



**TOPPENISH CITY COUNCIL  
REGULAR MEETING AGENDA  
JUNE 14, 2021 – 7:00 P.M.**

TELEVISED LIVE ON MIDVALLEY TELEVISION  
SPECTRUM CABLE CHANNEL 194

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**1. REGULAR SESSION CALL TO ORDER**

Pledge of Allegiance/Roll Call/Welcome

**2. APPROVE AGENDA**

**3. PUBLIC COMMENTS**

**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 May 24, 2021 Regular Council Meeting
- b. Approve Minutes of the June 7, 2021 Study Session
- c. Approve Payroll Checks Number 35285 through 35296 and electronic transfers in the total amount of \$195,557.60 dated June 2, 2021
- d. Approve Claims Checks Number 93793 through 93872 and electronic transfers in the total amount of \$212,745.55 dated June 14, 2021 and void Electronic Transfer NREFTAP258

**5. PUBLIC HEARING**

- a. Public Hearing Regarding Adopting the Six-Year Transportation Improvement Program for the Years 2022 through 2027: Presentation by Public Works Superintendent Rocky Wallace

**6. NEW BUSINESS**

- a. AB 21-026: Resolution 2021-19: Adopt the Six-Year Transportation Improvement Program for the Years 2022 through 2027
- b. AB 21-027: Resolution 2021-20: Approve Updates to Fee Schedule
- c. Set Agenda for July 6, 2021 Study Session

**7. COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS**

**8. CITY MANAGER REPORTS**

**9. ADJOURNMENT**

**NEXT REGULAR COUNCIL MEETING WILL BE HELD ON JUNE 28, 2021**

**TOPPENISH CITY COUNCIL  
Regular Meeting Minutes  
May 24, 2021**

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

**REMOTE MEETING INSTRUCTIONS**

CC Riojas recited the remote meeting instructions for the record pursuant to Governor Inslee's Emergency Proclamation with the temporary suspension of certain provisions of the Open Public Meetings Act during the COVID-19 Outbreak that prohibit all in-person public comments. In addition, she recited the instructions to attend the meeting in "listen only" mode by using the call-in phone number.

**ROLL CALL**

Remote Attendees: Mayor Mark Oaks, Mayor Pro Tem Elpidia Saavedra, and Councilmembers Loren Belton, Juan Ceja, Naila Duval, George Garcia, and Clara Jiménez.  
Remote Staff: Administrative Services Director Debbie Zabell (ASD Zabell), City Attorney Gary Cuillier, Public Works Superintendent Rocky Wallace (PWS Wallace), City Clerk Heidi Riojas (CC Riojas), and Cable Television Manager Judy Devall (CATV Devall).

CC Riojas conducted roll call for each City Councilmember to respond their attendance at the meeting. Mayor Oaks, Mayor Pro Tem Saavedra, and Councilmembers Belton, Ceja, Duval, Garcia, and Jiménez responded their remote attendance during roll call.

**APPROVE AGENDA**

Mayor Pro Tem Saavedra moved, seconded by Councilmember Jiménez to approve the May 24, 2021 Agenda. Motion carried unanimously.

**ADVANCE PUBLIC COMMENTS RECEIVED BY 4:00 P.M. ON MAY 24, 2021**

CC Riojas noted the City did not receive advance public comments by the stated deadline.

**PROCLAMATION**

Mayor Oaks recited the Proclamation in support of Yakima County residents being safely vaccinated as soon as possible to aid in the safe return to normal activities at school, work, and with family and friends.

**CONSENT AGENDA**

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

- a. Approve Minutes of the May 10, 2021 Regular Council Meeting
- b. Approve Payroll Checks Number 35274 through 35284 and electronic transfers in the total amount of \$237,918.91 dated May 18, 2021
- c. Approve Claims Checks Number 93666, 93719 through 93792 and electronic transfers in the total amount of \$520,901.42 dated May 24, 2021

Motion carried unanimously.

## **UNFINISHED BUSINESS**

### **Tabled Item: Resolution 2021-17: A Resolution Authorizing the City Manager to Purchase Three Lawn Mowers.**

Councilmember Jiménez moved, seconded by Councilmember Garcia to remove Resolution 2021-17 from the table for further discussion. Motion carried unanimously.

PWS Wallace noted that the 2021 Budget includes the purchase of two lawn mowers for Parks and one lawn mower for Cemetery with an estimated cost of \$60,000.00.

Councilmember Belton moved, seconded by Mayor Pro Tem Saavedra to approve Resolution 2021-17. Motion carried unanimously.

## **NEW BUSINESS**

### **Resolution 2021-18: A Resolution Authorizing the City Manager to Purchase a Wheel Loader.**

Councilmember Belton moved, seconded by Councilmember Ceja to approve Resolution 2021-18. Motion carried unanimously.

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

Mayor Pro Tem Saavedra had nothing to report.

Councilmember Belton had nothing to report.

Councilmember Ceja had nothing to report.

Councilmember Duval shared an opportunity offered by the Toppenish Food Bank for rent and utility grant assistance, along with encouraging residents to visit Post Office Park on Wednesday, May 26, 2021 to participate in the community survey.

Councilmember Garcia reported his attendance at trainings hosted by YVCOG on May 19, 2021 and May 20, 2021.

Councilmember Jiménez had nothing to report.

Mayor Oaks had nothing to report.

## **CITY MANAGER REPORT**

ASD Zabell noted that CATV Devall will speak first and then she will summarize the CM Hoyt's report. CATV Devall explained the intended use of the City's Facebook page and website is promoting City events, and the use of MVTV is for promoting community events.

ASD Zabell summarized CM Hoyt's report provided to Council with the agenda materials:

- Police Chief Recruitment
- Annual AWC Virtual Conference
- Building Official/Zoning Administrator Recruitment

### **ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 7:24 p.m.

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MARK OAKS, MAYOR

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HEIDI RIOJAS, CMC, CITY CLERK

**TOPPENISH CITY COUNCIL**  
**Study Session Minutes**  
**June 7, 2021**

**CALL TO ORDER**

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

**ROLL CALL**

Attendees: Mayor Mark Oaks, Mayor Pro Tem Elpidia Saavedra, and Councilmembers Loren Belton, Naila Duval, George Garcia, and Clara Jiménez.  
Absent: Councilmember Juan Ceja.  
Remote Staff: City Manager Lance Hoyt (CM Hoyt) and City Attorney Gary Cuillier.  
Onsite Staff: Administrative Services Director Debbie Zabell (ASD Zabell), Public Works Superintendent Rocky Wallace, City Clerk Heidi Riojas, and Cable Television Manager Judy Devall.

**DISCUSSION REGARDING SIX-YEAR STREET  
IMPROVEMENT PROGRAM**

PWS Wallace reported that the proposed Six-Year Transportation Improvement Program (TIP) noting the State requires each City and County to annually update their TIP by June of each year and file a copy of the adopted TIP with the Washington State Department of Transportation by June 30th of each year. The update outlines the City's plan for street projects for the next six years that include the project's projected objectives, estimated costs, anticipated funding sources, as well as the anticipated starting and completion dates. The TIP includes the following projects for the period 2022-2027: Jackson Street Extension Improvements, South Juniper Street and Jackson Street Improvements, the Mural Attraction Sidewalk Improvements, Second Avenue Improvements, Asotin Avenue Improvements, South Toppenish Avenue Improvements, Idaho Street Extension, Fourth Avenue Reconstruction, King Lane Improvements, Fire Station Improvements, Police Station Improvements, Berger Lane, Adams Avenue, and Brooks Lane Roadway Improvements.

**DISCUSSION REGARDING FEE SCHEDULE UPDATES**

ASD Zabell noted that the proposed updates to the Master Fee Schedule and Schedules A and B include fees previously approved by Council, in addition to staff recommendations for new fees or adjustments to fees, and updates to provide clarity for the reader. During the discussion, Council directed staff to remove the kennel fee noted under the dog license section.

Councilmember Jiménez moved, seconded by Councilmember Garcia to direct staff to prepare a Resolution to update the proposed Fee Schedule for consideration during the June 14, 2021 Regular Meeting. Motion carried unanimously.

**DISCUSSION REGARDING CITY COUNCIL GOVERNANCE MANUAL**

CM Hoyt noted staff will update the Council Reference Binders with the Jurassic Parliament training materials and the Surface Go devices.

**ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 6:10 p.m.

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MARK OAKS, MAYOR

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HEIDI RIOJAS, CMC, CITY CLERK

# Payroll Check Register

Payroll for Period 5/16/2021 - 5/31/2021

Fund Number	Description	Amount
001-000-011	Legislative	\$2,930.84
001-000-013	Executive	\$4,376.79
001-000-014	Finance, Record	\$14,103.48
001-000-018	Central Services, Personnel Services	\$4,721.55
001-000-021	Law Enforcement	\$47,272.28
001-000-022	Fire Services	\$27,914.57
001-000-024	Protective Inspections	\$1,357.23
001-000-058	Planning and Community Development	\$339.32
001-000-076	Pool, Park Facilities	\$6,663.40
030-000-021	Criminal Justice Fund	\$17,880.13
101-000-000	Street Fund	\$3,463.34
108-000-000	Cemetery Fund	\$5,134.34
401-000-000	Water Fund	\$18,850.95
403-000-000	Wastewater Fund	\$19,768.94
405-000-000	Solid Waste Fund	\$16,978.74
457-000-000	Cable TV Fund	\$3,801.70
<b>Grand Total</b>		<b>\$195,557.60</b>

Payroll checks 35285 - 35296 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

June 2, 2021  
 \_\_\_\_\_  
 Date

# Accounts Payable Check Register

June 14, 2021

Number	Vendor Name	Account Description	Amount
93793	Washington State Treasurer	Accessible Communities Account	\$11.11
		Death Investigation Account	\$6.59
		Highway Safety Account	\$31.49
		Judicial Information Services	\$1,204.02
		Multimodal Transportation Account	\$11.11
		State Building Code Fee - Remitted	\$349.50
		State General Fund 40	\$3,142.46
		State General Fund 50	\$1,833.24
		State General Fund 54	\$20.68
		State Patrol Highway Account	\$37.64
		Trauma Care	\$147.53
		Traumatic Brain Injury Account	\$111.64
		WA Auto Theft Prevention Authority Act	\$295.85
		Check Total:	\$7,202.86
93794	Yakima County Auditor	Sewer System Imp - Construction	\$105.50
93795	Alba Enterprises	Professional Services	\$180.00
93796	Amazon Capital Services	Memberships & Registrations	\$499.00
		Office & Operating Supplies	\$44.44
		Operating/Maint. Supplies - Vehicles	\$45.16
		Operating/Maintenance Supplies - General	\$32.76
		Personal Protective Equipment	\$108.26
		Small Tools & Minor Equipment	\$81.98
		Check Total:	\$811.60
93797	Association Of Washington Cities	Memberships & Registrations	\$300.00
93798	AT & T Mobility National Accounts LLC	Telephone	\$31.29
93799	Attorney Messenger Service Inc.	Professional Services	\$50.00
93800	Backflow Management, Inc.	Cross Connection Program	\$2,016.50
93801	BNSF Railway Company	Depot Lease	\$3,978.00
		Leases (45% City/55% Rail & Steam)	\$1,547.00
		Check Total:	\$5,525.00
93802	Bruner Painting, Inc.	Service Repair/Maintenance - Fire Dept Building	\$874.80
93803	Budget Septic & Drain LLC	Rentals	\$749.52
93804	Burrows Tractor Inc.	Operating/Maintenance Supplies - Vehicles	\$105.47
93805	Cascade Natural Gas Corp.	Fuel for Heating	\$304.90
		Fuel for Heating - City Hall	\$28.84
		Fuel for Heating - Fire	\$78.14
		Fuel for Heating - Library	\$0.00
		Fuel for Heating - Parks	\$31.08
		Fuel for Heating - Police	\$104.49
		Fuel for Heating - Swimming Pool	\$14.60
		Check Total:	\$562.05
93806	CenturyLink	Telephone	\$1,678.18



<b>Number</b>	<b>Vendor Name</b>	<b>Account Description</b>	<b>Amount</b>
93807	CenturyLink 313081835	Telephone	\$840.38
		Telephone - Utility Billing	\$120.06
		Check Total:	\$960.44
93808	Charter Communications	Internet - City Hall	\$159.98
		Internet - Fire Department	\$159.98
		Internet - MVTV	\$159.97
		Internet - Sewer	\$134.98
		Internet - Water	\$119.99
		Rentals	\$29.33
		Check Total:	\$764.23
93809	Cintas Corporation #605	Rentals	\$81.34
		Uniform Cleaning	\$296.58
		Check Total:	\$377.92
93810	City of Sunnyside - Finance Dept.	Corrections Services Sunnyside	\$7,022.50
		Court Services	\$18,756.36
		Check Total:	\$25,778.86
93811	City of Toppenish	City Utility Service - Fire	\$391.62
		City Utility Service - Police	\$537.76
		City Utility Services	\$436.52
		City Utility Services - Cemetery	\$89.33
		City Utility Services - City Hall	\$341.90
		City Utility Services - Parks	\$7,309.48
		City Utility Services - Street	\$156.99
		City Utility Services - Treatment Plant	\$517.70
		Irrigation - Library	\$270.86
		Check Total:	\$10,052.16
93812	Code Publishing Co. Inc.	Codification Services	\$1,368.90
93813	Concord Construction, Inc	Construction - Capital	\$66,045.45
93814	Consolidated Electrical Dist.Inc.	Operating/Maint. Supplies - General	\$520.02
		Service Repair/Maintenance City Hall	\$346.68
		Check Total:	\$866.70
93815	Cowlitz Clean Sweep	Utility Deposits Applied & Refunds	\$900.00
93816	D&G Cleaning LLC.	Janitorial Services - City Hall	\$1,200.00
		Janitorial Services - Police Department	\$1,200.00
		Check Total:	\$2,400.00
93817	Elwood Staffing Services, Inc.	Professional Services	\$463.88
93818	Eurofins Cascade Analytical	Professional Services	\$4,810.00
93819	Federal Express Corporation	Postage	\$112.07
93820	Federated Auto Parts	Operating/Maintenance Supplies - Snow & Ice Control	\$15.14
93821	Fidelity Title Co.	Miscellaneous Fees & Charges	\$403.50
93822	Guardian Security Systems, Inc.	Alarm Monitoring - City Hall	\$90.72
93823	H.D. Fowler Company	Hydrant/Valve Replacement Supplies	\$937.78
		Operating/Maintenance Supplies - General	\$4,433.16
		Check Total:	\$5,370.94
93824	Harvest Chevrolet	Service Repair/Maintenance Vehicles	\$35.66
93825	Howards Tire Factory Inc	Repair & Maintenance Equipment-Street Cleaning	\$37.13

<b>Number</b>	<b>Vendor Name</b>	<b>Account Description</b>	<b>Amount</b>
		Service Repair/Maintenance Vehicle	\$1,114.02
		Service Repair/Maintenance Vehicles	\$744.19
		Check Total:	\$1,895.34
93826	Humane Society of Cent WA	Professional Services	\$2,918.00
93827	Ideal Lumber & Hardware, Inc.	Capital Purchase - Equipment	\$304.77
		Office & Operating Supplies	\$12.73
		Operating/Maint. Supplies - General	\$60.88
		Operating/Maint. Supplies - Vehicles	\$11.79
		Operating/Maintenance Supplies - General	\$91.63
		Service Repair/Maintenance - Fire Dept Building	\$273.79
		Service Repair/Maintenance City Hall	\$236.93
		Small Tools & Minor Equipment	\$26.45
		Check Total:	\$1,018.97
93828	Inslee, Best, Doezie & Ryder, P.S.	Legal Services	\$1,875.00
93829	Intermedia.net Inc.	Telephone	\$140.97
93830	JSR Furniture Company	Professional Services	\$840.00
93831	Key Code Media, Inc.	Capital Purchase - Equipment	\$10,068.70
93832	Kimber Frazier	Service Repair/Maintenance - Fire Dept Building	\$351.00
93833	Kruse, Peter	LEOFF Out Pocket Medical	\$146.63
93834	Law Office of Gary M. Cuillier	Legal Services	\$1,022.00
		Legal Services - Capital	\$56.00
		Professional Services	\$1,316.00
		Safe Routes to School - Legal Services	\$49.00
		Sewer System Imp - Legal	\$308.00
		West First Ave Sidewalk Improvements - Legal Services	\$49.00
		Check Total:	\$2,800.00
93835	Lightning Graphics, Inc.	Office & Operating Supplies	\$205.77
93836	Lynn's Power Equipment, Inc.	Operating/Maint. Supplies - Vehicles	\$133.49
93837	Moon Security Service, Inc.	Alarm Monitoring	\$36.72
93838	Mora, Arthur R	Counsel for Indigents	\$9,000.00
93839	Morton & Sons, Inc.	Operating/Maintenance Supplies - General	\$267.30
93840	Northwest Code Professionals	Professional Services	\$5,198.96
93841	Nutrien Ag Solutions, Inc.	Operating/Maint. Supplies - General	\$97.71
93842	Office Depot Card Plan	Office & Operating Supplies	\$427.57
		Operating/Maintenance Supplies - General	\$214.00
		Check Total:	\$641.57
93843	One Call Concepts, Inc.	Professional Services	\$66.34
93844	O'Reilly Auto Parts	Operating/Maint. Supplies - Vehicles	\$4.43
		Operating/Maintenance Supplies - General	\$9.71
		Operating/Maintenance Supplies - Vehicles	\$162.01
		Small Tools & Minor Equipment	\$23.84
		Check Total:	\$199.99

<b>Number</b>	<b>Vendor Name</b>	<b>Account Description</b>	<b>Amount</b>
93845	Owen Equipment	Operating/Maintenance Supplies - General	\$5,419.32
		Operating/Maintenance Supplies - Vehicles	\$131.68
		Check Total:	\$5,551.00
93846	Oxarc, Inc.	Chemicals	\$100.16
93847	Pacific Office Automation	Photocopies	\$175.87
		Photocopies - WWTP	\$8.22
		Check Total:	\$184.09
93848	Pacific Office Automation, Inc	Rentals	\$143.65
93849	Paul Deccio Installations	Service Repair/Maintenance Equipment	\$108.00
		Service Repair/Maintenance Vehicles	\$550.80
		Check Total:	\$658.80
93850	Petty Cash/City of Toppenish: Debbie Zabell Custodian	Miscellaneous Fees & Charges	\$13.25
93851	Quality Control Services, Inc.	Repair & Maintenance Equipment	\$255.00
93852	Rathbun Iron Works Inc.	Operating/Maint. Supplies - General	\$44.81
		Personal Protective Equipment	\$33.70
		Check Total:	\$78.51
93853	Robert W Droll, Landscape Architect, PS	Bldg/Eng/Plan - Deposit Refund	\$2,224.41
93854	Ruggles Auto Repair, Inc	Service Repair/Maintenance Vehicles	\$160.84
93855	Sallyport Commercial Finance, LLC Re: Cascade Engineering Services, LLC	Service Repair/Maintenance Equipment	\$125.70
93856	Schaefer Systems International, Inc.	Capital Purchase - Containers	\$14,348.83
93857	Screening Mimies	Uniforms & Clothing	\$495.02
93858	Summit Law Group	Legal Services	\$100.50
93859	The Janitor's Closet	Operating/Maint. Supplies - General	\$104.64
93860	TK Elevator Corporation	Service Repair/Maintenance City Hall	\$612.25
93861	Tonalli Development Strategies, LLC	Professional Services	\$1,250.00
93862	U.S. Bank Corporate Payment System	Advertising	\$2,602.22
		Memberships & Registrations	\$265.00
		Office & Operating Supplies	\$18.96
		Postage	\$18.20
		Pre-Employment Services	\$129.59
		Professional Services	\$360.72
		Service Repair/Maintenance City Hall	\$174.96
		Travel	\$1,290.81
		Wellness Program Supplies	\$500.59
		Check Total:	\$5,361.05
93863	Valley Title Guarantee Inc.	Miscellaneous Fees & Charges	\$185.00
93864	Vision Municipal Solutions, LLC	Evidence Software System Support	\$149.16
		Office & Operating Supplies	\$1,348.88
		Check Total:	\$1,498.04
93865	WA St Dept of Licensing	Weapon Permit - DOL License	\$36.00
93866	WA St Dept of Transportation	Construction - Capital	\$585.19
93867	Weinmann, Gene E.	Postage	\$5.06

Number	Vendor Name	Account Description	Amount
		Professional Services	\$1,800.00
		Check Total:	\$1,805.06
93868	Wells Fargo Vendor Fin Serv	Rentals	\$300.76
93869	Yakima Battery & Auto Electric	Operating/Maint. Supplies - Vehicles	\$23.12
93870	Yakima Lock and Safe, LLC	Service Repair/Maintenance Vehicles	\$216.00
93871	Yakima Valley Conference of Governments	Jackson Street - Eng Services	\$487.18
		Professional Services	\$355.88
		Check Total:	\$843.06
93872	Yakima Waste Systems, Inc.	City Utility Services - City Hall	\$18.09
		Recycling Services	\$95.45
		Check Total:	\$113.54
EFTAP263	April Excise Tax	Adjustment to EFTAP261	(\$0.01)
EFTAP264	Invoice Cloud	On-Line Utility Payment Charges	\$3,663.15
NREFTAP258	Washington State Treasurer	Accessible Communities Account	(\$11.11)
		Death Investigation Account	(\$6.59)
		Highway Safety Account	(\$31.49)
		Judicial Information Services	(\$1,204.02)
		Multimodal Transportation Account	(\$11.11)
		State Building Code Fee - Remitted	(\$349.50)
		State General Fund 40	(\$3,142.46)
		State General Fund 50	(\$1,833.24)
		State General Fund 54	(\$20.68)
		State Patrol Highway Account	(\$37.64)
		Trauma Care	(\$147.53)
		Traumatic Brain Injury Account	(\$111.64)
		WA Auto Theft Prevention Authority Act	(\$295.85)
		Check Total:	(\$7,202.86)
<b>Grand Total</b>			<b>\$212,745.55</b>

Accounts Payable Checks 93793 - 93872, Electronic Transfers and Void Electronic Transfer NREFTAP258

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

June 8, 2021

# CITY OF TOPPENISH

21 West First Avenue  
Toppenish, WA 98948

*"Where the West Still Lives"*

Agenda Item  
5a

## CITY OF TOPPENISH NOTICE OF PUBLIC HEARING Six-Year Comprehensive Transportation (Streets) Improvement Program

Notice is hereby given that the City Council of the City of Toppenish, Washington, pursuant to the provisions of Chapter 35.77, Revised Code of Washington, intends to revise the Six-Year Comprehensive Transportation (Streets) Improvement Program for the City of Toppenish as heretofore adopted.

Notice is hereby given that a public hearing on the proposed revision will be held in the City Council Chambers, City Hall, at 7:00 p.m. on Monday, June 14, 2021, at which time all interested persons may attend and review the said proposed revisions and express their opinions thereon, after which the City Council will make a final determination concerning the proposed revisions.

A Spanish interpreter will be available. The City Council Chambers are handicap accessible. Additional arrangements to reasonably accommodate special needs will be made upon receiving twenty-four (24) hour advance notice. Contact City Clerk at (509) 865-6754 for assistance.



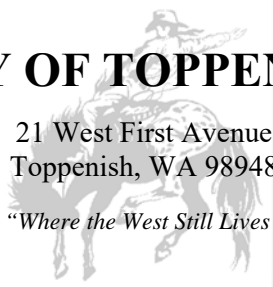
Heidi Riojas, CMC, City Clerk

Publish: *Sunnyside Sun*, May 26, 2021 and June 2, 2021

# CITY OF TOPPENISH

21 West First Avenue  
Toppenish, WA 98948

*"Where the West Still Lives"*



## CIUDAD DE TOPPENISH AVISO DE AUDIENCIA PÚBLICA Programa de mejoramiento integral de transporte (calles) de seis años

Por medio de la presente se notifica que el Concilio de la Ciudad de Toppenish, Washington, de conformidad con las disposiciones del Capítulo 35.77, Código Revisado de Washington, tiene la intención de revisar el Programa de Mejoramiento Integral de Transporte (Calles) de Seis Años para la Ciudad de Toppenish como hasta ahora adoptado.

Por medio de la presente se notifica que se llevará a cabo una audiencia pública sobre la revisión propuesta en la sala de juntas del Concilio de la Ciudad, Ayuntamiento de la Ciudad, el lunes, 14 de junio de 2021 a las 7:00 p.m., en momento en que todas las personas interesadas pueden asistir y revisar dichas revisiones propuestas y expresar sus opiniones al respecto, luego de lo cual el Concejo Municipal tomara una decisión final sobre las revisiones propuestas.

Un intérprete en español estará disponible. Las cámaras del ayuntamiento son accesibles para discapacitados. Los arreglos adicionales para acomodar razonablemente las necesidades especiales se harán al recibir notificación previa de (24) horas. Para asistencia comuníquese con la secretaria de la ciudad al (509) 865-6754.

A handwritten signature in blue ink that reads "Heidi Riojas". The signature is written in a cursive style.

Heidi Riojas, CMC, City Clerk

Publicado: el 26 de mayo, 2021 y 2 de junio, 2021 en el *Sunnyside Sun*.



**CITY OF TOPPENISH**  
**REQUEST FOR COUNCIL ACTION**  
**Agenda Bill No.: 21-026**

**Agenda Item**  
**6a**

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**Meeting Date:** June 14, 2021

**Subject:** Six Year Street Plan Update

**Attachments:** Resolution 2021-19; 2022-2027 Six Year Transportation Improvement Plan

**Prepared by:** Rocky Wallace, Public Works Superintendent

**Presented by:** Rocky Wallace, Public Works Superintendent

**Approved For Agenda By:** Lance Hoyt, City Manager

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**Discussion:**

The 2022-2027 Six Year Transportation Improvement Plan is an annual transportation plan which outlines the City's plan for street projects for the next six years. Current state statutes require that each City and County annually update their Transportation Improvement Plan (TIP) by June 30<sup>th</sup> of each year. The Six Year TIP must outline the projects for the next six years including estimates for project start and completion dates, project objectives, costs, and funding sources. The Six Year TIP includes projects that have secured funding as well as projects with unsecured funding being considered for the remainder of this period.

The 2022-2027 Six Year TIP will include these projects with updated costs, projected dates, and funding sources. The projects have been prioritized based on cost and funding potential listed in this order:

1. Jackson Street Extension
2. S. Juniper Street and Jackson Street Improvements
3. Mural Attraction Sidewalk Improvements
4. Second Avenue Improvements
5. Asotin Avenue Improvements
6. S. Toppenish Avenue Improvements
7. Idaho Street Extension
8. 4<sup>th</sup> Avenue Reconstruction
9. King Lane Improvements
10. Fire Station Improvements
11. Police Station Improvements
12. Berger Lane, Adams Avenue, and Brooks Lane Roadway Improvements

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**Fiscal Impact:** None

**Recommendation:** Motion to adopt Resolution 2021-19 to update the Six Year Street Plan for 2022-2027.

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

RESOLUTION 2021-19

**A RESOLUTION ADOPTING THE SIX YEAR  
TRANSPORTATION IMPROVEMENT PROGRAM  
FOR THE YEARS 2022 THROUGH 2027**

WHEREAS, by RCW 35A.47.020, and by RCW 35.77.010 the City of Toppenish is required to annually adopt a comprehensive transportation program for the ensuing six calendar years,

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

The City Council of the City of Toppenish, pursuant to a public hearing thereon held June 14, 2021, has prepared and adopted a comprehensive Six Year Transportation Improvement Program for the years 2022 through 2027, a copy of which is attached to this resolution and incorporated herein as fully set forth.

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

PASSED by the Toppenish City Council at its regular meeting held on June 14, 2021.

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MARK OAKS, Mayor

ATTEST:

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HEIDI RIOJAS, CMC, City Clerk





## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID	G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	1	/ 6423(001)  Jackson Street Extension  Juniper Street to Ward Road  Reconstruct Jackson Street from Juniper Street west approximately 1,000 feet, then extend Jackson Street west approximately 2,000 feet to Ward Road. Construct the extended section with three lane (minimum) hot mix asphalt, curb and gutter, sidewalks, storm drainage, and street lighting.	TOP 3						01	C G P S T W	0.550	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	RW	2022	STP(US)	173,000		0	27,000	200,000
S	CN	2024	STP(US)	1,341,110		0	209,306	1,550,416
<b>Totals</b>				<b>1,514,110</b>		<b>0</b>	<b>236,306</b>	<b>1,750,416</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
RW	200,000	0	0	0	0
CN	0	0	1,550,416	0	0
<b>Totals</b>		<b>200,000</b>	<b>0</b>	<b>1,550,416</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

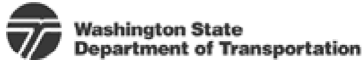
N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	2	S Juniper Street and Jackson Street Improvements  Magnolia Street to Monroe Avenue  Reconstruct both streets including planing and re-use of grindings, grading, install missing segments of curb and gutter and sidewalk, new hot mix asphalt, street lights, and storm drainage improvements.	WA-07753					04	C G P S T W	0.270	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2025		0	TIB	108,014	12,001	120,015
P	CN	2026		0	TIB	828,292	92,033	920,325
<b>Totals</b>				<b>0</b>		<b>936,306</b>	<b>104,034</b>	<b>1,040,340</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	120,015	0
CN	0	0	0	0	920,325
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,015</b>	<b>920,325</b>



## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	3	Mural Attraction Sidewalk Improvements Various Locations to The project constructs ADA ramps, sidewalks, and curb and gutter for the walking mural route.	WA-11096					21		0.220	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0	TIB	24,426	2,714	27,140
P	RW	2023		0	TIB	18,900	2,100	21,000
P	CN	2024		0	TIB	187,299	20,811	208,110
<b>Totals</b>				<b>0</b>		<b>230,625</b>	<b>25,625</b>	<b>256,250</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	27,140	0	0	0
RW	0	21,000	0	0	0
CN	0	0	208,110	0	0
<b>Totals</b>	<b>0</b>	<b>48,140</b>	<b>208,110</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

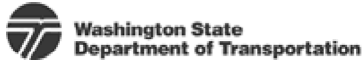
N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	4	Second Avenue Improvements  Division Street to G Street  Reconstruct roadway including excavation, new curb and gutter, sidewalk, crushed surfacing, hot mix asphalt, storm drainage improvements, and street lighting.	WA-11098					04	C G P S T W	0.480	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0	TIB	289,440	32,160	321,600
P	CN	2024		0	TIB	2,219,400	246,600	2,466,000
<b>Totals</b>				<b>0</b>		<b>2,508,840</b>	<b>278,760</b>	<b>2,787,600</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	321,600	0	0	0
CN	0	0	2,466,000	0	0
<b>Totals</b>	<b>0</b>	<b>321,600</b>	<b>2,466,000</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

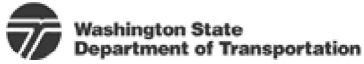
N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	5	Asotin Avenue Improvements  Elm Street to E. 1st Avenue  Reconstruct roadway including excavation, new curb and gutter, sidewalk, crushed surfacing, hot mix asphalt, storm drainage improvements, and street lighting.	WA-11099					04	G P S T W	0.630	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2024		0	TIB	385,200	42,800	428,000
P	CN	2025		0	TIB	2,953,260	328,140	3,281,400
<b>Totals</b>				<b>0</b>		<b>3,338,460</b>	<b>370,940</b>	<b>3,709,400</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	428,000	0	0
CN	0	0	0	3,281,400	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>428,000</b>	<b>3,281,400</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	6	S. Toppenish Avenue Improvements  Asotin Avenue to 2nd Avenue  Reconstruct roadway including excavation, new curb and gutter, sidewalk, crushed surfacing, hot mix asphalt, storm drainage improvements, and street lighting.	WA-11100					04	C G P S T W	0.280	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0	TIB	172,170	19,130	191,300
P	CN	2027		0	TIB	1,319,850	146,650	1,466,500
<b>Totals</b>				<b>0</b>		<b>1,492,020</b>	<b>165,780</b>	<b>1,657,800</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	191,300
CN	0	0	0	0	1,466,500
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,657,800</b>



## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	7	Idaho Street Extension  SR-22 to N Elm Street  Construct new roadway including clearing and grubbing, excavation, curb and gutter, sidewalks, storm drainage improvements, crushed surfacing, HMA, street lighting, and pavement markings.	WA-11328					01		0.260	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0	TIB	115,740	12,860	128,600
P	RW	2026		0	TIB	198,000	22,000	220,000
P	CN	2027		0	TIB	887,400	98,600	986,000
<b>Totals</b>				<b>0</b>		<b>1,201,140</b>	<b>133,460</b>	<b>1,334,600</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	128,600
RW	0	0	0	0	220,000
CN	0	0	0	0	986,000
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,334,600</b>



## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	8	4th Avenue Reconstruction  Elm Street to Bolin Drive  Reconstruct roadway including new curb and gutter, sidewalk, storm drainage, and illumination.	WA-12042					04	C G P S T W	0.210	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0	TIB	135,270	15,030	150,300
P	CN	2024		0	TIB	1,036,800	115,200	1,152,000
<b>Totals</b>				<b>0</b>		<b>1,172,070</b>	<b>130,230</b>	<b>1,302,300</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	150,300	0	0	0
CN	0	0	1,152,000	0	0
<b>Totals</b>	<b>0</b>	<b>150,300</b>	<b>1,152,000</b>	<b>0</b>	<b>0</b>





## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	9	King Lane Improvements  W. 1st Avenue to Rentschler Lane Construct new roadway to include asphalt paving, curb, gutter, and sidewalk.	WA-13541					01	C G P S T W	0.220	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0	TIB	137,700	15,300	153,000
P	RW	2023		0	TIB	18,000	2,000	20,000
P	CN	2024		0	TIB	1,064,556	118,284	1,182,840
<b>Totals</b>				<b>0</b>		<b>1,220,256</b>	<b>135,584</b>	<b>1,355,840</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	153,000	0	0	0
RW	0	20,000	0	0	0
CN	0	0	1,182,840	0	0
<b>Totals</b>	<b>0</b>	<b>173,000</b>	<b>1,182,840</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

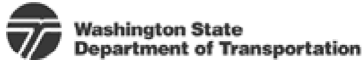
N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	10	Fire Station Improvements  Toppenish Fire Station to Expand existing fire station for new apparatus bay, gender facilities, and site improvements.	WA-13542					44		0.010	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0		0	200,000	200,000
P	CN	2024		0		0	2,000,000	2,000,000
<b>Totals</b>				<b>0</b>		<b>0</b>	<b>2,200,000</b>	<b>2,200,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	200,000	0	0	0
CN	0	0	2,000,000	0	0
<b>Totals</b>	<b>0</b>	<b>200,000</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID	G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	11	Police Station Improvements  to Enhance the existing Police Station to include roof replacement and interior renovations	WA-13543						44		0.010		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0		0	200,000	200,000
P	CN	2024		0		0	2,400,000	2,400,000
<b>Totals</b>				<b>0</b>		<b>0</b>	<b>2,600,000</b>	<b>2,600,000</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	200,000	0	0	0
CN	0	0	2,400,000	0	0
<b>Totals</b>	<b>0</b>	<b>200,000</b>	<b>2,400,000</b>	<b>0</b>	<b>0</b>



## Six Year Transportation Improvement Program From 2022 to 2027

Agency: Toppenish

County: Yakima

MPO/RTPO: YVCOG

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	12	Berger Lane, Adams Avenue, and Brooks Lane Roadway Improvements Berger Lane Brooks Lane to Hammond Lane Construct new roadway in Berger Lane, Adams Avenue, and Brooks Lane to include aggregate base, asphalt, curb and gutter, and storm drainage improvements.	WA-13544					01	C G P S T W	0.340	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	199,300	199,300
P	CN	2027		0		0	1,079,270	1,079,270
<b>Totals</b>				<b>0</b>		<b>0</b>	<b>1,278,570</b>	<b>1,278,570</b>

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	199,300
CN	0	0	0	0	1,278,570
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,477,870</b>

	Federal Funds	State Funds	Local Funds	Total Funds
<b>Grand Totals for Toppenish</b>	<b>1,514,110</b>	<b>12,099,717</b>	<b>7,659,289</b>	<b>21,273,116</b>



**CITY OF TOPPENISH  
REQUEST FOR COUNCIL ACTION  
Agenda Bill No.: 21-027**

**Agenda Item  
6b**

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**Meeting Date:** June 14, 2021

**Subject:** Fee Resolution Update

**Attachments:** Proposed Resolution 2021-20

**Prepared by:** Debbie Zabell, Administrative Services Director

**Presented by:** Debbie Zabell, Administrative Services Director 

**Approved For Agenda By:** Lance Hoyt, City Manager

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**Discussion:**

The City Council was presented a draft updated Fee Schedule, for their review and discussion at their June 7, 2021, Study Session. The City Council directed staff to prepare a Resolution adopting the updated Fee Schedule for their consideration at the June 14, 2021, regular City Council meeting.

The proposed Resolution 2021-20 authorizes the fee update for Toppenish Master Fee Schedule including Schedules A and B.

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**Fiscal Impact:** Approximate increase of general fund revenue in the amount of \$22,000.00 as a result of initiating annual fire inspection fees.

**Recommendation:** Motion to approve Resolution 2021-20 updating the Toppenish Master Fee Schedule.

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

RESOLUTION 2021-20

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
TOPPENISH, WASHINGTON UPDATING FEE SCHEDULES A AND B**

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 June 15, 2021, 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/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 June 14, 2021.

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MARK OAKS, Mayor

ATTEST:

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HEIDI RIOJAS, CMC, City Clerk

**City of Toppenish**  
**MASTER FEE SCHEDULE**  
Resolution 2021-20 Schedule A

<b>BUILDING, PLUMBING, MECHANICAL PERMIT FEES AND CHARGES</b>			
15.01.050	<b>Building Permit Fees</b> (see Schedule B to determine valuation)		
<b>Total Valuation</b>		<b>Permit Fee</b>	
\$0	to	\$500	<b>\$24.00</b> for the first \$500
\$501	to	\$2,000	<b>\$24.00</b> for the first \$500 plus <b>\$3.00</b> for each additional \$100 or fraction thereof to and including \$2,000
\$2,001	to	\$40,000	<b>\$69.00</b> for the first \$2,000 plus <b>\$11.00</b> for each additional \$1,000 or fraction thereof to and including \$40,000
\$40,001	to	\$100,000	<b>\$487.00</b> for the first \$40,000 plus <b>\$9.00</b> for each additional \$1,000 or fraction thereof to and including \$100,000
\$100,001	to	\$500,000	<b>\$1,027.00</b> for this first \$100,000 plus <b>\$7.00</b> for each additional \$1,000 or fraction thereof to and including \$500,000
\$500,001	to	\$1,000,000	<b>\$3,827.00</b> for the first \$500,000 plus <b>\$5.00</b> for each additional \$1,000 or fraction thereof to and including \$1,000,000
\$1,000,001	to	\$5,000,000	<b>\$6,327.00</b> for the first \$1,000,000 plus <b>\$3.00</b> for each additional \$1,000 or fraction thereof to an including \$5,000,000
\$5,000,001	and	over	<b>\$18,327.00</b> for the first \$5,000,000 plus <b>\$1.00</b> for each additional \$1,000 or fraction thereof
	Building Plan Review Fee: 65% of permit fee as calculated using the above table		
	<b>Refund of Building Plan Review Fee:</b> 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	<b>Other Building Permit and Inspection Fees:</b>		
	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		\$78.00
	Inspections for which no fee is specifically indicated, per hour, or actual cost, whichever is greatest. This includes pre-permitting inspections. IBC Sec 110.2 & IRC 109.1.5		\$100.00
	Investigation Fee: building, structure, gas, mechanical or plumbing work commencing before permit issuance (IBC Sec 109.4 & IRC Sec R108.6)		50% of actual permit
	Manufactured Homes - Single Wide		\$280.00
	Manufactured Homes - Double Wide		\$320.00
	Manufactured Homes - Triple Wide		\$360.00
15.05.020	Moving Permit (building moved within or through City)		\$100.00
	Outside consultants for plan checking, inspections, or both, including administrative and overhead cost (when used)		Actual Cost
	Remodel or Repair building permits (see Schedule B for valuation determination)		

	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
	Shipping container placement permit fee - per container	\$234.00
	Shipping container placement plan review fee (65% of permit fee)	\$152.10
	Swimming Pools (depth of 24" or more - IBC Sec. 105.2.9 & IRC Sec. R105.2.7) Exempt: Spas, saunas, or hot tubs with safety covers	\$110.00
	<b>Flood Development Permit Fee:</b>	
15.30.110	Flood development permit, new or addition residential and nonresidential construction	\$100.00
15.30.160(F)	Flood development permit detached garages, small storage sheds and small water tanks	\$0.00
15.01.050	<b>Mechanical Permit Fees:</b> (see Schedule B for permit fees)	
	<b>Other Mechanical Inspection Fees:</b>	
	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	<b>Plumbing Permit Fees:</b> (see Schedule B for permit fees)	
	<b>Other Plumbing Inspections and Fees :</b>	
	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
	<b>Development Review Fees and Reimbursable Charges:</b>	
17.24.020 & 2.85.030(D)	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.  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 Deposit \$2,500
<b>BUSINESS LICENSE FEES AND CHARGES</b>		
5.01.070	17.16.020 Zoning conformance review required. Prior to obtaining any business license, building permit or lot line adjustment, the applicant shall request the zoning administrator or his/her designee to determine whether the use, building or lot change complies with all provisions of this title, any applicable use permit and that all permit conditions have been satisfied.	



	<b>Business License Fees:</b>	
	Regardless of the number of employees, the fee for the license shall not be more than \$600.00. Employees mean full-time employees, including the owner of the business, (two part-time employees are equal to one full-time employee.)	
5.01.120(A)	Annual base rate	\$40.00
5.01.120(B)	Each employee (including the business owner)	\$10.00
5.01.120(B)	In addition to the base rate and the amount per employees, an additional fee/s shall be assessed and paid for amusement machines, (video game or pinball, card table, pool table, horse trolley vehicle and tavern or restaurant which serves liquor and provides dancing or entertainment.	
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)	Tavern or restaurant which serves liquor and provides entertainment, such as dancing or a floor show	\$50.00
	<b>Other Business Activity License Fees:</b>	
5.10.010	Carnival - per day	\$100.00
5.10.010	Carnival and Fair Inspection/Investigation Fee	\$50.00
5.01.120(C)	Circus - per event, up to three consecutive days	\$100.00
5.01.120(C)	Dance Hall - per year	\$150.00
5.01.120(C)	Public Dance (Dances that are not part of 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 See TMC 17.56.050 Home Occupation zoning approval required prior to issuance of Home Occupation business license	\$30.00
5.01.120(C)	Residential rental license base rate (includes one unit)	\$40.00
	Each additional residential unit over one	\$15.00
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 or \$150.00
	<b>Master License Fees:</b>	
5.01.130(A)	Within Toppenish Rodeo and Livestock Grounds - per year	\$300.00
	Within Toppenish Rodeo and Livestock Grounds - per event	\$50.00
5.01.130(B)	Nonprofit community organizations - per organization per year	\$200.00
	Nonprofit community organizations - per organization per event	\$50.00
	Certain uses, because of their nature, are classified as "special events." These special events shall be allowed by special events permit granted by the city manager or designee. See	
5.01.120(E)	Late Fee (more than 30 days past renewal)	\$25.00
	<b>Mobile Home Parks and Recreational Vehicle Parks Fees:</b>	
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
	In addition to the base rate an additional fee will be charged for each occupied space.	\$50.00
	In addition to the base rate and the fee for each occupied space, an additional fee will be charged for each unoccupied space	\$5.00
15.15.360(B)	Recreational Vehicle Parks (not refundable) - per year	\$75.00
	In addition to the base rate an additional fee will be charged for each space.	\$20.00

5.60.040	<b>Entertainment License Fees:</b>	
	It is unlawful for any person to be employed as or act as an entertainer without a valid license. The fee for a license shall be included with the initial application and each application renewal. In addition, a nonrefundable application fee must be paid at the time of filing an application in order to defray the costs of processing the application.	
	Entertainer's Application	\$50.00
	Entertainer's License - per year	\$100.00
5.50.023	<b>Yard and Garage Sales Fees:</b>	
	Yard and Garage Sales Permit (three per property per calendar year - Jan thru Dec)	\$10.00
5.65.120	<b>Special Event Fees: Parades, Athletic Events, Family Reunions, Weddings</b>	
	Certain uses are classified as "special events". Special events permit are granted by the city manager or designee.	
	Application submitted 30 days or more before the event - Resident	\$50.00
	Application submitted 30 days or more before the event - Non Resident	\$63.00
	Application submitted less than 30 days before the event - Resident	\$75.00
	Application submitted less than 30 days before the event - Non Resident	\$94.00
	Non-Profit organizations - 50% of the above fees	
	City staff required for each event - current hourly billing rate	
	Plus costs for garbage removal - quote provided by Public Works Superintendent	
5.45.410(L)	<b>Wireless Communication Facilities Deposit:</b> 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	\$3,000.00
<b>CEMETERY FEES AND CHARGES</b>		
	<b>Grave Site Fees:</b>	
2.65.060(A)	Adult Plot	\$865.95
	Infant Plot	\$378.85
	Cremation Plot	\$335.55
2.65.060(A)	<b>Mausoleum Tomb Fees:</b>	
	Adult Plot	\$1,435.30
	Infant Plot	\$1,435.30
	Cremation Plot	\$1,435.30
	<b>Perpetual Care &amp; Maintenance Fees:</b>	
2.65.060(A)	Adult Plot	\$506.58
2.65.060(A)	Infant Plot	\$209.37
2.65.060(A)	Cremation Plot	\$168.37
2.65.060(A)	<b>Interment Fees: (opening &amp; closing)</b> Includes placement setting of temporary concrete grave marker made by City	
	Adult Plot	\$694.92
	Infant Plot	\$286.85
	Cremation Plot (interment into cremation plot or into occupied single adult plot)	\$253.29
	Mausoleum Plot	\$292.26
2.65.060(A)(3)	First interred in a double deep adult plot (additional charge payable with the opening/closing cost of the first grave)	\$1,058.62

2.65.060(A)	<b>Grave Liner Fees:</b> (sales tax is required for grave liners)	
	Full Size	\$606.16
	Infant	\$331.22
	Cremation	\$247.88
	Extra Large Liner	\$703.58
	<b>Removal of Remains Fees:</b>	
	From one grave to another in Elmwood Opening and closing of two plots. *Requires replacement liner.	
2.65.060(B)	*Adult Plot	\$1,389.85
	*Infant Plot	\$573.70
	*Cremation Plot	\$506.57
	From Elmwood to be moved outside of Elmwood	
	Adult Plot	\$844.30
	Infant Plot	\$441.63
	Cremation Plot	\$292.26
	<b>Marker &amp; Vase Installation Fees:</b> Maximum depth all markers 12"	
2.65.080(A)	Flat Markers up to and including 12" x 24"	\$363.69
2.65.080(B)	Flat Markers 12" x 25" up to and including 12" x 36"	\$441.63
2.65.080(C)	Flat Markers 12" x 37" up to and including 12" x 40"	\$513.07
2.65.080(E)	Upright Markers with base up to and including 24" long	\$513.07
2.65.080(F)	Upright Markers with base a over 24" and up to and including 36" long	\$584.52
2.65.080(G)	Upright Markers with base over 36" and up to and including 40" long	\$662.44
2.65.080(D)	Setting for each vase	\$43.30
	<b>Other Burial Fees:</b>	
2.65.090	Saturday or Non-City Workday Service	\$513.07
<b>DOG LICENSE FEES AND CHARGES</b>		
6.04.050	Unaltered Female or Male - per year, per dog	\$30.00
	Altered Female or Male - per year, per dog	\$15.00
6.04.060	Late Fee (31 or more days late)	\$7.50
6.04.100	Replacement tag	\$5.00
<b>FIRE PERMITS, ALARMS AND TRAINING FEES AND CHARGES</b>		
3.01.070(C)	<b>Fire Service Fees:</b>	
	Annual Fire Inspection Fees:	
	E, I, F, H, M, S Occupancy: 0 to 5,000 square feet	\$80.00
	E, I, F, H, M, S Occupancy: 5,001 to 10,000 square feet	\$105.00
	E, I, F, H, M, S Occupancy: 10,001 and over	\$130.00
	A, B, R Occupancy: 0 to 5,000 square feet	\$55.00
	A, B, R Occupancy: 5,001 to 10,000 square feet	\$80.00
	A, B, R Occupancy: 10,001 and over	\$105.00
	Compliance Fire, Life, Safety Reinspection Fees:	
	1st reinspection	\$0.00
	2nd reinspection	\$55.00
	3rd reinspection	\$105.00
	4th reinspection	\$155.00
	5th reinspection	\$205.00
	6th reinspection and each inspection thereafter	\$255.00
	Emergency DUI Response	Actual Cost
	DUI Cost Recovery-Emergency Response Annual Yakima Co. Fire District Cost Recovery Rates	

	Fire Reports		\$15.00
	First Aid/CPR Training (per person)		\$65.00
	Fire Extinguisher Training (per person)		\$25.00
8.08.040	<b>False Alarm Fees:</b>		
	First response		\$0.00
	Each response in excess of one per year		\$50.00
	<b>Nuisance Alarm Fees:</b>		
	First Response		\$0.00
	Each response in excess of one per year		\$50.00
	<b>Fire Permit Fees:</b>		
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
		1,001 to 2,500	\$80.60
		2,501 to 5,000	\$116.65
		5,001 to 7,500	\$172.90
		7,501 to 10,000	\$230.90
		10,001 to 12,500	\$290.00
		12,501 to 15,000	\$347.20
		15,001 to 17,500	\$403.60
		17,501 to 20,000	\$461.70
		20,001 and higher	\$519.75
15.01.050	Reinspection Fee - 50% of original permit fee		
	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		
	Additional Plan Review Fee, per hour		\$65.17
15.01.050	<b>Detection and Suppression System Fees:</b>		
15.01.050	Fire Sprinkler System Permit		
	Permit Fee: for every 5,000 Square Feet or portion thereof		\$87.35
	Plan Review Fee: 65% of the Fire Sprinkler System Fee		\$56.78
	Inspection of maintenance and upgrades (existing system)		\$100.00
15.01.050	Fire Alarm System Permit		
	Permit: for every 5,000 Square Feet or portion thereof		\$87.35
	Plan Review Fee: 65% of the Fire Alarm System Fee		\$56.78
	Inspection of maintenance and upgrades (existing system)		\$100.00
	Suppression System Permit		
	Self Contained Systems - Hood and Duct, Paint Booth, etc.		\$87.34
	Plan Review Fee: 65% of the Fire Sprinkler System Fee		\$56.77

15.01.050	<b>Flammable/Combustible Liquid and Gas Storage Tank Fees:</b>		
	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
	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
<b>GARBAGE AND SOLID WASTE FEES AND CHARGES</b>			
	<b>Collection Fees and Late Charges:</b>		
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(I.)	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
<b>GRADING FEES AND CHARGES</b>			
15.01.050	Based on the size and complexity of the project, the applicant may be required to pay the development review fee (minimum \$2,500 deposit) in addition to the grading fees and charges listed below.		
	<b>Volume (Cubic Yards)</b>	<b>Plan Review</b>	<b>Permit Fee</b>
	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
<b>MISCELLANEOUS FEES AND CHARGES</b>			
3.01.070(A)	<b>Copy Charges per RCW 42.56.120:</b>		
	(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
	<b>Other Fees and Charges:</b>		
	Maps		Actual cost
3.01.070(A)	Non-sufficient funds (NSF) check handling fee		\$30.00
	Personnel Services Fee: miscellaneous inspections and municipal services		Time and Material
<b>PARK FEES AND CHARGES</b>			
2.80.050(B)	<b>Park Facilities Rentals:</b>		
	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
<b>PLANNING AND</b>			
	<b>Development Review Fees and Reimbursable Charges:</b>		
17.24.020 & 2.85.030(D)	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.  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 Deposit \$2,500
2.85.020	<b>Planning &amp; Zoning Fees and Charges:</b>		
	Comprehensive plan amendment		\$300.00
	Substantial development permit under the shoreline master program		\$300.00
	Critical areas permit		\$100.00
14.10.010	<b>SEPA - Environmental Review Fees:</b>		
	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

	<b>Sign Permit - Zoning Review Fees:</b>				
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
16.08.060(B)	<b>Subdivision Qualified Exemption Application Fees:</b>				
	First action				\$100.00
	Each additional action				\$25.00
	<b>Subdivision Fees:</b>				
	Short Plat: 2 to 6 lots				\$250.00
	Formal (long) Plat Application: 7 or more lots				\$300.00 plus \$15.00 per lot
	Extend preliminary plat deadline				\$100.00
	Final Plat Application:				
	Short and Long Subdivision				\$300.00
16.18.010(3)(g)	Alter, Amend, or Vacate Plat Application (including street/right-of-way)				\$300.00
17.16.050	<b>Certificate of Zoning Compliance Certificate Fees:</b>				
	New application				\$150.00
	Renewal				\$25.00
	<b>Conditional Property Use Permit Fees:</b>				\$100.00
	Development Review Deposit Required				
17.56	<b>Special Property Use Permit Fees:</b>				\$100.00
	Development Review Deposit Required				
	Mobile home parks Crematories Churches Fraternal Lodges	Grange halls Clubs Philanthropic Institutions	Schools Daycare Centers (not in home) Nursing Homes	Temporary facilities Permitted special uses in B3 zones.	\$350.00
TMC.56.050	<b>Home occupations</b>				\$150.00
	Special property permit issued for business performed from a residence in R1 & R2 and is clearly incidental and secondary to the use of the premises as a dwelling place and does not change the character thereof. This occupation shall be carried on or conducted only by members of a family residing in the dwelling with no outside help employed.				
	<b>Variance Applications Fees:</b> 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
	<b>Zoning Code Amendments:</b> 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 Planning 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
<b>POLICE AND LAW ENFORCEMENT FEES AND CHARGES</b>		
1.16.040	Booking Fee	\$23.00
	<b>Fingerprinting Fees:</b>	
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
	<b>Case Reports or Misc. Reports Fees</b>	
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
	<b>Accident Report Fees</b>	
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
	<b>Concealed Pistol License (Fee set by WA State DOL) Fees</b>	
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
	<b>False Alarm Fees:</b>	
8.08.040	First response	\$0.00
8.08.040	Each response in excess of one per year	\$50.00
<b>RECREATION AND SWIMMING PROGRAM FEES AND CHARGES</b>		
2.75.010	<b>Recreation Programs Fees:</b>	
	Youth - resident	\$21.00
	Adult - resident	\$21.00
	Youth - nonresident	\$25.00
	Adult - nonresident	\$25.00
	<b>Adult Fitness Class Fees:</b>	
	Per session	\$3.00
	Per month	\$30.00
	<b>Aquatics Fees:</b>	
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	<b>Pool Rental Fees:</b>	
	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
	<b>Aquatic Class Fees:</b>	
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
<b>SEWER, STREET, AND WATER FEES AND CHARGES</b>		
	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.	
<b>SEWER PERMIT FEES AND CHARGES</b>		
	<b>Sewer Fees &amp; Charges:</b>	
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
13.44.050	Late Fee – per month	\$10.00
13.44.055	Non-payment sewer shut-off fee	\$20.00 plus time & material
<b>STREET PERMIT FEES AND CHARGES</b>		
	<b>Road and Street Fees and Charges:</b>	
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
	<b>Storm and Surface Water Connection Fees:</b>	
	Connection Fee (as prescribed in TMC 13.60.040)	See 13.60.040
2.85.030(A)(3)	Storm Drain improvement inspection (from main property)	\$250.00
<b>WATER PERMIT FEES AND CHARGES</b>		
	<b>Water Fees &amp; Charges:</b>	
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
	<b>Water Meter and Service Connection Fees:</b>	
	Water Meter & Connection to Water Service: main tap, excavation, pipe, meter & set-up	
13.04.060(A)	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 deducted from deposit)	\$3,500.00
	Water Meter Only (existing water service to the property)	
	5/8 " or 3/4" service	\$340.00
	1" water meter only	\$438.00
	1 1/2" water meter only	\$712.00
	2" water meter only	\$905.00
13.04.090	Water Facility Charges - per connection	\$2,000.00
	<b>Fire Hydrant Meter Fees:</b>	
13.16.040(E)	Hydrant Permit	\$75.00
	Water Usage per 1,000 gallons (minimum 1,000 gallons)	\$14.45
	Meter damage deposit	\$900.00
	Meter monthly rental (minimum one month)	\$50.00
	<b>Other Water Fees and Charges:</b>	
13.08.080	Tampering with or 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 – Residential Penalty	\$100.00
	Improper connection – Commercial Penalty	\$250.00
	Improper connection – Fire Hydrant Penalty	\$500.00
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	As assigned

	<b>Fire Sprinkler Suppression Fees: – monthly charge</b>	
13.20.050	<b>Inside City Limits</b>	
	2” Service - inside city limits	\$3.89
	3” Service - inside city limits	\$5.69
	4” Service - inside city limits	\$11.38
	6” Service - inside city limits	\$33.46
	8” Service - inside city limits	\$71.27
13.20.060	<b>Outside City Limits</b>	
	2” Service - outside city limits	\$4.86
	3” Service - outside city limits	\$7.11
	4” Service - outside city limits	\$14.23
	6” Service - outside city limits	\$41.83
	8” Service - outside city limits	\$89.09

**City of Toppenish**  
**MASTER FEE SCHEDULE**  
Resolution 2021-20 Schedule B

ICC Building Valuation Data February 2021 - Square Foot Construction Costs										
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	263.06	254.15	247.55	237.53	233.05	216.60	229.90	207.42	199.94
A-1	Assembly, theaters without stage	241.02	232.11	225.51	215.49	201.01	194.56	207.86	185.38	177.89
A-2	Assembly, nightclubs	205.93	199.80	194.89	186.91	176.19	171.34	180.27	159.46	154.02
A-2	Assembly, restaurants, bars, banquet halls	204.94	198.80	192.89	185.91	174.19	170.34	179.27	157.46	153.02
A-3	Assembly, churches	243.83	234.92	228.32	218.30	204.21	198.79	210.67	188.58	181.10
A-3	Assembly, general, community halls, libraries, museums	204.02	195.11	187.51	178.49	163.01	157.56	170.86	147.38	140.89
A-4	Assembly, arenas	240.02	231.11	223.51	214.49	199.01	193.56	206.86	183.38	176.89
B	Business	212.46	204.72	197.90	188.18	171.81	165.32	180.77	151.15	144.35
E	Educational	222.69	214.99	208.81	199.81	186.71	176.74	192.93	162.78	157.80
F-1	Factory and industrial, moderate hazard	125.58	119.68	112.86	108.68	93.97	92.83	104.02	80.23	75.34
F-2	Factory and industrial, low hazard	124.58	118.68	112.86	107.68	97.37	91.83	103.02	80.23	74.34
H-1	High hazard, explosives	117.37	111.47	105.65	100.47	90.40	84.87	95.81	73.27	No permit
H-2, 3, 4	High hazard	117.37	111.47	105.65	100.47	90.40	84.87	95.81	73.27	67.37
H-5	HPM	212.46	204.72	197.90	188.18	171.81	165.32	180.77	151.15	144.35
I-1	Institutional, Supervised environment	211.58	204.34	198.27	190.28	175.02	170.20	190.53	156.95	152.25
I-2	Institutional, incapacitated, hospitals, nursing homes	355.89	348.21	341.39	331.67	314.48	No permit	324.86	293.82	No permit
I-3	Institutional, restrained	241.59	233.85	227.03	217.31	202.46	194.97	209.90	181.80	173.00
I-4	Institutional, day care facilities	211.58	204.34	198.27	190.28	175.02	170.20	190.53	156.95	152.25
M	Mercantile	153.55	147.41	141.50	134.53	123.48	119.63	127.88	106.75	102.31
R-1	Residential, hotels	213.59	206.35	200.28	192.29	176.78	171.95	192.54	158.70	154.00
R-2	Residential, multifamily	179.04	171.80	165.73	157.74	143.25	138.43	157.99	125.18	120.47
R-3	Residential, one and two-family	166.68	162.17	157.99	154.10	149.61	144.19	151.48	138.79	130.58
R-4	Residential, care or assisted living facilities	211.58	204.34	198.27	190.28	175.02	170.20	190.53	156.95	152.25
S-1	Storage, moderate hazard	116.37	110.47	103.65	100.47	89.40	84.87	95.81	72.27	66.37
S-2	Storage, low hazard	115.37	109.47	103.65	99.47	88.40	83.37	94.81	71.27	65.37
U	Utility, miscellaneous	89.90	94.75	79.27	75.71	67.97	63.50	72.40	53.83	51.28

**Remodel or Repair Valuation**

Remodel or repair valuation is based on the following table. When the construction does not fit into the table, the estimated value or work provided by the applicant or contractor will be used.

<b>Extent of Alteration</b>	<b>% of Building Valuation</b>	<b>DEFINITION Examples</b>
Minor	25%	<ul style="list-style-type: none"> <li>•Work involving less than 25% of the structure</li> <li>•Replacement of up to 25% of windows</li> <li>•Minor remodel of one or two rooms</li> <li>•Incidental or limited structural work</li> </ul>
Major	50%	<ul style="list-style-type: none"> <li>•Work involving up to 50% of the structure</li> <li>•Replacement of up to 50% of the windows</li> <li>•Addition, removal or moving of many walls</li> <li>•Major interior remodel leaving some walls in place</li> <li>•Some exterior or structural changes</li> </ul>
Full	75%	<ul style="list-style-type: none"> <li>•Demolition of non-structural features leaving a structural shell</li> <li>•Significant structural upgrade or repair ex. Roof truss, floor joists, foundation</li> <li>•Significant interior changes</li> <li>•Significant exterior changes</li> </ul>

The square foot will be calculated on the combined floor area where the alterations will be made.

The percentage of building valuation based on City of Toppenish Fee Schedule.

If the work cannot be categorized in the table, the valuation may also be based on the contractors valuation of work.

**Residential Construction**

R-3	Residential, one and two-family	\$130.58
R-3	Attics (walk around) unfinished storage only for R-3 only	\$29.67
R-3	Basement (unfinished) for R-3 only	\$23.93
R-3	Enclosed sleeping or service porch for R-3 only	\$69.33
R-3	Balcony for R-3 only	\$38.74
R-3	Conversion of attached garage into living space for R-3 only	\$75.54
R-3	Deck—no cover for R-3only	\$11.90
R-3	Porches or deck covers for R-3 only	\$37.21
R-3	Footings/Stem wall (replacement or for moved building—per lineal foot) for R-3 only	\$52.09
U	Residential Carport—open all sides for R-3 only for R-3 only	\$30.80
U	Carport—partially enclosed (one or more walls) for R-3 only	\$37.96
U	Garage—private use (wood frame and pole type) for R-3 only	\$59.91

<b>Mechanical Permits</b>	
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
Furnace/Htr <100,000 BTU	\$17.51
Furnace/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 additional	\$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
Refrigeration systems	\$18.00
Repair/Alt./Addn. to a listed appliance	\$19.45
Residential Tank Abandoned	\$23.86
Supplemental Permit Fee	\$7.29
Type I/II Commercial Hood	\$17.51
Vent Fan (laundry, bath)	\$10.36
Vent Systems	\$10.36

<b>Plumbing Permits</b>	
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