

TOPPENISH CITY COUNCIL

Study Session Minutes

May 2, 2022

CALL TO ORDER

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

ROLL CALL

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

Absent: Councilmember Juan Ceja

Staff Present: Interim City Manager Debbie Zabell (ICM Zabell), City Attorney Gary Cuillier, Chief of Police John Clary, City Clerk Heidi Riojas (CC Riojas), Deputy City Clerk Sabrina Renfrew

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, Duval, Pettit, and Garcia responded their attendance during roll call. Councilmember Ceja was not present at the meeting.

Councilmember Duval moved, seconded by Councilmember Garcia to excuse Councilmember Ceja from the May 2, 2022 Study Session. Motion carried unanimously.

NEW EMPLOYEE INTRODUCTION

None.

RECEIVE PRESENTATION BY YAKIMA VALLEY CONFERENCE OF GOVERNMENTS ON THE PROPOSED HOUSING ACTION PLAN

ICM Zabell introduced Yakima Valley Conference of Governments (YVCOG) staff Land Use Planning Manager Byron Gumz and Regional Program Manager Vicki Baker. Baker advised that individual meetings with Council members would be scheduled in the future to learn their specific concerns regarding the Proposed Housing Action Plan. Gumz provided an update on the Housing Needs Assessment, including: 1) Community Profile; 2) Workforce Profile; 3) Housing Inventory; 4) Gap Analysis; and 5) Land Capacity Analysis.

LODGING TAX AND TOURISM COMMITTEES

ICM Zabell presented information on Council's historical action on tourism and funding efforts. Staff recommends updating the TMC Chapter 2.30 Advisory Commissions to remove the Tourism Fund Advisory Committee (TFAC), based on the State Law requiring that the City Council may only receive recommendations for use of the Lodging Tax Revenues from the Lodging Tax Advisory Committee. Staff recommends 100% of the City Business License Fees be utilized in the General Fund to support general fund activities. It was Council consensus to update TMC Chapter 2.30 to remove TFAC, and to reduce the 75% business license fee transfer amount by 25% each year starting in 2022, until it is 0% in 2024. ICM Zabell noted that staff will present Ordinances at the May 9, 2022, Regular Meeting for Council's consideration.

CITY MANAGER RECRUITMENT DIRECTION

ICM Zabell distributed a Salary Survey of Local City Managers to Council. The meeting was then paused due to technical difficulties. After the meeting resumed ICM Zabell answered Council question regarding the salary for previous CM Hoyt, stating this his annual base salary was \$116,552, not including deferred compensation or other benefits. Mayor Pro Tem Jiménez stated her preference to recruit for the position. Councilmember Duval expressed her desire to receive community input during the process. ICM stated the benefits of using a search firm and provided an estimate of \$20,000 to \$25,000 as the potential expense to use a recruiting firm.

Mayor Pro Tem Jiménez moved, seconded by Councilmember Pettit to open the City Manager position for recruitment. Motion passed unanimously.

Councilmember Pettit moved, seconded by Councilmember Garcia to hire Prothman Employment Agency for the City Manager recruitment. Motion passed unanimously.

EXECUTIVE SESSION

At 6:28 p.m., Mayor Saavedra called for an Executive Session to be held for the purpose of litigation pursuant to RCW 42.30.110(1)(i). The approximate time for the Executive Session is 15 minutes with potential action.

At 6:43 p.m., Mayor Saavedra reconvened the regular session back to order.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 6:44 p.m.



ELPIDIA SAAVEDRA, MAYOR



HEIDI RIOJAS, CMC, CITY CLERK