

**GRANDVIEW CITY COUNCIL
SPECIAL MEETING MINUTES – BUDGET
OCTOBER 12, 2020**

1. CALL TO ORDER

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

Governor Proclamation 20-28.10 continued the prohibition on “in-person” meetings through November 9, 2020. This meeting was available via teleconference.

Present: Mayor Mendoza and Councilmembers David Diaz, Mike Everett, Diana Jennings, Bill Moore, Robert Ozuna, Javier Rodriguez and Joan Souders

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

2. 2021 PRELIMINARY BUDGET

City Treasurer Cordray continued the presentation of the 2021 preliminary budget.

He noted that for preliminary budget purposes, staff included a 3% dental/vision insurance premium increase and a 7% medical insurance premium increase. The City was advised last week that dental and vision insurance premiums would have no increase for 2021 and medical insurance premiums would increase 1.5%. A cost savings of approximately \$50,000.

2021 EXPENDITURE ESTIMATES

Current Expense Fund

Legislative Services - Council

2020 Budget \$57,180

2021 Estimate \$52,450

Notable Changes in 2021 – None

Following discussion, \$5,000 was added under Professional Services for a Council retreat.

Community Support Services

2020 Budget \$457,130 (included COVID-19 Small Business Grants)

2021 Estimate \$30,450

Notable Changes in 2021 –

- Reduction in Election Services during non-election year
- No small business grants in regard to the CARES program
- Archiving the Grandview website and Facebook pages

Following discussion, \$10,000 was added under Professional Services for website update.

Municipal Court Services

2020 Budget \$384,270

2021 Estimate \$390,230

Notable Changes in 2021 – Yakima County District Court costs were \$211,523 in 2020. Due to the implementation of a major financial system at the County, budget numbers for the court had

not been received to date. 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. For year three (2020) and year four (2021), the City agreed to pay 100% of the total cost. The cost to the City for probation services remained the same for 2021 in the amount of \$4,480. 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 \$82,115 in 2020 to \$85,400 in 2021. 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.

Executive Administration – Mayor & City Administrator

2020 Budget \$114,120

2021 Estimate \$119,140

Notable Changes in 2021 – None

Clerk Services – City Clerk

2020 Budget \$53,300

2021 Estimate \$54,400

Notable Changes in 2021 – None

Accounting Services – City Treasurer

2020 Budget \$115,100

2021 Estimate \$120,700

Notable Changes in 2021 – Increase in Professional Services-State Auditor's Office due to anticipation of single-federal audit.

Risk Management Services

2020 Budget \$193,310

2021 Estimate \$197,660

Notable Changes in 2021 – The City's liability assessment with WCIA decreased from \$158,797 in 2020 to \$158,115 in 2021. The assessment formula was based on two factors: worker hours multiplied by the assessment rate. The assessment rate was determined by an actuarial review of the City's last five years loss history and successful completion of WCIA's COMPACT requirements. Property, boiler and machinery and crime/fidelity coverages were also provided by WCIA. The 2021 property rate would increase by 9% from \$86,211 in 2020 to \$93,970 in 2021, the boiler and machinery rate would increase 5% from \$2,741 in 2020 to \$2,878 in 2021, and crime/fidelity rates would increase by 5% from \$586 in 2020 to \$615 in 2021. The City was notified by Lower Valley Brokers in August 2020 that they were unable to continue insuring municipal vehicles for auto physical damage. The City received a quote from WCIA for auto physical damage in the amount of \$14,417 for 2021, a decrease from \$20,687 in 2020.

Legal Services

2020 Budget \$68,340

2021 Estimate \$80,540

Notable Changes in 2021 – All three union contracts expire December 31, 2021.

Human Resource Services

2020 Budget \$67,790
2021 Estimate \$68,280
Notable Changes in 2021 – None

General Facilities Services

2020 Budget \$29,805
2021 Estimate \$28,090
Notable Changes in 2021 – None

Planning & Community Development Services

2020 Budget \$33,790
2021 Estimate \$48,050
Notable Changes in 2021 – The State of Washington requires cities within Yakima County to update their Shoreline Master Plan (SMP) no later than June 30, 2021. To assist the cities in this periodic review of their SMPs, the State was providing a grant through the Department of Ecology to complete the project. The amount of the grant available to the City was dependent upon the City's population. The City's grant availability was \$16,800. City staff applied for the grant. On February 25, 2020, Council approved a Professional Service Agreement with the Yakima Valley Conference of Governments to update the SMP in the amount of \$10,674. An additional \$10,674 was included in the "Professional Services" line item.

Economic Development Services

2020 Budget \$71,890
2021 Estimate \$34,810
Notable Changes in 2021 – None

Following discussion, \$37,000 was added under Professional Services for retail recruitment.

The next preliminary budget meeting would be held on Monday, October 19, 2020 at 6:00 p.m.

3. ADJOURNMENT

The special meeting adjourned at 7:00 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk