

**TOPPENISH CITY COUNCIL**  
**Special Meeting Minutes**  
**April 30, 2016**

Council/Staff Planning Session  
Benton Rural Electric Association Meeting Room

Mayor C. Jiménez called the meeting to order at 8:00 a.m.

**ROLL CALL**

Present: Mayor Clara Jiménez and Councilmembers J. Eligio Jiménez, Derald Ortloff, Blaine Thorington and Angelica Walle.  
Absent: Councilmembers Mark Oaks and Gabriel Piñon.  
Staff Present: City Manager Lance Hoyt (CM Hoyt), Deputy Finance Director/City Clerk Debbie Zabell (DFD Zabell), Police Chief Adam Diaz, Fire Chief Tim Smith, Community Development Director William Rathbone, Recreation Director James Cole and Executive Assistant/Deputy City Clerk Heidi Riojas.

**WELCOME AND INTRODUCTIONS**

City Manager Hoyt (CM Hoyt) introduced Randy Beehler, Communications Public Affairs Director for the City of Yakima, who will be providing a presentation later in the morning on Local Government Basics. CM Hoyt requested that each person give a brief introduction and the department they represent within the City.

**DEPARTMENT OVERVIEWS**

Each staff member gave a brief overview of their department to describe the services and key functions provided for the community.

**LOCAL GOVERNMENT BASICS**

Randy Beehler provided a Power Point presentation outlining the types of City government and classifications of the 281 incorporated cities and towns in Washington State as a Mayor/Council, Council/Manager or Commission form of government. Mr. Beehler described the four classification types for City government that include First Class Cities, Second Class Cities, Towns, and Code Cities.

**FINANCIAL OVERVIEW**

DFD Zabell provided a detailed explanation of funding accounting, governmental fund types, proprietary fund types, fiduciary fund types, cash basis of accounting, revenue categories and the City's funding accounting details. Next, DFD Zabell described the operating funds for the Annual Budget and the revenues that support each fund. To provide more clarification, DFD Zabell illustrated pie charts of the 2016 General Fund Revenues, the breakdown of tax revenue, and a breakdown of utility tax.

**ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 1:30 p.m.

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CLARA R. JIMÉNEZ, MAYOR

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HEIDI RIOJAS, CMC  
EXECUTIVE ASSISTANT/DEPUTY CITY CLERK