



**TOPPENISH CITY COUNCIL
REGULAR MEETING AGENDA
SEPTEMBER 12, 2022 – 7:00 P.M.**

TELEVISED LIVE ON MIDVALLEY TELEVISION
SPECTRUM CABLE CHANNEL 194

1. REGULAR SESSION CALL TO ORDER

Pledge of Allegiance/Roll Call/Welcome

2. APPROVE AGENDA

3. PUBLIC COMMENT

The City Council welcomes public attendance at Council meetings. This meeting is for the conduct of regular City business. At this time, citizen comments and inquiries about agenda business or general City matters are encouraged. If you wish to address the City Council, please stand or raise a hand so you can be called upon. After you are recognized, please come forward to the lectern, state your name, and address for the public record. Your remarks must be limited to three minutes or less. Please use the microphone.

4. CONSENT AGENDA

All matters on the consent agenda have been provided to each Councilmember for review and are considered to be routine or have been previously discussed and will be adopted by one motion and vote without discussion. However, if a Councilmember desires, any item on this agenda will be discussed before any action is taken on it.

- a. Approve Regular Meeting Minutes dated August 22, 2022
- b. Approve Study Session Minutes dated September 6, 2022
- c. Resolution 2022-37: Approve Amendment No. 1 to Agreement with the Yakima Humane Society
- d. Approve Payroll Checks Number 35896 through 35920 and electronic transfers in the total amount of \$180,394.67 dated September 6, 2022
- e. Approve Claims Checks Number 95926 through 96009 and EFTAP304 through EFTAP307 in the total amount of \$486,510.30 dated September 12, 2022, and void Check Number NR95867 and NREFTAP297

5. NEW BUSINESS

- a. Capital Projects Update
- b. Council Presentation Training

6. COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

7. CITY MANAGER REPORT

8. ADJOURNMENT

NEXT REGULAR COUNCIL MEETING WILL BE HELD ON SEPTEMBER 26, 2022

**TOPPENISH CITY COUNCIL
Regular Meeting Minutes
August 22, 2022**

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

ROLL CALL

Attendees: Mayor Elpidia Saavedra, Mayor Pro Tem Clara Jiménez, and Councilmembers Loren Belton, Juan Ceja, Naila Duval, George Garcia, and Kyle Pettit
Staff: City Manager Debbie Zabell (CM Zabell), City Attorney Gary Cuillier, Assistant City Manager Ford (ACM Ford), Interim Public Works Superintendent Shaun Burgess, Police Captain Joseph Mehline, City Clerk Heidi Riojas (CC Riojas), and Cable Television Manager Judy Devall

CC Riojas conducted roll call for each City Councilmember to respond their attendance at the meeting. Mayor Saavedra, Mayor Pro Tem Jiménez, and Councilmembers Belton, Ceja, Duval, Garcia, and Pettit responded their attendance during roll call.

APPROVE AGENDA

Mayor Pro Tem Jiménez moved, seconded by Councilmember Garcia to approve the August 22, 2022 Agenda. Motion carried unanimously.

PRESENTATION

Council received a presentation from Katie Goodale, Program Coordinator II, sharing the plans for the Safe Haven Community Center. Coordinator Goodale discussed the types of programs offered at the center to assist the community.

PUBLIC COMMENT

None.

CONSENT AGENDA

Councilmember Pettit moved, seconded by Councilmember Garcia to approve Consent Agenda items a through c:

- a. Approve Regular Meeting Minutes dated August 8, 2022
- b. Approve Payroll Checks Number 35869 through 35895 and electronic transfers in the total amount of \$273,871.09 dated August 19, 2022
- c. Approve Claims Checks Number 95833 through 95925 and EFTAP303 in the total amount of \$257,986.75 dated August 22, 2022, and void Check Number NR95808

Motion carried unanimously.

NEW BUSINESS

Resolution 2022-36: A Resolution Authorizing Contract with Copper Hemp Electric LLC for the Electrical Services for Temporary Police Department Portables.

Mayor Pro Tem Jiménez moved, seconded by Councilmember Petit to adopt Resolution 2022-36. Motion carried unanimously.

COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

Councilmember Pettit had nothing to report.

Councilmember Belton had nothing to report.

Councilmember Garcia reported his attendance at the AWC Budget Workshop in Leavenworth.

Councilmember Ceja had nothing to report.

Mayor Pro Tem Jiménez reported her attendance at the Mayors' meeting to discuss the regional crime center, graffiti issues, and homeless population.

Councilmember Duval had nothing to report.

Mayor Saavedra had nothing to report.

CITY MANAGER REPORT

CM Zabell updated Council on the following:

- The swimming pool closed for the season on August 19. Staff has started work on making the necessary improvements for the facility for next year with the installation of the automated chemical feeder to alleviate water quality problems.
- Staff is working on the City's Audit that started on August 17 with anticipated completion by September 19.
- Washington Cities Insurance Authority 2022 Risk Audit on policing.
- Attended the City Managers conference on August 10 and August 11 in Yakima.
- Local City Managers/Administrators will gather for a lunch meeting on August 30 in Zillah.
- Administrative Services Director interviews set for September 2.
- Staff attended the Association of Washington Cities Budget Workshop on August 18 and August 19 in Leavenworth.

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:30 p.m.

MAYOR ELPIDIA SAAVEDRA

HEIDI RIOJAS, CMC, CITY CLERK

**TOPPENISH CITY COUNCIL
Study Session Minutes
September 6, 2022**

CALL TO ORDER

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

ROLL CALL

Present: Mayor Elpidia Saavedra, Mayor Pro Tem Clara Jiménez, and Councilmembers Loren Belton, Juan Ceja, Naila Duval, George Garcia, and Kyle Pettit
Staff Present: City Manager Debbie Zabell (CM Zabell), City Attorney Gary Cuillier, Assistant City Manager Dan Ford (ACM Ford), Chief of Police John Clary (CP Clary), Fire Chief Tim Smith, (FC Smith), and City Clerk Heidi Riojas (CC Riojas)

CC Riojas conducted roll call for each City Councilmember to respond their attendance at the meeting. Mayor Saavedra, Mayor Pro Tem Clara Jiménez, and Councilmembers Belton, Ceja, Duval, Garcia, and Pettit responded their attendance during roll call.

APPROVE AGENDA

Mayor Pro Tem Jiménez moved, seconded by Councilmember Garcia to approve the September 6, 2022 Agenda. Motion carried unanimously.

PUBLIC COMMENT

None.

AMENDMENT TO HUMANE SOCIETY CONTRACT

Chief Clary discussed with the Council the Trap-Neuter-Release (TNR) program provided by the Yakima Humane Society to help mitigate the feral cat population in the community. The Yakima Humane Society is proposing for the City to allocate up to \$2,000.00 per year to participate in the TNR program at the service rate of \$15.00 per feral cat.

Mayor Pro Tem Jiménez moved, seconded by Councilmember Ceja to include on the Consent Agenda an Amendment for the Yakima Humane Society Agreement for feral cats. Motion passed unanimously.

INFORMATION TECHNOLOGY

CM Zabell updated Council on the City receiving quotes from the City of Sunnyside and from Executech for information technology services. For the amount of quoted, staff recommends that it would be advantageous for the City to create a new Information Technology (IT) position for the City to hire an employee to manage the City's IT needs. The City's current IT services are not meeting the needs and receiving prompt responses. ACM Ford stated that the City needs to be proactive for the future IT needs with planning for hardware and software replacements, implementation, and integration with existing systems.

Councilmember Pettit moved, seconded by Councilmember Belton to add a full-time Information Technology position to the 2022 Budget and discontinue services with Vision MS Inc. Motion passed. Councilmember Ceja voted no.

2023 BUDGET CALENDAR

CM Zabell noted that the 2023 Budget Calendar was included with the agenda packet. It was the consensus of Council to schedule the November 21, 2022, Special Meeting at 5:30 p.m. to include dinner for Council and staff.

TOURISM FUND 2023 ALLOCATION

CM Zabell discussed with Council the restricted and unrestricted amounts within the Tourism Fund. The restricted amount is \$28,278.91 and the unrestricted amount is \$60,150.01 for a total of \$88,428.92. CM Zabell inquired how Council wants to allocate tourism funds. It was the consensus of Council to have staff proceed with the Request for Proposals to allocate the restricted funds within the Tourism Fund.

POLICE PROJECT UPDATE

ACM Ford updated Council on his conversations with Recreation and Conservation Office (RCO) staff regarding the proposal for the Police Department to move to Pioneer Park. RCO was contacted by a concerned citizen to notify them that the City was relocating the department to the park. In 1980, the City accepted an RCO grant and as a condition of the funding the City agreed to maintain the property as a park with no changes unless approved by RCO. ACM shared that he would continue working with RCO on the approved temporary location, creating a mitigation plan, and proposed park improvements.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 6:17 p.m.

ELPIDIA SAAVEDRA, MAYOR

HEIDI RIOJAS, CMC, CITY CLERK

RESOLUTION 2022-37

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TOPPENISH,
WASHINGTON APPROVING AMENDMENT NO. 1 TO AGREEMENT
WITH THE YAKIMA HUMANE SOCIETY TO PROVIDE ADDITIONAL
ANIMAL CONTROL SERVICES FOR THE CITY**

WHEREAS, the City of Toppenish and the Yakima Humane Society (YHS) have an agreement dated April 11, 2022 for services related to animal control and welfare, and

WHEREAS, the City Council finds it necessary to participate in the Trap-Neuter-Release (TNR) program offered by YHS to address the overwhelming feral cats in the community, and

WHEREAS, the parties agree to make an amendment to said agreement as set forth in the attached Amendment No. 1,

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON AS FOLLOWS:

The attached Amendment No. 1 to the Agreement with the Yakima Humane Society to participate in the TNR program is approved and the City Manager is authorized to execute said amendment.

This resolution shall be effective immediately upon passage and signatures hereto.

PASSED by the Toppenish City Council at its regular meeting held on September 12, 2022.

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

**AMENDMENT NO. 1
AGREEMENT BETWEEN
THE CITY OF TOPPENISH AND
THE YAKIMA HUMANE SOCIETY**

WHEREAS the City of Toppenish, Washington and Yakima Humane Society entered into an Agreement for Animal Control Services on April 11, 2022, and

WHEREAS said parties have agreed to make certain amendments to said Agreement,

NOW THEREFORE, in consideration of the mutual benefits to be derived, the parties agree as follows:

Section 1: The following paragraph XX is added to said Agreement to read as follows:

“XX. Trap-Neuter-Release Program:

The City agrees to participate in the Trap-Neuter-Release (TNR) program provided by the Society to assist in mitigating the overwhelming feral cat populations within the community. Every cat that participates in the TNR program is spayed/neutered, ear tipped, and vaccinated against Rabies and Feline Rhinotracheitis, Calicivirus and Panleukopenia at the cost of \$15.00 per cat. The City agrees to pay the Society up to \$2,000.00 per year for participation in the TNR program. This amount is in addition to the monthly rate noted in paragraph XIX(1)(a). The Society anticipates that it will be able to service three feral cats each week in the TNR program for one year.

Section 2: Except to the extent they are modified by this Amendment, all terms and provisions of the Agreement between the parties, dated April 11, 2022, shall not be affected.

DATED this ____ day of September, 2022.

CITY OF TOPPENISH

YAKIMA HUMANE SOCIETY

By: _____
Debbie Zabell, City Manager

By: _____
Sheryl Haga, Executive Director

ATTEST:

By: _____
Heidi Riojas, CMC, City Clerk

APPROVED AS TO FORM:

By: _____
Gary Cuillier, City Attorney

Payroll Check Register

Payroll for Period 8/16/2022 - 8/31/2022

Fund Number	Description	Amount
001-000-011	Legislative	\$3,380.97
001-000-013	Executive	\$5,733.34
001-000-014	Finance, Record	\$11,324.30
001-000-018	Central Services, Personnel Services	\$6,459.00
001-000-021	Law Enforcement	\$49,596.19
001-000-022	Fire Services	\$25,897.50
001-000-024	Protective Inspections	\$5,436.58
001-000-058	Planning and Community Development	\$1,043.87
001-000-076	Pool, Park Facilities	\$8,780.99
030-000-021	Criminal Justice Fund	\$6,327.43
050-000-000	Special Projects Fund	\$774.20
071-000-071	Recreation	\$1,062.35
101-000-000	Street Fund	\$5,109.49
108-000-000	Cemetery Fund	\$4,617.29
157-000-000	Cable TV Fund	\$4,050.20
401-000-000	Water Fund	\$13,808.50
403-000-000	Wastewater Fund	\$14,685.86
405-000-000	Solid Waste Fund	\$12,306.61
Grand Total		\$180,394.67

Payroll Checks 35896 - 35920 and Electronic Transfers.

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Toppenish, and that I am authorized to authenticate and certify to said claim.

Malarey Bethune

Malarey Bethune, Interim Finance Director

9/6/2022

Date

Accounts Payable Check Register

September 12, 2022

Number	Vendor Name	Account Description	Amount
95926	First American Title Insurance Company	Water Sales Residential	\$219.82
95927	First American Title Insurance Company	Water Sales Residential	\$185.67
95928	Fidelity Title Co.	Water Sales Residential	\$166.38
95929	Fidelity Title Co.	Water Sales Residential	\$23.30
95930	911 Supply Inc.	Personal Protective Equipment	\$379.13
95931	Amazon Capital Services	Office & Operating Supplies	\$78.30
		Operating Maintenance Supplies - General	\$188.05
		Operating/Maint. Supplies - General	\$3,019.68
		Operating/Maintenance Supplies - General	\$1,028.66
		Service Repair/Maintenance Police Dept Bldg	\$158.58
		Check Total:	\$4,473.27
95932	Aramark Uniform Services Everett Lockbox	Rentals	\$48.57
95933	Backflow Management, Inc.	Cross Connection Program	\$4,000.00
95934	Bitco Software LLC	Service/Maintenance Agreements	\$16,200.00
95935	Cascade Natural Gas Corp.	Fuel for Heating	\$102.04
		Fuel for Heating - City Hall	\$15.65
		Fuel for Heating - Fire	\$33.77
		Fuel for Heating - Police	\$57.64
		Fuel for Heating - Recreation	\$43.37
		Fuel for Heating - Swimming Pool	\$1,890.82
		Check Total:	\$2,143.29
95936	CenturyLink	Telephone	\$2,116.38
95937	CenturyLink 313081835	Telephone	\$881.08
		Telephone - Utility Billing	\$80.10
		Check Total:	\$961.18
95938	Charter Communications	Internet	\$615.00
		Internet & Cable MVTV	\$181.57
		Internet & Cable City Hall	\$179.98
		Internet & Cable Fire Department	\$179.98
		Internet & Cable Police Department	\$29.88
		Internet & Cable Sewer	\$139.98
		Internet - Parks	\$119.99
		Check Total:	\$1,446.38
95939	Cintas Corporation #605	Rentals	\$46.98
		Uniform Cleaning	\$368.88
		Check Total:	\$415.86
95940	City of Toppenish	City Utility Service - Fire	\$346.52
		City Utility Service - Police	\$542.64
		City Utility Services	\$426.13
		City Utility Services - Cemetery	\$92.90

Number	Vendor Name	Account Description	Amount
		City Utility Services - City Hall	\$346.52
		City Utility Services - Parks	\$4,740.22
		City Utility Services - Recreation	\$163.26
		City Utility Services - Swimming Pool	\$593.08
		City Utility Services - Treatment Plant	\$502.35
		Check Total:	\$7,753.62
95941	D&G Cleaning LLC.	Janitorial Services - City Hall	\$3,600.00
		Janitorial Services - Police Department	\$3,600.00
		Check Total:	\$7,200.00
95942	Department of Ecology Cashiering Unit	Intergovernmental Loan Principal - Ecology L0800015	\$223,472.61
95943	Department of Labor & Industries - Vessel Section	Repair & Maintenance Equipment	\$56.80
		Service Repair/Maintenance	\$85.20
		Service Repair/Maintenance - Fire Dept Building	\$56.80
		Service Repair/Maintenance Depot Facility	\$85.20
		Service Repair/Maintenance Equipment	\$56.80
		Service Repair/Maintenance Police Dept Bldg	\$85.20
		Service Repair/Maintenance Pool	\$142.00
		Service Repair/Maintenance Rec Bldg	\$28.40
		Service/Repair Maintenance- SH Building	\$217.20
		Check Total:	\$813.60
95944	DeVries Business Records Management, Inc.	Recycling & Shred Services	\$45.30
95945	DW Excavating, Inc.	Utility Deposits Applied & Refunds	\$900.00
95946	EarthCam, Inc.	Alarm Monitoring	\$300.00
95947	Elwood Staffing Services, Inc.	Professional Services	\$3,041.89
		Professional Services - Seasonal Help	\$1,567.06
		Check Total:	\$4,608.95
95948	Eurofins Microbiology Laboratories, Inc.	Professional Services	\$470.00
95949	Federal Express Corporation	Postage	\$15.88
95950	Firm Headquarters	Professional Services	\$2,067.50
95951	Galls, Inc.	Office & Operating Supplies	\$57.58
		Operating/Maint. Supplies - General	\$57.58
		Uniforms & Clothing	\$210.63
		Check Total:	\$325.79
95952	Gray & Osborne, Inc.	Professional Services	\$294.46
		Sewer System Imp - Engineering	\$46,995.35
		Sewer System Imp - Solids Handling Plan	\$5,537.06
		Check Total:	\$52,826.87
95953	Growers Supply Co.	P: Refundable Deposit - Refunded	\$2,270.73
95954	H.D. Fowler Company	Operating/Maintenance Supplies - General	\$189.62
95955	Howard's Tire Factory Inc	Repair & Maintenance - Vehicles	\$444.96
		Service Repair/Maintenance Vehicle	\$638.19
		Service Repair/Maintenance Vehicles	\$1,362.36

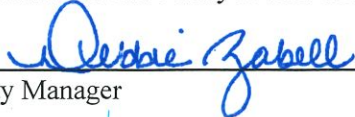
Number	Vendor Name	Account Description	Amount
		Check Total:	\$2,445.51
95956	Inland Fire Protection, Inc.	Repair & Maintenance Equipment	\$535.58
		Service Repair/Maintenance	\$16.52
		Service Repair/Maintenance - Fire Dept Building	\$33.05
		Service Repair/Maintenance Depot Facility	\$5.51
		Service Repair/Maintenance Equipment	\$465.05
		Service Repair/Maintenance Police Dept Bldg	\$141.26
		Service Repair/Maintenance Welcome Center Bldg	\$51.84
		Service/Maintenance Agreements	\$11.02
		Service/Repair Maintenance - PW Shop	\$276.05
		Check Total:	\$1,535.88
95957	Intermedia.net Inc.	Telephone	\$142.01
95958	JSR Furniture Company	Service Repair/Maintenance Rec Bldg	\$192.50
95959	Kustom Signals, Inc.	Capital Purchase - Police Vehicle	\$5,490.72
95960	Law Office of Gary M. Cuillier	Legal Services	\$341.00
		Legal Services - City Attorney	\$1,362.50
		Sewer System Imp - Legal	\$372.00
		Check Total:	\$2,075.50
95961	Liquid Measure, Inc.	Operating/Maint. Supplies - General	\$6,394.72
95962	Moon Security Service, Inc.	Alarm Monitoring	\$42.13
95963	Mora, Arthur R	Counsel for Indigents	\$5,100.00
95964	MPH Industries, Inc.	Service Repair/Maintenance Equipment	\$674.52
95965	Municipal Emergency Services Inc.	Service Repair/Maintenance Equipment	\$194.40
95966	Nolen Consulting	Professional Services - Police Building	\$12,570.06
95967	Northwest Code Professionals	Professional Services	\$9,147.68
95968	ODP Business Solutions, LLC	Office & Operating Supplies	\$196.06
95969	One Call Concepts, Inc.	Professional Services	\$49.22
95970	O'Reilly Auto Parts	Operating/Maint. Supplies - Park Facilities	\$33.47
		Operating/Maintenance Supplies - General	\$100.39
		Operating/Maintenance Supplies - Vehicles	\$708.16
		Check Total:	\$842.02
95971	OVS - Orchard & Vineyard Supply, LLC	Operating/Maint. Supplies - Park Facilities	\$21.21
95972	Pacific Office Automation	Photocopies	\$163.01
95973	Pacific Office Automation	Rentals	\$126.37
95974	Public Safety Psychological Services	Pre-Employment Services	\$670.00
95975	Rathbun Iron Works Inc.	Construction - Capital	\$30.13
		Operating/Maint. Supplies - Park Facilities	\$1.04
		Operating/Maintenance Supplies - Vehicles	\$155.61
		Personal Protective Equipment	\$90.72
		Small Tools & Minor Equipment	\$31.31

Number	Vendor Name	Account Description	Amount
		Check Total:	\$308.81
95976	Raymond's Upholstery	Service Repair/Maintenance Vehicles	\$345.60
		Service Repair/Maintenance Vehicles-Roadway	\$297.00
		Check Total:	\$642.60
95977	Renfrew, Sabrina	Employee Longevity	\$160.00
95978	Screening Mimies	Uniforms & Clothing	\$487.35
95979	Sea Western, Inc.	Personal Protective Equipment	\$8,111.20
95980	SHC Medical Center Toppenish	Medical Services	\$401.50
95981	Sound Uniform Solutions	Personal Protective Equipment	\$3,776.81
95982	Speck Inc. DBA Chrysler Jeep Doge Ram	Service Repair/Maintenance Vehicles	\$4,911.23
95983	Summit Law Group	Legal Services	\$3,754.00
95984	Sunnyside Sun Media LLC	Advertising	\$105.13
95985	SWS Equipment, LLC	Operating/Maintenance Supplies Vehicles-Street Cleaner	\$60.04
95986	Systems for Public Safety, Inc.	Service Repair/Maintenance Vehicles	\$738.42
95987	The Janitor's Closet	Operating/Maint. Supplies - General	\$46.10
95988	The Print Guys	Office & Operating Supplies	\$124.83
95989	TK Elevator Corporation	Service Repair/Maintenance City Hall	\$684.24
95990	Valley Title Guarantee Inc.	Sewer Sales Residential	\$4.01
95991	Virginia Willoughby	Sewer Sales Residential	\$124.39
95992	Vision Municipal Solutions, LLC	Communications Services Sunnyside	\$338.58
		Equipment - Capital	\$7,783.46
		IT Services - Building	\$181.69
		IT Services - Cemetery	\$29.46
		IT Services - City Clerk	\$391.78
		IT Services - Code Enforcement	\$360.94
		IT Services - Community Dev	\$99.76
		IT Services - Executive	\$208.95
		IT Services - Facilities	\$94.75
		IT Services - Finance	\$261.18
		IT Services - Fire	\$59.40
		IT Services - Legislative	\$29.70
		IT Services - MVTV	\$261.18
		IT Services - Parks	\$103.78
		IT Services - Personnel	\$182.83
		IT Services - Police	\$1,382.86
		IT Services - PW Admin	\$59.40
		IT Services - Sewer Operations	\$191.17
		IT Services - Sewer Treatment	\$116.84
		IT Services - Solid Waste Operations	\$207.56
		IT Services - Street	\$129.90
		IT Services - Water Operations	\$294.95
		Postage	\$1,262.06
		Professional Services	\$540.88
		Check Total:	\$14,573.06
95993	WA ST Criminal Justice Training Commission	Police Academy Costs	\$4,212.00

Number	Vendor Name	Account Description	Amount
95994	WA St Dept of Licensing	Weapon Permit - DOL License	\$18.00
95995	Washington Cities Insurance Authority	Memberships- Registrations - Subscriptions	\$50.00
95996	Washington Fire Chiefs	Memberships- Registrations - Subscriptions	\$150.00
95997	Washington State Patrol	Weapon Permit - State Background Check	\$13.25
95998	Wells Fargo Vendor Fin Serv	Photocopies	\$45.37
		Rentals	\$376.14
		Check Total:	\$421.51
95999	Wells Fargo Vendor Fin Serv	Rentals	\$227.53
96000	Xochitl Mares	Setting Fees	\$88.34
96001	Yakima Bindery & Printing Co	Office & Operating Supplies	\$39.58
96002	Yakima County Department of Corrections	Corrections Services Yakima County	\$1,988.76
96003	Yakima County Fire Commissioners Assoc.	Memberships- Registrations - Subscriptions	\$50.00
96004	Yakima County GIS	Professional Services	\$58.00
96005	Yakima County Solid Waste	Dump Site Fees	\$20,279.23
96006	Yakima Herald Republic	Advertising	\$960.80
96007	Yakima Valley Radiology	Medical Services	\$342.50
96008	Yakima Waste Systems, Inc.	Recycling & Shred Services	\$39.76
96009	Yakima Watermill, Inc.	Chemicals	\$90.79
EFTAP304	USDA RD DCFO Loan Payment (EFT)	IG: Interest USDA/RD Loan City Wide Sewer Rehab	\$5,255.75
		IG: Principal USDA/RD Loan City Wide Sewer Rehab	\$6,596.25
		Check Total:	\$11,852.00
EFTAP305	Invoice Cloud	On-Line Utility Payment Charges	\$327.80
EFTAP306	USDA RD DCFO Loan Payment (EFT)	IG: Interest USDA/RD Loan City Wide Sewer Rehab	\$5,422.54
		IG: Principal USDA/RD Loan City Wide Sewer Rehab	\$6,429.46
		Check Total:	\$11,852.00
EFTAP307	USDA RD DCFO Loan Payment (EFT)	IG: Interest USDA/RD Loan City Wide Sewer Rehab	\$5,414.35
		IG: Principal USDA/RD Loan City Wide Sewer Rehab	\$6,437.65
		Check Total:	\$11,852.00
NR95867	First American Title Insurance Company	Water Sales Residential	(\$405.49)
NREFTAP297	WA St Dept of Health	State Department of Health Grant	(\$1,125.00)
	Grand Total		\$486,510.30

Accounts Payable Checks 95926-96009, EFTAP304-EFTAP307, and Void Check NR95867 & NREFTAP297

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Toppenish, and that I am authorized to authenticate and certify to said claim.



 City Manager

September 9, 2022

Prepare for Television and Presentation Success with Appearance and Sound



First impressions are lasting impressions. Looking presentable becomes even more important when you are representing your company or organization before viewers on television or the internet.

You have a subject and powerful message to share, but the very first thing that catches the viewers attention will be your appearance. You want the audience to remember your message and not what you wore. So how does the camera “see” clothing and accessories?

Good hues to wear are navy, royal blue, hunter or Kelly green, deep gold, pumpkin, warm brown, purple, turquoise, dark salmon, fuchsia or dark beige, the less patterns the better.

What to avoid wearing on TV:

- All white shirts or jackets because video cameras balance out color using white. Hues like blacks and reds should be avoided. Black may drain your face color or even give your head the appearance of being disembodied or floating. Red, on the other hand, tends to bleed on the camera, eliminating definition. No neon colors or stripes. For example, a stripe or reflective satin necktie can cause the camera to flare. Flashy and dangly jewelry can be distracting by reflecting light and creating sounds that microphones can pick up.
- Makeup: At times, lights or weather may cause the room to be warm which can make you perspire. Men and women should carry a compact of face powder to dab on your face and anywhere else on your head that is not covered by hair. Use more make up than normally because lights and cameras tend to make it practically disappear. Do not use too contrasting or dark lipstick.

Now that you are dressed for success, take in consideration your message, and make sure you are heard.



How to Use a Microphone Effectively:

Using a microphone is not easy. Have you ever had to move your cell phone closer so your voice can be heard by the caller? Microphones amplify and work in patterns. If you are outside a pattern of pickup, your voice will not be amplified.

Use a microphone when made available. It is amazing how many presenters say, “I have a loud voice,” and choose to speak without it or turn it off. A microphone may be being used to record as well as to

amplify your voice. If presenting without one, you must continually project loudly and come off as shouting or being harsh with your audience. With good use of a microphone, you may emphasize points more easily, and you can use variations of your tone.

Not all microphones are created equally. There are different types of mikes. Handheld, lavalier, cabled and wireless. Each microphone has a different pick-up pattern. Some need to be kept close to your mouth, these are more “direct” microphones, and others have a larger pick-up pattern. If it is a microphone, you are not used to speaking with, perform a sound check before your presentation

Tabletop Microphones:

Tabletop microphones are directional microphones. This means you must speak directly into them. Place your chin against your fist. The space between your mouth and fist is the correct distance to place the microphone. Do not adjust the microphone down or up. If it is pointing down away from you it will be muffled. If it is pointed up and away from you, your audio signal will sound weak and may cause a radio frequency interference loop with the PA system. The Tabletop microphone has a “cough” button or “mute” button. Know how to use this feature. Sit up straight in the chair. Sitting up straight helps improve breath control and keeps you from sitting back away from the microphone when speaking. Do not yell into the microphone, or press your lips up against it, this will cause distortion or overload to the amplifier. Coughing, wrestling paper, or clicking or tapping an ink pen may cause others audio signal to be cancelled out or sound distraction.

