

TOPPENISH CITY COUNCIL
Regular Meeting Minutes
September 26, 2016

Mayor C. Jiménez called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Mayor Clara Jiménez and Councilmembers J. Eligio Jiménez, Mark Oaks, Derald Ortloff, Gabriel Piñon, Blaine Thorington and Angelica Walle.

Staff Present: City Manager Lance Hoyt (CM Hoyt), Finance Director/City Clerk Debbie Zabell (FD Zabell), Finance Accounting Manager Jamison Horner, MidValley Television Manager Judy Devall, and Executive Assistant/Deputy City Clerk Heidi Riojas (DCC Riojas).

PUBLIC COMMENT

Community Safety Network (CSN) Representative Diana Sampson, announced that from 8:30 a.m. to 12:30 p.m. on October 15, 2016 CSN is organizing a Fall Clean-up and Graffiti Paint Out event in the community. Ms. Sampson distributed flyers promoting the event.

CONSENT AGENDA

Councilmember Thorington moved, seconded by Councilmember J. Jiménez to approve Consent Agenda items a, b, d and e:

- a. Approve Minutes of the September 12, 2016 Regular Council Meeting.
- b. Receive July 2016 Budget Report and Update Memorandum Submitted by Finance Director/City Clerk Debbie Zabell.
- d. Approve Payroll Checks Number 33519 through 33535 and EFTPR751-758 in the total amount of \$234,062.28 dated September 22, 2016.
- e. Approve Claims Checks Number 84617 through 84690, EFTAP155, and EFT-IC 7-31-16 in the total amount of \$377,866.89 dated September 26, 2016 and void Check Number 84602.

Motion carried unanimously.

Councilmember Thorington requested an explanation for the viewing audience why item c is for \$0.00. CM Hoyt responded that during the life of the project the contractor has submitted pay estimates for labor and time with the remainder held for retainage that the City holds in the form of a bond until the completion of the project. Upon completion of the project and once the 60-day lien process has passed the City will release the retainage to the contractor.

Councilmember Thorington moved, seconded by Councilmember Oaks to approve Consent Agenda item c:

- c. Approve Pay Estimate #4 and Final Payment to TTC Construction, Inc. in the amount of \$0.00 with a Retainage Bond Held by the City, for the 2014 Water Main Improvements – Phase 2 Project.

Motion carried unanimously.

NEW BUSINESS

Presentation by Stephen Hazzard, Professional Engineer with Huibregtse Louman Associates, Inc. Regarding the City Applying to the State of Washington Drinking Water State Revolving Fund (DWSRF) Loan Application for Water Improvements Projects.

Mr. Hazzard) updated Council on the progress of the 2016 Drinking Water State Revolving Fund (DWSRF) loan application, noting the application is to request funding for Well No. 5 Rehabilitation and the 2107 Water Main Improvements. Mr. Hazzard provided Council with the City's current Water System Plan map and summarized the projects included in the DWSRF

application which include: t Well No. 5 Rehabilitation, Water Main Looping on Satus Avenue, South Date Street Water Main Upsize and South Chestnut Street Water Main Upsize. Mr. Hazzard further noted that the current adopted water rate structure for 2016 and 2017 includes the proposed improvements thereby no rate increases were needed.

CM Hoyt provided additional information for each of the projects noting each had been identified as priorities to apply for funding from DWSRF.

Councilmember Piñon moved, seconded by Councilmember Walle to Authorize City Manager Lance Hoyt to Apply a Loan Application to Request Funding from the State of Washington Drinking Water State Revolving Fund. Motion carried unanimously.

Declare the 2014 Water Improvements – Phase 2 Project Complete and Start the 60-day Lien Process.

Councilmember Thorington moved, seconded by Councilmember Oaks to Declare the 2014 Water Improvements – Phase 2 Project Complete and Start the 60-Day Lien Process. Motion carried unanimously.

Presentation by Finance Director/City Clerk Debbie Zabell Regarding 2017 Preliminary Budget.

FD Zabell updated Council on the 2017 Preliminary Budget process and distributed handouts for Council to further explain the process for the benefit of the new Councilmembers and the viewing audience. FD Zabell explained the process and requirements for the City to follow for the budget process that includes the statutory dates the City is required to meet. With the handout, Council received a copy of the proposed budget calendar outlining the dates for each step in the budget process. FD Zabell described in detail the purpose of the budget process and the role of Council during the budget process. FD concluded her presentation noting Council would receive the proposed preliminary budget at their October 3, 2016 Study Session meeting.

COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

Councilmember Walle reported that she attended the Yakima Valley Conference of Governments meeting.

Councilmember J. Jiménez reported he has been attending the Community Safety Network meetings.

Mayor C. Jiménez reported she attended the Yakima County Disability Board meeting, the YVCOG meeting and attended the Yakima County Fair to volunteer at the YVCOG table to distribute surveys.

CITY MANAGER REPORTS

CM Hoyt reported on the following:

- The progress of the Fort Road Project that is anticipated to be completed by next Spring.
- The start for the installation of a Cascade Natural Gas reservoir line to serve Legends Casino. The project will commence on October 3, 2016 and divert traffic to one lane West bound from Carlson Avenue to Linden Street.
- The progress of the Zillah Bridges Replacement Project between Zillah and Toppenish that is anticipated to be completed in December 2017.
- The Driving Rural Yakima Valley Economy Trans Action meeting that included a presentation by Rob Eaton with AMTRAK sharing how Leavenworth was successful in establishing an AMTRAK passenger train stop in the community. To start the process

to illustrate a need for the restoration of passenger train service to the Yakima Valley a survey has been created and is being distributed at the DRVYE and YVCOG booth at the Yakima County Fair for visitors to complete.

- Use of the Safe Haven building once Yakima Valley Farm Workers Clinic has finished completion of its new building in November 2107. The City is considering the relocation of staff from public works, building and planning, and recreation and close the gated entrance on Buena Way.
- AWC Regional Meeting on October 6, 2016 in Sunnyside. Councilmember Ortloff requested to be registered for the meeting.

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:54 p.m.



HEIDI RIOJAS, CMC
EXECUTIVE ASSISTANT/DEPUTY CITY CLERK



CLARA R. JIMENEZ, MAYOR