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1. Regular Session Call to Order

Pledge of Allegiance, Roll Call, and Welcome

2. Approve Agenda

3. Public Comment

The City Council welcomes public attendance at Council meetings. This meeting is for the conduct of regular City business. With very few exceptions, RCW 42.17A.555 prohibits government agencies from allowing the use of public facilities, directly or indirectly, for campaign purposes. At this time, citizen comments and inquiries about agenda business or general City matters are encouraged. If you wish to address the City Council, please stand or raise a hand so you can be called upon. After you are recognized, please come forward to the lectern and state your name for the public record. Your remarks must be limited to three minutes or less. Please use the microphone.

4. Consent Agenda

All matters on the consent agenda have been provided to each Councilmember for review and are considered to be routine or have been previously discussed and will be adopted by one motion and vote without discussion. However, if a Councilmember desires, any item on this agenda will be discussed before any action is taken on it.

- a. Approve Minutes of the March 23, 2026, Regular Meeting.
- b. Approve Minutes of the April 6, 2026, Study Session.
- c. Adopt Ordinance No. 2026-08, Salary Waiver.
- d. Approve Resolution No. 2026-12, Amendment No. 2 to Employment Agreement with Daniel Ford.
- e. Approve Payroll Checks and Bank Drafts as listed in the attached register in the total amount of \$186,694.28 dated April 7, 2026.
- f. Approve Claims Checks and Bank Drafts as listed in the attached register in the total amount of \$642,400.50 dated April 12, 2026.

5. New Business

- a. AB 26-33: [Proposed] Resolution No. 2026-13 Accepting Bid for the Wastewater Treatment Plant Dryer Building Construction Project.
- b. AB 26-34: [Proposed] Resolution No. 2026-14 Accepting Bid for the Wastewater Treatment Plant Headworks Screen and Blower Project.
- c. AB 26-35: [Proposed] Resolution No. 2026-15 Accepting Bid for Property Demolition.
- d. AB 26-36: [Proposed] Resolution No. 2026-16, Approve Subordinate Agreement with the City of Sunnyside for Cooperative Services.

6. Council Meeting Reports and Community Announcements

7. Adjournment

Next Council Meeting Will Be Held on April 27, 2026.

City Council meetings are accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (509) 865-6754, 24 hours in advance.

**TOPPENISH CITY COUNCIL
Regular Meeting Minutes
March 23, 2026**

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

ROLL CALL

Attendees: Mayor Elpidia Saavedra, Mayor Pro Tem Loren Belton, and Councilmembers Laura Canfield, Naila Prieto Duval, George Garcia, and Josh Garza.

Absent: Councilmember Cristian Sanchez.

Staff: City Manager Dan Ford, City Attorney Daniel B. Heid, ACM/Finance Director Adam Vaughn, Public Safety Director Joseph Mehline, Interim Director of Community Infrastructure and Development Andrew Hattori, Information Technologies Services Manager Van Donley, City Clerk Heidi Riojas (CC Riojas), and Communications Manager Sean Davido.

CC Riojas conducted roll call for each City Councilmember to respond to their attendance at the meeting. Mayor Saavedra, Mayor Pro Tem Belton, and Councilmembers Canfield, Prieto Duval, Garcia, and Garza, responded during roll call. Councilmember Sanchez was not present at the meeting.

Mayor Pro Tem Belton moved, seconded by Councilmember Canfield to excuse Councilmember Sanchez from the March 23, 2026, Regular Meeting. Motion carried unanimously.

APPROVE AGENDA

Councilmember Canfield moved, seconded by Councilmember Garcia to approve the March 23, 2026, Agenda. Motion carried unanimously.

PRESENTATION

Toppenish Royalty.

Mayor Saavedra and the Council welcomed Toppenish Royalty Director Christy Troy, outgoing 2025–2026 Miss Toppenish Queen Karla Guizar, and the newly selected 2026–2027 Toppenish Royalty, chosen on March 21, 2026. The new court includes Miss Toppenish Queen Anapaola Razo and Princesses Nevaeh Rodriguez and Violet Shirley.

PUBLIC COMMENT

The City Council received no comments from the public during the meeting.

CONSENT AGENDA

Councilmember Prieto Duval moved, seconded by Councilmember Garza to approve Consent Agenda items a through c:

- a. Approve Minutes of the March 9, 2026, Regular Meeting.

- b. Approve Payroll Checks and Bank Drafts as listed in the attached register in the total amount of \$286,309.29 dated March 20, 2026.
- c. Approve Claims Checks and Bank Drafts as listed in the attached register in the total amount of \$419,919.60 dated March 23, 2026.

Motion carried unanimously.

NEW BUSINESS

Mayor Saavedra Read Ordinance No. 2026-07: An Ordinance of the City Council of the City of Toppenish, Washington, Amending Section 2.30.090 of the Toppenish Municipal Code to Amend the Number of Members of the Parks and Recreation Board, Providing for Severability and Establish an Effective Date.

Councilmember Garza moved, seconded by Mayor Pro Belton to adopt Ordinance No. 2026-07. Motion carried unanimously.

COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

The City Councilmembers provided reports of their activities since the last meeting and community announcements.

EXECUTIVE SESSION

At 7:23 p.m., Mayor Saavedra called for the Council to go into Executive Session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g). The approximate time for the Executive Session is 10 minutes with anticipated action.

At 7:24 p.m., Council started its Executive Session after all the members of the public left the chambers.

At 7:34 p.m., Mayor Saavedra extended the Executive Session an additional 10 minutes.

At 7:44 p.m., Mayor Saavedra extended the Executive Session an additional 5 minutes.

At 7:49 p.m., Mayor Saavedra extended the Executive Session an additional 5 minutes.

At 7:54 p.m., Mayor Saavedra reconvened the regular session back to order.

Mayor Saavedra moved, seconded by Mayor Pro Tem Belton approve a salary increase of 2.5% for the City Manager for this year. Motion carried. Councilmember Garza voted no.

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:56 p.m.

ELPIDIA SAAVEDRA, MAYOR

HEIDI RIOJAS, CMC, CITY CLERK

**TOPPENISH CITY COUNCIL
Study Session Minutes
April 6, 2026**

CALL TO ORDER

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

ROLL CALL

Attendees: Mayor Elpidia Saavedra and Councilmembers Laura Canfield, Naila Prieto Duval, George Garcia, Josh Garza, and Cristian Sanchez.

Absent: Mayor Pro Tem Loren Belton.

Staff: City Manager Dan Ford (CM Ford), City Attorney Daniel Heid (CA Heid), Public Safety Director Joseph Mehline, ACM/Finance Director Adam Vaughn, Director of Community Infrastructure and Development Andrew Hattori, Information Technology Services Manager Van Donley, City Clerk Heidi Riojas (CC Riojas), and Communications Manager Sean Davido.

CC Riojas conducted roll call for each City Councilmember to respond to their attendance at the meeting. Mayor Saavedra and Councilmembers Prieto Duval, Garcia, Garza, and Sanchez, responded during roll call. Mayor Pro Tem Belton was not present at the meeting.

Councilmember Prieto Duval moved, seconded by Councilmember Garcia to excuse Mayor Pro Tem Belton from the April 6, 2026, Study Session. Motion carried unanimously.

At 5:01 p.m. Councilmember Canfield arrived at the meeting after roll.

APPROVE AGENDA

Councilmember Sanchez moved, seconded by Councilmember Garza to approve the April 6, 2026, Agenda. Motion carried unanimously.

PUBLIC COMMENTS UPDATE

CM Ford updated Council on the public comments received in March 2026.

PUBLIC COMMENT

The City Council received no comments from the public during the meeting.

PRESENTATION

Discussion on Salary Waiver Ordinance.

CA Heid explained that the proposed documents would establish a new policy allowing

Councilmembers to voluntarily waive their salaries through the creation of TMC Section 2.05.065. He noted that if a Councilmember chooses to waive their salary, their spouse must also provide consent.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 5:13 p.m.

ELPIDIA SAAVEDRA, MAYOR

HEIDI RIOJAS, CMC, CITY CLERK

ORDINANCE NO. 2026-08

**AN ORDINANCE OF THE CITY OF TOPPENISH, WASHINGTON
CREATING A NEW SECTION 2.05.065 OF THE TOPPENISH MUNICIPAL
CODE ALLOWING ITS ELECTED OFFICIALS TO WAIVE ALL OR A
PORTION OF THEIR SALARY COMPENSATION**

WHEREAS, RCW 35A.12.070 authorizes the payment of Council and Mayor salaries; and

WHEREAS, Article XI, Section 8 of the Washington Constitution restricts the ability of cities to diminish the salaries of their municipal officers; and

WHEREAS, Toppenish Municipal Code (TMC) Section 2.05.060 establishes the salaries to be paid to City Councilmembers and the Mayor of Toppenish; and

WHEREAS, Councilmembers and the Mayor may wish to decline or waive the salary established by ordinance.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TOPPENISH DO ORDAIN AS FOLLOWS:

SECTION 1. New Section. The Toppenish Municipal Code is hereby amended by the addition of a new Section 2.05.065, to read as follows:

2.05.065 Councilmember and Mayor waiver and election not to receive salary compensation.

Any Councilmember or the Mayor may voluntarily waive and elect not to be paid all or any portion of the salaries set forth in Section 2.05.060 TMC, as applicable, during their term(s) of office.

Notice of waiver and election must be:

A. In writing and delivered to the Finance Director prior to the effective date of such waiver; and

B. Signed by the waiving Councilmember or Mayor and signed by their spouse, if married, as required by RCW 49.48.100. Signature(s) shall be before a notary public.

The waiver shall be effective for all salary earned following the effective date of the waiver, and shall continue to be in effect until the termination date identified in the signed notice of waiver and election, or until withdrawn by written document signed by the Councilmember or Mayor and their spouse, if married, and delivered to the City Clerk.

Salaries or portions of salaries that are declined or waived pursuant to this Section shall be available for use by the City for general government purposes, unless the waiving Councilmember or the Mayor directs in writing that his or her waived salary earned after such signed directive be utilized for a different City purpose.

SECTION 2. Severability. If any section, subsection, sentence, clause, phrase or word of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this Ordinance.

SECTION 3. Corrections. Upon approval by the City Attorney, the City Clerk is authorized to make necessary corrections to this Ordinance, including scrivener's errors or clerical mistakes; reference to other local, state, or federal laws, rules, or regulations; or numbering or referencing of Ordinances or their sections and subsections.

SECTION 4. Effective Date. This Ordinance shall take full force and effect five (5) days after approval, passage and publication as required by law.

PASSED by the City Council of the City of Toppenish, Washington, and approved as provided by law this 13th day of April, 2026.

ELPIDIA SAAVERDRA, Mayor

Attest:

HEIDI RIOJAS, CMC, City Clerk

Approved as to Form:

DANIEL B. HEID, City Attorney

Published: _____

RESOLUTION NO. 2026-12

**A RESOLUTION APPROVING AMENDMENT NO. 2 TO
EMPLOYMENT AGREEMENT
BETWEEN THE CITY OF TOPPENISH AND DANIEL FORD**

WHEREAS during the Regular Meeting on March 23, 2026, the Council discussed terms of contract and compensation for Mr. Ford serving as the City Manager; and

WHEREAS the parties have agreed to the Agreement.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON AS FOLLOWS:

The Amendment No. 2 to Employment Agreement Between the City of Toppenish and Daniel Ford is approved, and the Mayor is authorized to execute said Agreement on behalf of the City.

This Resolution shall be effective immediately upon passage and signatures hereto.

PASSED by the Toppenish City Council during its regular meeting held on April 13, 2025.

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

DANIEL B. HEID, City Attorney

**AMENDMENT NO. 2
EMPLOYMENT AGREEMENT BETWEEN
THE CITY OF TOPPENISH
AND
DANIEL FORD**

WHEREAS, the City of Toppenish, Washington, and Daniel Ford entered into an Employment Agreement on July 8, 2024, and

WHEREAS, the parties amended the agreement on January 13, 2025, and

WHEREAS, said parties have agreed to make certain amendments to said Agreement.

NOW THEREFORE, in consideration of the mutual benefits to be derived, the parties agree as follows:

1. Section 1 of said Agreement shall be amended to read as follows:

“Section 1: Term

This agreement shall be extended an additional one year from April 13, 2026, and shall continue for a period of not less than three (3) years, or until terminated as provided by law, or by the provisions of this Agreement, provided, however, this Agreement shall automatically renew annually as of the third anniversary, unless otherwise terminated, or amended, as provided by law or the provisions of this Agreement.”

2. Section 3 of said Agreement shall be amended to read as follows:

“Section 3: Compensation

A. Base Monthly Salary: Employer agrees to pay Employee the base monthly salary rate of \$14,732.12, plus \$500.00 per month, payable in installments at the same time that the other management employees of the Employer are paid.”

3. Section 12 of said Agreement shall be amended to read as follows:

“Section 12: Performance Evaluation

A. Employer shall annually review the performance of the Employee ~~in June~~ subject to a process, form, criteria, and format for the evaluation, which shall be mutually agreed upon by the Employer, and Employee.

The annual evaluation process, at a minimum, shall include the opportunity for both parties to: (1) conduct a formulary session where the governing body and the Employee meet first to discuss goals and objectives of both the past twelve (12) month performance period as well as the upcoming twelve (12) month performance period, (2) following that

formulary discussion, prepare a written evaluation of goals and objectives for the past and upcoming year, (3) next meet and discuss the written evaluation of these goals and objectives, and (4) present a written summary of the evaluation results to the Employee. The final written evaluation should be completed and delivered to the Employee within 30 days of the initial formulary evaluation meeting.”

4. Except to the extent, they are modified by this Amendment and any other agreed Amendments to said Agreement, all terms and provisions of the Employee Agreement between the parties, dated July 8, 2024, shall not be affected.

Executed this the 13th day of April, 2026.

City of Toppenish, Employer

Daniel Ford, Employee

Elpidia Saavedra, Mayor

Daniel Ford, Employee

Payroll Check Register

Payroll for Period: 3/16-3/31, 2026

Description	Payment Type	Payment Number	Amount
ACH Payroll 3/16-3/31, 2026	Bank Draft	ACH Payroll	\$118,824.74
Benefits Only	Regular	38750	\$0.00
City of Toppenish - Longevity	Regular	38751	\$415.00
Toppenish Police Officer Association	Regular	38752	\$955.50
Treasurer IAFF #2328	Regular	38753	\$244.50
United Way of Yakima Co.	Regular	38754	\$3.00
Dept of Retirement Systems (EFT)	Bank Draft	DFT0000332	\$929.90
Aflac (EFT)	Bank Draft	DFT0000333	\$64.29
Aflac (EFT)	Bank Draft	DFT0000334	\$131.73
MissionSquare (EFT)	Bank Draft	DFT0000335	\$5,094.49
Nationwide Retirement Solutions (EFT)	Bank Draft	DFT0000336	\$1,896.99
Dept of Retirement Systems (EFT)	Bank Draft	DFT0000337	\$20,588.65
Internal Revenue Service	Bank Draft	DFT0000338	\$37,545.49
	Grand Total		\$186,694.28

Payroll Checks

Payroll Checks 38750-38754 and Electronic Transfers DFT0000332-DFT0000338.

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Toppenish, and that I am authorized to authenticate and certify to said claim.



Adam Vaughn, Finance Director

April 9, 2026

Date

AP Check Register
April 1st Council Period

Description	Payment Type	Payment Number	Amount
Randall Danskin P.S.	Regular	NR38732	-\$2,581.50
Abadan Tri Cities	Regular	38755	\$169.70
Alba Enterprises	Regular	38756	\$200.00
All-Phase Electric, Inc.	Regular	38757	\$4,132.99
Amazon Capital Services	Regular	38758	\$1,168.40
Anaconda Networks, Inc.	Regular	38759	\$30.30
Anatek Labs, Inc.	Regular	38760	\$514.00
Apple Inc	Regular	38761	\$2,376.08
Association Of Washington Cities	Regular	38762	\$7,157.00
Blaze Plan Review	Regular	38763	\$200.00
BNSF Railway Company	Regular	38764	\$250.00
Capitol Path Consulting LLC	Regular	38765	\$5,000.00
Cascade Natural Gas Corp.	Regular	38766	\$2,435.67
Castaneda, Ryan	Regular	38767	\$276.00
CenturyLink	Regular	38768	\$849.29
CenturyLink - Lumen	Regular	38769	\$1,629.13
Charter Communications	Regular	38770	\$1,508.49
Cintas Corporation #605	Regular	38771	\$540.46
City of Sunnyside - Finance Dept.	Regular	38772	\$63,892.74
City of Toppenish	Regular	38773	\$3,455.80
City of Yakima	Regular	38774	\$38,704.06
Coastal Farm and Home Supply	Regular	38775	\$177.93
Copper Hemp Electric LLC	Regular	38776	\$538.21
Correct Equipment, Inc.	Regular	38777	\$147.81
Cristian De Leon	Regular	38778	\$276.00
Daniel B. Heid	Regular	38779	\$16,984.00
Dell Marketing L.P.	Regular	38780	\$4,631.23
Department of Ecology Cashiering Unit	Regular	38781	\$1,795.94
Department of Licensing	Regular	38782	\$36.00
Dept. Of Transportation	Regular	38783	\$2,786.35
DeVries Business Records Management, Inc.	Regular	38784	\$64.00
Elpidia Saavedra	Regular	38785	\$1,370.83
Federal Express Corporation	Regular	38786	\$44.71
Finley, Linda	Regular	38787	\$133.13
GMP Consultants LLC	Regular	38788	\$5,687.50
Greyback Distributing Fuel and Oils	Regular	38789	\$350.87
Guardian Security Systems, Inc.	Regular	38790	\$311.30
Hanks, Michael E	Regular	38791	\$167.00
HLA Engineering and Land Surveying, Inc.	Regular	38792	\$88,549.98
Howard's Tire Factory Inc	Regular	38793	\$1,374.19
Ideal Lumber & Hardware, Inc.	Regular	38794	\$295.04
IMSA	Regular	38795	\$340.00
Intermountain Cleaning Service, Inc.	Regular	38796	\$6,395.00
International Association for Property and Evidence,	Regular	38797	\$65.00
Johnson Controls Security Solutions LLC	Regular	38798	\$842.66
Kazcade Engraving & Trophies	Regular	38799	\$73.04
Lab Test	Regular	38800	\$475.00
LEAF Capital Funding LLC	Regular	38801	\$226.42
Masters Telecom LLC	Regular	38802	\$16.70
Melchor Garcia	Regular	38803	\$40.00
MES Service Company LLC	Regular	38804	\$721.57

Moon Security Service, Inc.	Regular	38805	\$173.05
N-able Technologies LTD	Regular	38806	\$44.10
NATOA	Regular	38807	\$200.00
Nutrien Ag Solutions, Inc.	Regular	38808	\$4,019.66
ODP Business Solutions, LLC	Regular	38809	\$99.91
Office of Minority & Women's Business Enterprises	Regular	38810	\$786.40
One Call Concepts, Inc.	Regular	38811	\$30.58
O'Reilly Auto Parts	Regular	38812	\$124.99
Oxarc, Inc.	Regular	38813	\$881.90
Pacific Power & Light Co.	Regular	38814	\$33,361.06
Padilla Villafan, Jesus	Regular	38815	\$241.00
Public Safety Testing, Inc	Regular	38816	\$220.00
Racom Corporation	Regular	38817	\$3,800.00
Randall Danskin P.S.	Regular	38818	\$2,925.00
Rathbun Iron Works, Inc.	Regular	38819	\$1,281.70
RH2 Engineering, Inc.	Regular	38820	\$287.00
Solid Waste Division	Regular	38821	\$14,278.64
Sunnyside Sun Media LLC	Regular	38822	\$720.00
SymbolArts LLC	Regular	38823	\$439.40
Systems for Public Safety, Inc.	Regular	38824	\$708.53
The Bunker Tri-Cities LLC	Regular	38825	\$1,328.53
Toppenish Lions Club	Regular	38826	\$125.00
TransUnion Risk and Alternative Data Solutions,	Regular	38827	\$135.26
Trevor Pottle	Regular	38828	\$129.70
Tri-Ply Construction, LLC	Regular	38829	\$82,560.00
U.S. Bank Corporate Payment Systems	Regular	38830	\$9,624.39
U.S. Bank Safekeeping	Regular	38831	\$22.00
University of North Texas Health Science Center	Regular	38832	\$1,155.00
Verizon Wireless	Regular	38833	\$1,678.53
VESTIS	Regular	38834	\$169.63
Vimly Benefit Solutions, Inc.	Regular	38835	\$3,378.34
Virgil Newman	Regular	38836	\$176.50
Washington Cities Insurance Authority	Regular	38837	\$25.00
Washington State Patrol	Regular	38838	\$33.00
Washington State Treasurer	Regular	38839	\$3,660.54
WATOA	Regular	38840	\$50.00
Workhub Software Inc.	Regular	38841	\$42.00
Yakima County Department of Corrections	Regular	38842	\$19,125.17
Yakima County Fire District 5	Regular	38843	\$360.21
Yakima County Treasurer	Regular	38844	\$66.23
Yakima Humane Society	Regular	38845	\$1,000.00
Yakima Valley Fire & Injury Prevention Assoc.	Regular	38846	\$50.00
Yakima Waste Systems, Inc.	Regular	38847	\$49.82
Washington State Department of Revenue	Bank Draft	DFT0000328	\$20,184.71
Pitney Bowes Inc.	Bank Draft	DFT0000329	\$2,500.00
BCR Environmental Corporation	Bank Draft	DFT0000331	\$151,470.00
USDA RD DCFO Loan (EFT)	Bank Draft	DFT0000330	\$11,852.00
Grand Total			\$642,400.50

Account Payable Checks

Accounts Payable Checks 38755-38847 and Voided Check NR38732 and Electronic Transfers DFT0000328-DFT0000330.

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Toppenish, and that I am authorized to authenticate and certify to said claim.

A handwritten signature in blue ink, appearing to be 'A. Vaughn', written over a horizontal line.

Adam Vaughn, Finance Director

4/9/2026

Date

Meeting Date: April 13, 2026

Subject: AB 26-33: [Proposed] Resolution No. 2026-13 Accepting Bid for the Wastewater Treatment Plant Dryer Building Construction Project.

Attachments:

1. Resolution No. 2026-13 WWTP Dryer Building Bid Acceptance
2. 2026-04-02 - 25121 - Bid Summary
3. 2026-04-02 - 25121 - RecAward Ltr.

Presented By: Andrew Hattori, CED Director

Approved for Dan Ford, City Manager

Agenda By:

Discussion:

The Wastewater Treatment Plant (WWTP) is without means to manage solids and produce biosolids due to failed equipment. A dryer system has been purchased and is part of a larger project funded by state appropriations and the Public Works Board. This system requires complex piping and storage within a building, as such, the City of Toppenish (City) released a bid request for the construction and installation for the Dryer Building Construction project. Permits have been obtained for the construction activities, and construction is anticipated to begin as soon as possible once the project has been awarded.

A bid advertisement was issued with an in-person bid opening date of April 2, 2026. The City received a total of two bids for the work, with the lowest bidder being SCI Industrial Services Inc. (SCI) in the amount of \$2,047,621.33.

Fiscal Impact:

The project will be paid through the City's Public Works Board award and our federal appropriation. The Finance Director has reviewed this item.

Recommendation:

Approve Resolution No. 2026-13 accepting the bid from SCI for the Wastewater Treatment Plan dryer building construction project.

Alternatives:

RESOLUTION NO. 2026-13

**A RESOLUTION OF THE CITY OF TOPPENISH,
WASHINGTON, APPROVING AND ACCEPTING THE
CONSTRUCTION BID/QUOTE FROM SCI INDUSTRIAL
SERVICES FOR THE WASTEWATER TREATMENT PLANT
DRYER BUILDING PROJECT**

WHEREAS, the City of Toppenish in need of construction work for the construction of a new wastewater treatment plant (WWTP) dryer building; and

WHEREAS, the City conducted a bidding process for such construction work which included a bid opening for potential General Contractors on April 2, 2026; and

WHEREAS, SCI Industrial Services (SCI) submitted the most desirable bid for the work at \$2,047,621.33; and

WHEREAS, SCI is a professional construction company with the staff and expertise to read and follow plans, install the required improvements, and meet essential construction specifications for the WWTP dryer building construction project; and

WHEREAS, the City Council finds that it is in the best interest of the City to accept the bid of said contractor and enter into a contract with SCI for the general contracting services for the proposed WWTP dryer building project.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY TOPPENISH, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Approval: The Construction bid/quote of \$2,047,621.33 from SCI for the construction of the dryer building at the Toppenish WWTP is approved and accepted by the City of Toppenish, and the city manager is authorized to execute appropriate documents and contracts reflective thereof.

Section 2. Corrections: The City Clerk is authorized to make necessary corrections to this Resolution including, but not limited to, the correction of scrivener's/clerical errors, references, Resolution numbering, section/subsection numbering and any references thereto.

Section 3. Effective Date: This Resolution shall be effective immediately upon passage and signatures hereto.

PASSED by the Toppenish City Council at its regular meeting held on the 13th day of April, 2026.


ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

DANIEL B. HEID, City Attorney

BID SUMMARY						BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3	
Contracting Agency: City of Toppenish Project: Solids Handling Treatment Upgrade HLA Project No. 25121 Bid Opening Date: April 2, 2026 PWB PROJECT NO. PC25-96103-035						SCI Industrial Services, LLC PO Box 119 Wenatchess, WA 98807		POW Contracting PO Box 4772 Pasco, WA 99302			
ITEM NO.	DESCRIPTION	QTY.	UNIT	ENGINEER'S ESTIMATE		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
				UNIT PRICE	AMOUNT						
1	Minor Change	1	FA	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00		\$ -
2	Mobilization	1	LS	\$ 130,000.00	\$ 130,000.00	\$ 7,000.00	\$ 7,000.00	\$ 200,000.00	\$ 200,000.00		\$ -
3	Clearing and Grubbing	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 50,000.00	\$ 50,000.00		\$ -
4	Unclassified Excavation Incl. Haul	300	CY	\$ 100.00	\$ 30,000.00	\$ 50.00	\$ 15,000.00	\$ 17.50	\$ 5,250.00		\$ -
5	Crushed Surfacing Base Course	390	TON	\$ 45.00	\$ 17,550.00	\$ 50.00	\$ 19,500.00	\$ 55.00	\$ 21,450.00		\$ -
6	Crushed Surfacing Top Course	200	TON	\$ 100.00	\$ 20,000.00	\$ 70.00	\$ 14,000.00	\$ 65.00	\$ 13,000.00		\$ -
7	HMA CI 3/8 -inch PG 64H -28	235	TON	\$ 200.00	\$ 47,000.00	\$ 180.00	\$ 42,300.00	\$ 225.00	\$ 52,875.00		\$ -
8	Suitable Backfill, as Directed	210	CY	\$ 50.00	\$ 10,500.00	\$ 75.00	\$ 15,750.00	\$ 60.00	\$ 12,600.00		\$ -
9	Shoring or Extra Excavation	350	LF	\$ 2.00	\$ 700.00	\$ 5.00	\$ 1,750.00	\$ 5.00	\$ 1,750.00		\$ -
10	8 -inch Gravity Drain, Installed	460	LF	\$ 50.00	\$ 23,000.00	\$ 150.00	\$ 69,000.00	\$ 90.00	\$ 41,400.00		\$ -
11	Erosion Control and Water Pollution Prevention	1	LS	\$ 3,500.00	\$ 3,500.00	\$ 6,200.00	\$ 6,200.00	\$ 5,000.00	\$ 5,000.00		\$ -
12	Cement Conc. Sidewalk 4 -Inch Thick	155	SY	\$ 110.00	\$ 17,050.00	\$ 120.00	\$ 18,600.00	\$ 165.00	\$ 25,575.00		\$ -
13	Cement Conc. Slab 8 -Inch Thick	75	SY	\$ 200.00	\$ 15,000.00	\$ 225.00	\$ 16,875.00	\$ 175.00	\$ 13,125.00		\$ -
14	Dryer Biosolids Building, Complete	1	LS	\$ 518,400.00	\$ 518,400.00	\$ 730,000.00	\$ 730,000.00	\$ 781,000.00	\$ 781,000.00		\$ -
15	Installation of BCR Dryer Equipment, Complete	1	LS	\$ 110,000.00	\$ 110,000.00	\$ 82,000.00	\$ 82,000.00	\$ 25,000.00	\$ 25,000.00		\$ -
16	Process Piping and Equipment, Complete	1	LS	\$ 61,000.00	\$ 61,000.00	\$ 168,000.00	\$ 168,000.00	\$ 201,000.00	\$ 201,000.00		\$ -
17	Water Extension Piping, Installed	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 72,500.00	\$ 72,500.00	\$ 62,500.00	\$ 62,500.00		\$ -
18	Site Fencing, Complete	310	LF	\$ 100.00	\$ 31,000.00	\$ 65.00	\$ 20,150.00	\$ 65.00	\$ 20,150.00		\$ -
19	Electrical an Control Systems Improvements, Complete	1	LS	\$ 250,000.00	\$ 250,000.00	\$ 350,000.00	\$ 350,000.00	\$ 301,000.00	\$ 301,000.00		\$ -
20	Dried Biosolids Storage Cover, Complete	1	LS	\$ 100,000.00	\$ 100,000.00	\$ 110,000.00	\$ 110,000.00	\$ 101,000.00	\$ 101,000.00		\$ -
21	Automatic Fire Sprinkler System, Complete	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 43,000.00	\$ 43,000.00	\$ 49,000.00	\$ 49,000.00		\$ -
22	O&M Manuals (Minimum Bid \$2,500.00)	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00		\$ -
23	Record Drawings (Minimum Bid \$2,500.00)	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00		\$ -
Bid Subtotal					\$ 1,519,700.00		\$ 1,835,625.00		\$ 2,012,675.00		
TERO FEE (3%)					\$ 45,591.00		\$ 55,068.75		\$ 60,380.25		
8.3% Sales Tax					\$ 129,919.15		\$ 156,927.58		\$ 172,063.59		
BID TOTAL					\$ 1,695,210.15		\$ 2,047,621.33		\$ 2,245,118.84		
ENGINEER'S REPORT						ADDITIONAL BID TOTALS					
Competitive bids were opened April 2, 2026. All bids have been reviewed by this office. We recommend the contract be awarded to: SCI Industrial Services, LLC  <small>Digitally signed by Dean P. Smith DN: C=US, E=dsmith@hlacivil.com, O="HLA Engineering and Land Surveying, Inc.", CN=Dean P. Smith Date: 2026.04.03 14:55:06-07'00'</small> Project Engineer _____ Date _____						BIDDER			BID TOTAL		
*Bid results can be found at: hlacivil.com						*Highlighted amounts have been corrected.					



April 2, 2026

City of Toppenish
21 W 1st Avenue
Toppenish, WA 98948

Attn: Andrew Hattori, Director, Community and Economic Development

Re: City of Toppenish
Solids Handling Treatment Upgrade
HLA Project No. 25121
Recommendation of Award

Dear Mr. Hattori:

The bid opening for the above-referenced project was held at Toppenish City Hall at 10:00 a.m. on Thursday, April 2, 2026. A total of two (2) bids were received with the low bid of \$2,047,621.33, being offered by SCI Industrial Services, LLC, of Wenatchee, Washington. This low bid is approximately twenty-one (21%) percent above the Engineer's Estimate of \$1,695,210.15.

We have reviewed and checked the bid proposals of all bidders and recommend the City of Toppenish award a construction contract to SCI Industrial Services, LLC, in the amount of \$2,047,621.33. Please send us a copy of the City of Toppenish Council meeting minutes authorizing the award of this project.

Enclosed please find the project Bid Summary for your review. Please advise if we may answer any questions or provide additional information.

Sincerely,



Digitally signed by Dean P. Smith
DN: C=US, E=dsmith@hlacivil.com, O="HLA
Engineering and Land Surveying, Inc.", CN=Dean
P. Smith
Date: 2026.04.03 14:48:35-07'00'

Dean P. Smith, PE

DPS/jmv

Enclosures

Copy: Daniel Musgrave, Heidi Riojas (City of Toppenish)
Justin Bellamy, Taylor Denny, Angie Ringer (HLA)

Meeting Date: April 13, 2026

Subject: AB 26-34: [Proposed] Resolution No. 2026-14 Accepting Bid for the Wastewater Treatment Plant Headworks Screen and Blower Project.

Attachments:

1. Resolution No. 2026-14 WWTP Screen and Blower Bid Acceptance
2. 2026-04-02 - 25124 - Bid Summary
3. 2026-04-03 - 25124 - RecAward Ltr

Presented By: Andrew Hattori, CED Director

Approved for Dan Ford, City Manager

Agenda By:

Discussion:

The City of Toppenish (City) is currently undergoing efforts to meet the requirements of the Administrative Order (AO) issued by the United States Environmental Protection Agency (EPA) after a catastrophic failure of a pipe at the wastewater treatment plant (WWTP) in February 2025. A portion of the EPA's AO requires the installation of blowers and a new headworks screen, no later than June and July of 2026 respectively. As such, the City has purchased the necessary blower and screen and is in need of construction and installation services for the items.

The City issued an advertisement for this work with a bid opening that occurred on April 2, 2026. The City received two bids, with the lowest bidder being All-Phase Electric Inc. at \$176,427.71. This is approximately 56% lower than anticipated from the Engineers estimate.

Fiscal Impact:

The project will be paid from funds obtained from the Public Works Board Emergency Fund. The Finance Director has reviewed this item.

Recommendation:

Approve Resolution No. 2026-14 accepting All-Phase Electric's bid for the wastewater treatment plan headworks screen and blower project.

Alternatives:

RESOLUTION NO. 2026-14

**A RESOLUTION OF THE CITY OF TOPPENISH, WASHINGTON,
APPROVING AND ACCEPTING THE CONSTRUCTION
BID/QUOTE FROM ALL-PHASE ELECTRIC INC FOR THE
HEADWORKS SCREEN AND BLOWER INSTALLATION
EMERGENCY PROJECT**

WHEREAS, the City of Toppenish in need of construction work for the construction work related to the installation of a new headworks screen and blower at the Toppenish wastewater treatment plant (WWTP); and

WHEREAS, the City conducted a bidding process for such construction work which included a bid opening for potential General Contractors on April 2, 2026; and

WHEREAS, All-Phase Electric Inc. (All-Phase) submitted the most desirable bid for the work at \$176,427.71; and

WHEREAS, All-Phase is a professional construction company with the staff and expertise to read and follow plans, install the required improvements, and meet essential construction specifications for the WWTP headworks screen and blower project; and

WHEREAS, the City Council finds that it is in the best interest of the City to accept the bid of said contractor and enter into a contract with All-Phase for the general contracting services for the proposed WWTP headworks screen and blower project.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY TOPPENISH, WASHINGTON, HEREBY RESOLVES as follows:

Section 1. Approval: The Construction bid/quote of \$176,427.71 from All-Phase for the installation of a headworks screen and blower at the Toppenish WWTP is approved and accepted by the City of Toppenish, and the city manager is authorized to execute appropriate documents and contracts reflective thereof.

Section 2. Corrections: The City Clerk is authorized to make necessary corrections to this Resolution including, but not limited to, the correction of scrivener's/clerical errors, references, Resolution numbering, section/subsection numbering and any references thereto.

Section 3. Effective Date: This Resolution shall be effective immediately upon passage and signatures hereto.

PASSED by the Toppenish City Council at its regular meeting held on the 13th day of April, 2026.

CITY OF TOPPENISH



ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

DANIEL B. HEID, City Attorney

BID SUMMARY						BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3	
Contracting Agency: City of Toppenish Project: WWTP Emergency Improvements - Headworks screen and blower installation HLA Project No. 25124A Bid Opening Date: April 2, 2026 PWB Project NO.: PE25-96103-004						All-Phase Electric, Inc. 1515 W Ahtanum Road Union Gap, WA 98903		M. Sevigny Construction, Inc. 1212 N 16th Avenue Yakima, WA 98902			
ITEM NO.	DESCRIPTION	QTY.	UNIT	ENGINEER'S ESTIMATE		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
				UNIT PRICE	AMOUNT						
1	Minor Change	1	FA	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00		\$ -
2	Mobilization	1	LS	\$ 40,000.00	\$ 40,000.00	\$ 1,644.30	\$ 1,644.30	\$ 35,000.00	\$ 35,000.00		\$ -
3	Demolition, Complete	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 8,094.40	\$ 8,094.40	\$ 12,000.00	\$ 12,000.00		\$ -
4	Install Owner Furnished Headworks Screen System, Complete	1	LS	\$ 150,000.00	\$ 150,000.00	\$ 30,007.41	\$ 30,007.41	\$ 20,000.00	\$ 20,000.00		\$ -
5	Headworks Channel and Platform Improvements, Complete	1	LS	\$ 35,000.00	\$ 35,000.00	\$ 23,495.00	\$ 23,495.00	\$ 66,000.00	\$ 66,000.00		\$ -
6	Install Owner Furnished Blower System, Complete	1	LS	\$ 25,000.00	\$ 25,000.00	\$ 39,717.15	\$ 39,717.15	\$ 25,000.00	\$ 25,000.00		\$ -
7	Blower Building Improvements, Complete	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 2,527.20	\$ 2,527.20	\$ 13,000.00	\$ 13,000.00		\$ -
8	Electrical and Control System Improvements, Complete	1	LS	\$ 85,000.00	\$ 85,000.00	\$ 43,030.00	\$ 43,030.00	\$ 84,000.00	\$ 84,000.00		\$ -
Bid Subtotal					\$ 362,500.00		\$ 158,515.46		\$ 265,000.00		
TERO FEE (3%)					\$ 10,875.00		\$ 4,755.46		\$ 7,950.00		
8.3% Sales Tax					\$ 30,087.50		\$ 13,156.78		\$ 21,995.00		
BID TOTAL					\$ 403,462.50		\$ 176,427.71		\$ 294,945.00		
ENGINEER'S REPORT						ADDITIONAL BID TOTALS					
Competitive bids were opened April 2, 2026. All bids have been reviewed by this office. We recommend the contract be awarded to: All-Phase Electric, Inc.						BIDDER			BID TOTAL		
 <div style="font-size: small;"> Digitally signed by Dean P. Smith DN: C=US, E=dsmith@hlacivil.com, O="HLA Engineering and Land Surveying, Inc.", CN=Dean P. Smith Date: 2026.04.03 14:57:04-0700 </div> <div style="display: flex; justify-content: space-between;"> Project Engineer Date </div> 											
*Bid results can be found at: hlacivil.com						*Highlighted amounts have been corrected.					

April 3, 2026

City of Toppenish
21 W 1st Avenue
Toppenish, WA 98948

Attn: Andrew Hattori, Director, Community and Economic Development

Re: City of Toppenish
WWTP Emergency Improvements – Headworks Screen and Blower Installation
HLA Project No. 25124
Recommendation of Award

Dear Mr. Hattori:

The bid opening for the above-referenced project was held at Toppenish City Hall at 3:00 p.m. on Thursday, April 2, 2026. A total of two (2) bids were received with the low bid of \$176,427.71, being offered by All-Phase Electric, Inc., of Union Gap, Washington. This low bid is approximately fifty-six (56%) percent below the Engineer's Estimate of \$403,462.50.

We have reviewed and checked the bid proposals of all bidders and recommend the City of Toppenish award a construction contract to All-Phase Electric, Inc., in the amount of \$176,427.71. Please send us a copy of the City of Toppenish Council meeting minutes authorizing the award of this project.

Enclosed please find the project Bid Summary for your review. Please advise if we may answer any questions or provide additional information.

Sincerely,



Digitally signed by Dean P. Smith
DN: C=US, E=dsmith@hlacivil.com,
O="HLA Engineering and Land Surveying,
Inc.", CN=Dean P. Smith
Date: 2026.04.03 14:52:48-07'00'

Dean P. Smith, PE

DPS/jmv

Enclosures

Copy: Daniel Musgrave, Heidi Riojas (City of Toppenish)
Justin Bellamy, Taylor Denny, Angie Ringer (HLA)

Meeting Date: April 13, 2026

Subject: AB 26-35: [Proposed] Resolution No. 2026-15 Accepting Bid for Property Demolition.

Attachments: 1. Resolution No. 2026-15 Accepting Bid for Property Abatement
2. Shawn Hyatt Bid

Presented By: Andrew Hattori, CED Director

Approved for Dan Ford, City Manager

Agenda By:

Discussion:

The City of Toppenish (City) recently obtained the real property located at 115 South Elm Street in Toppenish, WA through the proper legal avenues under Revised Code of Washington (RCW) 35.80A. The property currently contains a vacant/hazardous blighted dwelling that could be demolished and abated for potential redevelopment of the site, increasing the property value to the community. As such, staff obtained three bids in accordance with the City's procurement processes, with the lowest bid being from Shawn Hyatt Excavating Inc. at \$34,114.50. The work includes the removal and disposal of the existing house and garage, as well as the backfill and compaction of the basement area.

Fiscal Impact:

The project would utilize the City's General Fund Capital Reserve Fund, funds may be recouped through sale after of the lot after abatement activities. The Finance Director has reviewed this item.

Recommendation:

Approve Resolution No. 2026-15 accepting the bid from Shawn Hyatt Excavating Inc. for the property demolition at 115 South Elm Street in Toppenish.

Alternatives:

RESOLUTION NO. 2026-15

**A RESOLUTION OF THE CITY OF TOPPENISH, WASHINGTON,
APPROVING AND ACCEPTING THE CONSTRUCTION
BID/QUOTE FROM SHAWN HYATT EXCAVATING INC. FOR
PROPERTY ABATEMENT OF REAL PROPERTY IN
TOPPENISH, WA**

WHEREAS, the City of Toppenish (City) has recently acquired a condemned blighted property located at 115 South Elm Street in Toppenish, WA, through proper legal avenues under RCW 35.80A; and

WHEREAS, the City wishes to abate the property by removing all structures and appurtenances to vacate the land for future sale and development; and

WHEREAS, the City, in accordance with the adopted procurement manual, solicited bids to remove, dispose, and backfill of the existing blighted dwelling and shed sites; and

WHEREAS, Shawn Hyatt Excavating Inc. submitted the lowest bid at \$34,114.50 including taxes.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY TOPPENISH, WASHINGTON, HEREBY RESOLVES as follows:

Section 1. Approval: The bid/quote of \$34,114.50 from Shawn Hyatt Excavating Inc. for the abatement of the property located at 115 South Elm Street in Toppenish, WA, is approved and accepted by the City of Toppenish and the City Manager is authorized and directed to execute appropriate agreements and documents consistent therewith on behalf of the City.

Section 2. Corrections: The City Clerk is authorized to make necessary corrections to this Resolution including, but not limited to, the correction of scrivener's/clerkal errors, references, Resolution numbering, section/subsection numbering and any references thereto.

Section 3. Effective Date: This Resolution shall be effective immediately upon passage and signatures hereto.

PASSED by the Toppenish City Council at its regular meeting held on April 13, 2026.

CITY OF TOPPENISH

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

DANIEL B. HEID, City Attorney



PROPOSAL

03/19/26
City of Toppenish
21 West 1st Avenue
Toppenish, WA 98948

PROJECT: House Demolition – 115 S Elm Street, Toppenish, WA 98948

SCOPE OF WORK:

- 1) Mobilization
- 2) Remove and dispose of existing house and garage
- 3) Backfill basement with clean fill material and compact

SUBTOTAL = \$31,500.00
WA State Sale Tax (March 2026) 8.2% = \$2,583.00
TOTAL = \$34,083.00

SUBTOTAL = \$31,500.00
WA State Sales Tax (April 2026) 8.3% = \$2,614.50
TOTAL = \$34,114.50

Please Note WA State Sales Tax Will Change for the City of Toppenish April,1 2026

EXCLUSIONS:

- Tree Removal
- Compaction Testing
- Any Item Not Specifically Listed

SHAWN HYATT EXCAVATING, INC

By: Rhonda Hyatt
Rhonda Hyatt, Vice President

1420 Gilbert Road • Zillah, WA 98953
Office (509) 945-3773 • Email rhondahyatt@msn.com
Contractor #SHAWNHE987PW

Meeting Date: April 13, 2026

Subject: AB 26-36: [Proposed] Resolution No. 2026-16, Approve Subordinate Agreement with the City of Sunnyside for Cooperative Services.

Attachments: 1. Resolution No. 2026-16 Subordinate Cooperation Agreement
2. SUBORDINATE AGREEMENT for Cooperative Services

Presented By: Daniel Heid, City Attorney

**Approved for
Agenda By:** Dan Ford, City Manager

Discussion:

On October 11, 2021, the City Council of the City of Toppenish passed its Resolution No. 2021–41 authorizing cooperative agreements by and between the two cities of Toppenish and Sunnyside for use of facilities, equipment, and personnel in accordance with the interlocal agreement between the two cities for such services and assistance.

Attached hereto is a copy of Resolution No. 2021–41, which includes, as an attachment, the Master Interlocal Agreement.

The Agreement attached to and authorized by Resolution number 2021–41 essentially serves as a Master Agreement upon which specific Subordinate Agreements detailing specific services and assistance could be based.

The details and parameters of such Subordinate Agreements could provide for the specifics of the assistance, whether that be equipment, facilities, personnel or other resources, as well as timing and compensation, if any is to be included.

The Subordinate Agreements would be generally bound by the parameters of the Master Agreement, and thus the Subordinate Agreements would be significantly shorter in length than the Master Agreement.

It is contemplated that when one of the cities seeks assistance from the other, it would provide a request for such assistance, and, if such assistance is able to be provided, the Subordinate Agreement could be approved and authorized by the City Managers of the Cities.

Fiscal Impact:

Recommendation:

Approve Resolution No. 2026-16, Authorizing the City Manager to Sign Subordinate

Agreement with the City of Sunnyside for Cooperative Services.

Alternatives:

RESOLUTION NO. 2026-16

A RESOLUTION AUTHORIZING THE CITY MANAGERS OF THE CITY OF TOPPENISH AND THE CITY OF SUNNYSIDE TO APPROVE SUBORDINATE AGREEMENTS FOR ASSISTANCE BETWEEN THE CITIES OF TOPPENISH AND SUNNYSIDE

WHEREAS, the Cities of Sunnyside and Toppenish previously entered into an Agreement for Cooperation in the use of Facilities, Equipment, and Personnel - Toppenish Resolution Number 2021-41; and

WHEREAS, in connection with such agreements, it would be appropriate for the specifics of such assistance incorporation to be detailed in Subordinate Agreements, generally falling under the authorizations for the Master Agreement approved by the 2021 Resolutions.

NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON as follows:

Section 1. That the City Manager is authorized to execute a Subordinate Agreement for Cooperative Use of Facilities, Equipment and/or Personnel in accordance with the Interlocal Cooperation Agreement approved by Toppenish Resolution No. 2021-41, and in conformity with the Subordinate Agreement, a copy of which is attached hereto, marked as Exhibit "A" and incorporated herein by this reference.

Section 2. That this Resolution shall take effect and be in full force and effect upon passage and signatures hereon.

PASSED by the Toppenish City Council at a regularly scheduled meeting of the City Council on the _____, 2026.

CITY OF TOPPENISH

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

DANIEL B. HEID, City Attorney

**SUBORDINATE AGREEMENT BY AND BETWEEN CITY OF
TOPPENISH AND CITY OF SUNNYSIDE REGARDING
COOPERATIVE USE OF FACILITIES, EQUIPMENT
AND/OR PERSONNEL**

THIS AGREEMENT, which is Subordinate to and based upon the Interlocal Agreement for Cooperative Use of Facilities, Equipment and/or Personnel – the Master Agreement, a copy of which Agreement is attached hereto, is entered into by, between and among the parties named herein for the uses and purpose stated below.

NOW, THEREFORE, in consideration of the mutual covenants, conditions and benefits herein, **THE PARTIES AGREE** as follows:

SECTION 1. PARTIES

The parties to this Agreement are as follows:

- A. CITY OF TOPPENISH is the Provider Recipient of Services.
- B. CITY OF SUNNYSIDE is the Provider Recipient of Services.

SECTION 2. DESCRIPTION OF SERVICES

The Services to be provided hereby are described as follows:

SECTION 3. TIMING – SCHEDULING OF SERVICES

The Services to be provided hereby shall be scheduled as follows:

SECTION 4. RESPONSIBLE PERSON FROM PROVIDER

The Person who the Contact Person for this Agreement from the Service Provider is as follows: _____

SECTION 5. RESPONSIBLE PERSON FROM RECIPIENT

The Person who the Contact Person for this Agreement from the Recipient is as follows: _____

