

2020 Budget

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**2020 BUDGET
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207 West Second Street - Grandview, Washington 98930 – (509) 882-9200

October 31, 2019

Dear Councilmembers and the Citizens of Grandview:

As your newly elected Mayor, I would like to express my appreciation to you and to the Citizens of this “Great City” for all the support that has been given to me this past year. It is my dream and my goal that **TOGETHER** we will make **HISTORY** by continuing to expand our services and by recruiting new Commercial Business opportunities. Grandview is blessed to have Councilmembers with a vision of a “better tomorrow” and, most importantly, for the talented and dedicated Staff to help get us there.

The 2020 budget contains plans for allocation of public resources towards a variety of City programs and activities which will promote and enhance the quality of life of our residents. It also supports new and existing businesses and most importantly, it will continue to support our continued economic development efforts.

Budgets are hard to understand therefore, we are providing a simple to follow budget message. We are providing information regarding this year’s accomplishments, revenue estimates, expenditure estimates, staffing levels, rate information and/or other city utility comparisons and projected capital expenditures.

This year’s budget was developed with Council’s Leadership in identifying the operations and capital priorities. This guidance provides the basis for the Department Directors to submit their budget proposals and new program requests for consideration as we worked to develop the 2020 budget.

The development of the 2020 budget required some creative thinking in order to provide a balanced budget as required by law. Staff is committed in providing the citizens with a financially healthy budget with efficient services.

Some of this year's accomplishments are as follows:

- Asphalt grind/overlay of Wine Country Road
- Design completion of the 21-inch sewer main
- Museum re-roof
- Tree removal on Higgins Way
- Street light conversion to LED's
- Completion of the annual seal-coat maintenance

COMMUNITY SAFETY:

Our Police and Fire Departments continue to make great strides towards the enhancement of our Community's safety. This year, Grandview was recognized and ranked as number **31 of the top 50 safest cities in Washington State**. This accolade meets Council's goal of a safe, walkable and great place to live city.

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, 2020 to December 31, 2020.

The key components are as follows:

- 2020 Budget Highlights
- Enterprise Funds
- Personnel
- Revenue Enhancements
- Capital Improvement Needs
- Vehicle Replacement
- Summary/Recommendations

2020 BUDGET HIGHLIGHTS

- The proposed budget includes 2020 expenditures of \$6,465,330 in the Current Expense Fund. This represents a 7.9% increase from the 2019 projected expenditures and an increase of \$4,060 from the adopted 2019 budget. The projected 12/31/20 Current Expense Fund balance is \$401,970, which represents a fund balance equal to approximately 6.2% of the proposed 2020 expenditures. At this time, this does not meet the City Council's direction to maintain a minimum 15% fund balance.
- The 2019/2020 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 2020 will increase from the 2019 level of \$1,570,000. This is due to an increase in property assessed value of about 5.4 percent. Property tax revenue represents about 28% of the Current Expense Fund revenues. The estimated annual tax payment to the City for a house assessed at \$100,000 would be \$284.89 or \$23.69 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 an increase from \$653,250 in 2019 to \$720,250 in 2020. Actual sales taxes collected in 2018 were \$755,709. Sales tax revenue represents about 13% of the Current Expense Fund revenue in 2020.
- 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 79% 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 – \$8,060
 - Yakima Valley Conference of Governments – \$8,800
 - Yakima County Development Association – \$11,000
 - Yakima Regional Clean Air Agency – \$4,480
 - Yakima County Emergency Management – \$10,310
 - D.R.Y.V.E – \$1,000
- The 2020 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 Directors 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 3% rate increase for sewer and a 2% rate increase for irrigation.
- The budget for 2020 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 October 2019. 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 2% irrigation rate increase is needed in order to sustain rate increases from Sunnyside Valley Irrigation District. The 2019 rate review and analysis is included as **Attachment D**. Also included as **Attachment E** is a survey which shows 2019 and 2020 utility rates of similar sized cities in the area.

Utility	Proposed Rate Increase	Proposed % Rate Increase	2019 Rate	2020 Rate	Last Rate Increase	Additional Revenue
Solid Waste	\$0.00	N/A	\$14.09	\$14.09	2019	\$0
Water	\$0.00	N/A	\$29.24	\$29.24	2018	\$0
Wastewater	\$1.03	3%	\$34.29	\$35.32	2019	\$100,000
Irrigation	\$0.23	2%	\$11.62	\$11.85	2019	\$10,000
TOTAL	\$1.26		\$89.24	\$90.50		\$110,000

PERSONNEL

The proposed budget provides for 57 full-time and 9 part-time employees in 2020. Since 2006, the City has reduced the following 13 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 – Deputy City Clerk/Treasurer
- 1 FTE – City Hall Administrative Assistant
- 1 FTE – City Administrator
- 1 FTE – Municipal Court Clerk
- 1 FTE – Deputy Recreation Director
- 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 – 3% on 1/1/2020
- Police Sergeants/Patrol Union Employees – 3% on 1/1/2020
- Police Support Union Employees – 3% 1/1/2020
- Non-Union Employees – 3% 1/1/2020 (to be determined by Council)

Rate increases for medical insurance were 2.3% for Plan A (Police Sgt/Patrol Union employees and Police Support Union employees) and 3.1% for Plan B (Public Works Union employees and non-union employees). There was no projected rate increases for 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 = \$65,000

CAPITAL IMPROVEMENT NEEDS

During the process of developing the proposed 2020 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 \$180,000 annually to be used to fund transportation improvements.

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

- Street renovations/reconstruction
- Major fire apparatus
- Building Maintenance
- Wastewater Treatment Plant up-grades
- Water System upgrades

VEHICLE REPLACEMENT

The following are scheduled for replacement in 2020:

- Replace #216 Dodge Charger (Patrol) \$ 50,000
- Replace #217 Dodge Charger (Patrol) \$ 50,000
- Garbage Truck #310 (Public Works) \$375,000
- City Hall Computers and projector \$ 12,000

SUMMARY/RECOMMENDATIONS

In an effort to continue to reduce 2020 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 2020 are expected to increase by \$15,000 or 1%. 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.

I want to thank the Department Directors for carefully reviewing their budget submittals and for recognizing that we continue to see limited funding 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" 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 safe, vibrant community for all of us to live, work and play. In addition, I challenge Council to continue your efforts of improving the City by funding and participating in a community beautification project.

Respectfully submitted,



Mayor Gloria Mendoza

ATTACHMENT A
2020 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	\$	0.228
Yakima County	\$	0.146
Local & State School Total	\$	0.596
Port of Grandview	\$	0.030
TOTAL	\$	1.000

Grandview School District \$.37

State Schools \$.22

City of Grandview \$.23

* Yakima County \$.15

Port of Grandview \$.03



* 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	2019			Total Tax
	Non-Voted	Voted	Total Rate	
City of Grandview	2.85	-	2.85	284.89
County Emergency Services	0.22	-	0.22	22.48
County Flood Control	0.08	-	0.08	8.18
Grandview Port District #2	0.38	-	0.38	37.61
Grandview School Bonds	-	3.21	3.21	321.08
Grandview School	-	1.50	1.50	150.00
State School Levy	1.99	-	1.99	198.90
State School Levy Part 2	0.74	-	0.74	73.92
Yakima County	1.52	-	1.52	151.66
Total	7.78	4.71	12.49	1,248.72

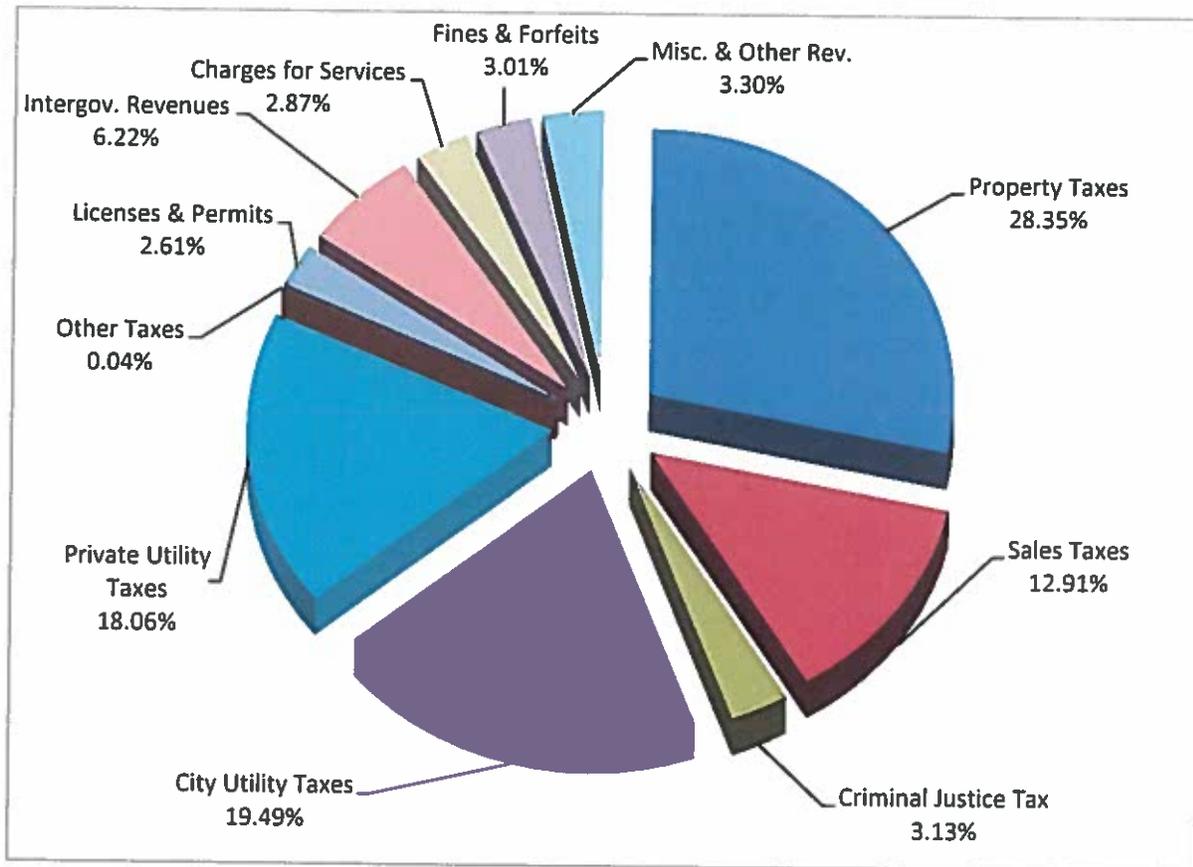
City Total	284.89	23%
County Total	182.32	15%
Local & State School Total	743.90	59%
Port Total	37.61	3%
Total	1,248.72	100%

* Rates rounded to nearest cent

ATTACHMENT B

City of Grandview 2020 Budget Current Expense Revenues

Revenue Type	Amount	
Property Taxes	\$ 1,585,000	28.35%
Sales Taxes	722,050	12.91%
Criminal Justice Tax	175,000	3.13%
City Utility Taxes	1,090,000	19.49%
Private Utility Taxes	1,010,000	18.06%
Other Taxes	2,500	0.04%
Licenses & Permits	146,000	2.61%
Intergov. Revenues	347,900	6.22%
Charges for Services	160,400	2.87%
Fines & Forfeits	168,100	3.01%
Misc. & Other Rev.	184,390	3.30%
Total Revenue	\$ 5,591,340	



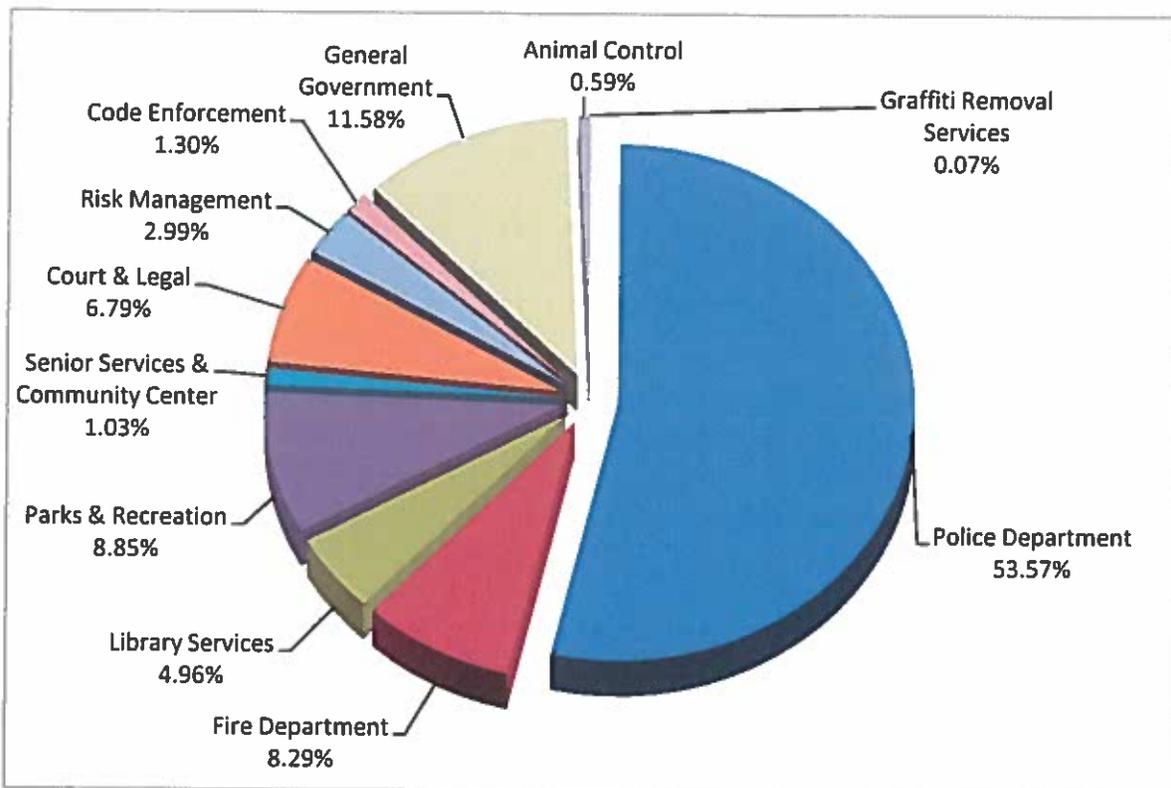
ATTACHMENT C

City of Grandview 2020 Budget

Current Expense Expenditures

Department/Services	Amount	
Police Department	\$ 3,463,370	53.57%
Fire Department	535,660	8.29%
Library Services	320,465	4.96%
Parks & Recreation	571,980	8.85%
Senior Services & Community Center	66,435	1.03%
Court & Legal	438,810	6.79%
Risk Management	193,310	2.99%
Code Enforcement	83,880	1.30%
General Government	748,615	11.58%
Animal Control	38,100	0.59%
Graffiti Removal Services	4,705	0.07%
Total Expenditures	\$ 6,465,330	

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
2020 Budget

City of Grandview
2020 Water and Sewer Rate Analysis

RATE ANALYSIS REVIEW
October 31, 2019

Project Background

Revenues and expenditures for Grandview's water and sewer fund are reviewed annually as part of the budget planning process. Though revenues and expenditures are combined into a single Water/Sewer Fund, each department is tracked separately to ensure revenues collected for each system are enough to offset expenses. Furthermore, a long-term plan has been developed to assess future needs, so revenues can be reasonably adjusted to meet capital improvement costs.

This method of analysis has served Grandview well. Modest rate increases were executed in 2015, and no water or sewer rate increases were required in 2016 and 2017. In 2018, no increase in water rates was necessary. However, sewer rates were increased 4% in 2018 and 3% in 2019 in anticipation of a major project to replace the main trunk sewer between the City and the Yakima River, and treatment plant improvements to address Department of Ecology requirements.

Both water and sewer revenues have benefitted from increased industrial demand and the associated increase in user charges. However, the trend of increasing demands appears to have leveled off in 2019. Therefore, the City's control of expenditures remains an important factor. In 2019, year-end water department operating expenses are projected to be \$37,000 below budget, and sewer department operating expenses are projected to be \$125,000 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 2019 Analysis

Our recent analysis included the following major work items:

- A review of 2018 revenues and expenses;
- Projection of 2019 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, but in 2017 the downturn reversed and increases continued in 2018 with higher year-end water and sewer revenues. However, the projected 2019 year-end revenues are showing an end to the two-year upward trend. Therefore, we assumed increased industrial demand would not continue, which is consistent with the assumptions made in last year's analysis. Cash flow 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 plant. The report was submitted to Ecology and the proposed schedule for improvements are included in a draft Ecology permit. Based on the report findings, improvements to the facility are planned in 2021 and 2022. The estimated cost of those improvements (\$14 million and the associated debt service) is included in the cash flow analysis.
- In late 2017, a major sewer system capital improvement project was identified: replacement of the trunk sewer line between the City and the Euclid Road Pump Station. Failures of the pipeline highlighted the poor condition of the sewer, and the City received a Department of Ecology SRF (State Revolving Fund) loan with principal forgiveness (i.e., grant) for funding the replacement pipeline. Funding of the \$5.34 million project is summarized below:

Ecology Design Loan.....	\$300,500
Ecology Design Grant.....	\$300,500
Ecology Construction Loan.....	\$3,888,500
Ecology Construction Grant.....	\$100,000
CDBG Grant.....	<u>\$750,000</u>
Total Project Funding.....	<u>\$5,339,400</u>

Debt service (20 years at 2% interest) to repay the loan amounts (\$4,189,000) 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 the amount budgeted in the "Large Equipment Replacement" line item is proposed to pay for the improvements. Estimated costs of these improvements will be refined through an engineering study to be completed by the end of 2019.
- The sewer department paid off the PWTF (Public Works Trust Fund) portion of the sewer debt in 2016, reducing annual expenses by about \$240,000. The revenue bond portion of the sewer debt was paid off in 2019, further reducing sewer expenses by \$420,000 per year.
- Future improvements outlined in the Water System Plan are considered in the cash flow analysis, but the dates were adjusted to reflect updated project schedules. Major improvements in 2020 (\$3,284,500) and 2021 (\$6,200,000) are proposed to be funded from reserves and through DWSRF (Drinking Water State Revolving Fund) loans, with associated debt service in the following years.
- Other smaller water system O&M improvements as recommended in the Water System Plan, funded using City money, are also included in the financial plan.
- 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 2020. 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 recommendations included were incorporated into the DRAFT Ecology NPDES permit in the form of a compliance schedule for the submittal of a detailed Engineering Report by June 2020. The draft NPDES permit is expected to become effective in January 2020. Therefore, the current plan is to construct the future improvements in 2021 and 2022, after the existing debt is retired, to minimize the impact to customers. The financing plan 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. Construction is expected to begin in 2020. Therefore, repayment of the \$4,189,000 loan amount would begin in 2021.
- Sewer revenues are projected to increase by only \$40,000 from 2018 to 2019, which is less than estimated based on the 3% rate increase implemented by the City. Industrial revenues have fluctuated in the past, so future revenue increases caused by increased sewer discharges were not considered. Discharges were held at 2019 levels and increases in revenue are due rate increases. Using this conservative revenue projection, and the need to fund anticipated capital improvements, we recommend a 3% increase in sewer rates in 2020.
- 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 2021 treatment plant upgrades.

PROJECTED RATE INCREASES - October 2019 ANALYSIS

	2015	2016	2017	2018	2019	2020	2021
Water Department							
Proposed Rates	2%	0%	0%	0%	0%	0%	0%
October 2017 Review	Adopted by Council	Adopted by Council	Adopted by Council	Adopted by Council			
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$35.89	\$35.89	\$35.89	\$35.89	\$35.89	\$35.89	\$35.89
Increase Over Previous Year	\$0.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Proposed Rates	2%	0%	0%	0%	0%	0%	0%
October 2018 Review	Adopted by Council						
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$35.89	\$35.89	\$35.89	\$35.89	\$35.89	\$35.89	\$35.89
Increase Over Previous Year	\$0.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Proposed Rates	2%	0%	0%	0%	0%	0%	0%
October 2019 Review	Adopted by Council	Recommended					
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$35.89	\$35.89	\$35.89	\$35.89	\$35.89	\$35.89	\$35.89
Increase Over Previous Year	\$0.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sewer Department							
Proposed Rates	1%	0%	0%	4%	6%	6%	4%
October 2017 Review	Adopted by Council	Adopted by Council	Adopted by Council	Adopted by Council			
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$48.23	\$48.23	\$48.23	\$50.16	\$53.17	\$56.36	\$58.62
Increase Over Previous Year	\$0.48	\$0.00	\$0.00	\$1.93	\$3.01	\$3.19	\$2.25
Proposed Rates	1%	0%	0%	4%	3%	3%	3%
October 2018 Review	Adopted by Council						
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$48.23	\$48.23	\$48.23	\$50.16	\$51.67	\$53.22	\$54.81
Increase Over Previous Year	\$0.48	\$0.00	\$0.00	\$1.93	\$1.50	\$1.55	\$1.60
Proposed Rates	1%	0%	0%	4%	3%	3%	3%
October 2019 Review	Adopted by Council	Recommended					
Monthly Charge for "Typical" Residential User (8,200 gal/month)	\$48.23	\$48.23	\$48.23	\$50.16	\$51.67	\$53.22	\$54.81
Increase Over Previous Year	\$0.48	\$0.00	\$0.00	\$1.93	\$1.50	\$1.55	\$1.60

**ATTACHMENT E
2020 Budget**

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

2019/Current Rates

Water/Sewer billing for 5,000 gallons

	Water Charges	Water Tax	Sewer Charges	Sewer Tax	min. Garbage Charges	Garbage Tax	Total
Selah	23.13	21.0% 4.86	42.14	21.0% 8.85	16.06	21.0% 3.37	98.41
Union Gap	24.57	-	42.36	-	12.38	-	79.31
Toppenish	46.73	-	88.42	-	22.75	-	157.90
Sunnyside	25.01	29.0% 7.25	41.46	29.0% 12.02	11.32	29.0% 3.28	100.34
Prosser	31.69	20.6% 6.53	43.80	22.1% 9.68	14.56	5% 0.73	106.99
West Richland	39.70	13.5% 5.36	45.00	13.5% 6.08	22.01	16.0% 3.52	121.67
Grandview	29.24	24.2% 7.08	34.29	6.0% 2.06	14.09	38.0% 5.35	92.11

2020 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	23.82	21.0% 5.00	45.51	21.0% 9.56	16.54	21.0% 3.47	103.90	18.03	(1)
Union Gap	26.29	-	44.48	-	12.38	-	83.15	-	(2)
Toppenish	48.60	-	91.96	-	22.75	-	163.31	-	(3)
Sunnyside	25.01	29.0% 7.25	41.46	29.0% 12.02	11.32	29.0% 3.28	100.34	22.55	(4)
Prosser	31.69	20.6% 6.53	43.80	22.1% 9.68	14.56	5% 0.73	106.99	16.94	(5)
West Richland	40.20	13.5% 5.43	46.50	13.5% 6.28	22.01	16.0% 3.52	123.94	15.23	(6)
Grandview	29.24	24.2% 7.08	35.32	6.0% 2.12	14.09	38.0% 5.35	93.20	14.55	(7)

- 1) Water +3%, sewer +8%, garbage +3%.
- 2) Water +7%, sewer +5%, garbage still under review.
- 3) Water & sewer +4% (utility tax is included in each rate)
- 4) None at this time.
- 5) There will be increases. Amounts unknown. Garbage is contracted with BDI.
- 6) Fees are already established in their master fee schedule. Garbage is contracted with BDI.
- 7) Sewer +3%, irrigation +2%

2020 BUDGET SUMMARY

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Fund No.	Fund	1/1/2019 Beg. Balance	Projected Est. 2019 Revenue	Projected Est. 2019 Expenditures	2019 Difference Rev/Exp	Projected Beginning Balance 1/1/2020	Estimated 2020 Revenue	Estimated 2020 Expenditures	2020 Difference Rev/Exp	Estimated Ending Balance
001	CURRENT EXPENSE FUND	1,537,700	5,731,330	5,993,070	(261,740)	1,275,960	5,591,340	6,465,330	(873,990)	401,970
105	EMERGENCY MEDICAL SERVICES	260,000	139,060	219,640	(80,580)	179,420	159,400	333,860	(174,460)	4,960
106	LAW & JUSTICE TAX .3%	205,780	324,200	326,090	(1,890)	203,890	303,000	371,100	(68,100)	135,790
110	STREET	117,240	1,297,110	1,118,660	178,450	295,690	683,500	843,990	(160,490)	135,200
115	TRANSPORTATION BENEFIT DIST	260,660	191,000	213,475	(22,475)	238,185	184,500	117,375	67,125	305,310
130	CEMETERY	113,650	189,550	171,970	17,580	131,230	156,300	232,950	(76,650)	54,580
205	SIED LOAN - EWC PLAZA FUND	5	58,670	58,670	-	5	58,670	58,670	-	5
210	SIED LOAN - EUCLID/WCR FUND	25,610	-	23,300	(23,300)	2,310	21,000	23,300	(2,300)	10
301	CAPITAL IMPROVEMENTS	109,510	123,000	70,000	53,000	162,510	102,200	128,000	(25,800)	136,710
410	WATER/SEWER	9,529,250	6,575,420	4,928,130	1,647,290	11,176,540	11,750,005	10,614,170	1,135,835	12,312,375
420	IRRIGATION	192,460	488,000	522,475	(34,475)	157,985	497,200	563,640	(66,440)	91,545
430	SOLID WASTE	605,360	1,174,920	1,106,035	68,885	674,265	1,170,930	1,138,440	32,490	706,755
456	W/S REV. BOND REDEMPTION	182,340	234,810	417,150	(182,340)	-	-	-	-	-
510	EQUIPMENT RENTAL	2,285,640	550,000	929,350	(379,350)	1,906,290	538,000	848,090	(310,090)	1,596,200
		15,425,225	17,077,070	16,098,015	979,055	16,404,280	21,216,045	21,738,915	(522,870)	15,881,410

2020 Budget Summary Work
12/11/2019 8:47

Fund No.	Fund Program	Balance 1/1/2019	Projected Est. 2019 Revenue	Projected Est. 2019 Exp.	2019 Difference Rev/Exp	Est. Balance 1/1/2020	Est. 2020 Revenue	Est. 2020 Exp.	2020 Difference Rev/Exp	Est. Ending Balance
001	CURRENT EXPENSE FUND	1,537,700	5,731,330	5,993,070	(261,740)	1,275,960	5,591,340	6,465,330	(873,990)	401,970
	Legislative Services			52,160				52,180		
	Community Support Services			30,130				33,130		
	Court Services			358,335				384,270		
	Executive Services			108,690				114,120		
	Clerk Services			51,020				53,300		
	Accounting Services			106,290				115,100		
	Risk Management Services			182,580				193,310		
	Legal Services			84,490				54,540		
	Human Resource Services			63,160				67,790		
	General Facilities Services			27,530				29,705		
	Police Administrative Services			298,800				316,250		
	Police Investigation Services			280,675				408,320		
	Police Patrol Services			1,857,670	3,220,915			1,857,200	3,463,370	
	Police Community Programs			18,365				30,350		
	Police Correction Services			128,050				141,500		
	Police Communication Services			607,355				679,750		
	Graffiti Removal Services			2,445				4,705		
	Fire - Administrative Services			167,110				172,600		
	Fire - Suppression Services			274,120	441,230			363,060	535,660	
	Code Enforcement Services			72,260				83,880		
	Animal Control Services			34,050				38,100		
	Senior Services			13,085				13,935		
	Planning Services			34,660				33,790		
	Economic Development Services			75,820				34,890		
	Inspection & Permitting Services			53,270				59,770		
	Library Services			307,140				320,465		
	Recreation Services			122,220				140,350		
	Aquatics Services			120,975	501,690			154,000	571,980	
	Parks Maintenance Services			258,495				277,630		
	Museum			25,000	28,300			31,540	34,840	
	Community Center			46,320				52,500		
	Taxes -> St & Transfers Out			97,500				120,000		
	Police Res. Balance			30,000				30,000		
	Museum Res. Balance			3,300				3,300		
105	EMERGENCY MED. SERVICES FUND	260,000	139,060	219,640	(80,580)	179,420	159,400	333,860	(174,460)	4,960
106	LAW & JUSTICE TAX .3% FUND	205,780	324,200	326,090	(1,890)	203,890	303,000	371,100	(68,100)	135,790
110	STREET FUND	117,240	1,297,110	1,118,660	178,450	295,690	683,500	843,990	(160,490)	135,200
	Road & Street Maintenance			158,760				140,990		
	Storm Drainage			27,160				99,600		
	Structures			6,035				3,185		
	Sidewalks			88,405				51,315		
	Street Lighting			341,090				120,000		
	Traffic Control Devices			75,800				75,230		
	Parking Facilities			-				-		
	Snow & Ice Control			211,950				103,540		
	Street Cleaning			22,950				28,430		
	Roadside			111,490				115,280		
	Maintenance Administration			66,020				79,620		
	Construction Project			9,000				5,800		
	Transfers Out - SIED Loan			-				21,000		
115	TRANSPORTATION BENEFIT DIST	260,660	191,000	213,475	(22,475)	238,185	184,500	117,375	67,125	305,310
130	CEMETERY FUND	113,650	189,550	171,970	17,580	131,230	156,300	232,950	(76,650)	54,580
205	SIED LOAN - EWC PLAZA	5	58,670	58,670	-	5	58,670	58,670	-	5
210	SIED LOAN - EUCLID/WCR FUND	25,610	-	23,300	(23,300)	2,310	21,000	23,300	(2,300)	10
301	CAPITAL IMPROVEMENTS FUND	109,510	123,000	70,000	53,000	162,510	102,200	128,000	(25,800)	136,710
410	WATER/SEWER FUND	9,529,250	6,575,420	4,928,130	1,647,290	11,176,540	11,750,005	10,614,170	1,135,835	12,312,375
	Water			1,606,130				2,568,560		
	Sewer Collection			1,035,310				5,497,450		
	Sewer Treatment			1,652,860				2,190,150		
	W/S Debt Svc & Transfers Out			633,830				358,010		
420	IRRIGATION FUND	192,460	488,000	522,475	(34,475)	157,985	497,200	563,640	(66,440)	91,545
430	SOLID WASTE FUND	605,380	1,174,920	1,106,035	68,885	674,265	1,170,930	1,138,440	32,490	706,755
	Collection			1,091,355				1,120,340		
	Neighborhood Clean Up			14,680				18,100		
456	REVENUE BOND REDEMPTION FUND	182,340	234,810	417,150	(182,340)	-	-	-	-	0
510	EQUIPMENT RENTAL FUND	2,285,640	550,000	929,350	(379,350)	1,906,290	538,000	848,090	(310,090)	1,596,200
		15,425,225	17,077,070	16,098,015	979,055	16,404,280	21,216,045	21,738,915	(522,870)	15,881,410

2020 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	2020 FTE	2020 Projected Revenues (1)	2020 Projected Expenses
001	Legislative Services	0	\$ 0	\$ 52,180
002	Community Support Services	0	0	33,130
003	Municipal Court Services	0	193,300	384,270
006	General Management Services	0.40	0	114,120
008	Clerk Services	0.30	37,000	53,300
009	Accounting Services	0.70	268,300	115,100
013	Risk Management Services	0	0	193,310
015	Legal Services	0	0	54,540
020	Human Resource Services	0.30	0	67,790
025	General Facilities Services	0	74,720	29,705
030	Police Administration Services	2.00	0	316,250
031	Police Investigation Services	3.00	0	408,320
032	Police Patrol Services	13.90	0	1,857,200
033	Police Community Programs	.10	57,000	30,350
034	Police Correction Services	0	0	141,500
035	Police Communications Services	5.00	3,000	679,750
036	Graffiti Removal Services	0.20	0	4,705
037	Fire Administrative Services	1.00	0	172,600
038	Fire Suppression Services	.75	3,500	363,060
040	Code Enforcement Services	0.625	0	83,880
055	Animal Control Services	0	4,000	38,100
058	Senior Center Programs	0.10	8,000	13,935
060	Planning & Community Development Services	0.15	5,000	33,790
062	Economic Development Services	0.10	0	34,890
065	Inspection and Permitting Services	0.50	80,000	59,770
075	Library Services	3.20	8,000	320,465
080	Recreation Services	1.40	31,500	140,350
081	Aquatics Services	2.635	18,000	154,000
082	Parks Maintenance Services	1.00	0	277,630
085	RE Powell Museum Services	.225	0	31,540
087	Community Center	0	1,800	52,500
Subtotal Current Expense Fund		37.60	\$ 793,120	\$ 6,312,030
105	Emergency Medical Services	0.25	131,200	333,860
106	Yakima County Law & Justice Tax	2.00	300,000	371,100
110	Street & Transportation Benefit District	2.10	435,500	961,365
130	Cemetery Services	1.175	71,000	232,950
310	Capital Improvements	0.00	100,000	128,000
410	Water Pumping, Treatment & Delivery	6.30	5,413,505	10,614,170
	Wastewater Collection Services	3.10		
	Wastewater Treatment Services	6.95		
420	Irrigation Water Delivery Services	1.35	495,000	563,640
430	Solid Waste	4.35	825,430	1,138,440
510	Equipment Rental	0.20	500,000	848,090
Grand Total		65.40	\$ 9,065,755	\$ 21,503,645

(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. It also does not include any grants or loans that may be received for capital projects.

CURRENT EXPENSE FUND

City of Grandview – 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Beginning Fund Balance - Reserved	28,350.00	76,900	77,500	25,900	25,900
Beginning Fund Balance	1,389,150.27	1,460,695	1,460,200	1,250,060	1,250,060
Total Beginning Cash Balance	1,417,500.27	1,537,595	1,537,700	1,275,960	1,275,960
Taxes					
Real & Personal Property Taxes	1,534,745.21	1,650,000	1,570,000	1,585,000	1,585,000
Local Sales Tax	755,708.60	653,250	830,000	720,250	720,250
Hotel/motel Tax	1,761.72	1,500	2,450	1,800	1,800
Brokered Natural Gas Use Tax	53,959.28	65,000	65,000	65,000	65,000
Criminal Justice Tax - 1/10%	172,170.11	170,000	176,000	175,000	175,000
Utility Tax - Electricity	652,443.63	650,000	620,000	630,000	630,000
City Water Utility Tax	498,375.13	485,000	495,000	495,000	495,000
Utility Tax - Natural Gas	99,364.77	110,000	112,000	110,000	110,000
City Sewer Utility Tax	206,231.18	206,000	208,000	215,000	215,000
Utility Tax - Garbage	101,671.34	90,000	108,000	100,000	100,000
City Garbage Utility Tax	309,712.32	310,000	315,000	315,000	315,000
Utility Tax - Cable T.V.	30,004.39	30,000	45,000	35,000	35,000
Utility Tax - Telephone	147,075.01	165,000	130,000	135,000	135,000
Leasehold Excise Taxes	3,010.97	2,500	2,800	2,500	2,500
Total Taxes	4,566,233.66	4,588,250	4,679,250	4,584,550	4,584,550
Licenses and Permits					
Amusement Licenses & Permits	3,335.00	4,500	3,800	4,500	4,500
Franchise Fees-Charter Cable	47,255.75	40,000	46,600	45,000	45,000
Business Licenses & Permits	30,630.00	25,000	25,000	25,000	25,000
Other Non-Bus License & Permit	7,535.62	7,500	7,500	7,500	7,500
Building Permits	214,039.67	60,000	75,000	60,000	60,000
Animal Licenses	3,919.50	4,500	4,000	4,000	4,000
Total Licenses and Permits	306,715.54	141,500	161,900	146,000	146,000
Intergovernmental Revenues					
Arbor Day Tree Planting Grant	500.00	500	320	300	300
L.E.A.D. Task Force Grant	14,110.85	10,000	14,000	14,000	14,000
Traffic Safety Comm. Grant	7,410.92	12,000	8,000	10,000	10,000
State Library Grant - OCLC	360.08	0	0	0	0
P.U.D. Privilege Tax	42,273.51	45,000	49,340	45,000	45,000
City-County Assistance	121,703.64	115,000	112,000	110,000	110,000
Criminal Justice Tax - Pop.	3,238.99	3,400	3,300	3,200	3,200
Criminal Justice Tax - DCD	11,706.96	11,800	11,900	12,000	12,000
DUI Distribution	1,651.24	1,500	1,500	1,500	1,500
Liquor Excise Tax	56,467.36	56,500	61,000	58,000	58,000
Liquor Board Profits	92,553.73	90,500	91,000	89,000	89,000
In-Lieu of Taxes	1,011.37	1,000	1,000	1,000	1,000
In-Lieu of Taxes - G.F.H.L.P.	405.00	400	400	400	400
Intergov. Charges For Services	3,218.91	3,500	3,300	3,500	3,500
Total Intergovernmental Revenues	356,612.56	351,100	357,060	347,900	347,900

City of Grandview - 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Charges for Goods and Services					
Municipal Court Fees & Charges	5,332.11	5,500	6,500	6,200	6,200
Records Search	3,372.30	3,300	3,300	3,300	3,300
Photostatting	3,049.00	3,000	3,000	3,000	3,000
Sales of Merchandise: T-Shirts	236.63	100	100	100	100
Library Photocopies	3,365.17	2,500	2,250	2,500	2,500
PD SRO Services - School Dist.	55,135.56	55,000	56,750	57,000	57,000
Detention and Correction Services	18,494.87	15,000	20,500	19,000	19,000
Abatement Charges-Property Clean	500.60	500	100	300	300
Zoning & Subdivision Fees	6,537.00	5,000	5,000	5,000	5,000
Plan Checking Fees	116,949.93	20,000	26,000	20,000	20,000
Library Use Fees	2,736.38	2,500	2,500	2,500	2,500
Swimming Pool Fees - *t*	15,664.21	15,500	12,110	11,500	11,500
Museum Receipts	0.00	200	0	0	0
Swimming Lesson Fees	7,420.00	7,500	6,320	6,500	6,500
Recreation Program Fees - *t*	13,686.23	15,000	15,000	15,000	15,000
School Recreation Programs	8,500.00	8,000	8,500	8,500	8,500
Total Charges for Goods and Services	260,979.99	158,600	167,930	160,400	160,400
Fines and Penalties					
Proof of Moter Vehicle Insurance	1,563.20	1,500	1,700	1,600	1,600
Traffic Infraction Penalties	120,720.64	130,000	130,000	130,000	130,000
Civil Parking Inf. Penalties	217.00	300	450	400	400
DUI Fines	8,645.30	11,000	9,500	9,500	9,500
Other Criminal Traffic Misc.	9,468.42	10,500	10,500	10,000	10,000
Narcotics/Investigative Fund	0.00	10	0	0	0
DUI Investigative Fund	3,068.15	3,500	5,000	4,500	4,500
Other Crim Non-Traffic Fines	4,107.11	6,000	6,500	6,000	6,000
Public Defender Fees	2,824.97	4,000	3,000	3,000	3,000
Library Late Returns	2,871.42	3,500	2,700	3,000	3,000
Building Code Violation Fee	250.50	100	100	100	100
Total Fines and Penalties	153,736.71	170,410	169,450	168,100	168,100

City of Grandview ~ 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Miscellaneous Revenues					
Investment Interest	70,183.78	65,000	80,000	70,000	70,000
Interest On Taxes	2,091.91	1,500	2,700	2,500	2,500
Interest - Other - Gen. Acct.	17,895.90	16,000	16,000	16,000	16,000
Country Park Facilities Rental	625.00	1,200	1,700	1,900	1,900
Community Center Rental	3,000.00	2,200	2,100	1,800	1,800
Lease - Inspire Development Centers	13,736.76	13,800	13,890	14,000	14,000
Lease - Chamber of Commerce	2,200.00	2,640	2,640	2,640	2,640
Lease - AT&T - Tower Park	0.00	8,400	8,430	13,500	13,500
Lease - Verizon - Tower Park	12,675.00	12,700	12,770	12,900	12,900
Lease - Alba	11,487.57	10,750	10,850	11,000	11,000
Lease - Baker	10,970.28	11,150	11,280	11,450	11,450
Concession/jail Phone Proceeds	5.00	10	10	10	10
Contributions to City	0.00	25	0	0	0
Contributions - Port of Grandview	0.00	5,000	5,000	0	0
Contributions To Police Dept.	0.00	3,000	0	3,000	3,000
Contributions To Library	5.96	10	10	10	10
Contrib. - Friends of the Library	2.85	5	5	5	5
Contributions To Park	17,821.03	17,000	11,000	12,000	12,000
Contributions To Dog Park	0.00	2,850	2,830	0	0
Contributions-Park - Trees	700.00	500	500	500	500
Contributions to Museum	3,084.20	2,500	500	500	500
Contributions to Community Center	5,750.00	5,400	6,000	6,000	6,000
Confiscated & Forfeited Property	1,862.97	500	100	500	500
Judgments And Settlements	1,379.28	1,000	800	1,000	1,000
Cashier's Overages & Shortages	(1.26)	50	50	50	50
Library Over & Short	(23.83)	25	25	25	25
Other Miscellaneous Revenue	400.00	500	4,000	500	500
Other Miscellaneous Revenue - Courts	34.00	500	50	100	100
L&I Retro Refund	5,025.36	2,500	2,500	2,500	2,500
Total Miscellaneous Revenues	180,911.76	186,715	195,740	184,390	184,390
Nonrevenues					
Rental Property Damage Deposit	2,850.00	0	0	0	0
Due Others - Misc. & Deposits	0.00	0	0	0	0
MVIP, CJT, JIS Fees, Etc.	186,251.34	0	0	0	0
State Gun Permit Fee	3,791.00	0	0	0	0
WSP/fingerprinting For CWP	1,309.25	0	0	0	0
Sales Taxes Collected	1,555.76	0	0	0	0
NSF Checks Receivable	18,650.09	0	0	0	0
State Building Code Fee	1,077.50	0	0	0	0
Bail Pass Through Money	4,100.00	0	0	0	0
Leasehold Tax	3,218.85	0	0	0	0
Total Nonrevenues	222,803.79	0	0	0	0
Other Financing Sources					
USDA Rural Loan - Fire Truck	550,000.00	0	0	0	0
Sale of Fixed Assets	5,148.50	0	0	0	0
Total Other Financing Sources	555,148.50	0	0	0	0
Total Current Expense Fund	8,020,642.78	7,134,170	7,269,030	6,867,300	6,867,300

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 2020 – None

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview ~ 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Legislative Services - City Council					
Regular Salaries & Wages	25,200.00	25,000	25,000	25,500	25,500
Social Security	1,927.80	1,990	1,920	1,960	1,960
Workman's Compensation	84.84	290	110	320	320
Family Medical Leave Premium	0.00	100	40	40	40
Office & Operating Supplies	1,262.00	7,500	6,800	1,500	1,850
Professional Services	0.00	100	0	100	100
Advertising	205.00	900	750	800	800
Communications	409.35	1,000	500	800	800
Travel	1,378.70	3,200	1,000	3,200	3,200
Operating Rentals & Leases	120.00	250	120	250	250
Miscellaneous	0.00	500	150	500	500
Misc. - Dues - AWC	7,251.00	7,860	7,860	8,060	8,060
Misc. - Dues - YVCOG	7,811.00	7,910	7,910	8,800	8,800
Total Legislative Services	45,649.69	56,600	52,160	51,830	52,180

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 – Minimal

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 2020

- 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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Community Support Services					
Voter Registration Costs					
Election Services - County	11,764.62	7,000	7,720	13,000	13,000
Total Voter Registration Costs	11,764.62	7,000	7,720	13,000	13,000
Emergency Services					
Emergency Preparedness Service	11,058.30	10,300	10,290	10,310	10,310
Total Emergency Services	11,058.30	10,300	10,290	10,310	10,310
Pollution Control					
Yakima Clean Air - Pollution Control	4,464.00	4,500	4,470	4,480	4,480
Total Pollution Control	4,464.00	4,500	4,470	4,480	4,480
Information Services					
Regular Salaries & Wages	1,267.45	0	0	0	0
Longevity	0.00	0	0	0	0
Social Security	94.83	0	0	0	0
Retirement	153.88	0	0	0	0
Workman's Compensation	4.78	0	0	0	0
Medical/life Insurance	326.22	0	0	0	0
Office & Operating Supplies	0.00	20	0	20	20
Professional Services	0.00	250	250	300	300
Communications	0.00	20	0	20	20
Misc Chamber of Comm - Tourism	0.00	3,100	4,200	1,800	1,800
Total Information Services	1,847.16	3,390	4,450	2,140	2,140
Mental and Physical Health					
Yakima Co. Substance Abuse Program	3,615.93	3,000	3,200	3,200	3,200
Total Mental and Physical Health	3,615.93	3,000	3,200	3,200	3,200
Total Community Support Services	32,750.01	28,190	30,130	33,130	33,130

FUND: CURRENT EXPENSE

PROGRAM: MUNICIPAL COURT SERVICES

PROGRAM STATEMENT

The City Clerk manages the Municipal Court Services program. The City contracts with Yakima County for prosecution and probation services on behalf of the Grandview Municipal Court. 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.

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 contracts with indigent defense counsel and alternates.

Notable Changes in 2020 – Yakima County District Court costs increased from \$194,300 in 2019 to \$211,523 in 2020 with the greatest increase in criminal-DUI filings. 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 increased from \$3,550 in 2019 to \$4,480 in 2020. 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 \$78,957 in 2019 to \$82,115 in 2020. 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.

Mandated Programs – Federal and State – Requirements under Washington State Criminal Code regarding traffic offenses including driving under the influence of alcohol and/or drugs.

Revenue Generated

Municipal Court Fees & Charges	\$ 6,200
Detention & Correction Services	\$ 19,000
Fines & Penalties	\$168,100

Equipment and Vehicles Assigned – None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Municipal Court Services					
Prof Svcs - Indigent Defense	79,432.37	88,000	88,000	96,000	96,000
Advertising	0.00	100	0	100	100
Yakima County District Court	202,645.92	194,300	194,300	211,540	211,540
Yakima County Prosecution Services	72,000.00	72,000	72,000	72,000	72,000
Yakima County Probation Services	3,346.89	3,550	4,000	4,480	4,480
Communications	31.47	25	35	50	50
Travel	0.00	100	0	0	0
Misc - Witness Fees	0.00	20	0	100	100
Total Municipal Court Services	357,456.65	358,095	358,335	384,270	384,270

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 2020 – None

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned –
1 – Nissan Rogue

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Executive Administration - Mayor/City Administrator					
Regular Salaries & Wages	76,432.15	78,000	78,000	81,000	81,000
Longevity	2,697.26	2,750	2,750	3,000	3,000
Social Security	4,157.32	6,180	6,200	6,430	6,430
Retirement	8,605.64	10,260	10,320	10,800	10,800
Workman's Compensation	579.82	900	870	1,040	1,040
Medical/Life Insurance	5,839.00	7,570	7,800	8,120	8,120
Family Medical Leave Premium	0.00	290	230	130	130
Office & Operating Supplies	389.50	650	650	650	650
Communications	876.07	1,200	1,300	1,250	1,250
Travel	2,213.24	2,700	400	1,000	1,000
Operating Rentals & Leases	120.00	250	120	250	250
Repairs & Maintenance	0.00	100	0	100	100
Miscellaneous	0.00	250	50	250	250
Misc. - Training Registration	0.00	100	0	100	100
Total General Management	101,910.00	111,200	108,690	114,120	114,120

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 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 2020 – 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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Records Services - City Clerk					
Regular Salaries & Wages	32,392.67	32,350	32,350	33,300	33,300
Longevity	1,201.03	1,300	1,300	1,300	1,300
Social Security	2,477.64	2,600	2,600	2,650	2,650
Retirement	4,015.50	3,800	4,200	4,450	4,450
Workman's Compensation	74.70	80	80	90	90
Medical/life Insurance	4,706.43	4,650	4,650	5,320	5,320
Family Medical Leave Premium	0.00	140	140	140	140
Office & Operating Supplies	2,206.52	2,550	2,400	2,500	2,500
Advertising	24.00	0	50	0	0
Communications	2,070.44	2,200	1,900	2,000	2,000
Travel	0.00	500	400	500	500
Operating Rentals & Leases	120.00	150	100	150	150
Repairs & Maintenance	0.00	50	50	50	50
Miscellaneous	235.00	350	350	350	350
Misc. - Training Registration	0.00	500	450	500	500
Total Clerk Services	49,523.93	51,220	51,020	53,300	53,300

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 FTE
	Accounts Payable Clerk	<u>.30</u>
		.70 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 2020 – 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:	\$ 267,100
	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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Accounting Services - City Treasurer					
Regular Salaries & Wages	54,310.28	52,000	51,500	54,000	54,000
Longevity	1,203.43	1,200	1,200	1,300	1,300
Social Security	4,019.48	4,100	3,950	4,300	4,300
Retirement	6,724.60	6,600	6,500	7,200	7,200
Workman's Compensation	111.41	200	100	200	200
Medical/life Insurance	11,008.18	11,000	11,500	12,500	12,500
Family Medical Leave Premium	0.00	260	220	100	100
Office & Operating Supplies	322.01	500	350	500	500
Professional Services	0.00	50	0	50	50
Advertising	46.00	100	0	50	50
Communications	885.46	1,100	700	1,000	1,000
Travel	0.00	400	0	400	400
Operating Rentals & Leases	120.00	200	120	150	150
Miscellaneous	40.00	50	50	50	50
Misc - Bank Service Fees	5,742.42	6,000	5,800	6,000	6,000
Registration - Training	0.00	300	0	300	300
Total Operating Expenses	84,533.27	84,060	81,990	88,100	88,100
Auditing					
Professional Services-S.A.O.	21,025.07	30,000	24,300	27,000	27,000
Total Auditing	21,025.07	30,000	24,300	27,000	27,000
Total Accounting Services	105,558.34	114,060	106,290	115,100	115,100

FUND: CURRENT EXPENSE

PROGRAM: RISK MANAGEMENT SERVICES

PROGRAM STATEMENT

The City Clerk manages the Risk Management program which 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 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

- Oversees City-wide risk management programs.
- Manages bonds and insurance for City activities, including auto physical damage, boiler and machinery, crime/fidelity, notary public, liability and property insurance.
- Oversees 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 seven (7) 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 2020 – The City's liability assessment with WCIA increased from \$155,388 in 2019 to \$158,797 in 2020. 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, auto physical damage, boiler and machinery, and crime/fidelity rates will increase approximately 5% for 2020.

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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Risk Management Services					
Leoff 1 Med Benefits - Police	41,967.84	62,000	50,000	65,000	65,000
Leoff 1 Med. Benefits - Fire	7,378.89	11,500	10,500	8,500	8,500
Total Operating Expenses	49,346.73	73,500	60,500	73,500	73,500
Other Expenditures					
Insurance - Leg.	426.35	130	130	130	130
Insurance - Court	1,085.26	130	130	130	130
Insurance - Exec.	1,266.14	1,190	1,190	1,220	1,220
Insurance - Treas.	671.83	1,850	1,850	1,890	1,890
Insurance - Clerk	490.95	800	800	810	810
Insurance - Attorney	852.71	130	130	130	130
Insurance - H.R.	219.64	800	800	810	810
Insurance - Gen. Fac.	2,999.19	2,460	3,100	2,580	2,580
Insurance - PD Admin	7,061.00	5,460	5,480	5,590	5,590
Insurance - PD Investigation	10,444.21	5,890	5,940	6,030	6,030
Insurance - PD Patrol	7,209.34	46,690	47,430	47,800	47,800
Insurance - Fire Administration	0.00	2,640	2,640	2,700	2,700
Insurance - Fire Suppression	13,625.69	5,490	5,770	5,670	5,670
Insurance - PD Corrections	7,372.13	280	270	480	480
Insurance - Code Enforcement	387.59	1,650	1,650	1,690	1,690
Insurance - PD Communications	0.00	13,190	13,190	13,470	13,470
Insurance - Animal Control	888.68	130	130	130	130
Insurance - Insp. & Permits	258.40	1,320	1,320	1,350	1,350
Insurance - Planning	129.20	850	850	870	870
Insurance - Economic Development	0.00	140	140	140	140
Insurance - Sr. Center	213.18	1,480	1,810	1,550	1,550
Insurance - Library	8,086.71	9,490	9,780	9,720	9,720
Insurance - PK Admin.	356.72	180	180	130	130
Insurance - Recreation	1,408.26	2,750	2,990	1,370	1,370
Insurance - Museum	609.71	1,460	1,840	1,530	1,530
Insurance - Community Center	213.18	2,400	2,730	2,490	2,490
Insurance - Aquatics	4,364.70	1,790	2,080	1,860	1,860
Insurance - PK Maint.	3,665.42	7,350	7,730	7,540	7,540
Total Other Expenditure	74,306.19	118,120	122,080	119,810	119,810
Total Risk Management Services	123,652.92	191,620	182,580	193,310	193,310

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 2020 – No union contracts to negotiate

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 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	7,175.79	6,000	6,000	6,000	6,000
City Attorney - Labor Negotiations	20,410.70	50,000	30,000	0	0
Advertising	0.00	30	0	30	30
Communications	430.79	500	430	450	450
Operating Rentals & Leases	60.00	60	60	60	60
Total Legal Services	76,077.28	104,590	84,490	54,540	54,540

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 .30 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 and alcohol tests, commercial driver's license program, labor & industries forms, and maintain related files.
- Plan, direct and administer City payroll, including pay adjustments/increases, employee benefits and employee health care benefits.
- Coordinate and administer human resource related programs and policies.

Notable Changes in 2020 – None

Mandated Programs – Federal and State

- WA State Department of Transportation – commercial driver's license testing
- WA State Employment Security Department – unemployment claims
- WA State Department of Labor & Industries – worker compensation claims
- 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
- Washington State Paid Family Leave Law

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Human Resource Services					
Regular Salaries & Wages	30,675.03	32,500	32,500	33,290	33,290
Longevity	1,208.99	1,300	1,300	1,300	1,300
Social Security	2,416.45	2,600	2,600	2,650	2,650
Retirement	3,914.36	4,300	4,300	4,450	4,450
Workman's Compensation	217.82	80	150	90	90
Medical/life Insurance	4,577.49	5,150	5,200	5,320	5,320
Family Medical Leave Premium	0.00	40	40	140	140
Office & Operating Supplies	348.39	2,000	750	1,500	1,500
Professional Services	14,956.58	22,800	11,000	15,000	15,000
Advertising	3,381.66	4,000	4,000	2,500	2,500
Communications	817.23	1,000	700	750	750
Travel	268.19	550	500	500	500
Operating Rentals & Leases	120.00	120	120	100	100
Miscellaneous	0.00	200	0	200	200
Total Human Resource Services	62,902.19	76,640	63,160	67,790	67,790

FUND: CURRENT EXPENSE

PROGRAM: GENERAL FACILITIES SERVICES

PROGRAM STATEMENT

The City Clerk manages the General Facilities Services program for maintenance and improvements of City-owned buildings in the general fund.

Staffing Level – None

Overview of Ongoing and Present Activities

- Maintenance and improvements 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 2020 – None

Mandated Programs – Federal and State – None

Revenue Generated

Inspire Development Center - Learning Center Lease	\$14,000
Chamber of Commerce Lease	\$ 2,640
AT&T – Water Tower Lease	\$18,000
Verizon – Water Tower Lease	\$17,200
Alba Excavating Lease	\$11,000
Baker Commodities Lease	\$11,450

Equipment and Vehicles Assigned – None

City of Grandview ~ 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
General Facilities					
Regular Salaries & Wages	94.17	1,400	1,400	1,500	1,500
Overtime	0.00	100	100	0	0
Social Security	7.21	100	100	100	100
Retirement	11.96	75	75	75	75
Workman's Compensation	2.33	75	100	75	75
Medical/life Insurance	38.49	100	100	100	100
Family Medical Leave Premium	0.00	5	5	5	5
Office & Operating Supplies	2,190.56	2,500	2,400	2,500	2,500
Small Tools & Minor Equipment	0.00	50	0	50	50
Professional Services	5,300.00	5,500	5,200	5,500	5,500
Advertising	22.00	50	0	50	50
Communications	2,270.23	2,550	1,900	2,000	2,000
Operating Rentals & Leases	224.26	300	150	250	250
Public Utility Services	12,036.20	12,500	11,000	13,000	13,000
Repairs & Maintenance	4,824.52	4,500	4,500	4,000	4,000
Miscellaneous	475.61	500	500	500	500
Total General Facilities Services	27,497.54	30,305	27,530	29,705	29,705

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
	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 in 2020 – None

Mandated Programs – Federal and State

- Manage contracting of jail operations.

Revenue Generated – None

Equipment Assigned - 2010 Ford Expedition (ER-215)
2017 Chevrolet Tahoe (ER-271)

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Police Administration Services					
Regular Salaries & Wages	194,857.55	200,000	200,500	207,000	207,000
Overtime	503.86	2,000	1,000	1,500	1,500
Longevity	6,723.01	7,000	7,000	7,200	7,200
Social Security	15,156.35	17,000	15,500	17,000	17,000
Retirement	10,785.49	12,000	11,000	12,000	12,000
Workman's Compensation	3,796.21	4,500	4,500	6,000	6,000
Medical/life Insurance	29,693.01	35,000	34,500	36,000	36,000
Family Medical Leave Premium	0.00	240	240	350	350
Uniforms & Clothing	1,156.49	2,000	1,300	1,500	1,500
Office & Operating Supplies	657.15	1,000	1,100	1,500	1,500
Fuel Consumed	1,085.65	1,400	800	1,400	1,400
Small Tools & Minor Equipment	186.97	1,500	500	1,000	1,000
Advertising	75.16	200	160	300	300
Communications	1,679.28	2,000	1,900	2,000	2,000
Travel	3,745.74	4,000	3,000	4,000	4,000
Operating Rentals & Leases	11,055.00	13,000	12,500	12,500	12,500
Repairs & Maintenance	879.50	1,500	300	1,500	1,500
Miscellaneous	1,779.78	2,000	1,500	2,000	2,000
Miscellaneous - Training	1,453.74	1,500	1,500	1,500	1,500
Total Police Administration	285,269.94	307,840	298,800	316,250	316,250

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 3.0 (2 In-house, 1 LEAD)

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 in 2020 –

One Officer taken from Patrol Services and placed into Investigations Services as a second detective.

Professional Services (Leads Online Subscription) \$1,600

Mandated Programs – Federal and State

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

Revenue Generated – None

Equipment

- 2003 Ford Explorer (9999)
- 2003 Ford Expedition (203)
- 2007 Dodge Charger (210)
- Evidence Trailer, Dodge Box Van

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Police Investigation Services					
Regular Salaries & Wages	154,233.17	159,500	160,000	251,000	251,000
Overtime	19,680.43	22,000	22,600	15,000	15,000
Longevity	2,951.98	3,700	3,700	7,320	7,320
Social Security	13,238.26	15,000	14,250	21,000	21,000
Retirement	9,393.74	10,500	9,800	16,000	16,000
Workman's Compensation	4,158.60	4,700	5,160	9,000	9,000
Medical/life Insurance	34,496.63	36,000	35,600	55,000	55,000
Family Medical Leave Premium	0.00	215	215	500	500
Uniforms & Clothing	1,200.56	1,500	1,000	1,500	1,500
Office & Operating Supplies	1,315.63	1,500	1,400	1,500	1,500
Evidence Room	0.00	7,000	7,000	3,000	3,000
Fuel Consumed	2,663.48	4,000	3,500	4,000	4,000
Small Tools & Minor Equipment	1,500.82	2,000	1,500	2,000	2,000
Professional Services	680.14	4,000	2,500	4,000	4,000
Communications	1,349.23	2,700	2,500	2,000	2,000
Travel	2,732.96	3,500	3,350	3,500	3,500
Repairs & Maintenance	3,711.70	5,000	2,500	5,000	5,000
Lighting Upgrade	(255.11)	1,000	500	1,000	1,000
Miscellaneous	219.70	1,000	500	1,500	1,500
Misc. - Training	2,500.00	2,500	2,500	2,500	2,500
Misc - Investigative Expenses	163.30	1,000	100	1,000	1,000
Special Investigations Unit - YVSIU	0.00	1,000	500	1,000	1,000
Total Operating Expenses	255,935.22	289,315	280,675	408,320	408,320

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	9.0	(1 new Officer)
	Patrol Sergeants	4.0	
	School Officer	<u>.9</u>	
	Total	13.9 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.

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 in 2020 --

Adding one new Patrol Officer position in October	\$25,000
Small Tools & Minor Equipment (Modem replacements)	\$2,000
Part Time Help (Cleaning, misc)	\$5,000
SWAT Equipment (Outfit SWAT team member)	\$5,000
2 Bullet Resistant Vests	\$2,000
1 TASER	\$1,500

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 -- 4-patrol fleet (Equipment Rental), 7 take home (Current Expense), 1 Admin Veh (Current Expense 215), 1 Admin Veh (Equipment Rental 281)

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Police Patrol Services					
Regular Salaries & Wages	886,451.61	971,000	967,000	962,000	962,000
Regular Salaries - Part Time	0.00	2,000	2,000	5,000	5,000
Overtime	277,838.73	260,000	246,000	260,000	260,000
Longevity	18,416.21	17,500	17,500	17,000	17,000
Social Security	84,221.35	94,500	95,000	95,000	95,000
Retirement	62,524.79	67,000	67,000	66,000	66,000
Workman's Compensation	26,067.76	35,000	34,500	35,000	35,000
Medical/life Insurance	194,427.22	222,000	203,000	221,000	221,000
Family Medical Leave Premium	0.00	1,390	1,500	1,500	1,500
Uniforms & Clothing	10,357.11	10,000	7,000	10,000	10,000
Reserves Pension Fund	0.00	2,000	500	2,000	2,000
Office & Operating Supplies	21,213.33	24,000	20,000	24,000	24,000
Fuel Consumed	3,197.62	5,000	3,200	4,000	4,000
Small Tools & Minor Equipment	1,589.66	1,750	1,750	4,000	4,000
DUI/Impaired Driving Safety	1,708.45	1,500	1,000	1,500	1,500
Professional Services	1,485.00	1,500	1,500	1,500	1,500
Communications	14,083.44	14,000	14,500	14,000	14,000
Travel	14,755.49	18,500	16,000	16,000	16,000
Operating Rentals & Leases	60,600.00	112,240	72,000	75,000	75,000
Repairs & Maintenance	4,453.01	11,000	9,000	8,500	8,500
Range Maintenance	3,958.03	4,000	2,000	4,000	4,000
Miscellaneous	6,171.96	6,000	4,000	6,000	6,000
Misc. - Training	11,573.12	15,000	12,000	15,000	15,000
EVOG Training	206.88	700	420	700	700
Total Operating Expenses	1,705,300.77	1,897,580	1,798,370	1,848,700	1,848,700
Capital Expenditures					
Vests	1,992.38	2,000	0	2,000	2,000
TASER	1,000.00	1,500	0	1,500	1,500
Rifles	0.00	33,800	33,800	0	0
MDT	4,774.58	18,000	18,000	0	0
SWAT Equipment	0.00	7,500	7,500	5,000	5,000
Total Capital Expenditures	7,766.96	62,800	59,300	8,500	8,500
Total Police Patrol Services	1,713,067.73	1,960,380	1,857,670	1,857,200	1,857,200

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
- Place live view camera in public areas as needed.

Notable Changes in 2020 –

Capital Replacement Reserve (Replace Live View Camera) \$8,500

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
- Live View cellular/internet camera

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Police Community Programs					
Regular Salaries & Wages	7,500.21	8,000	8,000	8,500	8,500
Overtime	2,886.76	4,000	2,500	5,000	5,000
Longevity	217.80	250	250	350	350
Social Security	797.48	1,000	800	1,000	1,000
Retirement	679.17	750	700	750	750
Workman's Compensation	233.16	300	300	300	300
Medical/life Insurance	1,686.07	1,900	1,700	1,900	1,900
Family Medical Leave Premium	0.00	15	15	50	50
Crime Prevention Supplies	2,253.86	4,000	3,600	3,000	3,000
Communications	480.14	500	500	1,000	1,000
Total Operating Expenses	16,734.65	20,715	18,365	21,850	21,850
Capital Expenditures					
Live Camera	0.00	0	0	8,500	8,500
Total Capital Expenditures	0.00	0	0	8,500	8,500
Total Police Community Services	16,734.65	20,715	18,365	30,350	30,350

FUND: CURRENT EXPENSE

PROGRAM: POLICE CORRECTION SERVICES

PROGRAM STATEMENT

The purpose of this program is to provide and maintain secure custody of prisoners. The Grandview Jail facility will provide a safe environment for offenders to be temporarily housed until transport can be arranged to a contract facility.

Staffing Level – None

Overview of Ongoing and Present Activities

- Arrange care and custody of prisoners.
- Transport prisoners to and from a contract facility.
- Maintain a temporary housing facility.

Notable Changes in 2020 -

Continue to contract out for most jail services.
Grandview jail continues to be a short term holding facility.

Increase Professional Services from \$120,000 to \$132,000

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

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Police Correction Services					
Office & Operating Supplies	2,366.20	4,900	2,000	2,500	2,500
Fuel Consumed - Transport Van	99.62	100	50	0	0
Professional Services	104,749.01	120,000	120,000	132,000	132,000
Communications	466.90	1,000	1,000	1,000	1,000
Repairs & Maintenance	3,802.32	5,000	4,500	5,000	5,000
Miscellaneous	0.00	1,000	500	1,000	1,000
Total Police Correction Services	111,484.05	132,000	128,050	141,500	141,500

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 (On-call Provisionals)

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.
- 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 in 2020 –

Part-Time (Provisional)	\$9,500
Professional Services (Server maintenance contract)	\$1,000

Capital Replacement Items:

Computer Replacements (3 computers)	\$3,500
Call transfer equipment (2019 Carryover)	\$7,000
Wiring/Cable update	\$3,500
Server Replacement	\$10,000

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) Base Radio; one (1) Repeater; one (1) Digital Recording System; one (1) Server with Spillman Records Management; ACCESS State Computer System; Fax and Copy Machines

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Police Communications Services					
Regular Salaries & Wages	210,166.49	238,000	232,000	247,500	247,500
Regular Salaries - Part Time	0.00	0	0	9,500	9,500
Overtime	112,150.43	80,000	80,000	85,000	85,000
Longevity	2,110.00	2,200	2,200	2,250	2,250
Social Security	22,973.15	26,000	24,000	27,000	27,000
Retirement	33,455.21	42,500	36,000	44,000	44,000
Workman's Compensation	10,419.90	13,000	13,000	15,000	15,000
Medical/life Insurance	71,417.51	91,000	92,600	87,000	87,000
Family Medical Leave Premium	0.00	375	375	500	500
Unemployment Compensation	3,950.88	3,000	2,000	4,000	4,000
Uniforms & Clothing	1,187.21	4,000	1,500	3,000	3,000
Office & Operating Supplies	5,844.52	9,000	7,000	8,000	8,000
Professional Services	14,060.11	17,000	15,500	17,000	17,000
Communications	55,446.79	59,000	55,000	59,000	59,000
Travel	4,275.75	5,000	3,000	5,000	5,000
Operating Rentals & Leases	6,724.94	9,000	7,000	7,500	7,500
Public Utility Services	15,678.66	18,500	16,000	18,500	18,500
Repairs & Maintenance	10,315.06	16,000	12,000	14,000	14,000
Miscellaneous	1,142.68	2,000	1,000	2,000	2,000
Total Operating Expenses	581,319.29	635,575	600,175	655,750	655,750
Capital Expenditures					
Computers	3,000.00	3,500	3,680	3,500	3,500
Call Transfer Equipment	0.00	7,000	0	7,000	7,000
Wiring Update	0.00	3,500	3,500	3,500	3,500
Network Server	0.00	0	0	10,000	10,000
Total Capital Expenditures	3,000.00	14,000	7,180	24,000	24,000
Total Police Communication Services	584,319.29	649,575	607,355	679,750	679,750
Reserve for Capital Replacement	0.00	24,400	30,000	30,000	30,000
Total Police Department	2,966,810.88	3,384,225	3,220,915	3,463,370	3,463,370

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 2020 - 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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Graffiti Removal					
Regular Salaries & Wages	1,471.67	1,700	800	1,700	1,700
Overtime	94.13	300	0	300	300
Social Security	119.66	150	75	150	150
Retirement	199.72	250	125	260	260
Workman's Compensation	56.66	60	40	70	70
Medical/life Insurance	476.48	400	200	420	420
Family Medical Leave Premium	0.00	5	5	5	5
Graffiti Removal Supplies	882.41	1,800	1,200	1,800	1,800
Total Graffiti Removal	3,300.73	4,665	2,445	4,705	4,705

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 2020

- Salaries and associated line items are slightly increased to reflect possible changes by the City Council in 2019.

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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Fire Administration Services					
Regular Salaries & Wages	99,239.99	104,200	104,200	105,300	105,300
Longevity	1,985.01	2,050	2,050	2,120	2,120
Social Security	7,543.61	8,150	8,100	8,300	8,300
Retirement	5,496.51	5,850	5,800	5,800	5,800
Workman's Compensation	2,760.76	3,300	4,000	4,600	4,600
Medical/life Insurance	13,746.45	16,300	16,300	16,700	16,700
Family Medical Leave Premium	0.00	120	160	280	280
Uniforms & Clothing	881.79	900	900	900	900
Office & Operating Supplies	1,479.44	1,400	1,400	1,400	1,400
Public Education Supplies	2,196.45	2,320	2,300	2,500	2,500
Small Tools & Minor Equipment	1,204.12	2,500	1,500	2,000	2,000
Advertising	177.80	600	200	300	300
Communications	11,123.49	12,900	11,000	12,900	12,900
Travel	160.58	500	400	400	400
Operating Rentals & Leases	2,250.00	5,000	2,400	2,500	2,500
Miscellaneous	5,614.21	6,000	6,000	6,000	6,000
Misc - Training	522.00	900	400	600	600
Total Fire Administrative Services	156,382.21	172,990	167,110	172,600	172,600

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	12.00

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 2020

- Salaries and associated line items are slightly increased to reflect possible changes by the City Council in 2019 as well as expected insurance cost increases.
- Slight increase in "Volunteer Compensation" to reflect increase in call volume. This Line Item is 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 of \$5,000 to "Repairs and Maintenance" to cover anticipated higher maintenance costs.

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

- 2018 KME Fire Engine (Grandview 11)
- 1995 E-One Fire Engine (Grandview 13)
- 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 ~ 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Fire Suppression Services					
Regular Salaries & Wages	44,049.08	49,000	49,000	52,500	52,500
Volunteer Compensation	36,259.35	49,000	49,000	51,700	51,700
Overtime	8,295.49	11,500	9,500	11,000	11,000
Social Security	3,930.99	4,650	4,600	4,900	4,900
Retirement	2,842.31	3,400	3,200	3,800	3,800
Workman's Compensation	2,496.65	2,900	3,120	3,900	3,900
Medical/life Insurance	11,125.82	13,100	13,000	13,350	13,350
Family Medical Leave Premium	0.00	135	180	200	200
Uniforms & Clothing	11,544.44	11,500	6,000	11,500	11,500
Pension And Disability Payment	1,512.50	2,700	2,200	2,700	2,700
Office & Operating Supplies	2,148.18	3,000	2,000	3,000	3,000
Fuel Consumed	3,071.24	3,300	3,300	3,300	3,300
Small Tools & Minor Equipment	10,136.82	9,500	8,000	9,500	9,500
Professional Services	5,460.23	5,400	3,500	5,000	5,000
Communications	6,394.62	9,500	7,000	8,500	8,500
Travel	1,332.96	3,000	1,000	2,000	2,000
Operating Rentals & Leases	18,927.00	53,500	18,000	55,000	55,000
Repairs & Maintenance	7,214.05	8,000	8,000	8,000	8,000
Miscellaneous	1,493.35	2,000	1,700	2,000	2,000
Misc - Training	2,685.73	4,000	1,500	3,000	3,000
Total Operating Expenses	180,920.81	249,085	193,800	254,850	254,850

City of Grandview – 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Fire Suppression Services					
Facilities					
Office & Operating Supplies	631.99	600	600	600	600
Supplies For Repairs	3,086.97	3,000	2,000	3,000	3,000
Small Tools & Minor Equipment	582.47	600	600	600	600
Professional Services	2,329.82	2,900	2,500	2,500	2,500
Public Utility Services	12,851.39	17,500	13,500	15,000	15,000
Repairs & Maintenance	21,623.02	16,000	25,600	21,000	21,000
Total Facilities	41,105.66	40,600	44,800	42,700	42,700
Long Term Debt					
Debt Service - Fire Truck - Principal	4,248.30	17,500	17,360	17,950	17,950
Debt Service - Fire Truck - Interest	4,628.70	18,500	18,160	17,560	17,560
Total Long Term Debt	8,877.00	36,000	35,520	35,510	35,510
Capital Expenditures					
Machinery & Equipment	0.00	104,000	0	30,000	30,000
Fire Truck - City's match	56,240.27	0	0	0	0
Pumper Fire Truck	541,866.25	0	0	0	0
Total Capital Expenditures	598,106.52	104,000	0	30,000	30,000
Total Fire Suppression Services	829,009.99	429,685	274,120	363,060	363,060
Total Fire Department	985,392.20	602,675	441,230	535,660	535,660

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 2020 – 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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Code Enforcement Services					
Regular Salaries & Wages	41,059.91	48,000	41,500	46,000	46,000
Wages - Administration	1,179.53	1,220	1,220	1,300	1,300
Overtime	93.50	200	100	200	200
Longevity	1,168.75	1,210	1,210	1,580	1,580
Social Security	3,324.47	3,870	3,270	3,910	3,910
Retirement	5,543.60	6,430	5,590	6,570	6,570
Workman's Compensation	933.44	1,290	1,120	1,450	1,450
Medical/Life Insurance	11,251.85	13,060	11,190	11,650	11,650
Family Medical Leave Premium	0.00	60	60	70	70
Uniforms & Clothing	296.75	400	300	400	400
Office & Operating Supplies	309.23	1,000	500	500	500
Small Tools & Minor Equipment	0.00	250	0	250	250
Professional Services	1,493.69	2,100	1,500	2,000	2,000
Advertising	0.00	100	0	100	100
Communications	858.64	1,500	1,100	1,200	1,200
Travel	0.00	200	0	200	200
Operating Rentals & Leases	2,064.00	2,000	2,000	2,200	2,200
Public Utility Services	592.95	1,000	600	600	600
Repairs & Maintenance	460.22	500	400	500	500
Miscellaneous-Abatement	0.00	4,000	600	3,000	3,000
Misc - Training	0.00	200	0	200	200
Total Code Enforcement Services	70,630.53	88,590	72,260	83,880	83,880

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 Yakima Humane Society

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 2020 – Continue contracting for services with Yakima Humane Society for animal control (15 hours a week) coverage. Current contract is good through 2020.

2020 rate is \$32,868

Add \$3,500 for additional transport hours (if needed based on employee availability)

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 \$4,000

Equipment Assigned

All major equipment provided by the Humane Society
Animal Control shelter

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Animal Control Services					
Office & Operating Supplies	459.37	1,200	1,500	1,200	1,200
Professional Services	28,192.05	32,500	32,500	36,500	36,500
Communications	130.69	200	50	200	200
Operating Rentals & Leases	0.00	200	0	200	200
Total Animal Control Services	28,782.11	34,100	34,050	38,100	38,100

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 2020 – No notable changes.

Mandated Programs – Federal and State

- Health requirements for kitchen duty.

Revenue Generated –

United Way Contributions: \$2,000

People For People Program Agreement: \$6,000

Equipment and Vehicles Assigned – N/A

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Senior Citizen Services					
Regular Salaries & Wages	13,569.93	8,700	8,650	8,900	8,900
Overtime	34.56	0	0	0	0
Longevity	231.00	350	335	360	360
Social Security	1,047.88	700	675	720	720
Retirement	1,100.48	1,150	1,120	1,200	1,200
Workman's Compensation	95.82	170	50	200	200
Medical/life Insurance	1,589.21	1,500	1,725	1,800	1,800
Family Medical Leave Premium	0.00	10	20	35	35
Office & Operating Supplies	422.61	700	500	700	700
Communications	2.89	20	10	20	20
Total Senior Citizen Services	18,094.38	13,300	13,085	13,935	13,935

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 .15 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 2020 – 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 \$5,000

Equipment and Vehicles Assigned – None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Planning & Community Development Services					
Regular Salaries & Wages	18,936.62	16,500	16,500	16,650	16,650
Longevity	604.49	650	650	650	650
Social Security	1,465.14	1,300	1,300	1,330	1,330
Retirement	2,403.07	2,200	2,200	2,230	2,230
Workman's Compensation	44.97	40	40	50	50
Medical Insurance	2,700.34	2,400	2,400	2,660	2,660
Family Medical Leave Premium	0.00	20	20	70	70
Office & Operating Supplies	75.65	400	300	300	300
Professional Services	9,709.22	7,500	9,500	7,500	7,500
Advertising	518.00	500	550	500	500
Communications	1,030.86	1,100	900	1,000	1,000
Travel	30.00	300	0	500	500
Operating Rentals & Leases	75.00	100	50	100	100
Miscellaneous	156.00	250	250	250	250
Total Planning & Community Services	37,749.36	33,260	34,660	33,790	33,790

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 2020 –

Travel funds for annual Las Vegas Retail Show \$6,000

Mandated Programs – Federal and State – None

Revenue Generated – None

Equipment and Vehicles Assigned – None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Economic Development Services					
Regular Salaries & Wages	7,711.77	8,200	8,150	8,500	8,500
Longevity	297.04	310	310	330	330
Social Security	512.90	650	670	700	700
Retirement	984.51	1,080	1,110	1,180	1,180
Workman's Compensation	72.82	100	100	120	120
Medical/life Insurance	692.03	780	810	840	840
Family Medical Leave Premium	0.00	10	10	20	20
Office & Operating Supplies	151.47	100	0	100	100
Professional Services	0.00	600	0	600	600
Advertising	2,959.56	3,000	2,000	2,500	2,500
Nav/Retail - Retail Recruitment	36,975.00	47,000	47,000	0	0
Communications	16.63	250	150	250	250
Travel	6,351.57	7,000	2,300	6,000	6,000
Operating Rentals & Leases	60.00	250	50	250	250
Miscellaneous	2,234.00	2,500	2,200	2,500	2,500
Misc - Y.C.D.A.	6,480.00	10,000	10,960	11,000	11,000
Total Economic Development Services	65,499.30	81,830	75,820	34,890	34,890

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 2020 – 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	\$60,000
- Plan Review Fees	<u>\$20,000</u>
Total	\$80,000

Equipment and Vehicles Assigned – 2012 Ford Escape

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Inspection & Permitting Services					
Regular Salaries & Wages	23,837.56	28,000	25,000	27,000	27,000
Wages - Administration	4,717.50	4,860	4,900	5,100	5,100
Overtime	0.00	240	0	250	250
Longevity	897.11	930	930	950	950
Social Security	2,239.21	2,600	2,360	2,550	2,550
Retirement	3,753.72	4,320	3,920	4,540	4,540
Workman's Compensation	543.58	870	780	1,000	1,000
Medical/life Insurance	7,353.78	8,190	8,240	8,580	8,580
Family Medical Leave Premium	0.00	40	40	50	50
Uniforms & Clothing	221.06	400	300	400	400
Office & Operating Supplies	271.72	2,000	500	1,500	1,500
Small Tools & Minor Equipment	0.00	200	0	200	200
Professional Services	63,198.22	1,600	1,500	1,700	1,700
Advertising	0.00	100	0	100	100
Communications	267.75	500	400	500	500
Travel	455.64	600	450	600	600
Operating Rentals & Leases	2,076.00	2,100	2,100	2,300	2,300
Public Utility Services	592.93	1,000	600	1,000	1,000
Repairs & Maintenance	460.21	500	400	500	500
Miscellaneous	230.00	450	400	450	450
Miscellaneous - Training	355.00	450	450	500	500
Total Inspection & Permitting Services	111,470.99	59,950	53,270	59,770	59,770

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.
- Maintain automated library system for accuracy in bibliographic and patron information.

Notable Changes in 2020

- Retirement of Assistant Librarian at the end of January. Replacement to be hired in December 2019 for two months training. Overall decrease in salaries after buyout.
- 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 continues to contribute to our cost for the OCLC bibliographic database.
- Depend on Friends of Grandview Library to pay for four newspaper subscriptions.
- Revenue is not consistent year to year.

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

Revenue Generated

\$3,000 Library Late Returns
\$2,500 Library Photocopies
\$2,500 Library Use Fees

Equipment and Vehicles Assigned – None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Library Services					
Regular Salaries & Wages	119,363.99	125,400	125,860	123,215	123,215
Regular Wages - Part Time	29,361.31	29,300	30,000	36,690	36,690
Longevity	3,028.01	3,120	3,120	2,290	1,290
Social Security	11,413.93	12,030	12,100	12,330	12,330
Retirement	16,988.34	18,000	18,000	17,820	17,820
Workman's Compensation	761.23	810	750	950	950
Medical/life Insurance	26,159.18	31,320	31,100	34,950	34,950
Family Medical Leave Premium	0.00	180	230	220	220
Office & Operating Supplies	2,955.37	4,000	2,700	3,000	3,000
Professional Services	4,345.05	5,700	5,650	5,700	5,700
Advertising	22.00	50	0	50	50
Communications	311.40	300	300	300	300
Travel	1,123.34	1,000	200	1,000	1,000
Miscellaneous	50.00	50	50	50	50
Total Operating Expenses	215,883.15	231,260	230,060	238,565	237,565
Capital Expenditures					
Books	10,014.96	12,500	12,500	12,500	12,500
Periodicals	641.00	700	700	700	700
Other Media	1,962.88	1,800	1,800	1,800	1,800
Online Databases	2,487.80	2,600	2,580	2,600	2,600
e-media, e-books & e-audio	5,994.67	6,200	6,200	8,200	8,200
Total Capital Expenditures	21,101.31	23,800	23,780	25,800	25,800
Redemption Of Long-Term Debt					
Debt Service - St. Loan - Principal	30,000.00	30,000	30,000	35,000	35,000
Debt Service - St. Loan - Interest	24,500.00	23,300	23,300	22,100	22,100
Total Debt Service	54,500.00	53,300	53,300	57,100	57,100
Total Library Services	291,484.46	308,360	307,140	321,465	320,465

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 2020 – No notable changes.

Mandated Programs – Federal and State – None

<u>Revenue Generated</u> -	United Way Contributions:	\$ 8,000
	Recreation Fees:	\$ 5,000
	School District Programs:	<u>\$ 18,500</u>
	TOTAL:	\$ 31,500

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

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Recreational Services					
Regular Salaries & Wages	108,904.19	69,100	69,150	71,200	71,200
Regular Wages - Part Time	9,424.33	12,500	10,500	14,500	14,500
Overtime	514.09	500	0	0	0
Longevity	1,848.01	2,800	2,700	2,900	2,900
Social Security	9,147.72	6,800	6,100	6,850	6,850
Retirement	8,878.09	9,150	8,700	9,600	9,600
Workman's Compensation	1,527.21	3,000	500	1,800	1,800
Medical/life Insurance	12,899.69	13,900	13,800	14,200	14,200
Family Medical Leave Premium	0.00	100	120	200	200
Unemployment Compensation	0.00	100	0	100	100
Office & Operating Supplies	7,645.02	9,500	3,500	9,000	9,000
Professional Services	132.00	100	100	100	100
Rec. Program Instructor Fees	1,471.63	2,500	1,700	2,500	2,500
Communications	760.71	1,400	1,050	1,400	1,400
Travel	105.40	500	100	500	500
Operating Rentals & Leases	1,140.00	4,000	2,500	2,500	2,500
Repairs & Maintenance	0.00	250	0	0	0
Miscellaneous	3,234.04	3,000	1,700	3,000	3,000
Total Recreational Services	167,632.13	139,200	122,220	140,350	140,350

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 (18)	<u>2.160</u>
		2.635 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 2020 – Increase of \$10,000 in professional services for concrete deck restoration.

In addition, there is another \$60,000 (for a total of \$120,000) earmarked for a future Swim Pool Splash Pad within the Capital Improvement Fund.

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 \$ 18,000

Equipment and Vehicles Assigned – N/A

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Aquatics					
Regular Salaries - Admin.	10,177.35	6,600	6,500	7,000	7,000
Regular Salaries & Wages	49,710.19	49,800	49,800	55,000	55,000
Regular Sal & Wages -Maint.	5,779.35	5,000	2,350	5,800	5,800
Overtime	2,972.55	3,000	2,500	3,500	3,500
Longevity	173.26	260	250	275	275
Social Security	5,256.08	5,000	4,700	6,000	6,000
Retirement	1,934.47	1,500	1,475	1,800	1,800
Workman's Compensation	3,600.96	4,400	4,000	4,000	4,000
Medical/life Insurance	3,396.69	2,700	2,700	3,100	3,100
Family Medical Leave Premium	0.00	75	100	150	150
Uniforms & Clothing	342.32	500	0	500	500
Office & Operating Supplies	18,745.52	24,500	24,500	26,000	26,000
Professional Services	15,297.28	3,500	250	15,000	15,000
Advertising	351.25	400	175	225	225
Communications	298.35	400	325	450	450
Travel	26.38	200	0	0	0
Operating Rentals & Leases	528.71	650	650	800	800
Public Utility Services	9,610.18	10,000	9,000	12,000	12,000
Repairs & Maintenance	4,152.97	9,500	9,700	9,000	9,000
Miscellaneous	4,217.52	3,200	2,000	3,400	3,400
Total Operating Expenses	136,571.38	131,185	120,975	154,000	154,000
Capital Expenditures					
Machinery & Equipment	2,274.89	0	0	0	0
Total Capital Expenditures	2,274.89	0	0	0	0
Total Aquatics	138,846.27	131,185	120,975	154,000	154,000

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 2020 –

- Dykstra Park Irrigation Phase 5	\$ 5,000
- Playground chips	\$ 5,000
- Arbor Day Tree Planting	\$ 1,000
- Tree Pruning for Parks	<u>\$ 5,000</u>
Total	\$16,000

Mandated Programs – Federal and State - None

Revenue Generated – None

Equipment and Vehicles Assigned

1 – Nissan Rogue	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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Parks Maintenance Services					
Regular Salaries & Wages	42,277.48	46,000	46,000	44,300	44,300
Regular Wages - Seasonal	65.29	2,550	2,500	4,000	4,000
Overtime	2,660.40	3,200	3,000	2,500	2,500
Longevity	512.05	3,000	3,000	3,000	3,000
Social Security	3,479.80	4,170	4,150	4,120	4,120
Retirement	5,800.32	6,080	5,970	6,920	6,920
Workman's Compensation	1,499.69	1,980	1,900	1,850	1,850
Medical/life Insurance	13,921.51	17,760	17,500	15,620	15,620
Family Medical Leave Premium	0.00	55	100	120	120
Unemployment Compensation	0.00	1,000	0	1,000	1,000
Uniforms & Clothing	1,287.03	1,500	1,200	1,500	1,500
Office & Operating Supplies	36,526.21	48,000	48,000	45,000	47,000
Dog Park Supplies	0.00	2,850	850	0	2,000
Professional Services	26,910.17	21,000	20,000	26,000	26,000
Advertising	0.00	400	0	400	400
Communications	1,381.42	1,500	1,450	1,500	1,500
Travel	12.47	600	100	600	600
Travel - Training	0.00	400	0	400	400
Operating Rentals & Leases	25,000.00	25,000	28,225	25,000	25,000
Public Utility Services	38,250.71	41,000	36,000	42,000	42,000
Repairs & Maintenance	27,725.64	29,000	27,000	30,000	30,000
Miscellaneous	991.47	1,700	1,050	1,700	1,700
Misc - Training	0.00	100	0	100	100
Total Operating Expenses	228,301.66	258,845	247,995	257,630	261,630
Capital Expenditures					
Improve. Other Than Buildings	17,884.55	14,000	10,500	16,000	16,000
Total Capital Expenditures	17,884.55	14,000	10,500	16,000	16,000
Total Parks Maintenance Services	246,186.21	272,845	258,495	273,630	277,630
Total Parks & Recreations	552,664.61	543,230	501,690	567,980	571,980

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 2020 – No notable changes.

Mandated Programs – Federal and State – N/A

Revenue Generated - None

Equipment and Vehicles Assigned – N/A

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Museum					
Regular Salaries & Wages	3,391.95	2,200	2,200	2,500	2,500
Regular Wages - Part Time	1,805.50	4,800	3,700	5,400	5,400
Overtime	72.16	200	0	200	200
Longevity	57.75	90	90	100	100
Social Security	404.95	600	500	700	700
Retirement	283.21	290	280	330	330
Workman's Compensation	154.08	375	75	150	150
Medical/life Insurance	431.86	400	425	440	440
Family Medical Leave Premium	0.00	10	10	20	20
Office & Operating Supplies	3,071.48	5,200	4,000	5,200	5,200
Professional Services	1,829.39	4,800	4,700	5,000	5,000
Advertising	0.00	100	70	100	100
Communications	2,644.72	2,800	3,000	3,300	3,300
Public Utility Services	5,335.14	6,500	5,300	7,000	7,000
Repairs & Maintenance	87.30	1,000	600	1,000	1,000
Miscellaneous	4.63	100	50	100	100
Total Operating Expenses	19,574.12	29,465	25,000	31,540	31,540
Capital Expenditures					
Improve. Other Than Buildings	2,558.45	0	0	0	0
Total Capital Expenditures	2,558.45	0	0	0	0
Ending Fund Balance					
Ending Fund Bal. - Museum	0.00	3,000	3,300	3,300	3,300
Total Ending Fund Balance	0.00	3,000	3,300	3,300	3,300
Total Museum	22,132.57	32,465	28,300	34,840	34,840

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 2020 – No notable changes.

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 \$1,800

Equipment and Vehicles Assigned – N/A

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Community Center					
Office & Operating Supplies	3,954.47	4,100	2,800	4,300	4,300
Professional Services	16,769.30	21,000	18,000	21,000	21,000
Communications	4,268.91	5,000	4,400	5,200	5,200
Public Utility Services	11,998.97	16,000	11,000	16,000	16,000
Repairs & Maintenance	3,988.51	6,000	5,000	6,000	6,000
Total Operating Expenses	40,980.16	52,100	41,200	52,500	52,500
Capital Expenditures					
Improvements Other Than Buildings	0.00	5,000	5,120	0	0
Computer	2,356.81	0	0	0	0
Total Capital Expenditures	2,356.81	5,000	5,120	0	0
Total Community Center	43,336.97	57,100	46,320	52,500	52,500

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 2020

- A \$50,000 transfer to the Street Fund is anticipated in 2020.
- A \$25,000 transfer to the Emergency Medical Services Fund is anticipated in 2020.

Mandated Programs – Federal and State - None

Equipment and Vehicles Assigned - None

City of Grandview ~ 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Current Expense Fund					
Nonexpenditures					
Cntry Park Deposit Remitted	500.00	0	0	0	0
Community Center Deposit Remitted	2,400.00	0	0	0	0
Mvip, Cjr, Jls Fees Remitted	186,075.35	0	0	0	0
Gun Permit Fees Remitted	3,822.00	0	0	0	0
Wsp/fingerprints Remitted	1,568.00	0	0	0	0
State Tax on Utility Tax	47,222.00	45,000	47,500	45,000	45,000
Nsf Checks Remitted	2,695.69	0	0	0	0
Bldg Code Fee Remitted	1,077.50	0	0	0	0
Bail Pass Thru Remitted	4,100.00	0	0	0	0
Leasehold Tax Remitted	3,155.58	0	0	0	0
Total Nonexpenditures	252,616.12	45,000	47,500	45,000	45,000
Transfers					
Transfer Out - Street Fund	50,000.00	50,000	50,000	50,000	50,000
Transfer Out - Emergency Med Svc Fund	0.00	0	0	25,000	25,000
Total Transfers	50,000.00	50,000	50,000	75,000	75,000
Ending Fund Balance					
Ending Fund Balance - Reserved	77,500.00	8,500	25,900	11,500	11,500
Ending Fund Balance - C.E.	1,460,199.02	664,400	1,250,060	393,820	390,470
Total Ending Fund Balance	1,537,699.02	672,900	1,275,960	405,320	401,970
Total Current Expense Fund	8,020,642.78	7,134,170	7,269,030	6,867,300	6,867,300

EMERGENCY MEDICAL SERVICES FUND

City of Grandview - 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Emergency Medical Services Fund					
Reserve - Capital Replacement	85,000.00	65,000	65,000	0	0
Beginning Fund Balance - Reserved	142,763.97	194,205	195,000	179,420	179,420
Total Beginning Cash Balance	227,763.97	259,205	260,000	179,420	179,420
Taxes					
Property Taxes-E.M.S.	133,096.19	130,000	130,000	126,500	126,500
Total Taxes	133,096.19	130,000	130,000	126,500	126,500
Intergovernmental Revenues					
Dept. of Health - E.M.S. Grant	1,222.00	1,200	1,260	1,200	1,200
Intergov. Charges-Fire Dist. #5	3,218.88	3,500	3,300	3,500	3,500
Intergov. Charges-P. Hospital	1,285.06	2,600	0	0	0
Total Intergovernmental Revenues	5,725.94	7,300	4,560	4,700	4,700
Miscellaneous Revenues					
Investment Interest	4,530.32	2,900	4,500	3,200	3,200
	4,530.32	2,900	4,500	3,200	3,200
Other Financing Sources					
Transfer from C.E. Fund	0.00	0	0	25,000	25,000
Total Other Financing Sources	0.00	0	0	25,000	25,000
Total Emergency Medical Services	371,116.42	399,405	399,060	338,820	338,820

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. The current ten-year levy expires at the end of 2023. Funding from the current ten-year levy expires at the end of 2024.

<u>Staffing Level</u>	Fire Captain	.25 FTE
	Firefighters / Volunteer	17.00

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 2020

- Salaries and associated line items are slightly increased to reflect possible changes by the City Council in 2019 as well as expected insurance cost increases.
- Slight increase in “Volunteer Compensation” to reflect increase in call volume. This Line Item is split between Fire Suppression (40%) and EMS (60%).
- Increase to “Machinery & Equipment” to cover costs of replacing 5 Defibrillators.
- Increase to “Ambulance Service” to cover the cost of the new Sunnyside ILA for Sunnyside Fire Dept. to provide ambulance service.
- 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	\$126,500
	Dept. of Health Grant	\$ 1,200
	Intergovernmental Charges	\$ 3,500

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

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Emergency Medical Services Fund					
Regular Salaries & Wages	14,682.95	16,500	16,500	17,500	17,500
Volunteer Compensation	54,389.00	73,500	69,000	76,000	76,000
Overtime	2,765.10	4,000	3,200	4,000	4,000
Social Security	1,310.31	1,700	1,500	1,700	1,700
Retirement	947.41	1,300	1,200	1,350	1,350
Worksman's Compensation	832.19	1,100	1,100	1,400	1,400
Medical/life Insurance	3,680.73	4,000	4,350	4,600	4,600
Family Medical Leave Premium	0.00	125	140	200	200
Uniforms & Clothing	606.59	10,700	5,000	7,000	7,000
Pension & Disability Payments	1,512.50	2,700	2,400	2,700	2,700
Office & Operating Supplies	1,604.85	2,250	2,200	2,250	2,250
Fuel Consumed	397.87	1,600	500	1,000	1,000
Small Tools & Minor Equipment	1,801.73	2,000	1,500	2,000	2,000
Ambulance Service	0.00	117,000	72,200	163,440	163,440
Communications	19,183.86	25,300	21,000	23,000	23,000
Travel	0.00	1,000	200	500	500
Operating Rentals & Leases	6,540.00	9,000	9,000	9,000	9,000
Insurance	0.00	5,700	5,650	5,220	5,220
Repairs & Maintenance	862.41	1,000	500	1,000	1,000
Miscellaneous	0.00	2,000	2,000	2,000	2,000
Miscellaneous - Training	0.00	1,000	500	500	500
Total Rescue And Emergency Aid	111,117.50	283,475	219,640	326,360	326,360
Capital Expenditures					
Machinery & Equipment	0.00	0	0	7,500	7,500
Total Capital Expenditures	0.00	0	0	7,500	7,500
Ending Fund Balance					
Reserve - Capital Replacement	65,000.00	65,000	0	0	0
Ending Fund Balance - Reserved	194,998.92	50,930	179,420	4,960	4,960
Total Ending Fund Balance	259,998.92	115,930	179,420	4,960	4,960
Total E.M.S. Fund	371,116.42	399,405	399,060	338,820	338,820

YAKIMA COUNTY LAW & JUSTICE FUND

City of Grandview - 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Yakima Cnty Law & Justice Tax Fund					
Beginning Fund Balance - Reserved	164,208.59	205,410	205,780	203,890	203,890
Taxes					
Criminal Justice Tax - 3/10%	313,725.32	300,000	320,000	300,000	300,000
Total Taxes	313,725.32	300,000	320,000	300,000	300,000
Miscellaneous Revenues					
Investment Interest	3,471.80	2,200	4,200	3,000	3,000
Total Miscellaneous Revenue	3,471.80	2,200	4,200	3,000	3,000
Total Yakima Cnty Law & Justice Tax	481,405.71	507,610	529,980	506,890	506,890

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 2020 -

Incident Command Supplies	\$4,000
Small Tools & Minor Equipment (Safety Wrap)	\$2,500
LEAD Task Force (Continuation of service) Carry-over, not used in 2019	\$26,500
Capital Replacement items: Portable Radio (One BCSO)	\$3,500
Lower Valley Repeater Project Carry-over, not used in 2019	\$6,000
Crime Scene Investigations Equipment Evidence Drying Chamber	\$8,000
UAV platform (Drone)	\$5,500
Police Electric Bicycle	\$5,000

Mandated Programs – Federal and State - None

Revenue Generated - \$300,000 a year

Equipment Assigned – MRAP Armored Vehicle.

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Yakima County Law & Justice Tax Fund					
Regular Salaries & Wages	143,363.65	173,000	173,000	165,000	165,000
Overtime	41,604.49	45,000	35,000	42,000	42,000
Longevity	3,605.99	3,800	3,800	5,600	5,600
Social Security	14,112.68	16,900	16,000	17,000	17,000
Retirement	10,239.59	12,100	10,500	11,500	11,500
Workman's Compensation	4,259.94	5,000	5,000	5,700	5,700
Medical/life Insurance	30,670.42	39,000	34,000	37,000	37,000
Family Medical Leave Premium	0.00	230	250	300	300
Uniforms & Clothing	5,047.76	5,000	5,000	5,000	5,000
Office & Operating Supplies	2,603.14	3,500	3,000	4,000	4,000
Incident Command Supplies	0.00	0	0	4,000	4,000
Small Tools & Minor Equipment	1,163.86	2,000	1,500	4,500	4,500
LEAD Task Force	0.00	26,500	0	26,500	26,500
Policy Program	0.00	17,500	16,500	11,000	11,000
Miscellaneous - Training	4,071.73	4,000	4,020	4,000	4,000
Total Operating Expenses	260,743.25	353,530	307,570	343,100	343,100
Capital Expenditures					
Pistols	0.00	2,000	2,000	0	0
Portable Radio	3,222.78	4,000	3,500	3,500	3,500
Radio Repeater	0.00	6,000	0	6,000	6,000
Crime Scene Investigations Equipment	2,956.19	3,000	3,000	8,000	8,000
Elliptical Machine	8,700.00	0	0	0	0
UAV Platform	0.00	9,500	10,020	5,500	5,500
Police Electric Bicycle	0.00	0	0	5,000	5,000
Total Capital Expenditures	14,878.97	24,500	18,520	28,000	28,000
Ending Fund Balance					
Ending Fund Balance - Reserved	205,783.49	129,580	203,890	135,790	135,790
Total Ending Fund Balance	205,783.49	129,580	203,890	135,790	135,790
Total Yak Cnty Law&Justice Tax Fund	481,405.71	507,610	529,980	506,890	506,890

STREET FUND

City of Grandview - 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Street Fund					
Beginning Fund Balance - Reserved	317,595.87	95,500	95,240	260,500	260,500
Beginning Fund Balance	47,456.85	22,120	22,000	35,190	35,190
Total Beginning Cash Balance	365,052.72	117,620	117,240	295,690	295,690
Taxes					
Real & Personal Property Tax	0.00	50	0	50	50
Local Sales Tax	293,260.07	253,500	322,000	279,500	279,500
Total Taxes	293,260.07	253,550	322,000	279,550	279,550
Intergovernmental Revenues					
STP Grant - OIE	4,586.31	3,550	6,060	5,000	5,000
DOE Grant - Stormwater Project	0.00	105,450	17,000	88,450	88,450
HLP Safe Routes Elm St. & Fir St.	61,201.43	293,000	293,660	0	0
TIB Grant - Wine Country Rd Resurfacing	170,837.00	0	0	0	0
TIB Grant - Relight WA Streetlights	0.00	218,000	219,220	0	0
TIB Grant - 2019 Complete Streets	0.00	100,000	100,000	0	0
Multimodal Transportation	15,717.95	15,500	15,500	15,000	15,000
Motor Vehicle Fuel Tax	244,550.14	244,500	233,000	235,000	235,000
Total Intergovernmental Revenues	496,892.83	980,000	884,440	343,450	343,450
Miscellaneous Revenues					
Investment Interest	6,388.46	4,400	8,500	5,000	5,000
Contributions - Sidewalks	1,991.41	2,300	1,800	2,000	2,000
Contributions & Donations - St	3,500.00	3,500	3,500	3,500	3,500
Pacific Power Incentive	0.00	27,500	26,870	0	0
Total Miscellaneous Revenues	11,879.87	37,700	40,670	10,500	10,500
Other Financing Sources					
Transfer from C.E. Fund	50,000.00	50,000	50,000	50,000	50,000
Total Other Financing Sources	50,000.00	50,000	50,000	50,000	50,000
Total Street Fund	1,217,085.49	1,438,870	1,414,350	979,190	979,190

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.

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 2020 –

- Street Tree Pruning (Higgins Way)	\$ 10,000
- Forsell Tree Removal	\$ 10,000
- Sidewalk Repairs	\$ 15,000
- Complete Streets	\$ 28,000
- Storm Water Improvement Project	\$ 88,450

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	\$250,000
- Streets/Sidewalk Contributions (donation)	<u>\$ 5,500</u>
Total	\$255,500

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

1 – Nissan Rogue	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 – Weedeaters	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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Street Fund					
Roadway					
Regular Salaries & Wages	12,189.70	17,000	12,500	17,000	17,000
Overtime	1,794.15	1,800	1,200	1,800	1,800
Social Security	1,048.09	1,440	1,050	1,440	1,440
Retirement	1,756.83	2,390	1,740	2,420	2,420
Workman's Compensation	395.63	580	500	650	650
Medical/life Insurance	3,425.75	5,260	3,500	3,650	3,650
Family Medical Leave Premium	0.00	25	20	30	30
Unemployment Compensation	0.00	100	0	100	100
Uniforms & Clothing	969.99	1,000	900	1,000	1,000
Office & Operating Supplies	12,370.00	12,000	13,500	12,000	12,000
Professional Services	27,989.19	25,000	20,000	25,000	25,000
Advertising	1,101.85	1,000	500	1,000	1,000
Communications	1,781.07	2,300	2,300	2,300	2,300
Travel	83.52	500	250	500	500
Operating Rentals & Leases	43,524.21	40,000	38,000	40,000	40,000
Repairs & Maintenance	5,868.98	10,000	3,500	10,000	10,000
Miscellaneous	1,365.13	2,100	1,300	2,100	2,100
Total Roadway	115,664.09	122,495	100,760	120,990	120,990
Capital Expenditures					
Improvements O/T Buildings	19,422.00	60,000	58,000	20,000	20,000
Total Capital Expenditures	19,422.00	60,000	58,000	20,000	20,000
Drainage					
Regular Salaries & Wages	2,688.46	4,700	3,000	4,700	4,700
Overtime	393.23	500	1,500	1,000	1,000
Social Security	234.35	400	350	440	440
Retirement	391.49	660	600	740	740
Workman's Compensation	90.69	160	200	200	200
Medical/life Insurance	318.12	580	2,500	1,060	1,060
Family Medical Leave Premium	0.00	10	10	10	10
Office & Operating Supplies	59.60	1,000	1,500	1,000	1,000
Stormwtr Improv - Larson/W 5th/Butternut	0.00	105,450	17,000	88,450	88,450
Repairs & Maintenance	0.00	2,000	500	2,000	2,000
Total Drainage	4,175.94	115,460	27,160	99,600	99,600

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Street Fund					
Structures					
Regular Salaries & Wages	130.56	800	200	800	800
Social Security	9.99	60	20	60	60
Retirement	16.75	100	30	100	100
Workman's Compensation	4.64	30	10	30	30
Medical/life Insurance	13.08	370	370	390	390
Family Medical Leave Premium	0.00	5	5	5	5
Professional Services	0.00	800	400	800	800
Repairs & Maintenance	0.00	1,000	5,000	1,000	1,000
Total Structures	175.02	3,165	6,035	3,185	3,185
Sidewalks					
Salaries & Wages	1,237.37	3,000	3,000	2,500	2,500
Overtime	363.29	500	100	500	500
Social Security	122.11	230	250	230	230
Retirement	203.28	380	400	490	490
Workmans Compensation	54.63	90	150	100	100
Medical/life Insurance	492.42	780	1,000	490	490
Family Medical Leave Premium	0.00	5	5	5	5
Office & Operating Supplies	3,010.09	68,000	67,500	28,000	28,000
Professional Services	0.00	10,000	10,000	0	0
Repairs & Maintenance	4,713.07	3,500	1,000	4,000	4,000
Total Sidewalks	10,196.26	86,485	83,405	36,315	36,315
Capital Expenditures					
Improvements O/T Buildings	0.00	15,000	5,000	15,000	15,000
Total Capital Expenditures	0.00	15,000	5,000	15,000	15,000
Street Lighting					
Public Utility Services	157,700.49	115,000	95,000	110,000	110,000
Repairs & Maintenance	7,856.50	10,000	0	10,000	10,000
Total Street Lighting	165,556.99	125,000	95,000	120,000	120,000
Capital Expenditures					
Relight Washington Streelights	0.00	245,500	246,090	0	0
Total Capital Expenditures	0.00	245,500	246,090	0	0

City of Grandview – 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Street Fund					
Traffic Control Devices					
Regular Salaries & Wages	12,891.35	20,000	17,600	20,000	20,000
Overtime	856.96	1,000	1,000	800	800
Social Security	1,044.81	2,140	1,390	1,590	1,590
Retirement	1,274.16	3,560	2,300	2,680	2,680
Workman's Compensation	541.83	900	750	720	720
Medical/life Insurance	2,521.91	5,240	5,200	5,410	5,410
Family Medical Leave Premium	0.00	35	30	30	30
Uniforms & Clothing	125.14	460	200	400	400
Office & Operating Supplies	7,224.51	8,500	8,000	10,000	10,000
Professional Services	0.00	3,000	0	10,000	10,000
Travel	313.13	500	300	500	500
Operating Rentals & Leases	0.00	500	0	500	500
Repairs & Maintenance	21,259.71	30,000	30,000	22,000	22,000
Miscellaneous	85.00	600	300	600	600
Total Traffic Control Devices	48,138.51	76,435	67,070	75,230	75,230
Capital Expenditures					
Paint Machine	0.00	9,000	8,730	0	0
Total Capital Expenditures	0.00	9,000	8,730	0	0
Parking Facilities					
Miscellaneous	0.00	20	0	0	0
Snow And Ice Control					
Regular Salaries & Wages	3,765.95	20,000	18,000	20,000	20,000
Overtime	918.51	20,000	20,000	20,000	20,000
Social Security	357.73	2,450	2,910	3,060	3,060
Retirement	597.63	4,070	4,830	5,150	5,150
Workman's Compensation	149.46	990	1,210	1,370	1,370
Medical/life Insurance	2,925.13	10,960	10,960	11,410	11,410
Family Medical Leave Premium	0.00	40	40	50	50
Office & Operating Supplies	6,449.93	10,000	13,000	10,000	10,000
Professional Services	0.00	15,000	5,000	15,000	15,000
Operating Rentals & Leases	0.00	5,000	1,000	2,500	2,500
Repairs & Maintenance	1,155.93	135,000	135,000	15,000	15,000
Total Snow And Ice Control	16,320.27	223,510	211,950	103,540	103,540

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Street Fund					
Street Cleaning					
Regular Salaries & Wages	4,986.72	6,500	5,500	8,000	8,000
Overtime	571.35	600	600	800	800
Social Security	424.45	660	470	680	680
Retirement	716.59	1,090	780	1,130	1,130
Workman's Compensation	164.14	260	190	300	300
Medical/life Insurance	1,264.31	2,220	1,300	1,300	1,300
Family Medical Leave Premium	0.00	10	10	20	20
Uniforms & Clothing	0.00	500	100	500	500
Office & Operating Supplies	0.00	100	0	100	100
Operating Rentals & Leases	10,413.43	12,000	12,000	15,000	15,000
Public Utility Services	417.47	2,000	2,000	600	600
Total Street Cleaning	18,958.46	25,940	22,950	28,430	28,430
Roadside					
Regular Salaries & Wages	43,445.43	48,000	52,000	54,000	54,000
Overtime	3,359.08	4,000	4,100	5,000	5,000
Social Security	3,573.07	4,290	4,280	4,510	4,510
Retirement	5,965.05	7,110	7,110	7,590	7,590
Workman's Compensation	1,342.12	1,720	2,000	2,020	2,020
Medical/life Insurance	12,465.99	12,750	15,500	17,280	17,280
Family Medical Leave Premium	0.00	65	100	80	80
Uniforms & Clothing	118.90	600	200	600	600
Office & Operating Supplies	23,460.51	23,000	25,000	20,000	20,000
Repairs & Maintenance	5,053.32	3,500	1,000	3,500	3,500
Miscellaneous	0.00	700	200	700	700
Total Roadside	98,783.47	105,735	111,490	115,280	115,280
Maintenance Administration					
Regular Salaries & Wages	0.00	100	0	100	100
Wages - Supervision	12,684.97	17,500	12,700	20,000	20,000
Wages - Administration	26,532.56	27,000	26,000	28,000	28,000
Overtime	0.00	100	0	100	100
Longevity	339.53	610	600	620	620
Longevity	901.91	730	730	750	750
Social Security	3,055.45	3,720	3,060	3,790	3,790
Retirement	5,141.53	6,160	5,090	6,380	6,380
Workman's Compensation	338.66	1,500	890	1,220	1,220
Medical/life Insurance	6,798.01	7,100	7,300	7,600	7,600
Family Medical Leave Premium	0.00	55	50	60	60
Supplies	0.00	300	0	300	300
Communications	65.52	200	100	200	200
Insurance	6,803.21	9,500	9,500	10,000	10,000
Miscellaneous	0.00	500	0	500	500
Total Maintenance Administration	62,661.35	75,075	66,020	79,620	79,620

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Street Fund					
Street Construction					
Land - Right of Way	1,000.00	0	0	0	0
OIE (Design)	5,302.08	4,100	7,000	5,800	5,800
Wine Country Road Resurfacing	170,837.00	0	0	0	0
Safe Routes to School - Elm St. & Fir St.	352,155.82	2,000	2,000	0	0
Total Streets Construction	529,294.90	6,100	9,000	5,800	5,800
Transfer Out to SIED Loan Euclid/WCR	10,500.00	0	0	21,000	21,000
Ending Fund Balance					
Ending Fund Balance - Reserved	95,238.23	112,000	260,500	50,000	50,000
Ending Fund Balance	22,000.00	31,950	35,190	85,200	85,200
Total Ending Fund Balance	117,238.23	143,950	295,690	135,200	135,200
Total Street Fund	1,217,085.49	1,438,870	1,414,350	979,190	979,190

TRANSPORTATION BENEFIT DISTRICT FUND

City of Grandview ~ 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Transportation Benefit District					
Beginning Fund Balance - Reserved	261,887.36	260,060	260,660	238,185	238,185
Taxes					
License Tab Fees	180,931.99	180,000	185,000	180,000	180,000
Total Taxes	180,931.99	180,000	185,000	180,000	180,000
Miscellaneous Revenues					
Investment Interest	5,635.27	3,600	6,000	4,500	4,500
Contribution - School District	15,000.00	0	0	0	0
Total Miscellaneous Revenues	20,635.27	3,600	6,000	4,500	4,500
Total Transportation Benefit District	463,454.62	443,660	451,660	422,685	422,685

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 2020 – None

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	\$180,000
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Equipment and Vehicles Assigned – None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Transportation Benefit District					
TBD					
Regular Salaries & Wages	3,449.64	3,600	2,500	3,600	3,600
Social Security	263.90	280	190	280	280
Retirement	438.10	460	320	460	460
Workman's Compensation	149.83	110	90	150	150
Medical/life Insurance	1,157.36	2,140	2,140	2,230	2,230
Family Medical Leave Premium	0.00	5	5	5	5
Office & Operating Supplies	0.00	5,000	4,000	5,000	5,000
Professional Services	21,541.60	13,000	13,000	10,000	10,000
Repairs & Maintenance	67,322.57	77,000	70,000	80,000	80,000
Stormwtr Improv - Larson/W 5th/Butternut	0.00	18,650	3,000	15,650	15,650
Total Operating Expenses	94,323.00	120,245	95,245	117,375	117,375
Street Construction					
Wine Country Road Resurfacing	22,557.46	0	0	0	0
WCR Resurfacing - E. Stover to I-82 Ramp	0.00	130,000	118,230	0	0
Safe Routes to School - Elm St. & Fir St.	85,917.88	11,500	0	0	0
Total TBD Street Construction	108,475.34	141,500	118,230	0	0
Ending Fund Balance					
Ending Fund Balance - Reserved	260,656.28	181,915	238,185	305,310	305,310
Total Ending Fund Balance	260,656.28	181,915	238,185	305,310	305,310
Total TBD Fund	463,454.62	443,660	451,660	422,685	422,685

CEMETERY FUND

City of Grandview - 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Cemetery Fund					
Beginning Fund Balance - Reserved	36,145.00	64,200	64,450	57,500	57,500
Beginning Fund Balance	61,545.02	49,145	49,200	73,730	73,730
Total Beginning Cash Balance	97,690.02	113,345	113,650	131,230	131,230
Taxes					
Local Sales Taxes	78,954.62	68,250	87,000	75,250	75,250
Total Taxes	78,954.62	68,250	87,000	75,250	75,250
Charges for Goods and Services					
Sale of Lots	20,848.50	18,000	15,000	18,000	18,000
Sale of Liners	16,603.85	18,000	13,000	16,000	16,000
Opening & Closing	30,351.15	30,000	25,000	28,000	28,000
Setting Markers	9,884.15	9,000	12,000	9,000	9,000
Total Charges for Goods and Services	77,687.65	75,000	65,000	71,000	71,000
Miscellaneous Revenues					
Investment Interest	12,445.42	10,000	13,500	10,000	10,000
Other Miscellaneous Revenue	0.40	50	50	50	50
Total Miscellaneous Revenues	12,445.82	10,050	13,550	10,050	10,050
Nonrevenues					
Sales Taxes Collected	1,296.13	0	1,000	0	0
Prepayment of Services	5,758.85	0	23,000	0	0
Total Nonrevenues	7,054.98	0	24,000	0	0
Total Cemetery Fund	273,833.09	266,645	303,200	287,530	287,530

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	<u>.800</u>
	1.175 FTE

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 2020 –

- Expansion of New Area (Road Entrance, Mapping and Landscaping)	<u>\$50,000</u>
Total	<u>\$50,000</u>

Mandated Programs – Federal and State

- Maintenance and Operations mandated by State Regulations

Revenue Generated

Sale of Lots	\$18,000
Sale of Liners	\$16,000
Opening & Closing	\$28,000
Headstone Setting	<u>\$ 9,000</u>
Total	\$71,000

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

1 – Nissan Rogue	1 – Full size truck
2 – 1 Ton Trucks	1 – Mixer
2 – Backhoes	2 – Tractors
3 – Weed eaters	4 – Mowers
1 – Grass Sweeper	1 – Mule

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Cemetery Fund					
Cemetery Services					
Regular Salaries & Wages	42,041.33	45,000	45,000	45,000	45,000
Wages - Supervision	3,738.82	7,000	4,000	7,000	7,000
Wages - Administration	14,886.63	15,000	15,800	15,500	15,500
Overtime	2,551.96	5,000	3,800	3,500	3,500
Longevity	142.58	400	400	400	400
Longevity	484.93	500	500	520	520
Social Security	4,847.41	4,580	5,030	5,500	5,500
Retirement	8,118.52	7,610	8,340	9,250	9,250
Workman's Compensation	1,636.23	1,850	2,100	2,470	2,470
Medical/life Insurance	17,637.13	17,930	18,000	17,980	17,980
Family Medical Leave Premium	0.00	70	120	130	130
Uniforms & Clothing	936.19	700	500	700	700
Office & Operating Supplies	13,375.23	18,500	18,500	14,500	14,500
Liners Purchased For Resale	8,848.00	7,500	5,500	7,500	7,500
Small Tools & Minor Equipment	0.00	500	0	500	500
Professional Services	7,324.39	9,000	6,000	15,000	15,000
Niche Wall Engraving	0.00	500	500	500	500
Communications	685.44	850	700	800	800
Travel	0.00	100	50	100	100
Operating Rentals & Leases	13,075.00	14,000	15,000	14,500	14,500
Insurance	1,998.13	2,200	1,130	1,600	1,600
Public Utility Services	8,201.07	9,000	8,000	8,000	8,000
Repairs & Maintenance	6,508.21	10,000	10,000	10,000	10,000
Miscellaneous	1,853.15	2,000	2,000	2,000	2,000
Total Cemetery Services	158,890.35	179,790	170,970	182,950	182,950
Non Expenditures					
Sales Taxes Remitted	1,296.13	0	1,000	0	0
Total Non Expenditures	1,296.13	0	1,000	0	0
Capital Expenditures					
Improvements O/T Buildings	0.00	25,000	0	50,000	50,000
Total Capital Expenditures	0.00	25,000	0	50,000	50,000
Ending Fund Balance					
Ending Fund Balance - Reserved	64,450.00	30,800	68,000	24,000	24,000
Ending Fund Balance	49,196.61	31,055	63,230	30,580	30,580
Total Ending Fund Balance	113,646.61	61,855	131,230	54,580	54,580
Total Cemetery Fund	273,833.09	266,645	303,200	287,530	287,530

EWC PLAZA DEBT SERVICE FUND

City of Grandview – 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
SIED Loan - EWC Plaza Fund					
Beginning Fund Balance - Reserved	2.64	5	5	5	5
Non Revenues					
Loan Payment Rec - Grandview Lumber	58,670.00	58,670	58,670	58,670	58,670
Total Non Revenues	58,670.00	58,670	58,670	58,670	58,670
 Total SIED Loan - EWC Plaza Fund	 58,672.64	 58,675	 58,675	 58,675	 58,675

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 until the year 2026.

Staffing Level – None budgeted

Overview of Ongoing and Present Activities – None

Notable Changes in 2020 – None

Mandated Programs – Federal and State – None

Revenue Generated - \$58,670 from Grandview Lumber

Equipment and Vehicles Assigned - None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
SIED Loan - EWC Plaza Fund					
SIED Loan Principal	47,224.84	48,380	48,380	49,560	49,560
SIED Loan Interest	11,442.52	10,290	10,290	9,110	9,110
Ending Fund Balance - Reserved	5.28	5	5	5	5
Total SIED Loan - EWC Plaza Fund	58,672.64	58,675	58,675	58,675	58,675

EUCLID/WCR DEBT SERVICE FUND

City of Grandview - 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
SIED Loan - Euclid/WCR Fund					
Beginning Fund Balance - Reserved	5.94	25,605	25,610	2,310	2,310
FruitSmart Contribution	38,400.00	0	0	0	0
Transfer In from Street Fund	10,500.00	0	0	21,000	21,000
Total Contributions and Transfers-In	48,900.00	0	0	21,000	21,000
Total SIED Loan - Euclid/WCR Fund	48,905.94	25,605	25,610	23,310	23,310

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 was to receive contributions totaling \$64,000 from FruitSmart Inc. to go towards the repayment of the loan. This amount was satisfied in 2018. The City will be responsible for repayment of the loan which will be satisfied in the year 2025.

Staffing Level – None budgeted

Overview of Ongoing and Present Activities – None

Notable Changes in 2020 – None

Mandated Programs – Federal and State - None

Revenue Generated – None

Equipment and Vehicles Assigned - None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
SIED Loan - Euclid/WCR Fund					
SIED Loan Principal	19,211.93	19,680	19,680	20,160	20,160
SIED Loan Interest	4,086.54	3,620	3,620	3,140	3,140
Ending Fund Balance - Reserved	25,607.47	2,305	2,310	10	10
Total SIED Loan - Euclid/WCR Fund	48,905.94	25,605	25,610	23,310	23,310

CAPITAL IMPROVEMENT FUND

City of Grandview ~ 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Capital Improvements Fund					
Beginning Fund Balance	45,361.62	109,910	109,510	162,510	162,510
Taxes					
Real Estate Excise Tax	126,386.86	90,000	120,000	100,000	100,000
Total Taxes	126,386.86	90,000	120,000	100,000	100,000
Miscellaneous Revenues					
Investment Interest	1,540.44	1,000	3,000	2,200	2,200
Contributions to Pool Amenities	1,500.00	0	0	0	0
Total Miscellaneous Revenues	3,040.44	1,000	3,000	2,200	2,200
 Total Capital Improvements Fund	 174,788.92	 200,910	 232,510	 264,710	 264,710

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 2020 – The City plans to build a splash pad at the municipal pool. Total cost on this is approximately \$300,000. In 2019, \$60,000 was put aside for this purchase. This budget includes an additional \$60,000, bringing the total to \$120,000.

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	\$100,000
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Equipment and Vehicles Assigned - None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Capital Improvement Fund					
Capital Expenditures					
Alice Grant Learning Center Roof	22,940.43	0	0	0	0
Museum Roof	6,192.00	72,000	68,000	0	0
Pool Deck	30,730.15	0	0	0	0
Pool Amenities	5,420.55	0	0	0	0
Pool Splash Pad	0.00	60,000	0	120,000	120,000
Total Capital Expenditures	65,283.13	132,000	68,000	120,000	120,000
Roadside Development					
Trees	0.00	8,000	2,000	8,000	8,000
Total Roadside Development	0.00	8,000	2,000	8,000	8,000
Ending Fund Balance					
Ending Fund Balance	109,505.79	60,910	162,510	136,710	136,710
Total Ending Fund Balance	109,505.79	60,910	162,510	136,710	136,710
Total Capital Improvements Fund	174,788.92	200,910	232,510	264,710	264,710

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 127
- Wastewater Collection see page 129
- Wastewater Treatment see page 131

As a combined utility fund the revenues from Water and Sewer departments are pledged to the utilities' debt service liabilities, see page 134. 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 in the year 2020.

City of Grandview - 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Water/Sewer Fund					
USDA Loan WW Loan Reserve	0.00	62,500	62,500	75,800	75,800
USDA Loan Short-Lived Assets Reserve	0.00	51,450	51,450	58,800	58,800
USDA Loan WW O & M	0.00	415,050	415,050	415,050	415,050
Beginning Fund Balance	7,964,845.91	8,999,975	9,000,250	10,626,890	10,626,890
Total Beginning Cash Balance	7,964,845.91	9,528,975	9,529,250	11,176,540	11,176,540
Intergovernmental Revenues					
CDBG - Sewer Trunk Main	0.00	0	0	750,000	750,000
Total Intergovernmental Revenues	0.00	0	0	750,000	750,000
Charges for Goods and Services					
Sale of Pipe, etc.	0.00	5	0	5	5
Water Receipts	1,962,688.54	1,900,000	1,950,000	1,950,000	1,950,000
City Utility Taxes - Water	552,444.31	535,800	548,000	548,000	548,000
Water Service Connections	9,568.00	8,000	11,500	8,000	8,000
Water Service - Capital Recovery	770.00	800	1,500	1,000	1,000
Sewer Receipts	3,346,539.08	3,295,000	3,350,000	3,450,000	3,450,000
City Utility Taxes - Sewer	326,476.63	320,000	328,000	338,000	338,000
Sewer Service Connections	3,520.00	4,000	70,000	4,500	4,500
Total Charges for Goods and Services	6,202,006.56	6,063,605	6,259,000	6,299,505	6,299,505
Miscellaneous Revenues					
Investment Interest	125,797.72	65,000	160,000	100,000	100,000
Rents & Leases	1,977.00	2,000	1,980	2,000	2,000
Lease - AT&T - Tower Park Res.	0.00	2,800	2,810	4,500	4,500
Lease - Verizon - Tower Park Res.	4,225.00	4,200	4,250	4,300	4,300
Judgements & Settlements	0.00	100	0	100	100
Miscellaneous Revenues	0.00	100	13,200	100	100
Total Miscellaneous Revenues	131,999.72	74,200	182,240	111,000	111,000
Nonrevenues					
Hydrant Rental Deposit	400.00	0	0	0	0
Total Nonrevenues	400.00	0	0	0	0
Other Financing Sources					
DOE - Sewer Trunk Main	0.00	0	67,090	4,121,910	4,189,000
DOE Forgivable - Sewer Trunk Main	0.00	0	67,090	333,410	400,500
Sale of Fixed Assets	7,000.00	0	0	0	0
Total Other Financing Sources	7,000.00	0	134,180	4,455,320	4,589,500
Total Water/Sewer Fund	14,306,252.19	15,666,780	16,104,670	22,792,365	22,926,545

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	0.10
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 2020

- Reservoir Inspection (3MG)	\$60,000
- Water Meter Replacements	\$800,000
- Willoughby Property Irrigation	\$ 30,000
- Pump replacement for Balcom and Moe	<u>\$ 30,000</u>
Total	\$920,000

Mandated Programs – Federal and State

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

Revenue Generated

- Water receipts	\$1,950,000
- Water service connections	\$ 8,000
- Water Capital Recovery	<u>\$ 1,000</u>
Total	\$1,959,000

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

1 – Nissan Rogue	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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Water/Sewer Fund					
Water					
Regular Salaries & Wages	129,879.14	150,000	160,000	155,000	155,000
Wages - Supervision	69,515.44	85,000	72,000	85,000	85,000
Wages - Administration	90,042.32	85,000	87,000	90,000	90,000
Overtime	14,784.57	20,000	20,000	20,000	20,000
Longevity	2,024.41	500	2,680	2,760	2,760
Longevity	3,429.99	4,130	4,570	4,700	4,700
Social Security	23,328.15	26,370	26,340	27,350	27,350
Retirement	39,192.77	43,770	43,720	45,970	45,970
Workman's Compensation	5,945.63	10,610	10,910	12,270	12,270
Medical/life Insurance	74,627.04	83,870	85,080	88,570	88,570
Family Medical Leave Premium	0.00	385	500	440	440
Uniforms & Clothing	1,594.49	2,000	1,600	2,000	2,000
Office & Operating Supplies	93,000.48	84,000	90,000	84,000	84,000
Small Tools & Minor Equipment	0.00	1,000	0	1,000	1,000
Professional Services	18,443.08	47,500	35,000	50,000	50,000
Advertising	1,739.08	2,000	100	2,000	2,000
Reservoir Inspection (3MG)	0.00	15,000	10,000	60,000	60,000
Communications	8,806.51	11,000	9,000	11,000	11,000
Travel	1,070.84	1,500	1,000	1,500	1,500
Operating Rentals & Leases	39,802.03	45,000	39,000	45,000	45,000
Insurance	22,950.77	25,500	25,310	27,000	27,000
Public Utility Services	226,372.40	210,000	210,000	230,000	230,000
Repairs & Maintenance	42,591.11	50,000	55,000	50,000	50,000
Miscellaneous	12,999.70	18,000	17,000	14,000	14,000
Misc - State Taxes	101,381.02	90,000	100,000	98,000	98,000
Misc - City Taxes	498,375.13	485,000	495,000	495,000	495,000
Misc - Permits	4,170.40	6,000	4,170	6,000	6,000
Total Operating Expenses	1,526,066.50	1,603,135	1,604,980	1,708,560	1,708,560
Water Meters	9,668.92	600,000	0	300,000	800,000
Balcom and Moe Pump Replacement	0.00	0	0	30,000	30,000
Desktop Computers	0.00	2,000	1,150	0	0
Pipe Locator	0.00	5,000	0	0	0
Chlorine Scales	0.00	3,000	0	0	0
Willoughby Property - Irrigation System	0.00	30,000	0	30,000	30,000
Total Capital Expenditures	9,668.92	640,000	1,150	360,000	860,000
Total Water	1,535,735.42	2,243,135	1,606,130	2,068,560	2,568,560

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 2020 –

- 21" Sewer Main Design	\$27,650
- 21" Sewer Main Construction	\$4,670,000
- Euclid Rd. Manhole Repairs	<u>\$ 25,000</u>
Total	\$4,722,650

Mandated Programs – Federal and State

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

Revenue Generated –

- Sewer Receipts	\$3,450,000
- Sewer service connections	\$ 4,500
- Sale of Pipe	<u>\$ 5</u>
Total	\$3,454,505

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

1 – Nissan Rogue	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 – 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Water/Sewer Fund					
Sewer Collection					
Regular Salaries & Wages	43,380.36	48,000	40,000	48,000	48,000
Wages - Supervision	42,140.50	57,000	44,000	55,000	55,000
Wages - Administration	50,371.07	55,000	50,000	55,000	55,000
Overtime	6,442.87	8,000	7,000	8,000	8,000
Longevity	2,063.97	2,130	2,130	2,200	2,200
Longevity	925.37	1,170	2,050	2,110	2,110
Longevity	1,276.73	1,450	1,450	1,500	1,500
Social Security	11,039.07	13,220	11,140	13,150	13,150
Retirement	18,509.06	21,940	18,500	22,100	22,100
Workman's Compensation	2,567.08	5,320	4,620	5,900	5,900
Medical/life Insurance	36,481.89	41,550	36,630	38,130	38,130
Family Medical Leave Premium	0.00	195	180	210	210
Uniforms & Clothing	1,613.38	2,000	1,200	2,000	2,000
Office & Operating Supplies	7,922.89	57,000	75,000	50,000	50,000
Small Tools & Minor Equipment	0.00	500	0	500	500
Professional Services	13,433.51	8,000	5,000	15,000	15,000
Advertising	74.00	500	100	500	500
21" Sewer Main - Design/Environmental	329,971.40	220,000	266,650	26,250	27,650
Communications	10,172.99	10,000	9,200	10,000	10,000
Travel	798.12	500	500	500	500
Operating Rentals & Leases	51,970.00	56,000	55,000	56,000	56,000
Insurance	101,170.39	8,000	7,510	8,000	8,000
Public Utility Services	14,205.51	25,000	16,000	25,000	25,000
Repairs & Maintenance	13,656.68	94,000	96,000	89,000	89,000
East Concord Sewer Main Relining	13,450.75	0	0	0	0
Miscellaneous	1,098.68	2,000	1,300	2,000	2,000
Misc - State Taxes	79,744.45	75,000	75,000	75,000	75,000
Misc - City Taxes	206,231.18	206,000	208,000	215,000	215,000
Total Sewer Collection	1,060,711.90	1,019,475	1,034,160	826,050	827,450
21" Sewer Main - Construction	0.00	0	0	4,180,405	4,670,000
Machinery & Equipment	0.00	0	0	0	0
Desktop Computers	0.00	2,000	1,150	0	0
Total Capital Expenditures	0.00	2,000	1,150	4,180,405	4,670,000
Total Sewer Collection	1,060,711.90	1,021,475	1,035,310	5,006,455	5,497,450

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 2020 –

- Large Equipment Replacement Fund (Metering Stations, Bio-Solid Presses, and Control Panels)	\$350,000
- 100' x 200' Bio-Solid Drying Beds	\$300,000
- Utility Water Pump	\$ 35,000
- Computer (Includes software and setup/transfer)	<u>\$ 1,500</u>
Total	\$686,500

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 – Jeep Renegade	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 ~ 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Water/Sewer Fund					
Sewer Treatment					
Regular Salaries & Wages	268,475.37	272,000	268,000	275,000	275,000
Wages - Supervision	108,026.58	108,000	107,600	110,000	110,000
Wages - Administration	50,489.04	50,000	52,000	56,000	56,000
Overtime	9,230.23	11,500	11,000	9,500	9,500
Overtime - Supervision	6,223.58	9,000	9,000	8,500	8,500
Overtime - Administration	0.00	500	0	250	250
Longevity	6,396.01	7,130	3,910	4,030	4,030
Longevity - Supervision	3,879.11	4,250	4,420	4,560	4,560
Longevity - Administration	1,483.23	1,400	1,400	1,440	1,440
Social Security	21,733.52	22,310	21,450	22,070	22,070
Social Security - Supervision	8,916.65	9,200	9,180	9,420	9,420
Social Security - Admin.	3,842.30	3,970	4,090	4,440	4,440
Retirement	35,299.38	37,040	35,610	37,110	37,110
Retirement - Supervision	14,581.21	15,270	15,240	15,830	15,830
Retirement - Administration	6,595.34	6,600	6,780	7,420	7,420
Workman's Compensation	7,175.37	8,270	7,960	9,130	9,130
Workman's Compensation-Superv	1,892.46	2,010	2,200	2,040	2,040
Workman's Compensation - Admin	236.67	1,350	2,080	2,500	2,500
Medical/life Insurance	77,420.41	81,120	83,500	86,920	86,920
Medical/life Insurance -Super	17,007.06	18,980	19,810	20,620	20,620
Medical/life Insurance-Admin.	11,536.87	11,640	14,120	14,700	14,700
Family Medical Leave Premium	0.00	325	450	350	350
Family Medical Leave Premium - Superv	0.00	135	200	150	150
Family Medical Leave Premium - Admin	0.00	60	100	70	70
Uniforms & Clothing	3,317.09	3,600	3,000	3,600	3,600
Office & Operating Supplies	157,255.72	130,000	145,000	120,000	120,000
Small Tools & Minor Equipment	0.00	2,500	0	2,500	2,500
Professional Services	26,351.79	70,000	75,000	50,000	50,000
Advertising	0.00	1,000	0	1,000	1,000
Communications	8,880.55	10,000	8,800	10,000	10,000
Travel	1,112.28	1,000	500	1,000	1,000
Operating Rentals & Leases	15,844.15	16,000	15,000	16,000	16,000
Insurance	162.00	57,500	56,660	57,500	57,500
Public Utility Services	358,408.81	340,000	345,000	340,000	340,000
Repairs & Maintenance	31,763.89	85,000	90,000	80,000	80,000
Miscellaneous	17,312.90	25,000	17,000	25,000	25,000
Misc - Permits	6,144.12	15,000	6,800	15,000	15,000
Misc. - BioSolids Disposal	26,239.55	60,000	40,000	80,000	80,000
Total Utilities and Environment	1,313,233.24	1,498,660	1,482,860	1,503,650	1,503,650

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Capital Expenditures					
Machinery & Equipment	0.00	0	0	1,500	1,500
Large Equipment Replacement	21,018.92	235,000	170,000	250,000	350,000
19' Genie Lift	7,499.05	0	0	0	0
Bio-Solid Drying Bed 100' x 200'	0.00	250,000	0	300,000	300,000
Water Utility Pump	0.00	0	0	35,000	35,000
Total Capital Expenditures	28,517.97	485,000	170,000	586,500	686,500
Total Sewer Treatment	1,341,751.21	1,983,660	1,652,860	2,090,150	2,190,150
Total Sewer Collection & Treatment	2,402,463.11	3,005,135	2,688,170	7,096,605	7,687,600

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.

Staffing Level – None

Overview of Ongoing and Present Activities –

Following are the outstanding loans with their respective years of origin and maturity.

- Public Works Board, Drinking Water State Revolving Fund Loan – Well Rehab
 - 2004 – 2023
- 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 2020 – Two debt obligations were satisfied in 2019. One was a Public Works Trust Fund Loan for the Well Rehab project and the other was a Yakima County SIED Loan for the Downtown Water Service Improvements. In addition, there will be no transfer of funds to the Bond Redemption Fund since the 2015 Water Sewer Bond debt obligation was satisfied in 2019.

Mandated Programs – Federal and State

Terms of the multiple loan contracts.

Revenue Generated – None

Equipment and Vehicles Assigned - None

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Water/Sewer Fund					
Long Term Debt & Transfers Out					
Principal					
Princ. Pwtf Loan Well Rehab	27,137.15	27,140	27,140	0	0
Principal Dwsrf Well Rehab	140,017.09	140,020	140,020	140,020	140,020
USDA Note-'09 & '10 Water Imp	7,480.32	7,735	7,740	8,000	8,000
Principal DWSRF OIE Water	45,495.45	45,500	45,500	45,500	45,500
Yakima Cnty-Sied Loan-Downtown	27,157.35	27,820	27,820	0	0
USDA Loan - '13 & '14 WWTP	48,984.25	50,295	50,300	51,640	51,640
Total Principal	296,271.61	298,510	298,520	245,160	245,160
Interest					
Interest DWSRF OIE Water	12,966.19	12,285	12,290	11,600	11,600
Int. Pwtf Loan Well Rehab	542.74	275	270	0	0
Interest Dwsrf Well Rehab	8,401.03	7,000	7,000	5,600	5,600
Yakima Cnty-Sied Loan-Downtown	1,341.45	680	680	0	0
USDA Note-'09 & '10 Water Imp	14,119.68	13,870	13,870	13,610	13,610
USDA Loan - '13 & '14 WWTP	84,713.75	83,385	83,390	82,040	82,040
Total Interest	122,084.84	117,495	117,500	112,850	112,850
Transfers Out					
Operating Transfer-Out Bond Red.	420,000.00	220,000	217,810	0	0
Total Transfers Out	420,000.00	220,000	217,810	0	0
Nonexpenditures					
Hydrant Rental Deposit Return	450.00	0	0	0	0
Total Nonexpenditures	450.00	0	0	0	0
Ending Fund Balance					
USDA Loan WW Loan Reserve	62,500.00	62,500	75,800	89,100	89,100
USDA Loan Short-Lived Assets Reserve	51,450.00	51,450	58,800	66,150	66,150
USDA Loan WW O & M	415,050.00	415,050	415,050	415,050	415,050
Ending Fund Balance	9,000,247.21	9,253,505	10,626,890	12,698,890	11,742,075
Total Water/Sewer Fund	14,306,252.19	15,666,780	16,104,670	22,792,365	22,926,545

IRRIGATION FUND

City of Grandview ~ 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Irrigation Fund					
Beginning Fund Balance	239,854.21	192,845	192,460	157,985	157,985
Charges for Goods and Services					
Irrigation Water Receipts	476,502.86	485,000	485,000	495,000	495,000
Total Charges for Goods and Services	476,502.86	485,000	485,000	495,000	495,000
Miscellaneous Revenues					
Investment Interest	2,550.80	1,500	3,000	2,200	2,200
Total Miscellaneous Revenues	2,550.80	1,500	3,000	2,200	2,200
Total Irrigation Fund	718,907.87	679,345	680,460	655,185	655,185

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	<u>.05</u>
Utility Billing Clerk	.15		1.35 FTE

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 2020 –

- Main Line Replacement \$ 5,000

Mandated Programs – Federal and State - None

Revenue Generated –

- Irrigation Water Receipts \$495,000

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

1 – Nissan Rogue	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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Irrigation					
Regular Salaries & Wages	27,556.12	33,000	20,000	34,000	34,000
Wages - Supervision	23,713.62	26,000	24,000	27,000	27,000
Wages - Administration	36,046.29	35,000	34,000	35,000	35,000
Overtime	3,397.95	4,600	4,500	3,000	3,000
Longevity	489.87	1,050	1,160	1,190	1,190
Longevity	868.10	1,470	900	920	920
Social Security	6,922.15	7,740	6,800	7,740	7,740
Retirement	11,610.60	12,840	10,540	13,000	13,000
Workman's Compensation	1,594.94	2,240	2,630	3,470	3,470
Medical/life Insurance	25,183.76	23,000	22,000	22,900	22,900
Family Medical Leave Premium	0.00	115	150	120	120
Uniforms And Clothing	421.33	700	500	700	700
Office & Operating Supplies	10,109.05	10,000	8,000	10,000	10,000
Water Purchased For Resale	281,309.55	294,500	292,300	305,000	305,000
Small Tools & Minor Equipment	0.00	500	0	500	500
Professional Services	0.00	2,000	250	2,000	2,000
Advertising	10.00	100	20	100	100
Communications	4,493.72	5,000	4,400	5,000	5,000
Travel	0.00	100	0	100	100
Operating Rentals & Leases	27,535.00	27,000	27,500	27,000	27,000
Insurance	2,881.49	4,000	3,875	4,000	4,000
Public Utility Services	30,068.28	28,000	30,000	28,000	28,000
Repairs & Maintenance	28,514.33	27,000	23,000	27,000	27,000
Miscellaneous	376.19	900	800	900	900
Total Irrigation	523,102.34	546,855	517,325	558,640	558,640
Capital Expenditures					
Improvements O/T Buildings	3,346.37	5,000	4,000	5,000	5,000
Desktop Computers	0.00	2,000	1,150	0	0
Total Capital Expenditures	3,346.37	7,000	5,150	5,000	5,000
Ending Fund Balance	192,459.16	125,490	157,985	91,545	91,545
Total Irrigation Fund	718,907.87	679,345	680,460	655,185	655,185

SOLID WASTE FUND

City of Grandview - 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Solid Waste Fund					
Beginning Fund Balance	510,027.67	605,485	605,380	674,265	674,265
Charges for Goods and Services					
Collection Service Fees	812,231.89	810,000	825,000	825,000	825,000
City Utility Taxes-Solid Waste	329,610.35	328,000	335,000	335,000	335,000
Total Charges for Goods and Services	1,141,842.24	1,138,000	1,160,000	1,160,000	1,160,000
Miscellaneous Revenues					
Investment Interest	13,592.37	8,000	14,500	10,500	10,500
Scales Rental	410.88	420	420	430	430
Total Miscellaneous Revenues	14,003.25	8,420	14,920	10,930	10,930
Total Solid Waste Fund	1,665,873.16	1,751,905	1,780,300	1,845,195	1,845,195

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 2020 – None

Mandated Programs – Federal and State

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

Revenue Generated

- Collection services	\$825,000
- Scale Rental	<u>\$ 430</u>
Total	\$825,430

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

1 – Nissan Rogue	1 – 1 Ton Flatbed
3 – Garbage Compactors	2 – Backhoes
1 – Pick-up	

City of Grandview - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Solid Waste Fund					
Collection					
Regular Salaries & Wages	112,746.48	117,000	115,000	120,000	120,000
Wages - Supervision	10,948.38	17,000	11,000	17,000	17,000
Wages - Administration	66,541.27	68,000	65,000	68,000	68,000
Overtime	4,517.89	9,000	9,000	6,000	6,000
Longevity	2,303.00	3,190	2,640	2,720	2,720
Longevity	280.12	450	900	930	930
Longevity	1,612.18	1,280	1,890	1,950	1,950
Social Security	14,835.23	16,520	15,450	16,570	16,570
Retirement	25,150.81	27,420	25,650	27,860	27,860
Workman's Compensation	3,738.19	4,770	6,400	7,440	7,440
Medical/life Insurance	50,622.10	55,670	55,760	58,050	58,050
Family Medical Leave Premium	0.00	240	300	270	270
Unemployment Compensation	0.00	1,000	0	1,000	1,000
Uniforms & Clothing	1,231.81	1,500	1,200	1,500	1,500
Office & Operating Supplies	34,818.14	38,000	30,000	40,000	40,000
Small Tools & Minor Equipment	0.00	500	0	500	500
Professional Services	142.00	2,000	250	2,000	2,000
Advertising	10.00	50	0	50	50
Communications	5,046.67	5,600	4,900	5,600	5,600
Travel	58.58	200	100	200	200
Operating Rentals & Leases	119,550.00	145,000	150,000	145,000	145,000
Insurance	12,917.27	15,000	9,465	10,000	10,000
Public Utility Services	4,352.63	4,500	4,500	4,700	4,700
Repairs & Maintenance	13,176.17	10,000	8,000	10,000	10,000
Miscellaneous	0.00	1,000	800	1,000	1,000
Miscellaneous - Tipping Fees	212,269.46	210,000	215,000	215,000	215,000
Miscellaneous - City Taxes	309,712.32	310,000	315,000	315,000	315,000
Miscellaneous - State Taxes	40,945.62	42,000	42,000	42,000	42,000
Total Collection	1,047,526.32	1,106,890	1,090,205	1,120,340	1,120,340
Capital Expenditures					
Desktop Computers	0.00	2,000	1,150	0	0
Total Capital Expenditures	0.00	2,000	1,150	0	0
Total Collection	1,047,526.32	1,108,890	1,091,355	1,120,340	1,120,340

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 2020 – 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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Solid Waste Fund					
Neighborhood Cleanup					
Regular Salaries & Wages	0.00	200	0	200	200
Overtime	1,518.32	1,700	1,200	1,700	1,700
Social Security	114.38	150	90	150	150
Retirement	192.83	240	150	250	250
Workman's Compensation	48.66	60	45	40	40
Medical/ife Insurance	108.83	130	90	100	100
Family Medical Leave Premium	0.00	5	5	10	10
Office & Operating Supplies	0.00	400	100	400	400
Advertising	0.00	200	0	200	200
Operating Rentals	0.00	1,000	0	800	800
Repairs & Maintenance	0.00	250	0	250	250
Tipping Fees & Miscellaneous	10,982.08	14,000	13,000	14,000	14,000
Total Neighborhood Cleanup	12,965.10	18,335	14,680	18,100	18,100
Ending Fund Balance	605,381.74	624,680	674,265	706,755	706,755
Total Solid Waste Fund	1,665,873.16	1,751,905	1,780,300	1,845,195	1,845,195

REVENUE BOND REDEMPTION FUND

City of Grandview - 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
2015 W/S Bond Redemption Fund					
Beginning Fund Balance - Reserve	167,408.15	180,260	182,340	0	0
Miscellaneous Revenues					
Investment Interest	19,085.94	17,000	17,000	0	0
Total Miscellaneous Revenues	19,085.94	17,000	17,000	0	0
Other Financing Sources					
Operating Transfers IN	420,000.00	220,000	217,810	0	0
Total Other Financing Sources	420,000.00	220,000	217,810	0	0
Total 2015 W/S Bond Redemption Fund	606,494.09	417,260	417,150	0	0

FUND: 2015 W/S REVENUE BOND REDEMPTION FUND

PROGRAM: WATER/SEWER BOND DEBT SERVICE

PROGRAM STATEMENT

This program was in place to meet the requirement of bond principal and interest payments for improvements to the water and sewer system. The debt obligation was satisfied in 2019.

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 2020 – Outstanding Bond paid off in 2019.

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 - None

Equipment and Vehicles Assigned - None

City of Grandview ~ 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
2015 W/S Bond Redemption Fund					
Principal	400,000.00	405,000	405,000	0	0
Interest	24,150.00	12,150	12,150	0	0
Ending Fund Balance - Reserve	182,344.09	110	0	0	0
Total 2015 W/S Bond Redempt Fund	606,494.09	417,260	417,150	0	0

EQUIPMENT RENTAL FUND

City of Grandview - 2020 Revenue Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Equipment Rental Fund					
Beginning Fund Balance	2,372,169.84	2,285,505	2,285,640	1,906,290	1,906,290
Charges for Goods and Services					
Equipment Rental Services	446,345.00	500,000	510,000	500,000	500,000
Total Charges for Goods and Services	446,345.00	500,000	510,000	500,000	500,000
Miscellaneous Revenues					
Investment Interest	42,639.04	38,000	40,000	38,000	38,000
Total Miscellaneous Revenues	42,639.04	38,000	40,000	38,000	38,000
Other Financing Sources					
Sale of Fixed Assets	1,538.50	0	0	0	0
Total Other Financing Sources	1,538.50	0	0	0	0
 Total Equipment Rental Fund	 2,862,692.38	 2,823,505	 2,835,640	 2,444,290	 2,444,290

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 93 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 2020 –

The following equipment to purchase or replace:

Replace #216 Patrol (Dodge Charger)	\$ 50,000
Replace #217 Patrol (Dodge Charger)	\$ 50,000
Garbage Truck Public Works	\$375,000
City Hall computers and projector	\$ 12,000
Total -	\$487,000

Mandated Programs – Federal and State - None

Revenue Generated

Rental Fees from Operating Departments	\$500,000
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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 - 2020 Expenditure Estimates

Description	2018 Actual	2019 Budget	2019 Projected	2020 Estimate	2020 Adopted
Equipment Rental Fund					
Equipment Rental Services					
Regular Salaries & Wages	4,502.75	4,500	4,550	4,600	4,600
Wages - Administration	8,287.05	8,500	8,600	8,900	8,900
Longevity	388.69	420	420	450	450
Social Security	1,008.16	1,050	1,050	1,100	1,100
Retirement	1,673.66	1,700	1,750	1,800	1,800
Workman's Compensation	53.48	70	60	70	70
Medical/life Insurance	2,976.36	3,100	3,400	3,600	3,600
Family Medical Leave Premium	0.00	15	20	20	20
Office & Operating Supplies	32,624.77	35,000	37,000	35,000	35,000
Fuel Consumed	97,294.94	127,500	110,000	125,000	125,000
Small Tools & Equipment	0.00	50	0	0	0
Professional Services	0.00	50	0	0	0
Advertising	30.00	50	50	50	50
Communications	429.85	550	450	500	500
Travel	0.00	50	0	0	0
Insurance	20,274.18	30,000	29,000	25,000	30,000
Repairs & Maintenance	157,914.65	122,500	125,000	140,000	140,000
Miscellaneous	7,683.49	10,000	8,000	10,000	10,000
Misc - Training	0.00	50	0	0	0
Total Equipment Rental Services	335,142.03	345,155	329,350	356,090	361,090
Capital Expenditures					
Machinery & Equipment	241,911.93	623,000	600,000	487,000	487,000
Total Capital Expenditures	241,911.93	623,000	600,000	487,000	487,000
Ending Fund Balance	2,285,638.42	1,855,350	1,906,290	1,601,200	1,596,200
Total Equipment Rental Fund	2,862,692.38	2,823,505	2,835,640	2,444,290	2,444,290