

**TOPPENISH CITY COUNCIL  
Study Session Minutes  
September 8, 2020**

**CALL TO ORDER**

Mayor Oaks called the meeting to order at 5:00 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, the Toppenish City Council Chambers will not be open for the public to attend the meeting in person. In addition, she recited the instructions to attend the meeting in "listen only" mode by either registering online at Zoom, or by using the call-in phone number.

**ROLL CALL**

Remote Attendees: Mayor Mark Oaks, Mayor Pro Tem Elpidia Saavedra, and Councilmembers Loren Belton, Juan Ceja, Naila Duval, George Garcia, and Clara Jiménez.  
Remote Staff: City Manager Lance Hoyt (CM Hoyt), City Attorney Gary Cuillier, Administrative Services Director Debbie Zabell (ASD Zabell), Chief of Police

Curt Ruggles, Interim Police Chief of Tim Bardwell, Fire Chief Tim Smith, Accounting Manager Malarey Milner, and City Clerk Heidi Riojas (CC Riojas).

CC Riojas conducted roll call for each City Councilmember to respond their attendance at the meeting. Mayor Oaks, Mayor Pro Tem Saavedra, and Councilmembers Belton, Duval, and Jiménez remotely attended the meeting. Councilmembers Ceja and Garcia were not in attendance during roll call; however, due to technical difficulties they both logged into the Zoom meeting after roll call.

### **CORONAVIRUS RELIEF FUNDS**

**Resolution 2020-43: A Resolution Approving the Agreement Between the City of Toppenish, Washington, and Yakima County Development Association for the Pass Through and Use of Washington State Department of Commerce Coronavirus Relief Funds.**

CM Hoyt presented the proposed resolution and agreement to work with Yakima County Development Association (YCDA) in distributing \$190,000 of the City's CARES Act Funds in \$5,000 grants per each qualifying small business impacted by the COVID-19 public health emergency. He noted that YCDA will accept applications from September 16, 2020 until 5:00 p.m. on September 29, 2020. Council discussed increasing the grant awards from \$5,000 to \$10,000 to use the available funding to provide more economic support for those businesses.

Councilmember Jiménez moved, seconded by Councilmember Ceja to adopt Resolution 2020-43 and to amend the agreement with YCDA to increase the grant award from \$5,000 to \$10,000 for each qualifying small business. Motion carried unanimously.

### **PROPOSED 2021 BUDGET CALENDAR**

ASD Zabell noted that Council received a copy of the proposed 2021 Budget Calendar that proposes adopting the 2021 Final Budget during the December 7, 2020 Study Session. Councilmember Jiménez requested to have the 2021 budget binders available for Council by October 5, 2020.

In closing, CM Hoyt introduced Interim Police Chief Tim Bardwell to Council. Interim PC Bardwell will be filling in until a full-time Chief of Police is hired.

Council was reminded that the City Manager Evaluation survey closes on September 9, 2020.

### **ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 5:39 p.m.

  
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MARK OAKS, MAYOR

  
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HEIDI RIOJAS, CMC, CITY CLERK