



CITY OF SUNNYSIDE CITY COUNCIL SPECIAL MEETING AGENDA

MONDAY
DECEMBER 17, 2018
6:30 PM

Mayor Julia Hart
Deputy Mayor Francisco Guerrero
Councilmembers:

Dean Broersma, John Henry, Craig Hicks,
Jim Restucci and Ron Stremler
CityCouncil@sunnyside-wa.gov
www.sunnyside-wa.gov

All meetings are held in the Council Chambers at the
Sunnyside Law & Justice Center
401 Homer Street, Sunnyside, WA, unless otherwise noticed.

"Appearances" is the time set aside for members of the public to speak to the City Council.
If you wish to speak, please consider the following points:
(1) speak audibly into the podium microphone, (2) state your name and city of residence for the record, and
(3) limit your comments to three minutes.

Please note: The Council does not usually respond to comments during the meeting.

CALL TO ORDER – ROLL CALL

1. ACTIVE AGENDA:

- A. 2019 Classification and Compensation Schedule
Consider adopting the proposed ordinance and setting the 2019 Classification and Compensation Schedule.
- B. Second and Final Public Hearing – 2019 Budget
(Notice published – Yakima Herald Republic, December 11, 2018 and Daily Sun, December 12, 2018)
Receive public comment on the 2018 Final Budget.
- C. 2019 Budget
Consider an ordinance adopting the 2019 Budget.

2. ADJOURN

ORDINANCE 2018 - _____

**AN ORDINANCE OF THE CITY OF SUNNYSIDE, WASHINGTON,
ADOPTING THE CITY OF SUNNYSIDE
2019 CLASSIFICATION AND COMPENSATION SCHEDULE**

WHEREAS, State law, Chapter 35A.11.020 RCW provides that the legislative body of each code city to “fix the compensation” of its officers and employees; and

WHEREAS, Cost of Living Adjustments has been previously authorized per Collective Bargaining Agreements and incorporated into the 2019 budget; and

WHEREAS, the Classification and Compensation Schedule for 2019 has been modified to include such increases; and

WHEREAS, the City Council of the City of Sunnyside finds and determines that modification of such schedule will promote the general health, safety and welfare.

NOW THEREFORE, IT IS HEREBY ORDAINED BY THE CITY COUNCIL OF THE CITY OF SUNNYSIDE, WASHINGTON, as follows:

SECTION 1. The City of Sunnyside 2019 Classification and Compensation Schedule, attached hereto as Exhibit A and incorporated herein by this reference is hereby adopted.

SECTION 2. This Classification and Compensation Schedule shall be in force and in effect as of January 1, 2019.

SECTION 3. This Ordinance shall be effective five days after passage, approval and publication as required by law.

PASSED this 17th day of December, 2018.

JULIA HART, MAYOR

ATTEST:

JACQUELINE RENTERIA, CITY CLERK

APPROVED AS TO FORM:

KERR LAW GROUP, LLP
Attorneys for the City of Sunnyside

ELECTED OFFICIALS

Position Title	Monthly Salary
Mayor	\$600/month
Deputy Mayor	\$500/month
Councilmembers	\$400/month

APPOINTED POSITIONS

Position Title	Annual Salary
City Manager	\$130,000

***NON-REPRESENTED POSITIONS - 2.53%**

Position Title	Minimum Monthly Salary	Maximum Monthly Salary
Fire Chief	\$7,125	\$9,713
Police Chief	\$7,125	\$9,713
Public Works/Community Dev. Director	\$7,006	\$8,796
Finance/Admin. Services Director	\$7,006	\$8,796
Battalion Chief	\$6,675	\$8,366
Police Commander	\$6,675	\$8,366
Community Services Supervisor	\$5,443	\$7,318
Finance Supervisor	\$5,443	\$7,318
City Clerk/Executive Assistant	\$5,107	\$6,974
Human Resources Assistant	\$5,606	\$6,974
Administrative Assistant	\$3,615	\$4,493
Recreation Coordinator	\$3,615	\$4,493

***NON-REPRESENTED SEASONAL POSITIONS**

Position Title	Minimum Hourly Pay	Maximum Hourly Pay
Cashier	\$12.00	\$12.75
Lifeguard	\$12.00	\$12.75
Pool Assistant Manager	\$13.00	\$15.00
Pool Manager	\$14.00	\$16.00
Temporary Laborers (Seasonal Maint.)	\$15.72	\$18.97
Building Inspector - Seasonal	-	\$23.65

**Per Initiative 1433, minimum wage scheduled to increase from \$11.50/hr to \$12/hr for 2019.*

All wages have been adjusted accordingly.

IAFF POSITIONS*

Position Title	Minimum Monthly Salary	Maximum Monthly Salary
Firefighter	\$4,671	\$5,676
Captain	\$5,840	\$6,616

POLICE GUILD POSITIONS - 2.5% per CBA A-2018-66

Position Title	Salary	Salary
Patrol Officer - Pre-Academy	-	\$4,658.31
Patrol Officer - Post-Academy	-	\$4,818.19
Patrol Officer	\$5,087.71	\$6,184.51
Sergeant	\$6,446.96	\$7,835.50

TEAMSTER'S POSITIONS		
Position Title	Minimum Monthly Salary (hrly)	Maximum Monthly Salary (hrly)
Office/Clerical - 3.6%, + .10 per CBA A-2017-19		
Accounting Specialist I with cert	\$4,257.52 (24.56)	\$5,223.33 (30.13)
Accounting Specialist I w/o cert	\$4,175.77 (24.09)	\$5,122.77 (29.55)
Technicians: Finance/Court Clerks	\$3,358.16 (19.37)	\$4,118.95 (23.76)
Accounting Assistant I includes: Building Secretary; Permit Coordinator; Park & Rec Asst.; Office Asst.	\$3,198.73 (18.45)	\$3,923.22 (22.63)
Public Works - 2% per CBA A-2018-67		
Waste Plant Operator I - II - III	\$3,891.33 (22.45)	\$4,778.80 (27.57)
WDM I - II - III	\$3,780.40 (21.81)	\$4,641.87 (26.78)
Maintenance Worker (Parks, Streets, Fog, Water)	\$3,780.40 (21.81)	\$4,641.87 (26.78)
Fleet Maintenance	\$4,210.27 (24.29)	\$5,170.53 (29.83)
Building Inspector	\$4,432.00 (27.30)	\$5,810.13 (33.52)
Code Enforcement Officer	\$4,371.47 (25.22)	\$5,408.00 (31.20)
Police Support - 2% per CBA A-2017-37		
Corrections Officer	\$3,939.72 (22.73)	\$4,794.10 (27.66)
Communications Officer	\$3,749.72 (21.63)	\$4,557.56 (26.29)
Receptionist II	\$3,579.09 (20.65)	\$4,351.29 (25.10)
Pre-Academy Corrections Officer	\$3,504.12 (20.22)	-
Crime Analyst/Evidence Technician	\$3,457.47 (19.95)	\$4,561.97 (26.32)
Data Entry Clerk/Receptionist I	\$3,409.76 (19.67)	\$4,146.52 (23.92)
Division Supervisors - 2% per CBA		
Wastewater Division Supervisor	\$4,715.20 (27.20)	\$5,789.03 (33.40)
Public Works Division Supervisors	\$4,584.77 (26.45)	\$5,628.89 (32.47)
Police Support Division Supervisor	\$6,028.60 (34.78)	\$7,401.54 (42.70)
Court Division Supervisor	\$3,899.19 (22.50)	\$4,787.18 (27.62)

*Contract unsettled for 2019



**BUSINESS OF THE CITY COUNCIL
CITY OF SUNNYSIDE, WA**

AGENDA ITEM 1C

ITEM TITLE: 2019 Budget Adoption	PROPOSED COUNCIL ACTION: Adopt the 2019 Budget Ordinance
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SUBMITTED BY	Elizabeth Alba, Finance & Administrative Services Director
EXHIBITS	City Manager’s Budget Message, Ordinance, Attachment A
APPROVED BY CITY MANAGER	

AMOUNT OF EXPENDITURE	\$26,663,449
AMOUNT OF REVENUE	\$26,579,946
BUDGET AMENDMENT	\$

SUMMARY

The final City of Sunnyside budget for 2019 is fiscally sound and balanced. The general operating budget is balanced with an additional 10% increase for City owned utilities and the standard 1% increase in property taxes.

The total budget appropriations (expenditures) amount to \$26,663,449 which is a 17% decrease from the 2018 amended budget of \$32,191,753. The decrease is due to project reduction (grant match), wage freeze, and cost cutting city-wide.

RECOMMENDATION

Staff recommends adopting the proposed ordinance and setting the 2019 Budget.



City Manager's Budget Message

DATE: December 17, 2018
TO: Honorable Mayor and City Council
FROM: Shane Fisher, Interim City Manager
SUBJECT: Transmittal of the 2019 Budget

I am pleased to submit the City of Sunnyside's 2019 Budget for your review and consideration. This proposed budget is balanced and provides sufficient appropriations to ensure that essential government services will be provided.

REVENUES

The proposed 2019 budget reflects a total of \$32,020,730 in revenues and beginning fund balances. This is a decrease of \$425,464 from the 2018 budget. This decrease is due in large part to the completion of project grants from the Department of Transportation (DOT) for East Edison Avenue Sidewalk Improvement project, as well as the 6th Street & Yakima Valley Highway Intersection project.

Tax revenues have increased. Our projected yield from all taxes is \$8,845,403, a 10.1% increase over 2018. This includes the authorized 10% increase in City owned utility tax of approximately \$644,000. Our projected yield from retail sales and use tax is \$2,760,000.

Revenues and beginning balances for the City's major funds, as compared to 2018, are as follows:

	<u>2019</u>	<u>2018</u>
General Fund	11,777,473	14,124,030
Street Fund	2,623,400	2,464,960
Public Safety Tax (L&J 3/10) Fund	613,000	732,020
General Obligation Bonds	652,198	660,935
Water Fund	4,215,150	5,038,143
Sewer Fund	4,919,675	5,535,121
Garbage Fund	1,317,700	1,420,069
Ambulance Fund	2,043,125	1,461,422

EXPENSES

We have three capital improvement projects in this year's proposed budget. The replacement of the Stackhouse Bridge will commence in January. We will also be working with the Sunnyside School District to complete the East Edison Avenue Half Street Improvement Project. The third project slated for this year is the Skyline Reservoir- Phase Two. The total cost of these projects is approximately over \$2,500,000.

Proposed expenses for the major funds as compared to 2018 are as follows:

	<u>2019</u>	<u>2018</u>
General Fund	11,525,195	14,081,041
Street Fund	2,618,582	2,462,859
Public Safety Tax (L&J 3/10) Fund	602,529	550,000
General Obligation Bonds	652,198	660,935
Water Fund	3,244,845	4,291,141
Sewer Fund	2,364,028	4,465,868
Garbage Fund	1,298,600	1,420,000
Ambulance Fund	1,919,502	1,454,252

PERSONNEL

The 2019 budget will not be adding any additional city staff. There are currently two open positions; one (1) in office clerical and one (1) in police support. The new City Manager will decide how he wants to restructure these areas. We have pending Inner-Local Agreements with surrounding jurisdictions for Jail Services and Ambulance Services. Once these agreements have been approved by City Council and fully executed by both parties, a budget amendment will be brought before council for approval. With a new City Manager starting in 2019, there is a possibility of restructuring positions. For now, all positions have been maintained at the current staffing levels and under the same supervisory staff as in 2018. A freeze on all Cost of Living Adjustments (COLA) city-wide is in place for 2019.

A Furlough system will be implemented in 2019 if revenues do not keep up with expenditures through Q1 & Q2. The City Manager and Finance & Administrative Services Director will closely monitor this situation, and if furloughs are needed, they will be implemented in Q3 & Q4. Each city employee will then be required to take (5) five furlough days, not necessarily consecutive days, over the next (6) six months. This will provide a savings of approximately \$250,000.00 in payroll expenses.

Currently the International Association of Fire Fighters Union is in negotiations with the City (contract end date is 12/31/2018). The Sunnyside Police Officers Guild contract ends on 12/31/2019 along with Teamsters Office-Clerical, Police Department Support Staff, and Division Supervisors. This budget does not account for any changes in these contracts.

EQUIPMENT RENTAL

This year's budget will provide appropriations for the Equipment Rental Fund in order to enhance our replacement and maintenance schedule for motor vehicles and equipment. Appropriations for 2019 are \$300,000. There are no planned equipment replacements for 2019 in the Equipment Rental Fund.

ORDINANCE 2018 - _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF SUNNYSIDE, WASHINGTON, ADOPTING
THE BUDGET FOR THE FISCAL YEAR
COMMENCING JANUARY 1, 2019 AND
ENDING DECEMBER 31, 2019, AND FIXING A TIME
WHEN THE SAME SHALL BECOME EFFECTIVE**

WHEREAS, on or before the first business day in the third month prior to the beginning of the fiscal year 2019, the City Manager submitted to the City Council the estimates of revenues and expenditures for the next fiscal year as required by law; and

WHEREAS, the City Manager reviewed the estimates and made such revisions and/or additions as deemed advisable, and prior to sixty days before January 1, 2019, filed such revised preliminary budget with the City Council together with a budget message, as recommendation for the final budget; and

WHEREAS, the City Clerk provided sufficient copies of such preliminary budget and budget message to meet the reasonable demands of taxpayers for such copies and published notice of filing and the availability of such preliminary budget together with the dates of public hearings to consider setting ad valorem tax rates, budget study sessions by the City Council and adoption of the final budget; and

WHEREAS, the City Council has conducted budget study sessions open to the public for the purpose of providing information regarding estimates and programs; and

WHEREAS, the City Council has met pursuant to notice for public hearing on November 26, 2018 and December 17, 2018 for the purpose of fixing a final budget; and

WHEREAS, the City Council of the City of Sunnyside, having considered all evidence and testimony herein, finds and determines that adoption and approval of the

2019 Budget as presented for final adoption is in the best interests of residents of the City of Sunnyside and will promote the general health, safety and welfare.

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE CITY COUNCIL OF THE CITY OF SUNNYSIDE, WASHINGTON, as follows:

Section 1. Attached hereto and identified as Exhibit “A,” in summary form, are the totals of estimated revenues and appropriations for each separate fund and the aggregate totals for each separate fund and the aggregate totals for all such funds combined, and by this reference said Exhibit “A” is incorporated herein, and the same is hereby adopted in full. The City Manager is hereby authorized to include year-end cash balances in the final budget document as determined at the close of the current fiscal year.

Section 2. A complete copy of the final budget for 2019, as adopted, together with a copy of this adopting Ordinance shall be transmitted by the City Clerk to the Division of Municipal Corporations of the Office of the State Auditor, the Association of Washington Cities and the Yakima County Board of Commissioners.

Section 3. This Ordinance is a legislative act delegated by statute to the City Council of the City of Sunnyside, is not subject to referendum, and shall take effect January 1, 2019, being more than five days after passage, approval and publication as required by law.

PASSED this 17th day of December, 2018.

JULIA HART, MAYOR

ATTEST:

JACQUELINE RENTERIA, CITY CLERK

APPROVED AS TO FORM:

KERR LAW GROUP, PLLC
Attorneys for the City of Sunnyside

EXHIBIT A

2019 BUDGET SUMMARY BY FUND

Fund No.	Fund Description	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General Fund	\$ 43,000	\$ 11,734,473	11,525,195	\$ 252,278
099	Payroll Liability Fund	2,365	0	2,365	0
101	Street Fund	2,100	2,621,300	2,618,582	4,818
115	Contingency Fund	7,900	5,000	-	12,900
120	Investigative Fund	31,400	3,100	11,800	22,700
130	Police Dept Crime Prevention Fund	135,300	12,500	74,650	73,150
140	Public Safety (6&J 3/10) Tax Fund	182,000	431,000	602,529	10,471
160	Tourism Expansion Fund	133,100	110,700	137,900	105,900
201	General Obligation Bonds Fund	0	652,198	652,198	0
303	Community Development Block Grant Fund	78,100	4,025	78,200	3,925
304	Local Capital Improvement Fund (REET 1)	86,500	67,500	150,000	4,000
305	Local Capital Improvement Fund (REET 2)	191,500	66,200	110,000	147,700
322	Fire Equipment Reserve Fund	29,000	0	20,000	9,000
410	Water Fund	1,947,000	2,268,150	3,244,845	970,305
411	Water Bond Reserve Fund	114,250	0	-	114,250
415	Water Revenue Bond Fund	0	113,250	113,250	0
416	Water Capital Projects Fund	0	0	-	0
420	Sewer Fund	1,869,250	3,050,425	2,364,028	2,555,647
421	Sewer Bond Reserve Fund	114,250	0	-	114,250
425	Sewer Revenue Bond Fund	0	113,250	113,250	0
426	Sewer Capital Projects Fund	0	0	-	0
430	Garbage Fund	100	1,317,600	1,298,600	19,100
440	Ambulance/EMS Fund	7,200	2,035,925	1,919,502	123,623
450	Stormwater Fund	36,300	228,050	140,865	123,485
501	Equipment Rental Fund	0	300,000	300,000	0
504	Information Technology Fund	0	265,380	265,380	0
601	Jail Trust Fund	50,175	112,010	111,700	50,485
602	Sunnyside Court Trust Fund	4,000	600,000	560,000	44,000
610	State Court Fines Fund	47,100	235,410	232,910	49,600
611	Fireman's Relief & Pension Fund	324,400	2,500	15,700	311,200
621	Police Dept Honor Guard Fund	4,494	0	-	4,494
699	Transporation Benefit District Fund	0	230,000	-	230,000
TOTALS		\$ 5,440,784	\$ 26,579,946	\$ 26,663,449	\$ 5,357,281