

TOPPENISH CITY COUNCIL
Study Session Minutes
November 5, 2018

CALL TO ORDER

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

ROLL CALL

Present: Mayor Clara Jiménez, Mayor Pro Tem J. Eligio Jiménez and Councilmembers, Naila Prieto, Elpidia Saavedra and Blaine Thorington.

Above: Councilmember Mark Oaks and Councilmember Gabriel Piñon.

Staff Present: City Manager Lance Hoyt, Finance Director/City Clerk Debbie Zabell (FD Zabell), Community Development Director William Rathbone (CDD Rathbone), Public Works Superintendent Rocky Wallace, Accounting Manager Jamison Horner and Executive Assistant/Deputy City Clerk Heidi Riojas.

Councilmember Saavedra moved, seconded by Councilmember Prieto to excuse Councilmember Oaks and Councilmember Piñon from the November 5, 2018 Study Session. Motion carried unanimously.

**RECEIVE PHASE 1 UPDATE FROM ANGIE SANCHEZ VIRNOCHE, FCS GROUP
VICE PRESIDENT ON THE 2018 UTILITY RATE STUDY**

FCS Group Vice President Angie Sanchez Virnoche presented Council with Phase 1 of the 2018 Utility Rate Study providing a long-range financial management plan to identify annual cash flow needs to operate and manage the utilities to remain self-sufficient. Ms. Sanchez Virnoche summarized the revenue requirements for each utility taking into consideration the new debt requirements for future loans.

After discussion, Council directed staff to bring back ordinances for consideration at the November 13, 2018 Regular Meeting, to reduce the utility tax from 33% to 31% for water, wastewater and solid waste, options for increasing the rates for water, wastewater and solid waste by 4% and 2%.

GROWTH MANAGEMENT COMPREHENSIVE PLAN UPDATE

CDD Rathbone reported that the Planning Commission will be holding its continuation of a Public Hearing on November 6, 2018 for the Comprehensive Plan Update. He noted that in 2008 the City adopted a Comprehensive Plan and development requirements in compliance with RCW 36.70A. CDD Rathbone further noted that proposed Comprehensive Plan Update is available on the City's website, on FaceBook directing people to the City's website and notices were advertised in English and Spanish in the Daily Sun News. He mentioned in the past Council held a public hearing prior to adoption. Council agreed that a separate public hearing is not needed. CDD Rathbone received direction to present the Planning Commission recommendation and ordinance to Council for consideration to adopt.

ANNUAL END OF YEAR ACCOUNTS PAYABLE

FD Zabell updated Council on a proposed change to the End of Year Accounts Payable process. She noted that the current process, when Council cancels the last meeting in December, causes a delay in the payment of invoices until the first Regular Meeting in January. The proposal for Council to adopt a policy to authorize the payment to regular vendors and not to private parties. Council expressed its appreciation to FD Zabell for finding a solution to the delayed payments being mailed.

2019 PRELIMINARY BUDGET WRAP UP

CM Hoyt noted that he received a letter from the City of Yakima requesting a \$10,000 to assist in operating the Yakima Airport. It was the consensus of Council to decline the request for \$10,000.

After discussion, Council voted on the adjusting the 2019 Preliminary Budget as follows:

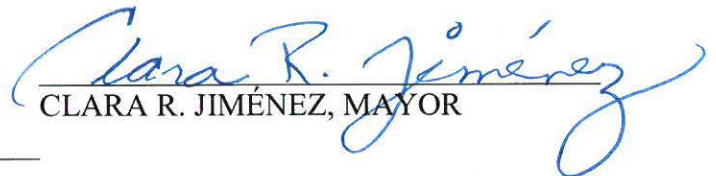
- Councilmember Thorington moved, seconded by Mayor Pro Tem J. Jiménez to remove funding for the LED sign from the 2019 Preliminary Budget. Motion carried unanimously.
- Councilmember Saavedra moved, seconded by Councilmember Prieto to provide the Miss Toppenish float a matching grant for up to \$500 once they provide proof of earning \$500 cash from other parties. Motion carried unanimously.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 6:49 p.m.



HEIDI RIOJAS, CMC
EXECUTIVE ASSISTANT/DEPUTY CITY CLERK



CLARA R. JIMÉNEZ, MAYOR