

**GRANDVIEW CITY COUNCIL
SPECIAL MEETING AGENDA
MONDAY, OCTOBER 22, 2018**



SPECIAL MEETING – 7:00 PM

PAGE

1. **CALL TO ORDER & ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **PRESENTATIONS**
4. **PUBLIC COMMENT** – At this time the public may address the Council on any topic whether on the agenda or not, except those scheduled for public hearing.
5. **CONSENT AGENDA** – Items on the Consent Agenda will be voted on together by the Council, unless a Councilmember requests that items be removed from the Consent Agenda and discussed and voted upon separately. An item removed from the Consent Agenda will be placed under Unfinished and New Business.

A.	Minutes of the October 8, 2018 Budget special meeting	1-4
B.	Minutes of the October 9, 2018 Committee-of-the-Whole meeting	5-11
C.	Minutes of the October 9, 2018 Council meeting	12-14
D.	Minutes of the October 15, 2018 Budget special meeting	15-18
E.	Payroll Check Nos. 10580-10595 in the amount of \$82,607.51	
F.	Payroll Electronic Fund Transfers (EFT) Nos. 59992-59997 in the amount of \$78,671.56	
G.	Payroll Direct Deposit 10/1/18-10/15/18 in the amount of \$105,354.85	
H.	Claim Check Nos. 116218-116319 in the amount of \$315,876.28	
6. **ACTIVE AGENDA** – Notice: Items discussed at the 6:00 pm Committee-of-the-Whole meeting of an urgent or time sensitive nature may be added to the active agenda pursuant to City Council Procedures Manual Section 3.18(c).

A.	Public Hearing – 2019 Current Expense Fund Revenue Sources	19-21
B.	Resolution No. 2018-43 declaring certain City property from the Public Works Department as surplus and authorizing disposal by public auction, sale or trade	22
C.	Resolution No. 2018-44 declaring Police firearms/parts as surplus and authorizing destruction of the firearms/parts	23
D.	Resolution No. 2018-45 declaring Police firearms as surplus and authorizing the trade of the firearms to a federal firearms licensed dealer	24
E.	Sunnyside Fire Department Ambulance Service Proposal	
7. **UNFINISHED AND NEW BUSINESS**
8. **CITY ADMINISTRATOR AND/OR STAFF REPORTS**
9. **MAYOR & COUNCILMEMBER REPORTS**
10. **ADJOURNMENT**

**GRANDVIEW CITY COUNCIL
SPECIAL MEETING MINUTES – BUDGET
OCTOBER 8, 2018**

1. CALL TO ORDER

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

Present were: Mayor Childress and Councilmembers Gaylord Brewer, Gloria Mendoza, Bill Moore, Javier Rodriguez and Joan Souders.

Councilmember Mike Everett arrived at 6:15 p.m.

Absent from the meeting was Councilmember Dennis McDonald.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Treasurer Matt Cordray and City Clerk Anita Palacios.

2. 2019 PRELIMINARY BUDGET

City Administrator opened the 2019 preliminary budget discussions by identifying items from the August 6, 2018 Council Budget Retreat that were included in the preliminary budget as follows:

Councilmember Everett

- Development of a Grandview ambulance service
- Expand economic development efforts

Councilmember Mendoza

- Promote Country Park use and events

Councilmember Moore

- Continue sealcoating program
- Budget for the annual economic development convention

Councilmember Souders

- Reinstate the presentation of the Beautification Awards at Council meetings
- Budget for retail recruiter
- Budget for additional pool improvements and development of dog park

Councilmember Rodriguez

- Budget for street tree sidewalk improvements (trip hazards)
- Budget for Council chairs

Mayor Childress

- Contract with economic development promotion retailer (NaviRetail)
- Ambulance service presentation

He also noted that a 3% general wage increase was incorporated in the preliminary budget for all City employees. The Public Works Union contract was settled with a 3% wage increase for 2019. The Police Sergeants & Patrol Union and Police Support Union contracts expire December 31, 2018 and were currently in negotiations. Salary increases for the Mayor and Councilmember positions were not incorporated. A salary comparison was prepared based on the City's comparables which identified that the average salary for the mayor position was \$900

per month and the average salary for a councilmember was \$337 per month. Currently, the Mayor receives \$540 per month and Councilmembers receive \$300 per month.

City Treasurer Cordray presented the 2019 preliminary budget as follows:

2019 REVENUE ESTIMATES

Current Expense Fund

Total Beginning Cash Balance - \$1,294,475

Taxes

2018 Budget \$4,341,750

2019 Estimate \$4,563,250

Licenses and Permits

2018 Budget \$131,500

2019 Estimate \$141,500

Intergovernmental Revenues

2018 Budget \$357,600

2019 Estimate \$351,100

Charges for Goods and Services

2018 Budget \$151,860

2019 Estimate \$158,600

Fines and Penalties

2018 Budget \$177,210

2019 Estimate \$170,410

Miscellaneous Revenues

2018 Budget \$154,515

2019 Estimate \$170,465

Total Current Expense Fund Revenues

2018 Budget \$7,282,285

2019 Estimate \$6,849,800

2019 EXPENDITURE ESTIMATES

Current Expense Fund

Legislative Services - Council

2018 Budget \$56,380

2019 Estimate \$56,600

Notable Changes in 2019 – None

Community Support Services

2018 Budget \$36,325

2019 Estimate \$28,090

Notable Changes in 2019 – Reduction in Election Services during non-election year.

Municipal Court Services

2018 Budget \$364,390

2019 Estimate \$358,095

Notable Changes in 2019 – Yakima County District Court costs decreased from \$202,650 in 2018 to \$194,300 in 2019. 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. In 2018, the City entered into a four-year agreement with Yakima County for probation services at a flat fee of \$70 per case. The cost to the City for probation services decreased from \$4,500 in 2018 to \$3,550 in 2019. For year one (2018) and year two (2019) of the agreement, the County agreed to accept 75% of the total cost that the City would be responsible to pay. For year three (2020) and year four (2021), the City agreed to pay 100% of the total cost. The public defender agreement with the Law Firm of Beck and Phillips, PLLC was renewed in 2018 for a five-year period. The Public Defender compensation in a total fixed-fee increased from \$75,920 in 2018 to \$78,957 in 2019. The Public Defender Agreement reflects a caseload limit, the reimbursement of costs for investigators and experts, warranty of public defender and quarterly reporting requirements. The City also contracts with other defense attorneys in the case of public defender conflicts.

General Management Services – Mayor & City Administrator

2018 Budget \$103,150

2019 Estimate \$111,200

Notable Changes in 2019 – None

Clerk Services – City Clerk

2018 Budget \$54,540

2019 Estimate \$51,220

Notable Changes in 2019 – Elimination of Deputy City Clerk/Treasurer position.

Accounting Services – City Treasurer

2018 Budget \$114,055

2019 Estimate \$114,060

Notable Changes in 2019 – Elimination of Deputy City Clerk/Treasurer position. Professional Services – State Auditor's Office has an increase of \$5,000 for anticipation of receiving a Single Federal Audit.

Risk Management Services

2018 Budget \$159,370

2019 Estimate \$191,620

Notable Changes in 2019 – The City's liability assessment with WCIA increased from \$154,446 in 2018 to \$155,388 in 2019. The assessment formula was based on two factors: worker hours multiplied by the assessment rate. The assessment rate was determined by an actuarial review of the City's last five years loss history and successful completion of WCIA's COMPACT requirements. Property, boiler and machinery, and crime/fidelity rates remained the same for 2019, however, the City's property schedule was re-appraised in 2018 thus increasing building/content values and increasing premiums for several departments in 2019. The City insures 64 vehicles and the City's auto physical damage rates increased from \$15,048 in 2018 to \$19,699 in 2019.

Legal Services

2018 Budget \$103,610

2019 Estimate \$104,590

Notable Changes in 2019 – The following union agreements expire December 31, 2018 and negotiations would continue into 2019:

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

Human Resource Services

2018 Budget \$76,960

2019 Estimate \$76,640

Notable Changes in 2019 – Elimination of Deputy City Clerk/Treasurer position.

General Facilities Services

2018 Budget \$29,020

2019 Estimate \$30,305

Notable Changes in 2019 – None

Planning & Community Development Services

2018 Budget \$36,000

2019 Estimate \$33,260

Notable Changes in 2019 – Increased professional services from \$5,100 to \$7,500 due to anticipated increase in land use activity.

Economic Development Services

2018 Budget \$67,160

2019 Estimate \$34,830

Notable Changes in 2019 – None

The next preliminary budget meeting would be held on Monday, October 15, 2018 at 6:00 p.m.

3. ADJOURNMENT

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

Mayor Norm Childress

Anita Palacios, City Clerk

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
OCTOBER 9, 2018**

1. CALL TO ORDER

Mayor Norm Childress called the Committee-of-the-Whole meeting to order at 6:00 p.m., in the Council Chambers at City Hall.

2. ROLL CALL

Present were: Mayor Childress and Councilmembers Gay Brewer, Dennis McDonald, Bill Moore and Javier Rodriguez.

Councilmember Gloria Mendoza arrived at 6:05 p.m.

Councilmember Mike Everett arrived at 6:10 p.m.

Councilmember Joan Souders arrived at 6:10 p.m.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Treasurer Matt Cordray, Fire Chief Pat Mason, Police Chief Kal Fuller and City Clerk Anita Palacios.

3. PUBLIC COMMENT – None

4. NEW BUSINESS

A. Ambulance Service Report

Fire Chief Mason explained that in March 2018, the City was approached by the City's current primary ambulance provider, Prosser Hospital Ambulance (PHA), concerning the fact they were losing money. PHA advised that last year the ambulance service created a financial deficit of over \$600,000 and they were on track for the same to happen this year. PHA advised they would not be able to continue to operate this way and were looking into options to offset some or all the deficit. After exploring different options, PHA approached the City concerning contracting ambulance services for a fee. Council tasked staff with exploring options to ensure the citizens of Grandview had access to quality ambulance services in a cost-effective way for the foreseeable future. Council also indicated they would like this service provided under some type of long term contract and/or agreement.

Currently, there were two local ambulance services in the area willing to provide ambulance services to the citizens of Grandview. One of these providers was PHA. PHA was an EMS only provider and provided ambulance service to the area for approximately 18 years as the primary response agency. The other provider was Sunnyside Fire Department (SSFD). SSFD was a combination fire department and EMS provider and provided ambulance service to the area for approximately 24 years as the secondary response agency.

In an effort to provide quality ambulance service to the community in a cost-effective way, staff approached both agencies to determine what each could offer the City and at what cost. As staff researched working with both agencies, it became apparent there were additional benefits the City could take advantage of by partnering fire department to fire department. Those same

benefits were limited by partnering fire department to EMS only agency. One significant possibility of working with SSFD was an offer from Astria Sunnyside Hospital (Astria) to financially support SSFD up to \$215,000 per year for up to five years to offset the cost of providing the service to the Grandview/Mabton area with the indication the financial support would be re-evaluated and could possibly continue after five years.

With this information, both agencies presented a proposal to the Mayor and Council. SSFD proposed providing ambulance service to the City for \$126,023 per year. For now, this included a staffed ambulance in Grandview during the day and, since sleeping quarters were not available, SSFD would return to Sunnyside and respond from there during the night. PHA proposed providing ambulance service to the City 24 hours a day for \$185,294 per year. In addition to the \$185,294, the City would need to provide PHA with facilities for the ambulance crew to use and sleep in the City with additional amenities.

After discussing and evaluating both proposals, Tyler Platt from PHA advised Council the two proposals were not comparing apples-to-apples since SSFD's proposal was not a 24 hour per day plan. Council then directed staff to provide additional information to ensure both agencies were being evaluated equally and a draft agreement for the services.

A questionnaire was provided to both agencies regarding their abilities and was summarized below:

<u>QUESTION</u>	<u>PHA</u>	<u>SSFD</u>
Ambulances available with on duty staff?	2	3 (at night), 4 (daytime)
Scheduled on duty staff?	4	6 – 9
Annual cost to Grandview:		
12 Hour Shift?	\$115,449 (2017 Call #'s)	\$126,000
24 Hour Shift?	\$185,295	\$126,000
Ambulance personnel provide assistance to GFD during downtime?	Yes	Yes
Some areas ambulance personnel could assist with:		
Cleaning around station and bays?	Yes	Yes
Wash and wax apparatus, vehicles?	Yes	Yes
Conduct hands-on practical EMS & Fire training?	Yes	Yes
Respond as firefighters through auto aid agreement?	No	Yes
Perform company level inspections?	Yes	Yes

<u>QUESTION</u>	<u>PHA</u>	<u>SSFD</u>
Perform apparatus checks?	No	Yes
Assist with public education?	Yes	Yes
Assist with hydrant inspections and testing?	Yes	Yes
Assist with developing, preparing and implementing training classes?	Yes	Yes
Will partnering with your agency positively impact our Insurance Rating?	Unknown	Yes – for both cities
Can we combine fire suppression and EMS training?	Yes	Yes
Can you share equipment with the City of Grandview?	No	Yes
What types of equip?		Automatic Aid with Fire Suppression, Vertical Rope Rescue, Confined Space & Trench Rescue, Credentialed Fire Marshal's, Air/Rehab Support Unit
Able to jointly purchase fire equipment?	No	Yes with Council approval
Able to participate in construction of new fire station?	No	Yes with Council approval
Able to apply for Yakima County SIED Program loan/grant funds?	Researching	Yes
Able to participate in grant opportunities with the City of Grandview?	Unknown	Yes

As identified above in an effort to compare apples-to-apples, PHA indicated they could be of more assistance to the City in several areas listed than they had been in the past. SSFD indicated they could assist in all of the listed areas. As staff explored the ambulance provider question, it was apparent there were more benefits in a fire department to fire department partnership than a fire department to EMS agency partnership.

Grandview would be selecting an ambulance service provider that would be the primary ambulance service 24 hours per day, 7 days a week, 365 days a year. Since Grandview did not currently have sleeping quarters located at the station, discussion included how many hours the provider would spend at the Grandview Fire Department. Both providers would return to their

home facility at night for their rest period, but that same agency would still respond from that location at night if there was a 911 call in Grandview. Currently, PHA was at the Grandview Fire Department approximately 8 to 9 hours during the day and then returned to the Prosser location during the rest of the time.

In addition, the agency selected would be the City's primary ambulance agency. Just like fire departments, no ambulance agency would have the resources to handle every call. The other ambulance agency not chosen to be the City's primary ambulance service, at their discretion, would be the City's back-up (secondary) agency. If the primary agency's ambulances were all busy, then the secondary agency would be requested. This was how it worked now with PHA being the primary agency and SSFD being the secondary agency.

It would be beneficial to consider having living/sleeping quarters available at the Grandview Fire Department to lessen the call out burden on the volunteer firefighters and to allow volunteers to sign up for shifts at the station rather than being on call at home. This would potentially increase participation by the volunteers, shorten response times, allow the City to reach out farther from Grandview for potential volunteers, and extend the time frame to provide Fire Department services with volunteers. It would allow the City to have the ambulance provider located in the City 24 hours a day rather than 12 hours. For now, both ambulance agencies would provide ambulance coverage in the City for 12 hours a day and then return to their home station at night. This was due to a lack of available rest facilities at the City's Fire Department. For either one of the agencies to stay in Grandview for the entire 24 hour period, the City would need to provide these facilities. The proposals from both agencies do not include providing these facilities.

SSFD indicated a 12 hour shift in Grandview and the other 12 hours from the Sunnyside facility would cost \$126,023 per year. If SSFD was able to stay in Grandview for the entire 24 hour shift, the cost would remain at \$126,023 per year. One of the reasons SSFD indicated they would be able to provide the service for this cost was because of Astria. Astria indicated if SSFD ambulance picked up this service area, Astria would commit supporting SSFD up to an additional \$215,000 to help offset costs. Astria committed to maintaining this level of support for five years and would review the possible need for further assistance at that time. SSFD provided ambulance service to their citizens for over 20 years in a financially stable way.

PHA indicated a 12 hour shift in Grandview and the other 12 hours from the Prosser facility would cost \$115,449 per year based on 2017 call volume statistics. If PHA was able to stay in Grandview for the entire 24 hour shift, the cost would be \$185,295 per year. Concern was expressed with PHA's history of operating the ambulance service without a financially stable funding source. This was evident back in 2008/2009 when PHA shared their financial shortfall at that time. Subsequently, the City paid approximately \$100,000 to offset the loss and PHA still closed their Grandview facility. Earlier this year, it became evident again when Mr. Platt shared that PHA had a loss last year of over \$600,000 and were on track for that to happen again this year. This discussion was the catalyst for the City needing to pay for ambulance service. If the City contracted with PHA for ambulance service in the amount of \$115,000 to \$120,000 per year, this still would not account for approximately \$500,000 of their annual deficit. How would PHA cover their deficit while at the same time making an ambulance more available to Grandview. In addition, if PHA cannot find a way to cover their deficit, then what assurances does the City have that PHA would be financially able to continue providing ambulance service for the long term.

Another point to consider was Fire Chief Mason requested for several years an additional FTE for the Fire Department. He wanted to ensure Council understood there was still a need for an additional firefighter. If the City contracted with PHA, he did not feel that would alleviate his need for an additional FTE. He would be coming to Council during the 2019 budget presentations requesting an additional FTE in 2019. This FTE request would amount to an increase in the Fire Department's budget of approximately \$80,000 to \$100,000. If the City contracted with SSFD, he felt the need to hire an additional FTE could be postponed for the next 2 to 4 years. SSFD would have available to the City through auto aid agreements employees that could assist the City in all areas with all types of emergencies.

In discussions with Robert Ferrell of the Washington Survey and Rating Bureau (WSRB), Mr. Ferrell indicated WSRB had no past experience of rating a jurisdiction that partnered with an EMS only agency. He indicated WSRB would consider any potential benefits when the City was next evaluated. He explained that their past experience was evaluating fire departments that partnered with neighboring fire departments. While some areas could benefit the City as long as were being done correctly by either agency, areas including fire training and actual structural firefighting would benefit the rating of the City when provided by another fire department.

From a long-term perspective, partnering with SSFD could provide cost saving opportunities to the taxpayers of both cities. The first was Astria helping with \$215,000 of funding for the Sunnyside Fire Department. This alone was a potential \$1,075,000 savings to the taxpayers of Sunnyside and Grandview. In the future, both cities could consider such things as adding fire stations, replacing aerial trucks, purchasing fire engines, etc. The City currently partners with Yakima County Fire District #5 on the fire station, a fire engine and the rescue truck. This could enable the citizens of Grandview to save over \$500,000 in initial investment in addition to reducing the maintenance expenses in half. The ability to partner in the future with SSFD on a joint fire station, aerial ladder truck and fire engine could have the potential to save the citizens of Grandview over \$1,000,000 in initial purchasing. Joint purchasing could give the City the same benefits from the WSRB as if the City were purchasing these items at a considerably higher cost. It could also enhance the City's ability of attaining grants because it would benefit two communities instead of just one.

Currently, the City was using PHA as the primary ambulance provider and SSFD as the secondary ambulance provider for those times that none of the PHA units were available. In 2017, SSFD responded to PHA's primary response area 50 times for 911 calls because PHA was not available. In the last 12 months, SSFD responded to PHA's primary response area 58 times for 911 calls. This was a 15% increase over 2017. It was his understanding this was due to PHA taking on more inter-facility transfers (IFT's) to help offset the financial loss. How was PHA going to improve their financial loss by taking on more IFT's while at the same time making an ambulance more available for 911 calls in Grandview? He believed PHA would either continue to be financially unstable or be less available to respond to 911 calls. Either one would create a bad situation for providing a long-term stable ambulance service for the City.

Based on the information provided, Fire Chief Mason recommended the City partner with SSFD to provide primary ambulance services. As long as PHA was available and willing, PHA would be utilized as the secondary ambulance service when SSFD was not available.

Discussion took place.

On motion by Councilmember Souders, second by Councilmember Rodriguez, the C.O.W. agreed to move the Sunnyside Fire Department's ambulance service proposal to the October 22, 2018 special Council meeting for formal acceptance and directed staff to prepare a draft interlocal agreement with the City of Sunnyside for consideration at a future C.O.W. meeting.

Councilmember Brewer abstained from the vote as his spouse was currently the Chair of the Astria Sunnyside Hospital Board of Directors.

5. RECESS & RECONVENE OF C.O.W. MEETING

On motion by Councilmember Everett, second by Councilmember Moore, the Council recessed the Committee-of-the-Whole meeting at 7:00 p.m., to reconvene following the regular Council meeting.

On motion by Councilmember Everett, second by Councilmember Rodriguez, the Council reconvened the Committee-of-the-Whole meeting to discuss the following items at 7:50 p.m.

B. Resolution declaring certain City property from the Public Works Department as surplus and authorizing disposal by public auction, sale or trade

City Administrator Arteaga explained that the Public Works Department has the following vehicles which were no longer needed for the conduct of City business and were being recommended for surplus:

- 1999 Chevrolet C1 Pickup, VIN #1GCEC14V1XE234217 (PK #432)
- 2005 Ford Explorer, VIN #1FMZU72K15ZA59785 (PW #396)
- 2007 Chevrolet C1 Pickup, VIN #1GCEC14C27Z542259 (PW #307)
- 2007 Chevrolet C1 Pickup, VIN #1GCEC14C57Z542269 (PW #204)

Discussion took place.

On motion by Councilmember Everett, second by Councilmember Mendoza, the C.O.W. moved a resolution declaring certain City property from the Public Works Department as surplus and authorizing disposal by public auction, sale or trade for consideration at the October 22, 2018 special Council meeting.

C. Resolution declaring Police firearms/parts as surplus and authorizing destruction of the firearms/parts

Police Chief Fuller explained that in 2007, the Police Department obtained the following three gun parts from a private firearms dealer: Olympic Arms CAR/AR Serial No. K1047; Eastside MFG AR 15 auto sear Serial No. ES-010; and Eastside MFG UZI bolt Serial No. UB-50. These parts have never been used and were now of no value to the Police Department. The parts were registered with the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF). The Police Department has no use for these three gun parts. Each one of these parts were from different firearms. These parts all, in some way, would allow a firearm to be operated as fully automatic. Because of this, the parts were registered with the ATF just as if they were firearms.

Each part was tracked by the ATF and cannot be transferred/sold/given away without permission of the ATF. The value of any of these parts was limited and was less than the time that would be involved in attempting to sell/trade/donate. He requested that the parts in question be approved for destruction in accordance with the ATF's rules and regulations.

Discussion took place.

On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved a resolution declaring Police firearms/parts as surplus and authorizing destruction of the firearms/parts for consideration at the October 22, 2018 special Council meeting.

D. Resolution declaring Police firearms as surplus and authorizing the trade of the firearms to a federal firearms licensed dealer

Police Chief Fuller explained that in 2001, the Police Department purchased five (5) H&K UMP firearms Serial Nos. 163-002393, 163-002609, 163-002394, 163-002610 and 163-002393 for \$996 each. The firearms were used from 2002 until about 2015 and were retired from service. The Police Department has no use for these weapons that have exceeded their service lifespan. Since the weapons were considered a "machine gun" (due to firing two shot bursts) there was now a limited used market for such weapons. A firearms and ammunition dealer was located who would take the obsolete firearms on trade for new rifles and ammunition.

Discussion took place.

On motion by Councilmember Everett, second by Councilmember Rodriguez, the C.O.W. moved a resolution declaring Police firearms as surplus and authorizing the trade of the firearms to a federal firearms licensed dealer for consideration at the October 22, 2018 special Council meeting.

Councilmember Brewer voted in opposition.

7. OTHER BUSINESS – None

8. ADJOURNMENT

The C.O.W. meeting adjourned at 8:10 p.m.

Mayor Norm Childress

Anita Palacios, City Clerk

**GRANDVIEW CITY COUNCIL
REGULAR MEETING MINUTES
OCTOBER 9, 2018**

1. CALL TO ORDER

Mayor Norm Childress called the regular meeting to order at 7:00 p.m. in the Council Chambers at City Hall.

Present were: Mayor Childress and Councilmembers Gay Brewer, Mike Everett, Dennis McDonald, Gloria Mendoza, Bill Moore, Javier Rodriguez and Joan Souders.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Treasurer Matt Cordray, Parks & Recreation Director Gretchen Chronis and City Clerk Anita Palacios.

2. PLEDGE OF ALLEGIANCE

Parks & Recreation Director Chronis led the pledge of allegiance.

3. PRESENTATIONS

A. Certificates of Appreciation - Friends of the Rose Garden

City Administrator Arteaga and Parks & Recreation Director Chronis presented Certificates of Appreciation to the Friends of the Rose Garden in recognition of their ongoing volunteer efforts at the City of Grandview Rose Garden. Present were John and Kay Myers, Ray Vining, Sue and Bruce Johnson, and Trish and Mark Drollinger. Also receiving Certificates of Appreciation, but not in attendance were Peggy Brewer, Darren Still, Michelle Denchel and Jan Padgham.

4. PUBLIC COMMENT

Nolan Wentz announced his candidacy for Yakima County Sheriff.

5. CONSENT AGENDA

On motion by Councilmember Rodriguez, second by Councilmember McDonald, Council approved the Consent Agenda consisting of the following:

- A. Minutes of the September 25, 2018 Committee-of-the-Whole meeting
- B. Minutes of the September 25, 2018 Council meeting
- C. Payroll Check Nos. 10550-10579 in the amount of \$26,247.05
- D. Payroll Electronic Fund Transfers (EFT) Nos. 59982-59987 in the amount of \$83,715.44
- E. Payroll Direct Deposit 9/16/18-9/30/18 in the amount of \$101,257.73
- F. Claim Check Nos. 116138-116217 in the amount of \$141,924.85

6. **ACTIVE AGENDA**

A. **Resolution No. 2018-41 approving the Grandview Museum Mission and Vision Statements**

This item was previously discussed at the September 25, 2018 C.O.W. meeting.

On motion by Councilmember Everett, second by Councilmember Mendoza, Council approved Resolution No. 2018-41 approving the Grandview Museum Mission and Vision Statements.

B. **Resolution No. 2018-42 authorizing the Mayor to sign the 2019 Interlocal Corrections/Detention Agreement with Yakima County**

This item was previously discussed at the September 25, 2018 C.O.W. meeting.

On motion by Councilmember Moore, second by Councilmember Souders, Council approved Resolution No. 2018-42 authorizing the Mayor to sign the 2019 Interlocal Corrections/ Detention Agreement with Yakima County.

C. **Ordinance No. 2018-14 amending Chapter 5.04 of the Grandview Municipal Code to comply with Laws of 2017, Engrossed House Bill 2005, Chapter 209**

This item was previously discussed at the September 25, 2018 C.O.W. meeting.

On motion by Councilmember Moore, second by Councilmember Everett, Council approved Ordinance No. 2018-14 amending Chapter 5.04 of the Grandview Municipal Code to comply with Laws of 2017, Engrossed House Bill 2005, Chapter 209.

7. **UNFINISHED AND NEW BUSINESS** – None

8. **CITY ADMINISTRATOR AND/OR STAFF REPORTS**

2019 Preliminary Budget – City Administrator Arteaga provided information to Council regarding questions that arose at the October 8, 2018 preliminary budget meeting regarding municipal court fines and penalties; Liquor Board profit excise tax payments; WCIA insurance costs and benefits; Library grants; and rumored closure of R.E. Powell Distributing.

Retail Recruitment Flyer – City Administrator Arteaga circulated the retail recruitment flyer for Grandview created by NaviRetail that they would be distributing at the Los Angeles Retail Recruitment Convention.

9. **MAYOR & COUNCILMEMBER REPORTS**

YVCOG General Membership Meeting – Mayor Childress reported that the YVCOG General Membership meeting was scheduled for October 17th in Naches.

Rotary Trunk or Treat Food Drive – Councilmember Mendoza reported that the Grandview Rotary Club would be holding a “Trunk or Treat Food Drive” on October 26, 2018 from 5 to 8 p.m., in the 100 block of Division Street in the Downtown Business District.

No Rhyme or Reason Country Flea Market – Mayor Childress reported that the “No Rhyme or Reason” Country Flea Market held on October 5-7 at Country Park was a huge success and the organizer was already planning an additional flea market in April of next year.

10. ADJOURNMENT

On motion by Councilmember Mendoza, second by Councilmember Moore, Council adjourned the regular meeting at 7:50 p.m.

Mayor Norm Childress

Anita Palacios, City Clerk

**GRANDVIEW CITY COUNCIL
SPECIAL MEETING MINUTES – BUDGET
OCTOBER 15, 2018**

1. CALL TO ORDER

Mayor Pro Tem Bill Moore called the special meeting to order at 6:05 p.m. in the Council Chambers at City Hall.

Present were: Mayor Pro Tem Moore and Councilmembers Mike Everett, Gloria Mendoza and Joan Souders.

Councilmember Gay Brewer arrived at 6:20 p.m.

Absent from the meeting were Mayor Norm Childress, Councilmembers Dennis McDonald and Javier Rodriguez.

On motion by Councilmember Souders, second by Councilmember Mendoza, Council excused Mayor Childress and Councilmembers McDonald and Rodriguez from the meeting.

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

2. 2019 PRELIMINARY BUDGET

2019 Current Expense Fund Revenue Sources

City Treasurer Cordray explained that the operating revenue for the Current Expense Fund in 2019 was estimated to be \$5,555,325. The Current Expense Fund revenues estimates were as follows:

<u>Revenue Type</u>	<u>Amount</u>
Property Taxes	\$1,650,000
Sales Tax	\$ 654,750
Criminal Justice Tax	\$ 170,000
City Utility Taxes	\$1,041,000
Private Utility Taxes	\$1,045,000
Other Taxes	\$ 2,500
Licenses & Permits	\$ 141,500
Intergovernmental Revenues	\$ 351,100
Charges for Service	\$ 158,600
Fines & Forfeits	\$ 170,410
Misc. & Other Revenues	<u>\$ 170,465</u>
Total Revenue	<u>\$5,555,325</u>

A public hearing to consider the revenue sources for the 2019 Current Expense Fund budget would take place at the October 22, 2018 special Council meeting.

City Treasurer Cordray continued the presentation of the 2019 preliminary budget, as follows:

2019 Expenditure Estimates – Current Expense Fund

Library Services

2018 Budget \$293,975

2019 Estimate \$305,860

Notable Changes in 2019 –

- Hire “in-training Assistant Librarian” on December 1, 2019 to prepare for end of January 2020 retirement.
- Federal funding decreased for the on-line periodical database and for the OCLC bibliographic database and the e-books/e-audio subscription which increases City costs.
- YVC now contributes to the “out of pocket cost” for the OCLC bibliographic database.
- Depend on Friends of Grandview Library to pay for four newspaper subscriptions.
- Revenue was not consistent year to year.
- Combined catalog with YVC would change workload dynamics. Six month implementation.

Senior Citizen Services

2018 Budget \$19,190

2019 Estimate \$13,300

Notable Changes in 2019 – None

Recreation Services

2018 Budget \$184,300

2019 Estimate \$139,200

Notable Changes in 2019 – None

Aquatics Services

2018 Budget \$141,310

2019 Estimate \$141,185

Notable Changes in 2019 – \$60,000 was earmarked for the Swim Pool Splash project pending successful notification of RCO grant (Capital Improvement Fund). If successful, the Grandview Chamber of Commerce pledged a cash donation of \$20,000 toward the project. In addition, a \$2,000 increase was included for maintenance weekend overtime to oversee pool chemical supervision. Increase of \$2,500 in supplies for the painting of the pool tank (done every other year).

Museum

2018 Budget \$31,740

2019 Estimate \$32,465

Notable Changes in 2019 – An additional amount of \$60,000 (Capital Improvement Fund) for the roofing project. An increase in office & operating supplies from a 2018 Legends Grant for a Children’s Interpretive Center. The increase in professional services was for additional janitorial services and electrical work in the gun case area to include outlets on the workbench and lighting.

Community Center

2018 Budget \$56,650

2019 Estimate \$57,100

Notable Changes in 2019 – Outdoor BBQ area was not constructed in 2018. The amount of \$5,000 was being carried over to 2019.

Fire Administration Services

2018 Budget \$166,210

2019 Estimate \$172,990

Notable Changes in 2019 –

- Salaries and associated line items were slightly increased to reflect possible changes by the Council in 2018 as well as expected insurance cost increases.
- Operating Rentals and Leases restored to previous levels.

Fire Suppression Services

2018 Budget \$934,300

2019 Estimate \$429,685

Notable Changes in 2019 –

- Salaries and associated line items were slightly increased to reflect possible changes by the Council in 2018 as well as expected insurance cost increases.
- Increase in “Volunteer Compensation” to reflect proposed pay increase to be determined by City Administrator, Mayor and City Council. This line item was split between Fire Suppression (40%) and EMS (60%).
- Increase to “Fuel Consumed” to cover potential increase in fuel costs.
- Increase of \$1,500 to “Professional Services” for contracting with a grant writer.
- Anticipated increase of \$1.75 per call dispatch fees as reflected in “Communications.” Dispatch fees were split between Fire Suppression (25%) and EMS (75%).
- Operating Rentals and Leases restored to previous levels.
- Increase of \$3,000 to “Repairs and Maintenance” to cover anticipated higher maintenance costs.
- \$52,000 would be added each budget year from 2018-2020 to “Machinery & Equipment” for Self-Contained Breathing Apparatuses.

Emergency Medical Services Fund

2018 Budget \$366,460

2019 Estimate \$369,405

Notable Changes in 2019 –

- Salaries and associated line items were slightly increased to reflect possible changes by the Council in 2018 as well as expected insurance cost increases.
- Increase in “Volunteer Compensation” to reflect proposed pay increase to be determined by City Administrator, Mayor and City Council. This line item was split between Fire Suppression (40%) and EMS (60%).
- Increase to “Fuel Consumed” to cover potential increase in fuel costs.
- Anticipated increase of \$1.75 per call dispatch fees as reflected in “Communications.” Dispatch fees were split between Fire Suppression (25%) and EMS (75%).

2019 Revenue Estimates – Emergency Medical Services Fund

2018 Budget \$366,460

2019 Estimate \$369,405

The next preliminary budget meeting would be held on Monday, October 29, 2018 at 6:00 p.m.

3. ADJOURNMENT

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

Mayor Pro Tem Bill Moore

Anita Palacios, City Clerk



**CITY OF GRANDVIEW
NOTICE OF PUBLIC HEARING
2019 CURRENT EXPENSE FUND REVENUE SOURCES**

NOTICE IS HEREBY GIVEN that the City Council of the City of Grandview, Washington will conduct a public hearing on **Monday, October 22, 2018, 7:00 p.m.**, at Grandview City Hall, 207 West Second Street, Grandview, WA, to consider the revenue sources for the 2019 Current Expense Fund budget which will include consideration of possible increases in property tax revenues together with the proposed ordinance levying taxes in the amount of \$1,654,700.00 for the regular levy and the proposed Operating Revenue for the Current Expense Fund is \$5,555,325.00.

The public is invited to attend this hearing and provide written and oral comments on the proposed revenue sources, to include property tax revenues for the 2019 Current Expense Fund budget. If you are unable to attend this public hearing, written comments will be received until 5:00 p.m. the day of the hearing.

If you have a disability for which you will need reasonable accommodations, please contact the City Clerk, at the preceding address or telephone (509) 882-9208 one week prior to the meeting.

CITY OF GRANDVIEW

Anita G. Palacios, MMC
City Clerk

Publish: Grandview Herald – October 10, 2018 & October 17, 2018

**CITY OF GRANDVIEW
CITY COUNCIL**

PUBLIC HEARING PROCEDURE

THE FOLLOWING PROCEDURE IS USED BY THE GRANDVIEW CITY COUNCIL TO MEET APPEARANCE OF FAIRNESS REQUIREMENTS:

MAYOR

1. The public hearing for the purpose of receiving comments on the **2019 Current Expense Fund Revenue Sources** is now open.
2. Before hearing from the public, City Treasurer Matt Cordray will present the staff report.
3. Public comments will now be received. When you address the Council, begin by stating your name and address for the record.
4. Comments received by mail will now be entered in the record. The City Clerk will read any received.
5. The public testimony portion of this hearing is now closed. No further comments will be received.

2019 Current Expense Fund Revenue Sources

The operating revenue for the Current Expense Fund in 2019 was estimated to be \$5,555,325. The Current Expense Fund revenue estimates were as follows:

<u>Revenue Type</u>	<u>Amount</u>
Property Taxes	\$1,650,000
Sales Tax	\$ 654,750
Criminal Justice Tax	\$ 170,000
City Utility Taxes	\$1,041,000
Private Utility Taxes	\$1,045,000
Other Taxes	\$ 2,500
Licenses & Permits	\$ 141,500
Intergovernmental Revenues	\$ 351,100
Charges for Service	\$ 158,600
Fines & Forfeits	\$ 170,410
Misc. & Other Revenues	<u>\$ 170,465</u>
Total Revenue	<u>\$5,555,325</u>

RESOLUTION NO. 2018-43

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
DECLARING CERTAIN CITY PROPERTY FROM THE PUBLIC WORKS
DEPARTMENT AS SURPLUS AND AUTHORIZING DISPOSAL BY PUBLIC
AUCTION, SALE OR TRADE**

WHEREAS, the Public Works Department has four vehicles that have outlived their useful life and are no longer needed for the conduct of City business; and,

WHEREAS, the City Council has determined that it is in the best interest of the City that the foregoing described vehicles be declared surplus and disposed of;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, as follows:

Section 1. The following vehicles are hereby declared to be surplus:

- 1999 Chevrolet C1 Pickup, VIN #1GCEC14V1XE234217 (PK #432)
- 2005 Ford Explorer, VIN #1FMZU72K15ZA59785 (PW #396)
- 2007 Chevrolet C1 Pickup, VIN #1GCEC14C27Z542259 (PW #307)
- 2007 Chevrolet C1 Pickup, VIN #1GCEC14C57Z542269 (PW #204)

Section 2. City staff is authorized to dispose of the vehicles described in section 1 of this resolution by public auction, sale or trade-in for an amount that represents a fair market value of the vehicles.

Section 3. The City Administrator is authorized to establish a minimum sale/trade-in price that reflects a fair market value of the vehicles described in section 1 of this resolution as deemed necessary to protect the City's interests.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at a special meeting on October 22, 2018.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

RESOLUTION NO. 2018-44

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
DECLARING POLICE FIREARMS/PARTS AS SURPLUS AND AUTHORIZING
DESTRUCTION OF THE FIREARMS/PARTS**

WHEREAS, the Police Department no longer has need for certain firearms/parts previously used in the conduct of City business by the Police Department; and,

WHEREAS, the Police Department requests the firearms/parts be destroyed;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, as follows:

The following firearms/parts are hereby declared surplus and no longer needed for the conduct of City business and the firearms/parts be destroyed in accordance with the Bureau of Alcohol, Tobacco, Firearms and Explosives rules and regulations:

- Olympic Arms CAR/AR, Serial No. K1047
- Eastside MFG AR 15 auto sear, Serial No. ES-010
- Eastside MFG UZI bolt, Serial No. UB-50

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at a special meeting on October 22, 2018.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

RESOLUTION NO. 2018-45

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
DECLARING POLICE FIREARMS AS SURPLUS AND AUTHORIZING
THE TRADE OF THE FIREARMS TO A FEDERAL FIREARMS LICENSED DEALER**

WHEREAS, the Police Department no longer has need for five (5) obsolete H&K UMP .45 firearms previously used in the conduct of City business by the Police Department; and,

WHEREAS, Washington State law allows for trade of surplus firearms to federal firearms licensed dealers;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, as follows:

The five (5) H&K UMP .45 firearms Serial Nos. 163-002393, 163-002609, 163-002394, 163-002610, and 163-002393 are hereby declared surplus and no longer needed for the conduct of City business and the firearms shall be traded to a federal firearms licensed dealer as provided by law for current firearms and ammunition to be utilized by the Police Department.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at a special meeting on October 22, 2018.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY