

**TOPPENISH CITY COUNCIL**  
**Regular Meeting Minutes**  
**November 27, 2023**

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

**ROLL CALL**

Attendees: Mayor Elpidia Saavedra, Mayor Pro Tem Loren Belton, and Councilmembers Naila Duval, George Garcia, Josh Garza, and Cristian Sanchez  
Absent: Councilmember Kyle Pettit  
Staff: City Manager Debbie Zabell (CM Zabell), City Attorney Gary Cuillier, Assistant City Manager/Public Works Director Dan Ford (ACM/PWD Ford), Chief of Police John Clary, Information Technology Services Manager Van Donley, Police Officer Zackary Williams, K-9 Officer Grom, City Clerk Heidi Riojas (CC Riojas), and Community Television Manager Sean Davido

CC Riojas conducted roll call for each City Councilmember to respond their attendance at the meeting. Mayor Saavedra, Mayor Pro Tem Belton, and Councilmembers Duval, Garcia, Garza, Pettit, and Sanchez responded their attendance during roll call. Councilmember Pettit was not present at the meeting.

**APPROVE AGENDA**

Mayor Pro Tem Belton moved, seconded by Councilmember Duval to approve the November 27, 2023, Agenda. Motion carried unanimously.

**NEW EMPLOYEE INTRODUCTION AND SWEARING IN POLICE OFFICER**

Chief Clary introduced the newest addition to the department, K-9 Officer Grom, with his handler, Police Officer Zackary Williams. Officer Williams updated Council that K-9 Officer Grom, a narcotics detection dog, has been certified with the State of Washington since November 5, 2023.

CC Riojas administered the oath of office to K-9 Officer Grom with his handler, Police Officer Zackary Williams.

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

Councilmember Duval moved, seconded by Councilmember Garza to approve Consent Agenda items a through d:

- a. Approve Minutes of the November 13, 2023, Regular Meeting
- b. Approve Minutes of the November 20, 2023, Special Meeting
- c. Approve Payroll Checks Numbers 36464 through 36482 and Electronic Transfers EFTPR3126-EFTPR3139 in the total amount of \$294,657.50 dated November 22, 2023, and void Checks Numbers 36464 through 36467

- d. Approve Claims Checks Numbers 98037 through 98088 in the total amount of \$101,278.80 dated November 27, 2023

Motion carried unanimously.

## **PUBLIC HEARING**

### **Public Hearing Regarding 2024 Revenue Sources and 2024 Tax Levy. Receive Staff Presentation and Public Comments on Proposed 2024 Tax Levy.**

Mayor Saavedra opened the public hearing at 7:08 p.m.

CM Zabell reported that the public hearing was to provide the revenue estimates for the 2024 Preliminary Budget. She noted that the proposed revenues for all funds consist of various revenue sources which include Property, Sales, and Utility Taxes, as well as Charges for Services. She further noted the total projected revenues to be \$31,625,199.

CM Zabell reported that the 2024 Preliminary Budget includes the allowable 1% increase or \$9,166.18 in Ad Valorem Taxes, better known as Property Taxes. The anticipated levy rate in 2024 will be an estimated \$1.65 per \$1,000 of assessed valuation compared to the rate of \$1.91 in 2023.

There being no comments from the public, Mayor Saavedra closed the public hearing at 7:17 p.m.

## **NEW BUSINESS**

### **Mayor Saavedra Read Ordinance 2023-11 Into The Record: An Ordinance of the City of Toppenish, Washington, Determining and Fixing the Amount of Moneys to be Raised by Ad Valorem Taxes to Finance the Municipal Operations for the City of Toppenish, Washington, for the Fiscal Year Ending December 31, 2024.**

Mayor Pro Tem Belton moved, seconded by Councilmember Duval to adopt Ordinance 2023-11. Motion carried unanimously.

### **Resolution 2023-43: A Resolution Designating Official Newspaper.**

Councilmember Duval moved, seconded by Councilmember Garcia to approve Resolution 2023-43. Motion carried unanimously.

### **Resolution 2023-44: A Resolution Approving Agreement No. E24-179 Between Washington State Military Department and the U.S. Department of Homeland Security and City of Toppenish in Conjunction with the State and Local Cybersecurity Grant Program Agreement Funds Award.**

Mayor Pro Tem Belton moved, seconded by Councilmember Garza to approve Resolution 2023-44. Motion carried unanimously.

**Resolution 2023-45: A Resolution Approving Professional Services Agreement RFP 2023-02 Between CivicPlus, LLC and City of Toppenish for the Website Redesign, Development, and Migration.**

Councilmember Duval moved, seconded by Mayor Pro Tem Belton to approve Resolution 2023-45. Motion carried unanimously.

**COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS**

Mayor Pro Tem Belton reported his attendance at the Lighted Christmas Parade on November 25, 2023. He encouraged the community to help the City to decorate the downtown tree with lights.

Councilmember Duval reported her attendance at the Lighted Christmas Parade and acknowledged the participation of the Fire Department with the firefighters decorating Ole Suzie with lights and passing out candy canes. She reminded the public of Friday Freebie Movie on December 1 will be at the Railroad Depot showing Polar Express.

Councilmember Garza had nothing to report.

Councilmember Sanchez reported he is meeting with Representative Alex Ybarra on November 28, 2023 and assisting SkillsUSA with its campaign on November 30, 2023 to collect supplies to support animals in need.

Councilmember Garcia had nothing to report.

Mayor Saavedra had nothing to report.

**CITY MANAGER REPORT**

CM updated Council on the following:

- New Budget and Finance Director Adam Vaughn will start on December 1, 2023
- Council/Staff Strategic Planning Meeting on December 2, 2023
- Department budget presentations will be on December 4, 2023
- Yakima Valley Conference of Governments Membership Meeting December 13, 2023

**ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 7:33 p.m.

  
\_\_\_\_\_  
ELPIDIA SAAVEDRA, MAYOR

  
\_\_\_\_\_  
HEIDI RIOJAS, CMC, CITY CLERK