

TOPPENISH CITY COUNCIL
Regular Meeting Minutes
November 9, 2015

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

ROLL CALL

Present: Mayor Loren Belton and Councilmembers Zachary Dorr, Clara Jiménez, Derald Ortloff, Randy Taylor, and Blaine Thorington.

Absent: Councilmember Mark Oaks.

Staff Present: City Manager Lance C. Hoyt (CM Hoyt), City Attorney Gary M. Cuillier, Finance Director/City Clerk Linda B. Mead (FD Mead), Deputy Finance Director/City Clerk Debbie Zabell, City Interpreter Jorge Villaseñor, MidValley Television Manager Judy Devall, and Executive Assistant/Deputy City Clerk Heidi Riojas.

PUBLIC COMMENT

Diana Sampson, 512 South Alder Street, Toppenish, announced that ESD 105 would be hosting a Youth Suicide Prevention Program on November 12, 2015 from 5:00 p.m. to 8:00 p.m. at the United Methodist Church in Toppenish.

CONSENT AGENDA

Councilmember Thorington moved, seconded by Councilmember Dorr to approve Consent Agenda items a through e:

- a. Approve Minutes of the October 26, 2015 Regular Council Meeting.
- b. Approve Minutes of the November 2, 2015 Study Session.
- c. Approve Pay Estimate #1 to Columbia Asphalt & Gravel, Inc. in the total amount of \$136,951.13, with a retainage bond held by the City, for the West First Avenue Sidewalk Improvements Project.
- d. Approve Payroll Checks Number 33206 through 33221 and EFTPR594-600 in the total amount of \$174,405.24 dated November 4, 2015.
- e. Approve Claims Checks Number 82640 through 82721 in the total amount of \$234,992.31 dated November 9, 2015.

Motion carried unanimously.

OLD BUSINESS

Presentation by Theodore W. Pooler, Professional Engineer with Huibregtse, Louman Associates, Inc. Regarding Utility Rate Analysis.

Theodore W. Pooler, P.E. with Huibregtse, Louman Associates, Inc. reported on the results of the 2016 Utility Rate Analysis for the Water, Sewer, and Solid Waste Funds to ensure that the rate structures meet the revenue needs to pay the expenses to keep the funds self-supporting and sustainable for the future. Mr. Pooler stated that with a prior Ordinance the City built in rate increases for the water, sewer, and garbage funds for the years 2016 and 2017. Mr. Pooler reported that the revenues and expenditures for the Water, Sewer, and Solid Waste Funds are at or below as projected. It is the recommendation of Mr. Pooler to maintain the current rates as previously adopted by Ordinance for the Water, Sewer, and Solid Waste Funds. Mr. Pooler

informed Council that the City has done an excellent job of managing the budgeted expenditures in the Enterprise Funds to keep the rates at the most stable levels.

Presentations by City Manager and Finance Director/City Clerk Regarding 2016 Budget.

Finance Director/City Clerk Linda Mead (FD Mead) reported on changes to the 2016 Preliminary Budget as detailed in her Memorandum presented to Council.

NEW BUSINESS

Resolution 2015-25:

Resolution Approving Agreement with the Humane Society of Central Washington for Animal Control Services.

City Manager Hoyt (CM Hoyt) reported that the proposed Resolution is for animal control services for the next three years.

Councilmember Jiménez moved, seconded by Councilmember Taylor to adopt Resolution 2015-25, a Resolution Approving Agreement with the Humane Society of Central Washington for Animal Control Services. Motion carried unanimously.

Resolution 2015-26:

A Resolution Designating Official Newspaper.

CM Hoyt recited the proposed Resolution is to designate the Review-Independent as the Official Newspaper from January 1, 2016 through December 31, 2016.

Councilmember Thorington moved, seconded by Councilmember Dorr to adopt Resolution 2015-26, a Resolution Designating Official Newspaper. Motion carried unanimously.

Resolution 2015-27:

A Resolution Approving the Updated Master Interlocal Agreement for Growth Management Act Implementation in Yakima County.

City Manager Hoyt (CM Hoyt) recited the proposed Resolution that will approve the updated Master Interlocal Agreement for Growth Management Act Implementation in Yakima County.

Councilmember Dorr moved, seconded by Councilmember Jiménez to adopt Resolution 2015-28, a Resolution Approving the Updated Master Interlocal Agreement for Growth Management Act Implementation in Yakima County. Motion carried unanimously.

Resolution 2015-28:

Resolution Approving Change Order No. 1 to Contract with Columbia Asphalt & Gravel, Inc. for the West First Avenue Sidewalk Improvements Project.

CM Hoyt reported that the proposed Resolution is to approve Change Order No. 1 with Columbia Asphalt & Gravel, Inc. for the West First Avenue Sidewalk Improvements Project, which is a procedural change only that has no change to the contract dollar amount.

Councilmember Ortloff moved, seconded by Councilmember Taylor to adopt Resolution 2015-28, a Resolution Approving Change Order No. 1 to Contract with Columbia Asphalt & Gravel, Inc. for the West First Avenue Sidewalk Improvements Project. Motion carried unanimously.

Resolution 2015-29:

Resolution Approving the Installation/Sales Agreement with Interconnect Systems to Purchase a New Phone System for all City Departments.

CM Hoyt reported that the proposed Resolution is to approve the purchase agreement with Interconnect Systems Phone Service to purchase a new phone system for all City departments.

Councilmember Ortloff moved, seconded by Councilmember Thorington to adopt Resolution 2015-29, a Resolution Approving the Installation/Sales Agreement with Interconnect Systems to Purchase a New Phone System for all City Departments. Motion carried unanimously.

Resolution 2015-30:

Resolution Approving Interlocal Jail Agreement with the City of Zillah.

CM Hoyt reported that the proposed Resolution is to approve an Interlocal Jail Agreement with the City of Zillah.

Councilmember Jiménez moved, seconded by Councilmember Taylor to adopt Resolution 2015-30, a Resolution Approving Interlocal Jail Agreement with the City of Zillah. Motion carried unanimously.

Decide and Take Action to Allocate the 2016 Tourism Development Funds after Reviewing and Discussing Recommendations from the Lodging Tax Advisory Committee.

Executive Assistant/Deputy City Clerk Riojas (EA Riojas) reported that Council has received the recommendation from the Lodging Tax Advisory Committee for the allocation of the 2016 Tourism Funds. The Lodging Tax Advisory Committee (LTAC) members recommend funding \$43,070.00 to the Toppenish Chamber of Commerce; \$2,000.00 to the Central Washington Junior Livestock Show; \$8,000.00 to the Yakima Valley Tourism (YVT) with stipulations; \$5,500.00 to the Yakima Valley Rail and Steam Museum Association, \$10,440.00 to the City of Toppenish for the administration and operation of the tourism program; \$3,000.00 to the City of Toppenish for the flower basket program; and \$3,100.00 to the City of Toppenish for the purchase of street light pole banners with stipulations, for a total amount of \$75,110.00. It was stated by EA Riojas for the benefit of the public that the tourism funds are Special Revenue Funds that are separate from the General Fund. Council was informed by Finance Director Mead that the recommendation leaves a minimum of \$5,000.00 for an ending fund balance in the Tourism Fund.

Councilmember Jiménez moved, seconded by Councilmember Thorington to adopt the Lodging Tax Advisory Committee members recommendation for allocation of the 2016 Tourism Development Funds of \$75,110.00 with \$43,070.00 to the Toppenish Chamber of Commerce; \$2,000.00 to the Central Washington Junior Livestock Show; \$8,000 to Yakima Valley Tourism for the 2016 Yakima Valley Official Visitors Guide with \$3,095.00 for the two page mural map and the balance for leisure travel, excluding the portion for media relations; \$5,500.00 to Yakima Valley Rail and Steam Museum Association; \$10,440.00 to the City of Toppenish for administration and operation of the tourism program; \$3,000 to the City of Toppenish for the flower basket program; and \$3,100.00 to the City of Toppenish to purchase 20 poly canvas street light pole banners. Motion carried unanimously.

Set November 23, 2015 as the Date for a Public Hearing for the Natural Hazard Mitigation Plan Annex.

Councilmember Jiménez moved, seconded by Councilmember Thorington to set November 23, 2015 as the date for a public hearing for the Natural Hazard Mitigation Plan Annex. Motion carried unanimously.

Set Agenda for the December 7, 2015 Study Session.

It was the consensus of Council to discuss the 2016 Budget review and possibly a zoning map update during the December 7, 2015 Study Session.

COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

Mayor Belton reported that he helped with the Ranch Party on November 5, 2015 and announced that two City employees, Damon Dunsmore and Daniel Perez, were honored for their 25 years of service to the City.

CITY MANAGER REPORTS

CM Hoyt reported that during the November 23, 2015, Council would receive a presentation on the proposal created for the Energy Savings Performance Program. In addition, CM Hoyt stated that the West First Avenue Sidewalk Improvements Project is projected to complete this week, and the City proceeding with the Charter negotiations by receiving the assistance of Attorney Bob Noe.

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:51 p.m.

LOREN BELTON, MAYOR

HEIDI RIOJAS, CMC
EXECUTIVE ASSISTANT/DEPUTY CITY CLERK