

**TOPPENISH CITY COUNCIL
Study Session Minutes
June 3, 2019**

CALL TO ORDER

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

ROLL CALL

Present: Mayor Clara Jiménez, Mayor Pro Tem J. Jiménez and Councilmembers Loren Belton, Naila Duval, Mark Oaks, Elpidia Saavedra and Blaine Thorington.
Staff Present: City Manager Lance Hoyt (CM Hoyt), Finance Director Debbie Zabell (FD Zabell), Community Development Director William Rathbone, Public Works Superintendent Rocky Wallace and Executive Assistant/Deputy City Clerk Heidi Riojas.

DISCUSS FEE UPDATES FOR BUILDING AND PLANNING

CDD Rathbone updated Council on the proposed fee updates for building, planning and land use permit fees. He stated the agenda materials included comparisons to other communities. Council thanked CDD Rathbone for taking the time complete the process to propose updates for building and planning fees.

DISCUSSION REGARDING SIX-YEAR STREET IMPROVEMENT PROGRAM

HLA representatives, Mike Battle and Stephen Hazard, updated Council on 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 and anticipated funding sources, as well as the anticipated starting and completion dates. The TIP includes the following projects for the period 2020-2025: Lincoln/Date/Beech Improvements, Jackson Street Extension Improvements, South Juniper Street and Jackson Street Improvements, the Pedestrian Mural Attraction Sidewalk Improvements, West First Avenue Sidewalk Improvements, Second Avenue Reconstruction, Asotin Avenue Reconstruction, South Toppenish Avenue Reconstruction, Sidewalk Improvements (Safe Routes to School) and Fourth Avenue Reconstruction.

**SET JUNE 24, 2019 AS THE DATE FOR A PUBLIC HEARING REGARDING ADOPTING
THE SIX-YEAR COMPREHENSIVE TRANSPORTATION (STREETS) IMPROVEMENT
PROGRAM FOR THE YEARS 2020 THROUGH 2025**

Councilmember Thorington moved, seconded by Mayor Pro Tem J. Jiménez to set June 24, 2019 as the date for a public hearing to adopt the Six-Year Comprehensive Transportation (Streets) Improvement Program for the Years 2020 through 2025. Motion carried unanimously.

DISCUSSION BUSINESS LICENSE FEE UPDATES

FD Zabell updated the Council on the City's transition to the State Department of Revenue, as mandated by the State of Washington, for business licensing noting the go live date is September 12, 2019. She noted the business license and residential rental license fees require updating in

order to comply with the State's fee structure. FD Zabell gave Council two fee options for both the business and rental license updates. It was the consensus of Council to go with Option 1 for both business and rental license updates.

RECEIVE DRAFT CITY COUNCIL GOVERNANCE MANUAL

CM Hoyt thanked Mayor C. Jiménez, FD Zabell and EA Riojas for working with him in the editing of the Governance Manual. It was the consensus of Council to receive a hard copy of the document at the June 10, 2019. Council will discuss any proposed changes of the Governance Manual during the July 1, 2019.

RECEIVE UPDATE ON COUNCIL TRAINING

CM Hoyt noted that the June 8, 2019 Council training needs to be postponed to another date. It was the consensus of Council to postpone the Council training to August 24, 2019.

CM Hoyt updated Council that BNSF will be working on the railroad crossing sometime during the period between July to September.

Mayor Pro Tem J. Jiménez and Councilmembers Oaks and Belton noted they will attend the Treaty Day Parade on June 7, 2019.

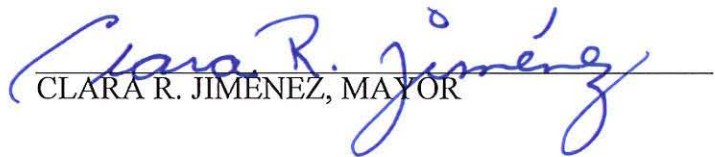
FD Zabell presented sample shirts for Council to wear to City events. Council decided on the gray color shirt. Three Councilmembers showed an interest in having the City purchase the City shirts.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 6:06 p.m.



HEIDI RIOJAS, CMC
EXECUTIVE ASSISTANT/DEPUTY CITY CLERK


CLARA R. JIMENEZ, MAYOR