



**TOPPENISH CITY COUNCIL
REGULAR MEETING AGENDA
JULY 13, 2020 – 7:00 P.M.**

TELEVISED LIVE ON MIDVALLEY TELEVISION
SPECTRUM CABLE CHANNEL 194

1. REMOTE MEETING INSTRUCTIONS

Pursuant to Governor Inslee's Emergency Proclamation regarding suspending certain provisions of the Open Public Meetings Act during the COVID-19 Outbreak, the Toppenish City Council will not accept in-person public comments. All members of the public wanting to comment on City Council agenda items may submit written comments, to include your name and address for the record, in advance to City Clerk Heidi Riojas by email to heidi.riojas@cityoftoppenish.us by 4:00 p.m. on July 13, 2020 to be read during the meeting.

To attend the Toppenish City Council Regular Meeting in "listen only" mode register at [GoToWebinar](#) [Webinar ID 361-370-803]. After registering, you will receive a confirmation email containing information about joining the webinar. Call-in information for "listen-only" mode is: (562) 247-8321 Access Code: 204-776-805

2. REGULAR SESSION CALL TO ORDER

Pledge of Allegiance/Roll Call/Welcome

3. APPROVE AGENDA

4. ADVANCE PUBLIC COMMENTS RECEIVED BY 4:00 P.M. ON JULY 13, 2020 TO BE READ BY STAFF AT THE MEETING

5. RECEIVE COVID-19 UPDATES FROM ANTONE MILLER ON BEHALF OF THE YAKIMA COUNTY EMERGENCY OPERATIONS CENTER

6. 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 22, 2020 Regular Council Meeting.
- b. Approve Minutes of the June 25, 2020 Special Meeting.
- c. Approve Minutes of the July 6, 2020 Study Session.
- d. Approve Payroll Checks Number 34988 through 35005 and electronic transfers in the total amount of \$157,194.71 dated July 8, 2020 and void Check Number 34991.
- e. Approve Claims Checks Number 92209 through 92301 and electronic transfers in the total amount of \$1,769,761.46 dated July 13, 2020.

7. NEW BUSINESS

- a. AB 20-031: Ordinance 2020-07: Amending Toppenish Municipal Code Subsection 13.34.010(E)
- b. AB 20-032: Resolution 2020-39: Updated Master Fee Schedule
- c. AB 20-033: Apply for Safe Routes to School Grant Funding Program
- d. Set Agenda for the August 3, 2020 Study Session.

8. COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

9. CITY MANAGER REPORTS

10. ADJOURNMENT

NEXT REGULAR COUNCIL MEETING WILL BE HELD ON JULY 27, 2020.

**TOPPENISH CITY COUNCIL
Regular Meeting Minutes
June 22, 2020**

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

ROLL CALL

Present: Mayor Mark Oaks, and Councilmembers Loren Belton and Clara Jiménez.
Remote Attendees: Mayor Pro Tem Elpidia Saavedra, Councilmembers Juan Ceja, Naila Duval, and George Garcia.
Staff Present: City Manager Lance Hoyt (CM Hoyt), City Clerk Heidi Riojas (CC Riojas), and Mid Valley Television Manager Judy Devall.
Remote Staff: City Attorney Gary Cuillier, Administrative Services Director Debbie Zabell (ASD Zabell), Chief of Police Curt Ruggles, Fire Chief Tim Smith (FC Smith), and Public Works Superintendent Rocky Wallace.

REMOTE MEETING INSTRUCTIONS

CC Riojas recited the remote meeting instructions for the record pursuant to Governor Inslee's Emergency Proclamation with the temporary suspension of certain provisions of the Open Public Meetings Act during the COVID-19 Outbreak that prohibit all in-person public comments. All public comments received by 4:00 p.m. prior to the meeting will be read into the record during the public comment period.

ROLL CALL

CC Riojas conducted roll call for each City Councilmember to respond their attendance at the meeting. Mayor Oaks, and Councilmembers Belton, and Jiménez were present in the Council Chambers. Mayor Pro Tem Saavedra, Councilmembers Ceja, Duval, and Garcia remotely attended the meeting.

APPROVE AGENDA

Councilmember Belton moved, seconded by Councilmember Jiménez to approve the June 22, 2020 Agenda. Motion carried unanimously.

ADVANCE PUBLIC COMMENTS RECEIVED BY 4:00 P.M. ON JUNE 22, 2020

CC Riojas noted the City received no public comments by the 4:00 p.m. deadline prior to the meeting.

CONSENT AGENDA

Mayor Pro Tem Saavedra moved, seconded by Councilmember Duval to approve Consent Agenda items a and e:

- a. Approve Minutes of the June 8, 2020 Regular Council Meeting.
- b. Approve Minutes of the June 15, 2020 Special Meeting.
- c. Accept Financial Reports and Quarterly Investment Report.
- d. Approve Payroll Checks Number 34978 through 34987 and electronic transfers in the total amount of \$228,767.66 dated June 18, 2020.
- e. Approve Claims Checks Number 92121 through 92207 and electronic transfers in the total amount of \$392,400.90 dated June 22, 2020 and void Check Number NR92085.

Motion carried unanimously.

NEW BUSINESS

Resolution 2020-34: A Resolution Authorizing Temporary Extension of Housing Loan Payments and Temporary Suspension of Late Fees During the Covid-19 Outbreak.

Councilmember Belton moved, seconded by Councilmember Duval to adopt Resolution 2020-34. Motion carried unanimously.

Resolution 2020-35: A Resolution Approving Mutual Aid Agreement for Fire Protection Services.

Councilmember Jiménez moved, seconded by Councilmember Duval to adopt Resolution 2020-35. Motion carried unanimously.

Resolution 2020-36: A Resolution Approving Interlocal Agreement for Emergency Aid Response Between the City of Yakima and the City of Toppenish.

Councilmember Jiménez moved, seconded by Councilmember Belton to adopt Resolution 2020-36. Motion carried unanimously.

Resolution 2020-37: A Resolution Approving Interlocal Agreement Between the Washington State Department of Commerce and the City of Toppenish, Washington for CARES Act Funding.

Mayor Pro Tem Saavedra moved, seconded by Councilmember Belton to adopt Resolution 2020-37. Motion carried unanimously.

Resolution 2020-38: A Resolution Approving Amendment No. 6 with Gray & Osborne, Inc., for Additional Engineering Services for Facility Plan Amendment No. 3 for Solids Handling Within the City's Collection System.

Councilmember Jiménez moved, seconded by Councilmember Belton to adopt Resolution 2020-38. Motion carried unanimously.

Authorize the City Hall Flooring Replacement.

Councilmember Duval moved, seconded by Councilmember Garcia to authorize the City Manager to sign the flooring agreement with Medina's Flooring Coverings, Inc., in the amount of \$21,984.09. Motion carried unanimously.

Set Public Hearing for July 13, 2020 to Amend Six-Year Street Transportation Plan for Years 2020-2025.

Councilmember Belton moved, seconded by Councilmember Jiménez to set Public Hearing for July 13, 2020 to Amend the Six-Year Transportation Plan for Years 2020-2025. Motion carried unanimously.

COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

Councilmember Jiménez had nothing to report.

Councilmember Duval reminded residents to wear their mask while out in the public and complete the 2020 Census.

Councilmember Garcia had nothing to report.

Councilmember Ceja had nothing to report.

Mayor Pro Tem Saavedra had nothing to report.

Councilmember Belton had nothing to report. He welcomed new Councilmember Ceja to serving on the City Council.

Mayor Oaks announced that due to the COVID-19 Outbreak all community 4th of July events are cancelled.

CITY MANAGER REPORT

CM Hoyt updated Council on the following:

- AWC Virtual Annual Conference – June 23 to June 25
- Update on COVID-19 meetings with YHD, YVOEM, and YVCOG
- Mask Up in public, curb social gathering, and maintain social distancing
- YVCOG sent a letter to Governor Inslee to move the County to Phase 1.5 to enable the opening of small businesses in the County

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:55 p.m.

MARK OAKS, MAYOR

HEIDI RIOJAS, CMC, CITY CLERK

**TOPPENISH CITY COUNCIL
Special Meeting Minutes
June 25, 2020**

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

ROLL CALL

Present: Mayor Mark Oaks, and Councilmembers Loren Belton and Clara Jiménez.
Remote Attendees: Councilmembers Juan Ceja, Naila Duval, and George Garcia.
Absent: Mayor Pro Tem Elpidia Saavedra
Staff Present: City Manager Lance Hoyt and City Clerk Heidi Riojas.
Remote Staff: Administrative Services Director Debbie Zabell (ASD Zabell).

REMOTE MEETING INSTRUCTIONS

CC Riojas recited the remote meeting instructions for the record pursuant to Governor Inslee's Emergency Proclamation with the temporary suspension of certain provisions of the Open Public Meetings Act during the COVID-19 Outbreak, the Toppenish City Council Chambers will not be open for the public to attend the meeting in person. In addition, she recited the instructions to attend the meeting in "listen only" mode by either registering at GoToWebinar, or by using the call-in phone number.

ROLL CALL

CC Riojas conducted roll call for each City Councilmember to respond their attendance at the meeting. Mayor Oaks, Councilmembers Belton, and Jiménez were present in the Council Chambers. Councilmembers Ceja, Duval, and Garcia remotely attended the meeting. Mayor Pro Tem Saavedra did not attend the June 25, 2020 Special Meeting in person or remotely.

Councilmember Jiménez moved, seconded by Councilmember Belton to excuse Mayor Pro Tem Saavedra from the June 25, 2020 Special Meeting Motion carried unanimously.

APPROVAL OF CLAIM CHECK

ASD Zabell reported that the Claim Check Number 92208 for \$299,930.78 is to pay Tapani, Inc., the contractor that completed work for the Lincoln, Dayton, Beech Street Project.

Councilmember Jiménez moved, seconded by Councilmember Duval to approve payment of Claim Check Number 92208 in the amount of \$299,930.78 dated June 26, 2020. Motion carried unanimously.

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 5:08 p.m.

MARK OAKS, MAYOR

HEIDI RIOJAS, CMC, CITY CLERK

**TOPPENISH CITY COUNCIL
Study Session Minutes
July 6, 2020**

CALL TO ORDER

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

ROLL CALL

Present: Mayor Mark Oaks, and Councilmembers Loren Belton, and Clara Jiménez.
Remote Attendees: Councilmembers Juan Ceja, and George Garcia.
Absent: Mayor Pro Tem Elpidia Saavedra, and Councilmember Naila Duval.
Staff Present: City Manager Lance Hoyt (CM Hoyt), and City Clerk Heidi Riojas (CC Riojas).
Remote Staff: Administrative Services Director Debbie Zabell (ASD Zabell), and Permit Coordinator Victor Shaul (PC Shaul).

REMOTE MEETING INSTRUCTIONS

CC Riojas recited the remote meeting instructions for the record pursuant to Governor Inslee's Emergency Proclamation with the temporary suspension of certain provisions of the Open Public Meetings Act during the COVID-19 Outbreak, the Toppenish City Council Chambers will not be open for the public to attend the meeting in person. In addition, she recited the instructions to attend the meeting in "listen only" mode by either registering at GoToWebinar, or by using the call-in phone number.

ROLL CALL

CC Riojas conducted roll call for each City Councilmember to respond their attendance at the meeting. Mayor Oaks, Councilmembers Belton, and Jiménez were present in the Council Chambers. Councilmembers Ceja, and Garcia remotely attended the meeting. Mayor Pro Tem Saavedra, and Councilmembers Duval did not attend the July 6, 2020 Study Session in person or remotely.

Councilmember Jiménez moved, seconded by Councilmember Belton to excuse Mayor Pro Tem Saavedra, and Councilmember Duval from the July 6, 2020 Study Session. Motion carried unanimously.

REMOTE EXECUTIVE SESSION

Mayor Oaks called for an executive session to be held at 5:03 p.m. Mayor Oaks stated the purpose of the executive session was to discuss litigation with legal counsel pursuant to RCW 42.30.110(I). The approximate time for the Executive Session is 45 minutes, and then to allow extra time for the City Council to log in and out of two different meetings. Mayor Oaks also stated that no action is anticipated when the Regular Session reconvened. The two remote City Councilmembers logged out of the GoToWebinar meeting and logged into another meeting for the executive session.

Mayor Oaks reconvened the Study Session back to order at 5:49 p.m.

**DISCUSSION FOR PROPOSED UPDATES FOR TOPPENISH MUNICIPAL CODE,
TITLE 6 - ANIMALS**

ASD Zabell PC Shaul proposed updates for Council to consider for TMC Title 6 – Animals to regarding policy decisions. PC Shaul noted that the Title 6 of the TMC was originally adopted in 1973, and since that time updates are needed to be consistent with new laws, provide enforcement capabilities and penalties for animal nuisances, prohibit animal fighting, setting an limit for number dogs per residence, and propose new kennel regulations.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 6:17 p.m.

MARK OAKS, MAYOR

HEIDI RIOJAS, CMC, CITY CLERK

Payroll Check Register

Payroll for Period 06/16/2020 - 06/30/2020

Fund Number	Description	Amount
001-000-011	Legislative	\$2,787.00
001-000-013	Executive	\$5,913.69
001-000-014	Finance, Record	\$11,606.29
001-000-018	Central Services, Personnel Services	\$5,078.91
001-000-021	Law Enforcement	\$40,766.07
001-000-022	Fire Services	\$22,627.09
001-000-024	Protective Inspections	\$1,288.41
001-000-058	Planning and Community Development	\$280.56
001-000-076	Pool, Park Facilities	\$3,663.21
030-000-000	Criminal Justice Fund	\$16,814.11
101-000-000	Street Fund	\$4,288.62
108-000-000	Cemetery Fund	\$3,319.64
401-000-000	Water Fund	\$12,205.82
403-000-000	Wastewater Fund	\$13,664.35
405-000-000	Solid Waste Fund	\$9,164.33
457-000-000	Cable TV Fund	<u>\$3,726.61</u>
Grand Total		\$157,194.71

Payroll checks 34988 through 35005, Voided check 34991 and electronic transfers.

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.


 Debbie Zabell, Administrative Services Director

July 8, 2020
 Date

Accounts Payable Check Register

July 13, 2020

Number	Vendor Name	Account Description	Amount
92209	A WorkSAFE Service, Inc.	Professional Services	\$55.00
92210	Amazon Capital Services	Office & Operating Supplies	\$39.09
		Personal Protective Equipment	\$377.52
		Wellness Program Supplies	\$140.39
		Check Total:	\$557.00
92211	Aramark Uniform Services Everett Lockbox	Office & Operating Supplies	\$145.26
		Service Repair/Maintenance Police Dept Bldg	\$21.60
		Check Total:	\$166.86
92212	Attorney Messenger Service Inc.	Professional Services	\$100.00
92213	Auto Zone	Service Repair/Maintenance Vehicles	\$10.78
92214	Backflow Management, Inc.	Cross Connection Program	\$2,000.00
92215	Baer Testing, Inc.	Lincoln/Dayton - Construction	\$7,651.25
92216	BNSF Railway Company	Miscellaneous Fees & Charges	\$100.00
92217	Budget Septic & Drain LLC	Rentals	\$424.44
92218	Calibre Press	Memberships & Registrations	\$948.00
92219	Cascade Analytical, Inc.	Operating/Maintenance Supplies - General	\$31.00
		Professional Services	\$588.00
		Check Total:	\$619.00
92220	Cascade Fire Equipment Corp.	Operating/Maintenance Supplies - General	\$410.35
		Operating/Maintenance Supplies - Vehicles	\$118.80
		Repair & Maintenance Equipment	\$972.89
		Service Repair/Maintenance	\$19.44
		Service Repair/Maintenance - Fire Dept Building	\$129.92
		Service Repair/Maintenance Equipment	\$231.91
		Service Repair/Maintenance MVTV Bldg	\$296.89
		Service Repair/Maintenance Police Dept Bldg	\$127.17
		Service Repair/Maintenance Welcome Center Bldg	\$4.86
		Check Total:	\$2,312.23
92221	Cascade Natural Gas Corp.	Fuel for Heating	\$205.40
		Fuel for Heating - City Hall	\$17.50
		Fuel for Heating - Fire	\$32.87
		Fuel for Heating - Parks	\$16.52
		Fuel for Heating - Police	\$108.21
		Fuel for Heating - Recreation	\$19.80
		Fuel for Heating - Swimming Pool	\$34.41
		Check Total:	\$434.71
92222	Central Chain & Transmission Co. Inc.	Operating/Maintenance Supplies - General	\$2,275.96
92223	CenturyLink	Telephone	\$1,584.31
92224	CenturyLink 313081835	Telephone	\$822.20

Number	Vendor Name	Account Description	Amount
		Telephone - Utility Billing	\$117.57
		Check Total:	\$939.77
92225	Chandler Distributing Co. Inc.	Fuel Vehicles	\$4,565.09
		Fuel Vehicles - WWTP	\$598.30
		Operating/Maintenance Supplies - Vehicles	\$1,341.25
		Service Repair/Maintenance Vehicles	\$47.19
		Small Tools & Minor Equipment	\$118.78
		Check Total:	\$6,670.61
92226	Charter Communications-Collections	Internet - Sewer	\$89.99
		Rentals	\$18.60
		Check Total:	\$108.59
92227	Cintas Corporation #605	Rentals	\$52.97
		Uniform Cleaning	\$215.53
		Check Total:	\$268.50
92228	City of Sunnyside - Finance Dept.	Court Services	\$23,613.19
92229	City of Toppenish	City Utilities - Library	\$227.35
		City Utility Service - Fire	\$309.05
		City Utility Service - Police	\$517.79
		City Utility Services	\$161.76
		City Utility Services - Cemetery	\$23.66
		City Utility Services - City Hall	\$323.21
		City Utility Services - Parks	\$6,631.50
		City Utility Services - Recreation	\$75.48
		City Utility Services - Swimming Pool	\$75.47
		City Utility Services - Treatment Plant	\$683.22
		Salaries & Wages	\$283.15
		Check Total:	\$9,311.64
92230	Code Publishing Co. Inc.	Codification Services	\$183.30
92231	Complete Restoration and Construction LLC	Plan Review - Building	\$794.95
92232	D & G Cleaning, LLC	Janitorial Services - City Hall	\$1,200.00
		Janitorial Services - Police Department	\$1,200.00
		Check Total:	\$2,400.00
92233	Dell Marketing L.P.	Office & Operating Supplies	\$2,550.18
92234	DeVries Business Records Management, Inc.	Miscellaneous Fees & Charges	\$30.00
92235	Enviromental Resource Associates	Professional Services	\$760.32
92236	Federal Express Corporation	Postage	\$98.49
92237	Financial Consulting Solutions Group, Inc.	Professional Services	\$1,430.00
92238	G. S. LONG CO., INC.	Operating/Maint. Supplies - General	\$175.50
92239	Gray & Osborne, Inc.	Professional Services	\$958.04
		Sewer System Imp (Ph#4) - Engineering	\$141,400.64
		Check Total:	\$142,358.68
92240	Guardian Security Systems, Inc.	Alarm Monitoring	\$178.21
92241	H.D. Fowler Company	Operating/Maintenance Supplies - General	\$10,595.27

Number	Vendor Name	Account Description	Amount
		Small Tools & Minor Equipment	\$1,900.99
		Check Total:	\$12,496.26
92242	Hach Company	Operating/Maintenance Supplies - General	\$575.64
92243	Horizon Distribution, Inc.	Personal Protective Equipment	\$398.27
92244	Howards Tire Factory Inc	Repair & Maintenance - Vehicles	\$254.18
92245	Humane Society of Cent WA	Professional Services	\$2,918.00
92246	Ideal Lumber & Hardware, Inc.	Office & Operating Supplies	\$26.99
		Operating/Maint. Supplies	\$3.67
		Operating/Maint. Supplies - General	\$67.09
		Operating/Maintenance Supplies - General	\$888.51
		Operating/Maintenance Supplies - Street Signs/Paint	\$48.57
		Operating/Maintenance Supplies - Vehicles	\$99.79
		Personal Protective Equipment	\$21.01
		Service Repair/Maintenance - Fire Dept Building	\$514.64
		Service Repair/Maintenance Equipment	\$59.58
		Service Repair/Maintenance MVTV Bldg	\$11.07
		Service Repair/Maintenance Police Dept Bldg	\$134.28
		Service Repair/Maintenance Vehicles	\$29.38
		Service Repair/Maintenance Welcome Center Bldg	\$15.09
		Small Tools & Minor Equipment	\$300.44
		Check Total:	\$2,220.11
92247	Intermedia.net Inc.	Telephone	\$136.94
92248	Interstate Batteries of Columbia Valley	Service Repair/Maintenance Vehicles	\$629.26
92249	L. Paul Schneider, Ph.D., ABPP	Pre-Employment Services	\$1,425.00
92250	Lakeside Industries Inc.	Operating/Maintenance Supplies - General	\$270.75
92251	Law Office of Gary M. Cuillier	Legal Services	\$784.00
		Legal Services - City Attorney	\$1,960.00
		Sewer System Imp (Ph#4) - Legal	\$70.00
		Check Total:	\$2,814.00
92252	Master Meter TDS. Inc.	IT Services - Sewer Treatment	\$750.00
		IT Services - Water Operations	\$750.00
		Check Total:	\$1,500.00
92253	Mid-American Research Chemical Corp.	Operating/Maint Supplies - General	\$1,346.42
92254	Moon Security Service, Inc.	Alarm Monitoring	\$36.72
92255	Mora, Arthur R	Counsel for Indigents	\$6,600.00
92256	Municipal Emergency Services Inc.	Personal Protective Equipment	\$117.72
		Uniforms & Clothing	\$100.04
		Check Total:	\$217.76
92257	North Central Laboratories	Operating/Maintenance Supplies - General	\$322.15
92258	Office Depot Card Plan	Office & Operating Supplies	\$230.89

Number	Vendor Name	Account Description	Amount
92259	Ogden Murphy Wallace Attorneys	Professional Services	\$907.50
92260	One Call Concepts, Inc.	Professional Services	\$113.42
92261	O'Reilly Auto Parts	Operating/Maint. Supplies - General	\$23.74
		Operating/Maint. Supplies - Vehicles	\$11.86
		Operating/Maintenance Supplies - General	\$24.90
		Operating/Maintenance Supplies - Vehicles	\$710.68
		Service Repair/Maintenance Vehicles	\$142.29
		Check Total:	\$913.47
92262	Oxarc, Inc.	Chemicals	\$51.90
92263	Pacific Office Automation	Photocopies	\$74.04
92264	Pacific Power & Light Co.	Electricity	\$113.43
		Electricity - City Hall	\$331.32
		Electricity - Fire	\$387.21
		Electricity - Police	\$745.99
		Electricity - Recreation	\$26.80
		Electricity - Swimming Pool	\$164.21
		Check Total:	\$1,768.96
92265	Picatti Bros, Inc.	Operating/Maintenance Supplies - General	\$568.03
92266	Platt Electric Supply	Operating/Maintenance Supplies - General	\$302.44
92267	Rathbun Iron Works Inc.	Operating/Maintenance Supplies - General	\$24.89
		Service Repair/Maintenance Vehicles	\$13.26
		Check Total:	\$38.15
92268	Refrigeration Equipment Co., Inc.	Service Repair/Maintenance Equipment	\$349.79
92269	Ruggles Auto Repair, Inc	Service Repair/Maintenance Vehicles	\$269.10
92270	Spectrum	Internet - City Hall	\$159.98
92271	Spectrum	Internet - Sewer	\$124.98
92272	Spectrum	Internet - MVTV	\$104.98
92273	Spectrum	Internet - Fire Department	\$159.98
92274	Spectrum Communications, Inc.	Service Repair/Maintenance Equipment	\$200.28
92275	Summit Law Group	Legal Services	\$594.00
92276	Sunnyside Sun	Advertising	\$43.50
92277	Tapani, Inc.	Lincoln/Dayton - Construction	\$925,496.99
		Sewer System Imp (Ph#4) - Construction	\$564,153.97
		Check Total:	\$1,489,650.96
92278	TestAmerica Laboratories, Inc.	Professional Services	\$3,157.50
92279	The Healthy Worker	Professional Services	\$110.00
92280	The Janitor's Closet	Office & Operating Supplies	\$349.06
		Operating/Maint. Supplies - General	\$68.15
		Service Repair/Maintenance Police Dept Bldg	\$303.53
		Check Total:	\$720.74
92281	Thompson Audiology	Pre-Employment Services	\$60.00
92282	Thyssenkrupp Elevators Corp.	Service Repair/Maintenance City Hall	\$593.15
92283	Toppenish Hospital	Medical Services	\$3,456.73

Number	Vendor Name	Account Description	Amount
92284	Toppenish Volunteer Firefighters	Memberships & Registrations	\$480.00
92285	U.S. Bank Corporate Payment System	Fuel Vehicles	\$112.34
		Internet - Sewer	\$42.00
		Memberships & Registrations	\$305.68
		Miscellaneous Fees & Charges	(\$103.51)
		Office & Operating Supplies	\$256.79
		Operating/Maint. Supplies	\$237.18
		Operating/Maintenance Supplies - Vehicles	\$199.86
		Professional Services	\$235.46
		Travel	(\$305.81)
		Check Total:	\$979.99
92286	Vision Forms, LLC.	Operating/Maintenance Supplies - Vehicles	\$706.33
92287	Volunteer Firefighters Board	Volunteer Insurance	\$30.00
92288	WA St Dept of Ecology	Biosolids Removal Program	\$1,270.17
92289	WA St Dept of Licensing	Weapon Permit - DOL License	\$39.00
92290	WA St Dept of Transportaion	Repair & Maintenance Equipment	\$182.00
92291	Walker Car Wash Inc.	Service Repair/Maintenance Vehicles	\$166.00
92292	Washington State Treasurer	Death Investigation Account	\$5.74
		Distracted Driving Prevention	\$2.23
		Highway Safety Account	\$27.41
		Judicial Information Services	\$1,768.11
		School Zone Safety	\$41.49
		State Building Code Fees	\$123.50
		State General Fund 40	\$3,228.88
		State General Fund 50	\$1,301.05
		State General Fund 54	\$16.11
		State Patrol Highway Account	\$32.73
		Trauma Care	\$177.90
		Traumatic Brain Injury Account	\$188.24
		WA Auto Theft Prevention Authority Act	\$356.52
		Check Total:	\$7,269.91
92293	Wells Fargo Vendor Fin Serv	Photocopies	\$2.08
		Rentals	\$362.87
		Check Total:	\$364.95
92294	Wells Fargo Vendor Fin Serv	Rentals	\$219.30
92295	Yakima Battery & Auto Electric	Operating/Maintenance Supplies - Vehicles	\$135.29
92296	Yakima Bindery & Printing Co	Office & Operating Supplies	\$87.75
92297	Yakima County Department of Corrections	Corrections Services Yakima County	\$28.99
		Medical Services	\$1,957.50
		Check Total:	\$1,986.49
92298	Yakima County Solid Waste	Dump Site Fees	\$1,607.50
92299	Yakima County Treasurer	County Crime Victims	\$79.60
92300	Yakima Valley Conference of Governments	Professional Services	\$803.87

Number	Vendor Name	Account Description	Amount
92301	Yakima Waste Systems, Inc.	Recycling Services	\$109.26
EFTAP7/2020	Invoice Cloud	Banking Fees & Charges	\$3,246.65
Grand Total			\$1,769,761.46
Accounts Payable Checks: 92209 - 92301, Electronic Transfer			\$1,769,761.46

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.



 Debbie Zabell, Administrative Services Director

July 10, 2020



CITY OF TOPPENISH
REQUEST FOR COUNCIL ACTION
Agenda Bill No.: 20-031

Meeting Date: July 13, 2020

Subject: Amend Toppenish Municipal Code Subsection 13.34.010(E) - Connection Permit Required

Attachments: Ordinance 2020-07

Prepared by: Victor Shaul, Permit Coordinator

Presented by: Victor Shaul, Permit Coordinator

Approved for Agenda By: Lance Hoyt, City Manager

Discussion:

City staff has been implementing new permitting software. The new software came on-line on June 1, 2020. In the implementation of the new permitting software, it was discovered that the Toppenish Municipal Code sewer permit expires after 90 days and all other permits expire after 180 days. The permit software implements a standard expiration date across all permits.

When permits are issued for new construction all permits are issued at the same time. Having the sewer permit expire after 90 days is problematic for contractors as most construction projects take longer than 90 days to get to the stage where the sewer lines would be installed.

City staff recommends that sewer permit have the same expiration time of 180 days to be in line with all other building and public works permits issued by the City.

Fiscal Impact: No fiscal impact.

Recommendation: Adopt Ordinance 2020-07 Amending Toppenish Municipal Code Subsection 13.34.010(E).

Alternatives: 1) Do not adopt. 2) Forward to Study Session for further review.

ORDINANCE 2020-07

**AN ORDINANCE OF THE CITY OF TOPPENISH, WASHINGTON
AMENDING SUBSECTION 13.34.010(E) OF THE TOPPENISH
MUNICIPAL CODE FOR A SEWER PERMIT TO BE VALID FOR A
PERIOD OF 180 DAYS, AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS the City Council adopted Chapter 13.34 Building Sewers and Connections,
and

WHEREAS the sewer permit is valid for 90 days, and

WHEREAS all other building and public works related permits issued by the City are
valid for 180 days, and

WHEREAS the City Council finds it necessary to have all building and public works
related permits have the same expiration date,

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

Section 1: Subsection 13.34.010(E) of the Toppenish Municipal Code is hereby amended
to read as follows:

E. No permit issued under the ordinance codified in this chapter shall be valid
for a period longer than ~~90~~180 days unless extended or renewed prior to the
expiration of the same.

Section 2 Severability: If any section, sentence, clause or phrase of this ordinance should
be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or
unconstitutionality shall not affect the validity or constitutionality of any other section, sentence,
clause or phrase of this chapter.

Section 3: This ordinance shall become effective five (5) days after a publication of a
summary thereof.

PASSED by the Toppenish City Council at its regular meeting held on July 13, 2020.

MARK OAKS, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

GARY M. CUILIER, City Attorney



CITY OF TOPPENISH
REQUEST FOR COUNCIL ACTION
Agenda Bill No.: 20-032

Agenda Item
7b

Meeting Date: July 17, 2020

Subject: Fee Resolution Update

Attachments: Proposed Resolution 2020-39

Prepared by: Debbie Zabell, Administrative Services Director

Presented by: Debbie Zabell, Administrative Director

Approved for Agenda By: Lance Hoyt, City Manager

Discussion:

The City adopted a comprehensive Fee Schedule that is updated annually at the last council meeting of the current year and as needed throughout the year through the passing of a Resolution. The attached proposed Fee Schedule includes the following updates for Council's consideration:

- The International Building and Fire Codes provide for jurisdictions to refund plan review fees at the jurisdiction's discretion. The City currently does not have a mechanism for refunding plan review fees. The addition of a Building and Fire Plan Review Fee Refund establishes the criteria for refunding plan review fees paid for projects where limited or no plan review has been performed. The refunds are as follows: (No time in review 20% nonrefundable - 80% refundable) and (Review started 20% nonrefundable - balance of refund based on the percentage of review completed).
- Toppenish Municipal Code Chapter 17.26 requires permit applications for projects within the Design Review District to obtain Planning Commission approval prior to issuance of permits. The proposed fee of \$150.00 is sufficient to cover the costs of staff and the City's Planning Consultant to administer and present the application to the Planning Commission.
- Toppenish Municipal Code Chapters 2.85(D) and 17.24.020 provide for the cost of all costs associated with any project or permit application be borne by the applicant. The engineering and planning review fees have been included on the Fee Resolution since 2018 at \$2,500.00 each. The proposed change combines the two into one, creating a development review fee of a minimum of \$2,500.00, that will be used to cover all direct costs associated with a project.
- RCW 42.56.120 allows for jurisdictions to charge a cost for scanning and uploading public records. Although nominal, the fees do help to offset some of the staff time involved in processing electronic records. The allowable fees are \$.10 per scanned page and \$.05 per every four electronic record uploaded.

Fiscal Impact: Approximate annual revenue of \$450.00 for three application requiring Design Review by the Planning Commission and \$250.00 for scanning and electronic uploading of public records.

Recommendation: Approve Resolution 2020-39 updating the Toppenish Master Fee Schedule.

Alternatives: 1) Do not adopt. 2) Forward to Study Session for further review.

RESOLUTION 2020-39

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TOPPENISH, WASHINGTON, UPDATING THE FEE RESOLUTION
BY ADDING BUILDING AND FIRE PLAN REVIEW FEE REFUNDS,
DESIGN DISTRICT PLANNING REVIEW FEE, DEVELOPMENT
REVIEW FEE, AND ELECTRONIC RECORDS FEES**

WHEREAS, the City Council finds that the following fee schedule sets forth fees that are reasonable and necessary until same shall be revised,

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

Section 1. Effective July 13, 2020, the attached Schedule A and Schedule B of fees set forth herein are hereby adopted.

Section 2. Unless otherwise specifically stated, prior fee Resolutions are hereby rescinded and superseded by this Resolution.

Section 3. Washington State Sales Tax will be added to fees listed in the attached Schedule A of this Resolution where required by State law.

Section 4. The City Clerk is authorized to make necessary corrections to Schedule A and Schedule B of this Resolution including, but not limited to, the correction of scrivener's or clerical errors, references, Resolution numbering, section/subsection numbering and any references thereto.

Section 5. All loose coins used to pay bills or fines from the City of Toppenish must be packaged in bank coin rolls, if more than 50 of any coin is used for payment. Each coin roll used must be identified with the customer's name and phone number. Any loose coin used for payment contrary to the above policy will be refused by the city staff.

Section 6. Cemetery and perpetual care fees shall be adjusted January 1 of each year as follows: 2% increase for cemetery fees; and 10% increase for perpetual care.

PASSED by the Toppenish City Council at its regular meeting held on July 13, 2020.

MARK OAKS, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

City of Toppenish
MASTER FEE SCHEDULE
 Resolution 2020-39 Schedule A

BUILDING, PLUMBING, MECHANICAL PERMIT FEES AND CHARGES

Sign Permit - Zoning Review		
15.10.020(G)	Up to 25 sq. ft. sign	\$30.00
15.10.020(G)	Each additional sq. ft over 25 sq. ft.	\$0.50
15.05.020	Moving Permit (building moved within or through City)	\$100.00

15.01.050 **Building Permit** (see Schedule B to determine valuation)

Total Valuation	Permit Fee
\$0 to \$500	\$24.00 for the first \$500
\$501 to \$2,000	\$24.00 for the first \$500 plus \$3.00 for each additional \$100 or fraction thereof to and including \$2,000
\$2,001 to \$40,000	\$69.00 for the first \$2,000 plus \$11.00 for each additional \$1,000 or fraction thereof to and including \$40,000
\$40,001 to \$100,000	\$487.00 for the first \$40,000 plus \$9.00 for each additional \$1,000 or fraction thereof to and including \$100,000
\$100,001 to \$500,000	\$1,027.00 for this first \$100,000 plus \$7.00 for each additional \$1,000 or fraction thereof to and including \$500,000
\$500,001 to \$1,000,000	\$3,827.00 for the first \$500,000 plus \$5.00 for each additional \$1,000 or fraction thereof to and including \$1,000,000
\$1,000,001 to \$5,000,000	\$6,327.00 for the first \$1,000,000 plus \$3.00 for each additional \$1,000 or fraction thereof to an including \$5,000,000
\$5,000,001 and over	\$18,327.00 for the first \$5,000,000 plus \$1.00 for each additional \$1,000 or fraction thereof

Building Plan Review Fee is 65% of permit fee as calculated using the above table

Refund of Building Plan Review Fee:

No time in review 20% non-refundable - 80% refundable

Review started 20% non-refundable - balance of refund based on the percentage of review completed

15.01.050 **Miscellaneous Building Permits and Inspections**

	Additional plan review required by changes, additions or revisions to approved plans (minimum charge 1/2 hour), per hour, or actual cost, whichever is greatest	\$78.00
	Commercial Coach - Single Section	\$450.00
	Commercial Coach - Each Additional Section	\$75.00
	Demolitions	\$65.00
15.20.030	Fence permit (all fences new, addition to or electric fence)	\$30.00
	Inspections outside of normal business hours (minimum charge two hours), per hour, or actual cost, whichever is greatest	\$100.00

Inspections for which no fee is specifically indicated, per hour, or actual cost, whichever is greatest	\$78.00
Investigation Fee: buidling, structure, gas, mechanical or plumbing work commencing before permit issuance (IBC Sec 109.4)	50% of actual permit
Manufactured Homes - Single Wide	\$280.00
Manufactured Homes - Double Wide	\$320.00
Manufactured Homes - Triple Wide	\$360.00
Outside consultants for plan checking, inspections, or both, including administrative and overhead cost (when used)	Actual Cost
Re-inspection fees, per hour, or actual cost, whichever is greatest	\$78.00
Re-Roofing - Residential, one- and two-family units	\$75.00
Re-Roofing - Non-Residential, square feet up to 10,000	\$125.00
Re-Roofing - Non-Residential, per each additional 10,000 square feet or fraction thereof	\$75.00
Swimming Pools (depth of 24" or more - IPMC Sect. 303) Exempt: Spas, saunas, or hot tubs with safety covers	\$110.00

15.01.050 **Mechanical Permit:** *(see Schedule B for permit fees)*

Other Mechanical Inspection Fees

Additional plan review required by changes, additions or revisions to approved plans, per hour for minimum one-half hour	\$78.00
Inspections for which no fee is specifically indicated	\$20.00
Reinspection (after one inspection and one reinspection)	\$25.00
Inspections outside normal business hours, per hour for minimum of two hours	\$100.00

15.01.050 **Plumbing Permit:** *(see Schedule B for permit fees)*

Other Plumbing Inspections and Fees

Additional plan review required by changes, additions or revisions to approved plans, per hour for minimum one-half hour	\$78.00
Inspections outside normal business hours, per hour for minimum of two hours	\$100.00
Reinspection (after one inspection and one reinspection)	\$25.00

BUSINESS LICENSE FEES AND CHARGES

	Business License Fee (total of a and b, maximum \$600.00) – per year	
5.01.120(E)	Late Fee (more than 30 days past renewal)	\$25.00
	a. Number of Employees:	
5.01.120(A)	Base rate (plus each employee charge)	\$40.00
5.01.120(A)	Each employee, including the business owner	\$10.00
	Transfer to new location	\$0.00
	Transfer to new owner	\$0.00
	Duplicate License	\$0.00
	b. Equipment/Services (in addition to a.) – per year	

5.01.120(B)	Each amusement machine, such as video game or pinball	\$10.00
5.01.120(B)	Each Card table	\$10.00
5.01.120(B)	Each Pool table	\$10.00
5.01.120(B)	Each Horse trolley vehicle	\$25.00
5.01.120(B)	Cabaret, i.e., tavern or restaurant which serves liquor and provides entertainment, such as dancing or a floor show	\$50.00
	c. Type of business (in lieu of a.)	
5.01.120(C)	Carnival (per day Jan 1 thru May 30 and July 11 thru Dec 31)	\$100.00
5.01.120(C)	Carnival (each consecutive five-day period or part thereof Jun 1 thru July 10)	\$75.00
5.01.020	Carnival and Fair Investigation Fee	\$25.00
5.01.120(C)	Circus (per event, for up to three consecutive days)	\$100.00
5.01.120(C)	Dance Hall (per year)	\$150.00
5.01.120(C)	Public dance (public dances that are not conducted during the ordinary course of business – per day)	\$50.00
5.01.120(C)	Flea market (per year or \$50.00 per day)	\$150.00
5.01.120(C)	Home Occupation (per year)	\$30.00
5.01.070	Inspection of the premises before issuing or approving a license (if required)	\$30.00
5.01.120(C)	Shows, exhibitions or fairs (per day)	\$50.00
5.01.120(C)	Transient merchant, hawker and peddler (per month per wagon, cart or stand, or \$150.00 per year)	\$50.00
5.01.120(C)	Residential rental license base rate (includes one unit)	\$40.00
	Each additional residential unit over one	\$15.00
	Mobile Home Parks and Recreational Vehicle Parks	
15.15.360(A)	Mobile Home Parks Annual Application and License Fee, not refundable; using the monthly average of spaces occupied and unoccupied the month prior to application Base license fee plus per space charge	\$75.00 base \$5.00 per unoccupied space \$50.00 per occupied space
15.15.360(B)	Recreational Vehicle Parks Annual Application and Fee, not refundable Base license fee plus per space charge	\$75.00, plus \$20.00 per space
	Master License	
5.01.130(A)	Toppenish Rodeo and Livestock Grounds Yearly	\$300.00
	Toppenish Rodeo and Livestock Grounds per event	\$50.00
	Community Events (on City Parks, Property or Streets)	
5.01.130(B)	Each Non-Profit Annual	\$200.00
	Each Non-Profit per event	\$50.00
	Entertainment License	
5.60.040	Entertainer's application fee (initial and each renewal)	\$50.00
	Entertainer's license fee (per year)	\$100.00
	Yard and Garage Sales	

5.50.023	Yard and Garage Sales Permit (three per property/per person per year)	\$7.50
Parades, Athletic Events and Other Special Events		
5.65.120	Fees for city services	Actual cost
	Wireless Communication Facilities If the actual costs to the City are less than the application fee deposit, then the City shall refund to the applicant any remaining portion of the fee deposit. If the actual costs to the City exceed the application fee deposit, then the City may request that the applicant increase its deposit.	\$3,000 Deposit

CEMETERY FEES AND CHARGES

Grave Site		
2.65.060(A)	Adult Plot	\$848.97
	Infant Plot	\$371.42
	Cremation Plot	\$328.97
2.65.060(A)	Mausoleum	
	Adult Plot	\$1,407.16
	Infant Plot	\$1,407.16
	Cremation Plot	\$1,407.16
Perpetual Care & Maintenance		
2.65.060(A)	Adult Plot	\$452.15
2.65.060(A)	Infant Plot	\$186.87
2.65.060(A)	Cremation Plot	\$150.28
Opening & Closing (Includes placement setting of temporary concrete grave marker made by City)		
2.65.060(A)	Adult Plot	\$681.30
2.65.060(A)	Infant Plot	\$281.22
2.65.060(A)	Cremation Plot	\$248.32
2.65.060(A)(3)	Double deep-bottom grave (additional charge payable with the opening/closing cost of the first grave)	\$1,037.86
Grave Liner		
2.65.060(A)	Full Size (plus sales tax)	\$594.28
2.65.060(A)	Infant (plus sales tax)	\$324.73
2.65.060(A)	Cremation (plus sales tax)	\$243.02
2.65.060(A)	Extra Large Liner (plus sales tax)	\$689.79
2.65.060(A)	Steel Vault instead of liner (additional charge payable with the opening and closing of grave) (plus sales tax)	\$108.24
Removal of remains from one grave to another in Elmwood (opening and closing of two plots)		
2.65.060(B)	Adult Plot	\$1,515.41
	Infant Plot	\$719.50
	Cremation Plot	\$503.01
2.65.060(B)	Liner (burials prior to 1980 or as deemed necessary)	
	Adult Plot	\$594.28
	Infant Plot	\$324.73

	Cremation Plot	\$243.02
	Removal of remains from Elmwood	
	Adult Plot	\$827.74
	Infant Plot	\$432.97
	Cremation Plot	\$286.53
	Interment of remains in mausoleum	
	Adult Plot	\$286.53
	Infant Plot	\$286.53
	Cremation Plot	\$286.53
	Marker & Vase Installation Fees	
2.65.080(A)	Flat Markers up to and including 12" x 24"	\$356.57
2.65.080(B)	Flat Markers 12" x 25" up to and including 12" x 36"	\$432.97
2.65.080(C)	Flat Markers 12" x 37" up to and including 12" x 40"	\$503.01
2.65.080(E)	Upright Markers with base up to and including 24" long	\$503.01
2.65.080(F)	Upright Markers with base over 24" and up to and including 36" long	\$573.05
2.65.080(G)	Upright Markers with base over 36" and up to and including 40" long	\$649.46
2.65.080(D)	Setting for each vase	\$42.45
2.65.090	Saturday or Non-City Workday Service	\$503.01

DOG LICENSE FEES AND CHARGES

6.04.050(A)	Unaltered Female or Male	\$30.00
6.04.050(B)	Altered Female or Male	\$15.00
6.04.050(C)	Kennel	\$100.00
6.04.060	Late Fee (31 or more days late)	\$7.50
6.04.100	Replacement tag	\$3.00

DEVELOPMENT REVIEW FEE

Development review billing fees provide for reimbursement of consultant peer review costs, legal review costs, hearing examiner costs, special studies, copying expenses and other related costs for land use permits, new commercial or multi-family buildings, grading, right-of-way and first-time tenant improvement projects. Billing is not used for single family residential building permits, unless there are permits other than building, plumbing or mechanical associated with the project.

17.24.020 & 2.85.030(D)	Depending on the size and complexity of the project, the fee required may be more than the minimum stated. Payment is due to the City upon demand. Billing is used for all phases of review and any other permit review or inspection cost that is not covered by plan review or permit fees. The actual review time varies for each project. If direct costs are less than the development review fee, the City shall refund to the applicant any remaining portion of the fee. If the direct costs exceed the development review fee, the applicant is required to submit additional funds to cover the direct costs and to ensure there are sufficient funds to cover all remaining work for the project.	Minimum \$2,500
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FIRE PERMITS, ALARMS AND TRAINING FEES AND CHARGES

	False Alarm	
8.08.040	First response	\$0.00
8.08.040	Each response in excess of one per year	\$50.00
	Nuisance Alarm	
3.01.070(C)	First Response	\$0.00
	Each response in excess of one per year	\$50.00
	Miscellaneous Fees	
3.01.070(C)	First Aid/CPR Training	\$65.00
3.01.070(C)	Fire Extinguisher Training	\$25.00
3.01.070(C)	Emergency DUI Response	
	DUI Cost Recovery-Emergency Response Annual Yakima County Fire District Cost Recovery Rates	Actual Cost
3.01.070(C)	Annual Fire Inspection	\$0.00
3.01.070(C)	Re-inspection fee of Annual Fire Inspection	\$0.00
3.01.070(C)	Additional Inspection fees (See Fire Permits)	
3.01.070(C)	Fire Reports	\$15.00

Fire Permit Fees

15.01.050 **Permit Fee Schedule** - based on square fee and Occupancy Group as defined in Article 2 of the International Fire Code

B, R, U - Offices, professional services, motels, apartments, agricultural buildings

A, E, M - Assembly of people, education centers, mercantile

F, H, I, S - Factories, high hazard material locations, institutions, warehouses

Square Feet			B, R, U	A, E, M	F, H, I, S
1	to	1,000	\$58.50	\$77.10	\$95.95
1,001	to	2,500	\$80.60	\$108.05	\$135.30
2,501	to	5,000	\$116.65	\$153.95	\$193.35
5,001	to	7,500	\$172.90	\$231.15	\$289.05
7,501	to	10,000	\$230.90	\$307.80	\$384.80
10,001	to	12,500	\$290.00	\$384.80	\$480.45
12,501	to	15,000	\$347.20	\$461.70	\$577.95
15,001	to	17,500	\$403.60	\$538.65	\$673.65
17,501	to	20,000	\$461.70	\$615.85	\$769.25
20,001	and	higher	\$519.75	\$692.55	\$865.10

Fire Plan Review Fee is 65% of permit fee as shown above:

Refund of Fire Plan Review Fee:

No time in review 20% non-refundable - 80% refundable

Review started 20% non-refundable - balance of refund based on the percentage of review completed

15.01.050	Reinspection Fee	50% of original permit fee
	Additional Plan Review Fee, per hour	\$47.00
	Business License Reinspection Fee, per hour	\$47.00
	Temporary Membrane Structures, Tents & Canopy Fee: air-supported temporary membrane structures or tents with an area in excess of 200 square feet, or a canopy in excess of 400 square feet, except for structures used exclusively for camping	\$94.00
15.01.050	Alarm and Sprinkler Systems Fees	
	Sprinkler and Alarm Permit, for every 5,000 Square Feet or portion thereof	\$87.35
	Sprinkler and Alarm Permit, inspection of maintenance and upgrades (existing system)	\$100.00
	Suppression System Fees for hood and duct, paint booth, etc.	\$87.34
15.01.050	Flammable/Combustible Liquid and Gas Storage Tank Fees:	
	1 to 124 gallon tanks - No Permit Required	
	125 to 300 gallon tanks	\$74.87
	301 to 600 gallon tanks	\$87.35
	601 to 1,000 gallon tanks	\$99.83
	1,001 to 5,000 gallon tanks	\$112.31
	5,001 to 10,000 gallon tanks	\$124.78
	10,001 to 20,000 gallon tanks	\$137.27
	20,001 gallon tanks and larger	\$149.74
	Underground Tank Removal Fee, per tank	\$62.42

GARBAGE AND SOLID WASTE FEES AND CHARGES

	Garbage Collection Fees and Late Charges	
8.10.050(B)	Private Collection Permit (per year)	\$25.00
8.10.170(D)	Callback Fee: 90 Gallons	\$15.00
	Callback Fee: 300 Gallons	\$20.00
	Callback Fee: 350 Gallons	\$25.00
	Callback Fee: 420 Gallons	\$30.00
8.10.170(E)	Extra Hauling Fee (special items outside of containers - call for quote)	Actual cost
8.10.170(G)	Overfull Container: 90 Gallons	\$15.00
	Overfull Container: 300 Gallons	\$20.00
	Overfull Container: 350 Gallons	\$25.00
	Overfull Container: 420 Gallons	\$30.00
8.10.170(H)	Unscheduled Pickup (extra pickup): 90 Gallons	\$15.00
	Unscheduled Pickup (extra pickup): 300 Gallons	\$20.00
	Unscheduled Pickup (extra pickup): 350 Gallons	\$25.00
	Unscheduled Pickup (extra pickup): 420 Gallons	\$30.00
8.10.185	Late Fee – per month	\$10.00
8.10.190	Delinquent Fee	\$20.00

GRADING FEES AND CHARGES

Based on the size and complexity of the project, the applicant may be required to pay the development review fee (minimum \$2,500) in addition to the grading fees and charges listed below.

Volume (Cubic Yards)	Plan Review	Permit Fee
50 cubic yards or less	\$0.00	\$0.00
51 to 100 cubic yards	\$18.73	\$18.73
101 to 1,000 cubic yards	\$28.12	\$54.30 for the first 100 cy plus \$13.14 for each add'l 100 cy or fraction thereof,
1,001 to 10,000 cubic yards	\$37.45	\$146.52 for the first 1,000 cy plus \$11.22 for each add'l 1,000 cy or fraction thereof,
10,001 to 100,000 cubic yards	\$37.45 for the first 10,000 cy plus \$11.22 for each add'l 10,000 cy or fraction thereof	\$247.46 for the first 10,000 cy plus \$60.50 for each add'l 10,000 cy or fraction thereof,
100,001 to 200,000 cubic yards	\$205.99 for the first 100,000 cy plus \$11.22 for each add'l 10,000 cy or fraction thereof	\$701.92 for the first 100,000 cy plus \$28.122 for each add'l 10,000 cy or fraction thereof

MISCELLANEOUS FEES AND CHARGES

3.01.070(A)	Charges for copies: RCW 42.56.120	
	(i) Photocopies of public records or printed copies of electronic public records, per page, or actual cost if documents are sent out for copying	\$0.15
	(ii) Public records scanned into an electronic format requests, per page	\$0.10
	(iii) Scanned public records uploaded to e-mail or data storage service or other means of electronic delivery, per every four electronic record	\$0.05
	Maps	Actual cost
3.01.070(A)	Non-sufficient funds (NSF) check handling fee	\$30.00
	Personnel Services Fee: miscellaneous inspections and municipal services	Hourly Rate + Overhead

PARK FEES AND CHARGES

2.80.050(B)	Park Facilities Rentals	
	Inside City Rate: Per hour, in four hour increments, minimum four hours/\$40.00	\$10.00
	Outside City Rate: Per hour, in four hour increments, minimum four hours/\$48.00	\$12.00

PLANNING AND ZONING FEES AND CHARGES

Based on the size and complexity of the project, the applicant may be required to pay the development review fee (minimum \$2,500) in addition to the planning and zoning fees and charges listed below.

2.85.020	Planning Related Fees and Charges.	
	Comprehensive plan amendment	\$300.00

	Substantial development permit under the shoreline master program	\$300.00
	Flood development permit with no other required permit	\$100.00
	Critical areas permit	\$100.00
	SEPA - Environmental Review	
	Environment Checklist Review when public notice is stand alone	\$250.00
	Environment Checklist Review when public notice is combined with other required public notices	\$100.00
	Preparation of a Draft EIS	\$500.00
	Preparation of an EIS Scoping	\$200.00
	Preparation of a Final EIS	\$200.00
16.08.060(B)	Subdivision Qualified Exemption Application Fees and Charges	
	First action	\$100.00
	Each additional action	\$25.00
	Short Plat Application	
	2 to 4 lots	\$250.00
	5 to 9 lots	\$350.00
	Formal Plat Application	\$300.00 plus \$15.00 per lot
	Extend preliminary plat deadline	\$100.00
	Final Plat Application	
	2 to 15 lots	\$150.00
	16 to 30 lots	\$200.00
	31 or more lots	\$300.00
16.18.010(3)(g)	Alter, Ammend, or Vacate Plat Application (including street/right-of-way)	\$300.00
17.16.050	Certificate of Zoning Compliance Certificates	
	New application	\$150.00
	Renewal	\$25.00
	Conditional Property Use Permit , plus cost of all additional public notifications and/or staff time resulting from applicant requested changes based on the judgement of the administrator. If the actual costs to the City are less than the application fee deposit, then the City shall refund to the applicant any remaining portion of the fee deposit. If the actual costs to the City exceed the application fee deposit, then the City may request that the applicant increase its deposit.	\$2,500 Deposit
17.56	Special Property Use Permit , plus cost of all additional public notifications and/or staff time resulting from applicant requested changes based on the judgement of the administrator. If the actual costs to the City are less than the application fee deposit, then the City shall refund to the applicant any remaining portion of the fee deposit. If the actual costs to the City exceed the application fee deposit, then the City may request that the applicant increase its deposit.	\$2,500 Deposit

	Automobile garages, body shops, recycling centers, commercial ammusments	\$400.00
	Mobile home parks, crematories, churches, fraternal organizations, lodges, grange halls and clubs, philanthropic institutions, schools and daycare centers, convalescent and nursing homes, temporary facilities, and permitted special uses in B3 zones.	\$350.00
	Home occupations	\$150.00
	Variance Applications , plus applicable costs of all additional public notifications and/or staff time resulting from applicant requested changes based on the judgement of the administrator	
	First action on parcel	\$300.00
	per each additional related action on same parcel	\$50.00
15.15.320	Mobile home/RV park variances	\$300.00
	Zoning Code Amendments , plus applicable costs of all additional public notifications and/or staff time resulting from applicant requested changes based on the judgement of the administrator	
	Sites up to one acre	\$300.00
	Sites more than one acre	\$400.00
	Amendment to zoning or subdivision ordinance text	\$300.00
17.24.030(E)	Similar use determination	\$150.00
17.24.030(F)	Applicant's request for special planning commission meeting	\$35.00
	Administrative appeal	\$300.00
	Reconsideration of hearing examiner decision	\$300.00
	Rescheduling by applicant of hearing before planning commission, hearing examiner or city council	\$150.00
17.26.080	Design District Planing Review	\$150.00
17.85.120	Application subject to Public Hearing	\$300.00
	Application subject to Administrative Review	\$50.00
	Application to Vacate Public Right of Way , plus applicable costs of appraisal, land and recording fees	\$300.00

POLICE AND LAW ENFORCEMENT FEES AND CHARGES

1.16.040	Booking Fee	\$23.00
	Fingerprinting	
3.01.070(B)	1st card - resident	\$15.00
3.01.070(B)	each additional card - resident	\$25.00
3.01.070(B)	1st card - nonresident	\$19.00
	each additional card - nonresident	\$31.00
	Case Reports or Misc. Reports	

3.01.070(B)	Insurance Company	\$15.00
3.01.070(B)	Citizen - per page	\$0.15
3.01.070(B)	Victim - per page	\$0.15
	Accident Report	
3.01.070(B)	Insurance Company	\$15.00
3.01.070(B)	Citizen - per page	\$0.15
3.01.070(B)	Victim - per page	\$0.15
3.01.070(B)	Communication Tapes/CD's	\$10.00
	Concealed Pistol License (Fee set by WA State DOL)	
3.01.070(B)	Original	\$48.00
3.01.070(B)	Renewal	\$32.00
3.01.070(B)	Late Renewal	\$42.00
3.01.070(B)	Replacements	\$10.00
	False Alarm	
8.08.040	First response	\$0.00
8.08.040	Each response in excess of one per year	\$50.00

RECREATION AND SWIMMING PROGRAM FEES AND CHARGES

2.75.010	Recreation Programs	
	Youth - resident	\$21.00
	Adult - resident	\$21.00
	Youth - nonresident	\$25.00
	Adult - nonresident	\$25.00
	Adult Fitness Classes	
	Per session	\$3.00
	Per month	\$30.00
	Aquatics Fees	
2.75.010	General Admission	
	Youth (up to 12 years old, includes sales tax)	\$2.00
	Adult (13 years and older, includes sales tax)	\$3.00
	Discount Tickets	
	10 youth tickets (20% discount) - resident	\$16.00
	10 youth tickets (10% discount) - nonresident	\$18.00
	10 adult tickets (20% discount) - resident	\$24.00
	10 adult tickets (10% discount) - nonresident	\$27.00
2.75.010	Season Pass	
	Youth - resident (up to 12 years old)	\$56.00
	Youth - nonresident (up to 12 years old)	\$70.00
	Single Person (13 years and older) - resident	\$84.00

Single Person (13 years and older) - nonresident	\$105.00
*Honored Citizen - resident	\$56.00
*Honored Citizen - nonresident	\$70.00
Swim Team Member - resident	\$84.00
Swim Team Member - nonresident	\$105.00
Family: 2 to 6 family members - resident	\$168.00
Family: 2 to 6 family members - nonresident	\$210.00
Family: each additional person after 6 - resident	\$28.00
Family: each additional person after 6 - nonresident	\$35.00

*Honored citizen is for those who are 62 years or older, possess a State of Washington Handicapped Parking Placard (wallet card), SSI Disabled, or active duty military and veterans of America.

2.75.010	Pool Rental	
	up to 50 swimmers – resident (per hour)	\$128.00
	up to 50 swimmers – nonresident (per hour)	\$160.00
	each swimmer over 50 swimmers – resident (per hour)	\$1.00
	each swimmer over 50 swimmers – nonresident (per hour)	\$1.25
	Aquatic Classes	
2.75.010	Water Safety Class (Swim Lessons) - resident	\$27.50
	Water Safety Class (Swim Lessons) - nonresident	\$34.10
	Lifeguard Training – Initial Certification	\$175.00
	Lifeguard Training – Re-certification	\$75.00

SEWER, STREET, AND WATER FEES AND CHARGES

Based on the size and complexity of the project, the applicant may be required to pay the development review fee (minimum \$2,500) in addition to the sewer, street, and water fees and charges listed below.

SEWER PERMIT FEES AND CHARGES

	Sewer Fees & Charges	
2.85.030(B)(1)	Sewer video inspection	\$50.00
2.85.030(B)(1)	Per foot of main inspected	\$2.50
2.85.030(A)(1)	Sewer Tap & Inspection, per tap (from main line to property)	\$250.00
13.46.020	Sewer System Connection Charge per connection	\$2,000.00
13.34.010	Side Sewers Connection Permit (from property line to structure)	\$250.00
	Side Sewer Repair Permit (from property line to structure)	\$50.00
	Sewer Collection Fees and Late Charges	
13.44.050	Late Fee – per month	\$10.00
13.44.055	Non-payment sewer shut-off fee	\$20.00 + time & material

STREET PERMIT FEES AND CHARGES

Road and Street Fees and Charges

2.85.020	Permit to occupy right-of-way	\$100.00
16.18	Vacation of public right-of-way plus cost of appraisal and land (outside of plat)	\$225.00
12.04.080	Sidewalk Construction Permit	\$100.00
12.04.170	Driveway Permit	\$100.00
12.08.010	Excavation/Right-of-Way Permit	\$100.00
13.04.060(B)	Pavement Cut per square foot for paved or oiled streets	\$6.00

Storm and Surface Water Connection Fees

13.60.040	Connection Fee (as prescribed in TMC 13.60.040)	
2.85.030(A)(3)	Storm Drain improvement inspection (from main property)	\$250.00

WATER PERMIT FEES AND CHARGES

Water Fees & Charges

2.85.030(A)(2)	Water main improvement inspection service, per lot or parcel	\$200.00
2.85.030(B)(2)	Water main pressure testing, per test	\$50.00
2.85.030(B)(3)	Water main bacterial test, per test	\$100.00

Service connection to City water system

incl.: main line tap, excavation, pipe, meter and set-up

Pavement break and repair of paved streets (associated with city installation of water service max. 40') per square foot \$6.00

13.04.060(A)	5/8 " or 3/4" service	\$1,300.00
13.04.060(A)	1" service	\$1,600.00
13.04.060(A)	1 1/2" service	\$2,200.00
13.04.060(A)	2" service	\$2,900.00
13.04.060(A)	Over 2" (Actual cost time and material deducted from deposit or paid in addition thereto)	\$3,500.00
		Deposit

Water meter only (existing water service to the property)

5/8 " or 3/4" service plus cost of pavement break & repair \$340.00

1" water meter only \$230.00

1 1/2" water meter only \$712.00

2" water meter only \$905.00

3" water meter only \$2,191.00

4" water meter only \$2,818.00

13.04.090	Water Facility Charges - per connection	\$2,000.00
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Temporary Meter or Fire Hydrant Meter

13.16.040(E)	Meter set-up charge	\$23.00
	Meter damage deposit	\$900.00
	Meter monthly rental	\$50.00

Water Collection Fees and Late Charges

13.08.080	Tampering with curb stop (turning water off or on at the water meter) Cost to remove and replace water lines and water meter - charges assessed to utility account	Actual Cost
13.08.130	Improper connection – Denial of water service – Penalty fee	\$10.00
13.12.020	Water meter testing deposit, per customer request	\$20.00
13.16.060	Late Fee (per month)	\$10.00
13.16.070	Non-payment water shut-off fee	\$20.00
13.16.070	Meter tampering shut-off fee and lock (1st offense) assessed to utility account	\$40.00
13.16.070	Meter tampering shut-off fee and meter pull (2nd offense) assessed to utility account	\$100.00
13.16.110	After hours nonemergency turn-on/turn off	\$110.00
	Meter re-read	\$10.00
	Final meter read	\$10.00
	Customer request water shut-off fee	\$10.00
	Collection agency assignment fee	\$0.00
	Fire Sprinkler Suppression – monthly charge	
	Inside City Limits	
13.20.050(B)	2” Service	\$3.89
13.20.050(C)	3” Service	\$5.69
13.20.050(D)	4” Service	\$11.38
13.20.050(E)	6” Service	\$33.46
13.20.050(F)	8” Service	\$71.27
	Outside City Limits	
13.20.060(B)(2)	2” Service	\$4.86
13.20.060(B)(3)	3” Service	\$7.11
13.20.060(B)(4)	4” Service	\$14.23
13.20.060(B)(5)	6” Service	\$41.83
13.20.060(B)(6)	8” Service	\$89.09

City of Toppenish
MASTER VALUATION TABLE
Resolution 2020-39 Schedule B

Commercial Construction										
Occupancy		Construction Type								
Type	Description	I A	I B	II A	II B	III A	III B	IV	V A	V B
A-1	Assembly, theaters with stage	247.86	239.47	233.25	223.81	210.17	204.10	216.62	195.46	188.40
A-1	Assembly, theaters without stage	227.10	218.71	212.49	203.05	189.41	183.34	195.86	174.70	167.65
A-2	Assembly, nightclubs	191.76	186.56	182.12	174.70	164.94	160.39	166.64	149.29	144.33
A-2	Assembly, restaurants, bars, banquet halls	190.96	185.56	180.12	173.70	162.94	159.39	167.64	147.29	143.33
A-3	Assembly, churches	229.69	221.30	215.08	205.64	192.37	187.27	198.45	177.66	170.60
A-3	Assembly, general, community halls, libraries, museums	192.20	183.81	176.59	168.51	153.51	148.44	160.96	138.80	132.75
A-4	Assembly, arenas	226.10	217.71	201.49	202.05	187.41	182.34	194.86	172.70	166.65
B	Business	200.26	192.96	186.54	177.38	161.90	155.84	170.40	142.43	136.08
E	Educational	209.60	202.64	196.82	188.34	175.49	166.60	181.86	153.45	148.75
F-1	Factory and industrial, moderate hazard	117.60	112.19	105.97	101.84	91.94	87.26	97.61	75.29	70.95
F-2	Factory and industrial, low hazard	166.60	111.19	105.97	100.84	91.54	86.26	96.61	75.29	69.95
H-1	High hazard, explosives	109.99	104.58	99.35	94.22	85.14	79.87	89.99	68.89	No Permit
H-2, 3, 4	High hazard	109.99	104.58	99.35	94.22	85.14	79.87	89.99	68.89	63.56
H-5	HPM	200.26	192.96	186.54	177.38	161.90	155.84	170.40	142.43	136.08
I-1	Institutional, Supervised environment	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
I-2	Institutional, incapacitated	335.53	328.23	321.81	312.65	296.45	No Permit	305.76	276.99	No Permit
I-3	Institutional, restrained	227.71	220.41	213.99	204.83	190.84	183.78	197.85	171.37	163.02
I-4	Institutional, day care facilities	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
M	Mercantile	142.95	137.54	132.11	125.68	115.38	111.83	119.62	99.73	95.77
R-1	Residential, hotels	199.71	192.92	168.99	179.78	164.90	160.43	179.93	148.60	143.96
R-2	Residential, multifamily	167.27	160.49	154.56	147.35	133.71	129.23	147.50	117.40	112.76
R-3	Residential, one and two-family	155.84	151.61	147.83	144.09	138.94	135.27	141.72	130.04	122.46
R-4	Residential, care or assisted living facilities	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
S-1	Storage, moderate hazard	108.99	103.58	97.35	93.22	83.14	78.87	88.99	66.89	62.56
S-2	Storage, low hazard	107.99	102.58	97.35	92.22	83.14	77.87	87.99	66.89	61.56
U	Utility, miscellaneous	84.66	79.81	74.65	71.30	64.01	59.80	68.04	50.69	48.30
U	Utility, miscellaneous	61.25	58.00	54.55	51.75	43.00	45.00	49.00	37.00	35.25

Residential Construction		
R-3	Residential, one and two-family	122.46
R-3	Attics (walk around) unfinished storage only for R-3 only	27.91
R-3	Basement (unfinished) for R-3 only	22.45
R-3	Enclosed sleeping or service porch for R-3 only	65.04
R-3	Balcony for R-3 only	36.33
R-3	Conversion of attached garage into living space for R-3 only	70.83
R-3	Deck—no cover for R-3 only	11.16
R-3	Porches or deck covers for R-3 only	34.89
R-3	Footings/Stemwall (replacement or for moved building—per lineal foot) for R-3 only	48.85
U	Residential Carport—open all sides for R-3 only for R-3 only	28.96
U	Carport—partially enclosed (one or more walls) for R-3 only	35.59
U	Garage—private use (wood frame and pole type) for R-3 only	56.17
Mechanical Permits		
Base Mechanical Permit Fee		\$30.00
Mechanical Unit Fees: Unit fees are in addition to Base Mechanical Permit for any installation, replacement, or relocation, per unit		Unit Fee
A/C Unit		\$10.36
Air Handling Unit <10,000 CFM		\$13.54
Air Handling Unit >10,000 CFM		\$18.41
Commercial Incinerator		\$104.37
Domestic Incinerator		\$25.85
Dryer Vent		\$10.36
Electric, Baseboard, or Suspended Heaters		\$17.51
Evaporative Cooler		\$13.54
Furn/Htr <100,000 BTU		\$17.51
Furn/Htr >100,000 BTU		\$20.69
Gas Boiler <100,000 BTU		\$17.58
Gas Boiler >100,001 <500,000 BTU		\$29.38
Gas Boiler >500,001 <1,000,000 BTU		\$39.00
Gas Boiler >1,000,001 <1,750,000 BTU		\$53.18
Gas Boiler >1,750,001 BTU		\$89.02
Gas Fireplace/Log/Heat Stove		\$17.51
Gas Grill		\$10.36
Gas Piping 1-4 outlets		\$8.04
Gas Piping 5+ each addn'l		\$3.20
Gas Range		\$10.36
Haz Piping 1-4 outlets		\$5.00

Haz Piping 5+ outlets, each	\$2.50
Heat Pump	\$10.36
Kitchen Exhaust Fan	\$10.36
LP Tank/Residential <125 gal	\$10.36
Miscellaneous	\$10.36
Non Haz Piping 1-4 outlets	\$5.00
Non Haz Piping 5+ outlets, each	\$2.50
Pellet Stove	\$37.06
Refridgeration systems	\$18.00
Repair/Alt./Addn. to a listed appliance	\$19.45
Residential Tank Aband.	\$23.86
Supplemental Permit Fee	\$7.29
Type I/II Commercial Hood	\$17.51
Vent Fan (laundry, bath)	\$10.36
Vent Systems	\$10.36
Plumbing Permits	
Base Plumbing Permit Fee	\$30.00
Plumbing Unit Fees: Unit fees are in addition to Base Plumbing Permit for any installation, replacement, or relocation, per unit	Unit Fee
Atmospheric Breaker	\$8.00
Backflow Device (RPBA or DCVA) >2"	\$25.00
Bar Sink	\$11.00
Bathtub	\$11.00
Clothes Washer	\$11.00
Dishwasher	\$11.00
Drinking Fountain	\$11.00
Floor Drain	\$11.00
Hose Bib	\$11.00
Kitchen Sink	\$11.00
Kitchen Sink 3 Compartment	\$11.00
Laundry Tray	\$11.00
Lavatory (Basin)	\$11.00
Miscellaneous	\$11.00
Mop Sink	\$11.00
Pretreatment Interceptor	\$19.00
Repair/Alt. Drain/Vent Piping	\$11.00
Roof Drain	\$11.00
Sampling Port	\$11.00
Sewage Pump	\$11.00

Shower	\$11.00
Side Sewer/Clean Out (structure connection to side sewer)	\$21.00
Sink	\$11.00
Supplemental Permits	\$16.00
Urinal	\$11.00
Water Closet – Flushometer Type	\$11.00
Water Closet – Tank Type	\$11.00
Water Heater	\$11.00
Water Piping/Service	\$11.00
Devices regulated by this code but not classed in other categories, per device	\$11.00



**CITY OF TOPPENISH
REQUEST FOR COUNCIL ACTION
Agenda Bill No.: 20-033**

**Agenda Item
7c**

Meeting Date: July 13, 2020

Subject: Apply to Safe Routes to School Grant Funding Program to Improve Sidewalk and Handicap Accessibility to the BNSF Rail Crossing at SR22/Asotin Avenue

Attachments: Railroad Crossing Plans and Estimate of Cost for the Railroad Crossing Improvements

Presented by: Lance Hoyt, City Manager

Approved for Agenda By: Lance Hoyt, City Manager

Discussion:

The WSDOT Safe Routes to School grant funding program is in its annual Call for Projects. The applications are due July 20, 2020. With BNSF in the process of correcting its SR22/Asotin Avenue Rail Crossing Defect issued by UTC, the City has an opportunity to submit a grant application to repair the Sidewalk and Handicap Access on the four sides of the rail crossing.

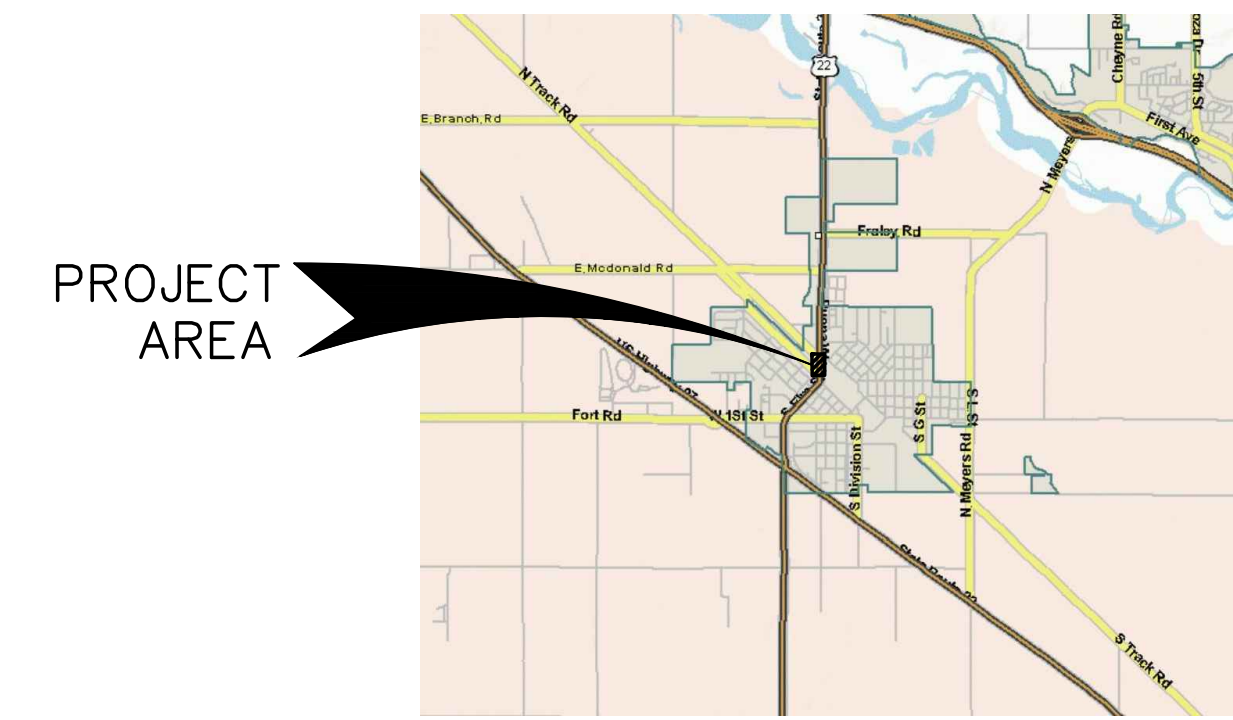
Estimate funding request for the project is +/- \$50,000 for the crossing's sidewalks and handicap accesses. Potentially, the SRTS application could have an amendment to address the driveways on both sides of SR22 between the Middle School and Garfield Elementary (+/- \$350,000).

Fiscal Impact: Apply to the SRTS program for the rehabilitate the sidewalks/handicap accesses on the four sides of the BSNF rail crossing. The SRTS

Recommendation: Motion authorizing the City Manager to submit application for the SR22/Asotin Avenue Railroad Crossing Sidewalk Improvements to the SRTS Program.

Alternatives: 1) Do not apply. 2) Forward to Study Session for further review.

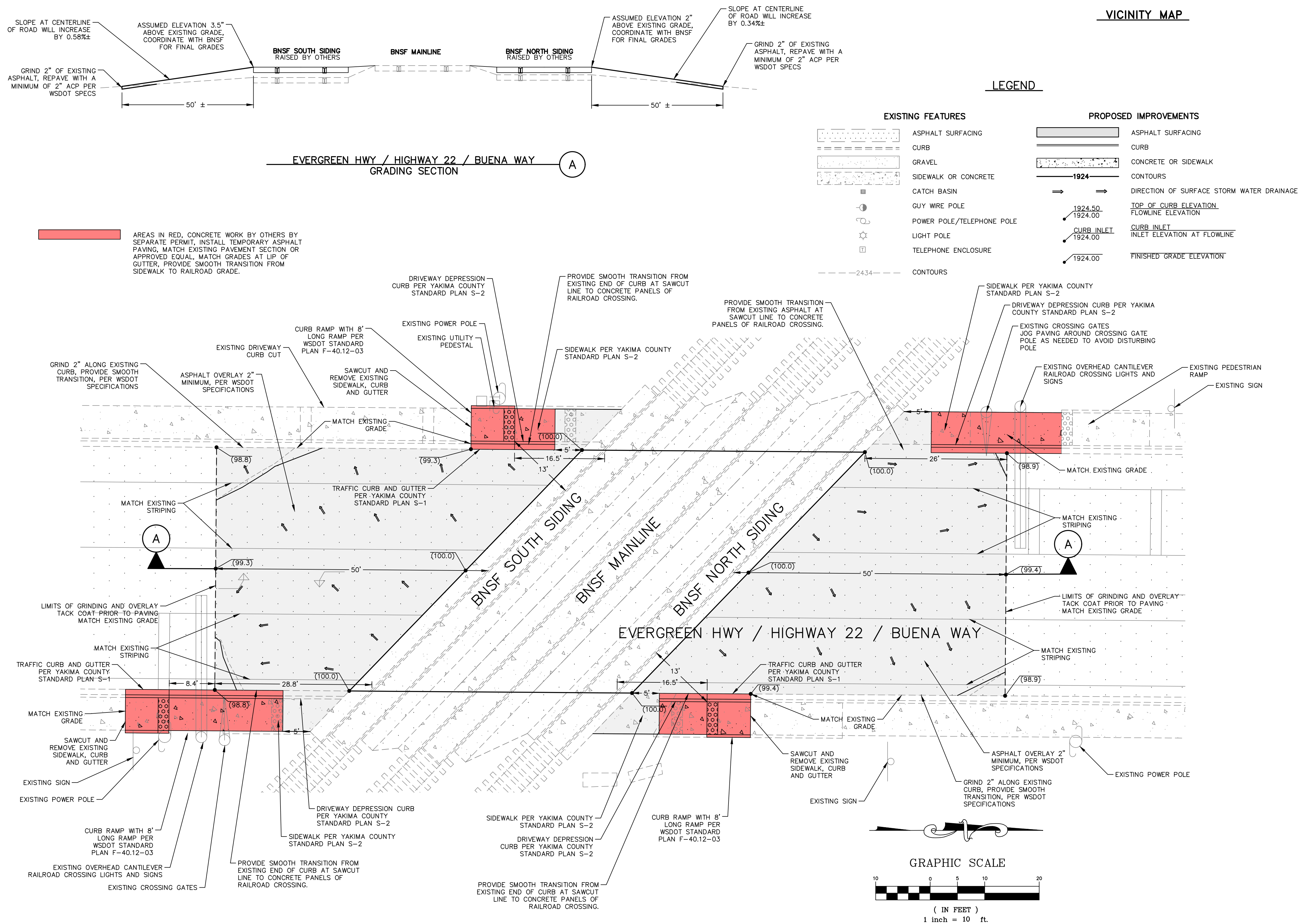
CONCEPT PLAN RAILROAD CROSSING IMPROVEMENTS EVERGREEN HWY / HIGHWAY 22 / BUENA WAY TOPPENISH, WASHINGTON



VICINITY MAP

1. **WARNING** THE EXISTING CONDITIONS SHOWN ON THIS PLAN ARE BASED ENTIRELY OFF OF GOOGLE EARTH AERIAL IMAGERY AND YAKIMA COUNTY GIS INFORMATION. ALL ELEVATIONS ARE ASSUMED. NO SURVEY WORK WAS DONE.
2. ALL CONSTRUCTION ACTIVITIES SHALL BE COORDINATED AND COMPLETED UNDER DIRECT SUPERVISION OF BNSF RAILWAY.
3. CONSTRUCTION SHALL BE COMPLETED IN ACCORDANCE WITH THE CURRENT STANDARD SPECIFICATIONS FOR ROAD, BRIDGE, AND MUNICIPAL CONSTRUCTION BY THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION (WSDOT), FRA GUIDELINES AND SPECIFICATIONS AND BNSF RAILWAY GUIDELINES AND SPECIFICATIONS.
4. LOCATIONS OF EXISTING UTILITIES SHOWN IN THE PLANS ARE APPROXIMATE. PRIOR TO SITE CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL UNDERGROUND AND OVERHEAD UTILITIES. ANY CONFLICTING UTILITIES SHALL BE RELOCATED PRIOR TO CONSTRUCTION OF ROAD AND DRAINAGE FACILITIES. CALL THE UNDERGROUND UTILITY LOCATION SERVICE AT 811 BEFORE YOU DIG.
5. THE CONTRACTOR IS REQUIRED TO HAVE A COMPLETE SET OF APPROVED PLANS ON THE JOB SITE WHENEVER CONSTRUCTION IS IN PROGRESS.
6. IF THE CONTRACTOR DISCOVERS ANY DISCREPANCIES BETWEEN THE PLANS AND EXISTING CONDITIONS ENCOUNTERED, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE DESIGN ENGINEER AND WSDOT.
7. THE CONTRACTOR SHALL REVIEW ALL GEOTECHNICAL RECOMMENDATIONS AND INVESTIGATION REPORTS ASSOCIATED WITH THE SUBJECT DEVELOPMENT PRIOR TO STARTING CONSTRUCTION. ANY DISCREPANCIES BETWEEN DESIGN PLANS AND THE GEOTECHNICAL REPORT SHALL BE REPORTED TO THE DESIGN ENGINEER. CONSTRUCTION SHALL COMPLY WITH RECOMMENDATIONS OF THE GEOTECHNICAL REPORT.
8. THE CONTRACTOR SHALL DEMOLISH AND REMOVE EXISTING STRUCTURES AND ASSOCIATED IMPROVEMENTS ON THE SUBJECT SITE CONFLICTING WITH THE PROPOSED IMPROVEMENTS PRIOR TO STARTING CONSTRUCTION. CONTRACTOR SHALL COORDINATE DEMOLITION ACTIVITIES WITH OWNER FOR FURTHER DIRECTION AND EXTENT OF WORK.
9. MAINTAIN A MINIMUM OF 10 FEET HORIZONTAL CLEARANCE BETWEEN WATER PIPE AND PIPE CARRYING NON-POTABLE WATER. AT CROSSINGS, THERE SHALL BE A MINIMUM VERTICAL CLEARANCE OF 18 INCHES BETWEEN WATER PIPE (ABOVE) AND PIPE CARRYING NON-POTABLE WATER (BELOW). INSTALLATIONS FOR UTILITIES OTHER THAN POTABLE WATER MAY BE INSTALLED AT A CLEARANCE LESS THAN THOSE STATED ABOVE IF THE NON-POTABLE LINE IS SLEEVED PER CONSOLIDATED IRRIGATION DISTRICT SPECIFICATIONS. THE SLEEVE PIPE SHALL BE ONE SIZE LARGER THAN THE CONSTRUCTION PIPE. THE SLEEVE SHALL BE AT LEAST 20 FEET IN LENGTH AND CENTERED ON THE CROSSING TO PROVIDE FOR A MINIMUM HORIZONTAL SEPARATION OF 10 FEET EACH SIDE OF THE CROSSING, MEASURED PERPENDICULAR TO THE CROSSED LINE. EACH END OF THE SLEEVE SHALL BE SEALED WITH A FERMOLO RUBBER COUPLER.
10. UTILITY TRENCHING SHALL BE DONE IN ACCORDANCE WITH WSDOT STANDARD PLAN B-55.20-00.
11. FIELD GRADE ADJUSTMENTS WILL BE REQUIRED. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY TO VERIFY GRADES WORK.
12. THE CONTRACTOR SHALL COMPLY WITH ALL REQUIREMENTS FOR STORM WATER DISCHARGE ASSOCIATED WITH CONSTRUCTION ACTIVITY AND SHALL BE RESPONSIBLE FOR PROTECTING THE EXISTING STORM WATER MANAGEMENT SYSTEM FROM SEDIMENTATION. THE CONTRACTOR SHALL TAKE THE NECESSARY MEASURES TO PROTECT EXISTING IMPROVEMENTS BY USING EROSION AND SEDIMENT CONTROLS, INCLUDING BUT NOT LIMITED TO STABILIZED CONSTRUCTION ENTRANCES, SEDIMENT BARRIERS, SILT FENCES, AND INLET PROTECTION.
13. UNLESS ELEVATIONS AND/OR CONTOURS ARE OTHERWISE SHOWN, NEW FINISH GRADE SURFACES SHALL BE PLACED TO ALLOW FOR POSITIVE DRAINAGE TO CURB, GUTTER, OR OTHER RUNOFF COLLECTION DEVICES. MAINTAIN POSITIVE DRAINAGE AWAY FROM RAILROAD TRACKS.
14. THE CONTRACTOR SHALL COORDINATE WITH THE APPROPRIATE UTILITY COMPANIES FOR ALL REQUIREMENTS AND TO CONFIRM THAT AN ADEQUATE DEPTH OF COVER IS MAINTAINED OVER THE UTILITIES.
15. AREAS DISTURBED OR DAMAGED BY CONSTRUCTION ACTIVITIES SHALL BE CONSTRUCTED OR REPAIRED TO ORIGINAL CONDITIONS OR BETTER.
16. EXISTING PROPERTY CORNERS AND SURVEY MONUMENTS SHALL BE PROTECTED DURING CONSTRUCTION. ANY DAMAGED OR OBLITERATED CORNERS OR MONUMENTS SHALL BE RE-ESTABLISHED BY A PROFESSIONAL SURVEYOR.
17. APPROVALS AND PERMITS REQUIRED BY THE GOVERNING REGULATORY AGENCIES SHALL BE OBTAINED BY THE CONTRACTOR PRIOR TO BEGINNING CONSTRUCTION, INCLUDING A CONSTRUCTION GENERAL STORM WATER PERMIT IF REQUIRED. THE CONTRACTOR SHALL COORDINATE WITH THE GOVERNING REGULATORY AGENCIES TO DETERMINE IF A PRE-CONSTRUCTION MEETING IS REQUIRED.
18. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL IN ACCORDANCE WITH MUTCD (MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES) STANDARDS. COORDINATE REQUIREMENTS WITH THE GOVERNING REGULATORY AGENCY.
19. SAFETY STANDARDS AND REQUIREMENTS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND COMPLIED WITH AS SET FORTH BY OSHA.
20. THE CONTRACTOR SHALL COORDINATE WITH THE GOVERNING REGULATORY AGENCY REGARDING INSPECTION AND TESTING REQUIREMENTS. INSPECTION, TESTING, COMPACTION, AND DISINFECTION REQUIREMENTS SHALL CONFORM WITH WSDOT, AWA, AND APWA SPECIFICATIONS.
21. COORDINATE THE INSTALLATION OF REGULATORY SIGNS WITH THE GOVERNING REGULATORY AGENCY.
22. WHERE NEW ASPHALT JOINS EXISTING ASPHALT, THE EXISTING ASPHALT SHALL BE SAWCUT TO A NEAT, VERTICAL EDGE AND TACKED WITH ASPHALT EMULSION IN ACCORDANCE WITH WSDOT SPECIFICATIONS. THE NEW ASPHALT SHALL BE FEATHERED BACK OVER THE EXISTING ASPHALT TO PROVIDE FOR A SEAL AT THE SAWCUT LOCATION.
23. GROUNDWATER OR UNANTICIPATED GEOLOGIC CONDITIONS SHALL BE REPORTED TO THE GEOTECHNICAL ENGINEER FOR ASSESSMENT AND RECOMMENDATIONS.
24. ALL COMPACTION EFFORTS SHALL BE MONITORED AND TESTED BY AN EXPERIENCED SOILS TECHNICIAN, UNDER THE SUPERVISION OF A LICENSED GEOTECHNICAL ENGINEER REPRESENTING THE OWNER. ALL MASS GRADING SHALL BE MONITORED, TESTED AND CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER (GEOTECHNICAL ENGINEER).

GENERAL NOTES



No.	DESC.	DATE	BY

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**EVERGREEN HWY / HIGHWAY 22 / BUENA WAY
RAILROAD CROSSING IMPROVEMENTS**

CONCEPT PLAN
TOPPENISH, WA

PRELIMINARY

DATE	5/7/2020
DRAWN	LMC
CHECKED	AJS
PROJECT NUMBER	20-142
DRAWING NO.	1 OF 2
STREET	

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