

TOPPENISH CITY COUNCIL
Regular Meeting Minutes
November 23, 2020

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

REMOTE MEETING INSTRUCTIONS

CC Riojas recited the remote meeting instructions for the record pursuant to Governor Inslee's Emergency Proclamation with the temporary suspension of certain provisions of the Open Public Meetings Act during the COVID-19 Outbreak that prohibit all in-person public comments. In addition, she recited the instructions to attend the meeting in "listen only" mode by using the call-in phone number.

ROLL CALL

Remote Attendees: Mayor Pro Tem Elpidia Saavedra and Councilmembers Loren Belton, Juan Ceja, Naila Duval, George Garcia, and Clara Jiménez.

Absent: Mayor Mark Oaks.

Remote Staff: City Manager Lance Hoyt (CM Hoyt), City Attorney Gary Cuillier, Administrative Services Director Debbie Zabell (ASD Zabell), Accounting Manager Malarey Bethune (AM Bethune), Public Works Superintendent Rocky Wallace, City Clerk Heidi Riojas (CC Riojas), and Cable Television Manager Judy Devall.

CC Riojas conducted roll call for each City Councilmember to respond their attendance at the meeting. Mayor Pro Tem Saavedra and Councilmembers Belton, Ceja, Duval, Garcia, and Jiménez remotely attended the meeting. Mayor Oaks was not present at the meeting.

Councilmember Jiménez moved, seconded by Councilmember Garcia to excuse Mayor Oaks from the November 23, 2020 Regular Meeting. Motion carried unanimously.

APPROVE AGENDA

Councilmember Jiménez moved, seconded by Councilmember Belton to approve the November 23, 2020 Agenda. Motion carried unanimously.

ADVANCE PUBLIC COMMENTS RECEIVED BY 4:00 P.M. ON NOVEMBER 23, 2020

CC Riojas noted the City received no public comments by the 4:00 p.m. deadline prior to the meeting.

CONSENT AGENDA

Councilmember Belton moved, seconded by Councilmember Jiménez to approve Consent Agenda items a through d:

- a. Approve Minutes of the November 9, 2020 Regular Council Meeting.
- b. Approve Minutes of the November 16, 2020 Special Meeting.
- c. Approve Payroll Checks Numbers 35104 through 35113 and electronic transfers in the total amount of \$208,081.18 dated November 20, 2020.

- d. Approve Claims Checks Numbers 92856 through 92917 and electronic transfers in the total amount of \$238,322.44 dated November 23, 2020.

Motion carried unanimously.

PUBLIC HEARINGS

CC Riojas recited the remote instructions that required members of the public wanting to express their opinions during the Public Hearings needed to email written comments by 4:00 p.m. on November 23, 2020 to be read by staff during the Public Hearings. In addition, she recited the instructions to remotely attend in “listen only” mode by using the call-in phone number.

Public Hearing Regarding the 2021 Preliminary Budget. Receive Staff Presentation and Public Comments on Proposed 2021 Preliminary Budget.

Mayor Pro Tem Saavedra opened the first public hearing at 7:07 p.m.

ASD Zabell reported that this is the first public hearing required by State Statute for the City to conduct for the 2021 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.

CC Riojas noted the City received no comments for the first public hearing by the 4:00 p.m. deadline prior to the meeting.

There being no comments from the public, Mayor Pro Tem Saavedra closed the first public hearing at 7:14 p.m.

Public Hearing Regarding 2021 Tax Levy and Revenues. Receive Staff Presentation and Public Comments on Proposed Tax Levy.

Mayor Pro Tem Saavedra opened the second public hearing at 7:15 p.m.

ASD Zabell reported that the public hearing was to provide the revenue estimates for the 2021 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 \$37,136,970.

ASD Zabell reported that the 2021 Preliminary Budget includes the allowable 1% increase or \$8,831.99 in Ad Valorem Taxes, better known as Property Taxes. The anticipated levy rate in 2021 will be an estimated \$2.51 per \$1,000 of assessed valuation compared to the rate of \$2.67 in 2020.

CC Riojas noted the City received no comments for the second public hearing by the 4:00 p.m. deadline prior to the meeting.

There being no comments from the public, Mayor Pro Tem Saavedra closed the second public hearing at 7:23 p.m.

NEW BUSINESS

Mayor Pro Tem Saavedra Read Ordinance 2020-13 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, 2021.

Councilmember Duval moved, seconded by Councilmember Jiménez to adopt Ordinance 2020-13. Motion carried unanimously.

Resolution 2020-55: A Resolution Adopting a Public Participation Plan for the City of Toppenish, Shoreline Master Program Update.

Councilmember Belton moved, seconded by Councilmember Jiménez to adopt Resolution 2020-55. Motion carried unanimously.

Resolution 2020-56: A Resolution Approving the Payment of TERO and Sales Tax for Change Order No. 9 for the Sewer Improvements Project, Phase IV.

Councilmember Belton moved, seconded by Councilmember Duval to adopt Resolution 2020-56. Motion carried unanimously.

Receive Utility Customer Relief Grant Program Update

AM Bethune shared her computer screen with Council to report on the applications received by the November 20, 2020 deadline for the Utility Customer Relief Grant Program. She noted that 21 applications, identified in yellow total \$12,406.60, were submitted with the required documentation; 6 applications, identified in green total \$2,450.12, need Council approval since alternative documents were submitted to document low-income status; and 7 applications, identified in peach total \$3,525.33, were submitted with no documentation. Staff recommends approving the 21 applications in yellow and the 6 applications in green for a total of \$14,856.72 using funding from the Utility Customer Relief Grant Program.

Councilmember Jiménez moved, seconded by Councilmember Garcia approving the applications in yellow and in green, not the applications in peach, to receive funding from the Utility Customer Relief Grant Program. Motion carried unanimously.

COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

Councilmember Belton had nothing to report.

Councilmember Ceja had nothing to report.

Councilmember Duval reported that she is helping with the Sunday dinner meals for people at the Extreme Weather Shelter and shared her email for people to contact her if they can help.

Councilmember Garcia had nothing to report.

Councilmember Jiménez had nothing to report.

Mayor Pro Tem Saavedra encouraged the people in the community to maintain positive thoughts during this difficult time, and for the lighted trucks to come through Toppenish to share the holiday lights with the people in the community.

CITY MANAGER REPORT

CM Hoyt updated Council on the following:

- Extreme Weather Shelter
- Small Business Grants using CARES Funding
- Recruitments
- Yakima County Commissioners and Yakima County Prosecutor press conference regarding Governor Inslee issuing a Statewide four-week closure due to the increasing number of COVID-19 cases

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 8:00 p.m.



ELPIDIA SAAVEDRA, MAYOR PRO TEM



HEIDI RIOJAS, CMC, CITY CLERK