY DEVELOPMENT BLOCK GRANT FUND	126
325	EWC PLAZA	130
330	EUCLID/WCR IMPROVEMENTS FUND	134
410	WATER/SEWER FUND	138
	Water.....	140
	Sewer Collection.....	142
	Sewer Treatment.....	144
	W/S Debt Service & Transfers Out.....	147
420	IRRIGATION FUND	149
430	SOLID WASTE FUND	153
	Collection.....	155
	Neighborhood Clean-Up.....	157
456	REVENUE BOND REDEMPTION FUND	159
510	EQUIPMENT RENTAL FUND	163
630	TRANSPORTATION BENEFIT DISTRICT (N/A)	167



207 West Second Street - Grandview, Washington 98930 – (509) 882-9200

October 30, 2017

Dear Councilmembers and the Citizens of Grandview:

It is a privilege to present the 2018 preliminary annual budget for your consideration. This budget was developed with Council's leadership in identifying the operating and capital priorities. This guidance provides the basis for the departments to submit their budget proposals and additional program requests for consideration as we develop the budget.

The development of the 2018 annual budget required some creative thinking in order to continue to provide a balanced budget as required by law. City staff is committed in providing the citizens with a financially healthy budget with efficient service delivery within available resources.

The 2018 preliminary budget, for the most part, maintains our existing services, although there could be areas where lower priority programs could be eliminated and/or reduced. Reducing and/or eliminating lower priority programs will allow us the ability to continue to realign resources in order to maintain the current services. Maintaining priority services is possible because of the positive planning efforts that have continued to occur over the past years.

Some of this year's accomplishments are as follows:

- Community Rose Garden pruning party
- Speed display sign on West Wine Country Road
- Grandview Museum renovation
- Swim Pool Improvements – Phase II
- West Fifth Street grind and overlay from Euclid west to Larson
- Street seal-coat project Fir Street from Wine Country Road south to Fourth Street, East Second Street, East Third Street and East Fourth Street from Elm east to Fir
- Emergency pothole repairs to Wine Country Road, Elm Street and Euclid Road
- Asahel Curtis Well Rehabilitation

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, 2018 to December 31, 2018.

The key components are as follows:

- 2018 Budget Highlights
- Enterprise Funds
- Personnel
- Revenue Enhancements
- Capital Improvement Needs
- Vehicle Replacement
- Summary/Recommendations

2018 BUDGET HIGHLIGHTS

- The proposed budget includes 2018 expenditures of \$6,026,255 in the Current Expense Fund. This represents a 4.4% increase from the 2017 projected expenditures and an overall decrease of 1.0% from the adopted 2017 budget. The projected 12/31/18 Current Expense Fund balance is \$574,030, which represents a fund balance equal to approximately 9.5% of the proposed 2018 expenditures. At this time, this does not meet the City Council's direction to maintain a minimum 15% fund balance.
- The 2017/2018 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 2018 will increase from the 2017 level of \$1,455,000. This is due to an increase in property assessed value of about 4.8%. Property tax revenue represents about 29% of the Current Expense Fund revenues. The estimated annual tax payment to the City for a house assessed at \$100,000 would be \$329.99 or \$27.50 per month. **Attachment A** entitled "Where Does Your Tax Dollar Go" has been prepared to show how the total property taxes paid by the residents are distributed.
- We estimate that sales tax revenue in the Current Expense Fund will have a decrease from \$603,000 in 2017 to \$586,250 in 2018. Actual sales taxes collected in 2016 were \$616,370. Sales tax revenue represents about 11% of the Current Expense Fund revenue in 2018.
- 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 82% 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 budget contains funding to support several community programs and/or organizations, including:
 - Association of Washington Cities – \$7,260
 - Yakima Valley Conference of Governments – \$7,820
 - Yakima County Development Association – \$7,200
 - Yakima Regional Clean Air Agency – \$4,470
 - Yakima County Emergency Management – \$11,100
 - D.R.Y.V.E – \$1,000
- The 2018 budget contains funding for a School Resource Officer with the costs being shared 50% by the School District and 50% by the 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 1% rate increase for water, 4% rate increase for sewer, 1% rate increase for irrigation and a 1% rate increase for solid waste.
- The budget for 2018 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 HLA Engineering and Land Surveying, Inc., in November 2017. This is done on an annual basis to make certain that the various utility rates are sufficient to support operation and maintenance and capital projects in the respective funds. The recommended 1% irrigation rate and 1% solid waste rate increases are needed in order to sustain rate increases from Sunnyside Valley Irrigation District and Yakima County Solid Waste Department. The 2017 rate review and analysis is included as **Attachment D**. Also included as **Attachment E** is a survey which shows 2017 and 2018 utility rates of similar sized cities in the area.

Utility	Proposed Rate Increase	Proposed % Rate Increase	2017 Rate	2018 Rate	Last Rate Increase	Additional Revenue
Solid Waste	\$0.15	1%	\$13.80	\$13.95	2017	\$7,500
Water	\$0.29	1%	\$28.95	\$29.24	2015	\$18,500
Wastewater	\$1.28	4%	\$32.01	\$33.29	2015	\$122,000
Irrigation	\$0.11	1%	\$11.28	\$11.39	2017	\$5,000
TOTAL	\$1.83		\$86.04	\$87.87		\$153,000

PERSONNEL

The proposed budget provides for 55 full-time and 8 part-time employees in 2018. Since 2006, the City has reduced the following 15 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
- 1 FTE – Deputy Recreation Director
- 1 FTE – Police Detective
- 1 FTE – Police Officer
- 1 FTE – Police Administrative Assistant
- 1 FTE – Library Technician

As positions have become vacant, we have and will continue to evaluate and/or consider 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 that service. Again this year, we will continue with the combination of the City Administrator/Public Works Director position.

The following general wage increases have been incorporated into the salary schedules:

- Public Works Union Employees – 2.25% on 1/1/2018
- Police Sergeants & Patrol Union Employees – 2% on 1/1/2018 & 2% on 7/1/18
- Police Support Union Employees – 3% 1/1/2018
- Non-Union Employees – 2% 1/1/2018

There were no projected rate increases for medical, dental/ortho, vision and life insurance.

REVENUE ENHANCEMENTS

As was mentioned earlier, one of the 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 = \$170,000
Utility tax on public utilities	City Council	1% increase = \$60,000
Vehicle license fee	Voters	\$100/year = \$680,000

CAPITAL IMPROVEMENT NEEDS

During the process of developing the proposed 2018 budget, a number of unfunded capital improvements were identified.

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

The Grandview Transportation Benefit District (TBD) established an annual vehicle fee in the amount of \$20 which is estimated to generate approximately \$165,000 annually to be used to fund transportation improvements.

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

- Street renovations/reconstruction – \$8,300,000
- Major fire apparatus - \$1,000,000

VEHICLE REPLACEMENT

The following are scheduled for replacement in 2018:

- Replace #311 2008 Ford Escape \$ 23,000
- Replace #310 2007 Peterbuilt Garbage Truck \$335,000
- Replace #396 2005 Ford Explorer \$ 27,000
- Replace #335 concrete mixer \$ 6,800
- Replace #304 2007 Chev Pick-up \$ 27,000
- Replace #305 2007 Chev Pickup \$ 27,000
- Replace #306 2007 Chev Pickup \$ 27,000
- Replace #316 2008 John Deere Gator \$ 7,500
- Replace #335 1984 one-ton dump truck \$ 50,000
- Replace #211 2008 Dodge Charger \$ 45,000

SUMMARY/RECOMMENDATIONS

In an effort to continue to reduce 2018 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 2018 are expected to increase by \$21,830 or 1.4%. While the levy increase is capped at 1%, the cost of delivering services has increased approximately 3% 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, this year's budget is fiscally healthy and responsible and will provide staff with the means to deliver priority services.

As in past years, I want to thank the Department Head Team for carefully reviewing their budget submittals and for recognizing that we continue to see limited resources to be allocated to City-wide priorities. I would also like to recognize the employees who work diligently every day to implement the City-wide goals and objectives. The Department Directors continue to approach this year's budget process as a "TEAM" effort 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. In addition, I would encourage Council to continue the efforts of improving the City by funding and participating in a community beautification project.

Respectfully submitted,



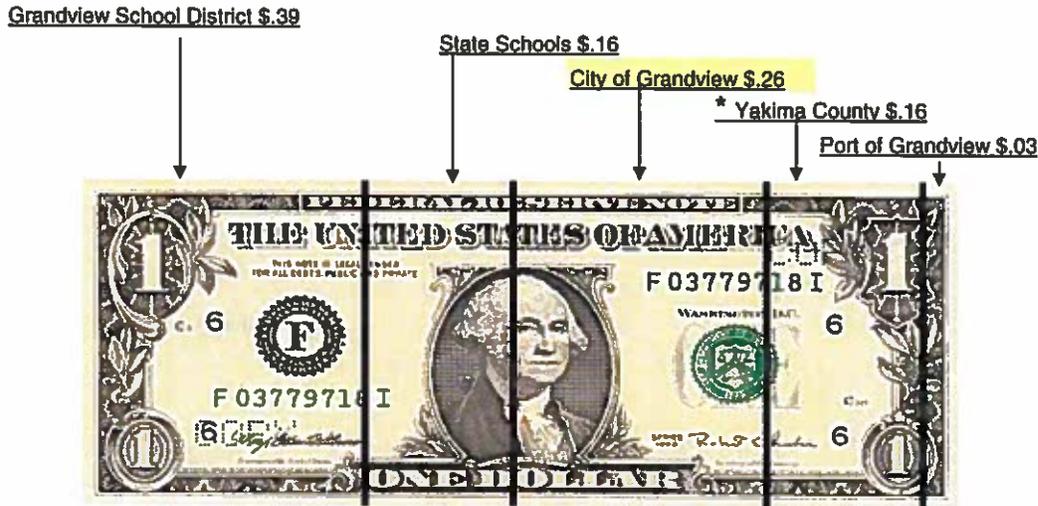
Mayor Norm Childress

ATTACHMENT A
2018 Budget

Where Does Your Property Tax Dollar Go?

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

City of Grandview	\$ 0.261
Yakima County	\$ 0.158
Local & State School Total	\$ 0.547
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	2017			Total Tax
	Tax Levy Rates/\$1,000 AV *			
	Non-Voted	Voted	Total Rate	
City of Grandview	3.30	-	3.30	329.99
County Emergency Services	0.25	-	0.25	24.62
County Flood Control	0.09	-	0.09	8.95
Grandview Port District #2	0.43	-	0.43	42.60
Grandview School M&O	-	1.91	1.91	190.69
Grandview School Bonds	-	2.27	2.27	227.27
Grandview School Capital Project	-	0.69	0.69	68.58
State School Levy	2.05	-	2.05	205.49
Yakima County	1.67	-	1.67	166.79
Total	7.78	4.87	12.65	1,264.98

* Rates rounded to nearest cent

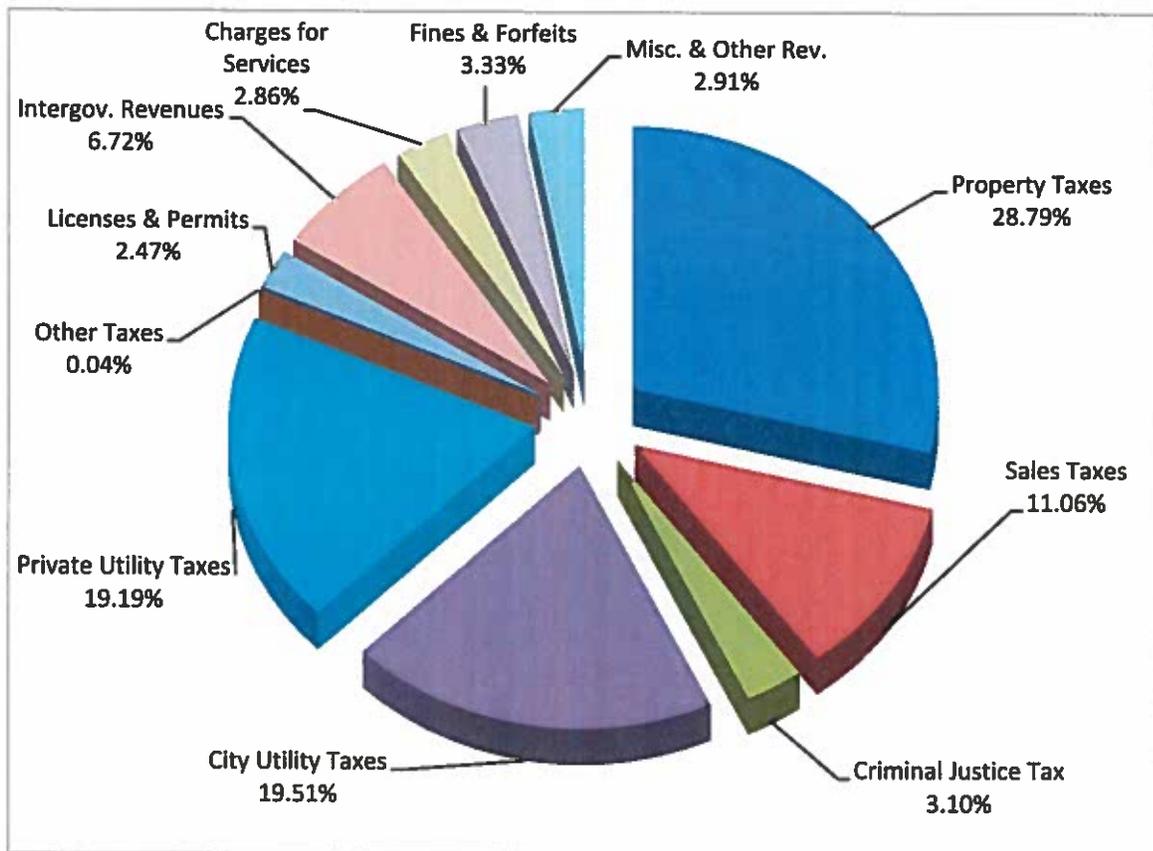
City Total	329.99	26%
County Total	200.36	16%
Local & State School Total	692.03	55%
Port Total	42.60	3%
Total	1,264.98	100%

ATTACHMENT B

City of Grandview 2018 Budget

Current Expense Revenues

Revenue Type	Amount	
Property Taxes	\$ 1,530,000	28.79%
Sales Taxes	587,750	11.06%
Criminal Justice Tax	165,000	3.10%
City Utility Taxes	1,037,000	19.51%
Private Utility Taxes	1,020,000	19.19%
Other Taxes	2,000	0.04%
Licenses & Permits	131,500	2.47%
Intergov. Revenues	357,300	6.72%
Charges for Services	152,160	2.86%
Fines & Forfeits	177,210	3.33%
Misc. & Other Rev.	154,515	2.91%
Total Revenue	\$ 5,314,435	

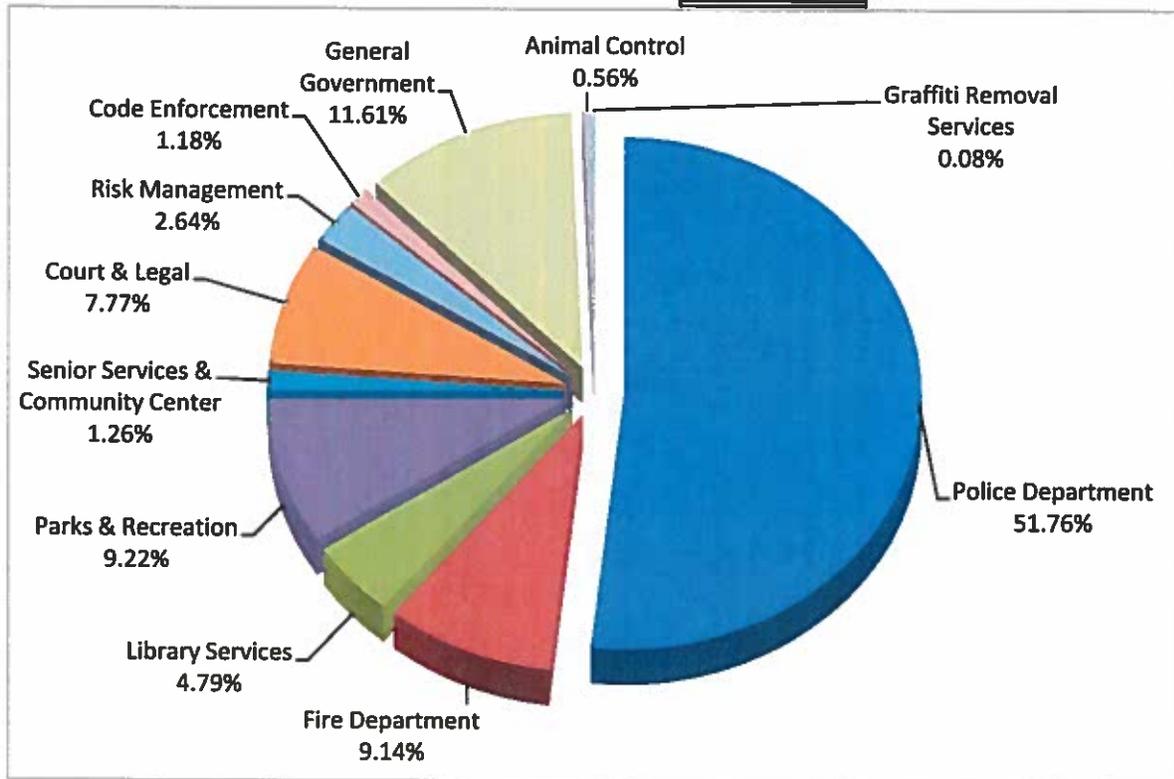


ATTACHMENT C

City of Grandview 2018 Budget Current Expense Expenditures

Department/Services	Amount	
Police Department	\$ 3,119,125	51.76%
Fire Department	550,510	9.14%
Library Services	288,775	4.79%
Parks & Recreation	555,740	9.22%
Senior Services & Community Center	75,840	1.26%
Court & Legal	468,000	7.77%
Risk Management	159,370	2.64%
Code Enforcement	70,970	1.18%
General Government	699,605	11.61%
Animal Control	33,600	0.56%
Graffiti Removal Services	4,720	0.08%
Total Expenditures	\$ 6,026,255	

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
2018 Budget

City of Grandview
2018 Water and Sewer Rate Analysis

RATE ANALYSIS REVIEW
October 30, 2017

Project Background

Revenues and expenditures for Grandview's water and sewer fund are reviewed annually as part of the budget planning process. The analysis process began in earnest in 2008 to evaluate the loss of revenue caused by the Wild River Foods fire. 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 long-term plan was developed to bring water and sewer revenues back to the level where each department is self-sufficient.

Over the ensuing years, annual rate increases were implemented. In 2014, the sewer department fund balance became positive, and the water department was no longer supporting cash flow in the sewer department. Significant increases in industrial wastewater discharges from 2012 through 2015 led to this favorable revenue picture in the sewer department. In 2015, increases of 2% for water and 1% for sewer were recommended by HLA and adopted by Council. With the improved revenues in both the water department and sewer department, no rate increases were necessary in 2016 and 2017.

While increased revenues are noteworthy, the City's control of expenditures is also an important factor. In 2017 alone, year-end water department operating expenses are projected to be \$192,000 below budget, and sewer department operating expenses are projected to be \$254,000 below budget. This control of expenses, and the conservative approach to budgeting, has placed the City of Grandview Water/Sewer Fund in a good financial position.

October 2017 Analysis

Our recent analysis included the following major work items:

- A review of 2017 revenues and expenses;
- Projection of 2017 year-end revenues and expenses using historical seasonal distribution of water consumption, sewer discharges, and expenditures;
- 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. Year-end 2016 revenues were lower than past revenue projections. This downturn was probably due to decreased water consumption and decreased industrial wastewater discharges. However, for 2017, we are seeing a slight increase in projected year-end water revenues, and a significant increase in projected year-end sewer revenues. To be conservative, we assumed the projected increase in water revenues would not continue, and only one-half of the projected increase in sewer revenues would

apply to the estimated future revenues. The cash flow analysis was then 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 Department of Ecology requested an analysis and report to address groundwater concerns at the wastewater treatment facility. A draft report was prepared recommending improvements at the facility in 2020. The estimated cost of those improvements (\$14 million and the associated debt service) is included in the cash flow analysis.
- Since preparing past sewer rate analyses, a new major sewer system capital improvement project was identified: replacement of the trunk sewer line between the City and the Euclid Road Pump Station. Recent failures of the pipeline highlighted the poor condition of the sewer, and the City has applied for Department of Ecology SRF loan funding of the \$4.6 million project to be constructed over two years (2018 and 2019). Debt service to repay the full loan amount is included in the analysis.
- Another proposed sewer system capital improvement project is construction of additional paved sludge drying beds. Timing of this \$1.2 million project is flexible and City funds are proposed to pay for the improvements.
- The sewer department paid 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 will be paid off in 2019, further reducing sewer expenses by \$420,000 per year.
- Water department expenditures include 2017 capital improvement expenses for telemetry system upgrades, water meters, and the remaining costs for rehabilitation of the Asahel Curtis Well.
- Future improvements outlined in the Water System Plan are considered in the cash flow analysis. Major improvements in 2019 (\$1,425,000), 2020 (\$1,773,000), and 2021 (\$6,200,000) are proposed to be funded from reserves and through DWSRF loans, with associated debt service in the following years.
- Ending fund balances are adequate to provide a typical minimum balance of at least 50% of annual expenditures, which provides more than six months of reserve.

Results

Water Department

- Future water system capital improvements are consistent with the recommendations found in the City's Water System Plan. Capital improvements should be re-examined each year as part of the budget process, and the long-term financial plan should be updated accordingly.
- Since projected water revenues and expenditures continue to show a positive Water Department fund balance, no water rate increase is recommended for 2018. Based on the current timing of future capital improvements, rate increases may not be needed for several years.

Sewer Department

- Our rate analysis includes future improvements to the wastewater treatment plant needed to address potential groundwater contamination. The report, required by the City's NPDES permit and outlining recommended improvements, has not been approved by the Department of Ecology, so timing of the future improvements may change. The current plan is to construct the future improvements after the existing debt is retired to minimize the impact to customers. The financing plan also includes building reserves to pay for a portion of the project cost to reduce future debt.
- Our analysis also included replacement of the City's trunk sewer. The first part of the project will be a detailed video inspection of the pipeline to determine the condition and verify the length of pipe that needs to be replaced. For the Department of Ecology SRF funding application, cost estimates assumed pipe replacement may need to extend northward into the industrial section of town. Depending on the results of inspection, the actual replacement length may be shorter. However, the financial plan is based on the full replacement cost.
- Sewer revenues decreased by \$186,000 from 2015 to 2016, but are projected to increase by about \$390,000 from 2016 to 2017. Given this fluctuation in sewer revenues, our projections assume only half of this increase would continue in the future. Using this conservative revenue projection, and the need to fund anticipated capital improvements, we recommend a 4% increase in sewer rates in 2018.
- Additional sewer rate increases will be needed in the future, but the timing and amount of the increase will depend on when capital improvements are completed, as well as the type of financing. Therefore, the City should continue to monitor sewer revenues and update the rate analysis as more information concerning capital improvements is available. Gradual adjustments to rates could then be made to pay for the proposed year 2020 treatment plant upgrades.

PROJECTED RATE INCREASES - October 2017 ANALYSIS

	2012	2013	2014	2015	2016	2017	2018
Water Department							
October 2011 Presentation	6%	6%	2%	2%	2%	2%	2%
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$33.82	\$35.85	\$36.56	\$37.30	\$38.04	\$38.80	\$39.58
Increase Over Previous Year		\$2.03	\$0.72	\$0.73	\$0.75	\$0.76	\$0.78
Proposed Rates	6%	2%	2%	2%	0%	0%	0%
October 2016 Review	Adopted by Council	Revised and Adopted	Adopted by Council	Adopted by Council	Adopted by Council	Adopted by Council	
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$33.82	\$34.49	\$35.18	\$35.89	\$35.89	\$35.89	\$35.89
Increase Over Previous Year		\$0.68	\$0.69	\$0.70	\$0.00	\$0.00	\$0.00
Proposed Rates	6%	2%	2%	2%	0%	0%	0%
October 2017 Review	Adopted by Council	Revised and Adopted	Adopted by Council	Adopted by Council	Adopted by Council	Adopted by Council	Recommended
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$33.82	\$34.49	\$35.18	\$35.89	\$35.89	\$35.89	\$35.89
Increase Over Previous Year		\$0.68	\$0.69	\$0.70	\$0.00	\$0.00	\$0.00
Sewer Department							
October 2011 Presentation	6% 7% Adopted by Council	6%	6%	6%	6%	2%	2%
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$42.91	\$45.49	\$48.22	\$51.11	\$54.18	\$55.26	\$56.37
Increase Over Previous Year		\$2.57	\$2.73	\$2.89	\$3.07	\$1.08	\$1.11
Proposed Rates	7%	6%	4%	1%	0%	0%	2%
October 2016 Review	Adopted by Council	Adopted by Council	Adopted by Council	Adopted by Council	Adopted by Council	Adopted by Council	Did not include new capital imp.
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$43.32	\$45.92	\$47.75	\$48.23	\$48.23	\$48.23	\$49.20
Increase Over Previous Year		\$2.60	\$1.84	\$0.48	\$0.00	\$0.00	\$0.96
Proposed Rates	7%	6%	4%	1%	0%	0%	4%
October 2017 Review	Adopted by Council	Adopted by Council	Adopted by Council	Adopted by Council	Adopted by Council	Adopted by Council	Recommended
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$43.32	\$45.92	\$47.75	\$48.23	\$48.23	\$48.23	\$50.16
Increase Over Previous Year		\$2.60	\$1.84	\$0.48	\$0.00	\$0.00	\$1.93

**ATTACHMENT E
2018 Budget**

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

2017/Current Rates

Water/Sewer billing for 5,000 gallons

	Water Charges	Water Tax	Sewer Charges	Sewer Tax	min. Garbage Charges	Garbage Tax	Total
Selah	21.60	21.0% 4.54	38.96	21.0% 8.18	14.85	21.0% 3.12	91.25
Union Gap	24.09	-	41.53	-	12.14	-	77.76
Toppenish	32.81	33.0% 10.83	63.90	33.0% 21.09	16.28	33.0% 5.37	150.28
Sunnyside	24.40	18.0% 4.39	41.46	18.0% 7.46	11.32	18.0% 2.04	91.07
Prosser	27.48	20.6% 5.66	40.77	22.1% 9.01	14.56	5% 0.73	98.21
West Richland	40.40	13.5% 5.45	40.00	13.5% 5.40	17.21	16.0% 2.75	111.21
Grandview	28.95	24.2% 7.01	32.01	6.0% 1.92	13.80	38.0% 5.24	88.93

2018 Adopted or Anticipated Rates

Water/Sewer billing for 5,000 gallons

	Water Charges	Water Tax	Sewer Charges	Sewer Tax	min. Garbage Charges	Garbage Tax	Total	Utility Tax Total	note/ comment
Selah	22.46	21.0% 4.72	40.13	21.0% 8.43	15.44	21.0% 3.24	94.42	16.39	(1)
Union Gap	24.57	-	42.36	-	12.38	-	79.31	-	(2)
Toppenish	34.45	33.0% 11.37	65.18	33.0% 21.51	16.28	33.0% 5.37	154.16	38.25	(3)
Sunnyside	25.01	18.0% 4.50	41.46	18.0% 7.46	11.32	18.0% 2.04	91.79	14.00	(4)
Prosser	27.48	20.6% 5.66	40.77	22.1% 9.01	14.56	5% 0.73	98.21	15.40	(5)
West Richland	31.89	13.5% 4.31	43.50	13.5% 5.87	17.21	16.0% 2.75	105.53	12.93	(6)
Grandview	29.24	24.2% 7.08	33.29	6.0% 2.00	13.95	38.0% 5.30	90.86	14.38	(7)

- 1) Water +4%, sewer +3%, garbage +4%
- 2) Water, sewer and garbage +2%
- 3) Water +5%, sewer + 2%. Garbage is contracted with BDI, zero increase
- 4) Water +2.5%
- 5) There will be increases. Amount unknown.
- 6) Fees are already established in their master fee schedule. Garbage is contracted with BDI.
- 7) Water 1%, Sewer +4%, Garbage and irrigation +1%

2018 BUDGET SUMMARY

11/30/2017 14:27

Fund No.	Fund	1/1/2017 Beg. Balance	Projected Est. 2017 Revenue	Projected Est. 2017 Expenditures	2017 Difference Rev/Exp	Projected Beginning Balance 1/1/2018	Estimated 2018 Revenue	Estimated 2018 Expenditures	2018 Difference Rev/Exp	Estimated Ending Balance
001	CURRENT EXPENSE FUND	1,688,460	5,369,720	5,772,330	(402,610)	1,285,850	5,314,435	6,026,255	(711,820)	574,030
105	EMERGENCY MEDICAL SERVICES	211,080	135,780	143,670	(7,890)	203,190	138,270	154,450	(16,180)	187,010
106	LAW & JUSTICE TAX .3%	158,410	291,200	296,500	(5,300)	153,110	286,000	320,700	(34,700)	118,410
110	STREET	475,370	978,570	1,082,055	(103,485)	371,885	1,562,850	1,728,390	(165,540)	206,345
115	TRANSPORTATION BENEFIT DIST	-	349,700	120,830	228,870	228,870	166,000	214,340	(48,340)	180,530
130	CEMETERY	91,635	154,500	145,550	8,950	100,585	145,300	185,440	(40,140)	60,445
205	SIED LOAN - EWC PLAZA FUND	-	59,670	58,670	-	-	58,670	58,670	-	-
210	SIED LOAN - EUCLID/WCR FUND	5	23,300	23,300	-	5	23,300	23,300	-	5
301	CAPITAL IMPROVEMENTS	158,515	198,100	314,700	(118,600)	39,915	80,500	59,000	21,500	61,415
320	CDBG - EAST 4TH STREET	-	-	-	-	-	-	-	-	-
325	EWC PLAZA	10,265	-	-	-	10,265	-	-	-	10,265
330	EUCLID/WCR IMPROVEMENTS	-	-	-	-	-	-	-	-	-
410	WATER/SEWER	6,744,380	5,785,645	4,527,240	1,258,405	8,002,785	5,929,905	5,090,090	839,815	8,842,600
420	IRRIGATION	241,485	466,400	488,670	(22,270)	219,215	471,000	527,160	(56,160)	163,055
430	SOLID WASTE	435,730	1,107,900	983,125	114,775	550,505	1,117,900	1,089,200	28,700	579,205
456	W/S REV. BOND REDEMPTION	152,330	435,500	420,700	14,800	167,130	435,500	424,150	11,350	178,480
510	EQUIPMENT RENTAL	2,290,290	457,500	339,575	117,925	2,408,215	457,000	912,720	(455,720)	1,952,495
630	TRANS. BENEFIT DISTRICT	-	-	-	-	-	-	-	-	-
		12,657,955	15,810,485	14,726,915	1,083,570	13,741,525	16,166,630	16,813,865	(627,235)	13,114,290

2018 Budget Summary Work
11/30/2017 14:27

Fund No.	Fund Program	Balance 1/1/2017	Projected		2017 Difference Rev/Exp	Est. Balance 1/1/2018	2018		2018 Difference Rev/Exp	Est. Ending Balance	2018 Budget
			Est. 2017 Revenue	Est. 2017 Exp.			Est. 2018 Revenue	Est. 2018 Exp.			
001	CURRENT EXPENSE FUND	1,688,460	5,369,720	5,772,330	(402,610)	1,285,850	5,314,435	6,026,255	(711,820)	574,830	6,600,285
	Legislative Services			45,830				56,380			
	Community Support Services			35,835				36,325			
	Court Services			347,850				364,390			
	Executive Services			99,060				103,150			
	Clerk Services			52,300				54,540			
	Accounting Services			104,520				114,055			
	Risk Management Services			154,660				159,370			
	Legal Services		budget ->	100,070				103,610			
	Human Resource Services			74,370				76,960			
	General Facilities Services			29,470				29,020			
	Police Administrative Services			275,930				292,650			
	Police Investigation Services			266,250				285,500			
	Police Patrol Services			1,634,200	2,933,935			1,740,050	3,119,125		
	Police Community Programs			16,350				17,175			
	Police Correction Services			166,605				110,950			
	Police Communication Services			544,900				637,600			
	Graffiti Removal Services			1,350				4,720			
	Fire - Administrative Services			160,720				166,210			
	Fire - Suppression Services			242,480	403,200			384,300	550,510		
	Code Enforcement Services			65,870				70,970			
	Animal Control Services			32,180				33,600			
	Senior Services			12,650				19,190			
	Planning Services			37,260				36,000			
	Economic Development Services			18,830				20,160			
	Inspection & Permitting Services			47,610				54,090			
	Library Services			281,355				288,775			
	Recreation Services			118,400				184,300			
	Aquatics Services			123,140	456,240			133,810	555,740		
	Parks Maintenance Services			214,700				237,630			
	Museum			20,780	22,165			27,540	28,925		
	Community Center			45,720				56,650			
	Taxes -> St & Transfers Out			370,000				90,000			
	Police Res. Balance			29,700				35,200			
	Museum Res. Balance			1,385				1,385			
105	EMERGENCY MED. SERVICES FUND	211,080	135,780	143,670	(7,890)	203,190	138,270	154,450	(16,180)	187,010	341,460
106	LAW & JUSTICE TAX .3% FUND	158,410	291,200	296,500	(5,300)	153,110	286,000	320,700	(34,700)	118,410	439,110
110	STREET FUND	475,370	978,570	1,082,055	(103,485)	371,885	1,562,850	1,728,390	(165,540)	206,345	1,934,735
	Road & Street Maintenance			161,280				132,250			
	Storm Drainage			5,455				9,790			
	Structures			520				2,430			
	Sidewalks			5,385				23,080			
	Street Lighting			159,500				165,000			
	Traffic Control Devices			66,270				71,280			
	Parking Facilities			5				20			
	Snow & Ice Control			115,740				83,400			
	Street Cleaning			26,050				27,720			
	Roadside			86,350				103,950			
	Maintenance Administration			60,500				75,270			
	Construction Project			384,500				1,023,700			
	Transportation Benefit District			-				-			
	Transfers Out - SIED Loan			10,500				10,500			
115	TRANSPORTATION BENEFIT DIST	-	349,700	120,830	228,870	228,870	166,000	214,340	(48,340)	180,530	394,870
130	CEMETERY FUND	91,635	154,500	145,550	8,950	100,585	145,300	185,440	(40,140)	60,445	245,885
205	SIED LOAN - EWC PLAZA	-	58,670	58,670	-	-	58,670	58,670	-	-	58,670
210	SIED LOAN - EUCLID/WCR FUND	5	23,300	23,300	-	5	23,300	23,300	-	5	23,305
301	CAPITAL IMPROVEMENTS FUND	158,515	196,100	314,700	(118,600)	39,915	80,500	59,000	21,500	61,415	120,415
320	CDBG - EAST 4TH STREET	-	-	-	-	-	-	-	-	-	-
325	EWC PLAZA - SIED LOAN	10,265	-	-	-	10,265	-	-	-	10,265	10,265
330	EUCLID/WCR IMPROVEMENTS - SIED	-	-	-	-	-	-	-	-	-	-
410	WATER/SEWER FUND	6,744,380	5,785,545	4,527,240	1,258,405	8,002,785	5,929,905	5,090,090	839,815	8,842,600	13,932,690
	Water			1,567,850				1,629,270			
	Sewer Collection			852,240				873,210			
	Sewer Treatment			1,261,150				1,749,220			
	W/S Debt Svc & Transfers Out			846,000				838,390			
420	IRRIGATION FUND	241,485	466,400	488,670	(22,270)	219,215	471,000	527,160	(56,160)	163,055	690,215
430	SOLID WASTE FUND	435,730	1,107,900	993,125	114,775	550,505	1,117,900	1,089,200	28,700	579,205	1,668,405
	Collection			981,480				1,073,370			
	Neighborhood Clean-Up			11,645				15,830			
456	REVENUE BOND REDEMPTION FUND	152,330	435,500	420,700	14,800	167,130	435,500	424,150	11,350	178,480	602,630
510	EQUIPMENT RENTAL FUND	2,290,290	457,500	339,575	117,925	2,408,215	457,000	912,720	(455,720)	1,952,495	2,865,215
630	TRANS. BENEFIT DISTRICT FUND	-	-	-	-	-	-	-	-	0	-
		12,657,955	15,810,485	14,726,915	1,083,570	13,741,525	16,186,630	16,813,865	(627,235)	13,114,290	29,928,155
			28,468,440		28,468,440		29,928,155		29,928,155		

2018 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	2018 FTE	2018 Projected Revenues (1)	2018 Projected Expenses
001	Legislative Services	0	\$ 0	\$ 56,380
002	Community Support Services	0.05	0	36,325
003	Municipal Court Services	0	184,210	364,390
006	General Management Services	0.40	0	103,150
008	Clerk Services	0.35	37,000	54,540
009	Accounting Services	0.80	183,100	114,055
013	Risk Management Services	0	0	159,370
015	Legal Services	0	0	103,610
020	Human Resource Services	0.35	0	76,960
025	General Facilities Services	0	49,350	29,020
030	Police Administration Services	2.00	0	292,650
031	Police Investigation Services	2.00	0	285,500
032	Police Patrol Services	11.90	0	1,740,050
033	Police Community Programs	.10	53,000	17,175
034	Police Correction Services	0	0	110,950
035	Police Communications Services	5.00	3,000	637,600
036	Graffiti Removal Services	0.20	0	4,720
037	Fire Administrative Services	1.00	0	166,210
038	Fire Suppression Services	1.75	3,500	384,300
040	Code Enforcement Services	0.625	0	70,970
055	Animal Control Services	0	4,500	33,600
058	Senior Center Programs	0.10	7,100	19,190
060	Planning & Community Development Services	0.20	4,000	36,000
062	Economic Development Services	0.10	0	20,160
065	Inspection and Permitting Services	0.50	71,000	54,090
075	Library Services	3.20	10,360	288,775
080	Recreation Services	1.40	31,000	184,300
081	Aquatics Services	2.275	25,500	133,810
082	Parks Maintenance Services	1.00	0	237,630
085	RE Powell Museum Services	.225	0	28,925
087	Community Center	0	2,200	56,650
Subtotal Current Expense Fund		35.53	\$ 668,820	\$ 5,901,055
105	Emergency Medical Services	0.25	137,270	154,450
106	Yakima County Law & Justice Tax	2.00	285,000	320,700
110	Street & Transportation Benefit District	2.10	425,600	1,942,730
130	Cemetery Services	1.175	75,000	185,440
410	Water Pumping, Treatment & Delivery	6.30	} 5,053,305	5,090,090
	Wastewater Collection Services	3.10		
	Wastewater Treatment Services	6.95		
420	Irrigation Water Delivery Services	1.35	470,000	527,160
430	Solid Waste	4.32	790,900	1,089,200
510	Equipment Rental	0.20	420,000	912,720
Grand Total		63.27	\$ 8,325,895	\$ 16,123,545

(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.

CURRENT EXPENSE FUND

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Beginning Fund Balance - Reserved	0.00	33,770	33,770	24,275	24,275
Beginning Fund Balance	1,862,190.71	1,654,935	1,654,690	1,261,575	1,261,575
Total Beginning Cash Balance	1,862,190.71	1,688,705	1,688,460	1,285,850	1,285,850
Taxes					
Real & Personal Property Taxes	1,495,639.12	1,455,000	1,530,000	1,530,000	1,530,000
Local Sales Tax	616,369.63	603,000	590,000	586,250	586,250
Hotel/motel Tax	1,736.37	1,500	1,500	1,500	1,500
Brokered Natural Gas Use Tax	49,264.52	50,000	68,000	65,000	65,000
Criminal Justice Tax - 1/10%	159,658.58	155,000	165,000	165,000	165,000
Utility Tax - Electricity	622,191.08	615,000	655,000	635,000	635,000
City Water Utility Tax	467,685.53	455,000	470,000	475,000	475,000
Utility Tax - Natural Gas	112,832.50	130,000	120,000	120,000	120,000
City Sewer Utility Tax	177,307.01	175,000	190,000	196,000	196,000
Utility Tax - Garbage	61,168.66	60,000	80,000	75,000	75,000
City Garbage Utility Tax	297,012.17	297,500	298,500	301,000	301,000
Utility Tax - Cable T.V.	43,065.04	40,000	32,000	30,000	30,000
Utility Tax - Telephone	166,071.45	165,000	165,000	160,000	160,000
Leasehold Excise Taxes	1,573.36	1,300	2,200	2,000	2,000
Total Taxes	4,271,575.02	4,203,300	4,367,200	4,341,750	4,341,750
Licenses and Permits					
Amusement Licenses & Permits	5,250.00	4,250	4,500	4,500	4,500
Franchise Fees-Charter Cable	33,883.52	40,000	37,500	35,000	35,000
Business Licenses & Permits	33,260.52	25,000	25,000	25,000	25,000
Other Non-Bus License & Permit	7,669.00	7,500	7,500	7,500	7,500
Building Permits	35,605.55	40,000	60,000	55,000	55,000
Animal Licenses	4,623.50	4,500	4,500	4,500	4,500
Total Licenses and Permits	120,292.09	121,250	139,000	131,500	131,500
Intergovernmental Revenues					
Arbor Day Tree Planting Grant	500.00	500	500	500	500
L.E.A.D. Task Force Grant	20,650.35	15,000	13,000	10,000	10,000
Bulletproof Vest Grant	0.00	11,200	8,500	2,700	2,700
Traffic Safety Comm. Grant	17,503.57	15,000	19,000	15,000	15,000
State Library Grant - OCLC	1,905.24	0	0	0	0
P.U.D. Privilege Tax	40,361.61	40,000	48,040	45,000	45,000
City-County Assistance	116,828.99	100,000	116,000	115,000	115,000
Criminal Justice Tax - Pop.	3,085.38	3,400	3,400	3,400	3,400
Criminal Justice Tax - DCD	11,249.43	11,500	11,500	11,800	11,800
DUI Distribution	1,746.57	1,500	1,700	1,500	1,500
Liquor Excise Tax	52,264.67	50,000	53,000	55,000	55,000
Liquor Board Profits	96,497.18	95,000	94,000	92,500	92,500
In-Lieu of Taxes	1,146.73	1,000	1,020	1,000	1,000
In-Lieu of Taxes - G.F.H.L.P.	405.00	400	405	400	400
Intergov. Charges For Services	4,251.60	3,500	3,500	3,500	3,500
Total Intergovernmental Revenues	368,396.32	348,000	373,565	357,300	357,300

City of Grandview ~ 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Charges for Goods and Services					
Municipal Court Fees & Charges	7,448.51	7,000	6,000	7,000	7,000
Records Search	3,289.36	3,300	3,300	3,300	3,300
Photostatting	2,735.95	3,000	3,000	3,000	3,000
Sales of Merchandise: T-Shirts	62.07	100	120	100	100
Sale of Maps & Publications	140.00	100	0	50	50
Library Photocopies	3,836.00	3,600	4,120	4,120	4,120
PD SRO Services - School Dist.	51,500.04	53,000	53,000	53,000	53,000
Work Release Program	3,810.00	1,000	100	0	0
Detention and Correction Services	10,341.29	8,000	11,000	10,000	10,000
SSA Incentive Program	0.00	100	0	0	0
Abatement Charges-Property Clean	201.87	1,500	200	500	500
Zoning & Subdivision Fees	1,550.01	2,000	4,000	4,000	4,000
Plan Checking Fees	13,813.26	16,000	15,900	16,000	16,000
Library Use Fees	2,506.24	3,000	2,340	2,340	2,340
Swimming Pool Fees - *†	14,061.69	17,500	15,300	17,500	17,500
Museum Receipts	0.00	250	100	250	250
Swimming Lesson Fees	7,697.50	8,000	8,070	8,000	8,000
Recreation Program Fees - *†	18,248.72	20,000	15,000	15,000	15,000
School Recreation Programs	8,000.00	8,000	8,000	8,000	8,000
Total Charges for Goods and Services	149,242.51	155,450	149,550	152,160	152,160
Fines and Penalties					
Traffic Infraction Penalties	122,838.84	140,000	130,000	130,000	130,000
Civil Parking Inf. Penalties	793.63	200	350	200	200
DUI Fines	12,878.18	15,000	13,000	13,500	13,500
Other Criminal Traffic Misc.	13,297.39	15,000	11,000	11,000	11,000
Narcotics/Investigative Fund	1.96	0	10	10	10
DUI Investigative Fund	3,728.78	3,500	4,200	4,000	4,000
Other Crim Non-Traffic Fines	8,024.89	8,800	10,000	10,000	10,000
Public Defender Fees	4,935.94	4,500	4,500	4,500	4,500
Library Late Returns	3,711.66	3,000	3,830	3,900	3,900
Building Code Violation Fee	0.00	100	20	100	100
Total Fines and Penalties	170,211.27	190,100	176,910	177,210	177,210

City of Grandview ~ 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Miscellaneous Revenues					
Investment Interest	64,359.28	50,000	55,000	50,000	50,000
Interest On Taxes	852.26	700	900	900	900
Interest - Other - Gen. Acct.	12,974.68	11,000	13,500	12,500	12,500
Country Park Facilities Rental	3,300.00	3,000	300	2,500	2,500
Community Center Rental	2,225.00	2,200	2,000	2,200	2,200
Lease - Inspire Development Centers	13,559.16	13,550	13,640	13,730	13,730
Lease - Chamber of Commerce	2,640.00	2,640	2,640	2,640	2,640
Lease - Verizon - Tower Park	11,700.00	11,700	11,700	11,700	11,700
Lease - Alba	10,238.46	10,250	10,350	10,450	10,450
Lease - Baker	10,632.06	10,650	10,700	10,830	10,830
Concession/jail Phone Proceeds	0.00	150	50	50	50
Contributions to City	0.00	0	25	25	25
Contributions To Police Dept.	0.00	3,010	3,010	3,000	3,000
Contributions To Library	5.40	10	10	10	10
Contrib. - Friends of the Library	5.00	5	5	5	5
Contributions To Park	12,144.20	19,500	17,700	17,000	17,000
Contributions-Park - Trees	200.00	200	700	300	300
Contributions to Museum	2,700.00	5,500	4,000	2,500	2,500
Contributions to Community Center	4,800.00	4,800	5,100	5,100	5,100
Confiscated & Forfeited Property	2,417.92	500	500	500	500
Judgments And Settlements	1,719.61	1,000	800	1,000	1,000
Cashier's Overages & Shortages	(16.97)	20	150	50	50
Library Over & Short	(2.47)	25	40	25	25
Other Miscellaneous Revenue	2,022.65	2,000	1,500	1,500	1,500
Other Miscellaneous Revenue - Courts	6,811.50	6,000	7,000	6,000	6,000
Total Miscellaneous Revenues	165,287.74	158,410	161,320	154,515	154,515
Nonrevenues					
Rental Property Damage Deposit	2,000.00	0	0	0	0
MVIP, CJT, JIS Fees, Etc.	194,776.11	0	0	0	0
State Gun Permit Fee	3,512.00	0	0	0	0
WSP/fingerprinting For CWP	1,905.75	0	0	0	0
Sales Taxes Collected	1,765.00	0	0	0	0
NSF Checks Receivable	5,867.52	0	0	0	0
State Building Code Fee	580.38	0	0	0	0
Bail Pass Through Money	25,450.00	0	0	0	0
Leasehold Tax	3,069.96	0	0	0	0
Total Nonrevenues	238,926.72	0	0	0	0
Other Financing Sources					
Sale of Fixed Assets	4,264.00	0	2,175	0	0
Total Other Financing Sources	4,264.00	0	2,175	0	0
Total Current Expense Fund	7,350,386.38	6,865,215	7,058,180	6,600,285	6,600,285

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 2018 –

- Travel Fund Increase \$1,000

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Legislative Services - City Council					
Regular Salaries & Wages	25,200.00	26,000	25,500	26,000	26,000
Social Security	1,927.80	2,000	1,950	1,990	1,990
Workman's Compensation	87.36	350	340	390	390
Office & Operating Supplies	1,740.07	7,000	1,500	5,500	5,500
Professional Services	3,947.51	100	0	100	100
Advertising	247.51	200	100	200	200
Communications	1,895.23	1,500	500	1,500	1,500
Travel	3,207.08	4,000	1,000	5,000	5,000
Operating Rentals & Leases	880.00	1,200	120	120	120
Miscellaneous	291.66	500	300	500	500
Misc. - Dues - AWC	7,063.00	7,100	7,080	7,260	7,260
Misc. - Dues - YVCOG	7,436.00	7,500	7,440	7,820	7,820
Total Legislative Services	53,923.22	57,450	45,830	56,380	56,380

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 .05 FTE (Full Time Equivalent)

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 and Facebook page
- 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 2018

- Election year will lead to an increase in Election Services - County

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 ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Community Support Services					
Voter Registration Costs					
Election Services - County	11,881.88	8,000	6,450	12,000	12,000
Total Voter Registration Costs	11,881.88	8,000	6,450	12,000	12,000
Emergency Services					
Emergency Preparedness Service	12,544.00	12,500	12,400	11,100	11,100
Total Emergency Services	12,544.00	12,500	12,400	11,100	11,100
Pollution Control					
Intergovernmental Services	4,468.00	4,480	4,480	4,470	4,470
Total Pollution Control	4,468.00	4,480	4,480	4,470	4,470
Information Services					
Regular Salaries & Wages	2,851.95	3,000	3,050	2,800	2,800
Longevity	83.85	90	90	85	85
Social Security	224.65	250	250	220	220
Retirement	316.33	350	350	370	370
Workman's Compensation	11.66	15	15	15	15
Medical/life Insurance	697.03	750	750	675	675
Office & Operating Supplies	0.00	20	0	20	20
Professional Services	0.00	100	0	50	50
Communications	0.00	20	0	20	20
Misc Chamber of Comm - Tourism	0.00	4,000	5,000	1,500	1,500
Total Information Services	4,185.47	8,595	9,505	5,755	5,755
Mental and Physical Health					
Intergovernmental Services	2,982.40	2,900	3,000	3,000	3,000
Total Mental and Physical Health	2,982.40	2,900	3,000	3,000	3,000
Total Community Support Services	36,061.75	36,475	35,835	36,325	36,325

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

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.
- Prosecution and probation services provided by Yakima County in Grandview Municipal Court actions.
- Oversees service contract with indigent defense counsel.

Notable Changes in 2018 – Yakima County District Court costs increased from \$190,600 in 2017 to \$202,650 in 2018. Each year, the City pays the County a sum equal to the City's percentage of the County's budget. The percentage is determined based on a 4 year running average of the total District Court cases divided by the average number of City cases. For example: if the 4 year average of the District Court cases including Grandview is 10,000 and Grandview's portion 4 year average is 1,000 – the City pays the county 10% of the total budget for that year. Beginning in 2018, the City will be contracting with Yakima County for probation services at a flat fee cost of \$70 per case. For 2018, the cost to the City for probation services will be \$4,500. The public defender agreement with the Law Firm of Beck and Phillips, PLLC was renewed for 2018 in the amount of \$75,920 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. Another notable change for 2018 was Yakima County Prosecution Services was moved from "Legal Services" to "Municipal Court Services" in the amount of \$72,000.

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	\$ 7,000
Fines & Penalties	\$177,210

Equipment and Vehicles Assigned – None

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Municipal Court Services					
Prof Svcs - Indigent Defense	84,165.00	85,000	85,000	85,000	85,000
Advertising	0.00	400	100	100	100
Yakima County District Court	175,070.04	190,600	190,600	202,650	202,650
Yakima County Prosecution Services	0.00	72,000	72,000	72,000	72,000
Yakima County Probation Services	0.00	0	0	4,500	4,500
Communications	17.88	50	20	20	20
Travel	0.00	100	110	100	100
Misc - Witness Fees	0.00	50	20	20	20
Total Municipal Court Services	259,252.92	348,200	347,850	364,390	364,390

FUND: CURRENT EXPENSE

PROGRAM: EXECUTIVE ADMINISTRATION

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 .40 FTE

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 2018 – None

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned –

1 – Ford Escape

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Executive Administration - Mayor/City Administrator					
Regular Salaries & Wages	68,086.55	72,000	70,000	73,000	73,000
Longevity	2,598.02	2,400	2,400	2,600	2,600
Social Security	4,005.37	5,690	5,540	5,780	5,780
Retirement	6,595.04	8,320	8,100	9,600	9,600
Workman's Compensation	640.54	990	960	1,130	1,130
Medical/life Insurance	6,030.42	7,770	7,890	6,770	6,770
Office & Operating Supplies	323.70	100	200	350	350
Communications	1,022.33	950	950	1,000	1,000
Travel	1,564.97	1,900	2,250	2,000	2,000
Travel - Training	370.00	0	0	0	0
Operating Rentals & Leases	520.00	150	120	120	120
Repairs & Maintenance	0.00	100	0	100	100
Miscellaneous	116.67	100	100	500	500
Misc. - Training Registration	0.00	600	550	200	200
Total General Management	91,873.61	101,070	99,060	103,150	103,150

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 to 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	<u>.05</u>
	.35 FTE

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 LEOFF1 Retirees and Volunteer Firefighters and Reserve Officers Board of Trustees.
- Manage Municipal Code supplement services.
- Respond to public information requests.

Notable Changes in 2018 – 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	\$ 4,500
Business Licenses & Permits	\$25,000
Non-Business Licenses & Permits	\$ 7,500

Equipment and Vehicles Assigned – None

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Records Services - City Clerk					
Regular Salaries & Wages	30,656.68	35,000	33,000	34,800	34,800
Longevity	1,245.71	1,350	1,350	1,350	1,350
Social Security	2,404.67	2,700	2,450	2,750	2,750
Retirement	3,325.63	3,950	3,590	4,530	4,530
Workman's Compensation	76.72	100	90	110	110
Medical/life Insurance	4,749.60	5,200	5,200	5,100	5,100
Office & Operating Supplies	2,791.93	3,000	4,000	3,000	3,000
Communications	2,386.91	2,200	2,000	2,200	2,200
Travel	0.00	150	150	150	150
Operating Rentals & Leases	840.00	150	120	150	150
Repairs & Maintenance	0.00	50	0	50	50
Miscellaneous	346.67	350	350	350	350
Total Clerk Services	48,824.52	54,200	52,300	54,540	54,540

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>.10</u>
		.80 FTE

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 2018 – 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:	\$ 181,900
	Returned Items (NSF Checks) Fees:	\$ 1,200

Equipment and Vehicles Assigned – City Hall Computer Network – File Server and Workstations; Shared use of XEROX WorkCentre 7855 color printer/copier/scanner; Shared use of XEROX WorkCentre 6400 color laser printer/copier/scanner, Miscellaneous Office Machines

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Accounting Services - City Treasurer					
Regular Salaries & Wages	51,162.02	54,100	54,000	55,900	55,900
Longevity	944.25	1,000	1,000	1,160	1,160
Social Security	3,986.07	4,220	4,210	4,375	4,375
Retirement	5,415.06	6,175	6,400	7,250	7,250
Workman's Compensation	121.48	220	150	250	250
Medical/life Insurance	10,200.82	11,850	11,500	11,700	11,700
Office & Operating Supplies	809.40	600	300	500	500
Professional Services	14.00	50	20	50	50
Advertising	0.00	20	20	20	20
Communications	1,038.92	1,100	1,000	1,100	1,100
Travel	0.00	500	460	500	500
Operating Rentals & Leases	200.00	200	120	200	200
Miscellaneous	40.00	100	40	50	50
Misc - Bank Service Fees	3,888.38	5,500	5,000	5,500	5,500
Registration - Training	0.00	500	300	500	500
Total Operating Expenses	77,820.40	86,135	84,520	89,055	89,055
Auditing					
Professional Services-S.A.O.	30,752.61	25,000	20,000	25,000	25,000
Total Auditing	30,752.61	25,000	20,000	25,000	25,000
Total Accounting Services	108,573.01	111,135	104,520	114,055	114,055

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, notary public, 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, notary public, 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 eight (8) LEOFF 1 retirees.

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 2018 – The City's liability assessment with WCIA decreased from \$154,852 in 2017 to \$154,446 in 2018. The assessment formula is based on two factors: worker hours multiplied by the assessment rate. The assessment rate is 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 2018.

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 ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Risk Management Services					
Leoff 1 Med Benefits - Police	57,487.22	85,000	75,000	80,000	80,000
Leoff 1 Med. Benefits - Fire	7,182.78	9,500	8,500	8,500	8,500
Total Operating Expenses	64,670.00	94,500	83,500	88,500	88,500
Other Expenditures					
Insurance - Leg.	424.23	430	430	430	430
Insurance - Court	1,079.85	1,090	1,090	1,090	1,090
Insurance - Exec.	1,259.83	1,280	1,280	1,270	1,270
Insurance - Treas.	668.48	680	680	680	680
Insurance - Clerk	488.51	500	500	500	500
Insurance - Attorney	848.46	860	860	860	860
Insurance - H.R.	218.54	220	220	220	220
Insurance - Gen. Fac.	2,874.88	2,880	3,000	3,000	3,000
Insurance - PD Admin	6,831.96	6,890	6,900	6,880	6,880
Insurance - PD Investigation	9,703.52	9,770	9,900	9,840	9,840
Insurance - PD Patrol	7,087.10	7,330	7,130	7,110	7,110
Insurance - Fire Suppression	11,968.39	11,450	11,530	11,510	11,510
Insurance - PD Corrections	6,947.96	7,010	7,010	7,000	7,000
Insurance - Code Enforcement	385.66	390	390	390	390
Insurance - Animal Control	876.92	890	890	890	890
Insurance - Insp. & Permits	257.11	260	260	260	260
Insurance - Planning	128.55	130	130	130	130
Insurance - Sr. Center	212.11	220	220	220	220
Insurance - Library	7,892.71	7,930	8,100	8,100	8,100
Insurance - PK Admin.	205.69	210	330	210	210
Insurance - Recreation	1,401.24	1,420	1,420	1,410	1,410
Insurance - Museum	581.29	590	610	610	610
Insurance - Community Center	212.11	220	220	220	220
Insurance - Aquatics	4,287.51	4,320	4,380	4,370	4,370
Insurance - PK Maint.	3,572.03	3,590	3,680	3,670	3,670
Total Other Expenditure	70,414.64	70,560	71,160	70,870	70,870
Total Risk Management Services	135,084.64	165,060	154,660	159,370	159,370

FUND: CURRENT EXPENSE

PROGRAM: LEGAL SERVICES

PROGRAM STATEMENT

The primary purpose 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 opinions and reviews and prepares legal documents for the City Council and Staff.

Staffing Level – None (contract for services)

Overview of Ongoing and Present Activities

- Provides legal opinions and advice to City Council and Staff.
- Represents the City in other necessary legal proceedings.
- Assists the City in the response of public records requests.
- Provides labor services for union negotiations.
- Legal services provided by the law firm of Menke Jackson Beyer, LLP.

Notable Changes in 2018 – The following union agreements will expire December 31, 2018:

- Police Sergeants & Patrol Bargaining Unit
- Police Dispatch & Corrections Bargaining Unit
- Public Works Bargaining Unit

Another notable change for 2018 was Yakima County Prosecution Services was moved from "Legal Services" to "Municipal Court Services" in the amount of \$72,000.

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Legal Services					
City Attorney Services-General	48,000.00	48,000	48,000	48,000	48,000
City Attorney Services-Other	4,080.37	7,500	5,000	5,000	5,000
City Attorney - Labor Negotiations	30,576.62	40,000	46,550	50,000	50,000
Yakima County Prosecution Serv	72,000.00	0	0	0	0
Advertising	0.00	20	10	50	50
Communications	436.69	480	450	500	500
Operating Rentals & Leases	100.00	120	60	60	60
Total Legal Services	155,193.68	96,120	100,070	103,610	103,610

FUND: CURRENT EXPENSE

PROGRAM: HUMAN RESOURCE SERVICES

PROGRAM STATEMENT

This program manages the recruitment, selection, and retention 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>.10</u>
	.35 FTE

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.

Notable Changes in 2018 – Due to a Police Sergeant retirement in 2018, "Professional Services" was increased to include funds for Public Safety Testing to conduct a promotional testing selection process to fill the vacant position in the amount of \$5,000.

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 ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Human Resource Services					
Regular Salaries & Wages	28,874.94	32,000	31,000	32,500	32,500
Longevity	1,135.95	1,250	1,250	1,250	1,250
Social Security	2,304.37	2,550	2,400	2,580	2,580
Retirement	3,227.17	3,700	3,400	4,250	4,250
Workman's Compensation	85.80	100	100	110	110
Medical/life Insurance	4,880.24	5,200	5,200	5,100	5,100
Office & Operating Supplies	384.02	1,700	2,000	2,000	2,000
Professional Services	14,705.85	25,000	25,000	25,000	25,000
Advertising	3,068.39	1,800	2,000	2,500	2,500
Communications	1,046.90	1,000	1,000	1,000	1,000
Travel	763.11	780	800	350	350
Operating Rentals & Leases	240.00	120	120	120	120
Miscellaneous	0.00	100	100	200	200
Total Human Resoure Services	60,716.74	75,300	74,370	76,960	76,960

FUND: CURRENT EXPENSE

PROGRAM: GENERAL FACILITIES SERVICES

PROGRAM STATEMENT

The City Clerk maintains and operates a facility management program 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 and 303 West Wine Country Road currently rented to the Grandview Chamber of Commerce.

Notable Changes in 2018 – None

Mandated Programs – Federal and State – None

Revenue Generated

Learning Center Lease	\$13,730
Chamber of Commerce Lease	\$ 2,640
Verizon – Tower Lease	\$11,700
Alba Excavating Lease	\$10,450
Baker Commodities Lease	\$10,830

Equipment and Vehicles Assigned – None

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
General Facilities Service					
Regular Salaries & Wages	1,922.78	1,500	1,500	1,500	1,500
Social Security	146.77	100	100	100	100
Retirement	103.45	75	75	75	75
Workman's Compensation	117.21	75	75	75	75
Medical/life Insurance	395.81	100	100	100	100
Office & Operating Supplies	2,430.19	3,000	2,500	2,500	2,500
Shirts/caps Purchased FR Resal	0.00	100	0	0	0
Small Tools & Minor Equipment	0.00	100	0	50	50
Professional Services	5,467.50	5,500	5,500	5,500	5,500
Communications	2,435.66	2,500	2,500	2,500	2,500
Operating Rentals & Leases	280.00	400	120	120	120
Public Utility Services	10,750.75	12,000	12,000	12,000	12,000
Repairs & Maintenance	8,966.02	4,000	4,500	4,000	4,000
Miscellaneous	113.68	500	500	500	500
Total General Facilities Services	33,129.82	29,950	29,470	29,020	29,020

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 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	1.0	(One unfilled Administrative Assistant)
	Asst. Police Chief	<u>1.0</u>	
		2.0 FTE	

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 – None

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)
2017 Chevrolet Tahoe (ER-271)

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Police Administration Services					
Regular Salaries & Wages	183,425.88	191,000	189,000	198,500	198,500
Overtime	1,712.77	4,000	1,500	4,000	4,000
Longevity	6,462.01	6,600	6,600	6,750	6,750
Social Security	14,657.53	16,000	16,000	16,500	16,500
Retirement	9,826.80	11,000	11,000	11,500	11,500
Workman's Compensation	3,403.83	4,500	4,500	4,700	4,700
Medical/life Insurance	27,885.86	30,000	30,000	29,500	29,500
Uniforms & Clothing	1,822.95	2,000	1,900	2,000	2,000
Office & Operating Supplies	1,035.15	1,000	1,050	1,000	1,000
Fuel Consumed	1,287.81	1,800	1,300	1,800	1,800
Small Tools & Minor Equipment	1,190.60	1,000	1,000	1,500	1,500
Advertising	80.00	100	80	100	100
Communications	3,811.44	1,500	1,500	1,500	1,500
Travel	2,975.25	4,000	2,500	4,000	4,000
Operating Rentals & Leases	7,600.00	4,800	3,500	4,800	4,800
Repairs & Maintenance	434.06	1,000	1,000	1,000	1,000
Miscellaneous	1,799.25	2,000	2,000	2,000	2,000
Miscellaneous - Training	249.00	1,500	1,500	1,500	1,500
Total Police Administration	269,660.19	283,800	275,930	292,650	292,650

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 2.0 FTE (GPD in-house)

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 – None

(Second Detective position will not be filled in 2018 while new hires are gone to training)

Mandated Programs – Federal and State

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

Revenue Generated – None

Equipment

- 2003 Ford Explorer
- 2003 Ford Expedition (CE-203)
- 1996 Dodge Van

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Police Investigation Services					
Regular Salaries & Wages	142,095.93	149,000	149,000	155,000	155,000
Overtime	26,278.30	35,000	22,000	35,000	35,000
Longevity	4,194.01	4,500	4,500	3,700	3,700
Social Security	13,164.11	14,000	14,000	15,000	15,000
Retirement	8,918.39	10,500	10,500	10,600	10,600
Workman's Compensation	4,153.37	4,500	4,500	4,700	4,700
Medical/life Insurance	37,641.04	38,100	38,100	32,800	32,800
Uniforms & Clothing	479.81	1,500	1,500	1,500	1,500
Office & Operating Supplies	1,366.24	1,500	1,500	1,500	1,500
Fuel Consumed	1,816.72	4,000	2,200	4,000	4,000
Small Tools & Minor Equipment	640.90	2,000	2,000	2,000	2,000
Professional Services	812.80	3,000	3,000	3,500	3,500
Communications	1,597.68	1,700	1,700	1,700	1,700
Travel	2,082.35	3,500	3,500	3,500	3,500
Repairs & Maintenance	3,833.86	4,500	3,500	4,500	4,500
Lighting Upgrade	0.00	1,000	1,000	1,000	1,000
Miscellaneous	193.00	1,000	1,000	1,000	1,000
Misc. - Training	1,976.89	2,500	2,500	2,500	2,500
Misc - Investigative Expenses	0.00	1,000	250	1,000	1,000
Special Investigations Unit - YVSIU	0.00	1,000	0	1,000	1,000
Total Police Investigation Services	251,245.40	283,800	266,250	285,500	285,500

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 is to keep the streets of Grandview safe and to make its citizens feel safe.

<u>Staffing Level</u>	Patrol Officers	8.0
	Patrol Sergeants	3.0
	School Officer	<u>.9</u>
	Total	11.9 FTE

Overview of Ongoing and Present Activities

- Provides a visible deterrent to crime.
- Responds to citizens request for service
- Investigates criminal complaints
- Testifies in Federal, county and Municipal courts.
- Assist in operations of jail.
- Arrest, transport and book prisoners.
- Assist LEAD Task Force.
- Investigates traffic accidents and enforce traffic laws.
- Performs community policing functions and programs.
- Helps direct reserve police officer program.
- Assist all other city departments.
- Assist all outside law enforcement agencies.
- 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 –

1 Mobile Data Terminal replacement	\$2.5k	(Capital Replacement item)
2 Bullet Resistant Vests	\$2k	(Capital Replacement item)
1 TASER	\$1k	(Capital Replacement item)
Separation pay for one sergeant	\$47,000	

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
50% Reimbursement from School District for School Resource Officer

Equipment Assigned – 5-patrol fleet (Equipment Rental), 4 take home (Current Expense), 1 Detective (Equipment Rental), 1 Admin (Current Expense), 1 Admin (Equipment Rental)

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Police Patrol Services					
Regular Salaries & Wages	775,692.78	805,000	800,000	935,600	935,600
Overtime	236,323.06	229,000	240,000	230,000	230,000
Longevity	18,070.30	19,500	19,500	20,000	20,000
Social Security	75,333.02	87,700	87,700	90,000	90,000
Retirement	52,731.27	58,500	58,500	63,500	63,500
Workman's Compensation	25,127.85	30,000	30,000	28,500	28,500
Medical/life Insurance	210,264.26	225,000	215,000	210,000	210,000
Uniforms & Clothing	7,342.86	10,000	9,000	10,000	10,000
Reserves Pension Fund	0.00	1,800	1,800	2,000	2,000
Office & Operating Supplies	18,374.65	21,000	20,000	22,000	22,000
Fuel Consumed	2,851.73	6,000	3,000	5,000	5,000
Small Tools & Minor Equipment	754.40	1,500	1,500	1,750	1,750
Dui/impaired Driving Safety	1,384.58	1,500	1,500	1,500	1,500
Professional Services	2,031.52	2,000	1,700	1,500	1,500
Communications	8,750.58	9,500	9,500	9,500	9,500
Travel	12,849.82	15,500	15,000	15,500	15,500
Operating Rentals & Leases	122,240.00	57,500	57,500	57,500	57,500
Repairs & Maintenance	3,544.67	8,000	8,000	8,000	8,000
Range Maintenance	3,000.72	4,000	4,000	4,000	4,000
Miscellaneous	5,815.69	6,000	6,000	6,000	6,000
Misc. - Training	9,580.47	12,000	12,000	12,000	12,000
EVOC Training	0.00	700	700	700	700
Total Operating Expenses	1,592,064.23	1,611,700	1,601,900	1,734,550	1,734,550
Capital Expenditures					
Vests	0.00	33,825	25,000	2,000	2,000
TASER	1,000.00	2,000	2,000	1,000	1,000
MDT	2,858.00	2,500	2,300	2,500	2,500
Defibrillators - Legends Grant	0.00	3,000	3,000	0	0
Total Capital Expenditures	3,858.00	41,325	32,300	5,500	5,500
Total Police Patrol Services	1,595,922.23	1,653,025	1,634,200	1,740,050	1,740,050

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 School Resource Officer .10 FTE

Overview of Ongoing and Present Activities

- Community – Block watch programs
- Teach crime prevention programs to schools, civic groups, churches, etc.
- Provide presentations on gang activity
- Provide security for community functions, eg: parades, dances, and events
- Assist schools with student and parent presentations or information

Notable Changes - None

Mandated Programs – Federal and State - None

Revenue Generated - 50% Reimbursement from School District for School Resource Officer

Equipment Assigned

- Speed monitoring Trailer
- 1999 Dodge Pickup

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Police Community Programs					
Regular Salaries & Wages	7,050.74	7,500	7,500	7,550	7,550
Overtime	1,388.52	2,000	2,000	3,000	3,000
Longevity	203.70	250	250	250	250
Social Security	659.29	750	750	600	600
Retirement	438.37	500	500	500	500
Workman's Compensation	213.54	250	250	300	300
Medical/life Insurance	1,871.52	2,100	2,100	1,725	1,725
Crime Prevention Supplies	1,686.63	2,500	2,500	2,750	2,750
Professional Services	163.22	0	0	0	0
Communications	400.20	500	500	500	500
Total Police Community Programs	14,075.73	16,350	16,350	17,175	17,175

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 – None

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 -

Contract out for most jail services. Reduce budget from \$160k to \$110k.
Grandview jail becomes a short term holding facility.
Corrections employee moved to fill an open spot in Communications.

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

None

Equipment Assigned

2002 Chevrolet Jail transport van (Unit 9992)

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Police Correction Services - Jail					
Regular Salaries & Wages	47,838.01	51,000	54,150	0	0
Overtime	3,860.15	3,500	2,200	2,000	2,000
Longevity	961.00	1,000	1,020	0	0
Social Security	3,910.77	4,300	4,075	160	160
Retirement	6,076.93	6,400	6,470	260	260
Workmans Compensation	1,904.57	2,200	2,200	80	80
Medical/life Insurance	11,243.58	13,000	13,000	450	450
Uniforms & Clothing	1,285.81	1,500	440	0	0
Office & Operating Supplies	13,086.63	8,000	7,000	5,000	5,000
Fuel Consumed - Transport Van	638.99	2,000	150	0	0
Professional Services	33,876.66	58,000	70,000	96,000	96,000
Communications	541.07	1,000	500	1,000	1,000
Repairs & Maintenance	5,458.87	5,000	4,000	5,000	5,000
Van - Repairs & Maintenance	543.82	1,500	300	0	0
Miscellaneous	1,358.85	1,500	600	1,000	1,000
Miscellaneous - Training	0.00	500	500	0	0
Total Operating Expenses	132,585.71	160,400	166,605	110,950	110,950
Capital Expenditures					
Video Conference System	0.00	0	0	0	0
Total Capital Expenditures	0.00	0	0	0	0
Total Police Correction Services	132,585.71	160,400	166,605	110,950	110,950

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 5.0 FTE (One On-call Provisional)

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 –

Increase in Wages to hire a January replacement for April retirement	\$16.5k
Increase Provisional wages	\$2k
Computer Replacements (3 computers)	\$3k (Capital Replacement Item)
Call transfer equipment	\$7k (Capital Replacement Item)
Employee moved to Communications from Corrections	

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 ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Police Communications Services					
Regular Salaries & Wages	178,186.15	181,000	184,000	265,000	265,000
Overtime	69,916.75	114,000	99,000	70,000	70,000
Longevity	2,430.02	3,200	3,200	3,600	3,600
Social Security	18,737.59	23,500	22,000	25,500	25,500
Retirement	26,236.97	32,700	32,100	43,000	43,000
Workman's Compensation	9,144.55	11,100	11,100	13,000	13,000
Medical/life Insurance	59,566.89	72,500	68,100	71,000	71,000
Unemployment Compensation	0.00	6,000	5,800	3,000	3,000
Uniforms & Clothing	1,528.69	4,000	2,000	4,000	4,000
Office & Operating Supplies	8,370.05	9,000	8,500	9,000	9,000
Professional Services	12,849.70	17,000	15,000	17,000	17,000
Communications	51,577.41	58,000	58,000	58,000	58,000
Travel	912.23	5,000	2,600	5,000	5,000
Operating Rentals & Leases	8,213.41	10,000	7,000	9,000	9,000
Public Utility Services	16,948.58	18,500	17,500	18,500	18,500
Repairs & Maintenance	7,539.13	11,000	4,000	11,000	11,000
Miscellaneous	1,208.13	2,000	2,000	2,000	2,000
Total Operating Expenses	473,366.25	578,500	541,900	627,600	627,600
Capital Expenditures					
Computers	3,261.88	3,000	3,000	3,000	3,000
Call Transfer Equipment	0.00	0	0	7,000	7,000
Total Capital Expenditures	3,261.88	3,000	3,000	10,000	10,000
Total Police Communication Services	476,628.13	581,500	544,900	637,600	637,600
Reserve for Capital Replacement	0.00	29,700	29,700	35,200	35,200
Total Police Department	2,740,117.39	3,008,575	2,933,935	3,119,125	3,119,125

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 FTE

Overview of Ongoing and Present Activities

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

Notable Changes in 2018- 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 - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Graffiti Removal					
Regular Salaries & Wages	44.24	2,000	200	2,000	2,000
Overtime	0.00	100	0	100	100
Social Security	3.38	175	20	160	160
Retirement	4.95	200	20	270	270
Workman's Compensation	1.96	50	10	90	90
Medical/life Insurance	2.52	290	100	100	100
Graffiti Removal Supplies	1,097.29	2,000	1,000	2,000	2,000
Total Graffiti Removal	1,154.34	4,815	1,350	4,720	4,720

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 FTE

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 2018

- Salaries and associated line items are slightly increased to reflect changes made by the City Council in 2017.

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 - 2015 Chevrolet Tahoe (Grandview 1)

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Fire Administration Services					
Regular Salaries & Wages	93,701.40	99,500	99,300	101,200	101,200
Longevity	1,908.00	1,950	1,950	2,000	2,000
Social Security	7,211.69	7,900	7,600	8,100	8,100
Retirement	4,904.43	5,400	5,400	5,800	5,800
Workman's Compensation	2,618.99	3,100	3,840	4,100	4,100
Medical/life Insurance	12,882.49	13,800	13,800	13,800	13,800
Uniforms & Clothing	880.00	880	880	900	900
Office & Operating Supplies	1,558.30	1,350	1,350	1,400	1,400
Public Education Supplies	2,197.58	2,100	2,100	2,200	2,200
Small Tools & Minor Equipment	2,117.70	3,000	3,000	2,500	2,500
Advertising	131.10	300	300	600	600
Communications	11,550.45	12,210	11,900	12,710	12,710
Travel	529.62	500	400	500	500
Operating Rentals & Leases	6,940.00	3,500	2,400	3,500	3,500
Miscellaneous	3,033.89	6,000	5,600	6,000	6,000
Misc - Training	805.00	900	900	900	900
Total Fire Administrative Services	152,970.64	162,390	160,720	166,210	166,210

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 Captains	.75 FTE
	Firefighters / Volunteers	16.00

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 320+ 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 2018

- Increase in "Volunteer Compensation" to offset loss of funding from Yakima County Fire District #5. Volunteer Compensation costs are split between Fire Suppression (40%) and EMS (60%).
- Anticipated increase of \$1.23 per call dispatch fees as reflected in "Communications." Dispatch fees are split between Fire Suppression (25%) and EMS (75%).
- Increase in "Public Utility Services" to reflect possible rate increases.

- \$52,000 will be added each budget year from 2018-2020 to "Machinery & Equipment" for Self-Contained Breathing Apparatuses.
- Increase of \$50,000 for the City's match for the USDA funding of the fire truck.
- Increase of \$35,500 for the yearly obligation on the fire truck loan from USDA.

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	\$3,500
Equipment Rental (State Mobilization)	<u>Varies</u>
Total	\$3,500

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)
- 2005 Ford Expedition (Grandview 6 / Training)
- 2009 Chevrolet Tahoe (Grandview 3 / Duty Officer)
- 24 Self Contained Breathing Apparatus

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Fire Suppression Services					
Regular Salaries & Wages	52,736.69	62,500	53,000	46,500	46,500
Volunteer Compensation	30,558.04	42,300	41,000	49,000	49,000
Overtime	10,184.00	16,000	14,000	11,500	11,500
Longevity	1,793.25	1,830	1,830	0	0
Social Security	4,950.69	6,500	6,000	4,600	4,600
Retirement	3,384.55	4,300	3,900	3,400	3,400
Workman's Compensation	2,150.50	2,700	2,500	3,600	3,600
Medical/life Insurance	10,457.24	11,100	10,000	11,300	11,300
Uniforms & Clothing	11,436.64	11,500	11,500	11,500	11,500
Pension And Disability Payment	2,385.00	2,400	2,600	2,700	2,700
Office & Operating Supplies	1,640.27	2,650	2,650	3,000	3,000
Fuel Consumed	2,459.96	3,000	2,500	2,700	2,700
Small Tools & Minor Equipment	8,765.37	9,500	9,500	9,500	9,500
Professional Services	524.25	3,900	3,200	3,900	3,900
Communications	7,248.69	8,400	7,500	9,000	9,000
Travel	1,952.07	2,500	2,500	3,000	3,000
Operating Rentals & Leases	23,217.00	20,000	18,500	20,000	20,000
Repairs & Maintenance	7,993.52	8,000	8,000	8,000	8,000
Miscellaneous	1,484.75	2,000	2,000	2,000	2,000
Misc - Training	2,656.11	3,000	3,000	4,000	4,000
Total Operating Expenses	187,978.59	224,080	205,680	209,200	209,200

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Fire Suppression Services					
Facilities					
Office & Operating Supplies	438.99	600	600	600	600
Supplies For Repairs	3,518.93	3,000	3,000	3,000	3,000
Small Tools & Minor Equipment	621.31	600	600	600	600
Professional Services	2,044.88	2,900	2,900	2,900	2,900
Public Utility Services	12,022.12	16,700	16,700	17,500	17,500
Repairs & Maintenance	12,903.99	13,000	13,000	13,000	13,000
Total Facilities	31,550.22	36,800	36,800	37,600	37,600
Capital Expenditures					
Machinery & Equipment	0.00	66,000	0	52,000	52,000
Capitalized Rentals & Leases	0.00	40,000	0	0	0
Fire Truck - City's match	0.00	0	0	50,000	50,000
Debt Service - Fire Truck	0.00	0	0	35,500	35,500
Total Capital Expenditures	0.00	106,000	0	137,500	137,500
Total Fire Suppression Services	219,528.81	366,880	242,480	384,300	384,300
Total Fire Department	372,499.45	529,270	403,200	550,510	550,510

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	.600
Public Works Office Clerk	<u>.025</u>
	.625 FTE

Overview of Ongoing and Present Activities –

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

Notable Changes in 2018 – 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 – 2012 Ford Escape

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Code Enforcement Services					
Regular Salaries & Wages	36,720.08	36,600	37,500	38,500	38,500
Wages - Administration	1,120.33	1,200	1,160	1,230	1,230
Longevity	1,094.18	1,200	1,130	1,200	1,200
Social Security	2,977.42	2,980	3,040	3,130	3,130
Retirement	4,352.83	4,360	4,450	5,200	5,200
Workman's Compensation	981.20	1,190	1,250	1,450	1,450
Medical/life Insurance	9,864.33	10,720	10,630	10,510	10,510
Uniforms & Clothing	246.73	400	150	400	400
Office & Operating Supplies	515.80	1,000	500	1,000	1,000
Small Tools & Minor Equipment	0.00	250	0	250	250
Professional Services	1,428.00	2,500	1,500	2,500	2,500
Advertising	51.00	100	0	100	100
Communications	1,222.92	1,500	1,100	1,500	1,500
Travel	0.00	300	0	300	300
Operating Rentals & Leases	1,840.00	1,600	1,620	1,600	1,600
Public Utility Services	342.49	500	440	500	500
Repairs & Maintenance	384.96	400	400	400	400
Miscellaneous-Abatement	699.39	1,000	1,000	1,000	1,000
Misc - Training	0.00	200	0	200	200
Total Code Enforcement Services	63,841.66	68,000	65,870	70,970	70,970

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 2018 – Continue contracting for services with the Humane Society of Central Washington for animal control (15 hours a week) coverage. Current contract expires in 2018.

2018 rate estimated at \$32,000

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 \$4,500

Equipment Assigned

All major equipment provided by the Humane Society
Animal Control shelter

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Animal Control Services					
Office & Operating Supplies	432.17	1,200	1,000	1,200	1,200
Professional Services	27,027.00	30,960	30,960	32,000	32,000
Communications	168.10	300	170	200	200
Operating Rentals & Leases	40.00	300	50	200	200
Total Animal Control Services	27,667.27	32,760	32,180	33,600	33,600

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. The department also builds partnerships and engages in networking to maximize program benefits.

Staffing Level Parks and Recreation Director .10 FTE

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 Senior Network to offer quarterly events.

Notable Changes in 2018 – (Separation pay for outgoing Parks and Recreation Director and provisions for 1 month training for incoming Parks and Recreation Director.)

Mandated Programs – Federal and State

- Health requirements for kitchen duty.

Revenue Generated –

United Way Contributions: \$ 2,000

People For People Program Agreement : \$5,100

Equipment and Vehicles Assigned - n/a

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Senior Citizen Services					
Regular Salaries & Wages	7,965.86	8,220	8,220	14,100	14,100
Longevity	310.30	320	320	330	330
Social Security	633.13	660	610	730	730
Retirement	891.90	960	960	1,190	1,190
Workman's Compensation	169.29	200	200	240	240
Medical/life Insurance	1,394.34	1,480	1,480	1,590	1,590
Office & Operating Supplies	517.00	1,000	850	1,000	1,000
Communications	2.12	20	10	10	10
Total Senior Citizen Services	11,883.94	12,860	12,650	19,190	19,190

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 FTE

Overview of Ongoing and Present Activities

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

The City Clerk, along with 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 2018 – 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 \$4,000

Equipment and Vehicles Assigned – None

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Planning & Community Development Services					
Regular Salaries & Wages	18,535.40	20,600	20,000	21,000	21,000
Longevity	774.62	850	850	850	850
Social Security	1,463.85	1,650	1,500	1,670	1,670
Retirement	2,075.62	2,400	2,300	2,770	2,770
Workman's Compensation	48.06	60	60	60	60
Medical Insurance	2,788.33	3,000	3,100	3,000	3,000
Office & Operating Supplies	304.52	200	200	200	200
Professional Services	1,259.07	6,500	7,050	4,500	4,500
Advertising	126.57	300	250	300	300
Comp Plan Update	9,379.15	0	0	0	0
Communications	1,017.63	1,000	1,050	1,000	1,000
Travel	208.98	750	750	500	500
Operating Rentals & Leases	300.00	400	100	100	100
Miscellaneous	0.00	50	50	50	50
Total Planning & Community Services	38,281.80	37,760	37,260	36,000	36,000

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 FTE

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 2018 – None

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Economic Development Services					
Regular Salaries & Wages	6,825.30	7,400	7,760	7,920	7,920
Longevity	285.49	250	285	300	300
Social Security	470.05	550	620	630	630
Retirement	764.23	800	900	1,040	1,040
Workman's Compensation	82.08	100	110	120	120
Medical/ife Insurance	697.11	780	760	750	750
Office & Operating Supplies	0.00	100	0	100	100
Professional Services	0.00	700	680	600	600
Advertising	289.00	350	300	350	350
Communications	1.40	250	50	250	250
Travel	0.00	200	0	300	300
Operating Rentals & Leases	220.00	250	60	250	250
Miscellaneous	296.00	350	305	350	350
Misc - Y.C.D.A.	6,540.00	6,600	7,000	7,200	7,200
Misc. - E.D.G.E.	0.00	0	0	0	0
Total Economic Development Services	16,470.66	18,680	18,830	20,160	20,160

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	.40
Public Works Office Clerk	<u>.10</u>
	.50 FTE

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 2018 – 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 –

- Building Permits	\$55,000
- Plan Review Fees	<u>\$16,000</u>
Total	\$71,000

Equipment and Vehicles Assigned – 2012 Ford Escape

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Inspection & Permitting Services					
Regular Salaries & Wages	22,391.25	23,500	22,550	23,500	23,500
Wages - Administration	4,481.21	4,550	4,600	4,790	4,790
Overtime	0.00	250	0	240	240
Longevity	842.81	1,000	850	1,000	1,000
Social Security	2,116.10	2,240	2,140	2,260	2,260
Retirement	3,098.70	3,280	3,130	3,750	3,750
Workman's Compensation	617.62	900	880	1,040	1,040
Medical/life Insurance	7,022.82	7,690	7,580	7,410	7,410
Uniforms & Clothing	259.68	400	200	400	400
Office & Operating Supplies	1,905.94	3,000	500	3,000	3,000
Small Tools & Minor Equipment	0.00	400	0	250	250
Professional Services	1,428.00	2,000	1,500	2,000	2,000
Advertising	0.00	100	0	100	100
Communications	210.49	500	220	500	500
Travel	397.27	550	410	550	550
Operating Rentals & Leases	1,780.00	1,400	1,620	1,500	1,500
Public Utility Services	342.48	600	400	600	600
Repairs & Maintenance	384.95	500	400	500	500
Miscellaneous	645.00	350	300	350	350
Miscellaneous - Training	0.00	350	330	350	350
Total Inspection & Permitting Services	47,924.32	53,560	47,610	54,090	54,090

FUND: CURRENT EXPENSE

PROGRAM: LIBRARY SERVICES

PROGRAM STATEMENT

Grandview Library serves Grandview residents, YVC 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	Library Page	.35
Assistant Librarian	1.00	Library Page	<u>.35</u>
Library Aide	.50		3.20 FTE

Overview of Ongoing and Present Activities

- Purchase, prepare and maintain books, periodicals, audio-visual materials and online resources, including e-books, e-audios and downloadable music.
- Provide information services and research assistance.
- Provide public access to the internet, word processing, e-reading materials, periodical database and other computer programs and assist in training patrons in their use.
- Provide reader's advisory 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, IT, network and library needs.
- Interact with college students, staff and faculty regarding academic materials for addition to the collection.
- Maintain automated library system for accuracy in bibliographic and patron information.

Notable Changes in 2018

- Work study positions are difficult to fill each quarter.
- Federal funding has decreased for the on-line periodical database and for the OCLC bibliographic database and the e-books/e-audio subscription which makes our costs increase.
- YVC now contributes to our "out of pocket cost" for the OCLC bibliographic database.
- Depend on Friends of Grandview Library to pay for our four newspaper subscriptions.
- Revenue is not consistent year to year.
- Combined catalog with YVC will change workload dynamics. Six months-implementation.

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

Revenue Generated

\$3,900 Library Late Returns
\$4,120 Library Photocopies
\$2,340 Library Use Fees

Equipment and Vehicles Assigned – None

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Library Services					
Regular Salaries & Wages	111,913.02	117,500	117,025	119,365	119,365
Regular Wages - Part Time	28,885.77	31,500	28,560	29,310	29,310
Longevity	2,911.98	2,900	2,970	3,030	3,030
Social Security	10,993.96	13,570	11,400	11,650	11,650
Retirement	14,255.06	14,700	15,100	17,220	17,220
Workman's Compensation	812.13	1,040	900	950	950
Medical/life Insurance	24,430.58	25,900	26,000	26,000	26,000
Office & Operating Supplies	3,986.55	4,000	3,500	4,000	4,000
Professional Services	77.72	200	200	200	200
Advertising	0.00	50	50	50	50
Communications	275.68	300	300	300	300
Travel	812.88	1,000	750	1,000	1,000
Miscellaneous	44.73	70	50	50	50
Total Operating Expenses	199,400.06	212,730	206,805	213,125	213,125
Capital Expenditures					
Books	7,971.22	8,000	8,000	10,000	10,000
Periodicals	733.18	900	750	750	750
Other Media	1,730.95	1,800	1,800	1,800	1,800
Online Databases	2,332.44	2,600	2,400	2,600	2,600
e-media, e-books & e-audio	4,354.50	5,950	5,900	6,000	6,000
Total Capital Expenditures	17,122.29	19,250	18,850	21,150	21,150
Redemption Of Long-Term Debt					
Debt Service - St. Loan - Principal	30,000.00	30,000	30,000	30,000	30,000
Debt Service - St. Loan - Interest	26,900.00	25,700	25,700	24,500	24,500
Total Debt Service	56,900.00	55,700	55,700	54,500	54,500
Total Library Services	273,422.35	287,680	281,355	288,775	288,775

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 our patrons. We strive to offer innovative activities to reflect the needs of our diverse community. We embrace partnerships and volunteers that help enhance the quality of life for our community.

<u>Staffing Level</u>	Parks and Recreation Director	.80
	Part-Time Help	<u>.60</u>
		1.40 FTE

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; compile flyers and offer support to website updates.
- Host special events and programs, including set-up and clean-up of those events.
- Instruct specialty classes/camps and offer programs for the disabled.
- Coordinate/organize Frenzy Friday, Youth Drop-in Program, Fitness/Dance Courses and other recreational programming; plus special events.
- Process park usage permit forms for park reservations and communicate and coordinate with other city departments.
- 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 2018 – (Separation pay for outgoing Parks and Recreation Director and provisions for 1 month training for incoming Parks and Recreation Director.) Increase of \$2,500 for office and operating supplies to purchase new game room equipment with the approval of a Wal-Mart grant.

Mandated Programs – Federal and State – None

<u>Revenue Generated</u> -	United Way Contributions:	\$ 8,000
	Recreation Fees:	\$ 5,000
	School District Programs:	<u>\$ 18,000</u>
	TOTAL:	\$ 31,000

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

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Recreational Services					
Regular Salaries & Wages	63,726.18	65,800	65,800	112,640	112,640
Regular Wages - Part Time	6,129.96	10,000	9,000	15,000	15,000
Longevity	2,482.40	2,530	2,530	2,580	2,580
Social Security	5,534.07	6,250	5,750	6,920	6,920
Retirement	7,135.23	7,640	7,560	9,580	9,580
Workman's Compensation	2,074.59	2,720	2,500	3,330	3,330
Medical/life Insurance	11,154.36	11,780	11,780	12,780	12,780
Unemployment Compensation	0.00	100	40	420	420
Office & Operating Supplies	5,157.92	7,000	5,500	9,500	9,500
Professional Services	12.00	50	120	100	100
Rec. Program Instructor Fees	4,729.10	8,500	2,650	4,500	4,500
Communications	1,162.99	1,400	1,400	1,200	1,200
Travel	46.38	300	250	1,000	1,000
Operating Rentals & Leases	3,360.00	2,000	1,250	1,500	1,500
Repairs & Maintenance	295.36	250	170	250	250
Miscellaneous	2,090.62	2,100	2,100	3,000	3,000
Total Recreational Services	115,091.16	128,420	118,400	184,300	184,300

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	.100
	Pool Manager	.150
	Asst. Pool Manager	.150
	Lifeguards (15)	<u>1.800</u>
		2.275 FTE

Overview of Ongoing and Present Activities

- Offer and instruct a swim lesson curriculum.
- Recruit and train qualified aquatic staff.
- Order and monitor operating supplies.
- Schedule open swim, family swim, pool parties and adaptive aquatics.
- Secure and prepare facility for swim team usage/weekly swim meets.
- Conduct registration for swim lessons, rentals and special classes.
- Daily deposit of fees and receipts with true and accurate accounting.
- Overall administration of swim pool facility.
- Work closely with Public Works staff to orchestrate pool maintenance.
- Manage departmental budget.
- Keep up-to-date and accurate pool operation records.

Notable Changes in 2018 – \$7,500 in the professional service line item is for application for an RCO Grant for some preliminary design for phase 3 of the swim pool improvement project - splash pad. This budget also includes separation pay for outgoing Parks and Recreation Director and provisions for one month training for incoming Parks and Recreation Director.

Mandated Programs – Federal and State

- Yakima County Health District/Annual Inspections/State Regulations for Water Recreation Facilities
- Safe Chemical Usage/Storage and MDS Sheets
- Red Cross Lifeguard Certification.

Revenue Generated – Swimming Pool Revenues \$ 25,500

Equipment and Vehicles Assigned - n/a

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Aquatics					
Regular Salaries - Admin.	5,974.51	6,170	6,170	10,590	10,590
Regular Salaries & Wages	30,662.05	44,400	43,240	49,400	49,400
Regular Sal & Wages -Maint.	2,305.51	9,300	9,200	4,800	4,800
Overtime	976.92	1,000	1,050	1,000	1,000
Longevity	232.73	240	240	250	250
Social Security	3,071.57	4,860	4,550	4,690	4,690
Retirement	1,028.11	1,870	1,850	1,400	1,400
Workman's Compensation	3,059.61	4,460	4,610	4,400	4,400
Medical/life Insurance	2,058.60	3,700	3,630	2,200	2,200
Uniforms & Clothing	392.60	500	380	500	500
Office & Operating Supplies	21,773.92	21,500	19,500	22,000	22,000
Small Tools & Minor Equipment	2,999.62	3,000	1,000	0	0
Professional Services	5,570.06	5,000	240	7,500	7,500
Advertising	256.06	200	100	200	200
Communications	294.08	320	310	330	330
Travel	78.12	200	0	200	200
Operating Rentals & Leases	817.16	1,300	1,260	650	650
Public Utility Services	10,297.67	11,500	9,000	11,000	11,000
Repairs & Maintenance	1,931.34	6,000	8,500	7,500	7,500
Miscellaneous	2,682.66	3,000	2,700	2,700	2,700
Total Operating Expenses	96,462.90	128,520	117,530	131,310	131,310
Capital Expenditures					
Machinery & Equipment	9,177.34	5,600	5,610	2,500	2,500
Total Capital Expenditures	9,177.34	5,600	5,610	2,500	2,500
Total Aquatics	105,640.24	134,120	123,140	133,810	133,810

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>
	1.00 FTE

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 2018 –

- Irrigation System for Dykstra Park (Phase 5)	\$ 5,000
- Playground Surfacing (chips)	\$ 7,000
- Tree Maintenance	<u>\$ 8,000</u>
Total	\$20,000

Mandated Programs – Federal and State - None

Revenue Generated – None

Equipment and Vehicles Assigned

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

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Parks Maintenance Services					
Regular Salaries & Wages	39,078.94	40,000	37,000	45,000	45,000
Regular Wages - Seasonal	63.00	250	0	250	250
Overtime	1,342.58	2,000	1,200	2,000	2,000
Longevity	2,632.94	2,760	2,700	2,800	2,800
Social Security	3,288.92	4,000	3,130	3,830	3,830
Retirement	4,628.01	5,900	4,570	6,360	6,360
Workman's Compensation	1,446.66	2,010	1,580	2,170	2,170
Medical/ife Insurance	10,920.73	12,800	12,180	10,420	10,420
Unemployment Compensation	0.00	1,000	0	1,000	1,000
Uniforms & Clothing	1,109.60	1,500	1,200	1,500	1,500
Office & Operating Supplies	33,705.76	34,000	35,000	29,000	29,000
Professional Services	21,424.34	23,000	24,000	25,000	25,000
Advertising	0.00	400	0	400	400
Communications	1,119.64	1,200	1,200	1,200	1,200
Travel	586.92	800	200	800	800
Travel - Training	0.00	600	0	600	600
Operating Rentals & Leases	23,040.82	18,500	18,200	19,000	19,000
Public Utility Services	43,804.18	45,000	43,000	49,000	49,000
Repairs & Maintenance	11,034.95	22,000	23,000	16,000	16,000
Miscellaneous	963.03	1,200	500	1,200	1,200
Misc - Training	0.00	100	0	100	100
Total Operating Expenses	200,191.02	219,020	208,660	217,630	217,630
Capital Expenditures					
Improve. Other Than Buildings	19,832.59	12,000	6,040	20,000	20,000
Machinery & Equipment	0.00	3,500	0	0	0
Total Capital Expenditures	19,832.59	15,500	6,040	20,000	20,000
Total Parks Maintenance Services	220,023.61	234,520	214,700	237,630	237,630
Total Parks & Recreations	440,755.01	497,060	456,240	555,740	555,740

FUND: CURRENT EXPENSE

PROGRAM: GRANDVIEW MUSEUM

PROGRAM STATEMENT

The Grandview Museum facility is open to the public based on the regular schedule. The facility has a variety of memorabilia that depicts the history of Grandview.

<u>Staffing Level</u>	Parks and Recreation Director	.025
	Part-Time Museum Staff	<u>.200</u>
		.225 FTE

Overview of Ongoing and Present Activities

- Manage day to day operation of museum facility.
- Conduct group tours upon request.
- 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 donations
- Oversee ongoing maintenance and operation of facility.
- Attend Museum Board Meeting/distribute agendas and meeting minutes.
- Recruitment and supervision of volunteers.
- Manage departmental budget.

Notable Changes in 2018 – An amount of \$5,000 in Improvement other than Buildings includes \$3,500 for supplies and equipment for digitization of exhibits and records and \$1,500 for a solar lit flagpole. The \$2,900 in Professional Services includes janitorial fees and exhibit restoration. This budget also includes separation pay for the outgoing Parks and Recreation Director and provisions for 1 month of training for incoming Parks and Recreation Director.

Mandated Programs – Federal and State - n/a

Revenue Generated - none

Equipment and Vehicles Assigned - n/a

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Museum					
Regular Salaries & Wages	2,601.13	2,060	2,060	3,610	3,610
Regular Wages - Part Time	15.00	3,280	750	4,790	4,790
Longevity	77.56	80	80	90	90
Social Security	205.43	510	220	650	650
Retirement	268.62	240	250	300	300
Workman's Compensation	71.04	300	100	300	300
Medical/life Insurance	372.72	370	370	400	400
Office & Operating Supplies	730.26	2,570	2,570	1,200	1,200
Professional Services	24.00	0	0	2,900	2,900
Communications	1,163.94	1,400	1,400	2,300	2,300
Public Utility Services	7,609.16	4,800	4,750	4,900	4,900
Repairs & Maintenance	593.45	2,000	1,600	1,000	1,000
Miscellaneous	5.46	250	10	100	100
Total Operating Expenses	13,737.77	17,860	14,160	22,540	22,540
Capital Expenditures					
Buildings	0.00	6,500	0	0	0
Improve. Other Than Buildings	0.00	6,950	6,620	5,000	5,000
Total Capital Expenditures	0.00	13,450	6,620	5,000	5,000
Ending Fund Balance					
Ending Fund Bal. - Museum	0.00	1,260	1,385	1,385	1,385
Total Ending Fund Balance	0.00	1,260	1,385	1,385	1,385
Total Museum	13,737.77	32,570	22,165	28,925	28,925

FUND: CURRENT EXPENSE FUND

PROGRAM: COMMUNITY CENTER

PROGRAM STATEMENT

The Grandview Community Center continues to be an optimal facility in meeting the leisure time needs of Grandview and beyond. The facility is available to the community for rentals.

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

Overview of Ongoing and Present Activities

- Manage departmental budget.
- Ensure mandated inspections are conducted.
- Oversee ongoing maintenance and operation of facility.
- Perform troubleshooting duties as required.
- Coordinate maintenance with Public Works Department.

Notable Changes in 2018 – In the Improvements Other than Buildings (Capital Expenditures) there is \$5,000 allocated for a shelter with concrete floor just outside the dining area of the community center. In the Machinery and Equipment (Capital Expenditures) there is \$2,000 allocated to replace the existing computer which is outdated.

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.
- Annual testing of fire control system, kitchen hood operation, security alarm system and monthly testing of exit lighting.

Revenue Generated – Facilities Rental \$2,200

Equipment and Vehicles Assigned – n/a

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Community Center					
Office & Operating Supplies	3,296.66	3,750	3,750	4,000	4,000
Professional Services	14,637.10	20,750	19,000	20,500	20,500
Communications	4,530.52	4,000	4,000	4,150	4,150
Public Utility Services	12,504.36	14,250	14,000	15,000	15,000
Repairs & Maintenance	5,358.32	6,500	4,000	6,000	6,000
Total Operating Expenses	40,326.96	49,250	44,750	49,650	49,650
Capital Expenditures					
Improvements Other Than Buildings	0.00	1,500	970	5,000	5,000
Machinery & Equipment	0.00	0	0	2,000	2,000
Total Capital Expenditures	0.00	1,500	970	7,000	7,000
Total Community Center	40,326.96	50,750	45,720	56,650	56,650

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 2018

- A \$50,000 transfer to the Street Fund is anticipated in 2018.

Mandated Programs – Federal and State - None

Equipment and Vehicles Assigned - None

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Current Expense Fund					
Nonexpenditures					
Cntry Park Deposit Remitted	500.00	0	0	0	0
Community Center Deposit Remitted	1,400.00	0	0	0	0
Mvip, Cjr, Jis Fees Remitted	192,943.04	0	0	0	0
Gun Permit Fees Remitted	3,465.00	0	0	0	0
Wsp/fingerprints Remitted	1,760.00	0	0	0	0
State Tax on Utility Tax	44,551.70	40,000	40,000	40,000	40,000
Nsf Checks Remitted	6,530.74	0	0	0	0
Bldg Code Fee Remitted	522.00	0	0	0	0
Bail Pass Thru Remitted	25,450.00	0	0	0	0
Leasehold Tax Remitted	3,835.19	0	0	0	0
Total Nonexpenditures	280,957.67	40,000	40,000	40,000	40,000
Transfers					
Transfer Out - Street Fund	176,600.00	230,000	230,000	50,000	50,000
Transfer Out - Cap. Improvement Fund	35,000.00	100,000	100,000	0	0
Transfer Out - Euclid/WCR Improvements	98,650.00	0	0	0	0
Total Transfers	310,250.00	330,000	330,000	50,000	50,000
Ending Fund Balance					
Ending Fund Balance - Reserved	33,768.00	15,700	24,275	11,500	11,500
Ending Fund Balance - C.E.	1,654,693.88	770,215	1,261,575	562,530	562,530
Total Ending Fund Balance	1,688,461.88	785,915	1,285,850	574,030	574,030
Total Current Expense Fund	7,350,386.38	6,865,215	7,058,180	6,600,285	6,600,285

EMERGENCY MEDICAL SERVICES FUND

City of Grandview ~ 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Emergency Medical Services Fund					
Reserve - Capital Replacement	65,005.51	75,000	75,000	85,000	85,000
Beginning Fund Balance - Reserved	124,890.04	136,305	136,080	118,190	118,190
Total Beginning Cash Balance	189,895.55	211,305	211,080	203,190	203,190
Taxes					
Property Taxes-E.M.S.	124,185.10	123,000	127,000	130,000	130,000
Total Taxes	124,185.10	123,000	127,000	130,000	130,000
Intergovernmental Revenues					
Dept. of Health - E.M.S. Grant	1,290.00	1,200	1,270	1,200	1,200
Intergov. Charges-Fire Dist. #5	3,368.83	3,500	3,500	3,500	3,500
Intergov. Charges-P. Hospital	1,233.97	2,500	2,510	2,570	2,570
Total Intergovernmental Revenues	5,892.80	7,200	7,280	7,270	7,270
Miscellaneous Revenues					
Investment Interest	752.81	500	1,500	1,000	1,000
	752.81	500	1,500	1,000	1,000
Total Emergency Medical Services	320,726.26	342,005	346,860	341,460	341,460

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 fifth year of a ten-year levy.

<u>Staffing Level</u>	Fire Captain	.25 FTE
	Firefighters / Volunteer	24.00

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.
- Interact with other health care providers in our area and assist them when requested.

Notable Changes in 2018

- Salaries and associated line items are adjusted to reflect changes made by the City Council in 2017 and the hiring of a new employee. In most line items this is a decrease in costs.
- Increase in "Volunteer Compensation" to offset loss of funding from Yakima County Fire District #5. Volunteer Compensation costs are split between Fire Suppression (40%) and EMS (60%).
- Anticipated increase of \$1.23 per call dispatch fees as reflected in "Communications." Dispatch fees are split between Fire Suppression (25%) and EMS (75%).

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	\$130,000
	Dept. of Health Grant	1,200
	Intergovernmental Charges	6,070

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

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Emergency Medical Services Fund					
Regular Salaries & Wages	17,578.88	21,000	18,500	16,000	16,000
Volunteer Compensation	45,836.96	63,500	60,500	73,500	73,500
Overtime	3,394.62	5,500	5,000	4,000	4,000
Longevity	597.75	650	650	0	0
Social Security	1,650.14	2,400	2,400	1,600	1,600
Retirement	1,128.17	1,450	1,450	1,200	1,200
Pension & Disability Payments	2,385.00	2,400	2,600	2,700	2,700
Workman's Compensation	716.81	920	920	1,200	1,200
Medical/Life Insurance	3,485.69	3,800	3,500	3,700	3,700
Uniforms & Clothing	3,462.55	10,700	10,700	10,700	10,700
Office & Operating Supplies	2,243.13	2,250	2,250	2,250	2,250
Fuel Consumed	198.69	1,000	800	1,000	1,000
Small Tools & Minor Equipment	1,587.23	2,000	2,000	2,000	2,000
Communications	18,006.22	21,800	21,800	24,000	24,000
Travel	0.00	1,000	1,000	1,000	1,000
Operating Rentals & Leases	6,540.00	6,600	6,600	6,600	6,600
Repairs & Maintenance	286.92	1,000	1,000	1,000	1,000
Miscellaneous	326.77	1,000	1,000	1,000	1,000
Miscellaneous - Training	220.00	1,000	1,000	1,000	1,000
Total Rescue And Emergency Aid	109,645.53	149,970	143,670	154,450	154,450
Capital Expenditures					
Machinery & Equipment	0.00	0	0	0	0
Total Capital Expenditures	0.00	0	0	0	0
Ending Fund Balance					
Reserve - Capital Replacement	75,000.00	75,000	85,000	85,000	85,000
Ending Fund Balance - Reserved	136,080.73	117,035	118,190	102,010	102,010
Total Ending Fund Balance	211,080.73	192,035	203,190	187,010	187,010
Total E.M.S. Fund	320,726.26	342,005	346,860	341,460	341,460

YAKIMA COUNTY LAW & JUSTICE FUND

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Yakima Cnty Law & Justice Tax Fund					
Beginning Fund Balance - Reserved	132,773.75	158,625	158,410	153,110	153,110
Taxes					
Criminal Justice Tax - 3/10%	291,324.43	275,000	290,000	285,000	285,000
Total Taxes	291,324.43	275,000	290,000	285,000	285,000
Miscellaneous Revenues					
Investment Interest	561.66	300	1,200	1,000	1,000
Other Miscellaneous Revenue	1,540.00	0	0	0	0
Total Miscellaneous Revenue	2,101.66	300	1,200	1,000	1,000
Total Yakima Cnty Law & Justice Tax	426,199.84	433,925	449,610	439,110	439,110

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. It was renewed in 2010, and again in 2015, 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 two Patrol Officers
- Purchase needed equipment for the Police Department

Staffing Level Patrol Officers 2.00 FTE

Overview of Ongoing and Present Activities

- Two patrol officer's salaries
- Police department capital items

Notable Changes in 2018

LEAD Task Force (Continuation of service)	\$26.5k
Lower Valley Repeater Project (not done in 2017)	\$6k (Capital Replacement)
Crime Scene Investigations Equipment (Trailer supplies)	\$3k (Capital Replacement)
Elliptical/Stairstep Machine(Fitness gym)	\$8.7k (Capital Replacement)
1 Portable Radio (One BCSO)	\$4k (Capital Replacement)
1 Pistols (Possible new hire)	\$1k (Capital Replacement)

Mandated Programs – Federal and State - None

Revenue Generated - \$285,000 a year

Equipment Assigned – MRAP Armored Vehicle

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Yakima County Law & Justice Tax Fund					
Regular Salaries & Wages	135,685.83	144,000	144,000	153,000	153,000
Overtime	28,043.76	30,000	30,000	36,000	36,000
Longevity	3,370.98	3,500	3,500	4,500	4,500
Social Security	12,700.31	14,000	14,000	14,800	14,800
Retirement	8,739.38	9,500	9,500	10,500	10,500
Workman's Compensation	3,711.91	4,500	4,500	4,700	4,700
Medical/life Insurance	34,796.76	39,000	39,000	34,500	34,500
Uniforms & Clothing	5,229.02	6,000	6,000	5,000	5,000
Office & Operating Supplies	2,883.43	3,000	3,000	3,000	3,000
Small Tools & Minor Equipment	515.02	1,500	1,500	1,500	1,500
LEAD Task Force	0.00	0	0	26,500	26,500
Miscellaneous - Training	508.00	4,000	3,500	4,000	4,000
Total Operating Expenses	236,184.40	259,000	258,500	298,000	298,000
Capital Expenditures					
Pistols	0.00	6,000	0	1,000	1,000
Vests	0.00	30,000	0	0	0
Network Server Upgrade	4,925.89	0	0	0	0
Portable Radio	0.00	9,000	9,000	4,000	4,000
Radio Repeater	0.00	6,000	0	6,000	6,000
Mobile Car Radios	17,679.28	13,000	13,000	0	0
Crime Scene Investigations Equipment	9,001.68	10,000	10,000	3,000	3,000
Search and Rescue Equipment	0.00	6,000	6,000	0	0
Eliphtical Machine	0.00	0	0	8,700	8,700
Total Capital Expenditures	31,606.85	80,000	38,000	22,700	22,700
Ending Fund Balance					
Ending Fund Balance - Reserved	158,408.59	94,925	153,110	118,410	118,410
Total Ending Fund Balance	158,408.59	94,925	153,110	118,410	118,410
Total Yak Cnty Law&Justice Tax Fund	426,199.84	433,925	449,610	439,110	439,110

STREET FUND

City of Grandview ~ 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Street Fund					
Beginning Fund Balance - Reserved	0.00	413,500	413,500	317,500	317,500
Beginning Fund Balance	216,671.87	62,565	61,870	54,385	54,385
Total Beginning Cash Balance	216,671.87	476,065	475,370	371,885	371,885
Taxes					
Real & Personal Property Tax	473.64	0	100	100	100
Local Sales Tax	239,188.23	234,000	229,000	227,500	227,500
License Tab Fees	165,686.40	0	0	0	0
Total Taxes	405,348.27	234,000	229,100	227,600	227,600
Intergovernmental Revenues					
STP Grant - OIE	3,689.15	6,055	2,500	3,550	3,550
STP Grant - Safe Routes Elm St. & Fir St.	0.00	42,700	42,700	312,500	312,500
TIB Grant - WCR Ash St. to Fir St.	342,845.61	0	3,470	0	0
TIB Grant - LED Streetlight Higgins	22,659.00	0	0	0	0
TIB Grant - W. 5th St. Larson to Euclid	0.00	369,900	338,900	0	0
TIB Grant - 2017 Emergency Repairs	0.00	50,000	50,000	0	0
TIB Grant - Arterial PP W. 5th & WCR	0.00	0	0	707,100	707,100
Multimodal Transportation	11,462.29	11,500	11,700	15,700	15,700
Motor Vehicle Fuel Tax	241,819.28	240,000	241,000	242,600	242,600
Total Intergovernmental Revenues	622,475.33	720,155	690,270	1,281,450	1,281,450
Miscellaneous Revenues					
Investment Interest	1,585.15	1,000	2,200	1,500	1,500
Contributions - Sidewalks	2,121.28	2,500	2,000	2,300	2,300
Contributions & Donations - St	3,500.00	0	3,500	0	0
Contributions - Wallace Way Striping	7,500.00	0	0	0	0
Special Item - City Assumption of TBD	120,881.17	0	0	0	0
Special Item - TBD moved from Street	0.00	(178,500)	(178,500)	0	0
Total Miscellaneous Revenues	135,587.60	(175,000)	(170,800)	3,800	3,800
Other Financing Sources					
Sale of Fixed Assets	3,375.00	0	0	0	0
Transfer from C.E. Fund	176,600.00	230,000	230,000	50,000	50,000
Total Other Financing Sources	179,975.00	230,000	230,000	50,000	50,000
Total Street Fund	1,560,058.07	1,485,220	1,453,940	1,934,735	1,934,735

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. As of 2016, the Street Fund now includes the Transportation Benefit District which provides maintenance such as seal coats, grind and overlays and/or transportation related new construction.

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>
			2.100 FTE

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 2018 –

- Higgins Way Tree Removal	\$20,000
- Landscape Rock (WCR)	\$ 5,000
- Sidewalk Repairs	\$15,000
- Safe Routes to School - Elm St. & Fir St.	\$312,500
- Arterial Preservation - W. 5 th St. & WCR	<u>\$707,100</u>
Total	\$1,059,600

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	\$258,300
- Sidewalk Contribution (donation)	<u>\$ 2,300</u>
Total	\$260,600

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 |
| 1 – Loader | 3 – Weed eaters | 1 – Sweeper |
| 1 – Forklift | 2 – Flatbed Truck | 1 – Sewer Rodder |
| 1 – Backhoe | 2 – Riding Mowers | 1 – Water Truck |
| 6 – Full size Pick-ups | 2 – Dump Trucks | |

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Street Fund					
Roadway					
Regular Salaries & Wages	7,764.55	27,000	27,000	16,000	16,000
Overtime	1,061.44	7,900	8,000	1,200	1,200
Social Security	650.94	3,290	3,210	1,320	1,320
Retirement	960.75	4,890	4,700	2,180	2,180
Workman's Compensation	294.51	1,630	1,630	750	750
Medical/life Insurance	1,955.82	9,050	9,000	4,500	4,500
Unemployment Compensation	0.00	100	0	100	100
Uniforms & Clothing	809.82	1,100	800	1,000	1,000
Office & Operating Supplies	10,942.56	27,500	28,000	12,000	12,000
Professional Services	27,079.63	27,500	28,000	22,000	22,000
Advertising	(611.61)	250	500	500	500
Communications	1,772.46	2,100	2,000	2,100	2,100
Travel	513.27	500	250	500	500
Operating Rentals & Leases	34,781.15	34,500	35,000	35,000	35,000
Repairs & Maintenance	5,126.62	5,000	5,000	6,000	6,000
Miscellaneous	2,031.83	2,300	1,300	2,100	2,100
Total Roadway	95,133.74	154,610	154,390	107,250	107,250
Capital Expenditures					
Improvements O/T Buildings	25,558.08	20,000	120	25,000	25,000
Machinery & Equipment	8,726.82	8,000	6,770	0	0
Total Capital Expenditures	34,284.90	28,000	6,890	25,000	25,000
Drainage					
Regular Salaries & Wages	1,871.52	5,000	2,000	5,000	5,000
Overtime	439.93	500	700	500	500
Social Security	174.56	420	170	380	380
Retirement	258.43	610	250	640	640
Workman's Compensation	84.10	200	85	220	220
Medical/life Insurance	467.78	600	250	250	250
Office & Operating Supplies	2,588.54	800	1,000	1,000	1,000
Repairs & Maintenance	0.00	2,000	1,000	1,800	1,800
Total Drainage	5,884.86	10,130	5,455	9,790	9,790

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Street Fund					
Structures					
Regular Salaries & Wages	328.00	800	0	600	600
Social Security	25.10	60	0	50	50
Retirement	36.67	90	0	80	80
Workman's Compensation	13.55	30	0	30	30
Medical/life Insurance	194.94	370	0	370	370
Professional Services	0.00	600	520	700	700
Repairs & Maintenance	0.00	500	0	600	600
Total Structures	598.26	2,450	520	2,430	2,430
Sidewalks					
Salaries & Wages	2,475.43	1,700	1,300	1,700	1,700
Overtime	193.97	200	200	200	200
Social Security	202.80	150	150	150	150
Retirement	298.44	210	200	240	240
Workmans Compensation	86.67	70	75	80	80
Medical/life Insurance	536.11	620	200	210	210
Office & Operating Supplies	3,885.57	3,500	500	3,500	3,500
Repairs & Maintenance	3,126.94	2,000	500	2,000	2,000
Total Sidewalks	10,805.93	8,450	3,125	8,080	8,080
Capital Expenditures					
Improvements O/T Buildings	0.00	20,000	2,260	15,000	15,000
Total Capital Expenditures	0.00	20,000	2,260	15,000	15,000
Street Lighting					
Public Utility Services	151,481.72	160,000	154,500	160,000	160,000
Repairs & Maintenance	392.23	5,000	5,000	5,000	5,000
Total Street Lighting	151,873.95	165,000	159,500	165,000	165,000
Capital Expenditures					
Higgins Way Street Lighting	22,659.00	0	0	0	0
Total Capital Expenditures	22,659.00	0	0	0	0

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Street Fund					
Traffic Control Devices					
Regular Salaries & Wages	20,991.73	19,500	19,000	21,000	21,000
Overtime	1,180.62	1,000	800	500	500
Social Security	1,678.73	1,570	1,470	1,650	1,650
Retirement	2,478.84	2,290	2,150	2,730	2,730
Workman's Compensation	787.48	760	750	930	930
Medical/life Insurance	7,207.63	6,900	4,500	4,670	4,670
Uniforms & Clothing	0.00	400	100	400	400
Office & Operating Supplies	15,186.34	25,000	24,500	23,000	23,000
Professional Services	11,798.43	7,000	7,000	7,000	7,000
Travel	0.00	300	0	300	300
Operating Rentals & Leases	99.92	500	0	500	500
Repairs & Maintenance	4,534.69	8,000	6,000	8,000	8,000
Miscellaneous	0.00	600	0	600	600
Total Traffic Control Devices	65,944.41	73,820	66,270	71,280	71,280
Parking Facilities					
Miscellaneous	3.87	100	5	20	20
Snow And Ice Control					
Regular Salaries & Wages	6,931.91	16,500	18,000	20,000	20,000
Overtime	1,869.44	13,100	13,000	12,000	12,000
Social Security	666.84	3,000	2,370	2,450	2,450
Retirement	984.02	2,960	3,470	4,060	4,060
Workman's Compensation	282.05	990	1,200	1,390	1,390
Medical/life Insurance	2,618.29	10,800	11,700	12,500	12,500
Office & Operating Supplies	8,149.55	9,500	11,000	10,000	10,000
Professional Services	0.00	45,000	49,000	15,000	15,000
Operating Rentals & Leases	0.00	3,000	3,500	3,000	3,000
Repairs & Maintenance	5,658.31	3,000	2,500	3,000	3,000
Total Snow And Ice Control	27,160.41	107,850	115,740	83,400	83,400
Street Cleaning					
Regular Salaries & Wages	5,537.76	8,000	5,400	8,000	8,000
Overtime	670.62	600	350	600	600
Social Security	467.58	660	440	660	660
Retirement	694.12	960	640	1,090	1,090
Workman's Compensation	214.41	320	220	370	370
Medical/life Insurance	1,686.78	1,780	1,900	1,900	1,900
Uniforms & Clothing	461.82	500	300	500	500
Office & Operating Supplies	0.00	100	0	100	100
Operating Rentals & Leases	12,300.00	16,500	16,500	14,000	14,000
Public Utility Services	532.64	500	300	500	500
Total Street Cleaning	22,565.73	29,920	26,050	27,720	27,720

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Street Fund					
Roadside					
Regular Salaries & Wages	64,158.97	48,000	42,000	52,000	52,000
Overtime	3,705.73	3,000	3,000	4,000	4,000
Social Security	5,112.96	4,100	3,440	4,280	4,280
Retirement	7,061.94	6,200	5,030	7,110	7,110
Workman's Compensation	2,340.73	2,160	1,740	2,430	2,430
Medical/life Insurance	19,260.83	17,360	11,290	11,330	11,330
Uniforms & Clothing	82.16	600	100	600	600
Office & Operating Supplies	16,698.69	17,000	17,000	18,000	18,000
Repairs & Maintenance	3,611.55	3,500	2,500	3,500	3,500
Miscellaneous	306.00	700	250	700	700
Total Roadside	122,339.56	102,620	86,350	103,950	103,950
Maintenance Administration					
Regular Salaries & Wages	0.00	100	0	100	100
Wages - Supervision	16,260.08	22,000	14,000	20,000	20,000
Wages - Administration	19,148.85	27,000	24,200	27,000	27,000
Overtime	0.00	100	0	100	100
Longevity	655.63	600	600	750	750
Longevity	630.12	700	700	800	800
Social Security	2,794.60	3,860	2,880	3,730	3,730
Retirement	4,128.54	5,650	4,200	6,190	6,190
Workman's Compensation	362.54	1,880	1,000	2,120	2,120
Medical/life Insurance	6,505.43	6,650	6,650	6,980	6,980
Supplies	0.00	500	0	300	300
Communications	113.77	200	150	200	200
Insurance	5,989.30	6,500	6,120	6,500	6,500
Miscellaneous	0.00	500	0	500	500
Total Maintenance Administration	56,588.86	76,240	60,500	75,270	75,270

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Street Fund					
Street Construction					
OIE (Design)	4,264.92	7,000	2,900	4,100	4,100
East 4th Street - CDBG	2,155.41	0	0	0	0
Wine Country Rd. - Ash St. to Fir St.	346,310.49	0	0	0	0
West 5th Street - Larson to Euclid	0.00	369,900	338,900	0	0
Safe Routes to School - Elm St. & Fir St.	0.00	42,700	42,700	312,500	312,500
Arterial Preservation - W. 5th & WCR	0.00	0	0	707,100	707,100
Total Streets Construction	352,730.82	419,600	384,500	1,023,700	1,023,700
Transportation Benefit District					
Regular Salaries & Wages	0.00	0	0	0	0
Social Security	0.00	0	0	0	0
Retirement	0.00	0	0	0	0
Workman's Compensation	0.00	0	0	0	0
Medical/life Insurance	0.00	0	0	0	0
Supplies	0.00	0	0	0	0
Professional Services	8,756.00	0	0	0	0
Repairs & Maintenance	43,567.69	0	0	0	0
Total TBD Operating Expenses	52,323.69	0	0	0	0
Street Construction					
300 Birch	16,944.50	0	0	0	0
Wine Country Rd. - Ash St. to Fir St.	38,943.14	0	0	0	0
Total TBD Street Construction	55,887.64	0	0	0	0
Transfer Out to SIED Loan Euclid/WCR	7,900.00	10,500	10,500	10,500	10,500
Ending Fund Balance					
Ending Fund Balance - Reserved	413,500.00	205,000	317,500	179,500	179,500
Ending Fund Balance	61,872.44	70,930	54,385	26,845	26,845
Total Ending Fund Balance	475,372.44	275,930	371,885	206,345	206,345
Total Street Fund	1,560,058.07	1,485,220	1,453,940	1,934,735	1,934,735

TRANSPORTATION BENEFIT DISTRICT FUND

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Transportation Benefit District					
Beginning Fund Balance - Reserved	0.00	0	0	228,870	228,870
Taxes					
License Tab Fees	0.00	155,000	170,000	165,000	165,000
Total Taxes	0.00	155,000	170,000	165,000	165,000
Miscellaneous Revenues					
Investment Interest	0.00	0	1,200	1,000	1,000
Special Item - TBD moved from Street	0.00	178,500	178,500	0	0
Total Miscellaneous Revenues	0.00	178,500	179,700	1,000	1,000
Total Transportation Benefit District	0.00	333,500	349,700	394,870	394,870

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 - None

Notable Changes in 2018 –

- Safe Routes to School - Elm St. & Fir St.	\$58,000
- Arterial Preservation - W. 5 th St. & WCR	<u>\$78,600</u>
Total	\$136,600

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	\$165,000
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Equipment and Vehicles Assigned – None

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Transportation Benefit District					
TBD					
Regular Salaries & Wages	0.00	2,000	0	2,000	2,000
Social Security	0.00	150	0	150	150
Retirement	0.00	220	0	250	250
Workman's Compensation	0.00	70	0	90	90
Medical/life Insurance	0.00	230	0	250	250
Supplies	0.00	2,000	0	2,000	2,000
Professional Services	0.00	8,000	0	8,000	8,000
Repairs & Maintenance	0.00	78,000	48,000	65,000	65,000
Total Operating Expenses	0.00	90,670	48,000	77,740	77,740
Street Construction					
West 5th Street - Larson to Euclid	0.00	63,100	62,330	0	0
Safe Routes to School - Elm St. & Fir St.	0.00	10,500	10,500	58,000	58,000
Arterial Preservation - W. 5th & WCR	0.00	0	0	78,600	78,600
Total TBD Street Construction	0.00	73,600	72,830	136,600	136,600
Ending Fund Balance					
Ending Fund Balance - Reserved	0.00	169,230	228,870	180,530	180,530
Total Ending Fund Balance	0.00	169,230	228,870	180,530	180,530
Total TBD Fund	0.00	333,500	349,700	394,870	394,870

CEMETERY FUND

City of Grandview ~ 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Cemetery Fund					
Beginning Fund Balance - Reserved	0.00	33,905	33,905	45,200	45,200
Beginning Fund Balance	77,536.97	58,370	57,730	55,385	55,385
Total Beginning Cash Balance	77,536.97	92,275	91,635	100,585	100,585
Taxes					
Local Sales Taxes	64,396.82	63,000	62,000	61,250	61,250
Total Taxes	64,396.82	63,000	62,000	61,250	61,250
Charges for Goods and Services					
Sale of Lots	22,887.00	18,000	17,000	18,000	18,000
Sale of Liners	20,745.00	18,000	18,000	18,000	18,000
Opening & Closing	41,255.00	25,000	35,000	30,000	30,000
Setting Markers	11,451.65	8,500	12,000	9,000	9,000
Total Charges for Goods and Services	96,338.65	69,500	82,000	75,000	75,000
Miscellaneous Revenues					
Investment Interest	9,188.86	8,500	9,500	9,000	9,000
Other Miscellaneous Revenue	0.00	50	0	50	50
Total Miscellaneous Revenues	9,188.86	8,550	9,500	9,050	9,050
Nonrevenues					
Sales Taxes Collected	1,589.65	0	0	0	0
Prepayment of Services	3,901.00	0	1,000	0	0
Total Nonrevenues	5,490.65	0	1,000	0	0
Total Cemetery Fund	252,951.95	233,325	246,135	245,885	245,885

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	.800
	<u>1.175 FTE</u>

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 2018 –

- Expansion of New Area (Road Entrance, Mapping and Landscaping) \$25,000

Mandated Programs – Federal and State

- Maintenance and Operations mandated by State Regulations

Revenue Generated

Sale of Lots	\$18,000
Sale of Liners	\$18,000
Opening & Closing	\$30,000
Headstone Setting	<u>\$ 9,000</u>
Total	\$75,000

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
3 – Weedeaters	4 – Mowers
1 – Grass Sweeper	1 – Mule

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Cemetery Fund					
Cemetery Services					
Regular Salaries & Wages	34,975.30	30,000	31,250	33,000	33,000
Wages - Supervision	6,957.13	6,900	4,000	7,000	7,000
Wages - Administration	10,414.29	13,000	13,350	14,000	14,000
Overtime	2,470.64	3,000	2,500	3,000	3,000
Longevity	228.40	400	250	400	400
Longevity	304.06	400	320	400	400
Social Security	4,199.97	4,110	3,950	4,420	4,420
Retirement	6,188.04	6,000	5,780	7,340	7,340
Workman's Compensation	1,486.16	2,000	2,000	2,510	2,510
Medical/life Insurance	15,440.52	11,490	12,770	12,770	12,770
Uniforms & Clothing	384.40	700	400	700	700
Office & Operating Supplies	13,473.42	10,000	9,000	10,000	10,000
Liners Purchased For Resale	7,000.00	7,000	7,500	7,500	7,500
Small Tools & Minor Equipment	0.00	500	0	500	500
Professional Services	26,265.33	21,000	21,500	21,000	21,000
Niche Wall Engraving	354.00	500	250	500	500
Communications	573.15	800	850	800	800
Travel	30.00	100	0	100	100
Operating Rentals & Leases	12,294.14	12,500	13,700	12,500	12,500
Insurance	1,849.92	2,000	1,880	2,000	2,000
Public Utility Services	7,094.25	8,000	6,000	8,000	8,000
Repairs & Maintenance	6,960.19	11,500	8,000	11,000	11,000
Miscellaneous	779.95	1,000	300	1,000	1,000
Sales Taxes Remitted	1,595.18	0	0	0	0
Total Cemetery Services	161,318.44	152,900	145,550	160,440	160,440
Capital Expenditures					
Improvements O/T Buildings	0.00	15,000	0	25,000	25,000
Machinery & Equipment	0.00	0	0	0	0
Total Capital Expenditures	0.00	15,000	0	25,000	25,000
Ending Fund Balance					
Ending Fund Balance - Reserved	33,905.00	29,450	45,200	27,200	27,200
Ending Fund Balance	57,728.51	35,975	55,385	33,245	33,245
Total Ending Fund Balance	91,633.51	65,425	100,585	60,445	60,445
Total Cemetery Fund	252,951.95	233,325	246,135	245,885	245,885

EWC PLAZA DEBT SERVICE FUND

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
SIED Loan - EWC Plaza Fund					
Beginning Fund Balance - Reserved	0.00	0	0	0	0
Non Revenues					
Loan Payment Rec - Grandview Lumber	0.00	58,700	58,670	58,670	58,670
Total Non Revenues	0.00	58,700	58,670	58,670	58,670
Total SIED Loan - EWC Plaza Fund	0.00	58,700	58,670	58,670	58,670

FUND: SIED LOAN – EWC PLAZA

PROGRAM: EWC PLAZA DEBT SERVICE

PROGRAM STATEMENT

The City of Grandview and Yakima County entered into a Supporting Investments in Economic Diversification (SIED) contract for East Wine Country Plaza infrastructure improvements. The project was constructed with a combination of City, Private and County Funds. This Fund is in place to satisfy the loan portion of the project. The City will receive payment from Grandview Lumber and then make principal and interest payments of the same amount to Yakima County Infrastructure Fund for the next 10 years.

Staffing Level – None budgeted

Overview of Ongoing and Present Activities – None

Notable Changes in 2018 – None

Mandated Programs – Federal and State – None

Revenue Generated - \$58,670 from Grandview Lumber

Equipment and Vehicles Assigned - None

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
SIED Loan - EWC Plaza Fund					
SIED Loan Principal	0.00	29,900	29,895	47,225	47,225
SIED Loan Interest	0.00	28,800	28,775	11,445	11,445
Ending Fund Balance - Reserved	0.00	0	0	0	0
Total SIED Loan - EWC Plaza Fund	0.00	58,700	58,670	58,670	58,670

EUCLID/WCR DEBT SERVICE FUND

City of Grandview -- 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
SIED Loan - Euclid/WCR Fund					
Beginning Fund Balance - Reserved	0.00	0	5	5	5
FruitSmart Contribution	12,800.00	12,800	12,800	12,800	12,800
Transfer In from Street Fund	7,900.00	10,500	10,500	10,500	10,500
Transfer In from Euclid/WCR Fund	2,602.88	0	0	0	0
Total Transfers In	10,502.88	10,500	10,500	10,500	10,500
Total SIED Loan - Euclid/WCR Fund	23,302.88	23,300	23,305	23,305	23,305

FUND: SIED LOAN – EUCLID/WCR IMPROVEMENTS

PROGRAM: EUCLID/WCR IMPROVEMENTS DEBT SERVICE

PROGRAM STATEMENT

The City of Grandview and Yakima County entered into a Supporting Investments in Economic Diversification (SIED) contract for Euclid/Wine Country Road improvements. The project was constructed with a combination of City, Private and County Funds. This Fund is in place to satisfy the loan portion of the project. The City will be responsible for repayment of the loan over a period of ten years. For the first five years, the City will receive a contribution from FruitSmart Inc. to go towards the repayment of the loan.

Staffing Level – None budgeted

Overview of Ongoing and Present Activities – None

Notable Changes in 2018 – None

Mandated Programs – Federal and State - None

Revenue Generated - \$12,800 contribution from FruitSmart Inc.

Equipment and Vehicles Assigned - None

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
SIED Loan - Euclid/WCR Fund					
SIED Loan Principal	21,064.47	18,755	18,755	19,215	19,215
SIED Loan Interest	2,234.00	4,545	4,545	4,085	4,085
Ending Fund Balance - Reserved	4.41	0	5	5	5
Total SIED Loan - Euclid/WCR Fund	23,302.88	23,300	23,305	23,305	23,305

CAPITAL IMPROVEMENT FUND

City of Grandview ~ 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Capital Improvements Fund					
Beginning Fund Balance					
Beginning Fund Balance - Reserved	121,110.00	0	0	0	0
Beginning Fund Balance	226,608.80	158,530	158,515	39,915	39,915
Total Beginning Cash Balance	347,718.80	158,530	158,515	39,915	39,915
Taxes					
Real Estate Excise Tax	86,765.06	75,000	90,000	80,000	80,000
Total Taxes	86,765.06	75,000	90,000	80,000	80,000
Miscellaneous Revenues					
Investment Interest	726.24	500	600	500	500
Contributions to Pool Amenities	0.00	5,000	5,500	0	0
Total Miscellaneous Revenues	726.24	5,500	6,100	500	500
Other Financing Sources					
Transfer In from Current Expense	35,000.00	100,000	100,000	0	0
Total Other Financing Sources	35,000.00	100,000	100,000	0	0
Total Capital Improvements Fund	470,210.10	339,030	354,615	120,415	120,415

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 2018 – The museum facility renovation did not include a new roof. This budget includes \$30,000 to replace at the roof at the new location. Also included in the budget is \$25,000 to replace old pool deck between bath house and deep end.

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	\$80,000
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Equipment and Vehicles Assigned - None

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Capital Improvement Fund					
Capital Expenditures					
Regular Salaries & Wages	0.00	5,000	0	0	0
Social Security	0.00	380	0	0	0
Retirement	0.00	560	0	0	0
Workman's Compensation	0.00	200	0	0	0
Medical/life Insurance	0.00	1,550	0	0	0
Museum Construction	251,385.07	0	0	0	0
Museum Design	5,996.82	0	0	0	0
Swimming Pool Construction	1,141.28	287,500	277,400	0	0
Swimming Pool Design	53,171.75	16,000	37,300	0	0
Museum Roof	0.00	0	0	30,000	30,000
Pool Deck	0.00	0	0	25,000	25,000
Total Capital Expenditures	311,694.92	311,190	314,700	55,000	55,000
Roadside Development					
Trees	0.00	3,500	0	4,000	4,000
Total Roadside Development	0.00	3,500	0	4,000	4,000
Ending Cash Balance					
Ending Fund Balance - Reserved	0.00	0	0	0	0
Ending Fund Balance	158,515.18	24,340	39,915	61,415	61,415
Total Ending Cash Balance	158,515.18	24,340	39,915	61,415	61,415
Total Capital Improvements Fund	470,210.10	339,030	354,615	120,415	120,415

CDBG – E. 4TH STREET FUND

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
CDBG - East 4th Street					
Beginning Fund Balance - Reserved	3,505.93	0	0	0	0
Intergovernmental Revenues					
CDBG - East 4th Street	37,500.00	0	0	0	0
Total Intergovernmental Revenues	37,500.00	0	0	0	0
Miscellaneous Revenues					
Investment Interest	0.00	0	0	0	0
Total Miscellaneous Revenues	0.00	0	0	0	0
Total CDBG Fund	41,005.93	0	0	0	0

FUND: COMMUNITY DEVELOPMENT BLOCK GRANT

PROGRAM: E. 4th Street

PROGRAM STATEMENT

The City of Grandview was awarded a \$750,000 CDBG General Purpose Grant for 2015 to construct street and sewer improvements in the East Fourth Street neighborhood. The project resulted in neighborhood improvements to the city sewer, water and transportation systems along East Fourth Street, from Ash to Elm Streets. Major project components included replacement of approximately 40 linear feet of water main, including valves, fittings and public water services; replacement of approximately 400 linear feet of sewer main and six public sewer connections; and reconstruction of existing roadway including new curb, gutter, sidewalks, storm drainage and street lighting. Total project costs were estimated at \$1,018,080 with funding from the city of \$268,080.

The project provided a citywide area benefit consisting of approximately 10,862 persons with 80.7 percent having low- and moderate-incomes based on a 2006 income survey, or 67.2 percent based on HUD's 2010 Census data.

Staffing Level – None budgeted

Overview of Ongoing and Present Activities – None

Notable Changes in 2018 – Project completed in 2015

Mandated Programs – Federal and State

Revenue Generated

C.D.B.G. Funds	\$0
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Equipment and Vehicles Assigned - None

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
CDBG - East 4th Street					
Capital Expenditures					
E. 4th - Projection Administration	5,250.00	0	0	0	0
E. 4th - Environmental Review	0.00	0	0	0	0
E. 4th - Engineering Fees	0.00	0	0	0	0
E. 4th - Sewer Improvements	23.30	0	0	0	0
E. 4th - Street/Sidewalk Improvements	35,732.63	0	0	0	0
Total Capital Expenditures	41,005.93	0	0	0	0
Ending Fund Balance					
Ending Fund Balance	0.00	0	0	0	0
Total Ending Fund Balance	0.00	0	0	0	0
Total CDBG Fund	41,005.93	0	0	0	0

EWC PLAZA FUND

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
EWC Plaza Fund					
Beginning Fund Balance	14,833.94	10,300	10,265	10,265	10,265
Intergovernmental Revenues					
Yakima Co. SIED Grant	0.00	0	0	0	0
Total Intergovernmental Revenues	0.00	0	0	0	0
Miscellaneous Revenues					
Investment Interest	1.28	0	0	0	0
Total Miscellaneous Revenues	1.28	0	0	0	0
Other Financing Sources					
Yakima Co. SIED Loan	0.00	0	0	0	0
Total Other Financing Sources	0.00	0	0	0	0
 Total EWC Plaza Fund	 14,835.22	 10,300	 10,265	 10,265	 10,265

FUND: EWC PLAZA – SIED LOAN AND GRANT

PROGRAM: EWC PLAZA

PROGRAM STATEMENT

The City of Grandview and Yakima County entered into a Supporting Investments in Economic Diversification (SIED) contract for East Wine Country Plaza infrastructure improvements. The project constructs water, sewer, irrigation and new roadway south of Wine Country Road between Fir Street and the SVID canal. The project also completes roadway improvements along the south side of Wine Country Road.

Staffing Level – None budgeted

Overview of Ongoing and Present Activities – None

Notable Changes in 2018 – Project completed in 2016

Mandated Programs – Federal and State

Revenue Generated - None

Equipment and Vehicles Assigned - None

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
EWC Plaza - SIED Loan					
Capital Expenditures					
EWC Water Improvements	0.00	0	0	0	0
EWC Sewer Improvements	0.00	0	0	0	0
EWC Irrigation Improvements	0.00	0	0	0	0
EWC Roadway Improvements	4,569.00	0	0	0	0
Total Capital Expenditures	4,569.00	0	0	0	0
Ending Net Cash And Investments					
Ending Fund Balance	10,266.22	10,300	10,265	10,265	10,265
Total Ending Net Cash And Investments	10,266.22	10,300	10,265	10,265	10,265
Total EWC Plaza Fund	14,835.22	10,300	10,265	10,265	10,265

EUCLID/WCR IMPROVEMENT FUND

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Euclid/WCR Improvements Fund					
Beginning Fund Balance - Reserved	0.00	0	0	0	0
Intergovernmental Revenues					
Yakima Co. SIED Grant	207,300.00	0	0	0	0
Total Intergovernmental Revenues	207,300.00	0	0	0	0
Miscellaneous Revenues					
Investment Interest	477.53	0	0	0	0
Port of Grandview Contribution	5,000.00	0	0	0	0
Other Miscellaneous Revenue	2,125.35	0	0	0	0
Total Miscellaneous Revenues	7,602.88	0	0	0	0
Other Financing Sources					
Yakima Co. SIED Loan	207,300.00	0	0	0	0
Transfer In from Current Expense	98,650.00	0	0	0	0
Total Other Financing Sources	305,950.00	0	0	0	0
 Total Euclid/WCR Fund	 520,852.88	 0	 0	 0	 0

FUND: EUCLID/WCR IMPROVEMENTS – SIED LOAN & GRANT

PROGRAM: EUCLID/WCR IMPROVEMENTS

PROGRAM STATEMENT

The City of Grandview and Yakima County entered into a Supporting Investments in Economic Diversification (SIED) contract for Euclid/Wine Country Road improvements. The project will improve the intersection by removing a section of the existing island at the intersection to accommodate the turning radius of large trucks heading northwest on Wine Country Road and turning south onto Euclid Road. This project will also widen the very narrow Forsell Road from Wallace Way to Euclid Road. It will further accommodate the expansion of FruitSmart Inc.'s facilities and improve access to Smucker's as well as the Port of Grandview's Wallace Way Business Park site.

Staffing Level – None budgeted

Overview of Ongoing and Present Activities – None

Notable Changes in 2018 – Project completed in 2016

Mandated Programs – Federal and State

Revenue Generated - None

Equipment and Vehicles Assigned - None

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Euclid/WCR Improvements					
Capital Expenditures					
Euclid/WCR Rd Intersection	309,168.25	0	0	0	0
Wallace Way Resurfacing	209,081.36	0	0	0	0
Total Capital Expenditures	518,249.61	0	0	0	0
Transfer Out - SIED Loan Euclid/WCR	2,602.88	0	0	0	0
Ending Net Cash And Investments					
Ending Fund Balance - Reserved	0.39	0	0	0	0
Total Ending Net Cash And Investments	0.39	0	0	0	0
Total EWC Plaza Fund	520,852.88	0	0	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 140
- Wastewater Collection see page 142
- Wastewater Treatment see page 144

As a combined utility fund the revenues from Water and Sewer departments are pledged to the utilities' debt service liabilities, see page 147. 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 ~ 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Water/Sewer Fund					
Beginning Fund Balance	5,590,952.87	6,745,005	6,744,380	8,002,785	8,002,785
Taxes					
City Utility Taxes - Water	514,746.42	500,000	520,000	523,000	523,000
City Utility Taxes - Sewer	280,349.75	280,000	295,500	307,500	307,500
Total Taxes	795,096.17	780,000	815,500	830,500	830,500
Charges for Goods and Services					
Sale of Pipe, etc.	0.00	5	0	5	5
Water Receipts	1,837,745.19	1,800,000	1,850,000	1,868,500	1,868,500
Sewer Receipts	2,878,810.05	2,900,000	3,050,000	3,172,000	3,172,000
Total Charges for Goods and Services	4,716,555.24	4,700,005	4,900,000	5,040,505	5,040,505
Miscellaneous Revenues					
Investment Interest	29,847.65	21,000	45,000	40,000	40,000
Rents & Leases	1,977.00	2,000	1,980	2,000	2,000
Lease - Verizon - Tower Park Res.	3,900.00	3,900	3,900	3,900	3,900
Judgements & Settlements	0.00	0	235	100	100
Miscellaneous Revenues	10,079.92	100	0	100	100
Total Miscellaneous Revenues	45,804.57	27,000	51,115	46,100	46,100
Capital Contributions					
Water Service Connections	5,184.00	8,000	11,000	8,000	8,000
Water Service - Capital Recovery	880.00	800	1,500	800	800
Sewer Service Connections	3,500.00	4,200	6,300	4,000	4,000
Total Capital Contributions	9,564.00	13,000	18,800	12,800	12,800
Nonrevenues					
Hydrant Rental Deposit	1,050.00	0	0	0	0
Total Nonrevenues	1,050.00	0	0	0	0
Other Financing Sources					
DWSRF Loan - OIE Water Improv	811,428.00	0	0	0	0
Sale of Fixed Assets	5,260.25	0	230	0	0
Total Other Financing Sources	816,688.25	0	230	0	0
Total Water/Sewer Fund	11,975,711.10	12,265,010	12,530,025	13,932,690	13,932,690

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	Public Works Foreman	0.80
Public Works Assistant	0.25	Public Works Maintenance Technician	3.50
Public Works Office Clerk	0.25	City Clerk	0.05
City Treasurer	0.15	Utility Billing Clerk	0.30
Deputy City Clerk/Treasurer	0.20	Accounting Clerk	<u>0.10</u>
Assistant Public Works Director	0.40		6.30 FTE

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 2018

- Water Meters	\$10,000
- Reservoir Inspection (3 MG)	\$15,000
- Willoughby Property - Irrigation System	\$20,000
- Vison Software	<u>\$ 1,500</u>
Total	\$46,500

Mandated Programs – Federal and State

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

Revenue Generated

- Water receipts	\$1,868,500
- Water service connections	\$ 8,000
- Water Capital Recovery	<u>\$ 800</u>
Total	\$1,877,300

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

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

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Water/Sewer Fund					
Water					
Regular Salaries & Wages	121,901.04	160,000	125,000	150,000	150,000
Wages - Supervision	78,050.87	85,000	71,000	85,000	85,000
Wages - Administration	72,548.43	90,000	81,000	85,000	85,000
Overtime	13,015.27	22,000	18,500	15,000	15,000
Longevity	1,392.59	800	800	1,500	1,500
Longevity	4,050.45	4,800	4,100	4,800	4,800
Social Security	22,045.76	27,740	22,560	26,110	26,110
Retirement	32,486.12	40,540	32,970	43,350	43,350
Workman's Compensation	6,310.92	8,030	11,420	14,820	14,820
Medical/life Insurance	66,812.65	74,110	71,540	66,190	66,190
Uniforms & Clothing	1,362.90	2,000	1,200	2,000	2,000
Office & Operating Supplies	82,530.61	90,000	76,000	90,000	90,000
Small Tools & Minor Equipment	809.23	1,000	0	1,000	1,000
Professional Services	29,378.67	53,500	18,000	70,000	70,000
Advertising	251.99	1,000	1,000	1,000	1,000
Communications	9,666.72	11,000	9,200	11,000	11,000
Travel	456.72	1,500	500	1,500	1,500
Operating Rentals & Leases	34,149.06	45,000	30,000	45,000	45,000
Insurance	16,535.13	18,000	16,890	18,000	18,000
Public Utility Services	203,942.45	220,000	210,000	220,000	220,000
Repairs & Maintenance	19,414.47	50,000	30,000	50,000	50,000
Miscellaneous	6,812.73	12,000	8,000	12,000	12,000
Misc - State Taxes	94,829.11	90,000	80,000	90,000	90,000
Misc - City Taxes	467,689.53	455,000	470,000	475,000	475,000
Misc - Permits	4,170.40	6,000	4,170	6,000	6,000
Total Operating Expenses	1,390,613.82	1,569,020	1,393,850	1,584,270	1,584,270
Water Meters	0.00	10,000	10,000	10,000	10,000
Insulated Pole Building	19,970.55	0	0	0	0
SCADA Well Computer Upgrades	22,242.15	30,500	32,000	0	0
Ashel Curtis Well (S17) Rehab	21,662.44	135,000	132,000	0	0
Machinery & Equipment	994.00	0	0	0	0
300 Birch	2,562.78	0	0	0	0
OIE Water Main - (Design)	14,328.00	0	0	0	0
OIE Water Main - (Construction)	870,208.18	0	0	0	0
Willoughby Property - Irrigation System	0.00	20,000	0	20,000	20,000
Reservoir Inspection (3MG)	0.00	0	0	15,000	15,000
Total Capital Expenditures	951,968.10	195,500	174,000	45,000	45,000
Total Water	2,342,581.92	1,764,520	1,567,850	1,629,270	1,629,270

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	Deputy City Clerk/Treasurer	<u>0.200</u>
Accounting Clerk	0.100		3.100 FTE

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 2018 –

- East Concord Sewer Main Relining	\$25,000
- 21" Sewer Main Repairs Video	<u>\$50,000</u>
Total	\$75,000

Mandated Programs – Federal and State

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

Revenue Generated –

- Sewer Receipts	\$3,172,000
- Sewer service connections	\$ 4,000
- Sale of Pipe	<u>\$ 5</u>
Total	\$3,176,005

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

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

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Water/Sewer Fund					
Sewer Collection					
Regular Salaries & Wages	41,368.13	43,000	40,000	46,000	46,000
Wages - Supervision	46,468.09	51,000	43,300	55,000	55,000
Wages - Administration	43,635.97	55,000	48,500	55,000	55,000
Overtime	5,817.65	13,000	13,000	6,000	6,000
Longevity	1,913.99	2,010	2,000	2,200	2,200
Longevity	1,736.55	2,000	1,800	2,000	2,000
Longevity	1,208.99	1,360	1,250	1,450	1,450
Social Security	10,782.96	12,800	10,810	12,830	12,830
Retirement	15,874.20	18,710	15,800	21,290	21,290
Workman's Compensation	2,703.46	3,720	5,470	7,280	7,280
Medical/life Insurance	30,262.24	34,560	33,810	35,160	35,160
Uniforms & Clothing	1,084.57	2,000	1,000	2,000	2,000
Office & Operating Supplies	24,425.05	25,000	24,500	26,000	26,000
Small Tools & Minor Equipment	0.00	2,000	0	2,000	2,000
Professional Services	3,349.15	45,000	45,000	15,000	15,000
Advertising	0.00	500	1,100	500	500
Communications	9,201.22	9,500	9,500	10,000	10,000
Travel	491.00	500	300	500	500
Operating Rentals & Leases	43,787.88	50,000	48,000	50,000	50,000
Insurance	93,822.96	100,000	95,300	100,000	100,000
Public Utility Services	15,272.92	25,000	16,000	25,000	25,000
Repairs & Maintenance	14,231.72	150,000	140,000	50,000	50,000
Miscellaneous	851.03	2,000	800	2,000	2,000
Misc - State Taxes	68,551.47	75,000	65,000	75,000	75,000
Misc - City Taxes	177,307.01	175,000	190,000	196,000	196,000
Total Sewer Collection	654,148.21	898,660	852,240	798,210	798,210
Insulated Pole Building	19,970.56	0	0	0	0
East 4th Street - CDBG	3,860.02	0	0	0	0
Machinery & Equipment	994.01	0	0	0	0
East Concord Sewer Main Relining	0.00	0	0	25,000	25,000
21" Sewer Main Repairs Video	0.00	0	0	50,000	50,000
Total Capital Expenditures	24,824.59	0	0	75,000	75,000
Total Sewer Collection	678,972.80	898,660	852,240	873,210	873,210

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	<u>0.025</u>
Utility Billing Clerk	0.150		6.950 FTE
Accounting Clerk	0.075		

Overview of Ongoing and Present Activities

Operations and Maintenance of the wastewater treatment facility

Notable Changes in 2018 –

- Large Equipment Replacement Fund (Metering Stations, Bio-Solid Presses, and/or Control Panels)	\$250,000
- 19' Genie Lift	\$ 15,000
- Bio-Solid Drying Beds 100' x 200'	<u>\$100,000</u>
Total	\$365,000

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 Explorer	2 – Air Compressor
1 – Road Grader	1 – Sewer Rodder
6 – Full size Pick-ups	2 – Forklift
2 – Dump Trucks	1 – Water Truck
1 – Loader	2 – Backhoes
1 – Pressure Washer	3 – Generators

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Water/Sewer Fund					
Sewer Treatment					
Regular Salaries & Wages	245,248.56	256,000	250,100	260,000	260,000
Wages - Supervision	101,507.06	105,000	103,000	108,000	108,000
Wages - Administration	38,726.54	48,500	43,000	48,000	48,000
Overtime	6,065.65	9,500	8,000	9,500	9,500
Overtime - Supervision	6,764.04	8,000	7,400	8,000	8,000
Overtime - Administration	0.00	500	0	500	500
Longevity	5,496.00	6,000	5,600	6,000	6,000
Longevity - Supervision	4,181.59	4,400	4,250	4,500	4,500
Longevity - Administration	1,157.28	1,240	1,200	1,300	1,300
Social Security	19,645.92	20,770	19,960	21,080	21,080
Social Security - Supervision	8,599.32	8,980	8,770	9,220	9,220
Social Security - Admin.	2,979.30	3,840	3,380	3,810	3,810
Retirement	28,711.47	30,350	29,170	34,990	34,990
Retirement - Supervision	12,220.69	13,130	12,820	15,300	15,300
Retirement - Administration	4,440.87	5,620	4,940	6,330	6,330
Workman's Compensation	8,418.55	9,260	9,260	10,960	10,960
Workman's Compensation-Superv.	2,297.69	2,330	2,670	3,140	3,140
Workman's Compensation - Admin	162.25	1,490	1,340	1,670	1,670
Medical/life Insurance	73,602.22	79,850	79,300	79,300	79,300
Medical/life Insurance -Super	16,303.21	18,230	17,430	17,430	17,430
Medical/life Insurance-Admin.	9,443.09	10,210	10,310	10,590	10,590
Uniforms & Clothing	2,876.98	3,600	2,600	3,600	3,600
Office & Operating Supplies	128,473.44	116,000	90,000	116,000	116,000
Small Tools & Minor Equipment	0.00	2,500	1,000	2,500	2,500
Professional Services	26,849.48	50,000	35,000	50,000	50,000
Advertising	131.87	1,000	0	1,000	1,000
Communications	9,781.40	10,000	9,200	10,000	10,000
Travel	59.15	1,000	250	1,000	1,000
Operating Rentals & Leases	8,179.59	15,000	7,200	15,000	15,000
Insurance	0.00	500	0	500	500
Public Utility Services	300,633.76	325,000	310,500	325,000	325,000
Repairs & Maintenance	63,072.67	77,000	75,000	80,000	80,000
Miscellaneous	7,690.95	15,000	4,000	15,000	15,000
Misc - Permits	12,984.84	15,000	13,000	15,000	15,000
Misc. - BioSolids Disposal	13,220.66	90,000	70,000	90,000	90,000
Total Utilities and Environment	1,169,926.09	1,364,800	1,239,650	1,384,220	1,384,220

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Capital Expenditures					
Machinery And Equipment	15,851.50	20,000	21,500	0	0
19' Genie Lift	0.00	0	0	15,000	15,000
Large Equipment Replacement	0.00	0	0	250,000	250,000
Bio-Solid Drying Bed 100' x 200'	0.00	0	0	100,000	100,000
Total Capital Expenditures	15,851.50	20,000	21,500	365,000	365,000
Total Sewer Treatment	1,185,777.59	1,384,800	1,261,150	1,749,220	1,749,220
Total Sewer Collection & Treatment	1,864,750.39	2,283,460	2,113,390	2,622,430	2,622,430

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.

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 – Well Rehab Project
 - 1999 – 2019
- 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
- Public Works Board, Drinking Water State Revolving Fund Loan – Old Inland Empire Water Improvements
 - 2014 – 2036
- U.S.D.A. Loan – Waste Water System Improvements
 - 2016 - 2056

Notable Changes in 2018 – None

Mandated Programs – Federal and State

Terms of the multiple loan contracts.

Revenue Generated – None

Equipment and Vehicles Assigned - None

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Water/Sewer Fund					
Long Term Debt & Transfers Out					
Principal					
Princ. Pwtf Loan Well Rehab	27,137.15	27,140	27,140	27,140	27,140
Principal Dwsrf Well Rehab	140,017.09	140,020	140,020	140,020	140,020
USDA Note-'09 & '10 Water Imp	6,999.86	7,240	7,240	7,485	7,485
Principal DWSRF OIE Water	0.00	45,500	45,500	45,500	45,500
Principal P/W TF Loan '96 Wwtp	237,505.26	0	0	0	0
Yakima Cnty-Sied Loan-Downtown	25,879.05	26,515	26,515	27,160	27,160
USDA Loan - '13 & '14 WWTP	46,472.89	47,000	47,475	49,000	49,000
Total Principal	484,011.30	293,415	293,890	296,305	296,305
Interest					
Interest DWSRF OIE Water	0.00	19,000	18,910	12,970	12,970
Interest P/W TF Loan '96 Wwtp	2,375.05	0	0	0	0
Int. Pwtf Loan Well Rehab	1,085.49	815	815	545	545
Interest Dwsrf Well Rehab	11,201.37	9,805	9,805	8,405	8,405
Yakima Cnty-Sied Loan-Downtown	2,619.75	1,990	1,990	1,345	1,345
USDA Note-'09 & '10 Water Imp	14,600.14	14,365	14,365	14,120	14,120
USDA Loan - '13 & '14 WWTP	87,205.11	90,000	86,225	84,700	84,700
Total Interest	119,086.91	135,975	132,110	122,085	122,085
Transfers Out					
Operating Transfer-Out Bond Red.	420,000.00	420,000	420,000	420,000	420,000
Total Transfers Out	420,000.00	420,000	420,000	420,000	420,000
Nonexpenditures					
Hydrant Rental Deposit Return	900.00	0	0	0	0
Total Nonexpenditures	900.00	0	0	0	0
Ending Fund Balance					
USDA Loan WW Loan Reserve	0.00	41,000	41,000	49,200	49,200
USDA Loan Short-Lived Assets Reserve	0.00	36,750	36,750	44,100	44,100
USDA Loan WW O & M	0.00	415,050	415,050	415,050	415,050
Ending Fund Balance	6,744,380.58	6,874,840	7,509,985	8,334,250	8,334,250
Total Water/Sewer Fund	11,975,711.10	12,265,010	12,530,025	13,932,690	13,932,690

IRRIGATION FUND

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Irrigation Fund					
Beginning Fund Balance	247,233.54	242,050	241,485	219,215	219,215
Charges for Goods and Services					
Irrigation Water Receipts	470,224.94	455,000	465,000	470,000	470,000
Total Charges for Goods and Services	470,224.94	455,000	465,000	470,000	470,000
Miscellaneous Revenues					
Investment Interest	739.40	500	1,400	1,000	1,000
Total Miscellaneous Revenues	739.40	500	1,400	1,000	1,000
Total Irrigation Fund	718,197.88	697,550	707,885	690,215	690,215

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		<u>1.35 FTE</u>

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 2018 –

- Main Line Replacement (Zorada)	\$15,000
- Vision Software	<u>\$ 1,500</u>
- Total	\$16,500

Mandated Programs – Federal and State - None

Revenue Generated –

- Irrigation Water Receipts	\$470,000
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Equipment and Vehicles Assigned – All equipment and vehicles are shared within the Public Works Department.

1 – Ford Escape	1 – Forklift	
4 – Full size pick-ups	1 – Air Compressor	3 – K-saws
1 – 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
2 – Trach pumps		

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Irrigation					
Regular Salaries & Wages	15,608.95	24,000	18,000	24,000	24,000
Wages - Supervision	25,518.20	25,000	24,600	27,500	27,500
Wages - Administration	31,368.15	35,000	32,120	35,000	35,000
Overtime	3,940.44	4,400	4,400	2,600	2,600
Longevity	910.58	860	860	1,000	1,000
Longevity	875.24	870	870	1,000	1,000
Social Security	5,935.89	6,740	5,800	6,970	6,970
Retirement	8,725.52	9,850	8,480	11,570	11,570
Workman's Compensation	1,344.42	1,950	2,940	3,960	3,960
Medical/life Insurance	18,303.23	20,950	18,810	18,810	18,810
Uniforms And Clothing	334.41	700	350	700	700
Office & Operating Supplies	8,180.53	11,000	10,500	10,000	10,000
Water Purchased For Resale	261,128.65	278,000	270,300	278,000	278,000
Small Tools & Minor Equipment	0.00	500	0	500	500
Professional Services	38.75	800	750	2,000	2,000
Advertising	0.00	100	0	100	100
Communications	4,593.43	4,900	4,890	5,000	5,000
Travel	0.00	100	0	100	100
Operating Rentals & Leases	24,343.24	23,500	22,000	27,000	27,000
Insurance	2,689.52	3,000	2,730	3,000	3,000
Public Utility Services	26,796.58	25,000	25,000	25,000	25,000
Repairs & Maintenance	26,505.54	28,000	25,000	28,000	28,000
Miscellaneous	277.97	350	270	350	350
Total Irrigation	467,419.24	505,570	478,670	512,160	512,160
Capital Expenditures					
Improvements O/T Buildings	9,294.04	15,000	10,000	15,000	15,000
Machinery & Equipment	0.00	0	0	0	0
Total Capital Expenditures	9,294.04	15,000	10,000	15,000	15,000
Ending Fund Balance	241,484.60	176,980	219,215	163,055	163,055
Total Irrigation Fund	718,197.88	697,550	707,885	690,215	690,215

SOLID WASTE FUND

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Solid Waste Fund					
Beginning Fund Balance	411,230.39	435,670	435,730	550,505	550,505
Taxes					
City Utility Taxes-Solid Waste	315,814.17	318,000	318,000	321,000	321,000
Total Taxes	315,814.17	318,000	318,000	321,000	321,000
Charges for Goods and Services					
Collection Service Fees	778,801.54	782,750	783,000	790,500	790,500
Total Charges for Goods and Services	778,801.54	782,750	783,000	790,500	790,500
Miscellaneous Revenues					
Investment Interest	5,168.11	4,000	6,500	6,000	6,000
Scales Rental	399.03	400	400	400	400
Total Miscellaneous Revenues	5,567.14	4,400	6,900	6,400	6,400
Total Solid Waste Fund	1,511,413.24	1,540,820	1,543,630	1,668,405	1,668,405

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	0.20
Utility Billing Clerk	0.25	Accounting Clerk	<u>0.15</u>
Public Works Office Clerk	0.25		3.95 FTE

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 2018 –

- Vison Software \$ 1,500

Mandated Programs – Federal and State

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

Revenue Generated

- Collection services	\$790,500
- Scale Rental	<u>\$ 400</u>
Total	\$790,900

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

- | | |
|------------------------|-------------------|
| 1 – Ford Escape | 1 – 1 Ton Flatbed |
| 3 – Garbage Compactors | 2 – Backhoes |
| 1 – Pick-up | |

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Solid Waste Fund					
Collection					
Regular Salaries & Wages	122,813.85	120,000	111,000	120,000	120,000
Wages - Supervision	14,428.53	20,000	11,000	20,000	20,000
Wages - Administration	59,690.88	62,000	61,000	63,000	63,000
Overtime	3,440.47	11,000	6,000	4,000	4,000
Longevity	4,787.00	4,900	4,800	4,950	4,950
Longevity	541.43	500	500	650	650
Longevity	1,639.91	1,650	1,650	1,750	1,750
Social Security	15,626.25	16,220	14,910	16,400	16,400
Retirement	22,980.35	23,710	21,800	27,220	27,220
Workman's Compensation	4,355.51	7,890	7,550	9,310	9,310
Medical/ife Insurance	53,051.86	58,690	49,890	50,740	50,740
Unemployment Compensation	0.00	1,000	0	1,000	1,000
Uniforms & Clothing	677.69	1,500	980	1,500	1,500
Office & Operating Supplies	38,653.21	38,000	35,000	38,000	38,000
Small Tools & Minor Equipment	0.00	500	0	500	500
Professional Services	411.00	500	500	2,000	2,000
Advertising	0.00	50	0	50	50
Communications	5,049.18	5,600	5,430	5,600	5,600
Travel	0.00	200	0	200	200
Operating Rentals & Leases	137,025.77	139,000	122,000	145,000	145,000
Insurance	12,642.89	13,000	12,770	15,000	15,000
Public Utility Services	5,561.24	4,500	4,400	4,500	4,500
Repairs & Maintenance	4,913.19	10,000	3,000	10,000	10,000
Miscellaneous	111.01	1,000	300	1,000	1,000
Miscellaneous - Tipping Fees	197,269.28	190,000	174,000	190,000	190,000
Miscellaneous - City Taxes	297,012.17	297,500	298,500	301,000	301,000
Miscellaneous - State Taxes	39,241.46	40,000	34,500	40,000	40,000
Total Collection	1,041,924.13	1,068,910	981,480	1,073,370	1,073,370
Capital Expenditures					
Insulated Pole Building	19,970.57	0	0	0	0
Machinery & Equipment	994.01	0	0	0	0
Total Capital Expenditures	20,964.58	0	0	0	0
Total Collection	1,062,888.71	1,068,910	981,480	1,073,370	1,073,370

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>
	.37 FTE

Overview of Ongoing and Present Activities

Spring community clean-up.

Notable Changes in 2018 – 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.

1 – Backhoe

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Solid Waste Fund					
Neighborhood Cleanup					
Regular Salaries & Wages	0.00	200	100	200	200
Overtime	2,015.88	2,500	1,885	2,500	2,500
Social Security	152.10	210	150	210	210
Retirement	225.38	300	220	340	340
Workman's Compensation	77.43	100	80	120	120
Medical/life Insurance	150.51	560	560	560	560
Office & Operating Supplies	239.47	400	0	400	400
Advertising	0.00	200	0	200	200
Operating Rentals	658.07	1,000	0	1,000	1,000
Repairs & Maintenance	0.00	600	0	600	600
Tipping Fees & Miscellaneous	9,273.66	9,700	8,650	9,700	9,700
Total Neighborhood Cleanup	12,792.50	15,770	11,645	15,830	15,830
Ending Fund Balance	435,732.03	456,140	550,505	579,205	579,205
Total Solid Waste Fund	1,511,413.24	1,540,820	1,543,630	1,668,405	1,668,405

REVENUE BOND REDEMPTION FUND

City of Grandview – 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
2015 W/S Bond Redemption Fund					
Beginning Fund Balance	141,402.21	153,600	152,330	167,130	167,130
Investment Interest	14,229.06	15,500	15,500	15,500	15,500
Premium on Bond Issued	63,003.87	0	0	0	0
Refunding of Long Term Debt	1,995,000.00	0	0	0	0
Operating Transfers IN	420,000.00	420,000	420,000	420,000	420,000
Total 2015 W/S Bond Redemption Fund	2,633,635.14	589,100	587,830	602,630	602,630

FUND: 2015 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:

- 2015 W/S Revenue Bonds, Improvements to Water and Sewer systems.
Term: 2015 to 2019

Notable Changes in 2018 – 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	\$ 420,000
Investment Interest	\$ 15,500

Equipment and Vehicles Assigned - None

City of Grandview ~ 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
2015 W/S Bond Redemption Fund					
Principal	380,000.00	385,000	385,000	400,000	400,000
Interest	43,300.00	35,700	35,700	24,150	24,150
Issuance Cost	17,600.00	0	0	0	0
Underwriter Discount	15,960.00	0	0	0	0
Underwriter Document Cost	2,800.00	0	0	0	0
Compensation for premium issued	23,859.78	0	0	0	0
Payment to Escrow	2,784.09	0	0	0	0
Payment to Refunded Debt Escrow	1,995,000.00	0	0	0	0
Ending Fund Balance	152,331.27	168,400	167,130	178,480	178,480
Total 2015 W/S Bond Redempt Fund	2,633,635.14	589,100	587,830	602,630	602,630

EQUIPMENT RENTAL FUND

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Equipment Rental Fund					
Beginning Fund Balance	2,117,725.63	2,290,190	2,290,290	2,408,215	2,408,215
Charges for Goods and Services					
Equipment Rental Services	500,045.00	440,000	420,000	420,000	420,000
Total Charges for Goods and Services	500,045.00	440,000	420,000	420,000	420,000
Miscellaneous Revenues					
Investment Interest	35,660.25	32,000	37,500	37,000	37,000
Total Miscellaneous Revenues	35,660.25	32,000	37,500	37,000	37,000
Other Financing Sources					
Sale of Fixed Assets	0.00	0	2,500	0	0
Total Other Financing Sources	0.00	0	2,500	0	0
 Total Equipment Rental Fund	 2,653,430.88	 2,762,190	 2,747,790	 2,865,215	 2,865,215

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 82 vehicles and pieces of equipment within the Equipment Rental Fund.

Staffing Level

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

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 2018 –

The following equipment to purchase or replace:

Concrete Mixer (Unit 355) - \$6,800
1984 1-Ton Ford Flatbed (Unit 335) - \$50,000
2005 Ford Explorer (Unit 396) - \$27,000
2007 Chevy Pick-ups (Units 304, 305 and 306) - \$27,000 each (Total \$81,000)
2007 Peterbilt Garbage Truck (Unit 310) - \$335,000
2008 Ford Escape (Unit 311) - \$23,000
2008 J.D. Gator (Unit 316) - \$7,500
2008 Dodge Charger (Patrol Unit 211) - \$45,000

Total - \$575,300

Mandated Programs – Federal and State - None

Revenue Generated

Rental Fees from Operating Departments	\$ 420,000
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Equipment and Vehicles Assigned – 82 units used by the multiple city programs in the delivery of city services.

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Equipment Rental Fund					
Equipment Rental Services					
Regular Salaries & Wages	4,582.07	4,000	4,800	4,300	4,300
Wages - Administration	7,884.03	8,200	8,000	8,200	8,200
Longevity	283.24	300	300	375	375
Social Security	975.34	975	1,000	1,000	1,000
Retirement	1,425.38	1,400	1,500	1,650	1,650
Workman's Compensation	57.27	60	75	70	70
Medical/life Insurance	3,066.39	2,975	3,100	2,975	2,975
Office & Operating Supplies	26,702.50	30,000	32,000	32,000	32,000
Fuel Consumed	73,558.64	130,000	90,000	130,000	130,000
Small Tools & Equipment	0.00	500	0	250	250
Professional Services	0.00	500	0	250	250
Advertising	683.87	500	250	500	500
Communications	517.72	500	500	500	500
Travel	0.00	250	0	250	250
Insurance	13,712.68	15,000	13,050	15,000	15,000
Repairs & Maintenance	109,768.46	130,000	125,000	130,000	130,000
Miscellaneous	8,899.42	10,000	10,000	10,000	10,000
Misc - Training	0.00	100	0	100	100
Total Equipment Rental Services	252,117.01	335,260	289,575	337,420	337,420
Capital Expenditures					
Machinery & Equipment	111,023.67	50,000	50,000	575,300	575,300
Total Capital Expenditures	111,023.67	50,000	50,000	575,300	575,300
Ending Fund Balance	2,290,290.20	2,376,930	2,408,215	1,952,495	1,952,495
Total Equipment Rental Fund	2,653,430.88	2,762,190	2,747,790	2,865,215	2,865,215

TRANSPORTATION BENEFIT DISTRICT FUND (N/A)

City of Grandview - 2018 Revenue Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted
Transportation Benefit District					
Beginning Cash Balance					
Beginning Fund Balance - Reserved	120,881.17	0	0	0	0
Beginning Fund Balance	0.00	0	0	0	0
Total Beginning Cash Balance	120,881.17	0	0	0	0
Taxes					
License Tab Fees	0.00	0	0	DO NOT USE	
Total Taxes	0.00	0	0	0	0
Miscellaneous Revenues					
Investment Interest	0.00	0	0	DO NOT USE	
Special Item - TBD Assumption by City	(120,881.17)	0	0	DO NOT USE	
Total Miscellaneous Revenues	(120,881.17)	0	0	0	0
Total Transportation Benefit District	0.00	0	0	0	0

City of Grandview - 2018 Expenditure Estimates

Description	2016 Actual	2017 Budget	2017 Projected	2018 Estimate	2018 Adopted		
Transportation Benefit District Fund							
Road and Street Maintenance							
Regular Salaries & Wages	0.00	0	0	DO NOT USE			
Overtime	0.00	0	0				
Longevity	0.00	0	0				
Social Security	0.00	0	0				
Retirement	0.00	0	0				
Workman's Compensation	0.00	0	0				
Medical/Life Insurance	0.00	0	0				
Unemployment Compensation	0.00	0	0				
Supplies	0.00	0	0				
Small Tools & Minor Equipment	0.00	0	0				
Professional Services	0.00	0	0				
Advertising	0.00	0	0				
Communications	0.00	0	0				
Travel	0.00	0	0				
Operating Rentals & Leases	0.00	0	0				
Insurance	0.00	0	0				
Public Utility Services	0.00	0	0				
Repairs & Maintenance	0.00	0	0				
Total Road and Street Maintenance	0.00	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 Transportation Benefit District	0.00	0	0	0	0		