

TOPPENISH CITY COUNCIL

Special Meeting Minutes

November 21, 2022

CALL TO ORDER

Mayor Saavedra called the meeting to order at 5:30 p.m.

ROLL CALL

Present: Mayor Elpidia Saavedra, Mayor Pro Tem Clara Jiménez, and Councilmembers Loren Belton, George Garcia, and Kyle Pettit

Absent: Councilmembers Juan Ceja and Naila Duval

Staff Present: City Manager Debbie Zabell (CM Zabell), City Attorney Gary Cuillier (CA Cuillier), Assistant City Manager/Public Works Director Dan Ford, Chief of Police John Clary, Administrative Services Director Heather Jobe (ASD Jobe), Fire Chief Tim Smith, Public Works Superintendent Shaun Burgess, Information Technology Services Manager Van Donley, 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 Jiménez, and Councilmembers Belton, Garcia, and Pettit responded their attendance during roll call. Councilmember Ceja and Duval were not present at the meeting.

Mayor Pro Tem Jiménez moved, seconded by Councilmember Garcia to excuse Councilmember Ceja from the November 21, 2022, Special Meeting. Motion carried unanimously.

PURPOSE

Mayor Saavedra recited the purpose of the Special Meeting to be the following:

1. Call To Order/Roll Call
2. Public Comment
3. Public Hearing Regarding the First 2023 Preliminary Budget. Receive Staff Presentation and Public Comments on Proposed 2023 Preliminary Budget.
4. Public Hearing Regarding 2023 Revenue Sources and 2023 Tax Levy. Receive Staff Presentation and Public Comments on Proposed 2023 Tax Levy.
5. AB 22-076: [Proposed] Ordinance 2022-16: Ad Valorem Taxes for the Fiscal Year Ending December 31, 2023
6. AB 22-077: Authorize 2022-2023 Extreme Weather Emergency Shelter
7. 15-Minute Recess
8. Budget Workshop – Receive Proposed 2023 Preliminary Budget:
 - a. Review and determine funding for proposed 2023 budget enhancement requests.
 - b. Review proposed 2023 preliminary budget and provide direction to staff.
9. Adjournment.

PUBLIC COMMENT

None

PUBLIC HEARINGS

Public Hearing Regarding the First 2023 Preliminary Budget. Receive Staff Presentation and Public Comments on Proposed 2023 Preliminary Budget.

Mayor Saavedra opened the first public hearing at 5:34 p.m.

ASD Jobe reported that this is the first public hearing required by State Statute for the City to conduct for the 2023 Preliminary 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 first public hearing at 5:37 p.m.

Public Hearing Regarding 2023 Revenue Sources and 2023 Tax Levy. Receive Staff Presentation and Public Comments on Proposed 2023 Tax Levy.

Mayor Saavedra opened the second public hearing at 5:38 p.m.

ASD Jobe reported that the public hearing was to provide the revenue estimates for the 2023 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 \$32,651,305.

ASD Jobe reported that the 2023 Preliminary Budget includes the allowable 1% increase or \$8,917.98 in Ad Valorem Taxes, better known as Property Taxes. The anticipated levy rate in 2023 will be an estimated \$1.91 per \$1,000 of assessed valuation compared to the rate of \$2.19 in 2022.

There being no comments from the public, Mayor Saavedra closed the second public hearing at 5:48 p.m.

Mayor Saavedra Read Ordinance 2022-16 into the Record: An Ordinance of the City Council 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, 2023.

Mayor Pro Tem Jiménez moved, seconded by Councilmember Belton to adopt Ordinance 2022-16. Motion carried. Councilmember Pettit voted no.

Authorize 2022-2023 Extreme Weather Emergency Shelter.

CM Zabell updated Council announced that Yakima Valley Farm Workers Clinic has agreed to provide the temporary location at 508 West First Avenue and the additional funding up to \$124,000 to operate the Extreme Weather Emergency Shelter. Mike Kay with Grace City Outreach/Camp Hope shared with Council his discussions with Yakima Valley Farm Workers Clinic to prepare the building for operations from December 6, 2021 until March 31, 2022; provided compliance with the EWS Safety Contract, and Safety Plan.

Councilmember Pettit moved, seconded by Mayor Pro Tem Jiménez to approve the Extreme Weather Emergency Shelter operated by Grace City Outreach/Camp Hope at 508 West First Avenue from December 1, 2022 until March 31, 2022; provided compliance with all requirements, and the City will cover the cost for solid waste services during the operation of the extreme weather shelter. Motion carried unanimously.

15-MINUTE RECESS

At 6:04 p.m., Mayor Saavedra noted that there will be a 15- minute recess before Council and staff continue with the Budget Workshop.

At 6:19 p.m., Mayor Saavedra returned the meeting to order to continue with the meeting.

BUDGET WORKSHOP

Receive Proposed 2023 Preliminary Budget:

- Review and determine funding for proposed 2023 budget enhancement requests.
- Review proposed 2023 preliminary budget and provide direction to staff.

CM Zabell provided an overview of the proposed 2023 Preliminary Budget. The proposed 2023 budget enhancement request for Police Department items consisting of a police vehicles, a narcotics detection K9 program, and a new non-commissioned community services officer.

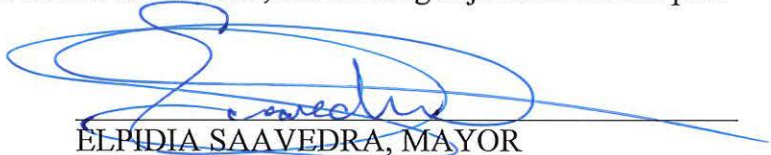
Department Budget Presentations:

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|--------------|-------------------------|---------------|
| • Section 4: | Executive | Debbie Zabell |
| • Section 5: | Administrative Services | Heather Jobe |
| • Section 6: | Police | John Clary |
| • Section 7: | Fire | Tim Smith |
| • Section 8: | Public Works | Dan Ford |

Each staff member gave a budget review for their respective departments to describe the various adjustments for each budget in the 2023 Preliminary Budget.

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 8:04 p.m.



ELPIDIA SAAVEDRA, MAYOR



HEIDI RIOJAS, CMC, CITY CLERK