

ORDINANCE 2024-02

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON, CREATING A NEW CHAPTER 2.33 OF THE TOPPENISH MUNICIPAL CODE FOR ESTABLISHING A BUDGET AND FINANCE COMMITTEE, DETERMINING MEMBERS AND THEIR TERMS AND DUTIES, SETTING MEETING SCHEDULE AND REQUIRING CITY STAFF ATTENDANCE, PROVIDING FOR SEVERABILITY, CORRECTIONS, AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS the Toppenish City Council has been in deliberations about the prospects of forming a committee of the council to deal with budget and financial issues, and after discussion has determined that it will be of benefit to the public and to the efficiency of the City Council to form such a committee,

NOW THEREFORE THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1: A new Chapter 2.33 of the Toppenish Municipal Code is enacted for the purpose of establishing a Budget and Finance Committee, as follows:

**Chapter 2.33  
BUDGET AND FINANCE COMMITTEE**

Sections:

- 2.33.010 Budget and Finance Committee.
- 2.33.020 Committee Members.
- 2.33.030 Appointment of Committee Members.
- 2.33.040 Terms.
- 2.33.050 Duties.
- 2.33.060 Meetings.
- 2.33.070 City staff.

**2.33.010 Budget and Finance Committee.**

There is hereby established a committee of the Toppenish City Council, to be known as the Budget and Finance Committee.

**2.33.020 Committee Members.**

Members of the Budget and Finance Committee shall be members of the City Council. Three councilmembers shall serve on the committee. One councilmember shall serve as an alternate, to attend a meeting of the committee only in the absence of a regular committee member.

### **2.33.30 Appointment of Committee Members.**

Members of the Budget and Finance Committee shall be selected and appointed by the City Council.

### **2.33.040 Terms.**

Committee members shall serve for terms of two years. In the event a member does not, for any reason, complete a term, another member of the City Council shall be selected and appointed by the City Council to complete the remainder of the unexpired term.

### **2.33.050 Duties.**

The Budget and Finance Committee shall address issues referred to it by the City Council and staff, and may also consider issues presented by the public, or by one of its members. In addressing an issue, the Committee shall discuss it and decide whether to make a recommendation to the City Council. The Committee may take into consideration information and recommendations from City staff and any other source it deems appropriate.

### **2.33.060 Meetings.**

The Committee shall meet monthly, on the 3rd Tuesday, at 5:00 p.m. One person on the committee shall be selected to serve as chairperson of the committee. Meetings shall be informal. The public shall be allowed to attend all committee meetings. Minutes of each meeting shall be kept and provided to the City Council at the next regular Council meeting. The Committee shall establish its rules of procedure for the conduct of its meetings. All meetings shall take place at City Hall unless otherwise determined by the Committee. No more than three members of the City Council shall attend a Committee meeting unless proper notice has been given as required by law. Notwithstanding the above, the Committee need not meet every month if it determines that to do so would be unnecessary.

### **2.33.070 City Staff.**

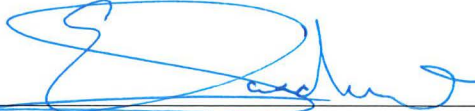
Attendance by City staff at Committee meetings shall be determined by the meeting agenda and the City Manager, who shall require such City personnel to attend as shall best serve the needs of the Committee with its deliberation of the topics on the meeting agenda. Unless excused by the Committee, the Budget and Finance Director, Deputy City Clerk, and the City Manager shall attend all Committee meetings.

Section 2. Severability: If any section, sentence, clause, or phrase of this Ordinance should be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

Section 3. Corrections: The city clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the corrections of scribes/clerical errors, references, section or subsection numbers and any references thereto.

Section 4. Effective Date: That this Ordinance shall be effective five (5) days after passage, approval and publication as required by law.


PASSED by the Toppenish City Council at its regular meeting held on the 8<sup>th</sup> day of April, 2024.

  
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ELPIDIA SAAVEDRA, Mayor

ATTEST:

  
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HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

  
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GARY M. CUILLIER, City Attorney

# CITY OF TOPPENISH

21 West First Avenue  
Toppenish, WA 98948


*"Where the West Still Lives"*

## CLERK'S CERTIFICATION

I, the undersigned, the duly chosen, qualified and acting Clerk of the City of Toppenish, Washington, and keeper of the records of the Council of the City (herein called the "Council"), DO HEREBY CERTIFY:

1. That the attached Ordinance 2024-02(herein called the "Ordinance") is a true and correct copy of an Ordinance of the City, as finally passed at a meeting of the Council held on the 8th day of April, 2024, and duly recorded in my office.
2. That said meeting was duly convened and held in all respects in accordance with law, and, to the extent required by law, due and proper notice of such meeting was given; that a quorum was present throughout the meeting and a legally sufficient number of members of the Council voted in the proper manner for the passage of the ordinance; that all other requirements and proceedings incident to the proper passage of the Ordinance have been duly fulfilled, carried out and otherwise observed; and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Toppenish, Washington, this 9th day of April, 2024.



Heidi Riojas, CMC, City Clerk

Official Newspaper: *Sunnyside Sun*

Published: April 17, 2024

Effective: April 22, 2024