



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

TELEVISED LIVE ON MIDVALLEY TELEVISION  
SPECTRUM CABLE CHANNEL 194

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**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 November 28, 2022
- b. Approve Study Session Meeting Minutes dated December 5, 2022
- c. Approve Payroll Checks Numbers 36016 through 36029 and electronic transfers in the total amount of \$201,714.96 dated December 9, 2022
- d. Approve Claims Checks Numbers 96362 through 96428 in the total amount of \$177,659.91 dated December 12, 2022

**5. NEW BUSINESS**

- a. AB 22-082: Ordinance 2022-23, Adopt Budget Amendment for 2022
- b. AB 22-083: Resolution 2022-47, Approve Local Government Investment Pool Updates
- c. Discussion to Cancel the Regular Meeting on December 27, 2022

**6. COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS**

**7. CITY MANAGER REPORT**

**8. ADJOURNMENT**

**NEXT COUNCIL MEETING WILL BE HELD ON JANUARY 3, 2023**

**TOPPENISH CITY COUNCIL  
Regular Meeting Minutes  
November 28, 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 Juan Ceja, Naila Duval, George Garcia, and Kyle Pettit  
Staff: City Manager Debbie Zabell (CM Zabell), City Attorney Gary Cuillier, Assistant City Manager/Public Works Director Dan Ford, Administrative Services Director Heather Jobe, Fire Chief Tim Smith, Chief of Police John Clary, Assistant to the Chief of Police Linda Finley, 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 Jiménez, and Councilmembers Belton, Ceja, Duval, Garcia, and Pettit responded their attendance during roll call.

Mayor Pro Tem Jiménez moved, second by Councilmember Pettit to excuse Councilmember Duval from the November 21, 2022, Special Meeting. Motion carried unanimously.

**APPROVE AGENDA**

Mayor Pro Tem Jiménez moved, second by Councilmember Pettit to approve the November 28, 2022 Agenda. Motion carried unanimously.

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

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

- a. Approve Regular Meeting Minutes dated November 14, 2022
- b. Approve Special Meeting Minutes dated November 21, 2022
- c. Approve Payroll Checks Numbers 35982 through 36015 and electronic transfers in the total amount of \$275,648.39 dated November 23, 2022
- d. Approve Claims Checks Numbers 96310 through 96361 in the total amount of \$195,716.44 dated November 28, 2022

Motion carried unanimously.

**NEW BUSINESS**

**Resolution 2022-46: A Resolution Designating Official Newspaper.**

Mayor Pro Tem Jiménez moved, seconded by Councilmember Duval to approve Resolution 2022-46. Motion carried unanimously.

**Mayor Saavedra Read Ordinance 2022-17 into the Record: An Ordinance of the City Council of the City of Toppenish, Washington, Amending Chapter 13.01 of the Toppenish Municipal Code to Adopt the Budget Billing Program for Utility Services and Amending Sections 13.01.010, 13.01.020, 13.01.030, and 13.01.040; Providing for Severability; and Establishing an Effective Date.**

Mayor Pro Tem Jiménez moved, seconded by Councilmember Pettit to adopt Ordinance 2022-17. Motion carried unanimously.

**Mayor Saavedra Read Ordinance 2022-18 into the Record: An Ordinance Reducing Tax on Water, Wastewater and Solid Waste Services by Two Percent to 29 Percent by Amending Sections 3.39.010 and 3.41.010 of the Toppenish Municipal Code; Providing for Severability; and Establishing an Effective Date.**

Councilmember Belton moved, seconded by Councilmember Duval to adopt Ordinance 2022-18. Motion carried unanimously.

**Mayor Saavedra Read Ordinance 2022-19 into the Record: An Ordinance Adjusting the 2023 Water Rates by Amending Section 13.16.040 of the Toppenish Municipal Code; Providing for Severability; and Establishing an Effective Date.**

Councilmember Duval moved, seconded by Councilmember Belton to adopt Ordinance 2022-19. Motion failed. Mayor Pro Tem Jiménez and Councilmembers Ceja, Garcia, and Pettit voted no.

**Mayor Saavedra Read Ordinance 2022-20 into the Record: An Ordinance Adjusting the 2023 Sewer Rates by Amending Sections 13.44.025, 13.44.030, 13.44.040 and 13.44.045 of the Toppenish Municipal Code; Providing for Severability; and Establishing an Effective Date.**

Councilmember Belton moved, seconded by Councilmember Duval to adopt Ordinance 2022-20. Motion failed. Mayor Pro Tem Jiménez and Councilmembers Ceja, Garcia, and Pettit voted no.

**Mayor Saavedra Read Ordinance 2022-21 into the Record: An Ordinance Adjusting Solid Waste Rates by Amending Section 8.10.170 of the Toppenish Municipal Code; Providing for Severability; and Establishing an Effective Date.**

Councilmember Belton moved, seconded by Councilmember Duval to adopt Ordinance 2022-21. Motion failed. Mayor Pro Tem Jiménez and Councilmembers Ceja, Garcia, and Pettit voted no.

## **OLD BUSINESS**

**Continue Discussion on 2023 Recommended Budget Enhancements.**

Mayor Pro Tem Jiménez moved, seconded by Councilmember Duval to approve Priority 1 for Police Vehicle and Priority 2 for K9 Police Vehicle. Motion failed. Mayor Saavedra and Councilmembers Belton, Duval, and Pettit voted no.

Mayor Saavedra moved, seconded by Councilmember Duval to bring back 2023 Budget Enhancements Priority 1, 2, and 3 to the next meeting. Motion carried. Mayor Pro Tem Jiménez and Councilmembers Ceja and Garcia voted no.

**Continue Discussion on 2023 Preliminary Budget.**

CM Zabell noted that staff will adjust the 2023 Preliminary Budget to present to Council for the next meeting.

**COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS**

Councilmember Belton reported his attendance at the lighted parade and the tree lighting on November 26, 2022.

Councilmember Pettit had nothing to report.

Councilmember Duval reported that volunteers are needed to assist with meal preparation for the Extreme Weather Shelter.

Councilmember Ceja had nothing to report.

Councilmember Garcia had nothing to report.

Mayor Pro Tem Jiménez reported her attendance at the lighted parade, Toy Train Christmas, and the Auditor’s Exit Conference.

Mayor Saavedra reported her attendance at the lighted parade, expressed appreciation to Commissioner Linde for the homeless funding, and the generosity of the Yakima Valley Farm Workers Clinic to provide \$100,000 in funding for the Extreme Weather Shelter. In addition, she shared her shopping experience on November 26, 2022, kicking off Shop Small Business Saturday in Toppenish with representatives from the Offices of Senator Patty Murray and the Small Business Administration. They visited the local businesses of Tienda La Tapatia, Rose’s Native Designs, Kraff’s Clothing, and Mercado Guadalajara.

**CITY MANAGER REPORT**

CM Zabell updated Council on the following:

- Small Business Saturday November 26, 2022
- Extreme Weather Shelter anticipated to open December 1, 2022-December 3, 2022
- Auditor’s Exit Conference November 22, 2022

**ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 8:06 p.m.

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MAYOR ELPIDIA SAAVEDRA

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HEIDI RIOJAS, CMC, CITY CLERK

**TOPPENISH CITY COUNCIL  
Study Session Minutes  
December 5, 2022**

**CALL TO ORDER**

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

**ROLL CALL**

**Present:** Mayor Elpidia Saavedra and Councilmembers Loren Belton, Juan Ceja, Naila Duval, George Garcia, and Kyle Pettit

**Absent:** Mayor Pro Tem Clara Jiménez

**Staff Present:** City Manager Debbie Zabell (CM Zabell), City Attorney Gary Cuillier, Assistant City Manager Dan Ford, Chief of Police John Clary, Administrative Services Director Heather Jobe (ASD Jobe), Human Resources Generalist Mary Goodale, Community Television Manager Sean Davido, 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 and Councilmembers Belton, Ceja, Duval, Garcia, and Pettit responded their attendance during roll call. Mayor Pro Tem Jiménez was not present at the meeting.

Councilmember Duval moved, seconded by Councilmember Ceja to excuse Mayor Pro Tem Jiménez from the December 5, 2022, Study Session. Motion carried unanimously.

**NEW EMPLOYEE INTRODUCTION**

None.

**APPROVE AGENDA**

Councilmember Duval moved, seconded by Councilmember Pettit to approve the December 5, 2022, Agenda. Motion carried unanimously.

**PUBLIC COMMENT**

None.

**2023 GENERAL FUND REVENUE REDUCTION AND 2023 BUDGET  
ENHANCEMENTS REQUESTS**

CM Zabell summarized the updates with the 2023 General Fund Budget from the actions on November 28, 2022, with the two percent reduction in utility tax to 29% and to not increase the water, sewer, and solid waste rates in January 2023. She noted that Budget Enhancement Request 1 for the police vehicle funded with 2% casino award and the Criminal Justice Fund, and Budget Enhancement Request 2 for the drug dog vehicle funded with ARPA funds are not impacted by the reductions in the General Fund and recommend approval of both items. Budget Enhancement

Request 3 for the evidence technician is funded from the General Fund and needs to be removed from consideration by Council at this time. CM Zabell stated that Council will evaluate the services funded from the General Fund and evaluate additional revenue options during the Study Session on February 6, 2023.

Councilmember Pettit moved, seconded by Councilmember Ceja to approve Budget Enhancement Request 1 to Purchase a Police Vehicle and Budget Enhancement Request 2 to Purchase a K-9 Vehicle. Motion carried unanimously.

## **PUBLIC HEARING**

### **Public Hearing Regarding the 2023 Final Budget. Receive Staff Presentation and Public Comments on Proposed 2023 Final Budget.**

Mayor Saavedra opened the public hearing at 5:06 p.m.

ASD Jobe reported that this is the final public hearing required by State Statute for the City to conduct for the 2023 Final Budget. For the benefit of the public, she noted that the Budget sets forth the complete financial program, showing expenditures proposed for each department and the sources of revenues to finance those expenditures. She further noted that Council received a balanced Budget without reducing essential public services and without personnel layoffs or furloughs.

There being no comments from the public, Mayor Saavedra closed the public hearing at 5:11 p.m.

### **Mayor Saavedra Read Ordinance 2022-22 in the Record: An Ordinance Adopting the 2023 Budget for the City of Toppenish, Washington.**

Councilmember Pettit moved, seconded by Councilmember Ceja to adopt Ordinance 2022-22. Motion carried unanimously.

## **ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 5:14 p.m.

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ELPIDIA SAAVEDRA, MAYOR

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HEIDI RIOJAS, CMC, CITY CLERK

# Payroll Check Register

Payroll for Period 11/16/2022 - 11/30/2022

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<b>Fund Number</b>	<b>Description</b>	<b>Amount</b>
001-000-011	Legislative	\$2,787.51
001-000-013	Executive	\$5,740.12
001-000-014	Finance, Record	\$17,014.95
001-000-018	Central Services, Personnel Services	\$14,543.07
001-000-021	Law Enforcement	\$59,236.49
001-000-022	Fire Services	\$26,633.81
001-000-024	Protective Inspections	\$4,604.49
001-000-058	Planning and Community Development	\$753.39
001-000-076	Pool, Park Facilities	\$2,581.08
030-000-021	Criminal Justice Fund	\$9,501.23
050-000-000	Special Projects Fund	\$575.82
101-000-000	Street Fund	\$5,526.18
108-000-000	Cemetery Fund	\$3,868.90
157-000-000	Cable TV Fund	\$4,482.01
401-000-000	Water Fund	\$16,403.40
403-000-000	Wastewater Fund	\$15,406.95
405-000-000	Solid Waste Fund	\$12,055.56
	<b>Grand Total</b>	<b>\$201,714.96</b>

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Payroll Checks 36016-36029 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.



**12/9/2022**

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Heather Jobe, Administrative Services Director

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Date

# Accounts Payable Check Register

December 12, 2022

Number	Vendor Name	Account Description	Amount
96362	Aurora Rodriguez	Water Sales Residential	\$1,000.00
96363	A WorkSAFE Service, Inc.	Pre-Employment Services	\$95.00
96364	Alba Enterprises	Professional Services - Interpreting/Translation Services	\$575.00
96365	Amazon Capital Services	Office & Operating Supplies	\$130.93
96366	APS, Inc.	Postage	\$49.68
96367	Aramark Uniform Services Everett Lockbox	Rentals	\$32.38
96368	Backflow Management, Inc.	Cross Connection Program	\$2,000.00
96369	BNSF Railway Company	Depot Lease	\$4,623.16
96370	Cascade Natural Gas Corp.	Fuel for Heating	\$401.71
		Fuel for Heating - City Hall	\$118.39
		Fuel for Heating - Fire	\$364.25
		Fuel for Heating - Parks	\$36.79
		Fuel for Heating - Police	\$346.57
		Check Total:	\$1,267.71
96371	Central Washington Polygraph & Investigations, LLC	Pre-Employment Services	\$650.00
96372	CenturyLink	Telephone	\$2,044.00
96373	CenturyLink 313081835	Telephone	\$865.38
		Telephone - Utility Billing	\$78.68
		Check Total:	\$944.06
96374	Chandler Distributing Co. Inc.	Fuel Consumed Vehicles	\$1,045.81
		Fuel Vehicles	\$8,754.26
		Fuel Vehicles - Street Sweeper	\$355.63
		Fuel Vehicles - WWTP	\$909.84
		Operating/Maintenance Supplies - General	\$73.41
		Operating/Maintenance Supplies - Vehicles	\$1,181.74
		Check Total:	\$12,320.69
96375	Charter Communications	Internet	\$119.99
		Internet & Cable MVTV	\$181.57
		Internet & Cable City Hall	\$179.98
		Internet & Cable Fire Department	\$179.98
		Internet & Cable Police Department	\$34.99
		Internet & Cable Sewer	\$139.98
		Check Total:	\$836.49
96376	Cintas Corporation #605	Rentals	\$37.46
		Uniform Cleaning	\$242.86
		Check Total:	\$280.32
96377	Consolidated Electrical Distributors, Inc.	Water Meter Service Supplies	\$150.79
96378	D&G Cleaning LLC.	Janitorial Services - City Hall	\$1,200.00
		Janitorial Services - Police Department	\$1,200.00
		Check Total:	\$2,400.00



<b>Number</b>	<b>Vendor Name</b>	<b>Account Description</b>	<b>Amount</b>
96379	Dave Hall	Business Licenses	\$40.00
96380	Department of Ecology Cashiering Unit	Intergovernmental Loan: Interest - #EL1700369	\$2,322.75
		Intergovernmental Loan: Principal - #EL170039	\$21,866.32
		Check Total:	\$24,189.07
96381	DeVries Business Records Management, Inc.	Professional Services	\$34.53
96382	Eagle Signs, LLC	Professional Services - Police Building	\$1,944.00
96383	EarthCam, Inc.	Alarm Monitoring	\$300.00
96384	Eurofins Microbiology Laboratories, Inc.	Professional Services	\$530.00
96385	Ferguson Enterprises LLC #3007	Construction - Capital	\$92.57
96386	Finley, Linda	Miscellaneous Fees & Charges	\$36.36
96387	Firm Headquarters	Professional Services	\$502.50
96388	H.D. Fowler Co., Inc.	Hydrant Installation Services	\$6,127.07
		Operating Maintenance Supplies - General	\$417.05
		Water Meter Service Inventory	\$4,960.30
		Water Meter Service Supplies	\$6,843.02
		Check Total:	\$18,347.44
96389	Hach Company	Lab Supplies	\$251.71
96390	HLA Engineering and Land Surveying, Inc.	Electric Vehicle Charging Station - Professional Services	\$564.00
		Professional Services	\$3,290.00
		Check Total:	\$3,854.00
96391	Howard's Tire Factory Inc	Service Repair/Maintenance Vehicles	\$410.35
96392	Humane Society of Cent WA	Professional Services	\$3,000.00
96393	Ideal Lumber & Hardware, Inc.	Graffiti Program Supplies	\$60.56
		Office & Operating Supplies	\$226.13
		Operating Maintenance Supplies - General	\$28.75
		Operating/Maint. Supplies - General	\$320.38
		Operating/Maint. Supplies - Park Facilities	\$287.27
		Operating/Maintenance Supplies - General	\$740.82
		Operating/Maintenance Supplies - Snow & Ice Control	\$687.43
		Operating/Maintenance Supplies - Vehicles	\$44.87
		Service Repair/Maintenance - Fire Dept Building	\$68.67
		Service Repair/Maintenance Police Dept Bldg	\$50.59
		Service/Maintenance Agreements	\$32.31
		Small Tools & Minor Equipment	\$1,371.65
		Check Total:	\$3,919.43
96394	Intermedia.net Inc.	Telephone	\$140.07
96395	iSpyFire, Inc	Dispatch Services - Fire Suppression	\$95.20
		Dispatch Services - Rescue & Emergency Aid	\$380.79

<b>Number</b>	<b>Vendor Name</b>	<b>Account Description</b>	<b>Amount</b>
		Check Total:	\$475.99
96396	Jimenez, Clara	Memberships- Registrations - Subscriptions	\$25.00
96397	Law Office of Gary M. Cuillier	Legal Services	\$232.50
		Legal Services - City Attorney	\$2,183.50
		Check Total:	\$2,416.00
96398	Mehline, Joseph	Travel	\$6.00
96399	Menke Jackson Beyer, LLP	Legal Services	\$483.00
96400	Midstate Monuments, Inc.	Operating/Maintenance Supplies - General	\$1,624.50
96401	Moon Security Service, Inc.	Alarm Monitoring	\$123.07
96402	Mora, Arthur R	Counsel for Indigents	\$32,400.00
96403	ODP Business Solutions, LLC	Office & Operating Supplies	\$223.16
		Operating/Maint. Supplies - Park Facilities	\$70.99
		Check Total:	\$294.15
96404	One Call Concepts, Inc.	Professional Services	\$72.76
96405	O'Reilly Auto Parts	Operating/Maintenance Supplies - Vehicles	\$517.07
96406	Pacific Office Automation	Photocopies	\$114.75
		Photocopies - WWTP	\$7.21
		Check Total:	\$121.96
96407	Rathbun Iron LLC.	Operating/Maint. Supplies - Park Facilities	\$12.32
		Operating/Maintenance Supplies - Vehicles	\$13.77
		Service Repair/Maintenance Vehicles	\$298.34
		Check Total:	\$324.43
96408	Riojas, Heidi	Wellness Program Supplies	\$187.36
96409	Safety Vision, LLC	Operating/Maintenance Supplies - Vehicles	\$469.75
96410	Solid Waste Division	Dump Site Fees	\$17,512.47
96411	Summit Law Group	Legal Services	\$4,676.24
96412	Sunnyside Sun Media LLC	Advertising	\$529.26
96413	Thompson Audiology	Pre-Employment Services	\$35.00
96414	TK Elevator Corporation	Service Repair/Maintenance City Hall	\$684.24
96415	Toppenish Hospital	Medical Services	\$4,991.92
96416	True North Equipment	Service Repair/Maintenance Vehicles	\$2,187.36
96417	U.S. Bank Safekeeping	Banking Fees & Charges	\$28.00
96418	WA St Dept of Agriculture	Memberships- Registrations - Subscriptions	\$150.00
96419	Wapenish Sand & Gravel	Water Meter Service Inventory	\$2,971.58
96420	Washington State Auditor's Office	Professional Services	\$1,277.10
96421	Washington State Patrol	Pre-Employment Services	\$11.00
96422	Wells Fargo Vendor Fin Serv	Rentals	\$227.53
96423	Yakima County Financial Services	2% Alcohol Distribution	\$680.26
96424	Yakima Herald Republic	Advertising	\$372.84
96425	Yakima Valley Conference of Governments	Professional Services	\$309.89

<b>Number</b>	<b>Vendor Name</b>	<b>Account Description</b>	<b>Amount</b>
		Professional Services - Developer Eng/Plan	\$979.07
		Review Services	
		Check Total:	\$1,288.96
96426	Yakima Waste Systems, Inc.	Recycling & Shred Services	\$38.76
96427	Zillah Vision PLLC	Pre-Employment Services	\$159.00
96428	Zumar Industries	Operating/Maintenance Supplies - Traffic Control Devices	\$1,208.11
EFTAP316	Invoice Cloud	On-Line Utility Payment Charges	\$245.00
EFTAP317	USDA RD DCFO Loan Payment (EFT)	IG: Interest USDA/RD Loan City Wide Sewer Rehab	\$5,215.64
		IG: Principal USDA/RD Loan City Wide Sewer Rehab	\$6,636.36
		Check Total:	\$11,852.00
	<b>Grand Total</b>		<b>\$177,659.91</b>

Accounts Payable Checks 96362-96428 and EFTAP316-EFTAP317

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.



\_\_\_\_\_  
Administrative Services Director

December 9, 2022



**CITY OF TOPPENISH  
REQUEST FOR COUNCIL ACTION  
Agenda Bill No.: 22-082**

**Agenda Item  
5a**

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**Meeting Date:** December 12, 2022

**Subject:** 2022 Budget Amendment

**Attachments:** Proposed Ordinance 2022-23

**Prepared by:** Heather Jobe, Administrative Services Director

**Presented by:** Heather Jobe, Administrative Services Director

**Approved For Agenda By:** Debbie Zabell, City Manager

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**Discussion:**

The Revised Code of Washington, specifically RCW 35A.33.120, limits annual expenditures to the amounts appropriated for each fund in the budget for the current fiscal year. Any funds that have been over expended require council approval through a year-end budget amendment. The attached proposed Ordinance amends the 2022 Budget that was adopted by the City Council in 2021.

Also attached for Council's information, is the Budget Amendment Summary that indicates the revenue and expenditure changes that have occurred throughout the year.

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**Fiscal Impact:** The proposed 2022 Budget Amendment represents a increase in revenues and expenditures of \$9,675,495.46 from \$31,464,515 to \$41,140,010.46

**Recommendation:** Move to adopt Ordinance 2022-23 Amending the 2022 Budget.

**Alternatives:** 1) Do not adopt. 2) Forward to Study Session for further review.

ORDINANCE 2022-23

**AN ORDINANCE AMENDING THE 2022 OPERATING BUDGET  
AND AMENDING ORDINANCE 2021-07  
FOR THE CITY OF TOPPENISH, WASHINGTON**

WHEREAS, certain expenditures of funds have occurred with Council approval that were unforeseen at the time of budget adoption, and

WHEREAS, funds were available for said approved expenditures,

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

That the 2022 budget, as set forth in Ordinance 2021-07 is hereby amended as follows:

001	General Fund	\$8,352,277.00
002	General Fund Capital Reserve Fund	\$909,495.00
003	Welcome Center Fund	\$68,676.00
004	Railroad Depot Facility Fund	\$373,585.00
006	Public Works Building Fund	\$1,138,985.00
007	Library Fund	\$85,715.00
021	Urban Development Action Grant Fund	\$31,926.00
030	Criminal Justice Fund	\$1,382,815.00
050	Special Projects Fund	\$347,630.00
101	Street Fund	\$352,319.00
103	Vehicle License Fee Fund	\$362,234.00
106	Tourism Development Fund	\$123,197.00
108	Cemetery Fund	\$183,750.00
119	Public Safety Grants Fund	\$835,444.23
129	Special Investigative Drug Account Fund	\$31,883.00
157	Cable TV Fund	\$380,413.00
158	Cable TV Equipment Reserve Fund	\$73,027.00
170	Housing Rehabilitation Fund	\$272,451.00
225	Community Economic Development Loan Fund	\$5,537.00
301	Municipal Capital Improvement Fund	\$846,004.00
302	Street Capital Fund	\$373,945.00
401	Water Fund	\$3,871,926.00
402	Utility Deposit Fund	\$3,600.00
403	Wastewater Fund	\$4,683,640.09
405	Solid Waste Fund	\$1,358,219.00
410	Water Capital Fund	\$1,588,092.00
413	Wastewater Capital Fund	\$9,289,802.81
427	DOE Centennial Sewer Loan Reserve Fund	\$192,483.00
510	Vehicle Replacement Fund	\$3,149,822.33
611	Pension Trust Fund	\$11,731.00
631	Custodial Deposits	\$105,000.00
701	Perpetual Care Fund	\$354,386.00
	<b>Grand Totals</b>	<b>\$41,140,010.46</b>

This ordinance shall become effective five (5) days after publication of a summary thereof.

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

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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**  
**2022 Budget Amendment Summary**

<b>BARS Number</b>	<b>Description</b>	<b>Budget Amount</b>	<b>Budget Amendment</b>	<b>Total Fund Adjustment</b>
<b>General Fund 001</b>				
Expenditure				
001-000-000-508-80-00-00	Ending Fund Balance	1,890,315.00	1,851,515.00	
001-000-019-597-10-00-00	Transfer to Street Fund	0.00	38,800.00	
	<b>Subtotal Expenditures</b>	<b>1,890,315.00</b>	<b>1,890,315.00</b>	<b>0.00</b>

Expenditure		<b>Public Works Maintenance Shop Fund 006</b>		
006-000-018-518-30-31-01	Office & Operating Supplies	0.00	3,760.38	3,760.38
006-000-018-518-30-31-02	Photocopies	0.00	272.24	272.24
006-000-018-518-30-31-03	Operating/Maintenance Supplies -	0.00	9,578.26	9,578.26
006-000-018-518-30-35-01	Small Tools & Minor Equipment	0.00	6,031.40	6,031.40
006-000-018-518-30-41-01	Professional Services	0.00	735.68	735.68
006-000-018-518-30-41-10	Alarm Monitoring	0.00	5,266.59	5,266.59
006-000-018-518-30-41-32	Share of Shop Expenses	0.00	-52,313.51	-52,313.51
006-000-018-518-30-41-41	IT Services - PW Admin	0.00	2,088.94	2,088.94
006-000-018-518-30-42-01	Telephone	0.00	3,233.74	3,233.74
006-000-018-518-30-42-03	Internet	0.00	5,624.89	5,624.89
006-000-018-518-30-45-26	Rentals	0.00	2,671.11	2,671.11
006-000-018-518-30-46-01	WCIA Insurance	1,660.00	2,683.75	1,023.75
006-000-018-518-30-47-02	Fuel for Heating	0.00	799.66	799.66
006-000-018-518-30-47-04	Electricity	0.00	5,901.54	5,901.54
006-000-018-518-30-47-05	City Utility Services	0.00	3,513.65	3,513.65
006-000-018-518-30-48-05	Service/Repair Maintenance - PW Shop	0.00	1,594.48	1,594.48
006-000-018-518-30-48-06	Service/Repair Maintenance- SH	0.00	217.20	217.20
	<b>Subtotal Expenditures</b>	<b>1,660.00</b>	<b>1,660.00</b>	<b>0.00</b>

**Street Fund 101**

Revenue				
101-000-000-397-00-00-01	Transfer In from General Fund	0.00	38,800.00	
	<b>Subtotal Revenues</b>	<b>0.00</b>	<b>38,800.00</b>	<b>0.00</b>

**Public Safety Grant Fund 119**

Revenue				
119-000-000-308-31-00-00	Beginning Fund Balance	635,889.00	665,888.73	
119-000-000-367-11-00-21	Casino Grant - Police	0.00	37,500.00	
119-000-000-367-11-00-22	Casino Grant - Fire	0.00	132,055.50	
	<b>Subtotal Revenues</b>	<b>635,889.00</b>	<b>835,444.23</b>	<b>199,555.23</b>
Expenditure				
119-000-000-508-10-00-00	Ending Fund Balance	635,889.00	805,444.23	
119-000-000-594-21-64-01	Capital Purchase - Police Equipment	0.00	30,000.00	
	<b>Subtotal Expenditures</b>	<b>635,889.00</b>	<b>835,444.23</b>	<b>199,555.23</b>

**MidValley Television Fund 157**

Expenditure				
157-000-000-508-80-00-00	Unreserved Ending Fund Balance	240,405.00	220,605.00	
157-000-000-557-20-10-01	Salaries & Wages	80,200.00	100,000.00	

<b>BARS Number</b>	<b>Description</b>	<b>Budget Amount</b>	<b>Budget Amendment</b>	<b>Total Fund Adjustment</b>
<b>Subtotal Expenditures</b>		<b>320,605.00</b>	<b>320,605.00</b>	<b>0.00</b>
<b>Water Fund 401</b>				
Expenditure				
401-000-000-508-51-00-00	Ending Fund Balance	1,049,691.00	953,183.18	
401-000-000-597-34-60-01	Transfer out to Water Capital Fund	80,000.00	176,507.82	
<b>Subtotal Expenditures</b>		<b>80,000.00</b>	<b>176,507.82</b>	<b>0.00</b>
<b>Sewer Fund 403</b>				
Revenue				
403-000-000-308-51-00-01	Beginning Fund Balance	576,631.00	1,215,699.43	
403-000-000-397-35-00-03	Transfer in from 427	0.00	192,482.66	
<b>Subtotal Revenues</b>		<b>576,631.00</b>	<b>1,408,182.09</b>	<b>831,551.09</b>
Expenditure				
403-000-000-508-51-00-00	Ending Fund Balance	741,864.00	701,131.20	
403-000-000-597-35-00-01	Transfer to 413 Sewer Imp Project	115,000.00	513,269.11	
403-000-000-597-35-00-03	Transfer to 510 COVID for Fire Engine	0.00	52,550.72	
403-000-000-597-35-00-03	Transfer to 510 COVID for Ladder Truck	0.00	421,464.06	
<b>Subtotal Expenditures</b>		<b>856,864.00</b>	<b>1,688,415.09</b>	<b>831,551.09</b>
<b>Utility Deposit Fund 402</b>				
Revenue				
402-000-000-308-10-00-00	Beginning Fund Balance	0.00	3,600.00	
<b>Subtotal Revenues</b>		<b>0.00</b>	<b>3,600.00</b>	<b>3,600.00</b>
Expenditure				
402-000-000-508-10-00-00	Ending Fund Balance	0.00	3,600.00	
<b>Subtotal Expenditures</b>		<b>0.00</b>	<b>3,600.00</b>	<b>3,600.00</b>
<b>Water Capital Fund 410</b>				
Revenue				
410-000-000-343-40-00-00	Water Facility Charge	6,000.00	8,687.00	
410-000-000-397-34-60-01	Transfer in from Water Fund	80,000.00	176,507.82	
410-000-205-332-92-10-00	Coronavirus State and Local Fiscal	<u>1,100,000.00</u>	<u>1,073,740.18</u>	
<b>Subtotal Revenues</b>		<b>1,186,000.00</b>	<b>1,258,935.00</b>	<b>72,935.00</b>
Expenditure				
410-000-205-594-34-64-01	2022 Water Meter Replacement	1,300,000.00	1,311,000.00	
410-000-220-594-34-64-03	S. Beech Water Main Replacement	<u>0.00</u>	<u>61,935.00</u>	
<b>Subtotal Expenditures</b>		<b>1,300,000.00</b>	<b>1,372,935.00</b>	<b>72,935.00</b>
<b>Capital Sewer Fund 413</b>				
Revenue				
413-000-000-308-51-00-01	Beginning Fund Balance	785,112.00	302,111.42	
413-000-000-343-35-00-00	Sewer Facility Fee	6,000.00	6,687.34	
413-000-000-397-35-60-01	Sewer Transfer In	115,000.00	513,269.11	
413-000-000-397-35-60-02	Transfer-In 1% from 403 Sewer	32,755.00	33,566.25	
413-000-000-332-92-10-00	Coronavirus State and Local Fiscal Fund:	119,292.00	0.00	
413-000-220-391-35-00-03	Sewer Imp Project - USDA Loan	0.00	4,263,000.00	



<b>BARS Number</b>	<b>Description</b>	<b>Budget Amount</b>	<b>Budget Amendment</b>	<b>Total Fund Adjustment</b>
413-000-220-394-80-00-05	Sewer Imp Project - Interim Financing	864,634.00	1,723,958.03	
413-000-220-394-80-00-06	Sewer Imp Project - USDA Grant	0.00	2,447,210.66	
	<b>Subtotal Revenues</b>	<b>1,922,793.00</b>	<b>9,289,802.81</b>	<b>7,367,009.81</b>
Expenditure				
413-000-000-508-10-00-00	Ending Fund Balance	564,339.00	0.00	
413-000-220-591-35-41-00	Sewer Imp Project - BAN Loan Payment	0.00	1,723,958.03	
413-000-220-594-35-41-00	Sewer Imp Project - BAN Loan Interest	0.00	11,021.43	
413-000-220-594-35-41-01	Sewer Imp Project - Engineering	800,000.00	791,666.74	
413-000-220-594-35-41-04	Sewer Imp Project - Legal	2,500.00	13,333.00	
413-000-220-594-35-41-05	Sewer Imp Project - Federal Audit	0.00	1,161.00	
413-000-220-594-35-44-01	Sewer Imp Project - Advertising	1,000.00	1,206.88	
413-000-220-594-35-41-02	Solids Handling Plan - Engineering	54,954.00	33,887.51	
413-000-220-594-35-63-01	Sewer Imp Project - Construction	500,000.00	6,411,456.80	
413-000-000-597-35-00-03	Transfer to 510 COVID for ladder truck	0.00	302,111.42	
	<b>Subtotal Expenditures</b>	<b>1,922,793.00</b>	<b>9,289,802.81</b>	<b>7,367,009.81</b>

**DOE Centennial Sewer Loan Reserve Fund 427**

Revenue		192,482.66	0.00	
427-000-000-308-31-00-00	<b>Subtotal Revenues</b>	<b>192,482.66</b>	<b>0.00</b>	<b>-192,482.66</b>
Expenditure				
427-000-000-597-35-00-03	Transfer to 403 to close fund	0.00	192,482.66	
	<b>Subtotal Expenditures</b>	<b>0.00</b>	<b>192,482.66</b>	<b>192,482.66</b>

**Equipment Replacement Fund 510**

Revenue				
510-000-000-308-51-00-00	Unreserved Fund Balance	1,847,345.00	1,751,822.66	
510-000-000-332-92-10-00	SLFRF Funds - K9 Unit	0.00	80,000.00	
510-000-000-332-92-10-00	SLFRF Funds - Fire Engine	0.00	76,967.82	
510-000-000-397-22-00-02	Transfer-In from Fire Department	0.00	255,000.00	
510-000-000-397-35-00-03	Transfer in from 413(ARPA) Fire Truck	50,000.00	826,126.20	
510-000-000-361-11-00-00	Investment Interest	0.00	7,905.65	
	<b>Subtotal Revenues</b>	<b>1,897,345.00</b>	<b>2,997,822.33</b>	<b>1,100,477.33</b>
Expenditure				
510-000-000-508-51-00-00	Ending Fund Balance	1,596,345.00	3,074,822.33	
510-000-000-594-21-64-01	Capital Purchase - Police Equipment	80,000.00	75,000.00	
510-000-000-594-34-64-01	Capital Purchase - Water Equipment	43,000.00	0.00	
510-000-000-594-22-64-01	Capital Purchase - Fire Equipment	330,000.00	0.00	
	<b>Subtotal Expenditures</b>	<b>2,049,345.00</b>	<b>3,149,822.33</b>	<b>1,100,477.33</b>



**CITY OF TOPPENISH**  
**REQUEST FOR COUNCIL ACTION**  
**Agenda Bill No.: 22-083**

**Agenda Item**  
**5b**

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**Meeting Date:** December 12, 2022

**Subject:** Local Government Investment Pool

**Attachments:** Proposed Resolution 2022-47

**Presented by:** Heather Jobe, Administrative Services Director

**Approved For Agenda By:** Debbie Zabell, City Manager

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**Discussion:**

The attached Resolution serves to update the city's Local Government Investment Pool account to reflect authorized individual to authorize and designate individuals to make contributions and withdrawals on behalf of the city.

The Local Government Investment Pool (LGIP) is a voluntary investment vehicle operated by the State Treasurer. Over 530 local governments that include, counties, cities and towns, special taxing districts, community colleges and universities have or are investing through the LGIP. The investment pool provides safe, liquid, and competitive investment options for local government pursuant to RCW 43.250.

The LGIP lets local governments use the State Treasurer's resources to safely invest their funds while enjoying the economies of scale available from a \$10-16 billion pooled fund investment portfolio.

LGIP's investment objectives are, in priority order: 1) safety of principal, 2) maintaining adequate liquidity to meet cash flows, and 3) providing a competitive interest rate relative to other comparable investment alternatives. LGIP offers 100% liquidity to its participants.

The LGIP portfolio is managed in a manner generally consistent with SEC regulated Rule 2a-7 money market funds. LGIP investment guidelines are spelled out in the LGIP Investment Policy.

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**Fiscal Impact:** No Fiscal Impact

**Recommendation:** Approve Resolution 2022-47, designating Debbie Zabell, City Manager as the authorized individual for the City's Local Government Investment Pool account.

**Alternatives:** 1) Do not adopt. 2) Forward to Study Session for further review.

RESOLUTION 2022-47

**A RESOLUTION AUTHORIZING INVESTMENT OF THE  
CITY OF TOPPENISH MONIES IN THE LOCAL  
GOVERNMENT INVESTMENT POOL**

WHEREAS, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time to time it may be advantageous to the authorized governmental entity, City of Toppenish, the “governmental entity”, to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the City of Toppenish, the “governing body” or any designee of the governing body pursuant to this resolution or a subsequent resolution; and

WHEREAS the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

WHEREAS the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

NOW THEREFORE, BE IT RESOLVED that the governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

BE IT FURTHER RESOLVED that the governing body has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by City of Toppenish and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

BE IT FURTHER RESOLVED that the governmental entity designates the City Manager, the “authorized individual” to authorize all amendments, changes, or alterations to the

Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.

BE IT FURTHER RESOLVED that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual's instructions until such time as said notice has been provided.

BE IT FURTHER RESOLVED that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual's delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

BE IT FURTHER RESOLVED that the governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

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

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

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ELPIDIA SAAVEDRA, Mayor

ATTEST:

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HEIDI RIOJAS, CMC, City Clerk