



**CITY COUNCIL
REGULAR MEETING AGENDA
JULY 22, 2024 – 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. PROCLAMATION

- a. National Night Out in the City of Toppenish on Tuesday, August 6, 2024

4. 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.

5. 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 Minutes of the July 8, 2024, Regular Meeting
b. Approve Minutes of the July 15, 2024, Public Safety Committee Meeting
c. Approve Payroll Checks Numbers 36726 through 36744, and Electronic Transfers EFTPR3292 through EFTPR3301 in the total amount of \$333,438.71 dated July 18, 2024
d. Approve Claims Checks Numbers 99245 through 99312, and Electronic Transfers EFTAP406 through EFTAP408 in the total amount of \$140,506.84 dated July 22, 2024

6. NEW BUSINESS

- a. AB 24-055: Receive presentation from Budget and Finance Director Adam Vaughn regarding formation of a Metropolitan Park District.
• [Proposed] Resolution 2024-33, Approve Submission of a Proposition for the Formation of a Metropolitan Park District to the Voters of the City at the November 5, 2024, General Election
b. AB 24-056: [Proposed] Ordinance 2024-13, Amend Toppenish Municipal Code 2.60.010 Adjusting City Hall Office Hours to 8:00 a.m. – 4:30 p.m.
c. AB 24-057: [Proposed] Resolution 2024-34, Approve Surplus of Fire Ladder Truck

7. COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

8. ADJOURNMENT

NEXT COUNCIL MEETING WILL BE HELD ON AUGUST 5, 2024

City Council meetings are accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (509) 865-6754, 24 hours in advance.

PROCLAMATION

Agenda Item
3a

**CITY OF TOPPENISH
2024 NATIONAL NIGHT OUT
AUGUST 6, 2024**

***WHEREAS**, the “41st Annual National Night Out” (NNO), a unique crime/drug prevention event sponsored by the national Association of Town Watch (NATW), has been scheduled for Tuesday, August 6, 2024, and*

***WHEREAS**, the National Night Out event provides a unique opportunity for the City of Toppenish to join forces with thousands of other communities across Washington State and the country in promoting proactive police-community crime prevention efforts, and*

***WHEREAS**, it is essential that all citizens of the Toppenish Community come together and work to build a safer, cleaner, and stronger community to reduce crime and violence in the Toppenish Community,*

***NOW, THEREFORE**, I, Elpidia Saavedra, Mayor of the City of Toppenish, Washington, do hereby proclaim, Tuesday, August 6, 2024, as:*

“NATIONAL NIGHT OUT”

in the

CITY OF TOPPENISH

and urge the citizens of Toppenish to join the National Association of Town Watch, the Toppenish Police Department and the Toppenish Fire Department, in supporting Toppenish’s National Night Out Against Crime.

THE OFFICE OF THE MAYOR, I have hereunto set my hand and caused the Seal of the City of Toppenish to be affixed this 22nd day of July, 2024.

Elpidia Saavedra, Mayor

**TOPPENISH CITY COUNCIL
Regular Meeting Minutes
July 8, 2024**

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

ROLL CALL

Attendees: Mayor Elpidia Saavedra, Mayor Pro Tem Loren Belton, and Councilmembers Naila Prieto Duval, George Garcia, and Cristian Sanchez
Absent: Councilmember Josh Garza and Ezequiel Morfin
Staff: City Manager Dan Ford (CM Ford), City Attorney Gary Cuillier, Budget and Finance Director Adam Vaughn (FD Vaughn), Chief of Police Joseph Mehline, Fire Chief Tim Smith, Interim Public Works Director Shaun Burgess (IPWD Burgess), Code Enforcement Officer Tia Hickman, 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 Belton, and Councilmembers Prieto Duval, Garcia, and Sanchez responded their attendance during roll call. Councilmembers Garza and Morfin were not present.

Councilmember Prieto Duval moved, seconded by Councilmember Sanchez to excuse Councilmembers Garza and Morfin from the July 8, 2024, Regular Meeting. Motion carried unanimously.

APPROVE AGENDA

Councilmember Sanchez moved, seconded by Councilmember Prieto Duval to approve the July 8, 2024, Agenda. Motion carried unanimously.

EMPLOYEE RECOGNITION

Swearing in of Code Enforcement Officer Tia Hickman

CC Riojas administered the Oath of Office to Code Enforcement Officer Hickman.

PUBLIC COMMENT

None

CONSENT AGENDA

Mayor Pro Tem Belton moved, seconded by Councilmember Sanchez to approve Consent Agenda items a through d:

- a. Approve Minutes of the June 24, 2024, Regular Meeting
- b. Approve Minutes of the July 1, 2024, Study Session
- c. Approve Payroll Checks Numbers 36709 through 36725, and Electronic Transfers EFTPR3283 through EFTPR3291 in the total amount of \$245,791.95 dated July 3, 2024

- d. Approve Claims Checks Numbers 99155 through 99244, and Electronic Transfers EFTAP404 through EFTAP405 in the total amount of \$436,060.74 dated July 8, 2024, and void Checks Numbers NR98726 and NR98755

Motion carried unanimously.

NEW BUSINESS

Resolution 2024-31: A Resolution Approving Employment Agreement With Daniel Ford.

Mayor Pro Tem Belton moved, seconded by Councilmember Sanchez to approve Resolution 2024-31 Approving Employment Agreement With Daniel Ford and the Swearing in as City Manager.

Councilmember Prieto Duval moved, seconded by Councilmember Garcia to amend the motion to add to Authorize the Mayor to sign the Agreement on behalf of the City. Motion carried unanimously.

Mayor Pro Tem Belton moved, seconded by Councilmember Sanchez to approve the amended motion to approve Resolution 2024-31 Approving Employment Agreement With Daniel Ford and to Authorize the Mayor to sign the Agreement on behalf of the City, and the Swearing in as City Manager. Motion carried unanimously.

Swearing in as City Manager

CC Riojas administered the oath of office for new City Manager Daniel Ford.

Resolution 2024-32: A Resolution Approving Janitorial Services Contract with Intermountain Cleaning Service, Inc.

Councilmember Prieto Duval moved, seconded by Mayor Pro Tem Belton to approve Resolution 2024-32. Motion carried unanimously.

2025 Budget Update

FD Vaughn noted that over the past few meetings staff has presented Council with updates on the current state of the City's financials in preparation for the 2025 Budget. He reported during the previous meeting it is staff's understanding that Council would like additional information about different options and abilities for increasing revenues opposed to the different expenditure cuts without increasing revenues. FD Vaughn reported that he will present more options during the next few meetings for Council to consider for increasing revenues. FCS Group will present the utility rate study results on August 5, 2024.

COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

Councilmember Duval reported her attendance at the Wild West Parade on July 6, 2024. She thanked the parade entrants and City staff for their work in prepping for the parade.

Mayor Pro Tem Belton commented that he received positive comments regarding the community events over the weekend with the rodeo, the breakfast, and the parade in the downtown area.

Councilmember Sanchez had nothing to report.

Councilmember Garcia reported his attendance at the Lions Club breakfast and participating in the Wild West Parade. He thanked IPWD Burgess for driving him in the parade.

Mayor Saavedra reported her attendance at the Wild West Parade and presented the Mayor's Choice Award to the Astria Hospital float. She thanked the Chamber of Commerce, the Lions Club, and CM Ford for working together to relocate the breakfast to Railroad Park for the safety of the attendees. Mayor Saavedra thanked Mayor Pro Tem Belton for announcing at the parade.

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:25 p.m.

ELPIDIA SAAVEDRA, MAYOR

HEIDI RIOJAS, CMC, CITY CLERK

**Public Safety Committee
Meeting Minutes
July 15, 2024**

Call To Order

Councilmember Prieto Duval called the Public Safety Committee meeting to order at 5:00 p.m.

Present: Councilmembers Naila Duval and George Garcia
Absent: Councilmember Cristian Sanchez
Staff Present: City Manager Dan Ford (CM Ford), Chief of Police Joseph Mehline (CP Mehline), Fire Chief Tim Smith, Police Captain Jonathan Schwarder, Fire Captain Dale Northrup (FC Northrup), Firefighter Trevor Oswalt, Community Television Manager Sean Davido (CT Davido), and City Clerk Heidi Riojas (CC Riojas)

Councilmember Garcia moved, seconded by Councilmember Prieto Duval to excuse Councilmember Sanchez from the July 15, 2024, Public Safety Committee meeting. Motion carried unanimously.

Yakima County Commissioner LaDon Linde and Yakima County Sheriff Robert Udell were present at the meeting.

Approve Agenda

Councilmember Garcia moved, seconded by Councilmember Prieto Duval to approve the July 15, 2024, Public Safety Committee meeting agenda. Motion carried unanimously.

Public Comment

Eligio Jiménez, 521 North Date Street, Toppenish, on behalf of Community Safety Network, spoke to concerns regarding shelter for the homeless during the extreme weather and public safety concerns visiting City parks. Councilmember Prieto Duval shared that the local libraries are available as cooling centers.

New Business

Approve Minutes of the May 20, 2024, Public Safety Committee meeting.

Councilmember Garcia moved, seconded by Councilmember Prieto Duval to approve the Minutes of the May 20, 2024, Public Safety Committee meeting. Motion carried unanimously.

Receive comments from police regarding status of cameras and crime trends since last meeting on May 20, 2024.

CP Mehline updated members with the status of installation of the Flock cameras that have been held up for months by Labor & Industries. He is hopeful to get the 26 cameras installed within the next few weeks. CP Mehline shared with members reports for call for service over the past few months.

Commissioner Linde reported that the homeless shelter was not currently open and that there is a need for a year round shelter.

The members received comments from a resident on the public safety concerns with the homeless lingering around residential and commercial properties. Sheriff Udell responded that crime and public safety concerns are county-wide.

Receive comments from fire regarding calls for fireworks and medical calls since last meeting on May 20, 2024.

FC Northrup reported that there were two fires over the Fourth of July caused from the disposal of used fireworks.

Commissioner Linde and Sheriff Udell spoke to the recent clean-up efforts by Yakima County with homeless encampments. The members discussed the drug addiction problems in the local area.

The members received comments from an individual personally impacted from family members struggling with drug addiction and refusing help to go to treatment.

Review and discuss Public Safety Committee webpage and community engagement.

CT Davido presented the Public Safety Committee webpage on the City's new website that will be available August 1, 2024. The new website will have search ability and other options for community engagement.

Set agenda for the meeting on August 19, 2024.

Councilmember Prieto Duval reported that she invited Safe Yakima Valley to the next meeting on August 19, 2024, to share with the members the services the organization provides for communities. It was noted that National Night Out will be held on Tuesday, August 6, 2024, from 6:00 p.m. to 8:00 p.m. at pool park.

Adjournment

There being no further business the meeting was adjourned at 6:28 p.m.

Heidi Riojas, CMC
City Clerk

Payroll Check Register

Payroll for Period: 7/1-7/15, 2024

Fund Number	Description	Amount
001-000-013	Executive	\$8,203.60
001-000-014	Finance, Record	\$19,808.12
001-000-017	Risk Management	\$4,578.32
001-000-018	Central Services, Personnel Services	\$17,600.80
001-000-021	Law Enforcement	\$73,534.43
001-000-022	Fire Services	\$47,637.08
001-000-024	Protective Inspections	\$5,583.20
001-000-058	Planning and Community Development	\$416.55
001-000-071	Recreational Services	\$4,329.14
001-000-076	Pool, Park Facilities	\$33,979.93
030-000-021	Criminal Justice Fund	\$37,521.18
050-000-000	Special Projects Fund	\$1,078.17
101-000-000	Street Fund	\$5,222.27
108-000-000	Cemetery Fund	\$5,301.23
157-000-000	Cable TV Fund	\$5,405.76
401-000-000	Water Fund	\$21,307.29
403-000-000	Wastewater Fund	\$26,039.98
405-000-000	Solid Waste Fund	\$15,891.66
Grand Total		\$333,438.71

Payroll Checks

Payroll Checks 36726-36744 and Electronic Transfers EFTPR3292-EFTPR3301.

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.

Adam Vaughn, Finance Director

July 18, 2024

Date

Accounts Payable Check Register

July 22, 2024

Number	Vendor Name	Account Description	Amount
99245	Albert Montelongo	Travel	\$370.00
99246	Amazon Capital Services	Computer Equipment - Fire	\$58.20
		Graffiti Program Supplies	\$282.33
		Office & Operating Supplies	\$184.50
		Operating/Maint. Supplies - Park Facilities	\$174.65
		Personal Protective Equipment	\$134.40
		Recreation Program Supplies	\$70.16
		Small Tools & Minor Equipment	\$263.99
		Check Total:	\$1,168.23
99247	Budget Septic LLC	Repair & Maintenance Equipment	\$2,134.08
99248	Castaneda, Ryan	Uniforms & Clothing	\$142.95
99249	CDW Government	Small Tools & Minor Equipment	\$517.07
99250	CenturyLink	Telephone	\$22.09
99251	Chandler Distributing Co. Inc.	Operating/Maintenance Supplies - Vehicles	\$349.79
99252	Cintas Corporation #605	Rentals	\$19.52
		Uniform Cleaning	\$341.07
		Check Total:	\$360.59
99253	Claudia De La Torre	Miscellaneous Fees & Charges	\$60.00
99254	Coastal Farm and Home Supply	Personal Protective Equipment	\$284.79
99255	Code Publishing, LLC	Codification Services	\$318.60
99256	Dan Ford	Travel	\$101.00
99257	Dell Financial Services LLC	Computer Equipment - Police	\$49.96
99258	Department of Licensing	Weapon Permit - DOL License	\$18.00
99259	DeVries Business Records Management, Inc.	Recycling & Shred Services	\$11.51
99260	Dobbs Truck Group - Corporate	Operating/Maintenance Supplies - Vehicles	\$138.69
99261	EarthCam, Inc.	Alarm Monitoring	\$375.00
99262	Elwood Staffing Services, Inc.	Professional Services - Seasonal Help	\$12,732.31
99263	Employment Security Dept.	Salaries & Wages	\$7,700.81
		Salaries & Wages - Collection	\$582.30
		Salaries & Wages - Maintenance	\$2,038.05
		Salaries & Wages - Parks	\$582.30
		Salaries & Wages - Patrol	(\$0.12)
		Salaries & Wages - Treatment	\$582.30
		Check Total:	\$11,485.64
99264	Federal Express Corporation	Postage	\$33.88
99265	Gray & Osborne, Inc.	Professional Services - New Police Building	\$1,387.50
99266	H.D. Fowler Co., Inc.	Operating Maintenance Supplies - General	\$11,674.71
99267	HLA Engineering and Land Surveying, Inc.	2022 Water Meter Replacement Project - Engineering	\$833.00
		Jackson Street - Eng Services	\$2,115.74

		Jackson-Juniper - Eng Services	\$10,318.00
		Professional Services	\$5,387.50
		Professional Services - Capital	\$278.25
		Check Total:	\$18,932.49
99268	Howard's Tire Factory Inc	Repair & Maintenance - Vehicles	\$367.09
		Service Repair/Maintenance Vehicles	\$1,266.57
		Check Total:	\$1,633.66
99269	Intermountain Cleaning Service, Inc.	Janitorial Services - City Hall	\$1,715.00
		Janitorial Services - Police Department	\$1,825.00
		Janitorial Services - Public Works	\$1,510.00
		Operating/Maint. Supplies	\$301.13
		Check Total:	\$5,351.13
99270	International Business Information Technologies	Software Subscriptions	\$2,830.27
99271	Irene Garcia	Miscellaneous Fees & Charges	\$30.00
99272	Jonathan D Schwarder	Fuel Vehicles	\$41.77
99273	Jose Sanchez-Castro	Travel	\$370.00
99274	Lab Test	Professional Services	\$1,800.00
99275	Masters Telecom LLC	Telephone	\$17.05
99276	Mid-American Research Chemical	Chemicals	\$811.30
99277	Northwest Assesment Services, PLLC	Professional Services	\$275.00
99278	Northwest Code Professionals	Professional Services	\$3,868.96
99279	ODP Business Solutions, LLC	Office & Operating Supplies	\$53.46
99280	One Call Concepts, Inc.	Professional Services	\$40.95
99281	O'Reilly Auto Parts	Operating/Maintenance Supplies - Vehicles	\$25.90
		Repair & Maintenance - Vehicles	\$126.30
		Check Total:	\$152.20
99282	OVS - Orchard & Vineyard Supply, LLC	Service Repair/Maintenance Parks	\$52.32
99283	Oxarc, Inc.	Chemicals	\$9,184.27
99284	Pacific Office Automation	Photocopies	\$320.76
		Photocopies - WWTP	\$7.47
		Check Total:	\$328.23
99285	Pacific Office Automation	Photocopies	\$0.00
		Rentals	\$448.21
		Check Total:	\$448.21
99286	Pacific Power & Light Co.	Electricity	\$1,110.00
99287	Pacific Power & Light Co.	Electricity - City Hall	\$1,790.44
		Electricity - Fire	\$396.50
		Electricity - Police	\$1,148.68
		Electricity - Recreation	\$67.96
		Electricity - Welcome Center	\$106.07
		Check Total:	\$3,509.65
99288	Pepsi Cola Bottling Co.	Concession Supplies	\$183.60
99289	Praveen Dewan	Sewer Sales Residential	\$0.10
		Solid Waste Services	\$0.05

		Water Sales Residential	\$0.05
		Check Total:	\$0.20
99290	Precision Ag Repair Inc.	Service Repair/Maintenance Equipment	\$635.63
99291	PROCOM LLC	Professional Services	\$50.00
99292	Rathbun Iron Works, Inc.	Operating/Maintenance Supplies - General	\$77.75
		Rentals	\$205.02
		Check Total:	\$282.77
99293	Standard Paint & Flooring LLC	Operating/Maintenance Supplies - General	\$2,534.22
99294	Star Rentals & Sales Inc.	Rentals	\$350.56
99295	Sunnyside Sun Media LLC	Advertising	\$198.00
99296	The Bunker Tri-Cities LLC	Personal Protective Equipment	\$1,498.11
		Uniforms & Clothing	\$285.96
		Check Total:	\$1,784.07
99297	The Healthy Worker	Professional Services	\$175.00
99298	Tia Hickman	Memberships- Registrations - Subscriptions	\$50.00
99299	TK Elevator Corporation	Service Repair/Maintenance City Hall	\$2,256.43
99300	TransUnion Risk and Alternative Data Solutions, Inc.	Professional Services	\$129.60
99301	True North Equipment	Repair & Maintenance - Vehicles	\$5,506.31
99302	U.S. Bank Safekeeping	Banking Fees & Charges	\$26.00
99303	Valley Asphalt Sealing	Operating/Maint Supplies: Crack Seal	\$378.70
99304	Verizon Wireless	Small Tools & Minor Equipment	\$25.94
		Telephone	\$1,959.83
		Telephone - Utility Billing	\$42.27
		Check Total:	\$2,028.04
99305	VESTIS	Rentals	\$32.42
99306	Vision Municipal Solutions, LLC	Professional Services	\$1,949.40
99307	Walker Car Wash Inc.	Service Repair/Maintenance - Vehicles	\$7.00
		Service Repair/Maintenance Vehicles	\$1,282.00
		Check Total:	\$1,289.00
99308	Washington State Patrol	Weapon Permit - State Background Check	\$47.50
99309	Weinmann, Gene E.	Office & Operating Supplies	\$67.59
		Postage	\$3.20
		Professional Services	\$1,800.00
		Check Total:	\$1,870.79
99310	Workhub Software Inc.	Memberships- Registrations - Subscriptions	\$54.00
99311	Yakima County GIS	IT Services - Community Dev	\$85.00
99312	Yakima Waste Systems, Inc.	Recycling & Shred Services	\$92.52
EFTAP406	Heritage Bank	Service Charge	\$36.44
EFTAP407	Pitney Bowes Inc.	Postage	\$1,000.00
EFTAP408	Washington State Department of Revenue	Excise Tax June 2024	\$22,903.33
	Grand Total		\$140,506.84

Accounts Payable Checks 99245-99312, and EFTAP406-EFTAP408

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.

A handwritten signature in blue ink, appearing to be 'A. Vaughn', with a long horizontal flourish extending to the right.

Adam Vaughn, Finance Director

July 18, 2024



REQUEST FOR COUNCIL ACTION

Agenda Bill No.: 24-055

Meeting Date: July 22, 2024

Subject: Formation of a Metropolitan Park District

Attachments: MRSC – Metropolitan Park District, Ballot Measure Cover Sheet, Explanatory Statement Submittal form, For or against committee appointment form, Resolution 2024-33, Metropolitan Park District PowerPoint

Presented by: Adam Vaughn, Finance Director

Approved For Agenda By: Dan Ford, City Manager

Discussion:

During the June 3rd study session, the City Council directed staff to research all possible options for the city to consider in addition to raising utility rates and utility tax in the face of the upcoming 2025 budget deficit. City staff has prioritized options by using the 2024 Strategic Plan as a framework for the Council's current top priorities.

When considering the City Council's top priorities to "Make Toppenish safer at all hours", and "Ensure the City provides basic city services to all community members," an area of service reduction to positively impact budget is parks, recreation, and aquatics.

Staff understands and appreciates the value that parks and aquatics has for the community and rather than eliminating this, suggests that the City initiate the formation of a Metropolitan Park District. The district would encompass at a minimum, the City's boundaries and have the authority to levy a property tax up to \$0.75 of \$1,000 assessed value which is approximately \$450,000. The City Council would be the legislative body for the district.

The Metropolitan Park District is created through resolution of the City Council and then approval by simple majority of the citizens during an election. If passed on July 22nd, the City would meet the deadline to place the proposition onto the November 5th General election ballot. A summary of the functions and creation of a Metropolitan Park District from MRSC is provided within this packet.

Fiscal Impact: Formation of a Metropolitan Park District gives authority to levy a property tax up to \$0.75 of \$1,000 assessed value which is approximately \$450,000

Recommendation: Approve Resolution 2024-33 to form a Metropolitan Park District comprising the city limits of the City of Toppenish and to submit a proposition to the electorate of the City of Toppenish through the Yakima County Elections office for consideration at the November 5, 2024, General Election

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

Metropolitan Park Districts

This page provides an overview of metropolitan park districts in Washington State, including their powers, incorporation and annexation processes, property tax levies, and governance.

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[List of Metropolitan Park Districts](#)

Overview

Metropolitan park districts (MPDs), authorized by [chapter 35.61 RCW](#), may be created for the management, control, improvement, maintenance, and acquisition of parks, parkways, boulevards, and recreational facilities. An MPD may include territory located in portions or in all of one or more cities or counties.

Metropolitan park districts generally offer more fiscal capacity and flexibility than park and recreation districts or park and recreation service areas. In particular, metropolitan park districts only require approval by a simple

majority of voters, after which the MPD's legislative body may impose permanent property taxes. In contrast, park and recreation districts/service areas may only impose property tax levies for six years at a time, subject to 60% voter approval. For more details see our page [Comparison of Recreation Districts](#).

A metropolitan park district may also be formed for a limited purpose that identifies specific public parks and/or recreational facilities (such as specific swimming pools, playfields, or public parks). A limited purpose MPD must establish its levy rate within the initial ballot measure. The rate becomes the maximum levy rate until a future ballot measure is placed before the voters for a levy rate lift.

Function and Powers of Metropolitan Park District

An MPD may:

- Purchase, acquire, and condemn lands within or without the boundaries of park district;
- Issue and sell warrants, short-term obligations, or general obligation bonds;
- Issue revenue bonds;
- Petition for the creation of [local improvement districts](#);
- Employ counsel, provide for park police officers, secretary of the board, and all necessary employees;
- Establish civil service for employees;
- Regulate, manage and control, improve, acquire, extend and maintain, open and lay out parks, parkways, boulevards, avenues, aviation landings and playgrounds, within or without the park district;
- Authorize, conduct, and manage:
 - the letting of boats or other amusement apparatus,
 - the operation of bath houses,
 - the purchase and sale of foodstuffs or other merchandise,
 - the giving of vocal or instrumental concerts or other entertainments,
 - the management and conduct of such forms of recreation or business as it shall judge desirable or beneficial for the public, or for the production of revenue for expenditure for park purposes.

- Sell, exchange, or otherwise dispose of surplus property; and
 - Annex territory.
-

Formation of Metropolitan Park District

There are two ways to initiate the formation of a park district, both of which require approval by a majority of voters within the proposed district:

- By petition; or
- By a resolution of the governing body or bodies within which the district is to be located ([RCW 35.61.020](#)).

Local Government Resolution Method

A city or county may initiate district formation by adopting a resolution submitting a proposition for its formation to voters within the proposed district boundaries. If the district includes an area within the county or other cities and counties, the legislative body of each city and/or county that includes a portion or all of the area in the district must adopt a resolution submitting the proposition to the voters.

Examples

- [King County Ordinance No. 14505](#) (2002) – Setting special election date for formation of the Si View Metropolitan Park District; also includes ballot title, explanatory statement, and resolution from City of North Bend.

Citizen Petition Method

A metropolitan district may be initiated if a petition proposing its creation is submitted to the county auditor of each county in which all or a portion of the proposed district would be located, signed by at least 15% of the registered voters residing in the area to be included. Where the petition is for creation of a district in more than one county, the petition must be filed with the county auditor of the county having the greater area of the proposed district, and a copy filed with each other county auditor of the other counties covering the proposed district.

The petition must meet the requirements of [RCW 35.21.005](#) and include the “warning” language set out in that statute. MRSC recommends that the “warning” language be placed on each signature page of the petition

so signers are clearly notified that they must be registered voters of the area proposed to be included within the district.

Petition or resolution contents: The petition proposing the creation of a metropolitan park district, or the resolution submitting the question to the voters, must indicate the choice and describe the composition of the initial board of commissioners of the district that is proposed under [RCW 35.61.050](#) and must list a name for the district ([RCW 35.61.030](#)).

Governing Body Alternatives

The resolution or petition submitting the ballot proposition must designate the composition of the board of metropolitan park commissioners from among three alternatives:

- Five commissioners may be elected at the same election creating the district;
- For a district located entirely within one city or the unincorporated area of one county, the legislative authority of the city or county may act as the metropolitan park board; or
- For a district located in multiple cities or counties, each legislative authority may appoint one or more members to serve as the board via interlocal agreement.

Note: Metropolitan park districts created by a vote of the people prior to June 2002 may not change the composition and method of selection of their governing authority without approval of the voters.

Five Elected Commissioners

Five commissioners of the district may be selected at the same election at which the proposition is submitted to the voters as to whether a metropolitan park district is to be formed. No primary is held to nominate candidates. The election of park commissioners is null and void if the metropolitan park district is not created.

Candidates must run for specific commission positions, and the terms must be staggered in accordance with [RCW 35.61.050](#). Thereafter, all commissioners will be elected to six-year terms of office.

The initial commissioners take office immediately when elected and qualified, and, for purposes of computing their terms of office, the terms are assumed to commence on the first day of January in the year after they are elected.

All commissioners serve until their respective successors are elected, qualified, and assume office in accordance with [RCW 29A.60.280](#). Vacancies are to be filled as provided in [chapter 42.12 RCW](#).

Legislative Body of One City or County (Ex Officio)

If the proposed MPD is wholly within one city or county, the governing body of such city or legislative authority of such county may be designated to serve in an ex officio capacity as the board of metropolitan park commissioners, provided that when creation of the district is proposed by citizen petition, the city or county approves by resolution such designation.

Legislative Bodies of Multiple Cities and/or Counties (Interlocal Agreement)

If the proposed district lies within more than one city and/or county:

- Each city governing body and county legislative authority may be designated to collectively serve ex officio as the board of metropolitan park commissioners through selection of one or more members from each to serve as the board, provided that:
 - When creation of the district is proposed by citizen petition, each city governing body and county legislative authority approves by resolution such designation.
 - Within six months of the date of certification of election results approving creation of the district, the size and membership of the board is determined through interlocal agreement of each city and county.
 - The interlocal agreement specifies the method for filling vacancies on the board.

Compensation of Governing Body

- Only separately elected metropolitan park commissioners are eligible to receive compensation, adopted by resolution, for each day or portion of a day devoted to the business of the district; city or county elected officials serving in an ex officio capacity may not receive additional compensation as MPD commissioners.

- The maximum daily and annual compensation amounts and procedures are established by [RCW 35.61.150](#) and are adjusted by the state Office of Financial Management every five years based on inflation. See [WSR 23-23-158](#) for 2024 compensation limits.
 - Any commissioner may file a written waiver to waive all or any portion of their compensation payable under this section as to any month or months during their term of office.
-

Formation Requirements

Feasibility and Cost Studies

None required.

State Environmental Policy Act (SEPA) Review

The formation of a metropolitan park district is categorically exempt from the requirements of SEPA because a metropolitan park district is a type of special purpose district, and, under [WAC 197-11-800\(16\)](#), the formation of a special purpose district is categorically exempt from the requirements of SEPA.

Public Hearing Requirements

None required for formation.

Resubmittal of Petition

Not addressed.

Election to Form District

Where no boundary review board exists

- The ballot proposition authorizing creation of a metropolitan park district appears on the ballot of the next general election or at the next special election date specified under [RCW 29A.04.330](#) occurring 60 or more days after:
 - the last resolution proposing the creation of the park district is adopted;
 - or the date the county auditor certifies that the petition proposing creating the district has sufficient valid signatures.
- Where a petition is filed with two or more county auditors, the county auditors must confer and issue a joint certification.

Where a boundary review board exists

- Where the proposed district is located wholly or in part in a county where there is boundary review board, notice of the proposal must be filed with the boundary review board.
- A special election is held on the date specified under [RCW 29A.04.330](#) that is 60 or more days after proposal is approved or is deemed to have approved by boundary review board.

City exception: The creation of a metropolitan park district is not subject to review by a boundary review board if the proposed district only includes one or more cities.

Ballot Proposition

The proposition must include the district's name and board composition, and it must give voters the following two choices exactly as written ([RCW 35.61.030\(3\)](#)):

"For the formation of a metropolitan park district to be governed by [insert board composition described in ballot proposition]."

"Against the formation of a metropolitan park district."

When a proposition for formation of a metropolitan park district is limiting its purpose, taxing powers and/or being formed for specifically identified facilities, the ballot proposition must specifically identify those public parks or recreational facilities to be funded and state the maximum regular levy rate.

If a majority of voters approve the formation of the metropolitan park district, the district is created as a municipal corporation effective immediately upon certification of the election results and its name must be that designated in the ballot proposition ([RCW 35.61.040](#)).

Metropolitan Park District Finances

A metropolitan park district (MPD) is a junior taxing district that has two regular property tax levies available - one of \$0.50 per \$1,000 assessed valuation (AV) and one of \$0.25. They are considered as a single levy (up to \$0.75) for the purposes of the 1% annual levy limits in [chapter 84.55 RCW](#), which sets limits on the amount by which a levy can be increased ([RCW 35.61.210](#)). However, the levy rate could potentially be reduced through

prorating, and the two portions of the levy have different rankings in the prorating statute ([RCW 84.52.010](#)).

Any taxing jurisdiction, including a metropolitan park district, that is levying property taxes at a rate lower than its maximum rate can ask the voters to lift the levy lid by more than one percent. A simple majority vote is required. For more information, see our [Levy Lid Lifts](#) page.

A metropolitan park district may also impose one-year excess levies, subject to 60% voter approval and minimum validation (turnout) requirements. See [RCW 84.52.052](#), [RCW 35.61.210](#), and *Washington State Constitution, Art. 7, Sec. 2(a)*.

Metropolitan park districts may issue general obligation debt in an amount equal to 2 ½ percent of their assessed valuations ([RCW 35.61.110](#)). Of this 2 ½ percent, ¼ percent may be nonvoted (also called councilmanic) debt ([RCW 35.61.100](#)). The rest must be voted. The source for repayment of nonvoted debt is the district's general fund. For voted debt, debt service is paid from an excess property tax levy, which must be passed by a 60 percent vote, with an election turnout of at least 40 percent of those voting in the last general election ([RCW 84.52.056](#) and *Washington State Constitution, Art. 7*). This debt must be used for capital purposes ([RCW 84.52.056](#)) and can be issued for a maximum of 20 years ([RCW 35.61.100](#)).

Districts may also issue all kinds of short-term debt: tax anticipation notes, bond anticipation notes, revenue anticipation notes, grant anticipation notes as well as use lines of credit ([RCW 35.61.100](#)).

The ex officio treasurer of the district must be the county treasurer of the county within which all, or the major portion, of the district lies, unless otherwise designated by the district ([RCW 35.61.180](#)). If the district boundaries are coterminous with the boundaries of a city, the city may act as the district treasurer. Otherwise, the district can designate a different treasurer only if the board has received the approval of the county treasurer. If the district is someone other than the city or county treasurer, the treasurer must be bonded.

If the district is using the county treasurer, the district's tax revenues must be placed in a separate fund within the county treasurer's office to be known as the "metropolitan park district fund" and paid out on warrants ([RCW 35.61.210](#)).

Annexation

Territory by virtue of its annexation to any city that lies entirely within a park district is deemed to be within the limits of the metropolitan park district ([RCW 35.61.020](#)).

The territory adjoining a metropolitan park district may be annexed into the district upon petition and an election ([RCW 35.61.250-.280](#)) according to the following process:

- The petition must define the territory proposed to be annexed and must be signed by 25 registered voters, resident within the territory proposed to be annexed, unless the territory is within the limits of another city, in which case it must be signed by 20 percent of the registered voters residing within the territory proposed to be annexed;
- A notice of intent regarding a proposed annexation must be filed with the boundary review board, if one has been established in the county ([RCW 36.93.090\(1\)\(a\)](#));
- If the board of park commissioners concur in the petition, they must hold a public hearing, with published notice ([RCW 35.61.260](#));
- An election is held on the proposed annexation, with the ballot in the form prescribed by [RCW 35.61.270](#); and
- If the majority of the votes cast favor annexation, the territory becomes annexed to the park district ([RCW 35.61.280](#)).

Dissolution

A district may be dissolved by a majority vote of its board members. Upon dissolution, the district's liabilities are prorated, and turned over to the city and/or county to the extent the district was respectively located in each, when:

- Such city and/or county, through its governing officials, agrees to, and petitions for, such dissolution and the assumption of such assets and liabilities;
- Ten percent of the voters of such city and/or county who voted at the last general election petition the governing officials for such a vote ([RCW 35.61.310](#)); or
- Disincorporation of district located in county with a population of 210,000 or more and inactive for five years, see [Chapter 57.90 RCW](#).



Yakima County Elections Division

ballot measure submission cover sheet

This form must accompany each resolution or ordinance submitted to:

Yakima County Elections
128 N 2nd St Room 117; Yakima WA 98901
PO Box 12570; Yakima WA 98909
509.574.1340
iVote@co.yakima.wa.us

district information

City of Toppenish

name of district

Adam Vaughn, Finance Director

district contact person and title

509-865-1632

phone

adam.vaughn@cityoftoppenish.us

email

election information

November 5, 2024

election date

Metropolitan Park District Creation

type of measure (levy, bond, advisory vote, etc)

Simple Majority RCW 35.61.010

pass / fail requirements (simple majority, super majority, 60%, etc), along with the applicable statutory references

contact information for publication

This contact person from the district should be able to respond to questions from voters about the ballot measure. This contact information will be published on the elections division website.

Adam Vaughn, Finance Director

district contact person and title

509-865-1632

phone

adam.vaughn@cityoftoppenish.us

email

elections office use only

received by initials, date stamp

Explanatory Statement Submittal Form

Purpose and content. The explanatory statement explains in plain language the purpose of the measure. It shall state the law as it currently exists and what the result of passing the ballot measure would be, along with any possible financial impact. It cannot advocate for or against the ballot measure.

Preparation of. The explanatory statement must be prepared by the attorney for the district that is submitting the ballot measure. Statements not written by the district attorney will be reviewed and approved by the County Prosecuting Attorney.

Word limit. Explanatory statements are limited to 150 words.

Deadline. Explanatory statements must be submitted no later than the deadline for submitting the resolution and ballot title. There are no extensions or exceptions.

district information	name of district and ballot measure		
	name of person who prepared statement	title	phone

explanatory statement	
------------------------------	--

PA approval if not prepared by district attorney			
	PA printed name	signature	date

RESOLUTION 2024-33

**A RESOLUTION OF THE CITY OF TOPPENISH CITY COUNCIL
PROVIDING FOR THE SUBMISSION OF A PROPOSITION FOR THE
FORMATION OF A METROPOLITAN PARK DISTRICT TO THE
VOTERS OF THE CITY OF TOPPENISH AT THE NOVEMBER 5, 2024,
GENERAL ELECTION,**

WHEREAS, the City of Toppenish is facing budgetary constraints, and

WHEREAS, on March 11, 2024, the Toppenish City Council adopted the City's strategic plan identifying its top two goals to (1) make Toppenish safer at all hours and (2) ensure the City provides basic city services to all community members, and

WHEREAS, Parks, Recreation, and Aquatics services are all paid for through the City's general fund, and

WHEREAS, the City can no longer afford the cost of its Parks, Recreation, and Aquatics services through current funding sources, and

WHEREAS, the City's Parks, Recreation, and Aquatics services provide a significant benefit to the community, and

WHEREAS, RCW 35.61.010 provides that "[a] metropolitan park district may be created for the management, control, improvements, maintenance, and acquisition of parks, parkways, boulevards, and recreational facilities", and

WHEREAS, a metropolitan park district is able to levy a property tax up to \$0.75 per \$1,000 assessed value, and

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

Section 1. Metropolitan Park District Ballot Placement: That the Yakima County Auditor, as ex officio supervisor of elections in Yakima County, Washington, is hereby requested to submit to the qualified electors of the City of Toppenish, for their approval or rejection at the General Election to be held on Tuesday, November 5, 2024, a proposition for the formation of a metropolitan park district to be governed by the City of Toppenish.

Section 2. Proposition: That the City shall submit a proposition to the electorate of the City of Toppenish in the form substantially as follows:

**CITY OF TOPPENISH
PROPOSITION 1**

FORMATION OF METROPOLITAN PARK DISTRICT

City of Toppenish Resolution 2024-33 proposes the creation of a metropolitan park district with a boundary consisting of the City of Toppenish city limits for the purpose of providing funding to operate and maintain the City’s parks, recreation facilities and aquatics services, including the Toppenish swimming pool. If approved, this proposition would create a metropolitan park district named the “Toppenish Metropolitan Park District” which would have the powers provided in Chapter 36.61 RCW; provided that the authority to levy a general tax on property shall not exceed \$0.75 per \$1,000 assessed property value. The Toppenish Metropolitan Park District shall be governed by a board composed of the members of the Toppenish City Council to serve ex officio as the Board of Toppenish Metropolitan Park Commissioners.

___ For the formation of a metropolitan park district to be governed by the members of the Toppenish City Council to serve ex officio as the Board of Toppenish Metropolitan Park Commissioners.

___ Against the formation of a metropolitan park district.

Section 3. Boundaries of the Toppenish Metropolitan Park District: The boundaries of the Toppenish Metropolitan Park District shall encompass the City of Toppenish boundaries.

Section 4. Corrections: The City Clerk is authorized to make necessary corrections to this Resolution including, but not limited to, the correction of scrivener’s/clerical errors, references, Resolution numbering, section/subsection numbering and any references thereto.

Section 5. Effective Date: This resolution shall be effective immediately upon passage and signatures hereto.

PASSED by the Toppenish City Council at its regular meeting held on July 22, 2024.

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

Metropolitan Park District

March 11th Approved Strategic Plan Goals

Public Safety

- Goal #1: Make Toppenish safer at all hours.

Infrastructure and City Improvements

- Goal #2: Goal: Ensure the City provides basic city services to all community members.

Economic Development and Finance

- Goal #3: Attract additional businesses.

Housing

- Goal #4: Goal: Promote higher quality housing opportunities.

Parks, Recreation, and Aquatics

- 2024 Budget (all through the General Fund*) of \$706,885
- \$75,000 - \$100,000 of revenue generated
- Important to Community Quality of Life, but sits below other Council Priorities
- Without additional funding, staff recommends these services to be considered for expenditure cuts

*A portion of City Clean Up (Graffiti) is funded through the Special Projects Fund (\$55,000)

Additional Funding Alternatives

- Metropolitan Park District
- Metropolitan park districts, authorized by chapter 35.61 RCW, may be created for the management, control, improvement, maintenance, and acquisition of parks, parkways, boulevards, and recreational facilities*
- \$0.75 per \$1,000 assessed value available as funding (~\$450,000)

*MRSC

Additional Funding Continued

- For a \$250,000 house, $\$0.75 \text{ per } \$1,000 = \$187.50$ or $\$15.63$ a month
- For a \$350,000 house, $\$0.75 \text{ per } \$1,000 = \$262.50$ or $\$21.88$ a month

- To get the same amount of revenue through the Utility Tax, it would result in a 6% tax increase, resulting in a 35% utility tax (on top of rate increases for each utility)

Formation

- Governing Body Resolution (also possible through citizen petition)
- Simple majority vote of the public
- The City Council would be the Ex Officio (by right of office) legislative body

Staff Recommendation

- Approve resolution to form a Metropolitan Park District with intent to place it on the ballot for the November 5th election with the intent of levying the full \$0.75 per \$1000 assessed value property tax
- If the ballot measure fails, cut Parks, Recreation, and Aquatics expenditures from the 2025 budget and place it back on the ballot at a future election

REQUEST FOR COUNCIL ACTION

Agenda Bill No.: 24-056

Meeting Date: July 22, 2024

Subject: City Hall Hours Adjustment

Attachments: Ordinance 2024-13

Presented by: Adam Vaughn, Finance Director

Approved For Agenda By: Dan Ford, City Manager

Discussion:

Current hours for City Hall public business are from 8:00 a.m. to 5:00 p.m. Monday through Friday weekly, except on legal holidays. This request would adjust the public hours to end at 4:30 p.m. rather than 5:00 p.m.

The City of Toppenish accepts a large amount of cash daily. At the end of each day finance staff are required to close out their cash drawers, which is a process that takes several minutes of uninterrupted focus to accurately balance the money received during the day. Current practice has staff closing the doors to the public at 5:00 and then taking the time to close for the day. During busier days, there are additional activities that finance staff need to perform that they are not able to do with their focus on customers' needs throughout the day. The result is that the city pays approximately \$1,500 – \$3,000 each year on finance staff overtime. With this in place, overtime would be cut down to very minimal use. Additionally, this would allow for staff to consistently be able to leave the office at 5:00, which is valuable for retention.

Management wanted to ensure that this change would not unduly burden customers. Data was reviewed from April through June of 2024 to better understand what time customers came to City Hall to do business. Half-hour increments were reviewed to see if 4:30 – 5:00 was a particularly busy time for customers. Staff found that of 5,101 customer visits only 6.4% occurred during the 4:30 – 5:00 time period. This is not a significant proportion of visits, and staff believes that the customers that usually come during that time would be able to adjust to coming at an earlier time.

Fiscal Impact: Potential overtime savings of \$1,500 – \$3,000

Recommendation: Adopt Ordinance 2024-13 Amending Toppenish Municipal Code Section 2.60.010 adjusting City Hall Office Hours from 8:00 a.m. – 5:00 p.m. to 8:00 a.m. – 4:30 p.m.

Alternatives: 1) Do not adopt.

ORDINANCE 2024-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON, AMENDING TOPPENISH MUNICIPAL CODE SECTION 2.60.010 OFFICE HOURS FOR CITY HALL DESIGNATED FROM 5:00 P.M. TO 4:30 P.M., AND FIXING A TIME WHEN THE SAME SHALL BE EFFECTIVE

WHEREAS, finance staff has a responsibility to balance their cash each day in preparation for the following day's bank deposit; and

WHEREAS, finance staff often has to stay past working hours in order to close city hall drawers each day through the use of overtime hours; and

WHEREAS, finance staff has reviewed data and found that a significant portion of customers are not waiting to do business at the City between 4:30 p.m. and 5:00 p.m.,

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

Section 1: Amendment to Office Hours: Toppenish Municipal Code Section 2.60.010 shall be amended as follows:

2.60.010 Office hours for City Hall designated.

The administrative offices of the city shall be kept open for the purpose of transacting the public business of the city from 8:00 a.m. to ~~5:00 p.m.~~ 4:30 p.m. on each day, Monday through Friday, of each week, except on legal holidays unless otherwise established by the city manager and confirmed by the city council. The administrative offices shall be closed on Saturday and Sunday of each week.

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 scriveners/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 22nd day of July, 2024.

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

GARY M. CUILIER, City Attorney

REQUEST FOR COUNCIL ACTION

Agenda Bill No.: 24-057

Meeting Date: July 22, 2024

Subject: Surplus Ladder Truck

Attachments: Resolution 2024-34

Prepared by: Fire Chief Timothy B. Smith

Presented by: Fire Chief Timothy B. Smith

Approved For Agenda By: Dan Ford, City Manager

Discussion:

The City received its new ladder truck in December 2023 and it was placed into service May 2024, after receiving the tools, hose, and water appliances that were on backorder. With the addition of the new ladder truck the City no longer has need of the 1999 75' ladder truck.

The 1999 HME (custom manufacturer) 75' ladder truck was purchased new from General Fire Apparatus of Spokane, WA. It was equipped with a 500-gallon water tank and 1,500 GPM Hale pump, and is powered by a 400 hp, turbo charged Cummins diesel motor and an Allison automatic transmission. It was built on a custom chassis with a 75' RKT (Prime Design) steel ladder. It was purchased new in 1999 for \$377,824 not including sales tax.

The recommendation is to declare the 1999 75' ladder truck as surplus and for it to be sold with a full complement of ladders and some limited small hand tools and 500' of 5" supply hose that is 20+ years in age.

Once declared surplus, City staff will establish a fair market value and list the ladder truck available for immediate purchase from any interested party. Yakima County Fire District #5 (YCFD 5) has expressed an interest in the immediate purchase. This purchase by YCFD 5 would be a benefit to the City of Toppenish because it would be housed in Zillah, and the City could count the apparatus as a backup ladder truck if the new ladder truck was out of service for maintenance. It is important to note that selling the ladder truck to YCFD 5 would gain points in the City's fire insurance rating as it would then be a backup for Toppenish.

The proposed surplus resolution meets the requirements of Toppenish Municipal Code Chapter 3.04 – Disposition of Property.

Fiscal Impact: Ability to sell the ladder truck will generate revenue for the Equipment Replacement Fund.

Recommendation: Approve Resolution 2024-34 declaring its 1999 HME Ladder Truck as surplus apparatus; and authorize the Fire Director to dispose of property.

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

RESOLUTION 2024-34

**A RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS
AND AUTHORIZING THE DISPOSITION THEREOF**

WHEREAS certain property has become surplus to the needs of the City, and

WHEREAS the City desires to dispose of said property,

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

Section 1: The property described on "Exhibit A" is hereby declared to be surplus.

Section 2: The City Manager is authorized and instructed to dispose of the described
property in accordance with state law for the best attainable value.

Section 3: This resolution shall be effective immediately upon passage and signatures
hereto.

PASSED by the Toppenish City Council at its regular meeting held on July 22, 2024.

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

Exhibit A

Dept.	Item Description	Qty	Make/Model	Vin #	Fund	Classification
Fire	1999 HME Ladder Truck	1	75' ladder truck with a 500-gallon water tank and 1,500 GPM Hale Pump	44KFT6485XWZ19093	510	Negotiated Sale/Intergovernmental cooperation