

**TOPPENISH CITY COUNCIL**  
**Regular Meeting Minutes**  
**October 22, 2018**

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

**ROLL CALL**

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

Staff Present: City Manager Lance Hoyt (CM Hoyt), City Attorney Gary Cuillier, Finance Director/City Clerk Debbie Zabell (FD Zabell), Mid Valley Television Manager Judy Devall and Executive Assistant/Deputy City Clerk Heidi Riojas.

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

Councilmember Thorington moved, seconded by Mayor Pro Tem J. Jiménez to approve Consent Agenda items a through e:

- a. Approve Minutes of the October 8, 2018 Regular Meeting.
- b. Resolution 2018-38: A Resolution Approving Amendment No. 2 to Employment Agreement Between the City of Toppenish and Lance Hoyt.
- c. Pay Estimate #7 and Final Payment to Tapani, Inc. in the amount of \$2,666.02 with retainage held in the amount of \$136.02 for the Second Avenue Reconstruction – Phase 1 Project.
- d. Approve Payroll Checks Number 34363 through 34375 and electronic transfers in the total amount of \$219,527.33 dated October 17, 2018.
- e. Approve Claims Checks Number 88903 through 88975 and electronic transfers in the total amount of \$154,817.66 dated October 22, 2018 and void Check Number 88721.

Motion carried unanimously.

## NEW BUSINESS

### **Presentation by Nancy Wetch, P.E. and Steve Wagner, P.E. with Gray and Osborne, Inc. to discuss proposed Amendment No. 3 for Phase II-IV of the Sewer Improvements Project Design.**

Nancy Wetch, P.E. and Steve Wagner, P.E. with Gray and Osborne, Inc. updated Council on Phase I- IV of the Sewer Collection System Rehabilitation Project to address the infiltration problem at the wastewater treatment facility. Engineer Wetch noted that Phase II of the Project consisted of the replacement of 67,000 LF of collection system sewers and upgrading/replacing three pump stations, which are noted as a top priority in the City's General Sewer Plan. Engineer Wetch introduced Engineer Wagner who will be the project manager. Engineer Wagner noted that the sewer system lines will be videoed to identify the worst pipes needing replacement.

### **Resolution 2018-39: A Resolution Approving Amendment No. 3 with Gray & Osborne, Inc., for Additional Engineering Services for Sewer (Phases II-IV) Improvements Design.**

Councilmember Piñon moved, seconded by Councilmember Oaks to adopt Resolution 2018-39. Motion carried unanimously.

### **Receive Lodging Tax Advisory Committee Recommendation and Decide on Lodging Tax Advisory Committee Recommendation for 2019 Tourism Development Funds.**

EA Riojas updated Council that at the October 10, 2018 joint meeting with the Lodging Tax Advisory Committee (LTAC) and Tourism Fund Advisory Committee (TFAC), the members reviewed the proposals submitted for recommendation for 2019 Tourism Development Funds. The Final LTAC recommendation for funding is as follows: \$43,000.00 to the Toppenish Chamber of Commerce; \$3,864.00 to the City of Toppenish for the flower basket program; \$5,000.00 to YVVCB, doing business as Yakima Valley Tourism for the 2019 Yakima Valley Official Travel Guide advertisement for \$3,200.00 for a two-page advertisement and the balance of \$1,900.00 for web and media marketing; \$5,500.00 to the Yakima Valley Rail and Steam Museum Association; and \$600.00 to the City of Toppenish for the operation of the tourism program.

Councilmember Thorington moved, seconded by Councilmember Oaks to adopt the recommendation from the Lodging Tax Advisory Committee for 2019 Tourism Development Funds of \$57,964.00 with funding of \$43,000.00 to the Toppenish Chamber of Commerce; \$3,864.00 to the City of Toppenish for the flower basket program; \$5,000.00 to YVVCB, doing business as Yakima Valley Tourism for the 2019 Yakima Valley Official Travel Guide advertisement for \$3,200.00 for a two-page advertisement and the balance of \$1,900.00 for web and media marketing; \$5,500.00 to the Yakima Valley Rail and Steam Museum Association; and \$600.00 to the City of Toppenish for the operation of the tourism program. Motion carried unanimously.

### **Receive Updates from Finance Director on 2019 Preliminary Budget.**

FD Zabell noted that the Auditor will arrive at City Hall on October 29, 2018 to start the 2016-2017 Financial Audit for two weeks. She updated Council that the Cost Allocation Plan will be coming to Council for adoption. FD Zabell noted that she will need any changes for the 2019 Preliminary Budget at the November 5, 2018 Study Session.

CM Hoyt updated Council that 2019 Preliminary Budget includes an expense for a new roof for the railroad depot, an LED sign in Pioneer Park by the Welcome Center and funding for the Chamber float.

Councilmember Thorington thanked FD Zabell for her work in preparing the budget.

### **COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS**

Councilmember Thorington noted his attendance at the Yakima Valley Conference of Governments meeting in Naches.

Councilmember Prieto noted that she spent on a ride along with Toppenish Police Officer Rosenow and had an opportunity to speak with officers and dispatchers. She encouraged the Council and City Manager to do a ride along with a police officer.

Councilmember Saavedra noted that there will be a community forum for Toppenish Leaders on November 16, 2018 from 6:30 p.m. to 8:00 p.m. to speak with Junior and Senior Toppenish High School Students.

Mayor C. Jiménez noted her attendance at the Yakima Valley Conference of Governments meeting in Naches and the AWC Regional meeting in Ellensburg.

### **CITY MANAGER REPORTS**

CM Hoyt updated Council on the following:

- Agenda for the November 5, 2018 Study Session to consist of:
  - Phase 1 - Rate Study Update
  - Comprehensive Plan Update
  - 2019 Preliminary Budget Wrap Up
- IACC Conference from October 23, 2018 through October 25, 2018 in Wenatchee.
- Well No. 5 – confirmation from the Department of Health for additional funding.
- Second Avenue – new light poles being installed.
- Employee Recognition Luncheon – October 26, 2018 at the Fire Station
- Ranch Party – November 1, 2018

### **ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 8:02 p.m.

  
HEIDI RIOJAS, CMC  
EXECUTIVE ASSISTANT/DEPUTY CITY CLERK

  
CLARA R. JIMÉNEZ, MAYOR