

**Televised Live and Streamed at the link below:**

<https://reflect-midvalley.cablecast.tv/CablecastPublicSite/?channel=2>

**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 June 8, 2026, Regular Meeting.
- b. Approve Payroll Checks and Bank Drafts as listed in the attached register in the total amount of \$293,038.78 dated June 22, 2026.
- c. Approve Claims Checks and Bank Drafts as listed in the attached register in the total amount of \$875,547.68 dated June 22, 2026.

**5. New Business**

- a. AB 26-50: [Proposed] Resolution No. 2026-23 Accepting Wastewater Treatment Plant Emergency Bypass Construction.
- b. AB 26-51: [Proposed] Resolution No. 2026-24 HLA Comprehensive Plan Task Order Amendment.
- c. AB 26-52: [Proposed] Resolution No. 2026-25 Approving Change Order for Wastewater Treatment Plant Screen and Blower Installation Project.
- d. AB 26-53: [Proposed] Resolution No. 2026-26 Approving Contract with OL Luther Company Inc. for Gravel Road Maintenance.
- e. AB 26-54: [Proposed] Resolution No. 2026-27 Approving Purchase of New Lawn Mower for Cemetery Service.
- f. AB 26-55: [Proposed] Resolution No. 2026-28 Approve MOU with International Association of Fire Fighters Local 2328.

- 6. City Manager Report**
- 7. Council Meeting Reports and Community Announcements**
- 8. Adjournment**

**Next Council Meeting Will Be Held on July 6, 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**  
**June 8, 2026**

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

**ROLL CALL**

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

Staff: City Manager Dan Ford, City Attorney Daniel B. Heid, Assistant City Manager Adam Vaughn, Public Safety Director Joseph Mehline, Director of Community Infrastructure and Development Andrew Hattori (CID Hattori), Accounting Manager Yeni Salcedo, Deputy Fire Chief Dale Northrup, Firefighter Trevor Oswalt, Firefighter KC Frazier, Firefighter Eric Ihnen, Information Technologies Services Manager Van Donley, City Clerk Heidi Riojas (CC Riojas), and Communications Manager/Cemetery Sexton Sean Davido (CS Davido).

CC Riojas conducted roll call for each City Councilmember to respond to their attendance at the meeting. Mayor Saavedra, Mayor Pro Tem Garcia and Councilmembers Canfield, Prieto Duval, Garza, Gutierrez, and Sanchez, responded during roll call. CC Riojas stated all were present.

**APPROVE AGENDA**

Councilmember Sanchez moved, seconded by Councilmember Garza to approve the June 8, 2026, Agenda, as amended. Motion carried unanimously.

**PUBLIC COMMENT**

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

**CONSENT AGENDA**

Councilmember Sanchez moved, seconded by Councilmember Canfield to approve Consent Agenda items a through d:

- a. Approve Minutes of the May 26, 2026, Regular Meeting.
- b. Approve Minutes of the June 1, 2026, Study Session.
- c. Approve Payroll Checks and Bank Drafts as listed in the attached register in the total amount of \$189,355.70 dated June 5, 2026.

d. Approve Claims Checks and Bank Drafts as listed in the attached register in the total amount of \$303,584.92 dated June 8, 2026. Motion carried unanimously.  
Motion carried unanimously.

## **PUBLIC HEARING**

### **Public Hearing Regarding Adopting the Six-Year Transportation Improvement Plan for the Years 2027 through 2032: Presentation by Director of Community Infrastructure and Development Andrew Hattori.**

Mayor Saavedra opened the public hearing at 7:03 p.m.

CID Hattori noted the public hearing was required for the adoption of the Six-Year Transportation Improvement Plan for the years of 2027 through 2032. He discussed the 17 proposed projects that include: Jackson Street Extension Improvements; Street Sweeper Equipment Procurement, West First Avenue Pedestrian Safety Improvements, Washington Avenue Safety Improvements, South Toppenish Avenue Improvements, Asotin Avenue Roundabout, East Toppenish Avenue Improvements – Phase 1, East Toppenish Avenue – Phase 2, Buena Way Safety Improvements, Asotin Avenue and SR 22 Intersection Improvements, Second and First Avenue Improvements, First Avenue Improvements, Asotin Avenue Improvements, G Street Improvements, Fraley Road Improvements, King and Rentschler Local Improvement District, and Berger Lane Local Improvement District.

There being no comments from the public, Mayor Saavedra closed the hearing at 7:13 p.m.

## **NEW BUSINESS**

### **Resolution No. 2026-21: A Resolution Approving an Adoption of the 2027-2032 to Transportation Improvement Program, and Establish an Effective Date.**

Councilmember Garza moved, seconded by Councilmember Prieto Duval to approve Resolution No. 2026-21. Motion carried unanimously.

### **Resolution No. 2026-22: A Resolution of the City Council of the City of Toppenish, Washington, Approving and Authorizing the Execution of an Interlocal Cooperation Agreement Between the City of Toppenish and the Yakima County Fire Protection District, Number Five for Fire and Emergency Services.**

Councilmember Sanchez moved, seconded by Councilmember Garza to approve Resolution No. 2026-22. Motion carried. Mayor Pro Tem Garcia voted no.

### **Elmwood Cemetery - Senior Staff Clean-up Efforts.**

CS Davido presented an update on ongoing cleanup and improvement efforts at Elmwood Cemetery. He outlined long-standing maintenance challenges resulting from limited funding, staffing constraints, and deferred upkeep.

Recent improvements by Public Works staff have included weed removal, landscaping, repairs, equipment upgrades, and general cleanup projects. Additional support from senior staff and volunteers helped prepare the cemetery ahead of Mother's Day and Memorial Day. CS Davido also reported progress on digitizing cemetery maps and records to improve public access and operational efficiency.

City Manager Ford reaffirmed the City's commitment to enhancing year-round cemetery maintenance through staffing adjustments, operational improvements, and future infrastructure investments. The Mayor and Council expressed their appreciation to staff and volunteers for their dedication and service to the community.

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

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

### **ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 7:49 p.m.

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ELPIDIA SAAVEDRA, MAYOR

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HEIDI RIOJAS, CMC, CITY CLERK

**Payroll Check Register**

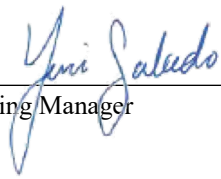
Payroll for Period: 6/1-6/15, 2026

<b>Description</b>	<b>Payment Type</b>	<b>Payment Number</b>	<b>Amount</b>
ACH Payroll 6/1-6/15, 2026	Bank Draft	ACH Payroll	\$119,294.54
Benefits only	Regular	39130-39134	\$0.00
City of Toppenish - Longevity	Regular	39135	\$295.00
IAFF-MERP Trust Office	Regular	39136	\$300.00
Teamsters Local 760	Regular	39137	\$818.00
Toppenish Police Officer Association	Regular	39138	\$808.50
Treasurer IAFF #2328	Regular	39139	\$244.50
United Way of Yakima Co.	Regular	39140	\$3.00
Vimly Benefit Solutions, Inc.	Regular	39141	\$100,662.42
Washington Teamsters Welfare Trust	Regular	39142	\$2,064.00
Aflac (EFT)	Bank Draft	DFT0000382	\$64.29
Aflac (EFT)	Bank Draft	DFT0000383	\$131.72
MissionSquare (EFT)	Bank Draft	DFT0000384	\$5,260.83
Nationwide Retirement Solutions (EFT)	Bank Draft	DFT0000385	\$1,516.17
Dept of Retirement Systems	Bank Draft	DFT0000386	\$21,133.14
Internal Revenue Service	Bank Draft	DFT0000387	\$38,721.72
WCIF - PD Dental & Vision (EFT)	Bank Draft	DFT0000388	\$1,720.95
<b>Grand Total</b>			<b>\$293,038.78</b>

**Payroll Checks**

Payroll Checks 39130-39142 and Electronic Transfers DFT0000382-DFT0000388.

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.



\_\_\_\_\_  
Yeni Salcedo, Accounting Manager

June 18, 2026

\_\_\_\_\_  
Date

**AP Check Register**  
June 2nd Council Period

<b>Description</b>	<b>Payment Type</b>	<b>Payment Number</b>	<b>Amount</b>
Yeni Salcedo	Regular	39128	\$136.00
Yeni Salcedo	Regular	39129	\$315.80
Abadan Tri Cities	Regular	39143	\$488.29
ADT Security Services, Inc.	Regular	39144	\$47.64
Amazon Capital Services	Regular	39145	\$1,051.95
Anatek Labs, Inc.	Regular	39146	\$818.00
Bureau of Indian Affairs	Regular	39147	\$1,934.15
Cascade Natural Gas Corp.	Regular	39148	\$483.70
CenturyLink	Regular	39149	\$22.61
Charter Communications	Regular	39150	\$1,845.00
Cintas Corporation #605	Regular	39151	\$705.02
City of Sunnyside - Finance Dept.	Regular	39152	\$13,326.66
Coastal Farm and Home Supply	Regular	39153	\$450.78
Columbia Cleaners	Regular	39154	\$83.99
Connetix Engineering, Inc.	Regular	39155	\$133,841.03
Dept. Of Transportation	Regular	39156	\$756.52
Doney, Andrew	Regular	39157	\$163.00
Elwood Staffing Services, Inc.	Regular	39158	\$4,558.57
Federal Express Corporation	Regular	39159	\$34.79
First Responder Outfitters, Inc.	Regular	39160	\$306.49
GMP Consultants LLC	Regular	39161	\$312.50
Guardian Security Systems, Inc.	Regular	39162	\$191.43
Hanks, Michael E	Regular	39163	\$402.00
HLA Engineering and Land Surveying, Inc.	Regular	39164	\$105,159.88
Howard's Tire Factory Inc	Regular	39165	\$771.72
HydroCorp, LLC	Regular	39166	\$35,065.86
Intermountain Cleaning Service, Inc.	Regular	39167	\$4,727.79
Juan Torres	Regular	39168	\$43.66
Leslie, Pam	Regular	39169	\$33.34
Masters Telecom LLC	Regular	39170	\$16.69
MES Service Company LLC	Regular	39171	\$350.79
Moon Security Service, Inc.	Regular	39172	\$104.18
Northwest Code Professionals	Regular	39173	\$3,398.68
O'Reilly Auto Parts	Regular	39174	\$302.81
Orkin, LLC	Regular	39175	\$130.49
OVS - Orchard & Vineyard Supply, LLC	Regular	39176	\$21.71
Oxarc, Inc.	Regular	39177	\$283.96
Ozzy Asbell	Regular	39178	\$110.00
Pacific Power & Light Co.	Regular	39179	\$23.31
Price Ford of Yakima Valley, LLC	Regular	39180	\$1,169.96
Rathbun Iron Works, Inc.	Regular	39181	\$394.90
RH2 Engineering, Inc.	Regular	39182	\$6,822.11
Robles, Jesus	Regular	39183	\$45.32
SCI DOOR	Regular	39184	\$267,086.38
Sean Davido	Regular	39185	\$66.00
SHC Medical Center Toppenish	Regular	39186	\$119.70
Banking/Contracting/State; 91-1854057	Regular	39187	\$18,987.26
Standard Paint & Flooring LLC	Regular	39188	\$2,658.78
Sunnyside Sun Media LLC	Regular	39189	\$410.00

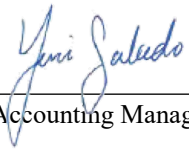
The Lockshop	Regular	39190	\$260.16
U.S. Bank Safekeeping	Regular	39191	\$22.00
VESTIS	Regular	39192	\$52.41
Washington State Treasurer	Regular	39193	\$6,191.49
Weinmann, Gene E.	Regular	39194	\$1,976.18
Yakima County Department of Corrections	Regular	39195	\$18,727.21
Yakima County Fire District 5	Regular	39196	\$212,000.00
Yakima County GIS	Regular	39197	\$100.00
Wex Bank (EFT)	Regular	DFT0000380	\$13,005.88
Washington State Department of Revenue	Regular	DFT0000381	\$21,072.80
Heritage Bank	Regular	DFT0000379	\$352.48
Sean Davido	Regular	NR38580	-\$66.00
Hanks, Michael E	Regular	NR38791	-\$167.00
Penn Valley Pump Co., Inc.	Regular	NR39018	-\$380.00
Washington State Treasurer	Regular	NR39034	-\$6,190.81
Yeni Salcedo	Regular	NR39128	-\$136.00
Pam Leslie	Regular	NR100189	-\$33.34
Jesus Robles	Regular	NR90916	-\$45.32
Washington State Association of Permit Technicians	Regular	NR91209	-\$45.00
Ozzy Asbell	Regular	NR98636	-\$812.00
Juan Torres	Regular	NR99044	-\$21.00
Juan Torres	Regular	NR90927	-\$22.66
Mowery Tactical Concepts	Regular	NR100509	-\$875.00
<b>Grand Total</b>			<b>\$875,547.68</b>

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**Account Payable Checks**

Accounts Payable Checks 39128-39129 and 39143-39197 and Voided Checks NR38580, NR38791, NR39018, NR39034, NR39128, NR100189, NR90916, NR91209, NR98636, NR99044, NR90927, and NR100509 and Electronic Transfers DFT0000379-DFT0000381

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.




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Yeni Salcedo, Accounting Manager

6/18/2026

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Date

**Meeting Date:** June 22, 2026

**Subject:** AB 26-50: [Proposed] Resolution No. 2026-23 Accepting Wastewater Treatment Plant Emergency Bypass Construction.

**Attachments:**

1. Resolution No. 2026-23 Accepting the Emergency Bypass Project as Complete
2. 2026-05-22 - 25124 - Project Acceptance Recommendation

**Presented By:** Andrew Hattori, Director of Community Infrastructure and Development

**Approved for** Dan Ford, City Manager

**Agenda By:**

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**Discussion:**

The Wastewater Treatment Plant (WWTP) experienced a catastrophic failure of a sludge pipe which required immediate replacement. An emergency was declared which allowed the City to immediately pursue emergency funding to replace the ruptured sewer pipe. Seland Construction, Inc. (SCI) was determined to be the lowest responsive and responsible bidder with a bid amount of \$83,682.72, including sales tax and TERO tax. SCI began work in July 2025 with an anticipated construction duration of 10 working days. A change order was subsequently issued for additional work unforeseen during the development of the emergency contract and existing pipes at the WWTP not being located per record drawings.

Work has been completed and reviewed by staff and our contract engineers, HLA Engineering and Land Surveying, Inc., and has been deemed acceptable. Staff proposes to begin the project closeout process, which includes City Council acceptance of the work and then beginning work to verify all requirements have been met with the Department of Revenue, Labor & Industries, and the Employment Security Department. Retainage will be released in the amount of \$16,609.67 upon receipt of approval from these agencies.

**Fiscal Impact:**

The City will need to pay retainage in the amount of \$16,609.67, as included in the contract. The Finance Director has reviewed this item.

**Recommendation:**

Approve Resolution No. 2026-23, accepting work completed by SCI for WWTP emergency bypass construction.

**Alternatives:**

**RESOLUTION NO. 2026-23**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON, APPROVING THE ACCEPTANCE OF THE WASTEWATER TREATMENT PLANT EMERGENCY BYPASS PROJECT AS COMPLETE WITH SELLAND CONSTRUCTION INC. AND ESTABLISH AN EFFECTIVE DATE**

**WHEREAS**, the City of Toppenish (City) entered into a contract with Selland Construction Inc. (SCI) for the Wastewater Treatment Plant (WWTP) emergency bypass project; and

**WHEREAS**, the work included the necessary construction efforts to maintain the operations of the Toppenish WWTP in accordance with project plans and specifications prepared by HLA Engineering and Land Surveying, Inc.; and

**WHEREAS**, HLA Engineering and Land Surveying, Inc. (HLA) has reviewed the work performed by SCI and has determined that the work has been satisfactorily completed; and

**WHEREAS**, the City Council finds it to be in the best interest of the City of Toppenish to formally accept the project as complete, authorizing the necessary steps to close out the project in accordance with state and local requirements;

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

**Section 1. Approval:** The emergency bypass construction project completed by SCI is accepted as complete. The City Manager or their designee is authorized to instruct HLA to execute and submit all necessary close-out documentation, including the Notice of Completion of Public Works Contract, to the appropriate state agencies.

**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/clerk 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 June 22, 2026.

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ELPIDIA SAAVEDRA, Mayor

ATTEST:

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HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

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DANIEL B. HEID, City Attorney

May 22, 2026

City of Toppenish  
21 W First Ave.  
Toppenish, WA 98948

Attn: Andrew Hattori  
Director, Community and Economic Development

Re: City of Toppenish  
Toppenish Emergency Bypass – Wastewater Treatment Plant  
HLA Project No. 25124  
Project Acceptance Recommendation

Dear Mr. Hattori:

This letter serves as our recommendation for acceptance of the above-referenced project by your City Council. We have reviewed the work performed by Selland Construction, Inc. and believe it has been completed satisfactorily.

Once the project has been accepted as complete by the City Council, the required "Notice of Completion of Public Works Contract" will be completed by our office and sent to the Department of Revenue (DOR), Department of Labor and Industries (L&I), and Employment Security Department (ESD), through our access to the City's L&I Awarding Agency Portal. If the City prefers to submit the Notice of Completion, please notify our office.

Retainage in the amount of \$16,609.67 may be released to Selland Construction, Inc. after acceptance of the project, when lien releases have been received from DOR, L&I, and ESD, and when the City has confirmed no liens have been received related to this project.

Once the above items have occurred, this project may be considered complete. Our office will retain an electronic copy of the project files should the City need them in the future.

Please forward a copy of your Council Resolution authorizing project acceptance and release of Retainage to our office for inclusion in the project file.

Contact our office if you have any questions or if we may provide additional information.

Sincerely,

Marla E. Meza, PE for Robert J. Scott, PE

RJS/asr

Copy: James Flowers, (Selland Construction, Inc.)  
Dan Musgrave, Heidi Riojas, Adam Vaughn (City of Toppenish)  
Taylor Denny, David Dumas (HLA)

**Meeting Date:** June 22, 2026

**Subject:** AB 26-51: [Proposed] Resolution No. 2026-24 HLA Comprehensive Plan Task Order Amendment.

**Attachments:** 1. Resolution No. 2026-24 HLA Task Order No 2024-07 Amendment  
2. Comp Plan Task Order Amendment

**Presented By:** Andrew Hattori, Director of Community Infrastructure and Development

**Approved for** Dan Ford, City Manager

**Agenda By:**

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**Discussion:**

The City of Toppenish (City) has been undergoing work with HLA Engineering and Land Surveying, Inc. (HLA) to complete our required Comprehensive Plan Update. An initial Task Order was entered into between the City and HLA, Task Order 2024-07, to complete the work using funds provided by a grant from the Department of Commerce. The Department of Commerce grant contract will terminate at the end of June and a new contract will be entered into for the remaining six months of the project.

Since the initial grant funding for the project only covered work until July of 2026 and a new grant contract is being provided, this is occurring for most if not all jurisdictions on the 2026 Comprehensive Plan cycle. In anticipation of receiving the new grant contract, the City may amend it's existing Task Order with HLA to continue working on the Climate Element, work completed between now and when the new contract is signed will be back charged against grant funds provided from Commerce. The proposed amendments to Task Order No. 2024-07 are to consider the adjusted due date for the Comprehensive Plan update and the funding associated with those deliverables.

**Fiscal Impact:**

N/A. This amendment does not change the contract value, it serves to extend HLA's service period.

**Recommendation:**

Approve Resolution No. 2026-24 Approving Amendment No.1 to HLA Task Order 2024-07 for Comprehensive Plan update services.

**Alternatives:**

**RESOLUTION NO. 2026-24**

**A RESOLUTION OF THE CITY OF TOPPENISH,  
WASHINGTON, AMENDING TASK ORDER 2024-07 WITH  
HLA ENGINEERING AND LAND SURVEYING, INC. FOR  
CONSULTING WORK RELATED TO COMPREHENSIVE  
PLAN UPDATE**

**WHEREAS**, the City of Toppenish (City) has previously entered into an agreement with HLA Engineering and Land Surveying Inc. (HLA) for consulting services under Task Order 2024-07; and

**WHEREAS**, the grant funding from the Department of Commerce for the Comprehensive Plan update will end in July of 2026; and

**WHEREAS**, the City of Toppenish will be receiving continued funding from the Department of Commerce for the remainder of the 2026 efforts related to the Comprehensive Plan update; and

**WHEREAS**, the City is in need of professional consulting services for the Comprehensive Plan update; and

**WHEREAS**, HLA is a professional consulting firm with staff expertise to provide the services required for this project,

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

**Section 1. Approval:** Amend Task Order 2024-07 between HLA and the City of Toppenish for the development of the Comprehensive Plan update.

**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 June 22, 2026

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ELPIDIA SAAVEDRA, Mayor

ATTEST:

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HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

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DANIEL B. HEID, City Attorney

**AMENDMENT NO. 1**

**TASK ORDER NO. 2024-07**

REGARDING GENERAL AGREEMENT BETWEEN CITY OF TOPPENISH

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

**PROJECT DESCRIPTION:**

**Growth Management Act Periodic Update**  
**HLA Project No. 24166**

Cities must periodically take legislative action to review and, if necessary, revise their comprehensive plans and development regulations to ensure the plan and regulations comply with the requirements of the Growth Management Act (GMA). The Washington State Department of Commerce (COMMERCE) is allocating \$125,000 to the City of Toppenish (CITY) to finance the GMA Periodic Update for its Comprehensive Plan, Development Regulations, and Critical Areas Ordinance (CAO).

The CITY desires to contract with HLA to develop its required GMA Periodic Update. The scope of services was developed in accordance with RCW 36.70A and includes the development of a work plan and public participation plan; using COMMERCE checklists to review the CITY's existing Comprehensive Plan, Development Regulations, and CAO to identify areas that require updating. HLA will draft required updates to the documents for adopting updated regulations and plans and then will forward a final resolution to COMMERCE.

**REASON FOR AMENDMENT NO. 1**

Amendment No. 1 reflects the Washington State Legislature's extension of the required Growth Management Act (GMA) periodic update deadline by six (6) months. Amendment No. 1 also reallocates fees across project phases, consistent with COMMERCE grant amounts, to better align with the work completed to date for the GMA Periodic Update.

**SCOPE OF SERVICES:**

There are no revisions to the Scope of Services due to Amendment No. 1.

**TIME OF PERFORMANCE:**

Revisions due to Amendment No. 1 include deleting Time of Performance in its entirety and replacing it with the following:

The periodic update deadline is anticipated to take up to thirty (30) months (December 31, 2026).

HLA began developing the Growth Management Act Periodic Update in July 2024 and will complete the final document in accordance with COMMERCE grant requirements.

**FEE FOR SERVICES:**

There are no changes to the total Task Order Fee for Services for Amendment No. 1.

Revisions due to Amendment No. 1 only reallocate fees across project phases, consistent with COMMERCE grant allocations, and include deleting Fee for Services in its entirety and replacing with the following:

**1.0 Periodic Update Project Coordination**

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$20,000.00.

**2.0 Critical Areas Ordinance Update**


All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$17,000.00.

**3.0 Development Regulations Update**

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$18,000.00.

**4.0 Comprehensive Plan Update**

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$60,000.00.

<b>Proposed:</b>	 <hr/> HLA Engineering and Land Surveying, Inc. Benjamin A. Annen, PE, President	04/16/2026 <hr/> Date
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<b>Approved:</b>	<hr/> City of Toppenish Dan Ford, City Manager	<hr/> Date
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**Meeting Date:** June 22, 2026

**Subject:** AB 26-52: [Proposed] Resolution No. 2026-25 Approving Change Order for Wastewater Treatment Plant Screen and Blower Installation Project.

**Attachments:**

1. Resolution No. 2026-25 WWTP Screen and Blower Change Order Insulation
2. Toppenish WWTP- Additional Insulation

**Presented By:** Andrew Hattori, Director of Community Infrastructure and Development

**Approved for** Dan Ford, City Manager

**Agenda By:**

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**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, All Phase Electric Controls and Automation was selected to complete the installation work in April of this year.

Each blower installation is effectively a custom configuration, as both the treatment plant layout and blower integration are dependent on existing site-specific piping conditions. Consequently, it was anticipated that a change order would be required to address pipe insulation requirements following completion of the installation. To ensure longevity and sustainability of our blowers staff is proposing to insulate approximately 45 feet of 14-inch piping and 30 feet of 8-inch piping to minimize heat impacts to the ambient air the blowers intake. The cost for this work would be \$11,055.40 plus applicable taxes.

**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:**

Approved Resolution No. 2026-25, approving Change Order No. 1 for the WWTP Screen and Blower Installation Project for additional insulation work.

**Alternatives:**

**RESOLUTION NO. 2026-25**

**A RESOLUTION OF THE CITY OF TOPPENISH, WASHINGTON, APPROVING A CHANGE ORDER FOR ADDITIONAL INSULATION WORK RELATED TO THE SCREEN AND BLOWER EMERGENCY PROJECT AT THE TOPPENISH WASTEWATER TREATMENT PLANT**

**WHEREAS**, the City of Toppenish entered into a contract with All Phase Electric Control & Automation (All Phase) for the work associated with the emergency wastewater treatment plant (WWTP) screen and blower installation project; and

**WHEREAS**, the project did not include insulating the blower piping the full length of exhaust piping, resulting increased ambient temperatures within the blower building which could result in decreased longevity of the new and existing blower units; and

**WHEREAS**, All Phase has submitted a change order for the work associated with insulating the remaining exposed exhaust piping in the amount of \$11,055.40 plus applicable tax; and

**WHEREAS**, All-Phase is a professional construction company with the staff and expertise to read and follow plans and install the required improvements for the piping insulation;

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

**Section 1. Approval:** The Construction change order in the amount of \$11,055.40 plus applicable tax from All Phase for the installation of exhaust piping insulation 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 June 22, 2026.

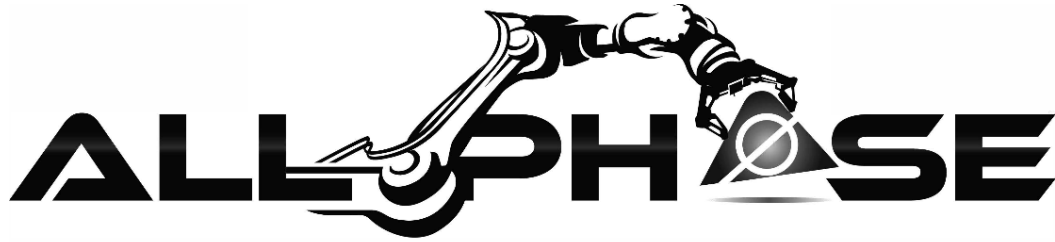
\_\_\_\_\_  
ELPIDIA SAAVEDRA, Mayor

ATTEST:

\_\_\_\_\_  
HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
DANIEL B. HEID, City Attorney



— ELECTRIC —

— CONTROLS & AUTOMATION —

Toppenish WWTP Air Service Blower System Additional Insulation

Proposal #

P-10535

Presented to: City of Toppenish

C/O: Dean Smith HLA

501 Annahat Rd

Toppenish, WA 98948

**Confidential Information:** *The information contained in this proposal is confidential. It is being provided in confidence for the sole purpose of evaluation and may not be discussed to third parties.*

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Date: 05/26/2026  
Job Name: City of Toppenish  
Job Location: Toppenish WWTP  
All-Phase Job Number: 10535

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Scope of work includes the following: Insulation Phase #2: Air Service Blower System 8" & 14" Piping

We propose to supply all materials, labor, equipment and accessories for the above insulation project. Safway will insulate approx. 30' of 8" pipe with (2) 90° Elbows & approx. 45' of 14" pipe with (2) 90° Elbows. The 8" & 14" Blower piping will be insulated with Fiberglass insulation 2" in thickness and Lagging will consist of .016 Embossed Aluminum. The jacketing will be fasted with 1/4" Stainless screws and placed on 4" centers as per direction of Robbie Edwards (Apex Mechanical) Correspondence with Vaughn Brown of (Safway Services LLC.) Material: 2" thick fiberglass Insulation with All Service Jacketing. The Lagging will const of .016 Embossed Aluminum and secured with 1/4" Stainless screws.

- Work will be performed in accordance with national and state requirements
- Does not include any work not outlined in the above scope of work

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\$ 11,055.40 plus applicable taxes

Payment Terms: per Contract terms

Payment is due upon receipt, projects lasting longer than 1 month may be progressive billed. This proposal may be withdrawn by us if not accepted within 30 days.

Prepared by Breann Speer / Sales  
Breann.speer@allphaseco.com / (509) 969-7260

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ACCEPTANCE OF PROPOSAL: If the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified; payments will be as outlined above.



*Budgetary  
Proposal*

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Approved & Accepted (Customer Representative)

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Date of Acceptance

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Print Name (Customer Representative)

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Title

**Meeting Date:** June 22, 2026

**Subject:** AB 26-53: [Proposed] Resolution No. 2026-26 Approving Contract with OL Luther Company Inc. for Gravel Road Maintenance.

**Attachments:** 1. Resolution No. 2026-26 Luther Gravel Road Maintenance  
2. City of Toppenish Road Maintenance 6.4.26

**Presented By:** Andrew Hattori, Director of Community Infrastructure and Development

**Approved for** Dan Ford, City Manager

**Agenda By:**

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**Discussion:**

The City of Toppenish currently maintains several gravel roadways within city limits that require a great amount of attention to ensure safe and reliable access. The most notable locations include King Lane near McDonald's and Ideal Lumber and Hardware, as well as remaining streets within the Berger Addition development. In the case of King Lane, the roadway should have been paved during adjacent development but was not. Likewise, portions of the Berger Addition were left incomplete after the developer abandoned the project, and a decision was made not to pave the remaining surfaces to reduce costs for affected property owners. While these decisions addressed short-term considerations, they continue to impact traffic flow, create challenges for adjacent properties, and require ongoing maintenance funded by ALL the residents of Toppenish. Staff seeks to ensure these roadways are maintained to an appropriate standard using proper equipment and experienced operators familiar with gravel roadway maintenance. To that end, staff obtained a quote from OL Luther Company, Inc. (Luther) to blade and roll the identified road sections and to supply and place additional gravel as needed. The not-to-exceed cost for this work is \$28,690.00 plus applicable taxes. Actual costs are anticipated to be lower, as it is unlikely the full estimated quantity of gravel will be required to achieve proper grading and surface conditions.

**Fiscal Impact:**

This will be paid for from the Street Fund, which budgeted \$30,000 for this work. The Finance Director has reviewed this item.

**Recommendation:**

Approve Resolution No. 2026-26 approving contract with OL Luther Company Inc. for gravel blading and surfacing services.

**Alternatives:**

**RESOLUTION NO. 2026-26**

**A RESOLUTION OF THE CITY OF TOPPENISH, WASHINGTON,  
APPROVING OL LUTHER COMPANY INC. CONTRACT FOR GRAVEL  
ROAD MAINTENANCE SERVICES**

**WHEREAS**, the City of Toppenish (City) has two significant gravel roadway sections within city limits caused by factors out of its control; and

**WHEREAS**, the City currently has a need for maintenance of these road sections for the comfort and drivability of our residents and visitors; and

**WHEREAS**, the City requested a quote for the blading, rolling, and gravelling for the King Lane and Berger Addition gravel road sections from OL Luther Company Inc. (Luther); and

**WHEREAS**, Luther will provide the needed maintenance services for an amount not to exceed \$28,690.00;

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

**Section 1. Approval:** The contract with Luther for gravel road maintenance services 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/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 June 22, 2026.

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ELPIDIA SAAVEDRA, Mayor

ATTEST:

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HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

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DANIEL B. HEID, City Attorney

To: Dan/Andrew City of Toppenish  
From: O.L. Luther Co.  
Project: Road Maintenance  
Location: King Ln. / Berger Ln.

LIC. #OLLUTI\*215BH  
**O. L. Luther Co., Inc.**  
Asphalt • Excavation • Gravel  
710 Luther Rd. • Granger, Washington 98932  
(509) 837-2527  
June 04, 2026

**Scope of work**

O.L. Luther Co. will provide all labor, equipment, and supervision required to complete the road maintenance at the specified location, as per the project plans and specifications. Work is defined as outlined below to include but not be limited to the listed tasks.

**Road Maintenance – King Lane**

- **Description:** The work under this item includes grading, watering, rolling, and placing new gravel at a two-inch thickness. This is a quote for worst case scenario. Listed below is a breakdown of each aspect of the estimate to be discussed when maintenance is required. Prices listed are base price only and do not include tax.
  - Blade Work: 12 Hours, \$2,820.00
  - Water truck: 5 Hours, \$1,000.00
  - Roller: 8 Hours, \$1,360.00
  - Gravel: 16 Loades 5/8"-0 Gravel delivered \$6,560.00

**King Lane Price: \$11,740.00 + tax**

**Road Maintenance – Berger Lane**

- **Description:** The work under this item includes grading, watering, rolling, and placing new gravel at a two-inch thickness. This is a quote for worst case scenario. Listed below is a breakdown of each aspect of the estimate to be discussed when maintenance is required. Prices listed are base price only and do not include tax.
  - Blade Work: 18 Hours, \$4,230.00
  - Water truck: 7 Hours, \$2,000.00
  - Roller: 10 Hours, \$1,700.00
  - Gravel: 22 Loades 5/8"-0 Gravel delivered \$9,020.00

**King Lane Price: \$16,950.00 + tax**

**Terms and conditions**

Payment to be made within 30 days of completion of work unless previous arrangements are made.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman’s compensation insurance.

This bid is valid for 30 days from the date of issuance.

**Acceptance of proposal**

The undersigned client agrees to the terms, conditions, and costs outlined in this bid.

Client Name  
(Printed): \_\_\_\_\_

Client Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Contractor Name (Printed): Lee Luther

Contractor Signature: 

Date: 6-4-2026

**Meeting Date:** June 22, 2026

**Subject:** AB 26-54: [Proposed] Resolution No. 2026-27 Approving Purchase of New Lawn Mower for Cemetery Service.

**Attachments:** 1. Resolution No. 2026-27 Approving Purchase of Walker Lawn Mower  
2. City of Toppenish Walker T27i Sourcewell Quote

**Presented By:** Andrew Hattori, Director of Community Infrastructure and Development

**Approved for** Dan Ford, City Manager

**Agenda By:**

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**Discussion:**

Elmwood Cemetery, a City of Toppenish owned property, has a considerable number of vertical headstones that have been installed in a manner that is inconsistent with our Municipal Code. These installations have created a situation where a large portion of the cemetery has to be maintained using smaller handheld tools, rather than our larger lawn mowers that are typically used for flat open areas. Staff has been researching various options to improve our efficiency and quality of maintenance efforts at the Cemetery, with a limited staff, and having a mower that can maneuver between the gaps of the headstones was identified as a critical equipment improvement to achieve our goals.

The proposed mower from Walker Manufacturing (Walker) would allow for mowing in our more compact areas and would significantly improve the amount of time staff are maintaining our headstone areas so that they can focus on other maintenance tasks at the cemetery. Additionally, we are seeking to purchase a sprayer attachment for the Walker mower to decrease the amount of time we are treating the areas around the flat markers and upright headstones to further decrease maintenance times. Implementing the proposed Walker lawn mower could have a significant operational and aesthetic impact at the Elmwood Cemetery for a relatively small cost. The proposed mower and sprayer configuration would total \$23,075.54 and would be paid for from the Perpetual Care Maintenance Fund. The City is able to use a cooperative purchasing agreement contract from Source well for this purchase.

**Fiscal Impact:**

The cost to the City would be \$23,075.54 and would be paid from the Perpetual Care Maintenance Fund. The Finance Director has reviewed this item.

**Recommendation:**

Approve Resolution No. 2026-27, Approving the purchase of a Walker lawn mower to improve cemetery maintenance efficiency and quality.

**Alternatives:**



**RESOLUTION NO. 2026-27**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON, APPROVING THE PURCHASE OF A LAWN MOWER FOR THE ELMWOOD CEMETERY FROM WALKER MANUFACTURING**

**WHEREAS**, the City of Toppenish (City) owns, operates, and maintains the Elmwood Cemetery in Toppenish, WA; and

**WHEREAS**, a considerable amount of upright headstones have been installed in areas making maintenance and lawn mowing arduous and time consuming due to current lawn mowers' inability to move between headstones and spraying needing to be done by hand; and

**WHEREAS**, Walker Manufacturing (Walker) produces a lawn mower that would allow efficient maneuverability between most headstones and allow for spraying while riding on said lawn mower, increase operational efficiency while reducing staff time to maintain these areas; and

**WHEREAS**, on May 23, 2022, the City entered into an agreement with Sourcewell cooperative purchasing; and

**WHEREAS**, Walker participated in the competitive bid process in response to Sourcewell RFP #112624 by submitting a proposal, on which Sourcewell awarded Walker a Sourcewell contract, numbered 112624-WKR; and

**WHEREAS**, the Toppenish City Council has determined that it is in the best interest of the community to enter into such an agreement;

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

**Section 1. Approval:** The quote from Walker for a new lawn mower from Walker is approved and the City Manager or their designee is authorized to execute all necessary documentation to procure said lawn mower.

**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 June 22, 2026.

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ELPIDIA SAAVEDRA, Mayor

ATTEST:

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HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

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DANIEL B. HEID, City Attorney



# Purchase Order



Burrows Tractor, Inc. (509)457-8105  
1308 E. Mead Ave., Union Gap, WA 98903

Walker Sourcewell #112624-WKR

**Name** City of Toppenish  
**Address** 21 W 1st Ave  
Toppenish Wa 98948  
**Phone** 509-379-0847

**Sourcewell #** #119486  
**Invoice #**  
**Salesman** Shawn Kincaid  
May 26, 2026

N/U	MAKE	MODEL	DESCRIPTION	UNIT #	SERIAL #	HRS	AMOUNT
	Walker	T27i	Walker T27i zero turn mower dual tail wheel 10 bushell catcher				\$18,305.00
						<i>Sourcewell Discount</i>	\$ (3,294.90)
	Walker	DC48	48in collection deck				\$ 3,795.00
						<i>Sourcewell Discount</i>	\$ (683.10)
			optional power dump catcher				\$ 988.20
	Spyker		Spyker A57 Boom sprayer 26g tank 50ft hose reel hand gun 113" spray coverage on breakaway boom				\$ 1,862.00
						<i>Sourcewell Discount</i>	\$ (334.80)
			inbound freight setup and delivery				\$ 650.00
<b>TRADE-IN</b>							

**Warranty**

SUBTOTAL	\$ 21,287.40
8.4% SALES TAX	\$ 1,788.14
<b>TOTAL</b>	<b>\$ 23,075.54</b>
AMOUNT OWING ON TRADE IN	
DOWN PAYMENT	
CONTRACT FEE	
<b>BALANCE DUE</b>	<b>\$ 23,075.54</b>

Used Equipment is sold **AS IS / WHERE IS** Unless Formally stated above.  
Warranty coverage does not include travel time or hauling charges

- Cash
- Check
- Bank Card
- NH Plan
- Sale
- Transfer
- Demo
- Rental
- Consignment
- Owner's Manual
- Burrows to Haul
- Customer to Haul

Special Instructions:


Initial Here Customer Warrants that Trade In Equipment or Consigned Equipment is Traded or Consigned with no Liens or Encumbrances  
Purchaser's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Meeting Date:** June 22, 2026

**Subject:** AB 26-55: [Proposed] Resolution No. 2026-28 Approve MOU with International Association of Fire Fighters Local 2328.

**Attachments:** 1. Resolution No. 2026-28 IAFF Impacts Agreement  
2. Memorandum of Understanding - IAFF Impacts Agreement

**Presented By:** Joseph Mehline, Public Safety Director

**Approved for  
Agenda By:** Adam Vaughn, Assistant City Manager/Finance Director, Dan Ford, City Manager

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**Discussion:**

City management met with the fire union in late 2025 to renegotiate their Collective Bargaining Agreement (CBA). As a part of these negotiations, the fire union came to City management with the idea of contracting with Fire District 5 to improve the quality of service. The City completed the negotiation process on the CBA, but mutually agreed with the union to wait to present the contract until the new services contract was resolved. Now that the City has approved the contract with Fire District 5, we are required to negotiate the impacts of the new Fire District 5 contract with the union because it has a direct impact on their positions.

The Union and City management were able to reach an agreement which includes the following:

- 3% wage increase effective January 1, 2026. (This was agreed at the first contract negotiations)
- The City included language in the Fire District contract to ensure that employees could transfer their employment to the district
- Payout of accrued vacation, compensatory, and holiday time earned
- A lump sum of \$9,000 equally distributed among the three union members

**Fiscal Impact:**

The City would be required to pay out the vacation and compensatory time of any employee leaving, which is estimated to be about \$36,761. The extra items (3% increase and \$9,000 lump sum) equal \$13,461.29. This money is available in the General Fund as the District Contract goes into effect.

**Recommendation:**

Approve Resolution 2026-28 Approving the Memorandum of Understanding with IAFF 2328.

**Alternatives:**



**RESOLUTION NO. 2026-28**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON, APPROVING AND AUTHORIZING A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE CITY OF TOPPENISH AND LOCAL 2328 OF THE INTERNATIONAL ASSOCIATION OF FIREFIGHTERS (IAFF)**

**WHEREAS**, the City of Toppenish has recently entered into an Interlocal Agreement (ILA) with Yakima County Fire Protection District No. 5 for fire protection services to be provided to the City by the Fire District, including provisions which would ultimately include the hiring of the City’s Fire Department employees to the District as employees of the Fire District; and

**WHEREAS**, in connection with the provisions of and the services to be provided in the ILA between the City and the Fire District, and a winding down and disbanding of the City’s Fire Department, pursuant to the provisions applicable to and included in the City’s Collective Bargaining Agreement (CBA) with the IAFF, it is appropriate for the City and IAFF Local 2328 to enter into an agreement addressing the impacts of the changes relating to the City’s Fire Department; and

**WHEREAS**, in connection therewith, the City and IAFF Local 2328 have reached an agreement regarding the impacts of the termination of the Fire Department, and it is appropriate that the Agreement be forwarded to the City Council for its approval and authorization.

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

**Section 1. Approval:** The City’s Agreement with IAFF Local 2328 for Impacts related to the City’s Fire Department and the IAFF’s CBA is hereby approved, and the City Manager is authorized and directed to execute said agreement 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/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 June 22, 2026.

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ELPIDIA SAAVEDRA, Mayor

ATTEST:

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HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

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DANIEL B. HEID, City Attorney

# MEMORANDUM OF UNDERSTANDING

By and Between

THE CITY OF TOPPENISH

And

LOCAL 2328 INTERNATIONAL ASSOCIATION OF FIREFIGHTERS

**THIS MEMORANDUM OF UNDERSTANDING (MOU)** is entered into by and between the City of Toppenish ("City"), and the International Association of Fire Fighters Local 2328 ("IAFF Local 2328"), the exclusive bargaining representative for employees covered under the Collective Bargaining Agreement (CBA).

## SECTION 1 - PURPOSE

The purpose of this Memorandum of Understanding is to document the agreement between the City of Toppenish and IAFF Local 2328 regarding wage adjustments and employment transition provisions during the period described herein, and the Agreement between the City and Yakima County Fire District No. 5 (Fire District) for Fire Protection Services.

## SECTION 2 - TERM

This MOU shall become effective January 1, 2026, and remain in effect through December 31, 2026 unless extended or superseded by mutual written agreement or a successor collective bargaining agreement, or execution of the Agreement between the City and the Fire District whereby the Fire District shall provide Fire Protection Services to the City, and the City's Fire Department shall be disbanded.

## SECTION 3 - WAGE ADJUSTMENT

All members of IAFF Local 2328 shall receive a three percent (3%) wage increase retroactive from January 1, 2026, so long as the members are employees of the City's Fire Department. The wage adjustment shall apply to each member's hourly base wage rate and all wage-related compensation calculations.

## SECTION 4 - SEPARATION DUE TO CONTRACT FOR FIRE SERVICE

Based upon the City of Toppenish entering into a contract for fire protection services with the Fire District resulting in separation of members of IAFF Local 2328 from City employment:

1. Members shall be cashed out at their adjusted hourly rate including the three percent (3%) wage increase.
2. The payout shall include all accrued balances of:
  - a. Vacation Leave
  - b. Compensatory Time
  - c. Holiday Time Earned, prorated based on months worked through the effective date of separation

3. These payouts will be administered in accordance with Article 2.4 of the current CBA and applicable state and municipal law.

**SECTION 5 - ONE-TIME LUMP SUM DISTRIBUTION**

In the event of the separation due to the contract for fire service described in Section 4, above, the City shall provide a one-time lump-sum payment totaling Nine Thousand Dollars (\$9,000). This amount shall be distributed equally among all IAFF Local 2328 members employed at the time of distribution.

**SECTION 6 - CONTINGENCY IF INTERAGENCY AGREEMENT DOES NOT OCCUR**

If the proposed agreement for fire protection services between the City and the Fire District does not occur, City staff shall present to the Toppenish City Council for ratification the three (3) year collective bargaining agreement tentatively agreed upon between the City and IAFF Local 2328 on October 21, 2025.

**SECTION 7 - RELATIONSHIP TO COLLECTIVE BARGAINING AGREEMENT**

Except as specifically provided in this MOU, all provisions of the existing Collective Bargaining Agreement shall remain in full force and effect.

**SECTION 8 - NON-PRECEDENT SETTING**

The provisions of this MOU are non-precedent setting and shall not establish past practice unless mutually agreed upon in writing.

**SECTION 9 - SEVERABILITY**

If any provision of this MOU is determined to be unlawful or unenforceable, the remaining provisions shall remain in effect.

**SECTION 10 - AUTHORITY**

The individuals signing below affirm they are authorized representatives with authority to bind their respective parties.

**SECTION 11- CITY COUNCIL RATIFICATION**

This MOU shall become effective upon approval and ratification by the Toppenish City Council. The parties agree to the above terms and conditions as evidenced by the signatures below.

**IAFF LOCAL 2328**

**CITY OF TOPPENISH**

\_\_\_\_\_  
Union President

\_\_\_\_\_  
Dan Ford, City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_