

**GRANDVIEW CITY COUNCIL
REGULAR MEETING AGENDA
TUESDAY, OCTOBER 13, 2020**



Governor Proclamation 20-28.10 continues the prohibition on "in-person" meetings through November 9, 2020. This meeting will be available via teleconference. For meeting information and instructions, please contact City Hall at (509) 882-9200.

REGULAR MEETING – 7:00 PM

PAGE

- 1. CALL TO ORDER & ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PRESENTATIONS**
 - A. Service Award – Councilmember Gay Brewer 1
- 4. PUBLIC COMMENT** – At this time, the public may address the Council on any topic whether on the agenda or not, except those scheduled for public hearing.
- 5. CONSENT AGENDA** – Items on the Consent Agenda will be voted on together by the Council, unless a Councilmember requests that items be removed from the Consent Agenda and discussed and voted upon separately. An item removed from the Consent Agenda will be placed under Unfinished and New Business.
 - A. Minutes of the September 22, 2020 Committee-of-the-Whole meeting 2-5
 - B. Minutes of the September 22, 2020 Council meeting 6-9
 - C. Minutes of the October 5, 2020 Special Budget meeting 10-13
 - D. Minutes of the October 6, 2020 Special Ambulance Utility Service Fee meeting 14-18
 - E. Payroll Check Nos. 11847-11872 in the amount of \$26,293.45
 - F. Payroll Electronic Fund Transfers (EFT) Nos. 60411-60417 in the amount of \$97,626.00
 - G. Payroll Direct Deposit 9/16/20-9/30/20 in the amount of \$121,359.53
 - H. Claim Check Nos. 120662-120770 in the amount of \$1,184,159.81
- 6. ACTIVE AGENDA** – Notice: Items discussed at the 6:00 pm Committee-of-the-Whole meeting of an urgent or time sensitive nature may be added to the active agenda pursuant to City Council Procedures Manual Section 3.18(c).
 - A. Public Hearing – 2021 Current Expense Fund Revenue Sources 19-21
- 7. UNFINISHED AND NEW BUSINESS**
- 8. CITY ADMINISTRATOR AND/OR STAFF REPORTS**
- 9. MAYOR & COUNCILMEMBER REPORTS**
- 10. ADJOURNMENT**

Governor Proclamation 20-28.10 continues the prohibition on "in-person" meetings through November 9, 2020. This meeting will be available via teleconference. For meeting information and instructions, please contact City Hall at (509) 882-9200.

The City of Grandview Committee-of-the-Whole and Council Meetings scheduled for Tuesday, October 13, 2020 at 6:00 pm and 7:00 pm will only be available via teleconference.

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City of Grandview
Service Award

Presented to

Councilmember

Gaylord Brewer

In Recognition and Grateful
Appreciation for your Loyal and
Dedicated Service to the
Citizens of the
City of Grandview

January 1, 2016 - August 1, 2020

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE MEETING MINUTES
SEPTEMBER 22, 2020**

1. CALL TO ORDER

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

Governor Proclamation 20-28.9 continued the prohibition on "in-person" meetings through October 1, 2020. This meeting was available via teleconference.

A. Oath of Office – Councilmember Robert Ozuna

City Attorney Plant administered the Oath of Office to newly appointed Councilmember Robert Ozuna.

2. ROLL CALL

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

Absent: Councilmember Javier Rodriguez

Staff present: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray, Fire Chief Pat Mason, WWTP Superintendent Dave Lorenz and City Clerk Anita Palacios

3. PUBLIC COMMENT - None

4. NEW BUSINESS

A. WWTP Drying Bed Evaluation Report – City Engineer Ted Pooler w/HLA Engineering

City Engineer Ted Pooler with HLA Engineering explained that the City was evaluating alternatives for long-term, cost-effective methods for sludge treatment and disposal at the Wastewater Treatment Plant. In March 2020, HLA developed three alternatives with varying capital and operating costs and completed a life cycle cost analysis. In August, the City received updated biosolid hauling rates from Natural Selection Farms. The rates were updated in the life cycle cost analysis summarized below.

Alternatives Analysis

The initial alternatives analysis included development of three alternatives associated with minimum, moderate, or maximum drying efforts:

- Alternative 1: Minimum Drying – This option eliminates all drying efforts beyond dewatering. From the belt filter presses, sludge would be hauled to existing Asphalt Bed 2 for storage. After approximately 3 months, Asphalt Bed 2 reaches capacity, and Natural Selection Farms would remove all material.
- Alternative 2: Moderate Drying – This option considers the moderate drying and volatile solids reduction with 6 months on a storage bed. As with Alternative 1, sludge would be

hauled to an asphalt bed for storage. After approximately 6 months, the beds reach capacity, and Natural Selection Farms would remove all material.

- **Alternative 3: Maximum Drying** – This option models the existing treatment process to achieve maximum moisture reduction and volatile solids reduction. All dewatered sludge would be hauled to a paved storage bed. During the summer months, sludge would be placed 2-3 inches deep on a paved drying bed and turned over daily to further reduce the moisture content. After five days on the drying bed, the sludge would be reduced to 93%-95% solids. The remaining biosolids would be stockpiled, and Natural Selection Farms would remove all material annually.

Table 1: Natural Selection Farms Haul Rates

Haul Rate	Existing \$/ton	Updated \$/ton
Wet Biosolids (< 75% Solids)	\$34.00	\$40.00
Dry Biosolids (> 75% Solids)	\$34.00	\$55.00

The following table summarized the number of on-site sludge transfers, additional proposed storage capacity, and estimated costs for each alternative. The revised hauling rates recorded in Table 1 increased annual haul costs, which also increased the estimated 20-year equivalent annual costs for each alternative.

Table 2: Alternative Cost Comparison

Alternative	Title	Sludge Transfers	Additional Proposed Storage Capacity	Estimated Costs		
				Annual Haul	Total Construction Project	20-Year Equivalent Annual
1	Minimum Drying	1	None	\$323,000	\$0	\$323,000
2	Moderate Drying	1	65,000 SF	\$108,000	\$390,000	\$137,000
3	Maximum Drying	3	200,000 SF	\$40,000	\$1,200,000	\$128,000

Conclusion

The alternative with the lowest estimated equivalent annual cost over 20 years is Alternative 3, which would replace unpaved beds with one or more asphalt beds adding 200,000 square feet total paved surface. However, Alternative 3 would require the highest number of sludge transfers prior to haul off-site. These transfer costs, or on-site biosolid management and operation costs, were not incorporated directly into the life cycle cost analysis but should be considered by the City. The cost of two additional sludge transfer efforts for Alternative 3 may be greater than the difference in the 20-year estimated equivalent annual cost between Alternative 3 and Alternative 2.

City Engineer Pooler recommended the City consider Alternative 2, either as the preferred alternative or as a potential first phase of a multi-phased construction project for Alternative 3.

Alternative 2 was less expensive for initial construction, but the equivalent annual cost of Alternative 3 was more resilient to potential future increases in Natural Selection Farms haul costs. If the haul costs increase over time, the additional 135,000 square feet of paved drying bed capacity needed for Alternative 3 could be constructed in future phases.

Discussion took place. No action was taken at this time. This matter would be further considered during the 2021 preliminary sewer department budget discussions.

B. Resolution authorizing the Mayor to sign the Washington State Department of Commerce Interagency Agreement Amendment with the City of Grandview through the Coronavirus Relief Fund for Local Governments

City Administrator Arteaga explained that on April 27, 2020, Governor Inslee announced the award of nearly \$300 million to local governments in Coronavirus Relief Funds (CRF) from Washington State's allocation of the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding. The City of Grandview's initial award was \$336,000. On June 23, 2020, the City executed an Interagency Agreement with the Washington State Department of Commerce for costs incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) during the period of March 1, 2020 thru October 21, 2020. On September 14, 2020, the Department of Commerce advised that the City's Coronavirus Relief Fund award was increased by \$168,000, bringing the total award to \$504,000 and the contract deadline was extended to November 30, 2020. In order for the City to utilize the additional funding award, a Coronavirus Relief Fund amendment would need to be approved by the Council.

City Administrator Arteaga noted that the Yakima County Development Association scored and ranked the Grandview Small Business Grant applications and of those applications 41 businesses would be funded with the initial \$190,000 and an additional 28 businesses would be funded by the additional City CARES dollars when it becomes available.

Discussion took place.

On motion by Councilmember Everett, second by Councilmember Diaz, the C.O.W. moved a resolution authorizing the Mayor to sign the Washington State Department of Commerce Interagency Agreement Amendment with the City of Grandview through the Coronavirus Relief Fund for Local Governments to the September 22, 2020 regular Council meeting for consideration.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Souders – Yes

6. OTHER BUSINESS – None

7. **ADJOURNMENT**

The C.O.W. meeting adjourned at 7:05 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk

**GRANDVIEW CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 22, 2020**

1. CALL TO ORDER

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

Governor Proclamation 20-28.9 continued the prohibition on "in-person" meetings through October 1, 2020. This meeting was available via teleconference.

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

Absent: Councilmember Javier Rodriguez

On motion by Councilmember Moore, second by Councilmember Jennings, Council excused Councilmember Rodriguez from the meeting.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Souders – Yes

Staff present: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray, Fire Chief Pat Mason and City Clerk Anita Palacios

2. PLEDGE OF ALLEGIANCE

Mayor Mendoza led the pledge of allegiance.

3. PRESENTATIONS

A. Flag Lowering Proclamation – September 25, 2020 – Death of Mayor Norman W. Childress

As a mark of respect for the memory and longstanding public service of Mayor Norman W. Childress, who passed away on September 15, 2020, Mayor Mendoza proclaimed that the flag of the United States be flown at half-staff at City Hall and upon all public buildings and grounds throughout the City of Grandview on September 25, 2020.

4. PUBLIC COMMENT – None

5. CONSENT AGENDA

On motion by Councilmember Diaz, second by Councilmember Souders, Council approved the Consent Agenda consisting of the following:

- A. Minutes of the September 8, 2020 Committee-of-the-Whole meeting**
- B. Minutes of the September 8, 2020 Council meeting**
- C. Payroll Check Nos. 11831-11846 in the amount of \$94,073.98**
- D. Payroll Electronic Fund Transfers (EFT) Nos. 60403-60407 in the amount of \$88,592.63**
- E. Payroll Direct Deposit 9/1/20-9/15/20 in the amount of \$112,687.09**
- F. Claim Check Nos. 120579-120661 in the amount of \$226,075.57**

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Souders – Yes

6. ACTIVE AGENDA

- A. Resolution No. 2020-38 declaring certain City property from the Fire Department as surplus and authorizing disposal by public auction, sale, trade or disposal**

This item was previously discussed at the September 9, 2020 C.O.W. meeting.

On motion by Councilmember Jennings, second by Councilmember Everett, Council approved Resolution No. 2020-38 declaring certain City property from the Fire Department as surplus and authorizing disposal by public auction, sale, trade or disposal.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Souders – Yes

B. Resolution No. 2020-39 authorizing the Mayor to sign the Washington State Department of Commerce Interagency Agreement Amendment with the City of Grandview through the Coronavirus Relief Fund for Local Governments

This item was previously discussed at the September 22, 2020 C.O.W. meeting.

On motion by Councilmember Everett, second by Councilmember Moore, Council approved Resolution No. 2020-39 authorizing the Mayor to sign the Washington State Department of Commerce Interagency Agreement Amendment with the City of Grandview through the Coronavirus Relief Fund for Local Governments.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Souders – Yes

7. UNFINISHED AND NEW BUSINESS

Ambulance Service Utility Fee – City Administrator Arteaga reported that at the September 8, 2020 C.O.W. meeting, Council agreed to schedule a special meeting for September 23, 2020 to further discuss the ambulance service utility fee. He advised that staff would need additional time to gather information for the special meeting and requested that the special meeting be moved to October 6, 2020.

Discussion took place.

On motion by Councilmember Everett, second by Councilmember Moore, Council agreed to move the special meeting to Tuesday, October 6, 2020 at 6:00 p.m.

Roll Call Vote:

- Councilmember Diaz – Yes
- Councilmember Everett – Yes
- Councilmember Jennings – Yes
- Councilmember Moore – Yes
- Councilmember Ozuna – Yes
- Councilmember Souders – Yes

8. CITY ADMINISTRATOR AND/OR STAFF REPORTS

Sewer Trunk Main Replacement – City Administrator Arteaga reported that the sewer trunk main replacement project started this week.

9. MAYOR & COUNCILMEMBER REPORTS

Mike Bren Memorial Park – Councilmember Diaz questioned when the new sign for the Mike Bren Memorial Park would be in place. City Administrator Arteaga advised that the sign was ordered and once received would be installed and Council could determine a date for an unveiling ceremony.

Councilmember Brewer Service Award – Councilmember Diaz questioned if a plaque was ordered for Councilmember Brewer. Mayor Mendoza advised that a plaque was ordered, however, due to the prohibition on in-person meetings, the plaque had not been given to Councilmember Brewer. It was decided that the plaque would be presented to Councilmember Brewer at the next Council meeting and Councilmember Moore volunteered to present the plaque.

Rod's House – Councilmember Souders reported that Rod's House, a young adult shelter in the City of Yakima, would be opening a new facility in the City of Sunnyside.

10. ADJOURNMENT

The Council meeting adjourned at 7:50 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk

**GRANDVIEW CITY COUNCIL
SPECIAL MEETING MINUTES – BUDGET
OCTOBER 5, 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, Police Chief Kal Fuller and City Clerk Anita Palacios

2. 2021 PRELIMINARY BUDGET

City Treasurer Cordray began the 2021 preliminary budget discussion by providing an overview of the budget summary. The current Ending Fund Balance (EFB) in the Current Expense was \$192,645.

He noted that the EFB in the Current Expense usually increases by \$200,000 from September to December from the receipt of the second half of property taxes. When the budget was adopted last year, the projected EFB was \$400,000.

**2021 Budget
Current Expense Revenues**

Revenue Type	Amount	
Property Taxes	\$ 1,600,000	28.0%
Sales Taxes	720,250	12.6%
Criminal Justice Tax	175,000	3.1%
City Utility Taxes	1,030,000	18.0%
Private Utility Taxes	1,110,000	19.4%
Other Taxes	4,300	0.01%
Licenses & Permits	241,000	4.2%
Intergov. Revenues	371,600	6.5%
Charges for Services	154,850	2.7%
Fines & Penalties	142,100	2.5%
Misc. & Other Rev.	164,910	2.9%
Total Revenue	\$ 5,714,010	

**2021 Budget
 Current Expense Expenditures**

Department/Services	Amount	
Police Department	\$ 3,586,200	53.9%
Fire Department	532,850	8.0%
Library Services	306,720	4.6%
Parks & Recreation	584,115	8.8%
Senior & Community Center	68,530	1.0%
Court & Legal	470,770	6.83%
Risk Management	197,660	3.0%
Code Enforcement	84,030	1.3%
General Government	779,550	11.7%
Animal Control	38,150	0.6%
Graffiti Removal	4,745	0.01%
Total Expenditures	\$ 6,653,320	

He explained that all expenditures have a proposed 3% increase for non-union employee salaries to align with the 3% salary increase that were negotiated for union employees.

**2021 EXPENDITURE ESTIMATES
Current Expense Fund**

Police Administration

2020 Budget \$316,250

2021 Estimate \$324,600

Notable Changes in 2021 – None

Police Investigations

2020 Budget \$108,320

2021 Estimate \$478,500

Notable Changes in 2021 –

- Retirement of one detective lead to an increase for separation buyout – \$37,000
- Increase in Operating Rentals and Leases to purchase new detective vehicle in future – \$6,000

Police Patrol

2020 Budget \$1,859,700

2021 Estimate \$1,918,700

Notable Changes in 2021 –

- Patrol Vehicle Replacement (purchased from Equipment Rental) – \$75,000

Police Community Programs

2020 Budget \$30,350

2021 Estimate \$35,200

Notable Changes in 2021 –

- Capital Replacement Reserve (replace Live View Camera) – \$13,000

Police Corrections

2020 Budget \$143,000

2021 Estimate \$149,000

Notable Changes in 2021 –

- Increase in Sunnyside Police Department booking rate – \$4,000
- Increase in Yakima County booking rate – \$7,000

Police Communications

2020 Budget \$656,250

2021 Estimate \$655,200

Notable Changes in 2021 –

- Communications (increase in fiberoptic use) – \$1,000
- Professional Services (recording system contract) – \$1,000

Capital Expenditure Items:

- Computer Replacements (3 computers) – \$4,000
- Call transfer equipment (2020 carryover) – \$3,000

Animal Control

2020 Budget \$38,100

2021 Estimate \$38,150

Notable Changes in 2021 –

- Continue contracting for services with Yakima Humane Society for animal control (15 hours a week) coverage. Current contract was good through 2020. Average increase was approximately 3% per year in the past. Included a 3% increase pending notification of actual 2021 rates. 2020 rate was \$32,868. 2021 rate was budgeted at \$34,000.
- \$3,500 included for emergency transport hours or kenneling charges, if needed.

Yakima County Law & Justice Tax Fund

Revenue Estimates

2020 Budget \$537,090

2021 Estimate \$538,360

Expenditures

2020 Budget \$343,300

2021 Estimate \$351,850

Notable Changes in 2021 –

- LEAD Task Force (continuation of service) carryover not used in 2017-2020 – \$26,500
- Minor Equipment (Police bicycle supplies) – \$1,000

Capital expenditure items:

- First Aid Supplies (12 AED Defibrillators, mannequins) – \$24,000
- UAV platform (Drone with camera) – \$8,000
- Stationary bicycle – \$3,000
- Crime Scene Investigations Equipment – \$2,000
- Repeater Project (not used in 2020) – \$2,000

The next preliminary budget meeting would be held on Monday, October 12, 2021 at 6:00 p.m.

3. **ADJOURNMENT**

The special meeting adjourned at 7:30 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk

**GRANDVIEW CITY COUNCIL
SPECIAL MEETING MINUTES – AMBULANCE SERVICE UTILITY FEE
OCTOBER 6, 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 Attorney Quinn Plant, City Treasurer Matt Cordray, Fire Chief Pat Mason and City Clerk Anita Palacios

2. AMBULANCE SERVICE UTILITY FEE

Fire Chief Mason distributed a memo dated October 2, 2020 which read in part:

Goals:

- Provide quality ambulance service to the citizens and visitors of Grandview
- Work towards having the ability to provide that ambulance service through our department
- Make sure the ambulance service is financially sustainable
- Make sure to the extent possible that everything we do in regards to providing ambulance service has a positive impact on all the services the fire department provides including its rating with Washington Surveying & Rating Bureau (WSRB)

City Council Roundtable Question / Long Term Goal - From a human element are the citizens (customers) satisfied? We have not done any type of survey, but I can tell you that we have not received any complaints about how we are currently operating. We often may hear someone make a comment when we arrive, especially outside of normal business hours, about what took us so long – but that question/thought often times goes away fairly quickly once we start helping the person. And it is not hard to understand that when you are at the call and need help it seems like it takes forever for someone to show up.

But that doesn't change the fact that our response times when we are located at the Grandview station are approximately half the time of our response times when we are responding from Sunnyside or home. And given that people would prefer that we show up in about 6 to 7 minutes versus us taking 12 to 14 minutes to get there. One of the best improvements we can make to our system would be to have personnel housed at the Grandview station.

But we were actually put in the position of paying for ambulance service from the other side of the equation – the demand for ambulance services by the citizens has grown tremendously while the ability of the ambulance systems to financially sustain themselves have not kept up. So, we were approached from the ambulance provider to help provide funding to keep the service financially stable so that it could continue to provide the service as needed.

Estimate of Revenues / The number of accounts that these fee numbers are being figured off of is an estimate based off the Sunnyside Utility Fee code and then estimating the numbers off that formula for commercial, government and industrial accounts (I can't figure those numbers out for sure without talking to the people and I don't want to start discussion with the public on this matter unless the council is comfortable with that and they have determined what formula they want to use) – so to determine the number of accounts that we would actually have would require the council coming to a consensus on the formula they would want to use and then actually talking with some businesses, government entities and industries in town.

Estimated number of accounts for this discussion – 3,561

2021 Sunnyside Agreement Costs to Provide 24 Hour Ambulance Service to the City of Grandview

\$187,600 (Round to \$190,000)

- $190,000 \div 3,561 = \$53.36$ per year / $\$53.36 \div 12 = \4.45 per month
- $\$5.00$ per month = $5.00 \times 12 = 60.00$ / $60.00 \times 3,561 = \$213,660$
- $\$6.00$ per month = $6.00 \times 12 = 72.00$ / $72.00 \times 3,561 = \$256,392$
 - Each \$1.00 per account equals \$42,732
- $\$10.00$ per month = $10.00 \times 12 = 120.00$ / $120.00 \times 3,561 = \$427,320$

Putting an Ambulance Fee in place is something that is done by the Council passing an Ordinance that enacts it. To do that we would need to do a Cost-of-Services Study to determine need and cost. The Cost-of-Services Study is broken into 2 categories.

- Need
 - Why are we enacting an Ambulance Utility Fee?
 - Are we taking this away from a private company?
- Cost
 - Availability costs
 - Demand costs

I currently believe that I could do our Cost-of-Services study in-house but I am also not opposed to having an outside company do it for us if that is what the Mayor, City Council, City Administrator or City Attorney would prefer. I am currently awaiting information back from a company that has done this for the City of Kennewick to get some idea of what it might involve time and money wise.

If I did the study in-house I believe we could base the need on the fact that our ambulance provider came to us and advised us that we were going to need to figure out a way to share in the cost of providing the ambulance service for the citizens of Grandview to keep it available and financially sustainable. I could then indicate the process that we went through to determine the best alternative for providing that service. That it was then determined to put an agreement in place with Sunnyside Fire Dept. to provide 24 hr. ambulance service for the citizens of Grandview. I then could elaborate on our need to establish a funding source that will financially sustain the service for the long term.

As it stands right now almost all of our costs would be on the Availability side of the study because we don't actually do the transporting and billing.

Initially our base cost is the projected 2021 cost of \$187,600 per the agreement in place for 24 Hour a day ambulance service. It could also be projected what the expected inflation will be for the next few years so that could be factored in as well.

The initial ambulance utility fee could be \$5.00 per month and only used to pay for the cost of the agreement with Sunnyside.

- **City Council Roundtable Question / Long Term Goal – Possibly establish an initial monthly fee of \$10 per month with a goal of establishing our own ambulance service in a few years.** The most cost effective way to work towards having our own service eventually, would be to put the pieces in place first that would benefit what we are providing now and help keep our costs down. This would allow us to hire FTE's after everything else is in place. Below is a list of what I would recommend using the additional money (\$10 per month versus \$5) for in the priority that I think they should be done. These steps would help us improve on what we are currently doing now (ambulance in town 24 Hours per day, our personnel at the station for quicker response times, lessen the call out burden on the Volunteers, improve our WSRB score). It would allow us the opportunity to make some of the major purchases in incremental steps instead of all at once, while helping to keep our current costs down (ambulance, major ambulance equipment, secondary ambulance). This allows us to help Sunnyside keep their costs down thus keeping our costs down while at the same time giving us ownership of the equipment. When all of these steps are in place and operating, and the Council is ready, we would then be in a position to be able to hire 6 FTE's to operate our own ambulance service. I believe if we had an active residency program and Volunteer shift program in place then we could get by initially with 6 FTE's instead of 10. Reducing our FTE costs as well.

Ambulance Utility Fee Expenditures:

- Dispatch Fees
- Volunteers / percentage of payroll
- Del / percentage of salary
- Percentage of Operating costs
- Uniform/PPE costs
- Living Quarters
- Residency Program / percentage of payroll
- Volunteer Sleeper Program / percentage of payroll
- Equipment purchases / ambulance, monitor, gurney, CPR compression machine, partner with Sunnyside on a 2nd ambulance
- FTE's / 6 (at time to be decided by Council, an increase in the Ambulance Utility Fee would probably be needed at this time)

The only expense that we currently have that I believe could be attributed to the Demand side of the study would be our EMS Dispatch fees.

Steps to Implementing Ambulance Utility Fee

1. City Council consensus on moving forward with an Ambulance Utility Fee, the goal desired from that Ambulance Utility Fee and the monthly amount they want to initiate it at
2. Costs-of-Services Study

3. Ordinance Approved by City Council to establish Ambulance Utility Fee
4. Establish Chapter for the Grandview Municipal Code detailing the workings of the Ambulance Utility
 - Establish how fee will be applied
 - Establish amount of fee

City Council Roundtable Question / Comparing our own service to contracting with SSFD? Would our own service benefit our fire dept? The best answer I can give you to this question is yes, keeping in mind that the benefit grows based on the steps we take. The citizens of Grandview benefit from having additional trained personnel available at the Grandview fire station.

- Some basic information to lay a foundation for the answer to this question would be;
 - Response time for personnel responding from our station to an emergency call in Grandview would be about 6 – 7 minutes.
 - Response time for personnel responding from home would be about 12 – 14 minutes.
 - A cardiac arrest Patients chances of survival dimmish by the minute.
 - 3 people can do CPR on a Patient if needed, but we should have 6 to 10 people on scene to handle the call in a way that is most effective for the Patient.
 - If your house is on fire and somebody is inside and needs help getting out, L & I requires that we CAN NOT enter the building to try and save you unless we have at least 3 people on scene that can wear an SCBA.
 - If your house is on fire and nobody is inside then L & I requires that we CAN NOT go inside the building to put the fire out unless we have 4 people on scene that can wear an SCBA.
- Currently we can only guarantee that 1 person will show up from the Grandview Fire Dept. when we have a call. Depending upon availability of Volunteers and the other staff member, you may get more or you might not. If needed we have agreements in place to call for resources from other departments when needed, but this adds to the amount of time it takes to get personnel to the scene. Usually a minimum of 15 minutes before any of those resources can get to our scene. Probably 50 to 60% of our calls can be handled by the 1 person from our department and the 2 people from the ambulance.
- Having SSFD ambulance crew at our station part of the day is beneficial to the citizens because it shortens response times, is beneficial on fire calls as well when they are available, will benefit us a little bit in reference to our points deficiency with WSRB.
- Having living quarters at the station would be beneficial. It would allow us to have the ambulance in town 24 hours a day so our response times would be shorter throughout the whole day. It would make the ambulance crew available to help out on fire calls during the entire day. It would give us the ability to allow people from outside the local area to join the department which would increase our Volunteer numbers. It would give us the ability to have a residency and Volunteer sleeper program which would give us the ability to have more adequate numbers of personnel on emergency scenes. Having personnel spending time at the station would make our ability to provide the required training needed more efficient. All these items combined would then be more beneficial to our points deficiency with WSRB.

- Having a residency program as well as a Volunteer sleeper program would help us move toward having our own ambulance program, help shorten response times on all calls, help us to have more personnel on all calls, lessen the burden on the Volunteers in reference to how many times they get toned out, allow us more time to train people, and help us with our points deficiency with WSRB.
- Purchasing our own equipment in incremental steps would be beneficial. It allows us to spread the cost out over time. It allows us to help reduce the costs for SSFD which would then allow them to keep what they need to charge us down. It also provides us with the opportunity to put our own equipment in place so when we are ready to take the step to start our own ambulance service there will be less of an initial start up cost.
- Hiring 6 FTE's when the City Council is ready would be beneficial. This combined with the residency and Volunteer sleeper programs would allow us the ability to start our own ambulance service. Being the most beneficial of all. This would give us the ability to have a minimum 2 to 3 person crew available 24 hours a day. This would be beneficial for the citizens in regards to ambulance needs as well as all other fire department duties. Our personnel would have the opportunity to be better trained. It would give us the ability to have complete control over the personnel versus having to work through another agency to accomplish things. It would further lessen the burden on the Volunteers in regards to how many times they get toned out. It would get us additional benefits in regards to our deficiency points with WSRB.

Could our ambulance be utilized for Inter-Facility Transfers? They certainly could be used in that way, but a couple of things should be considered before doing that. The first is the same issue we saw with Prosser Hospital Ambulance when they were here. The more you use the ambulance for inter-facility transfers then the more they are not available for an emergency call when it happens. One solution to this could be that when we have a 2nd ambulance available to us and enough people available to staff it then they could be utilized leaving the 1st ambulance available for emergency calls only. The second concern would be if you tried to offer this service at a reduced cost. I'm not qualified to answer if that would be considered gifting of funds.

Discussion took place. Further discussion on the implementation of an ambulance service utility fee would take place at the special budget meeting on October 19, 2020 wherein the Fire Department budget would be presented.

3. ADJOURNMENT

The special meeting adjourned at 7:15 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk



**CITY OF GRANDVIEW
NOTICE OF PUBLIC HEARING
2021 CURRENT EXPENSE FUND REVENUE SOURCES**

NOTICE IS HEREBY GIVEN that the City Council of the City of Grandview, Washington will conduct a public hearing on **Tuesday, October 13, 2020, 7:00 p.m.** to consider the revenue sources for the 2021 Current Expense Fund budget which will include consideration of possible increases in property tax revenues together with the proposed ordinance levying taxes in the amount of \$1,632,000.00 for the regular levy and the proposed Operating Revenue for the Current Expense Fund is \$5,714,010.00.

The public is invited to attend this hearing and provide written and oral comments on the proposed revenue sources, to include property tax revenues for the 2021 Current Expense Fund budget. If you are unable to attend this public hearing, written comments will be received until 5:00 p.m. the day of the hearing.

The public hearing will be held via teleconference. Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/327069277>

You can also dial in using your phone.

United States: +1 (571) 317-3122

Access Code: 327-069-277 #

Audio Pin: 1 #

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<https://global.gotomeeting.com/install/327069277>

If you have a disability for which you will need reasonable accommodations, please contact the City Clerk, at the preceding address or telephone (509) 882-9200 one week prior to the meeting.

CITY OF GRANDVIEW

Anita G. Palacios, MMC
City Clerk

Publish: Grandview Herald – September 30, 2020 & October 7, 2020

**CITY OF GRANDVIEW
CITY COUNCIL**

PUBLIC HEARING PROCEDURE

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

MAYOR

1. The public hearing for the purpose of receiving comments on the **2021 Current Expense Fund Revenue Sources** is now open.
2. Before hearing from the public, City Treasurer Matt Cordray will present the staff report.
3. Public comments will now be received. When you address the Council, begin by stating your name and address for the record.
4. Comments received by mail will now be entered in the record. The City Clerk will read any received.
5. The public testimony portion of this hearing is now closed. No further comments will be received.

**City of Grandview
2021 Budget
Current Expense Fund**

Revenues	Amount	
Property Taxes	\$ 1,600,000	28.0%
Sales Taxes	720,250	12.6%
Criminal Justice Tax	175,000	3.1%
City Utility Taxes	1,030,000	18.0%
Private Utility Taxes	1,110,000	19.4%
Other Taxes	4,300	0.1%
Licenses & Permits	241,000	4.2%
Intergov. Revenues	371,600	6.5%
Charges for Services	154,850	2.7%
Fines & Penalties	142,100	2.5%
Miscellaneous	164,910	2.9%
Total Revenues	\$ 5,714,010	

