

TOPPENISH CITY COUNCIL
Study Session Minutes
November 2, 2015

CALL TO ORDER

Mayor Belton called the meeting to order at 5:00 p.m.

ROLL CALL

Present: Mayor Loren Belton and Councilmembers Zachary Dorr, Clara Jiménez, Mark Oaks, Derald Ortloff, Randy Taylor, and Blaine Thorington.
Staff Present: City Manager Lance C. Hoyt (CM Hoyt), Community Development Director William Rathbone (CDD Rathbone), and Executive Assistant/Deputy City Clerk Heidi Riojas.

**PRESENTATION BY LARRY MATSON, YAKIMA VALLEY
CONFERENCE OF GOVERNMENTS DIRECTOR REGARDING THE
YVCOG 2016 PRELIMINARY BUDGET**

Larry Matson, YVCOG Director reported to Council on the proposed YVCOG 2016 Preliminary Budget. Mr. Matson stated that the proposed salary increases for YVCOG staff are the result of a recent salary survey conducted with other Conference of Governments agencies in Skagit, Whatcom, Spokane, and Benton-Franklin. The survey discloses the salary gaps between certain YVCOG staff and other Conference of Governments staff in the State. Mr. Matson reported that the salary proposal will provide eight YVCOG staff with salary increases of 3% -8%, one person an 11% salary increase, and the Deputy Director with a 22% salary increase. It was determined to increase the duties of the Deputy Director to include Human Resources, rather than have Yakima County handle Human Resource for YVCOG. Mr. Matson stated that YVCOG is striving to be a separate entity from Yakima County to achieve a better fit for the roles and duties of YVCOG staff by conducting the human resources in-house. Councilmember Jiménez suggested that Mr. Matson consider having incremental salary increases. Mr. Matson reported that he would present the suggestion to the Executive Board members at the next meeting.

**PRESENTATIONS BY CITY MANAGER AND COMMUNITY
DEVELOPMENT DIRECTOR REGARDING UPDATING THE MASTER
INTERLOCAL AGREEMENT FOR GROWTH MANAGEMENT ACT
IMPLEMENTATION IN YAKIMA COUNTY**

City Manager Hoyt (CM Hoyt) reported that Community Development Director Rathbone (CDD Rathbone) would present the updates for the Master Interlocal Agreement for Growth Management Act Implementation in Yakima County that was signed in 1999. CDD Rathbone stated Tommy Carroll, a Yakima County Long Range Planner, was present to answer any questions regarding the update. Council received a copy of the draft agreement detailing the changes to the existing agreement with their agenda materials. The overall intent of the update is to make the Master Interlocal Agreement more user friendly, better reflect current Growth Management Act requirements and to establish clearer management structure for growth and development within the unincorporated Urban Growth Areas. CM Hoyt reported that Council would receive a proposed Resolution for adoption to authorize the final document at the November 9, 2015 Council Meeting.

**RECEIVE UPDATE FROM CITY MANAGER REGARDING THE STATE
DEPARTMENT OF ENTERPRISE SERVICES ENERGY PROGRAM**

CM Hoyt reported that Apollo Solutions Group, a contractor for the State Department of Enterprise Services (DES) Energy Program, has completed the evaluation of City facilities to develop an energy services proposal outlining methods to conserve on utilities and energy usage. A copy of the draft was distributed to Council for preliminary review. CM Hoyt stated that the draft Phase 1 document details the proposed energy efficiency projects with the utility incentives, annual cost, and simple payback after incentives. The energy efficiency projects include HVAC units for City Hall, the Fire Department, and the Police Department, exterior lighting and controls for the Police Department, City Hall, the Public Works Shops, the Library, and the Wastewater Treatment Plant. CM Hoyt stated that he has scheduled representatives from DES and Apollo Solutions to be at the November 9, 2015 Council Meeting to present the proposal for the first phase of the program.

UPDATES FOR THE 2016 PRELIMINARY BUDGET

CM Hoyt reported that Ted Pooler with Huibregtse Louman Associates should have the rate study completed within the next week. In addition, CM Hoyt stated that it was discovered that the final public hearing notice was not in the newspaper as scheduled so the Final Public Hearing regarding the 2016 Budget will be held on November 23, 2015 instead of November 9, 2015.

Councilmember Jiménez moved, seconded by Councilmember Ortloff to excuse Councilmember Oaks from the November 9, 2015 Regular Meeting. Motion carried unanimously.

There being no further business to come before the Council, the meeting was adjourned at 5:35 p.m.

LOREN BELTON, MAYOR

HEIDI RIOJAS, CMC
EXECUTIVE ASSISTANT/DEPUTY CITY CLERK