

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