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1. Regular Session Call to Order

Pledge of Allegiance, Roll Call, and Welcome

2. Approve Agenda

3. Public Comment

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

4. Consent Agenda

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

- a. Approve Minutes of the July 13, 2026, Regular Meeting.
- b. Approve Payroll Checks and Bank Drafts as listed in the attached register in the total amount of \$368,794.10 dated July 22, 2026.
- c. Approve Claims Checks and Bank Drafts as listed in the attached register in the total amount of \$1,178,264.10 dated July 27, 2026.

5. New Business

- a. AB 26-65: [Proposed] Ordinance No. 2026-09 Amending Toppenish Municipal Code for Fire Code.
- b. AB 26-66: [Proposed] Resolution No. 2026-35 West 1st Avenue and South Toppenish Construction Award.
- c. AB 26-67: [Proposed] Resolution No. 2026-36 Wastewater Treatment Plant Design Services Award.
- d. AB 26-68: [Proposed] Resolution No. 2026-37 West 1st Avenue Safety Improvement Project Award.
- e. AB 26-69: [Proposed] Resolution No. 2026-38 Emergency Water Repairs Reservoir No. 3.
- f. AB 26-70: City Manager Recruitment Discussion.

6. Council Meeting Reports and Community Announcements

7. Adjournment

Next Council Meeting Will Be Held on August 3, 2026.

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

TOPPENISH CITY COUNCIL
Regular Meeting Minutes
July 13, 2026

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

ROLL CALL

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

Staff: City Manager Dan Ford (CM Ford), City Attorney Daniel B. Heid, Lieutenant Zachary Williams, Director of Community Infrastructure and Development Andrew Hattori, Budget and Finance Director Adam Vaughn, City Clerk Heidi Riojas (CC Riojas) (Attended Remotely).

EA Cisneros conducted roll call. Mayor Saavedra, Mayor Pro Tem Garcia and Councilmembers Canfield, Prieto Duval, Garza, Gutierrez, and Sanchez, responded during roll call. EA Cisneros noted that all members were present.

APPROVE AGENDA

CM Ford proposed to add AB 26-63: [Proposed] Resolution No. 2026-33 City Manager Recruitment Agreement and AB-64: [Proposed] Resolution No. 2026-34, RCO Grant Application as items E and F under section 5. New business.

Mayor Saavedra moved, seconded by Councilmember Garza, to add two agenda items to new business. Motion carried unanimously.

Councilmember Sanchez moved, and seconded by councilmember Garcia to approve the July 13, 2026, Agenda as amended. Motion carried unanimously.

PUBLIC COMMENT

The City Council received comments from the public during the meeting.

CONSENT AGENDA

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

- a. Approve Minutes of the June 22, 2026, Regular Meeting.
- b. Approve Minutes of the July 6, 2026 Study Session.

- c. Approve Payroll Checks and Bank Drafts as listed in the attached register in the total amount of \$195,733.50 dated July 7, 2026.
- d. Approve Claims Checks and Bank Drafts as listed in the attached register in the total amount of \$330,706.18 dated July 13, 2026.

Motion carried unanimously.

NEW BUSINESS

Resolution No. 2026-29: A Resolution of the City Council of the City of Toppenish, Washington, Amending the AT&T Water Tower Lease Agreement.

Councilmember Sanchez moved, seconded by Councilmember Garza to approve Resolution No. 2026-29. Motion carried unanimously.

Resolution No. 2026-30: A Resolution of the City of Toppenish, Washington, accepting the bid from SWS Equipment to provide Toppenish with an electric street sweeper.

Councilmember Prieto Duval moved, seconded by Mayor Pro Tem Garcia to approve Resolution No. 2026-30. Motion carried unanimously.

Resolution No. 2026-31: A Resolution of the City of Toppenish, Washington, authorizing acceptance of the Professional Services Agreement between the City of Toppenish and Adam Vaughn for the position of Interim City Manager.

Councilmember Sanchez moved, seconded by Councilmember Canfield to approve Resolution No. 2026-31. Motion carried unanimously.

Resolution No. 2026-32: A Resolution of the City of Toppenish, Washington, Approving and Authorizing an Agreement Between the City of Toppenish and The Toppenish Historical Society for Temporary Personal Storage.

Councilmember Garza moved, seconded by Councilmember Sanchez, to approve Resolution No. 2026-32. Motion carried unanimously.

Resolution No. 2026-33: A Resolution of the City Council of the City of Toppenish, Washington, Authorizing Acceptance of a Professional Services Agreement between the City of Toppenish and GMP Consultants for the Recruitment of a Permanent City Manager.

Councilmember Sanchez moved, seconded by Councilmember Prieto Duval to approve Resolution No. 2026-33. Motion carried unanimously.

Resolution No. 2026-34: A Resolution of the City Council of the City of Toppenish, Washington, Authorizing the City Manager, or Designee, to submit an application to the Washington State Recreation and Conservation Office for Project 26-1731 DEV, Toppenish multi-purpose athletic courts.

Councilmember Sanchez moved, seconded by Councilmember Garza, to approve Resolution No. 2026-34. Motion carried unanimously.

COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS

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

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:40 p.m.

ELPIDIA SAAVEDRA, MAYOR

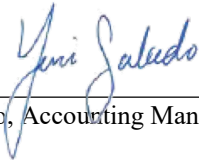
ELVIA CISNEROS, CITY CLERK PRO TEM

Payroll Check Register
Payroll for Period: 7/1-7/15, 2026

Description	Payment Type	Payment Number	Amount
ACH Payroll 7/1-7/15, 2026	Bank Draft	ACH Payroll	\$180,573.57
Benefits only	Regular	39265-39269	\$0.00
City of Toppenish - Longevity	Regular	39270	\$305.00
Teamsters Local 760	Regular	39271	\$826.00
Toppenish Police Officer Association	Regular	39272	\$808.50
United Way of Yakima Co.	Regular	39273	\$3.00
Vimly Benefit Solutions, Inc.	Regular	39274	\$87,386.95
Washington Teamsters Welfare Trust	Regular	39275	\$2,064.00
Aflac (EFT)	Bank Draft	DFT0000398	\$64.29
Aflac (EFT)	Bank Draft	DFT0000399	\$131.72
MissionSquare (EFT)	Bank Draft	DFT0000400	\$4,379.20
Nationwide Retirement Solutions (EFT)	Bank Draft	DFT0000401	\$1,354.39
Dept of Retirement Systems	Bank Draft	DFT0000402	\$20,997.10
Internal Revenue Service	Bank Draft	DFT0000403	\$68,179.43
WCIF - PD Dental & Vision (EFT)	Bank Draft	DFT0000406	\$1,720.95
Grand Total			\$368,794.10
Payroll Checks			

Payroll Checks 39265-39275, Electronic Transfers DFT0000398-DFT0000403, and DFT0000406.

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



Yeni Salcedo, Accounting Manager

July 23, 2026

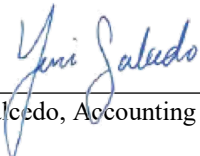
Date

AP Check Register			
July 2nd Council Period			
Description	Payment Type	Payment Number	Amount
Abadan Tri Cities	Regular	39276	\$ 294.62
ADT Security Services, Inc.	Regular	39277	\$ 95.28
All-Phase Electric, Inc.	Regular	39278	\$ 552.33
Alumichem USA Inc.	Regular	39279	\$ 14,556.24
Amazon Capital Services	Regular	39280	\$ 82.74
Blue Sky Market	Regular	39281	\$ 29.90
Burrows Tractor Inc.	Regular	39282	\$ 23,075.43
Cascade Natural Gas Corp.	Regular	39283	\$ 459.39
Central Machinery Sales, Inc.	Regular	39284	\$ 1,447.30
CenturyLink	Regular	39285	\$ 115.76
CenturyLink - Lumen	Regular	39286	\$ 1,626.27
Christopher Jones	Regular	39287	\$ 125.00
Cintas Corporation #605	Regular	39288	\$ 713.87
City of Sunnyside - Finance Dept.	Regular	39289	\$ 45,114.84
City of Toppenish	Regular	39290	\$ 50.00
City of Yakima	Regular	39291	\$ 38,704.02
Coastal Farm and Home Supply	Regular	39292	\$ 156.38
Columbia Cleaners	Regular	39293	\$ 181.26
Consolidated Supply Co.	Regular	39294	\$ 279.75
Criminal Justice Training Commission	Regular	39295	\$ 435.20
Daniel B. Heid	Regular	39296	\$ 17,502.00
Department of Ecology Cashiering Unit	Regular	39297	\$ 125.00
Department of Licensing	Regular	39298	\$ 36.00
DeVries Business Records Management, Inc.	Regular	39299	\$ 64.00
Elwood Staffing Services, Inc.	Regular	39300	\$ 1,885.29
Enviro-Clean Equip, Inc.	Regular	39301	\$ 2,536.80
Federal Express Corporation	Regular	39302	\$ 22.51
First Responder Outfitters, Inc.	Regular	39303	\$ 224.72
Gideon Thomas Urlacher	Regular	39304	\$ 790.00
GMP Consultants LLC	Regular	39305	\$ 437.50
Goble Sampson Associates, Inc.	Regular	39306	\$ 441.72
Greyback Distributing Fuel and Oils	Regular	39307	\$ 323.88
Guardian Security Systems, Inc.	Regular	39308	\$ 311.30
Hanks, Michael E	Regular	39309	\$ 211.00
HLA Engineering and Land Surveying, Inc.	Regular	39310	\$ 133,036.41
Howard's Tire Factory Inc	Regular	39311	\$ 394.44
Intermountain Cleaning Service, Inc.	Regular	39312	\$ 100.72
Johnson Controls Security Solutions LLC	Regular	39313	\$ 2,606.20
Lab Test	Regular	39314	\$ 350.00
Les Schwab Tire Center	Regular	39315	\$ 2,752.60
Lexipol, LLC	Regular	39316	\$ 3,224.38
Locality Media, Inc.	Regular	39317	\$ 15,064.53
M. Seigny Construction Inc.	Regular	39318	\$ 18,989.10
Masters Telecom LLC	Regular	39319	\$ 16.73
Mehline, Joseph	Regular	39320	\$ 24.88
MES Service Company LLC	Regular	39321	\$ 368.22
Moon Security Service, Inc.	Regular	39322	\$ 104.18
Nelson Construction Corp.	Regular	39323	\$ 257,362.92
Nutrien Ag Solutions, Inc.	Regular	39324	\$ 949.46
ODP Business Solutions, LLC	Regular	39325	\$ 75.86
O'Reilly Auto Parts	Regular	39326	\$ 282.28

Oxarc, Inc.	Regular	39327	\$	10,479.55
Public Safety Testing, Inc	Regular	39328	\$	370.00
Q-Global Inc	Regular	39329	\$	1,984.60
Rainier Arms LLC	Regular	39330	\$	9,639.07
Rathbun Iron Works, Inc.	Regular	39331	\$	6.23
SCI DOOR	Regular	39332	\$	5,954.25
SHC Medical Center Toppenish	Regular	39333	\$	298.20
SymbolArts LLC	Regular	39334	\$	175.99
The Janitor's Closet	Regular	39335	\$	184.44
TransUnion Risk and Alternative Data Solutions,	Regular	39336	\$	135.38
U.S. Bank Corporate Payment Systems	Regular	39337	\$	3,464.45
U.S. Bank Safekeeping	Regular	39338	\$	22.00
Verizon Wireless	Regular	39339	\$	4,866.09
VESTIS	Regular	39340	\$	36.17
Wapenish Sand & Gravel	Regular	39341	\$	1,530.28
Washington State Patrol	Regular	39342	\$	12.00
Washington State Treasurer	Regular	39343	\$	4,520.87
Weinmann, Gene E.	Regular	39344	\$	2,088.05
Yakima Bindery & Printing Co	Regular	39345	\$	55.76
Yakima County Department of Corrections	Regular	39346	\$	14,531.81
Yakima County Fire District 5	Regular	39347	\$	66,521.52
Yakima County GIS	Regular	39348	\$	100.00
Yakima County Treasurer	Regular	39349	\$	82.52
Yakima Humane Society	Regular	39350	\$	1,000.00
Yakima Waste Systems, Inc.	Regular	39351	\$	31,085.91
Yeni Salcedo	Regular	39352	\$	68.00
SCI Industrial Services, LLC	Regular	39353	\$	326,961.59
Washington State Department of Revenue	Regular	DFT0000396	\$	87,934.40
Pitney Bowes Inc.	Regular	DFT0000404	\$	2,500.00
Wex Bank (EFT)	Regular	DFT0000405	\$	12,961.91
Heritage Bank	Regular	DFT0000397	\$	367.96
First American Title Insurance Company	Regular	NR39073	\$	(8.40)
Christopher Jones	Regular	NR39215	\$	(250.00)
First Responder Outfitters, Inc.	Regular	NR38931	\$	(126.71)
Grand Total				\$1,178,264.10
Account Payable Checks				

Accounts Payable Checks 39276-39353 and Voided Checks NR39073, NR39215, and NR38931, and Electronic Transfer DFT0000396-DFT0000397 and DFT0000404-DFT0000405.

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


 Yeni Salcedo, Accounting Manager

7/24/2026
 Date

Meeting Date: July 27, 2026

Subject: AB 26-65: [Proposed] Ordinance No. 2026-09 Amending Toppenish Municipal Code for Fire Code.

Attachments: 1. Ordinance No. 2026-09 Fire Code Amendments to TMC

Presented By: Daniel Heid, City Attorney

Approved for Adam Vaughn, Interim City Manager
Agenda By:

Discussion:

The City recently contracted with Yakima County Fire Protection District No. 5 for fire services. Now that the contract is in place, it is appropriate for the City to amend the code to reflect the change and modify references to the Fire Department and Fire services in the City's code. This ordinance makes those changes. It does not functionally change any of the content of the code sections, just the references to fire.

Fiscal Impact:

Recommendation:

Adopt Ordinance No. 2026-09 to Amend Toppenish Municipal Code for fire code.

Alternatives:

ORDINANCE NO. 2026-09

AN ORDINANCE OF THE CITY OF TOPPENISH, WASHINGTON AMENDING SECTIONS 2.20.010, 2.20.030, 2.32.050, 2.32.070, 2.35.070, 2.40.020, 2.40.040, 2.40.050, 2.95.020, 3.01.070, 3.23.050, 8.08.060, 9.17.070, 10.32.130, 10.32.180, 10.34.020, 12.08.060, 12.08.070, 15.05.010, 15.10.036, 16.12.025, 16.16.045, 16.16.090, AND 17.16.060 OF THE TOPPENISH MUNICIPAL CODE (TMC), AND AUTHORIZING THE ADMINISTRATIVE DELETION, REPEAL OR AMENDMENT OF CHAPTER 2.45 TMC AND OF SECTIONS 3.19.090 AND 3.19.100 WHEN NO LONGER NEEDED, ALL RELATED TO THE DISBANDING OF THE CITY OF TOPPENISH FIRE DEPARTMENT OF THE TOPPENISH MUNICIPAL CODE RELATING TO DISBANDING OF THE CITY OF TOPPENISH FIRE DEPARTMENT

WHEREAS, over the last few years, the City of Toppenish has experienced significant financial challenges involving an extremely troubling budgetary process where the City's revenues were insufficient to meet operational needs, forcing the City to make tough budgetary decisions, such as closing the City's municipal pool, looking for options to streamline processes and save money; and

WHEREAS, these efforts have not been successful, in and of themselves, to alleviate the budgetary constraints facing the City of Toppenish; and

WHEREAS, in terms of budgetary implications, one of the larger departments in the City has been the Fire Department, which department typically expended upwards of \$1.2 million per year for department operations; and

WHEREAS, to try to get the City budget under control, the City has explored with Yakima County Fire Protection District Number 5 the opportunity to contract with the Fire District for fire protection services at an annual rate significantly less than the current \$1.2 million amount; and

WHEREAS, the Fire District expressed a willingness to work with the City for such a contract, which was approved by the City Council in June 8, 2026; and

WHEREAS, with this contract, the City's Fire Department was disbanded, and it is this appropriate to amend the Toppenish Municipal Code to reflect the same.

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

Section 1. Amendment to the City Code. Section 2.20.010 of the Toppenish Municipal Code is hereby amended to read as follows:

2.20.010 - Created.

The following departments have been created and are in operation in the city: finance, ~~fire~~, police, parks and recreation, public works, and development services. (Ord. 2004-4 § 1, 2004).

Section 2. Amendment to the City Code. Section 2.20.030 of the Toppenish Municipal Code is hereby amended to read as follows:

2.20.030 - Public Safety Director — Appointment — Duties.

The public safety director shall be appointed by the city manager. The public safety director shall be responsible for supervising all employees of the police department. It shall be the duty of the public safety director to act to promote the public health, welfare, and safety in the area of police and ~~fire-protection~~public safety, in compliance with all applicable laws, ordinances, resolutions, rules, and regulations, and to perform such additional duties as are determined by the city manager. They shall have authority to delegate to other city employees the enforcement of municipal code provisions for which there is a civil penalty for violation thereof. (Ord. 2022-12 § 1, 2022; Ord. 2008-26 § 2, 2008; Ord. No. 2024-20, §§ 1, 2, 12-09-2024).

Section 3. Amendment to the City Code. Section 2.32.050 of the Toppenish Municipal Code is hereby amended to read as follows:

2.32.050 - Duties.

The public safety committee shall address issues referred to it by the city council, and state law. In addressing an issue, the committee shall discuss it and decide whether to make a recommendation to the city council. The committee may take into consideration information and recommendations from city staff and any other source it deems appropriate. Examples of matters that the public safety committee may address include but are not limited to issues and problems related to police, ~~fire~~ and code enforcement departments, state legislation regarding public safety matters, and emergency management concerns. (Ord. 2007-9, 2007; Ord. 2025-01 § 1, 2025).

Section 4. Amendment to the City Code. Section 2.32.070 of the Toppenish Municipal Code is hereby amended to read as follows:

2.32.070 - City staff.

Attendance by city staff at committee meetings shall be determined by the meeting agenda and the city manager, who shall require such city personnel to attend as shall best serve the needs of the committee with its deliberation of the topics on the meeting agenda. Unless excused by the committee, the police chief, ~~fire chief~~, city clerk, city manager, or designee, shall attend all committee meetings. (Ord. 2024-09 § 1, 2024; Ord. 2010-22 § 1, 2010; Ord. 2007-9, 2007).

Section 5. Amendment to the City Code. Section 2.35.070 of the Toppenish Municipal Code is hereby amended to read as follows:

2.35.070 - Emergency response costs — Restitution.

Pursuant to RCW 38.52.430, a person whose intoxication causes an incident resulting in an appropriate emergency response, and who, in connection with the incident, has been found guilty of or has had their prosecution deferred for driving while under the influence of intoxicating liquor or any drug, is liable for the expense of an emergency response by a public agency to the incident. The municipal court judge is authorized to impose such amount, as restitution, against any person which has been found guilty of or who has had their prosecution deferred for driving while under the influence of intoxicating liquor or any drug, which conviction pursuant to RCW 46.61.502 occurs within the Toppenish municipal court; provided, that in no event shall a person's liability for restitution under this section for the expense of an emergency response exceed \$2,500.00 for a particular incident. For purposes of this section, the phrase "expense of an emergency response by a public agency" includes, but is not limited to, charges authorized by city ordinance establishing rates and charges for ambulance response, and hourly rate or rates for law enforcement officers which responded to the particular incident. The hourly rate shall be determined in accordance with that rate established from time to time by the city of Toppenish. The term "public agency" for the purposes of this section includes, but is not limited to, the Toppenish police department, ~~Toppenish fire department~~, Toppenish public works department, and any other law enforcement agency or department thereof, and any other municipal corporation or department thereof, which provided emergency response services to the incident. The receipt of all funds authorized pursuant to this section shall be received by the Toppenish municipal court and shall be applied as provided in TMC 2.35.060. (Ord. 2017-05 § 2, 2017).

Section 6. Amendment to the City Code. Section 2.40.020 of the Toppenish Municipal Code is hereby amended to read as follows:

2.40.020 - Applicability.

This chapter shall apply to all civil service positions in the police ~~and fire~~ departments. (Ord. 2004-4 § 1, 2004).

Section 7. Amendment to the City Code. Section 2.40.040 of the Toppenish Municipal Code is hereby amended to read as follows:

2.40.040 - Commission — Organization — Powers and duties.

The commission shall organize by electing one of its members chair and hold regular meetings as may be required for the proper discharge of their duties. They shall appoint a secretary and chief examiner, who shall keep the records for the commission, preserve all reports made to it, superintend and keep a record of all examinations held under its direction, and perform its other duties as the commission may prescribe. The secretary and chief examiner shall be appointed as a result of competitive examination,

which examination may be either original and opened to all properly qualified citizens of the city, or promotional and limited to persons already in the service of ~~the fire department or of the fire department and other~~ a departments of the city, as the commission may decide. The secretary and chief examiner may be subject to suspension, reduction or discharge in the same manner and subject to the same limitations as are provided in the case of members of the police department. It shall be the duty of the civil service commission:

- A. To make suitable rules and regulations not inconsistent with the provisions of this chapter and not inconsistent with the provisions of negotiated contracts, if any. Such rules and regulations shall provide in detail the manner in which examinations may be held, and appointments, promotions, transfers, reinstatements, demotions, suspensions and discharges shall be made, and may also provide for any other matters connected with the general subject of personnel administration, and which may be considered desirable to further carry out the general purposes of this chapter, or which may be found to be in the interest of good personnel administration. Such rules and regulations may be changed from time to time. The rules and regulations and any amendments thereof shall be available for free public distribution;
- B. To see that all tests shall be practical, and shall consist only of subjects which will fairly determine the capacity of persons examined to perform duties of the position to which appointment is to be made, and may include tests of physical fitness and/or of manual skills;
- C. To see that the rules and regulations shall provide for a credit in accordance with RCW 41.04.010 in favor of all applicants for appointment under civil service, who, in time of war, or in any expedition of the Armed Forces of the United States, have served in and have been honorably discharged from the Armed Forces of the United States, including the Army, Navy and Marine Corps and the American Red Cross. These credits apply to entrance examinations only;
- D. To make investigations concerning and report upon all matters touching the enforcement and effect of the provisions of this chapter, and the rules and regulations prescribed hereunder; inspect all institutions, departments, offices, positions and employments affected by this chapter, and ascertain whether this chapter and all such rules and regulations are being obeyed. Such investigations may be made by the commission or by any commissioner designated by the commission for that purpose. Not only must these investigations be made by the commission as aforesaid, but the commission must make like investigation on petition of a citizen, duly verified, stating what irregularities or abuses exist, or setting forth in concise language in writing, the necessity for such investigation. In the course of such investigation, the commission or designated commissioner, or chief examiner, shall have the power to administer oaths, subpoenas and require the attendance of witnesses and a production by them of books, papers, documents and accounts appertaining to the investigation and also the cause of deposition of witnesses residing within or without the state to be taken in the manner prescribed by law for like depositions and civil actions in the superior court; and the oaths administered hereunder and the subpoenas issued hereunder shall have the same force and effect as the oaths administered by a superior court judge

in his or her judicial capacity; and the failure upon the part of any person so subpoenaed to comply with the provisions of this section shall be deemed a violation of this chapter and punishable as such;

- E. All hearings and investigations before the commission, or designated commissioner, or chief examiner, shall be governed by this chapter and by rules of practice and procedure to be adopted by the commission, and in the conduct thereof, neither the commission, nor designated commissioner shall be bound by the technical rules of evidence. No informality in any proceedings or hearing, or in the manner of taking testimony before the commission or designated commissioner, shall invalidate any order, decision, rule or regulation made, approved or confirmed by the commission; provided, however, that no order, decision, rule or regulation made by any designated commissioner conducting any hearing or investigation alone shall be of any force or effect whatsoever unless and until concurred in by at least one of the other two members;
 - F. To hear and determine appeals or complaints respecting the administrative work of the personnel department; appeals upon the allocation of position; the rejection of an examination, and such other matters as may be referred to the commission under the provisions of this chapter;
 - G. To establish and maintain a roster of officers and employees;
 - H. To provide for, formulate and hold competitive tests to determine the relative qualifications of persons who seek employment in any class or position and as a result thereof, establish eligible lists for the various classes of positions, and to provide that persons laid off because of curtailment of expenditures, reduction in force, for like causes, head the list in the order of their seniority, to the end that they shall be the first to be reemployed;
 - I. When a vacant position is to be filled, to certify to the appointing authority the names of the three persons highest on the eligible list for the position. If there are no such lists, to authorize a provisional or temporary appointment list of such class. Such temporary or provisional appointment shall not continue for a period longer than four months; nor shall any person receive more than one provisional appointment or serve more than four months as a provisional appointee in any one fiscal year;
 - J. To keep such records as may be necessary for the proper administration of this chapter.
- (Ord. 2004-4 § 1, 2004).

Section 8. Amendment to the City Code. Section 2.40.050 of the Toppenish Municipal Code is hereby amended to read as follows:

2.40.050 - Persons included — Procedures required.

The provisions under civil service and the provisions of this chapter shall include all full-time paid employees occupying civil service positions in the police ~~and fire~~ departments, except the police chief ~~and fire chief~~. All appointments to and promotions in said departments shall be made solely on merit, efficiency and fitness, which shall be ascertained by open competitive examination and impartial investigation. No persons

shall be reinstated in or transferred, suspended or discharged from any such place, position or employment contrary to the provisions of this chapter.
(Ord. 2004-4 § 1, 2004)

Section 9. Amendment to the City Code. Section 2.95.020 of the Toppenish Municipal Code is hereby amended to read as follows:

2.95.020 - Line of succession.

- A. The line of succession for elected officials to serve as the acting mayor is as follows:
 - 1. Mayor.
 - 2. Mayor pro tem.
 - 3. Council members by seniority unless a member is unavailable or declines to serve. "Senior" or "seniority" shall mean the number of years served on the city council. In the event of exact seniority by two or more members, the members shall mutually determine who shall act as mayor.
- B. Staff Official Appointed Acting Mayor. In the event that the entire council is unavailable, too injured, or is deceased, the line of succession for city employees to serve as the acting mayor is as follows:
 - 1. City manager.
 - 2. ~~Police chief~~Assistant City Manager.
 - 3. ~~Fire Police~~ chief.
 - 4. Public works director.
- C. Powers and Duties of the Acting Mayor. Every provision of law in relation to the powers and duties of the mayor, and in relation to acts and duties to be performed by others toward him or her, extends to the person in the line of succession who shall be performing for the time being the duties of mayor. (Ord. 2011-1 § 1, 2011).

Section 10. Amendment to the City Code. Section 3.01.070 of the Toppenish Municipal Code is hereby amended to read as follows:

3.01.070 - Miscellaneous fees and charges.

- A. The miscellaneous fees and charges by the city for photocopy fees and nonsufficient funds (NSF) check handling fees shall be as established by resolution of the city council, as amended from time to time.
- B. Police department services such as fingerprinting, case reports or miscellaneous reports, accident reports, concealed pistol licenses, and other police department services shall be as established by resolution of the city council, as amended from time to time, or by Washington State statutes or regulations.
- C. Fire ~~department-related~~ services such as CPR and first aid training, annual fire inspections, ~~fire reports~~ and other ~~fire department-related~~ services shall be as established by resolution of the city council, as amended from time to time, or by Washington State statutes or regulations.
(Ord. 2017-01 § 2, 2017).

Section 11. Amendment to the City Code. Section 3.23.050 of the Toppenish Municipal Code is hereby amended to read as follows:

3.23.050 - Public safety miscellaneous grants fund.

There is hereby created and established a "public safety miscellaneous grants fund," fund no. 119, for the purpose of budgeting and accounting for grant funds awarded to the city for purposes related to public safety, including ~~grants to the fire department and to the police department.~~ (Ord. 2007-20, 2007).

Section 12. Amendment to the City Code. Section 8.08.060 of the Toppenish Municipal Code is hereby amended to read as follows:

8.08.060 - Response to alarm location — Penalty.

It is unlawful for the owner of premises maintaining an alarm system, either personally or through his designated agent, to fail to appear at the activated alarm location within a reasonable time (approximately one-half hour) after being notified by the police ~~or fire~~ department to do so. Failure to appear within a reasonable time after notice of an activated alarm shall be a civil infraction. Any person, firm, or corporation found to have committed an infraction under this section shall be assessed a monetary penalty, not to exceed \$500.00 for each separate infraction. (Ord. 2004-14 § 1, 2004).

Section 13. Amendment to the City Code. Section 9.17.070 of the Toppenish Municipal Code is hereby amended to read as follows:

9.17.070 - Unauthorized riding on fire department equipment prohibited.

It is unlawful for anyone other than an active fireman of the ~~city fire district or any authorized fire department~~, except for those individuals otherwise specifically authorized by the fire chief, to get upon or ride upon any of the engines, vehicles or other apparatus of the fire department. Anyone violating any of the provisions of this section shall be deemed guilty of a misdemeanor. (Ord. 2010-22 § 4, 2010; Ord. 2006-4 § 1, 2006).

Section 14. Amendment to the City Code. Section 10.32.130 of the Toppenish Municipal Code is hereby amended to read as follows:

10.32.130 - Parking prohibited on designated streets.

It is unlawful for any person to park or to leave stationary, or permit to be parked or left stationary, any vehicle owned by him or in his possession or under his control, upon the following streets, or portions of streets, within the city:

- A. South Division Street: On the east side thereof from the point of intersection thereof with East Third Avenue North for a distance of 90 feet;
- B. South Date Street: On the southeastern side thereof from the intersection thereof with West First Avenue to the intersection thereof with Washington Avenue;
- C. East Third Avenue: On the north side thereof from the intersection with South Division Street east for a distance of 200 feet;
- D. South Fir Street: On the northwestern side thereof from the intersection thereof with Jefferson Avenue to the intersection thereof with Madison Avenue;

- E. Lincoln Avenue: On the south side thereof from the intersection thereof with Asotin Avenue to the intersection thereof with North A Street, during the hours of 7:00 a.m. through 9:00 p.m. on Monday through Saturday, and from noon until 9:00 p.m. on Sundays, during the period from Memorial Day through Labor Day of each year;
- F. North E Street: On the west side thereof from the intersection thereof with East Toppenish Avenue to the intersection thereof with Dayton Avenue;
- G. North Chestnut Street: On the east side thereof from the intersection thereof with Asotin Avenue to the northern city limits;
- H. North Alder Street: On the western side thereof from the intersection thereof with Chehalis Avenue to the intersection thereof with North D Street;
- I. West First Avenue: On the north side thereof from the intersection thereof with the west line of Toppenish Avenue west to the intersection thereof with the east line of Jefferson Avenue and from the intersection thereof with the east line of South Elm Street east to the intersection thereof with the southwest line of Madison Street, and from the intersection thereof with South Division Street for a distance of 100 feet west; on the south side thereof from the intersection thereof with the west line of South Alder Street west to the intersection thereof with the projection of the east line of South Elm Street, and from the intersection thereof with South Division Street for a distance of 80 feet;
- J. South Elm Street, also known as Washington State Route No. 220:
 - 1. That portion along the northwestern side thereof from the intersection with the north line of West First Avenue, also known as State Route No. 220, northeast a distance of 170 feet;
 - 2. That portion along the eastern side thereof from the intersection with the north line of West Second Avenue north to the intersection with the south line of West First Avenue;
- K. West Second Avenue: On the south side from the west boundary of the fire ~~department-district~~ grounds, which is the fence line, eastwardly a distance of 174 feet is a no-parking zone for public vehicles. This zone is restricted to parking by vehicles of ~~fire district firefighters and~~ volunteer ~~firemen-firefighters~~ who are present for ~~drill or present to respond to a fire or rescue call~~ fire related purposes; and on the south side thereof from a point which is 44 feet westerly of the west boundary fence of the fire ~~department-district~~ grounds, thence west to a point which is 61 feet west of the west boundary fence of the fire ~~department-district~~ grounds; and on the south side thereof from the intersection thereof with Bolin Drive thence east to the alley for a distance of approximately 150 feet;
- L. Pearne Street: On the southeast side thereof from the intersection thereof with Lincoln to the intersection thereof with North D Street;
- M. North D Street: On the west side from the intersection thereof with Lincoln, north to the intersection thereof with North Beech;
- N. South G Street: On the west side from the intersection thereof with East E Street to city limits (Wapenish Road);
- O. South Division: On the west side thereof from the intersection thereof with West First for a distance of 100 feet north;

- P. South Elm Street and Buena Way (State Route 22): On the east side of South Elm Street beginning 100 feet north of the Jefferson Avenue intersection, thence north on Buena Way and State Route 22 to East McDonald Road; and on the west side thereof from the Franklin Avenue intersection north to Goldendale Avenue; and from the Washington Avenue intersection south along the west side of Buena Way and South Elm Street a distance of 209 feet.
 - Q. Monroe Avenue: On the west side, from the south edge of the driveway nearest the intersection of Monroe Avenue and west First Avenue, thence north along the west side of Monroe Avenue to the north edge of the driveway nearest the intersection of Monroe Avenue and South Date Street, a distance of approximately 50 feet;
 - R. Wishkoski Way: On both sides of the street, from its intersection with East Third Avenue thence south a distance of 975 feet;
 - S. North Beech Street: On the southeast side thereof from the intersection thereof with Dayton Avenue to a point 285 feet northeasterly from said intersection, except that school buses shall be permitted to use said no-parking zone for the purpose of loading and unloading passengers, and except that parking shall not be prohibited in this area on days when school is not in session or after 3:30 p.m. on school days.
- (Ord. 2011-3 § 1, 2011; Ord. 97-10 § 1, 1997; Ord. 96-17 § 1, 1996; Ord. 96-14 § 1, 1996; Ord. 88-13 § 1, 1988; Ord. 87-2, 1987; Ord. 85-33 § 1, 1985; Ord. B-269 § 1, 1983; Ord. B-246 § 1, 1982; Ord. B-199 §§ 1, 2, 1981; Ord. B-7 § 1, 1973; Ord. A-695 § 1, 1971; Ord. A-649 § 1, 1969; Ord. A-642 § 1, 1968; Ord. A-629 § 1, 1967; Ord. A-584 § 1, 1964).

Section 15. Amendment to the City Code. Section 10.32.180 of the Toppenish Municipal Code is hereby amended to read as follows:

10.32.180 - Ten-minute parking limit established where.

It is unlawful for any person to park or to leave stationary, or permit to be parked or left stationary, any vehicle owned by him or in his possession or under his control, upon the following streets, or portions of streets, within the city between the hours of 9:00 a.m. and 6:00 p.m. for a period in excess of 10 minutes:

- A. Toppenish Avenue:
 - 1. On the southeastern side thereof from the intersection thereof with West First Avenue for 100 feet from the north curblineline of West First Avenue;
 - 2. On the southeastern side thereof, the two parking spaces adjacent to address numbers 20 — 22, Toppenish Avenue, in front of the Pix Theatre;
 - 3. On the west side of South Toppenish Avenue (South of West First Avenue), the two parking spaces adjacent to address number 213 South Toppenish Avenue, in front of the Liberty Theatre;
 - 4. On the west side of South Toppenish Avenue, the two parking spaces adjacent to 323 South Toppenish Avenue;
- B. South Alder Street: On the southeastern side thereof from the intersection thereof with Jefferson Avenue to the line common to Lots 14 and 15, Block 3, Gilbert's Addition to Toppenish;

- C. Jefferson Avenue: On the northeastern side thereof from the intersection thereof with South Alder Street to the intersection thereof with alley adjacent to post office;
 - D. South Alder Street: On the northeastern side thereof, two parking spaces adjacent to 11 South Alder;
 - E. Washington Avenue: On the southwesterly side thereof, between East Toppenish and South Alder, one parking space 25 feet northwest of the alley as designated by the police chief;
 - F. South Elm: On the northwesterly side thereof for a distance of 50 feet northeast from the northeasterly line of the intersection thereof with Madison;
 - G. West First Avenue: On the north side thereof for a distance of 80 feet east from the east line of the intersection thereof with Toppenish Avenue on the south side thereof from the intersection of West First Avenue and South Toppenish Avenue, easterly a distance of 20 feet;
 - H. West Second Avenue: On the south side thereof from the west boundary of the fire ~~department-district~~ grounds, which is the fence, thence west a distance of 44 feet;
 - I. West Second Avenue: On the south side thereof from the west edge of the alley running north and south between South Alder Street and South Toppenish Avenue thence west a distance of 80 feet, being the portion of West Second Avenue adjacent to 210 West Second Avenue.
- (Ord. 91-14 § 1, 1991; Ord. 86-13 § 1, 1986; Ord. B-330 § 2, 1984; Ord. B-269 § 3, 1983; Ord. B-246 § 3, 1982; Ord. A-594 § 2, 1965; Ord. A-584 § 5, 1964).

Section 16. Amendment to the City Code. Section 10.34.020 of the Toppenish Municipal Code is hereby amended to read as follows:

10.34.020 - Disabled persons parking spaces, where.

Disabled persons parking spaces shall be located on the following streets, or portions of the streets, within the city:

- A. The south side of West Second Avenue from a point which is 61 feet west of the west boundary fence of the fire ~~department-district~~ grounds, thence westerly to a point which is 81 feet west of the west boundary fence of the fire ~~department-district~~ grounds.

(Ord. B-269 § 4, 1983).

Section 17. Amendment to the City Code. Section 12.08.060 of the Toppenish Municipal Code is hereby amended to read as follows:

12.08.060 - Storage of building material in street — Permit required — Conditions.

The superintendent of streets is authorized and empowered to grant permits in his discretion to such persons as may apply therefor to use, occupy and obstruct such portion not exceeding one-third in width of any street or alley around the lot on which the building is located for depositing building material during the construction of any building. Such permit is to be on the condition that a passageway for pedestrians shall at all times be kept around such excavation or building site; provided, that within the city ~~fire~~ limits such passageway shall be at least four feet wide and shall, as soon as the excavation shall have been completed, be maintained over and along the sidewalk space. Such way shall

extend from the permanent sidewalks abutting upon the lots adjoining the lots upon which such building is being erected, and shall be constructed of two-inch plank laid lengthwise upon good and sufficient supports laid not more than three feet apart. The respective ends of said passageway shall be laid even with the sidewalk to which the same are attached and shall have erected on each side thereof a barrier or railing sufficient to prevent accidents by falling off the same. Whenever in the course of the construction of said building, work shall have been commenced upon the second story thereof, such way must be covered over its entire width and breadth, at a height of not less than 10 feet, with two-inch plank resting upon strong supporting joists well fastened and braced to strong posts on both sides. (Ord. A-425 § 5, 1954).

Section 18. Amendment to the City Code. Section 12.08.070 of the Toppenish Municipal Code is hereby amended to read as follows:

12.08.070 - Notice required when — Liability for damages.

Before doing any of the acts authorized by said permit, written notice thereof must be given to the chief of the ~~fire-police~~ department, who shall also be notified of the completion of the act or acts allowed under such permit when the public street, alley, sidewalk, highway or other public place affected thereby has been placed in the condition required by this chapter. Immediately upon the completion of the act or acts allowed under such permit required by this chapter, written notice thereof shall also be given to the superintendent. Any delay in giving such written notice after the completion of said work shall render the applicant for said permit liable for all damages done or suffered by the city, or any person, firm or corporation, by such delay. (Ord. A-425 § 3, 1954).

Section 19. Amendment to the City Code. Section 15.05.010 of the Toppenish Municipal Code is hereby amended to read as follows:

15.05.010 - Permit — Required.

No person or persons, firm or corporation shall move, relocate or remove any part of a building along or across any street, alley or other public property within the city without first obtaining a moving permit from the building official as set forth in TMC 15.05.020.

- A. Permits are required for all structures over eight feet in width or, when loaded on a truck, eight feet six inches in width as required by Chapter 252-24 WAC.
- B. The moving of structures in the city shall comply with all requirements of the Toppenish Municipal Code, including but not limited to the zoning ordinance, and requirements or regulations of the police department, ~~the fire department~~, and the public works department, and all applicable state laws.

(Ord. 2004-6 § 1, 2004).

Section 20. Amendment to the City Code. Section 15.10.036 of the Toppenish Municipal Code is hereby amended to read as follows:

15.10.036 - Prohibited signs.

The following signs are prohibited:

- A. Temporary door and window signs not related to business activities, except signs advertising community events, such as Mural Society, Chamber of Commerce, local service club, and Rodeo Association fund-raising activities.
 - B. Digital signs in doors and windows, such as electronic message boards and signs that flash or strobe, except "open" and "closed" signs that are no larger than one foot by two feet in overall size.
 - C. Interactive signs, other than those used for public safety as determined by the building official, public works director, or police chief ~~or fire chief~~.
 - D. Animated signs.
 - E. Flashing signs.
 - F. Electronic message center signs, except those that are part of and within a permitted sign and meet all of the following requirements:
 - 1. Size does not exceed 40 percent of the area of the sign of which it is a part;
 - 2. Does not display moving images; provided, that static images may be changed up to twice in any 24-hour period; and provided further, that the numerals in time and temperature displays may change from moment to moment as their accuracy may require;
 - 3. Is factory preset to limit brightness levels to 5,000 nits or less during daylight hours and 500 nits between dusk and dawn;
 - 4. Includes an ambient light meter to automatically dim the sign to 500 nits or less between dusk and dawn;
 - 5. Is certified by the manufacturer to have brightness levels that fall within the nit limitations specified above.
 - G. Strobe lights.
 - H. Banners on display for more than 90 days, and banners that are out of date or torn, ragged, or dilapidated.
 - I. Projection signs not designed by a structural engineer and not approved by the planning commission.
 - J. Temporary window and door signs which exceed 33 percent of the surface area of the windows on which they are displayed. Exception: "open" and "closed" signs that are no larger than one foot by two feet in overall size.
 - K. Billboards.
 - L. Abandoned signs.
- (Ord. 2011-10 § 2, 2011; Ord. 2010-4, 2010).

Section 21. Amendment to the City Code. Section 16.12.025 of the Toppenish Municipal Code is hereby amended to read as follows:

16.12.025 - Short plat contents.

The short plat shall be clearly and legibly delineated upon tracing cloth of good quality polyester film .003 inch thick or a direct positive photographic reproducible polyester .003 inch thick. All lines, letters, figures, certificates, acknowledgments and signatures shall be made in black waterproof acetate ink of good quality (Pelikan T or equal) except that affidavits, certificates and acknowledgments may be stamped or printed upon the plat with black nonsmearing opaque ink. The map shall be to a suitable

and appropriate scale, not less than one inch to 100 feet, or as approved by the administrator. The map shall be 18 inches by 24 inches. It shall show:

- A. The entire lot or parcel constituting the applicant's land;
- B. The taxation parcel number or numbers as assigned to the land proposed to be divided by the Yakima County assessor;
- C. The names or recording numbers of all contiguous subdivisions or short subdivisions;
- D. Lot corners and lines marking the division of the land into four or less lots;
- E. Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
- F. Location of any roads, rights-of-way or easements proposed to serve the short plat with a clear designation of their purpose and nature, including whether they will be private or dedicated public roads, rights-of-way or easements:
 1. Right-of-way for public roads of a minimum width of 50 feet shall be dedicated if the short subdivision contains two or more lots which are contiguous to:
 - a. An existing subdivision where partial street right-of-way has been dedicated, or
 - b. An existing partial right-of-way deeded for public road purposes, or
 - c. A location where an ordinance, or long-range road program, or comprehensive plan indicates the need for a future road or street.
 2. Right-of-way for all private roads, whether existing or proposed, shall be of a width to be determined by the administrator, of not less than 30 feet nor more than that required for regular plats;
- G. North arrow and scale;
- H. The acknowledged signatures of all fee simple owners and other parties having an interest in the lands being subdivided, as well as the acknowledged signatures of all owners of property over which access or utility easements pass, unless such easements are previously or simultaneously recorded by separate instrument in the county auditor's office, certifying the following:
 1. In the case of a short subdivision not containing a dedication:
 - a. A full and correct legal description of the land to be divided as it appears on the short plat;
 - b. A statement of free consent to substantially the following form, the reference to easements to be omitted where not applicable:

Know all men by these presents that the undersigned are the fee simple owners of the land hereon described; have with their free consent and in accordance with their desires caused the same to be surveyed and short platted as shown hereon; and do hereby grant and reserve the easements as shown hereon for the uses indicated hereon.

(Name)

(Name)

2. In the case of a short subdivision containing a required dedication:
- A full and correct legal description of the land to be divided as it appears on the short plat;
 - A statement of free consent and waiver of claims for damages in substantially the following form:

DEDICATION AND WAIVER OF CLAIMS

Know all men by these presents that the undersigned are the owners and all other parties having any interest in the land hereon described; have with their free consent and in accordance with their desires caused the same to be surveyed and short platted as shown hereon; do hereby dedicate these roads and/or rights-of-way shown as public dedications hereon to the use of the public; do hereby waive on behalf of themselves and their successors in interest all claims for damages against the City of Toppenish, and any other governmental authority, which may be occasioned to the land by the established construction, drainage and maintenance of said dedicated roads and/or rights-of-way; and do hereby grant and reserve the easements as shown hereon for the uses indicated.

(Name)

(Name)

3. If an offer to dedication includes, or is required to include, a waiver of direct access to any street from any property, the appropriate certificate shall additionally recite such waiver;
- I. A certificate by a surveyor certifying to the accuracy of the survey and short plat in substantially the following form:
- I, the undersigned, Professional Land Surveyor, do hereby certify that the short plat as shown is based upon an actual survey in accordance with the requirements of the Survey Recording Act, that the distances, courses and angles are shown hereon correctly, and that the monuments and lot corners have been set on the ground as shown hereon.

Surveyor's Signature, Seal and Number

Dated this ____ day of _____, 19__.

- J. County treasurer's office certificate in substantially the following form:
- I hereby certify that all chargeable regular and special assessments collectible by this office that are due and owing on the property described hereon on the date of this certification have been paid.

Dated this ____ day of _____, 19__.

By: _____
Yakima County Treasurer's Office

- K. If the short plat lies wholly or in part in an irrigation district, a statement evidencing irrigation water right-of-way in substantially the following form:

The property described hereon is wholly, or in part, within the boundaries of the _____ Irrigation District and all lots within the short plat are subject to the terms, conditions, reservations and obligations in the present and future concerning irrigation water rights-of-way and easements as may be imposed by said district in accordance with the law.

By: _____
Signature and title

Dated this _____ day of _____, 19____.

- L. Spaces for approval by the administrator, director of public works and ~~fire~~-police chief.
(Ord. 86-26 § 2, 1986).

Section 22. Amendment to the City Code. Section 16.16.045 of the Toppenish Municipal Code is hereby amended to read as follows:

16.16.045 - Review by affected agencies and departments.

Upon the filing of an application for a subdivision with the office of the city manager, the administrator shall supply a copy of the preliminary plat for their review and comment to: the city ~~fire~~-police and public works departments; appropriate private utilities; affected irrigation districts; where a state highway is involved, to the Washington State Department of Transportation; and where flood control considerations are involved, to the U.S. Army Corps of Engineers and/or Bureau of Reclamation.

- A. Amendments The administrator shall review the preliminary plat and the responses received from the above agencies.
- B. If other agencies require permits for the proposed action, copies of those permits shall be submitted at this time.
- C. The administrator together with appropriate governmental agencies shall review the submitted preliminary subdivision plat for completeness. If the plat does not meet the requirements of these regulations, the administrator shall notify the applicant by letter stating the additional information needed. If after 10 days of the date of mailing, exclusive of Saturdays, Sundays, and official holidays, the additional information is not submitted, the officer shall place the preliminary plat on the agenda of the planning commission with a recommendation for disapproval.
(Ord. 86-26 § 2, 1986).

Section 23. Amendment to the City Code. Section 16.16.090 of the Toppenish Municipal Code is hereby amended to read as follows:

16.16.090 - Final plat — Requirements.

Each final plat submitted for approval shall be clearly and legibly delineated upon tracing cloth of good quality polyester film .003 inch thick or a direct positive photographic reproducible polyester .003 inch thick. All lines, letters, figures, certificates and acknowledgments and signatures shall be made in black waterproof acetate ink of good quality (Pelikan T or equal) except that affidavits, certificates and acknowledgments may be stamped or printed upon the plat with black nonsmearing opaque ink. The map shall be to a suitable and appropriate scale, not to exceed one inch equals 100 feet. The map shall be 18-inch by 24-inch. It shall show:

- A. Date, north arrow and scale;
- B. Name of the subdivision;
- C. Accurate and complete legal description of the subdivision;
- D. The location of lines delineating the intermediate regional flood (100-year flood) and the floodway within it, if delineated, such lines being vertically located to an accuracy of plus or minus one foot;
- E. Boundary lines of the subdivision; of the proposed lots therein; of the rights-of-way for any streets, highways, roads, easements or other uses; and of dedications; all to be indicated by accurate dimensions, bearing or deflection angles, and radii, arcs, and central angles of all curves;
- F. Notation and description of any protective improvements or dedications required by the city council or otherwise provided for;
- G. Reference by name to any recorded subdivision or short subdivision adjoining the subdivision;
- H. Name and right-of-way width of each street or other right-of-way;
- I. Location, dimensions, and purpose of any easements;
- J. Number to identify each lot and block;
- K. Purpose of which sites, other than residential lots, are dedicated or reserved;
- L. Plats filed for the purpose of reverting subdivided land to acreage shall be conspicuously marked by the title "The purpose of this plat is a reversion to acreage";
- M. Certificate by the surveyor certifying to the accuracy of the survey and plat in substantially the following form:
I, _____, a Professional Land Surveyor, do hereby certify that the plat of _____ is based upon an actual survey of the property herein described and that the distances, courses, and angles are shown thereon correctly and that monuments and lot corners have been set on the grounds as shown on the plat.

(Surveyor's signature and seal)

- N. Acknowledged certificate of free consent executed by all parties having any interest in the lands being subdivided as shown by a current title report, and also, in the case of plats containing a dedication of roads, streets, or other areas, the dedication, waiver of claims for damages, and, if required, a waiver of direct

access, all pursuant to RCW 58.17.165 and in a form substantially the same as specified by TMC 16.12.025(H);

- O. A statement evidencing irrigation water rights-of-way if the subdivision lies wholly or in part in an irrigation district;
- P. Dedication by the owner of streets, rights-of-way, easements, and any sites for private, semiprivate, or public use;
- Q. The signature of the director of public works and ~~fire-police~~ chief or designees;
- R. The signature of the city engineer or other licensed engineer acting on behalf of the city;
- S. The signature of the administrator which shall certify that the final plat conforms with the conditions of approval for the preliminary plat of the subdivision;
- T. A space for the signature of the mayor whose signatures shall evidence the approval of the final plat by the city council.

(Ord. 86-26 § 2, 1986).

Section 24. Amendment to the City Code. Section 17.16.060 of the Toppenish Municipal Code is hereby amended to read as follows:

17.16.060 - Issuance of zoning certificates.

- A. Zoning certificates may be issued if the zoning administrator and the police chief, or their respective designees, determine that the proposed use or building is an allowed use, and conforms to all the applicable development and use standards. An approved zoning certificate may include conditions as a record of the proposal's conformity with the applicable regulations of this title.
- B. If the construction of a building or structure or the use established is contrary to the description or illustration in the approved zoning certificate so as to either violate any provision of this title or require additional permits, then the zoning certificate shall be deemed null and void.

(Ord. 2019-16 § 1, 2019).

Section 25. Authorization of Administrative Deletion, Repeal or Amendment.

With the deletion of the City of Toppenish Fire Department and the limited future application of the **Volunteer Firefighters Relief and Pensions** program, established pursuant to Chapter 41.24 of the Revised Code of Washington (RCW), and included in Chapter 2.45 of the Toppenish Municipal Code (TMC); and the limited future application of the **Firefighters' Pension Fund** established pursuant to RCW Sections 41.16.050 and 41.16.060 41.24, and included in Section 3.19.090 TMC; and the limited future application of the **Volunteer Firefighters' Pension Fund** established pursuant to Chapter 41.24 of the Revised Code of Washington (RCW), and included in Section 3.19.100 TMC, the City Manager, in consultation with the Finance Director and the City Clerk, shall have the authority to delete, repeal or amend these provisions from the City Code when it is determined that Chapter 2.45 TMC and/or Sections 3.19.090 and 3.19.100 TMC are no longer needed or no longer needed in their current form.

Section 26. Corrections. The City Clerk is authorized to make necessary corrections to this Ordinance, including, but not limited to, the correction of scrivener's/clerical errors,

references, Ordinance numbering, section/subsection numbering and any references thereto.

Section 27. 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 28. Effective Date. This Ordinance shall become effective five (5) days after publication of a summary thereof.

PASSED by the Toppenish City Council at its regular meeting held on the ____ day of _____, 2026.

ELPIDIA SAAVERDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

DANIEL B. HEID, City Attorney

Meeting Date: July 27, 2026

Subject: AB 26-66: [Proposed] Resolution No. 2026-35 West 1st Avenue and South Toppenish Construction Award.

Attachments:

1. 2026-07-09 - 25041 - RECAward
2. Resolution No. 2026-35 West 1st Avenue and South Toppenish Construction Award Final
3. 2026-07-09 - 25041 - Bid Summary Exhibit A

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

**Approved for
Agenda By:** Adam Vaughn, Interim City Manager

Discussion:

The City of Toppenish (City) is currently undergoing efforts to reconstruct the intersection of W 1st Avenue and S Toppenish Avenue with improvements such as bulb outs, new lighting, ADA ramps, ADA crossings, etc. HLA Engineering and Land Surveying Inc. (HLA) has provided engineering plan development services and is currently undergoing project engineering services for the City. On July 9, 2026, HLA and the City conducted a public bid opening in which we received multiple bid submittals with the lower bidder being Interwest Construction, Inc. (ICI) with a bid of \$1,152,129.84. The engineer's estimate for the project is \$1,355,656.88, making ICI's bid submittal approximately 15% below the initial estimate. Given that ICI is the low bid, and after review of the submitted documents, has been determined to be a complete and acceptable bid, it is City staff's and HLA's recommendation to award the construction contract to ICI.

Fiscal Impact:

The improvements will be paid primarily using Transportation Improvement Board (TIB) grant funding, the City would be required to pay for approximately 21% of the project, or \$239,913.00.

Recommendation:

Approve Resolution No. 2026-35, awarding the West 1st Avenue and South Toppenish intersection improvements project to Interwest Construction, Inc.

Alternatives:



July 9, 2026

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

Attn: Elpidia Saavedra, Mayor

Re: City of Toppenish
S. Toppenish Avenue and W. First Avenue Improvements
TIB Project No. C-E-178(004)-1
HLA Project No. 25041
Recommendation of Award

Dear Mayor Saavedra:

The bid opening for the above-referenced project was held at City of Toppenish City Hall at 11:00 a.m. on Thursday, July 9, 2026. A total of four (4) bids were received with the low bid of \$1,152,129.84, being offered by Interwest Construction, Inc., of Burlington, Washington. This low bid is approximately fifteen (15%) percent below the Engineer's Estimate of \$1,355,656.88.

We have reviewed and checked the bid proposals of all bidders and recommend the City of Toppenish award a construction contract to Interwest Construction, Inc., in the amount of \$1,152,129.84, contingent on TIB approval. Please send us a copy of the City of Toppenish Council meeting minutes authorizing the award of this project.

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

Sincerely,

Michael R. Heit, PE

MRH/jms

Enclosures

Copy: Andrew Hattori, Dan Ford (City of Toppenish)
Taylor Denny, Angie Ringer, Marla Meza (HLA)

RESOLUTION NO. 2026-35

**A RESOLUTION OF THE CITY OF TOPPENISH,
WASHINGTON, APPROVING AND ACCEPTING A
BID/QUOTE FROM INTERWEST CONSTRUCTION INC. FOR
THE CONSTRUCTION OF THE INTERSECTION OF WEST
1ST AVENUE AND SOUTH TOPPENISH PROJECT**

WHEREAS, the City of Toppenish is in need of construction work for the reconstruction of the intersection of West 1st Avenue and South Toppenish Avenue; and

WHEREAS, the City conducted a bidding process for such construction work which included a bid opening for potential General Contractors on July 9, 2026; and

WHEREAS, Interwest Construction Inc. (ICI) submitted the lowest bid for the work at \$1,521,129.84, a copy of the bid summary is attached hereto, marked as Exhibit "A" and incorporated herein by this reference; and

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

WHEREAS, the City Council finds that it is in the best interest of the City to accept the bid of said contractor and enter into a contract with ICI for the general contracting services for the reconstruction of the intersection of the West 1st Avenue and South Toppenish Avenue Project.

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

Section 1. Approval: The Construction bid/quote of \$1,152,129.84 from Interwest Construction Inc. for the reconstruction of the intersection of West 1st Avenue and South Toppenish Avenue is approved and accepted by the City of Toppenish, and the City Manager is authorized to execute appropriate documents and contracts reflective thereof.

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

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

PASSED by the Toppenish City Council at its regular meeting held on the 27th day of July, 2026.

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

DANIEL B. HEID, City Attorney

Exhibit "A"

BID SUMMARY						BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		
Contracting Agency: City of Toppenish Project: S. Toppenish Avenue and W. First Avenue Improvements HLA Project No. 25041 TIB Project No. C-E-178(004)-1 Bid Opening Date: July 9, 2026						Interwest Construction, Inc. 609 North Hill Blvd Burlington, WA 98233		Selland Construction, Inc. P.O. Box 119 Wenatchee, WA 98807-0119		Nelson Construction Corp P.O. Box 794 Walla Walla, WA 99362		
ITEM NO.	SCH.	DESCRIPTION	QTY.	UNIT	ENGINEER'S ESTIMATE		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
					UNIT PRICE	AMOUNT						
1	A	Minor Change	Est.	FA	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
2	A	Mobilization	—	LS	\$ 100,000.00	\$ 100,000.00	\$ 97,000.00	\$ 97,000.00	\$ 60,000.00	\$ 60,000.00	\$ 80,000.00	\$ 80,000.00
3	A	Project Temporary Traffic Control	—	LS	\$ 75,000.00	\$ 75,000.00	\$ 40,000.00	\$ 40,000.00	\$ 25,000.00	\$ 25,000.00	\$ 45,000.00	\$ 45,000.00
4	A	Removal of Structures and Obstructions	—	LS	\$ 50,000.00	\$ 50,000.00	\$ 17,000.00	\$ 17,000.00	\$ 13,000.00	\$ 13,000.00	\$ 25,000.00	\$ 25,000.00
5	A	Unclassified Excavation Incl. Haul	800	CY	\$ 50.00	\$ 40,000.00	\$ 37.00	\$ 29,600.00	\$ 76.00	\$ 60,800.00	\$ 80.00	\$ 64,000.00
6	A	Crushed Surfacing Base Course	500	TON	\$ 50.00	\$ 25,000.00	\$ 34.00	\$ 17,000.00	\$ 45.00	\$ 22,500.00	\$ 45.00	\$ 22,500.00
7	A	Crushed Surfacing Top Course	170	TON	\$ 55.00	\$ 9,350.00	\$ 45.00	\$ 7,650.00	\$ 83.00	\$ 14,110.00	\$ 75.00	\$ 12,750.00
8	A	HMA Cl. 1/2-Inch PG 64H-28	350	TON	\$ 200.00	\$ 70,000.00	\$ 173.00	\$ 60,550.00	\$ 175.00	\$ 61,250.00	\$ 155.00	\$ 54,250.00
9	A	Storm Sewer Pipe 12 In. Diam.	250	LF	\$ 80.00	\$ 20,000.00	\$ 63.00	\$ 15,750.00	\$ 95.00	\$ 23,750.00	\$ 105.00	\$ 26,250.00
10	A	Underdrain Pipe Infiltration Trench System 12 In. Diam.	80	LF	\$ 250.00	\$ 20,000.00	\$ 364.00	\$ 29,120.00	\$ 500.00	\$ 40,000.00	\$ 340.00	\$ 27,200.00
11	A	Catch Basin Type 2 48 In. Diam.	4	EA	\$ 5,000.00	\$ 20,000.00	\$ 4,050.00	\$ 16,200.00	\$ 5,300.00	\$ 21,200.00	\$ 7,900.00	\$ 31,600.00
12	A	Catch Basin Type 1	10	EA	\$ 3,000.00	\$ 30,000.00	\$ 2,150.00	\$ 21,500.00	\$ 2,400.00	\$ 24,000.00	\$ 2,600.00	\$ 26,000.00
13	A	Shoring or Extra Excavation	290	LF	\$ 2.00	\$ 580.00	\$ 3.00	\$ 870.00	\$ 1.00	\$ 290.00	\$ 1.00	\$ 290.00
14	A	Select Backfill, as Directed	80	CY	\$ 50.00	\$ 4,000.00	\$ 41.00	\$ 3,280.00	\$ 73.00	\$ 5,840.00	\$ 60.00	\$ 4,800.00
15	A	Erosion Control and Water Pollution Prevention	Est.	FA	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
16	A	Landscape Restoration	Est.	FA	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
17	A	Cement Conc. Traffic Curb and Gutter	620	LF	\$ 40.00	\$ 24,800.00	\$ 44.00	\$ 27,280.00	\$ 52.00	\$ 32,240.00	\$ 40.00	\$ 24,800.00
18	A	Monument Case and Cover	1	EA	\$ 1,500.00	\$ 1,500.00	\$ 665.00	\$ 665.00	\$ 1,100.00	\$ 1,100.00	\$ 920.00	\$ 920.00
19	A	Cement Conc. Sidewalk 4-Inch Thick Patterned	1,100	SY	\$ 120.00	\$ 132,000.00	\$ 68.25	\$ 75,075.00	\$ 77.00	\$ 84,700.00	\$ 115.00	\$ 126,500.00
20	A	Cement Conc. Curb Ramp	9	EA	\$ 4,000.00	\$ 36,000.00	\$ 2,230.00	\$ 20,070.00	\$ 2,300.00	\$ 20,700.00	\$ 2,070.00	\$ 18,630.00
21	A	Adjust Junction Box	9	EA	\$ 500.00	\$ 4,500.00	\$ 1,100.00	\$ 9,900.00	\$ 1,000.00	\$ 9,000.00	\$ 1,260.00	\$ 11,340.00
22	A	Traffic Signal System, Complete	—	LS	\$ 500,000.00	\$ 500,000.00	\$ 465,000.00	\$ 465,000.00	\$ 550,000.00	\$ 550,000.00	\$ 550,000.00	\$ 550,000.00
23	A	Permanent Signing	—	LS	\$ 5,000.00	\$ 5,000.00	\$ 3,980.00	\$ 3,980.00	\$ 4,000.00	\$ 4,000.00	\$ 3,650.00	\$ 3,650.00
24	A	Pavement Markings	—	LS	\$ 7,500.00	\$ 7,500.00	\$ 6,550.00	\$ 6,550.00	\$ 7,000.00	\$ 7,000.00	\$ 6,000.00	\$ 6,000.00
25	B	Minor Change	Est.	FA	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
26	B	Mobilization	—	LS	\$ 10,000.00	\$ 10,000.00	\$ 14,000.00	\$ 14,000.00	\$ 4,100.00	\$ 4,100.00	\$ 500.00	\$ 500.00
27	B	Project Temporary Traffic Control	—	LS	\$ 10,000.00	\$ 10,000.00	\$ 16,000.00	\$ 16,000.00	\$ 10,000.00	\$ 10,000.00	\$ 500.00	\$ 500.00
28	B	Shoring or Extra Excavation	405	LF	\$ 2.00	\$ 810.00	\$ 3.00	\$ 1,215.00	\$ 1.00	\$ 405.00	\$ 1.00	\$ 405.00
29	B	Select Backfill, as Directed	270	CY	\$ 50.00	\$ 13,500.00	\$ 41.00	\$ 11,070.00	\$ 71.00	\$ 19,170.00	\$ 60.00	\$ 16,200.00
30	B	PVC Pipe for Water Main 12 In. Diam.	310	LF	\$ 170.00	\$ 52,700.00	\$ 165.00	\$ 51,150.00	\$ 190.00	\$ 58,900.00	\$ 180.00	\$ 55,800.00
31	B	PVC Pipe for Water Main 8 In. Diam.	20	LF	\$ 200.00	\$ 4,000.00	\$ 222.50	\$ 4,450.00	\$ 450.00	\$ 9,000.00	\$ 240.00	\$ 4,800.00
32	B	D.I. Pipe for Water Main 6 In. Diam.	8	LF	\$ 300.00	\$ 2,400.00	\$ 433.75	\$ 3,470.00	\$ 470.00	\$ 3,760.00	\$ 585.00	\$ 4,680.00
33	B	PVC Pipe for Water Main 4 In. Diam.	32	LF	\$ 100.00	\$ 3,200.00	\$ 192.00	\$ 6,144.00	\$ 280.00	\$ 8,960.00	\$ 210.00	\$ 6,720.00
34	B	Butterfly Valve 12 In.	3	EA	\$ 5,000.00	\$ 15,000.00	\$ 4,275.00	\$ 12,825.00	\$ 5,400.00	\$ 16,200.00	\$ 4,900.00	\$ 14,700.00
35	B	Gate Valve 8 In.	1	EA	\$ 2,750.00	\$ 2,750.00	\$ 2,975.00	\$ 2,975.00	\$ 3,900.00	\$ 3,900.00	\$ 3,500.00	\$ 3,500.00
36	B	Gate Valve 6 In.	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 2,250.00	\$ 2,250.00	\$ 3,000.00	\$ 3,000.00	\$ 2,800.00	\$ 2,800.00
37	B	Gate Valve 4 In.	1	EA	\$ 2,000.00	\$ 2,000.00	\$ 1,775.00	\$ 1,775.00	\$ 2,400.00	\$ 2,400.00	\$ 2,470.00	\$ 2,470.00
38	B	Abandon Valve Box	5	EA	\$ 500.00	\$ 2,500.00	\$ 210.00	\$ 1,050.00	\$ 220.00	\$ 1,100.00	\$ 470.00	\$ 2,350.00
39	B	Service Connection 1 In. Diam.	4	EA	\$ 2,000.00	\$ 8,000.00	\$ 1,900.00	\$ 7,600.00	\$ 2,800.00	\$ 11,200.00	\$ 6,840.00	\$ 27,360.00

BID SUMMARY						BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		
Contracting Agency: City of Toppenish Project: S. Toppenish Avenue and W. First Avenue Improvements HLA Project No. 25041 TIB Project No. C-E-178(004)-1 Bid Opening Date: July 9, 2026						Interwest Construction, Inc. 609 North Hill Blvd Burlington, WA 98233		Selland Construction, Inc. P.O. Box 119 Wenatchee, WA 98807-0119		Nelson Construction Corp P.O. Box 794 Walla Walla, WA 99362		
ITEM NO.	SCH.	DESCRIPTION	QTY.	UNIT	ENGINEER'S ESTIMATE		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
					UNIT PRICE	AMOUNT						
SCHEDULE A - TOTAL						\$ 1,204,730.00		\$ 994,040.00		\$ 1,110,480.00		\$ 1,191,480.00
Schedule B Bid Subtotal						\$ 139,360.00		\$ 145,974.00		\$ 162,095.00		\$ 152,785.00
8.3% Sales Tax - Schedule B						\$ 11,566.88		\$ 12,115.84		\$ 13,453.89		\$ 12,681.16
SCHEDULE B - TOTAL						\$ 150,926.88		\$ 158,089.84		\$ 175,548.89		\$ 165,466.16
BID TOTAL						\$ 1,355,656.88		\$ 1,152,129.84		\$ 1,286,028.89		\$ 1,356,946.16
ENGINEER'S REPORT						ADDITIONAL BID TOTALS						
Competitive bids were opened July 9, 2026. All bids have been reviewed by this office. We recommend the contract be awarded to: Interwest Construction, Inc.  Digitally signed by Michael R Heit Date: 2026.07.09 17:26:28-07'00' Project Engineer _____ Date _____ 						BIDDER		BID TOTAL				
						Western United Civil Group LLC		\$ 1,604,185.37				
*Bid results can be found at: hlacivil.com						*Highlighted amounts have been corrected.						

Meeting Date: July 27, 2026

Subject: AB 26-67: [Proposed] Resolution No. 2026-36 Wastewater Treatment Plant Design Services Award.

Attachments: 1. Resolution No. 2026-36 WWTP Design Services Award Final
2. HLA Statement of Qualifications Exhibit A

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

Approved for Adam Vaughn, Interim City Manager

Agenda By:

Discussion:

The City of Toppenish (City) applied for, and recieved, grant funding through the Department of Ecology (Ecology) Water Quality Combined Financial Assistance program for Wastewater Treatment Plant (WWTP) for design work related to WWTP operations. The intention of the funding is to design the necessary improvements to replace inoperable and aging equipment and upgrade infrastructure to improve solids handling and treatment processes to improve our operation efficiancy and meet and maintain compliance with our National Pollutant Discharge Elimination System (NPDES) permit requirements.

After obtaining the funding from Ecology, the City issued a Request for Qualifications to complete the design work and received a responsive Statement of Qualifications (SOQ) from HLA Engineering and Land Surveying, Inc. (HLA). Staff reviewed the submitted SOQ and has determined that they meet our needs for this work and have a significant amount of background in the operations of our WWTP and its infrastructure. Given this information it is staff's recommendation to award this work to HLA and enter into a contract with them for WWTP design services.

Fiscal Impact:

The City was awarded a 50% Grant 50% Loan for this work through the Department of Ecology's Water Quality Combined Financial Assistance program. The estimated cost of the design work is \$1.4 million total.

Recommendation:

Approve Resolution No. 2026-66, awarding the design work for the Toppenish Wastewater Treatment Plant to HLA Engineering and Land Surveying, and authorizing the City Manager to enter into a contract for said work.

Alternatives:

RESOLUTION NO. 2026-36

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TOPPENISH, WASHINGTON, APPROVING A LOCAL
AGENCY CONSULTANT AGREEMENT WITH HLA
ENGINEERING AND LAND SURVEYING, INC. FOR THE WASTEWATER
TREATMENT PLANT DESIGN WORK AND IMPROVEMENTS PROJECT**

WHEREAS, the City of Toppenish received grant funding through the Department of Ecology for the Wastewater Treatment Plant for the design work; and

WHEREAS, the City issued a request for qualifications for the Wastewater Treatment Plant design work, and HLA Engineering and Land Surveying, Inc. (HLA) submitted a sufficient proposal, a copy of which is attached hereto, marked as Exhibit "A" and incorporated herein by this reference; and

WHEREAS, HLA will provide the needed design work for the Wastewater Treatment plant project; and

WHEREAS, the Toppenish City Council finds it is in the best interest of the City to approve the agreement to maintain project continuity and support completion of the project.

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

Section 1. Approval: The Local Agency Consultant Agreement with HLA Engineering and Land Surveying, Inc. for the Wastewater Treatment plant design work and improvements project is hereby accepted and approved by the City of Toppenish and the City Manager is authorized and directed to execute appropriate documents on behalf of the City.

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

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

PASSED by the Toppenish City Council at its regular meeting held on July 27, 2026.

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

DANIEL B. HEID, City Attorney

Exhibit "A"

PROFESSIONAL ENGINEERING SERVICES

Wastewater Treatment Facilities Design

CITY OF
TOPPENISH



June 10, 2026

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

Attn: Andrew Hattori
Community Infrastructure and Development Director

Re: Wastewater Treatment Facilities Design and User Rate Increase Study

Dear Andrew and Members of the Selection Committee:

HLA Engineering and Land Surveying, Inc. (HLA), is pleased to submit this Statement of Qualifications to provide professional engineering services for the City of Toppenish's Wastewater Treatment Facilities Design and User Rate Increase Study. HLA has served the City of Toppenish for many years and is uniquely positioned to assist with this important project. Our team is currently supporting the City with wastewater treatment facility improvements and has worked alongside City staff to address critical infrastructure needs, secure emergency funding, and advance improvements to correct system failures and extend the useful life of aging treatment facilities. Through this ongoing work, we have developed a detailed understanding of the City's treatment processes, operational challenges, regulatory requirements, and capital improvement priorities.

We understand the City's need to complete improvements throughout the wastewater treatment facility that will maintain reliable treatment system performance, address aging and failing infrastructure, improve operational efficiency, and ensure compliance with current and future wastewater discharge permit requirements. The improvements identified for this project, including sludge holding tank upgrades, grit system improvements, aeration basin modifications, secondary clarifier replacement, operations building improvements, non-potable water system improvements, and UV system upgrades, represent critical investments in the reliability and long-term performance of the facility.

Our team brings extensive experience designing and upgrading wastewater treatment facilities throughout the region. We have successfully delivered improvements involving solids handling systems, aeration basin facilities, secondary treatment processes, UV disinfection systems, treatment plant buildings, and other critical infrastructure for communities facing many of the same operational and funding challenges as Toppenish. Equally important, we understand how to design improvements within active treatment facilities where maintaining compliance and uninterrupted operations is essential.

HLA also has extensive experience delivering Department of Ecology (Ecology) funded projects and understands the environmental review, documentation, reimbursement, reporting, and funding compliance requirements necessary to successfully advance projects from planning through construction. Our familiarity with Ecology funding programs, combined with our established working relationship with City staff, will help streamline project delivery and position the City to compete for future funding opportunities as design advances.

We appreciate the opportunity to submit our qualifications and look forward to continuing our partnership with the City of Toppenish. If selected, HLA is prepared to begin work immediately and dedicate the resources necessary to meet the City's schedule and project objectives.

Sincerely,

A handwritten signature in blue ink, appearing to read "B. Annen", is written over a horizontal line.

Benjamin A. Annen, PE
President

Firm Information and Primary Point of Contact

HLA Engineering and Land Surveying, Inc. (HLA) is a multidisciplinary consulting firm providing civil engineering, land surveying, planning, funding assistance, and construction support services to public agencies throughout Washington State. Founded in 1973, HLA has more than 53 years of experience helping communities plan, fund, design, and construct critical infrastructure improvements.

HLA maintains a staff of 65 professionals, including licensed engineers, planners, land surveyors, construction administrators, inspectors, and support personnel. This diverse team allows us to provide comprehensive in-house services while maintaining the flexibility to respond to project needs as they arise. Our collaborative approach brings together engineering, environmental, survey, funding, and public outreach expertise to deliver well-coordinated projects from planning through construction.

Wastewater treatment facilities represent a core area of practice for HLA. Our team routinely assists municipalities with treatment plant planning, process evaluations, facility upgrades, solids handling improvements, pump stations, regulatory compliance, funding administration, and construction support. We understand the challenges the City of Toppenish faces in maintaining aging infrastructure, maintaining permit compliance, and advancing critical improvements while balancing operational and financial considerations. Supported by Connetix Engineering, Inc., the project team provides the specialized process, mechanical, electrical, instrumentation, and controls expertise necessary to successfully deliver this project. Connetix is currently providing electrical engineering, controls, and SCADA services for the City's Solids Handling Treatment Upgrade and WWTF Emergency Repairs projects, giving their team direct familiarity with the WWTF's electrical systems, equipment, operational requirements, and planned improvements.

Leading this team will be Rob Scott, PE, who will serve as Project Manager and primary point of contact for the City. Rob has extensive experience planning, evaluating, and designing wastewater treatment facilities and related infrastructure throughout Washington State. He will be responsible for project management, coordination and collaboration with City staff, schedule and budget oversight, and quality assurance throughout the project.

Project Understanding and Proposed Approach

HLA understands that this project represents the next phase of the City's ongoing effort to improve Wastewater Treatment Facility (WWTF) reliability, address aging infrastructure, and prepare for future regulatory and capacity needs. The proposed improvements, including upgrades to solids handling, grit removal, aeration, clarification, UV disinfection, facility infrastructure, and removal of obsolete treatment systems, target critical processes that are approaching or have exceeded their useful life. These improvements will enhance operational reliability, reduce maintenance demands, and position the City for future construction funding opportunities. HLA has extensive experience evaluating, rehabilitating, and designing treatment processes within active wastewater facilities and understands the challenges of implementing critical improvements while maintaining plant operations and permit compliance.

What differentiates HLA from other firms is our direct involvement in the events and planning efforts that led to this project. HLA is currently assisting the City with the biosolids dryer project, emergency WWTF repairs, Ecology funding administration, and evaluation of additional facility improvements through a scope amendment process. As a result, our team already understands the facility's operational challenges, recent equipment failures, funding constraints, regulatory requirements, and long-term improvement priorities. Rather than spending valuable project time becoming familiar with the facility, HLA can immediately focus on advancing practical design solutions.



Successful WWTF upgrades require more than sound engineering design. The greatest challenge is often maintaining treatment performance and permit compliance while improvements are constructed within an active facility. HLA has extensive experience developing phased implementation strategies that minimize operational risk, maintain uninterrupted operations, and accommodate critical process improvements, including upgrades to clarification systems following removal of the primary clarifier process. Recent similar experience has been implemented on wastewater treatment facility improvement projects in Grandview, Selah, and other communities throughout Central Washington.

At project initiation, HLA will review existing studies, funding documentation, recent emergency repair efforts, and operational input from City staff to confirm project priorities and establish a clear design basis. Operations building improvements will be evaluated with input from facility staff to ensure the final design supports operational efficiency, maintenance activities, equipment access, safety, and long-term facility needs. We recognize that several recommendations have evolved as emergency repairs and interim improvements have been completed, making it important to validate current and future facility needs before advancing design. This process will help ensure project resources are focused on the improvements that provide the greatest operational benefit and best position the City for future funding.

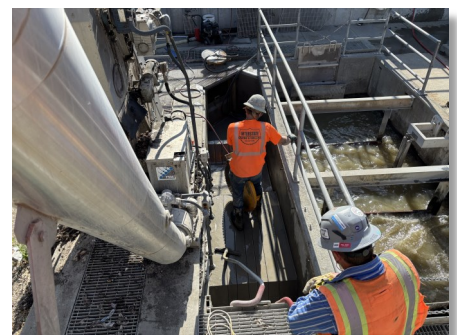
Accurate existing conditions information will be critical to project success. HLA will perform the necessary survey, utility investigations, and site evaluations to identify potential conflicts and support efficient design development. Our team will also coordinate environmental documentation requirements, including State Environmental Policy Act (SEPA), National Environmental Policy Act (NEPA), and Executive Order 21-02 compliance, while maintaining communication with funding and regulatory agencies throughout the project.

The user rate study will be developed as a supporting tool to help the City understand the financial impacts of the recommended improvements and anticipated funding obligations. Recommendations will be practical, implementable, and coordinated with the City's long-term capital improvement and funding strategies.

Throughout the project, HLA will maintain a focus on funding readiness. Based on our ongoing involvement with Ecology-funded projects and our familiarity with the City's current funding efforts, we understand the importance of advancing design in a manner that positions Toppenish to compete for future construction funding opportunities. Our goal is to deliver a practical, phased, and constructible design that addresses the City's most pressing infrastructure needs while supporting long-term operational reliability and regulatory compliance.



*City of Toppenish
Solids Handling Treatment Upgrade*



*City of Toppenish
Emergency WWTF Repairs*

Highlights

Following are highlights of HLA's experience and ability to provide outstanding service to the City of Toppenish:

Current Project Knowledge: HLA is currently assisting the City with multiple wastewater treatment facility initiatives, including the biosolids dryer project, emergency WWTF repairs, Ecology funding administration, and evaluation of future treatment facility improvements. Through this ongoing work, our team has developed a detailed understanding of the facility's operational challenges, aging infrastructure, funding considerations, and long-term improvement priorities. This familiarity allows HLA to begin work immediately with an established understanding of the issues that led to this project and the City's objectives moving forward.

Wastewater Treatment Facility Experience: For more than 30 years, HLA has assisted communities throughout Central Washington with planning, funding, design, and construction of wastewater treatment facility improvements. Our experience includes major WWTF projects for Toppenish, Selah, Grandview, Prosser, Sunnyside, Naches, Harrah, and Snoqualmie Pass Utility District, involving sludge handling systems, aeration basins, grit removal facilities, clarifiers, UV disinfection systems, treatment plant buildings, pump stations, and associated utility infrastructure. This experience has provided our team with a thorough understanding of the challenges associated with implementing improvements within active treatment facilities while maintaining operations and regulatory compliance.

Department of Ecology Funding Experience: This project is funded through Ecology programs and requires compliance with state funding requirements. HLA routinely assists communities with Ecology-funded infrastructure projects and understands the documentation, environmental review, reimbursement, reporting, and project administration requirements necessary to maintain compliance and keep projects moving forward. Our experience helps position communities to maximize available funding opportunities and maintain eligibility for future funding programs.

Availability: HLA's wastewater design team has immediate availability to begin work. Several major wastewater treatment facility projects are currently transitioning from design into construction, creating capacity within the same team proposed for this assignment. Supported by a staff of 65 professionals, HLA has the resources necessary to maintain project momentum and respond quickly to changing project needs and funding opportunities.

Professional Reputation and References: HLA has built long-standing relationships with communities throughout Washington by providing responsive service, practical solutions, and dependable project delivery. We encourage the City to contact the references included in this Statement of Qualifications to discuss our technical capabilities, communication, and commitment to helping communities successfully deliver critical infrastructure projects.

"You truly are a team to be reckoned with. We are thankful beyond words."

*- Joyce Anstett, President
Sun Country Estates
Maintenance Association*

"Thank you for your thorough work. I appreciate you and HLA being the fantastic partner that you all are."

*- Michael Eklund-Grayum
City Administrator
City of Zillah*

"Your team consistently demonstrates exceptional professionalism and excellence. We particularly value HLA's strong commitment to effectively communicating our expectations and ensuring project excellence."

*- Dr. Hilda González, Mayor
City of Granger*



Relevant Experience with Wastewater Treatment Facilities

City of Toppenish

PWB Loan and Local Funds

**Solids Handling
Treatment Upgrade**

\$2,475,570 (Approx.)

HLA is providing engineering design, funding administration, bidding support, and construction phase services for solids handling improvements at the Toppenish WWTF. The project includes installation of a new biosolids dryer system to further dewater sludge and produce Class A biosolids, reducing disposal requirements and improving long-term solids management. Improvements include construction of a new dryer building adjacent to the existing dewatering facility, installation of the pre-purchased dryer equipment, ventilation and condensate systems, control equipment, and extension of power and natural gas utilities necessary to support operation of the new process.

HLA is serving as the prime consultant and coordinating a multidisciplinary team that includes Connetix Engineering, Inc. for electrical engineering, SCADA integration, and controls support, and LSB Consulting Engineers for structural engineering services associated with the new dryer facility.

Funded through the Washington State Public Works Board, the project includes preparation of plans and specifications, engineer's estimates, bidding assistance, construction administration, and coordination of specialty disciplines to successfully integrate the new biosolids processing system into the existing treatment facility.



City of Toppenish

PWB Emergency Funds

Emergency WWTF Repairs

\$1,000,000

The City of Toppenish declared an emergency following multiple failures of critical equipment at its WWTF beginning in February 2025. To restore reliable treatment operations and maintain regulatory compliance, the City is implementing emergency improvements that include replacement of failed process equipment and rehabilitation of critical treatment infrastructure.

Improvements include installation of new piping to bypass the primary clarifier and reroute sludge flows, replacement of aerobic process blowers, replacement of the headworks screen, and coordination with electrical and controls improvements being designed by Connetix Engineering. The project will improve system reliability, address critical equipment failures, and support the City's efforts to secure emergency funding assistance for the repairs. HLA is providing project management, engineering design, and bidding assistance.



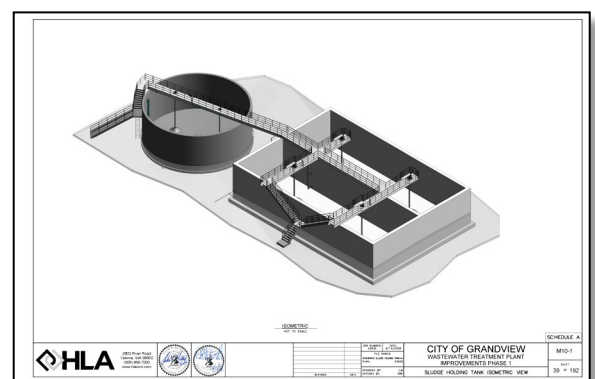
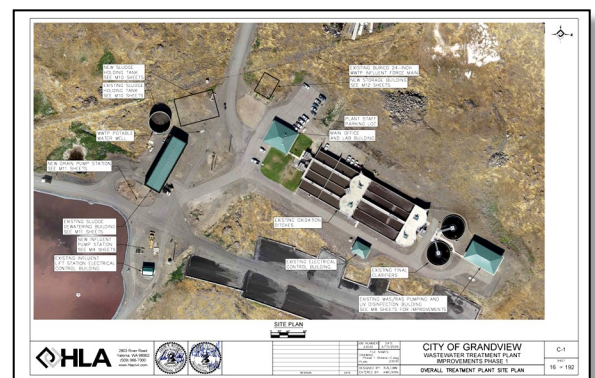
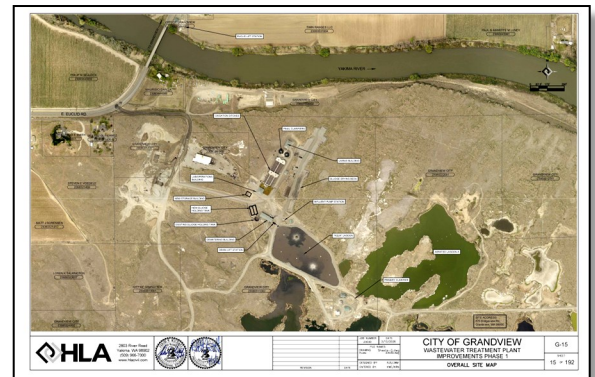
City of Grandview
Wastewater Treatment
Plant Improvements

Design (Ecology SRF and Local Funds)	\$4,510,000
Phase 1 Construction (Local and Commercial Bank Loan)	\$14,386,400
Phase 2 Construction (Funding TBD)	\$29,513,000

HLA is currently providing engineering design and construction support services for comprehensive wastewater treatment plant (WWTP) improvements for the City of Grandview. The project was initiated following groundwater investigations that identified impacts associated with historical wastewater treatment practices and led to development of a Department of Ecology-approved Facility Plan recommending replacement of existing unlined treatment lagoons. The improvements are intended to offset the loss of treatment and equalization capacity provided by the lagoons, improve system reliability, accommodate future growth, and support long-term environmental compliance. Major improvements include new headworks screening, primary and intermediate clarification facilities, influent and waste sludge pumping systems, a third biological treatment train, sludge handling and dewatering facilities, lined flow equalization lagoons, emergency power systems, storage facilities, and associated site and utility improvements.

Design was completed in March 2026 using a combination of City sewer reserve funds and Department of Ecology State Revolving Fund (SRF) financing. To align project implementation with available funding, the improvements were divided into three construction phases. Phase 1, which includes the most critical reliability and capacity improvements, was advertised for construction in April 2026. The majority of the remaining work is anticipated to be completed in Phase 2, while Phase 3 is expected to include construction of the lined equalization lagoons and associated equipment.

HLA continues to support the City through construction and funding implementation efforts and will assist with preparation of additional funding applications needed to advance future phases. This phased approach allows the City to address immediate infrastructure needs while strategically positioning the remaining improvements for future funding opportunities.



City of Selah
Wastewater Treatment
Plant Improvements

Ph. 1
Ph. 2 and 3

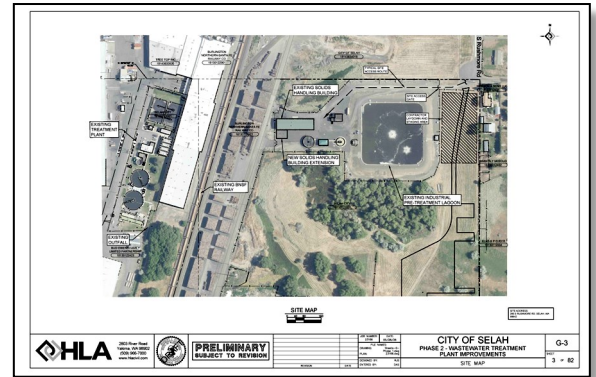
State Appropriation,
Ecology, City Sewer Fund \$4,960,000
Currently Pursuing
Construction Funding \$44,100,000

Selah operates a main wastewater treatment plant (WWTP) that receives municipal wastewater from the City of Selah and pretreated industrial wastewater from the City's industrial pretreatment facility. Treatment at the main plant is categorized as an activated sludge treatment process incorporating influent pumping, headworks screening, aeration basins, secondary clarifiers, UV disinfection, and an outfall to the Selah Ditch. Increased loadings will soon exceed the National Pollutant Discharge Elimination System (NPDES) permit limits and the aging processes and equipment have reduced treatment efficiency, resulting in risks to public health and the environment.

The City plans to construct a new WWTP in the vicinity of the existing industrial pretreatment plant east of the main treatment plant, as summarized and recommended in the recent Wastewater Treatment Facilities Engineering Report (Engineering Report). The project will address deficiencies associated with the condition of existing processes and equipment, a lack of redundancy in critical processes, and a projected shortfall in treatment capacity. The use of a greenfield site will allow construction to proceed without disturbing the existing WWTP, reducing the risk of process upsets or catastrophic structural failure of the aeration basins, which serves to protect groundwater and the water quality of the Selah Ditch.

Design of the new WWTP began in the Fall of 2024 and is projected to be complete August 2026. Construction completion of the new plant is expected December 2028.

HLA provided Department of Ecology funding application assistance for Phase 1 design and is assisting the City pursue Congressional construction funding for Phase 2 and 3 improvements. Current design efforts include discussing equipment proposals with manufacturers and design of new secondary treatment processes and expanded solids management infrastructure.



City of Prosser
Wastewater Treatment
Plant Improvements

PWTF Loan and
Local Funds
\$8,225,000

The City of Prosser Wastewater Treatment Plant (WWTP) provides treatment of municipal and industrial wastewater for the residences, businesses, public facilities, and industries within the City's service area. The existing WWTP consists of a headworks to provide fine screening and aerated grit removal; primary and secondary intermediate clarifiers and trickling filter; two sequencing batch reactors (SBRs); chlorination/dechlorination tank; aerated sludge holding tank; primary and secondary anaerobic digesters; sludge dewatering (belt filter press) facility; sludge drying beds; and related process control, laboratory, maintenance, and office facilities.

This improvement project included design and construction of a third 610,000-gallon SBR tank, including replacement of the existing SBR blowers in the existing control building; replacement of the existing 150-foot diameter trickling filter rotary distributor mechanism; construction of a sludge control building that will house a new rotary drum sludge thickener, sludge feed pumps, and digester control equipment (boiler and heat exchanger); construction of a new 260,000-gallon fixed-roof primary anaerobic digester and pipe gallery; conversion of the existing primary anaerobic digester to a secondary anaerobic digester; relocation of the existing waste gas burner; and miscellaneous site improvements. These improvements increased the plant's average day design capacity from 1.8 to 2.43 MGD.

HLA led a multidisciplinary team that included Connetix Engineering (formerly Conley Engineering, Inc.) for electrical, instrumentation, controls, and power systems and LSB Consulting Engineers for structural engineering services.

HLA services included funding acquisition assistance, design plans, specifications, estimates, bidding assistance, and construction observation and administration.



City of Sunnyside
Sludge Dewatering
Improvements

City Sewer
Reserve Funds
\$1,830,000

The City of Sunnyside recognized the need to upgrade their biosolids treatment and disposal system to reduce operational costs, improve operational flexibility, and increase system capacity. Prior to completion of the sludge dewatering improvements, the City stored biosolids in a lagoon and the liquid sludge was hauled to nearby fields for land application. Disposal times were restricted by weather conditions and limited to twice a year when tilling occurred, requiring enough storage capacity to hold sludge for a long period of time. The City's existing sludge storage lagoon was nearing capacity and upgrades were needed to address this deficiency.

HLA assisted the City with analysis of alternatives, improvement recommendations, project cost estimating, and budget review. Pilot studies were conducted to determine the feasibility of dewatering sludge from the existing lagoon and directly from the anaerobic digester.

Selected sludge dewatering improvements included a new screw press, polymer feed system, dewatered solids screw conveyor, sludge feed pumps, piping, sludge mixing/holding tank, electrical control system, and sludge storage and drying beds. An existing building was remodeled to house the new dewatering system equipment. Dewatering system improvements provided the ability to process sludge stored in the existing lagoon or directly from the anaerobic digesters.

HLA provided topographic survey, design plans and specifications, coordination with the Washington State Department of Ecology, bidding services, construction observation and administration, and project close-out. HLA provided two separate bid packages, allowing the City to pre-purchase the screw press equipment and accelerate project completion. Final building design was tailored to fit the successful bidder's equipment layout, streamlining construction and installation plans.



Town of Naches

Wastewater Treatment Plant Improvements - Phases 1 and 2

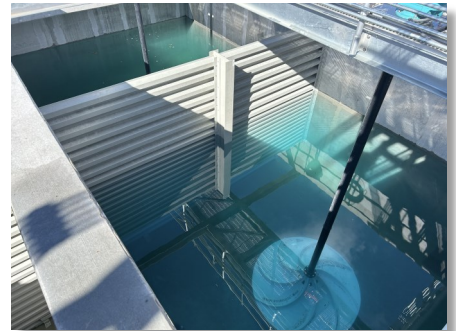
Ph. 1 SIED and Local Funds \$1,945,000

Ph. 2 USDA and Local Funds \$6,900,000

The Naches Wastewater Treatment Plant (WWTP) began accepting wastewater from neighboring Allan Bros., Inc., a fruit packing facility, in 2019. Increased industrial loading, combined with community growth, created additional treatment and biosolids handling demands. HLA prepared an engineering report identifying the necessary improvements and secured Department of Ecology approval for the recommended upgrades.

Phase 1 improvements focused on biosolids processing and included construction of a new sludge holding tank, installation of a dewatering screw press, and addition of a second headworks screen to improve system redundancy and reliability. Phase 2 expanded the plant's treatment capacity to accommodate future loading and maintain permit compliance. Improvements included construction of a new aeration basin, blowers and aeration equipment, recirculation pumps, headworks pumps, headworks building improvements, and associated electrical and control system upgrades.

HLA services for both phases included funding administration, design plans and specifications, bidding services, construction observation and administration, and project close-out.



City of Prosser

WWTP Primary Clarifier Effluent Piping Replacement and Pumping

City Sewer Reserve
Funds and ARPA Funds
\$506,200

The City completed emergency improvements to its wastewater treatment plant (WWTP) after a collapsed pipeline feeding the primary trickling filter took a major treatment process out of service. The project included installation of a new influent pipeline, replacement of the primary sludge pump, rehabilitation of the trickling filter return pipeline using cured-in-place pipe (CIPP) lining, and SCADA upgrades to improve process control and operator notification. This time-critical project restored treatment capacity, extended the service life of critical infrastructure, and helped maintain permit compliance during peak harvest season loading.

HLA services included field investigation necessary for design, plans, specifications, cost estimate, bidding services, construction observation and administration, start-up assistance, and project close-out.



Qualifications and Roles of Key Personnel

Justin Bellamy, PE, Principal-in-Charge

BS Metallurgical Engineering, University of Idaho

Professional Civil Engineer, WA License #46336

Justin will be responsible for overall project oversight, quality control, and ensuring the resources necessary for successful project delivery are available throughout the assignment. His experience includes wastewater treatment process evaluations, capacity analyses, facility planning, design, and construction support. Justin's construction background provides valuable insight into constructability, sequencing, equipment access, and long-term maintenance considerations. He routinely coordinates multidisciplinary teams and works closely with electrical and controls engineers to integrate mechanical, process, and electrical systems. His technical leadership and quality assurance experience will help ensure a practical and constructible final design.

Rob Scott, PE, Project Manager

BS Chemical Engineering, Washington State University

Professional Civil Engineer, WA License #46421

Rob will serve as Project Manager and primary point of contact for the City. He has extensive experience planning, evaluating, and designing wastewater treatment facilities and related infrastructure, with experience in process analysis, capacity evaluations, solids handling systems, treatment process improvements, and facility upgrades. Rob recently led the design of significant wastewater treatment plant improvements for the Cities of Selah and Grandview, as well as wastewater utility improvements for the City of Sunnyside. His strong technical knowledge, attention to detail, utility rate study experience, and ability to clearly communicate project needs, funding strategies, and financial impacts make him well suited to lead Toppenish's treatment facility improvements.

Dean Smith, PE, Project Engineer

BS Mechanical Engineering, Letourneau University

Professional Civil Engineer, WA License #30111

Dean brings a unique combination of wastewater operations, engineering, regulatory, and construction management experience to the project. A licensed Group IV Wastewater Operator, he has performed treatment plant capacity analyses and facility upgrades for numerous municipal clients and previously worked for the Washington State Department of Ecology. Dean's ability to bridge plant operations, maintenance needs, and regulatory requirements makes him a valuable asset to the project team.

Marla Meza, PE, Public Outreach and Support

BS Civil Engineering, University of Washington

Professional Civil Engineer, WA License #25004016

Marla will support public outreach and stakeholder engagement efforts, including development of informational materials, public meeting support, community communications, and stakeholder coordination. Her experience working with public agencies, combined with her familiarity with Toppenish staff, will help ensure project information is clearly communicated and stakeholders remain informed throughout the design process.

Tim Fries, PLS, CFedS, Project Surveyor

BS Geography and Land Studies, Central Washington University

Professional Land Surveyor, WA License #44631

Tim leads HLA's survey crews and understands the importance of providing accurate, detailed survey data for wastewater treatment facility design. His experience identifying existing site features, utilities, and infrastructure constraints helps reduce design conflicts and supports efficient project delivery.



Experience Delivering State Funded Projects in Compliance with Department of Ecology Rules and Regulations

HLA has extensive experience delivering wastewater treatment facility projects funded through the Washington State Department of Ecology and administered in accordance with Ecology requirements. Recent Ecology-funded projects include the City of Grandview Wastewater Treatment Plant Improvements, City of Selah Wastewater Treatment Plant Improvements, Snoqualmie Pass Utility District Phase 2-4 MBR Wastewater Treatment Plant Improvements, and the City of Sunnyside Wastewater Utility Improvements. Through these and numerous other projects, our team has worked closely with Ecology staff on environmental review, funding administration, design approvals, reimbursement requests, and project delivery.

Successful delivery of Ecology-funded wastewater projects requires more than engineering design. It requires a thorough understanding of Ecology's planning, environmental, funding, reporting, and project administration requirements. HLA regularly coordinates with Ecology staff throughout project development and understands the documentation, review processes, and approval milestones necessary to keep projects moving forward.

Our experience includes preparation of wastewater facility plans, engineering reports, environmental documentation, plans and specifications, funding applications, reimbursement requests, and project closeout documentation. We routinely assist communities with requirements related to SEPA, NEPA, Executive Order 21-02, permit compliance, environmental review, and agency coordination.

HLA also works regularly with both Ecology and EPA on wastewater-related compliance matters. Our experience includes:

- Engineering report preparation and agency review coordination.
- National Pollutant Discharge Elimination System (NPDES) permit compliance support.
- Biosolids reporting and compliance documentation.
- Construction stormwater permitting.
- Operation and Maintenance (O&M) Manual development.
- Construction quality assurance documentation.
- Environmental review and permitting coordination.

Wastewater treatment facility improvements require careful coordination between engineers, operators, regulators, and funding agencies. HLA understands the importance of maintaining facility operations while improvements are designed and constructed. Our team routinely develops phased implementation strategies that minimize operational risks, maintain treatment performance, and support permit compliance.

A unique strength of our team is the inclusion of Dean Smith, PE, a former Ecology Engineer and licensed Group IV Wastewater Operator. Dean provides valuable insight into regulatory expectations, permit compliance, treatment plant operations, and process evaluation. His experience helps bridge the gap between engineering design, operational needs, and regulatory requirements.

HLA currently serves as consulting engineer to numerous Central Washington communities and routinely assists local agencies with wastewater permits, regulatory reporting, funding compliance, and treatment facility improvements. This experience allows us to efficiently navigate Ecology requirements while delivering practical solutions that support long-term operational reliability and regulatory compliance.



Funding Assistance and Administration

HLA understands that successful wastewater treatment projects require not only sound engineering, but also a well-developed funding strategy. As treatment facilities age and regulatory requirements become more complex, communities increasingly rely on grants and low-interest loans to complete critical infrastructure improvements while minimizing impacts to utility customers.

Over the past decade, HLA has helped public agency clients secure and administer more than \$305 million in grants and loans for infrastructure improvements. Our funding experience includes Department of Ecology State Revolving Fund (SRF) programs, Public Works Board (PWB) funding, USDA Rural Development programs, Department of Commerce grants, Community Development Block Grants (CDBG), and numerous transportation and utility funding programs.

For wastewater treatment facility projects, our funding support extends beyond preparation of applications. HLA assists communities throughout the entire funding lifecycle, including:

- Funding strategy development and project prioritization.
- Evaluation of grant and loan opportunities.
- Preparation of funding applications and supporting technical documentation.
- Development of funding agreement scopes of work.
- Coordination with funding agency representatives.
- Reimbursement request preparation and tracking.
- Environmental compliance coordination.
- Project reporting and documentation.
- Funding agreement administration and project closeout.

HLA regularly works with multiple funding agencies and understands the advantages of combining funding sources to maximize available grant dollars and reduce the financial burden on utility customers. We evaluate project eligibility, funding timelines, match requirements, and design readiness to position projects for successful funding consideration.

For the City of Toppenish, funding readiness will be a critical component of this project. HLA understands the importance of advancing design improvements to a level that supports future construction funding applications and positions the City to compete effectively for available funding opportunities. Our team will work closely with City staff to align project development, design milestones, environmental review, and funding schedules so the City is prepared when funding opportunities become available.

The user rate study included in this project will serve as an important planning tool by helping the City evaluate the financial impacts of future improvements, anticipated debt obligations, and long-term utility sustainability. HLA's experience preparing utility rate studies and funding strategies will provide the City with practical recommendations that support both infrastructure needs and responsible financial planning.

Our goal is not simply to design improvements, but to help position the City for successful implementation by identifying funding opportunities, maintaining compliance with funding requirements, and supporting the City through every stage of project delivery.

Utility Rate Planning to Support WWTF Improvements

The City's user rate study will serve as a planning tool to support implementation of the recommended wastewater treatment facility improvements. HLA's approach focuses on developing practical, sustainable rates that support operations, capital improvements, debt obligations, and long-term financial stability while recognizing the needs of the community.

Our team will review existing wastewater utility finances, historical operating costs, reserve balances, capital improvement needs, anticipated funding sources, and future debt service obligations. Using this information, we will develop a long-term financial plan that evaluates revenue needs and identifies potential rate adjustments necessary to support future improvements.

The rate study will be coordinated with the City's capital improvement and funding strategies to ensure financial recommendations align with anticipated project costs, grant and loan opportunities, and implementation schedules. Recommendations will include consideration of phased implementation and funding scenarios to help minimize impacts to utility customers. The result will provide City leadership with clear, understandable information to support future decision-making and utility planning.

TOPPENISH FUNDING SUCCESS
\$10.5 MILLION
**PWB & SRF FUNDING
SECURED SINCE 2016**

HLA RATE STUDY EXPERIENCE



13 SEWER
RATE STUDIES



14 WATER
RATE STUDIES



8 INDUSTRIAL
WASTEWATER
EVALUATIONS

15 COMMUNITIES SERVED

COMMUNITIES INCLUDE:

- | | |
|-------------|--------------------|
| • Cle Elum | • South Cle Elum |
| • Grandview | • Sunnyside |
| • Harrah | • Tieton |
| • Moxee | • Toppenish |
| • Naches | • Union Gap |
| • Omak | • Wapato |
| • Prosser | • Zillah |
| • Selah | |

Land Surveying Services

HLA's professional land surveying services support not only our in-house engineering team, but also serve a broad range of clients including local engineering consultants, architects, counties, public agencies, and contractors. The City of Toppenish frequently relies on HLA for survey record research and review. With two licensed professional land surveyors, skilled field crews, and advanced equipment, including a 3D survey scanner and a drone, we offer timely and accurate in-house surveying services.

HLA's 3D survey scanner is a key differentiator for complex, constrained facilities such as wastewater treatment plants. The scanner captures millions of data points to create precise three-dimensional models of existing conditions, allowing utilities, structures, process equipment, piping, terrain, and obstructions to be documented with exceptional accuracy. This technology is particularly valuable in active treatment facilities where space is limited, utility conflicts are common, and accurate existing conditions are critical to successful design. The resulting 3D data improves coordination between survey and design, reducing field revisits, and allows engineers to evaluate alternatives early in the design process.

Our land surveying capabilities include:

- Topographic surveys for wastewater treatment facilities, utility systems, and municipal infrastructure.
- Existing conditions mapping of treatment structures, equipment, utilities, and site features.
- Utility investigations and GPS/GIS utility mapping.
- Preparation of legal descriptions and easement documents.
- Boundary, control, and monument surveys.
- Construction staking and layout for treatment facilities, pipelines, and utility improvements.
- FEMA flood elevation certifications and letters of map amendment.
- Drone-based aerial mapping and site documentation.

Drone Services: HLA provides comprehensive aerial drone photogrammetry services. Our FAA-certified Part 107 pilot routinely conducts aerial mapping to support topographic surveys and existing conditions documentation. Drone services provide an efficient means of evaluating large sites and capturing facility conditions with exceptional detail. Our drone capabilities include:

- Aerial survey control.
- Construction observation and progress documentation.
- Aerial photography before, during, and after construction.
- Facility monitoring, including structures with limited ground access.

Construction Surveying: HLA provides construction surveying services for wastewater treatment facilities, utility systems, and other public infrastructure projects. These services include layout and staking of treatment structures, pipelines, utilities, grading improvements, equipment pads, and site improvements. Accurate construction surveying helps contractors build improvements efficiently while minimizing conflicts and rework.

Utility Investigations and Existing Conditions Documentation: Successful wastewater treatment facility design depends on accurate information regarding existing infrastructure. HLA routinely performs utility investigations, record research, field verification, and existing conditions mapping to identify potential conflicts before design advances. Combined with our 3D scanning capabilities, these services provide engineers with the information necessary to develop practical, constructible solutions within active treatment facilities.

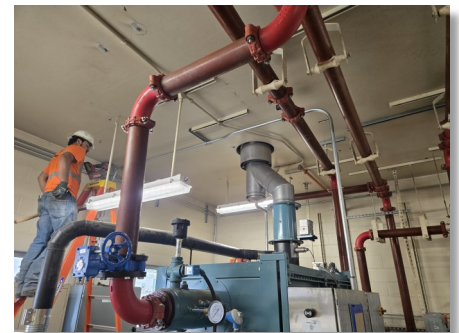


Construction Management Services

HLA provides construction administration and inspection services for 35 to 45 construction projects each year. Having successfully administered projects funded through Department of Ecology, Department of Commerce, Public Works Board, USDA Rural Development, and other state and federal programs, our field and office staff have developed procedures that ensure the City receives the documentation necessary for successful project delivery, funding compliance, and audit review.

Construction support services provided by HLA include:

- Furnish a resident engineer (inspector) to observe construction for compliance with the plans, specifications, permit requirements, and contract documents.
- Arrange for and conduct preconstruction conference and after-project debrief with the City, contractor, operators, and utility providers.
- Assist the City with public notifications and stakeholder communications before and during construction.
- Review contractor submittals, including shop drawings, equipment data, materials, and product information.
- Prepare daily inspection reports documenting construction activities, quantities, issues, and resolutions.
- Conduct regular construction meetings to:
 - ◇ Monitor construction progress and maintain schedule compliance.
 - ◇ Discuss completed work and corrective actions needed to meet project requirements.
 - ◇ Anticipate operational, sequencing, or construction challenges before they affect the project.
 - ◇ Coordinate work within active treatment facilities to minimize impacts to plant operations.
- Recommend monthly progress payments based on completed work and compliance with contract requirements.
- Coordinate quantities and progress documentation among the City, contractor, and resident engineer.
- Monitor contractor and subcontractor compliance with state and federal labor requirements, including:
 - ◇ Intents to Pay Prevailing Wages and Affidavits of Wages Paid.
 - ◇ Review of certified payroll documentation.
 - ◇ Employee wage rate interviews.
 - ◇ Letters of non-compliance or missing documentation when required.
 - ◇ Verification of contractor licensing, business licenses, industrial insurance, and debarment status.



*City of Sunnyside
WWTP Digester Heating System
Upgrades*



*City of Prosser
Wastewater Treatment Plant
Improvements*

Additional construction support services include:

- Preparation and administration of contract change orders.
- Participation in final inspections, punch list development, and project closeout.
- Preparation of record drawings based on contractor and field documentation.
- Delivery of complete project files to the City upon project completion.

For projects funded through grant and loan programs, HLA also provides funding administration support, including:

- Review of funding agreements and special contract requirements.
- Coordination of environmental compliance and permit-related conditions.
- Preparation of reimbursement requests and supporting documentation.
- Preparation of final funding agency reports and closeout documentation.
- Assistance with Department of Ecology funding administration and compliance requirements.

HLA understands the unique challenges associated with constructing improvements within active wastewater treatment facilities. Our team works closely with City staff, operators, contractors, and regulatory agencies to maintain plant operations, minimize service disruptions, and support permit compliance throughout construction.



*Town of Naches
Wastewater Treatment Plant
Improvements - Phase 1*



*Town of Harrah
Wastewater Treatment Plant
Upgrades*



*Snoqualmie Pass Utility District
Phase 2 and 3 MBR WWTP
Improvements*

Capacity and Availability to Meet the Anticipated Schedule

HLA is well-positioned to begin work immediately and support the City's anticipated project start date of July 15, 2026. With a staff of 65 professionals, including engineers, planners, land surveyors, and construction support personnel, we have the resources necessary to deliver this project while maintaining flexibility to respond to evolving priorities and funding opportunities.

Our team is already familiar with the City's wastewater treatment facility through our ongoing biosolids improvements project, recent emergency repair efforts, and continued coordination with City staff regarding future treatment facility improvements. This familiarity reduces project startup time and allows our team to focus immediately on advancing design rather than becoming acquainted with facility operations, constraints, and improvement priorities.

HLA recently completed the design of major wastewater treatment facility improvements for the Cities of Grandview and Selah. As those projects transition into construction, capacity is available within our wastewater design team, including the key personnel proposed for this project. The experience gained from these projects directly relates to the improvements identified by Toppenish, including solids handling facilities, aeration systems, treatment process upgrades, facility improvements, and phased implementation within active treatment plants.

We understand that maintaining project momentum is critical to positioning the City for future funding opportunities. Our team has extensive experience delivering Department of Ecology funded projects and understands the coordination, environmental documentation, review timelines, and approval processes necessary to keep projects moving forward. We will work closely with City staff to establish realistic milestones, maintain regular communication, and align design progress with funding and regulatory requirements.

Rob Scott will serve as Project Manager and primary point of contact, overseeing project schedule, budget, deliverables, and coordination among team members. Supported by a dedicated wastewater design team with immediate availability, HLA is prepared to provide the focused attention necessary to deliver a practical, well-coordinated design that supports the City's operational, regulatory, and funding objectives.

References

Shane Fisher

City Administrator
City of Grandview
Phone: (509) 882-9200
sfisher@grandview.wa.us

Relevant Projects

- Wastewater Treatment Plant Improvements
- Sludge Drying Bed Evaluation and Design
- East Game Pond Pipeline Replacement
- Headworks Bypass Improvements
- WWTP Utility Water Pump Controls

Ty Jones

Public Works Director
City of Selah
Phone: (509) 698-7365
ty.jones@selahwa.gov

Relevant Projects

- Wastewater Treatment Plant Improvements
- WWTP Pretreatment Lagoon Geotechnical Evaluation
- WWTP Facility Plan
- Water and Sewer Rate Study
- General Sewer Plan Update

Hugo Morales

Wastewater Division Supervisor
City of Sunnyside
Phone: (509) 836-6566
hmorales@sunnyside-wa.gov

Relevant Projects

- WWTP Emergency Improvements
- Wastewater Utility Improvements
- Drainage and Lift Station Improvements - WWTP Headworks
- WWTP Digester Heating System Upgrades
- Sludge Dewatering Improvements

Tom Hastings

General Manager
Snoqualmie Pass Utility District
Phone: (425) 434-6600
thastings@snopass.org

Relevant Projects

- Phase 2 and 3 MBR WWTP Improvements
- Phase 1 MBR Wastewater Treatment Plant Improvements
- Well Nos. 1 and 3 Inspection, Testing, and Pump Replacement
- Alpentel and DOT Lift Station Upgrades
- General Sewer Plan Update

Marty Groom

Public Works Director
City of Prosser
Phone: (509) 786-8201
mgroom@ci.prosser.wa.us

Relevant Projects

- WWTP Primary Clarifier Effluent Piping Replacement
- Wastewater Treatment Plant Improvements
- WWTP - Reuse of Plant Effluent for Process Water Needs
- Industrial Wastewater Project
- East Prosser Industrial Sewer Forcemain Repairs

JUSTIN L. BELLAMY, PE, Principal-In-Charge

Registration: Professional Civil Engineer - Washington**Education:** BS 2003 University of Idaho - Metallurgical Engineering

Justin has more than 21 years of experience in civil engineering, 20 of those with HLA, and is responsible for design and preparation of plans and specifications of various municipal projects. He has experience in wastewater treatment facilities, wastewater and irrigation systems for the design and analysis of pipelines, pump stations, gravity sewer pipelines, domestic water, and reservoirs.

Justin is responsible for the preparation of design reports and comprehensive planning documents, including general sewer plans and water system plans for municipal collection and distribution systems. His planning responsibilities include demand projections, storage analysis, system hydraulic analysis, recommendation of future improvements, estimation of project costs, and future budget analysis. Justin's broad sewer experience will be critical to the success of your project.

Relevant Project Experience:

- Toppenish - Solids Handling Treatment Upgrade
- Toppenish - Emergency WWTF Repairs
- Grandview - Wastewater Treatment Plant Improvements
- Snoqualmie Pass Utility District - Phases 1, 2, and 3 MBR WWTP Improvements
- Prosser - Wastewater Treatment Plant Improvements
- Sunnyside - WWTP Emergency Improvements

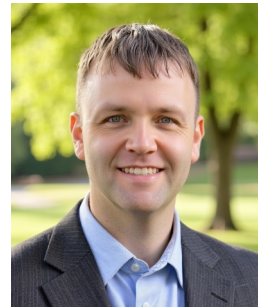
*Principal Engineer***ROBERT J. SCOTT, PE, Project Manager**

Registration: Professional Civil Engineer - Washington**Education:** BS 2005 Washington State University - Chemical Engineering

Rob joined HLA in 2022 with 17 years of experience in civil engineering. He is responsible for design and preparation of plans and specifications, cost estimation, and preparation of funding applications. He has experience in wastewater planning and design, including treatment capacity evaluations, identification of future deficiencies, and development of system improvements, along with domestic water and private development projects. Rob is responsible for preparing planning documents for modeling, wastewater facility plans, general sewer plans, and water system plans for collection systems and municipal distribution systems. His experience includes demand projections and design of a variety of municipal distribution systems. Rob has also performed construction administration for various municipal projects.

Relevant Project Experience:

- Toppenish - Emergency WWTF Repairs
- Toppenish - WWTF Solids Treatment Upgrades
- Selah - Wastewater Treatment Plant Improvements (In Design)
- Grandview - Wastewater Treatment Plant Improvements
- Ellensburg - WWTP Improvements
- Sunnyside - Wastewater Utility Improvements

*Professional Engineer*

DEAN P. SMITH, PE, Project Engineer

Registration: Professional Civil Engineer - Washington**Education:** BS 1982 Letourneau University - Mechanical Engineering

Dean has over 42 years of engineering experience, 12 of those with HLA. He has 15 years of experience as an operating engineer for two municipal wastewater treatment plants, offering substantial experience in wastewater engineering and construction management. Dean is responsible for a full range of project activities, including engineering reports, facility plans, comprehensive sewer plans, detailed design of wastewater treatment processes and equipment, construction management and oversight, and operations and maintenance manuals. He assists clients with process troubleshooting, environmental reporting and applications, and holds a Group IV Wastewater Operator's Certificate in addition to his PE license. Dean has been responsible for pump station upgrades at several treatment plants and has worked for the Department of Ecology. He communicates well with operators, understands maintenance and process operation, and relates operation to regulatory impacts.

*Professional Engineer***Relevant Project Experience:**

- Toppenish - Solids Handling Treatment Upgrade
- Toppenish - Emergency WWTF Repairs
- Toppenish - WWTF Solids Treatment Upgrades
- Sunnyside - WWTP Digester Heating System Upgrades
- Snoqualmie Pass Utility District - Phases 1, 2, and 3 MBR WWTP Improvements
- Prosser - WWTP Primary Clarifier Effluent Piping Replacement
- Grandview - Wastewater Treatment Plant Improvements
- Prosser - Wastewater Treatment Plant Improvements

MARLA E. MEZA, PE, Public Outreach and Support

Registration: Professional Civil Engineer - Washington**Education:** BS 2020 University of Washington - Civil Engineering

Marla joined HLA in 2020 as a project engineer and is responsible for preparing funding applications, project design, engineering reports, feasibility studies, and environmental permitting. Her HLA project experience includes preliminary design and public outreach for the City of Yakima's 6th Avenue Rebuild and Rail Renovation project, plans and specifications for the City of Union Gap's South Broadway Area Sewer projects, and preparation of cost estimates for maintenance projects proposed as part of the City of Cle Elum's General Sewer Plan Update.

*Professional Engineer***Relevant Project Experience:**

- Yakima - 6th Avenue Rebuild and Rail Renovation - Environmental and Public Input Process
- Union Gap - South Broadway Area Utility Outreach
- Cle Elum - General Sewer Plan
- Snoqualmie Pass Utility District - FEMA BRIC Grant Funding Application

TIMOTHY D. FRIES, PLS, CFEDS, Project Surveyor**Registration:** Professional Land Surveyor - Washington**Education:** BS 2000 Central Washington University
Geography and Land Studies

Tim has more than 23 years of experience in land surveying, all of those with HLA. He manages HLA's survey crews, prepares right-of-way plans and legal descriptions, and is a skilled surveyor in the field. Tim understands the importance of providing detailed, accurate survey data for engineering design. He is responsible for project organization, survey research, construction calculations, boundary computations, and survey drafting. Tim is proficient in running Leica Total Stations, Data Collectors, and GPS receivers. He often accompanies our field survey crews, assisting with topographic mapping, setting survey control, boundary surveys, and construction staking. Tim is also our Certified Federal Surveyor (CFedS) for projects on or near federal lands.

Relevant Project Experience:

- Toppenish - Emergency WWTF Repairs
- Toppenish - Solids Handling Treatment Upgrade
- Selah - Wastewater Treatment Plant Improvements
- Grandview - Wastewater Treatment Plant Improvements
- Prosser - WWTP Influent Improvements
- Prosser - Wastewater Treatment Plant Improvements



*Professional Land
Surveyor*

BRAD R. BAILEY, PE, Electrical Engineer**Registration:** Professional Electrical Engineer - Washington**Education:** BS 2004 Washington State University - Electrical Engineering

Since 2004 Mr. Bailey has worked for Connetix Engineering, Inc. (formerly Conley Engineering, Inc.) in Yakima, WA. During this time, he has worked on power, lighting, signal and control systems designs for numerous projects encompassing municipal, industrial, educational, medical, commercial, and institutional facilities. These projects range from new facilities to rebuilding and rehabilitating existing facilities, the latter often with requirements to keep facilities operating through the construction process.

Mr. Bailey has designed power distribution systems for numerous Wastewater Treatment Facilities, both remodels and new facility projects, Water Treatment Facilities and Distribution Systems, and architectural/commercial projects.

Mr. Bailey has written numerous PLC applications for the control of wastewater treatment systems and water production/delivery systems. He has designed, modified, and performed troubleshooting on extensive wireless and wired telemetry networks for SCADA usages. He has designed control panels for PLCs and remote telemetry units (RTUs) for both new installations and modifications of existing panels, and has conducted shop tests and troubleshooting for control panels and installation testing.

Relevant Project Experience:

- Toppenish - Emergency WWTF Repairs
- Toppenish - Solids Handling Treatment Upgrade



Electrical Engineer





Success Through Experience

*One team, delivering meaningful projects,
making generational impacts in our communities.*

2803 River Road, Yakima, WA 98902 | (509) 966-7000 | www.hlacivil.com

Meeting Date: July 27, 2026

Subject: AB 26-68: [Proposed] Resolution No. 2026-37 West 1st Avenue Safety Improvement Project Award.

Attachments: 1. Resolution No. 2026-37 West 1st Avenue Safety Improvement Project Award
2. DKS_Toppenish W First Ave Improvements

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

Approved for Adam Vaughn, Interim City Manager
Agenda By:

Discussion:

The City of Toppenish (City) pursued and was awarded grant funding in the sum of \$1,422,400.00 for construction activities to improve the safety of West 1st Avenue corridor, and received the full award through the Sandy Williams program. The proposed project would include rechannelization efforts, a lighting study with needed improvements, bike and pedestrian improvements, etc. City staff began working on some preliminary outreach efforts with the Toppenish Chamber of Commerce which has been a great process and asset to this project.

Following receipt of the funding, staff issued a Request for Qualifications for the design and study efforts associated with the project. Upon the closing of the request the City received multiple Statements of Qualifications to conduct the work, and after a review of the submittals DKS Associates (DKS) was selected as the top candidate for the work. DKS has worked previously with the City on projects such as the Toppenish Transportation Safety Action Plan and they have wide knowledge related to this project and Toppenish itself.

Fiscal Impact:

None. This effort will be paid entirely through the grant funding provided by the Sandy Williams program.

Recommendation:

Approve Resolution No. 2026-37, awarding the engineering design efforts for the West 1st Avenue Safety Improvements Project to DKS Associates, and authorize the City Manager to enter into a contract for said work.

Alternatives:

RESOLUTION NO. 2026-37

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TOPPENISH, WASHINGTON, APPROVING THE SELECTION OF AND
AGREEMENT WITH DKS ASSOCIATES FOR THE WEST 1ST
AVENUE SAFETY IMPROVEMENTS PROJECT**

WHEREAS, the City of Toppenish received grant funding in the sum of \$1,422,400.00 through the Sandy Williams Program for the West 1st Avenue Safety Improvements Project; and

WHEREAS, the City issued a request for qualifications for the West 1st Avenue Safety Improvements Project design work, and DKS Associates (DKS) submitted a sufficient proposal; and

WHEREAS, DKS will provide the design work needed for the West 1st Avenue Safety Improvements project; and

WHEREAS, the Toppenish City Council finds it is in the best interest of the City to approve the agreement for the completion of the project.

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

Section 1. Approval: The City approves the selection of DKS Associates for the West 1st Avenue Safety Improvements Project and authorizes the City Manager to develop an agreement for such and authorized the City Manager to execute said agreement on behalf of the City.

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

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

PASSED by the Toppenish City Council at its regular meeting held on July 27, 2026.

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

DANIEL B. HEID, City Attorney



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TRANSPORTATION EXPERIENCE™

STATEMENT OF QUALIFICATIONS | APRIL 8, 2026

The background image is a photograph of a street scene in Toppenish, WA. It features a brick building with a faded sign that reads 'Let's go to the MOVIES'. A street sign for 'W FIRST AVE' is visible. A traffic light pole with two lights is in the foreground. A flagpole with the American flag stands to the right. The building has a sign that says 'CITY HALL'.

W. FIRST STREET PEDESTRIAN CROSSING IMPROVEMENTS

Prepared for the **CITY OF TOPPENISH**

PRESENTED TO

Andrew Hattori
City of Toppenish

Andrew.Hattori@CityofToppenish.us
509.932.2037

408 Washington Avenue
Toppenish, WA 98948

PRESENTED BY

Aaron Berger, Project Manager
DKS Associates

Aaron.Berger@DKSAssociates.com
406.781.3029

704 East United Heritage Court, Suite 204
Meridian, ID 83642

FIRM INFORMATION AND PRIMARY POINT OF CONTACT

FIRM OVERVIEW

DKS Associates (DKS) is uniquely positioned to deliver the W. First Street Pedestrian Crossing Improvements Project, building on our leadership identifying this project through the Toppenish Transportation Safety Action Plan (TSAP) and continued support for the City through securing funding through the WSDOT Sandy Williams program. Our team brings firsthand knowledge of the corridor, strong relationships with City staff and WSDOT Local Programs, and a clear understanding of project priorities.

Founded in 1979, DKS is a transportation-focused firm with more than 150 professionals providing planning, design, and construction support for public agencies across the western United States. We specialize in delivering multimodal safety improvements from corridor planning through PS&E and construction.

For this project, our team brings expertise in:

- Pedestrian crossing design and rechannelization, including RRFBs, PHBs, and refuge treatments
- Traffic analysis and signal design, including state highway intersections
- Safety Plans
- ADA-compliant pedestrian design in constrained environments
- Public involvement, including multilingual outreach
- WSDOT Local Agency delivery, including PS&E and construction support

DKS regularly serves as on-call traffic engineer for multiple Washington communities and has extensive experience coordinating with WSDOT South Central Region Local Programs staff. Our integrated team approach supports clear communication, efficient delivery, and access to specialized expertise across all project phases.

PRIMARY POINT OF CONTACT



AARON BERGER, PE
Project Manager

Aaron Berger will serve as the Project Manager and primary point of contact. He brings direct experience leading the Toppenish TSAP and supporting the subsequent Sandy Williams grant application, providing continuity from planning through implementation.

Aaron.Berger@DKSAssociates.com | 406.781.3029

SUBCONSULTANTS

ANDERSON PERRY & ASSOCIATES, INC. Construction Management and Survey

Anderson Perry & Associates (AP) provides construction management and surveying services. With more than 120 staff and extensive experience across eastern Washington, AP brings strong familiarity with WSDOT documentation, inspection, and contractor coordination.

AP has supported more than 300 transportation projects, including numerous Eastern Washington projects delivered in partnership with DKS, and will provide field oversight, documentation, and coordination to help maintain compliance, quality, and schedule performance.

WIDENER & ASSOCIATES Environmental Services

Widener & Associates (Widener) will lead environmental documentation and compliance, supporting SEPA and coordination consistent with Executive Order 21-02. Widener's experience with Washington processes supports efficient delivery aligned with funding and permitting requirements, and they have a strong history of delivering the environmental permitting elements of projects through WSDOT South Central Region in partnership with DKS.

PROJECT UNDERSTANDING AND PROPOSED APPROACH

PROJECT UNDERSTANDING

Eastbound First Avenue near Guyette Lane



The First Avenue Pedestrian Safety Improvements Project is an outcome of the recently adopted Toppenish Transportation Safety Action Plan (TSAP). Through the TSAP crash analysis, DKS identified First Avenue as one of the City's highest-crash corridors, with a particularly high incidence of pedestrian crashes. From 2018 to 2022, 70 reported crashes occurred within the project limits, including three serious injury crashes involving pedestrians. A key finding of the TSAP was that many crashes in Toppenish, possibly 50 percent or more, go unreported. As a result, the safety need along First Avenue is likely greater than the reported data indicates.

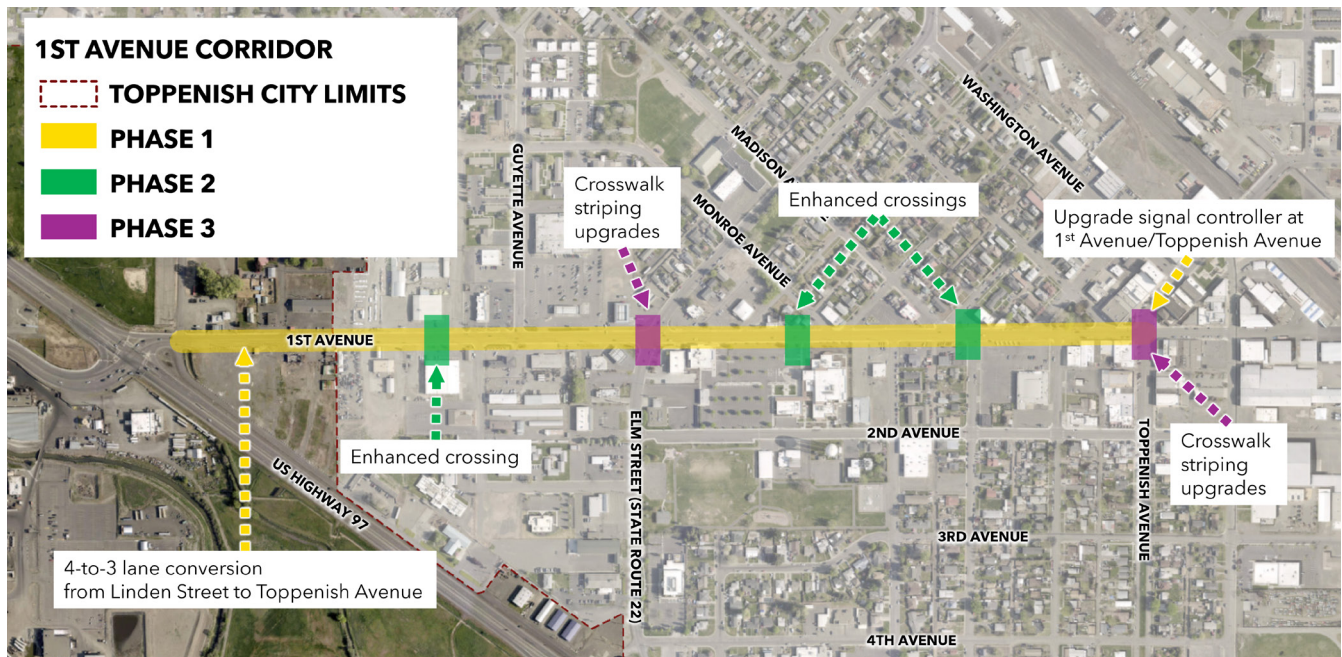
The corridor presents several challenges. Access is largely unrestricted, with numerous wide driveways and business entrances throughout. Sidewalks are narrow and further constrained by existing utility poles. First Avenue has two through lanes in each direction, but no turn lanes. The signalized intersection at SR 22 also lacks turn lanes on the First Avenue approaches, necessitating inefficient split phasing and long delays. The lack of turn lanes also contributes to angle crashes, which account for 46 percent of crashes along the corridor.

Pedestrian crossing opportunities are limited to the SR 22 and US 97 intersections, creating a gap of more than one-half mile between marked crossings. Some of the City's most active retail and service businesses are located along this corridor, leading to frequent and often unpredictable pedestrian crossings at unmarked locations. These conditions are compounded by the existing four-lane cross section, which increases pedestrian exposure and crossing difficulty and does not contain a median or pedestrian refuge.

To address these issues, DKS recommended a three-phased set of improvements, as shown in Figure 1 on the following page. These phases were later combined into a single project for the Sandy Williams grant application, and the project limits were refined to remain within City of Toppenish right-of-way, minimizing potential conflicts with County roadways, Yakama Nation land, and the WSDOT signal at US 97.

The corridor was also identified as a concern for pedestrians, bicyclists, and drivers through the TSAP online comment map and during in-person public meetings.

Figure 1: 1st Avenue Corridor Project, as identified in the Toppenish TSAP



The Sandy Williams funded project must build off this prior public outreach to both achieve the City's safety goals for the corridor and to meet the community engagement requirements of the grant program, which is focused on improving multimodal safety and connectivity and removing barriers to vulnerable road users within disadvantaged communities.

Some key challenges that our team is well prepared to address during this project include:

- Ensuring public outreach extends to the most affected and vulnerable portions of the community, including individuals with limited English proficiency
- Working with local businesses to better define driveways/access points, allowing for safer and more traversable ped facilities
- Balancing the loss of through traffic lanes with improved traffic efficiency at the SR 22/First Avenue intersection, which can be achieved by using left turn lanes and protected left turn signal phases to eliminate the inefficient split phasing.

- Coordinating with Yakama Nation throughout the process, as many of the pedestrians on this corridor are coming and going from Yakama Nation businesses to the west
- Improving safety for pedestrians near the Farm Workers Clinic at the east end of the project
- Selecting the optimal location for pedestrian crossings and reducing crossings at unexpected or less controlled locations by providing safe, convenient facilities that aligns with major pedestrian desire lines
- Supplementing the already busy and limited City staff by providing the leadership and engineering expertise needed to design and construct this project

PROPOSED APPROACH

DKS will provide a focused, practical approach that builds on our prior work in Toppenish and advances the project efficiently from design through construction support.

Project Management

Aaron Berger will serve as Project Manager and primary point of contact, leading coordination with the City and WSDOT Local Programs. He understands the City's staffing constraints and will provide clear leadership throughout the project by managing internal team coordination, developing the project scope and fee, and holding biweekly check-ins with the City to review progress, discuss upcoming tasks, and address issues requiring City input.

DKS will use Microsoft Teams and SharePoint to support efficient communication and document management. Richard Hutchinson will lead the QA/QC process, applying DKS procedures to provide high-quality work products for City and WSDOT review.

Existing Conditions and Data Collection

DKS will use traffic counts collected by the City of Toppenish along the corridor in September 2025 as the basis for motor vehicle, pedestrian, and bicycle data. We will supplement this data with counts at the SR 22/ First Avenue intersection. In addition, we will use our Replica data license to estimate pedestrian movements along the corridor. DKS will also compile the most recent crash data to support project traffic analysis. Aaron Berger and Hallie Turk, Traffic Analysis Lead, have already completed multiple field observations along this corridor, minimizing project related travel costs during evaluation of existing roadway, traffic, and safety conditions.

Pedestrian Crossings and Corridor Design

We will combine pedestrian crossing data from traffic counts and Replica with corridor land use information to identify the highest activity areas and locations with the greatest potential crossing demand. We will also gather public input regarding common pedestrian movements along and across the corridor, as noted in the subsequent public involvement approach section.

Crossing designs will respond to the context of each location, whether at an existing stop-controlled intersection or at a midblock location.

Midblock treatments may include offset, two-stage crossing designs to reduce crossing distance and pedestrian exposure. Given the corridor's operating speeds, traffic volumes, and four-lane cross section, we anticipate supplementing these crossings with Rectangular Rapid Flashing Beacons (RRFBs) to improve driver awareness and pedestrian safety.

Traffic Analysis and SR 22 Signal Modifications

The roadway rechannelization analysis and design will include tapers that meet WSDOT and MUTCD standards at the transition back to a four-lane section near US 97. The analysis will also consider the safety benefits of adding a turn lane and the operational benefits of removing left-turning vehicles from through lanes.

Traffic analysis will be performed using Synchro/SimTraffic to compare four-lane and three-lane cross sections and operations at the SR 22/ First Avenue intersection. The analysis will also evaluate queuing effects from pedestrian crossings and estimate changes in corridor travel time. In addition, it will assess the safety and operational benefits of protected left-turn phasing, including reduced vehicle conflicts and more predictable pedestrian crossings.

ADA, Bicycle, and Lighting Improvements

Our team will draw on Jerry Liu and Lionel Starchman's ADA design expertise to develop pedestrian crossing improvements with curb bulb-outs, median refuge, and ADA-compliant ramps that provide safe and comfortable crossings. We will follow ADA standards for ramps and curb and sidewalk elements, as well as requirements for pushbutton locations, landing sizes, and detectable warnings. Consistent with the project scope, ADA ramp improvements will be limited to locations directly affected by the design rather than throughout the full corridor.

The roadway rechannelization analysis will include a Level of Traffic Stress evaluation of bike lanes to determine whether the restriped facility provides comfortable and safe bicycle accommodations.

We will use Complete Streets design concepts to determine the appropriate center turn lane, travel lane, and bike lane widths for the corridor typical section.

Street lighting improvements will be analyzed in AGI and designed to WSDOT lighting standards for pedestrian and vehicle facilities. Because many crashes along this corridor occurred at night, improved lighting will support better visibility and safety for all users. Our intent is to identify locations where existing lighting can be supplemented to address gaps and improve visibility, rather than assume full corridor replacement unless analysis supports broader upgrades. Any new luminaires will be placed within existing right of way while maintaining adequate ADA-compliant pedestrian space on the sidewalks.

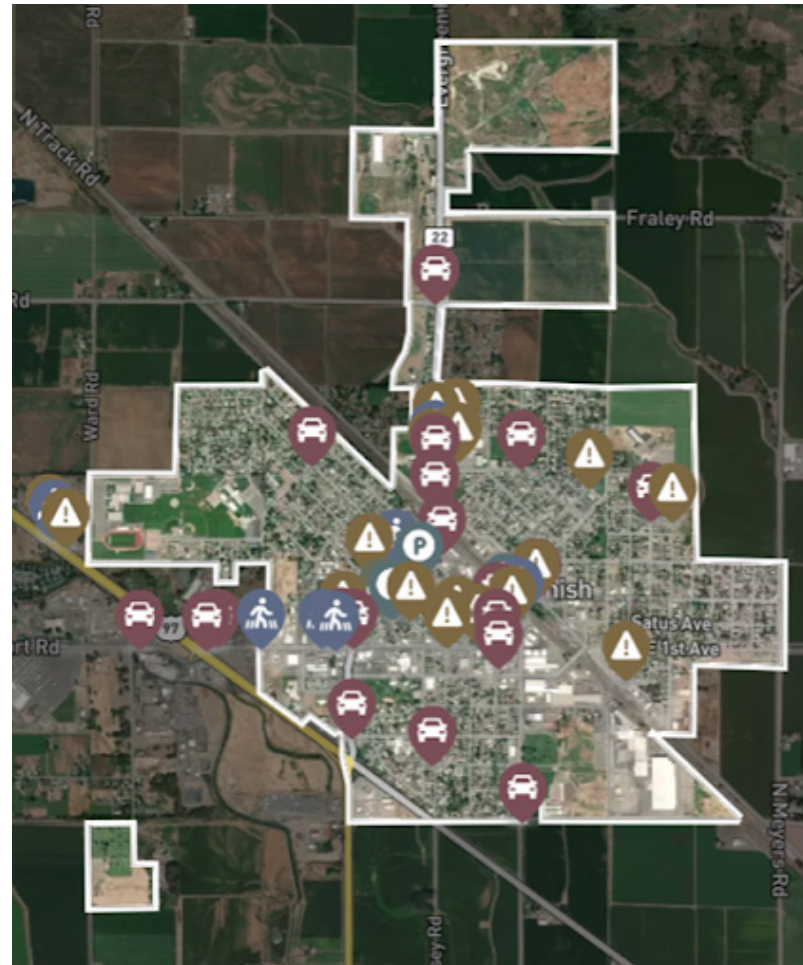
Environmental Documentation

Widener will work closely with the design team to evaluate and address potential environmental impacts through a preliminary environmental scan in parallel with the project planning phases so that environmental considerations are integrated early in the design process.

Based on preliminary review, the project is expected to qualify for a SEPA exemption and is not expected to require 21-02 documentation. We will confirm that determination through coordination with the lead agency and applicable jurisdiction. If needed, we will prepare supporting documentation and technical justification to maintain compliance with SEPA requirements and keep the project on schedule.

Public Involvement

To maintain continuity with previous work completed during the Transportation Safety Action Plan, the team will synthesize prior studies and outreach into a “What We Heard / What We Know” summary highlighting key corridor issues, safety concerns, and community priorities. The summary will include comments received through the Social Pinpoint map and will help guide early conversations and confirm whether previous input still reflects current community needs.



As the public involvement program begins, several activities will move forward in parallel to build shared understanding and maintain momentum.

We will develop a Project Engagement Plan that builds on lessons from the TSAP process. The plan will define engagement goals and objectives, identify priority audiences, including Yakama Nation, Yakima Valley Farm Workers Clinic, corridor businesses, and traditionally underserved populations, and outline key messages, tools, and an outreach schedule.

To support broad and inclusive participation, the team will implement a multilingual, multi-channel outreach strategy that includes a project webpage, translated materials, QR-code flyers, and social media content. We will also work with partner organizations to broaden outreach within the community.

Engagement activities will include:

- **In-Person Public Meeting and Online Survey.** We will host an accessible public design charrette, ideally along the corridor, paired with an online survey to gather input on corridor concerns, priorities, preliminary design alternatives, and evaluation criteria.
- **Small Business Outreach.** We will conduct targeted outreach to corridor businesses through brief office hours sessions and walking visits, allowing business owners to provide input in a convenient format.
- **Community-Based Partnerships.** We will partner with Yakima Valley Farm Workers Clinic to engage patients and visitors at its W 1st Avenue facility and reach community members who may not otherwise participate.
- **Tribal Coordination.** We will coordinate with Yakama Nation transportation representatives to incorporate culturally responsive engagement strategies and create meaningful opportunities for Indigenous community members to provide input.

To promote transparency and accountability, we will prepare a design decision trail that explains what we heard, how it informed the design, and why some suggestions could not be incorporated, using plain-language explanations of tradeoffs. At the end of engagement activities, we will prepare a Community Engagement Summary Report documenting our approach, goals, strategies, participation metrics, key themes, and how input influenced project decisions. Public outreach will continue throughout the design and construction phases of the project, keeping First Avenue users informed of the project outcomes and construction impacts.

Utility Coordination

DKS will coordinate with all known utilities within the project corridor in accordance with WSDOT Local Agency Guidelines and applicable Washington State requirements for state-funded transportation projects.

At the start of the project, DKS will prepare and distribute notification letters to all utility providers serving the City of Toppenish, including City of Toppenish water and sewer, Yakama Power, Cascade Natural Gas, telecommunications and fiber providers such as CenturyLink/Lumen and Charter/Spectrum, and any other known or identified utilities in the corridor. These letters will request available as-built plans, facility maps, and information on any planned or ongoing improvements within or near the project limits. Information received will be reviewed and incorporated into the project base map to support design and reduce the potential for conflicts.

DKS will also coordinate utility locates through the Washington State 811 system as well as a locate company as needed, and will review field markings in combination with record information to improve confidence in existing utility locations. As design progresses, DKS will maintain communication with utility providers to identify potential conflicts early and work with each utility to determine appropriate solutions. Where conflicts are identified, DKS will coordinate with the utility owners throughout the design phases to confirm whether relocation is required, discuss timing, and help establish a schedule that allows utilities adequate time to complete any necessary work ahead of construction.

DKS will maintain a utility coordination log and document all correspondence in accordance with WSDOT requirements. Utility relocation design, permitting, and construction will remain the responsibility of the respective utility owners unless otherwise agreed.

PS&E and Advertisement

DKS has extensive experience preparing plans, specifications, and estimates using WSDOT standards. To streamline the process, we propose to replace the 30% design phase with the preliminary design and roll plots developed during the project planning phase. We propose three plan submittals for City and WSDOT to review at the 60 percent, 90 percent, and 100 percent design stages.

We also propose to focus the access related small business outreach efforts during the 60 percent design phase. This allows us to incorporate the access management strategies defined in the project planning phase into the plan set after coordinating with the affected businesses. Cost estimates will be updated at each milestone using internal historical data and current unit bid information so the project remains aligned with available funding.

Before the project can move into construction, WSDOT must review and approve the PS&E package in accordance with the Local Agency Guidelines Manual. Because that review period affects the overall schedule, our team will manage submittals carefully and coordinate closely with WSDOT Local Programs to support timely review.

Construction Support

The AP construction services team will support the City through bidding, contract award, preconstruction coordination, construction administration and observation, project documentation, closeout, and WSDOT project review. Because this is a WSDOT-funded project, we will collect, organize, and maintain construction documentation in accordance with WSDOT requirements and preferences. In addition, our team will conduct wage interviews, complete Disadvantaged Business Enterprise reviews, and prepare the required daily, weekly, and monthly reporting.

CLEAR PATH TO DELIVERY

Our team brings direct familiarity with the corridor, a clear understanding of the City's goals, and experience delivering similar safety projects under WSDOT Local Agency Guidelines. We will build on the TSAP foundation to advance a practical, community-supported design that improves pedestrian safety, enhances operations, and can be delivered efficiently within the available funding and schedule.

RELEVANT EXPERIENCE

The following projects highlight our team's experience delivering pedestrian safety improvements, corridor reconfigurations, and WSDOT-coordinated designs similar to the W. First Street Pedestrian Crossing Improvements Project. These projects demonstrate our ability to advance safety concepts from planning through funding, design, and construction.

TOPPENISH SS4A TRANSPORTATION SAFETY ACTION PLAN (TSAP), WA

Service Dates: 1/2025 - 9/2025 (Includes Grant Support)

DKS led the Toppenish TSAP, which included public workshops, in-person engagement, and Social Pinpoint outreach through the project website. The team conducted crash analysis and field reviews to identify safety risks throughout the city, prioritized high-crash and high-injury locations, and developed a list of projects to position the City for future grant opportunities.

The TSAP placed particular emphasis on addressing pedestrian safety issues through multimodal design concepts. It also established school zone traffic safety standards and recommended updates to City policy related to transportation safety requirements in development review. DKS led the SS4A Task Force, which included elected officials, the school district, emergency responders, City staff, WSDOT, and Yakama Nation representatives, through the process of prioritizing safety improvement locations and countermeasures. The First Avenue Corridor was identified as the City's second-highest safety priority.

DKS then advanced the highest-priority locations, including the First Avenue Corridor, into conceptual project development. This work included benefit-cost analysis to better position the projects for funding opportunities. The TSAP and Vision Zero goal were adopted by the City Council on June 9, 2025. DKS subsequently supported the City in preparing an SS4A implementation grant application and in lobbying efforts through Senator Murray's office for the highest-ranked priority location at Asotin/SR 22.



In addition, DKS further refined the First Avenue project cost estimates, developed the project narrative, and supported the City throughout the Sandy Williams Grant application process, working directly with Clara Cheeves at WSDOT.

Key Staff: Aaron Berger (PM), Hallie Turk, Justin Sheets, Lionel Starchman

PASCO BROADMOOR INTERCHANGE ARR, NEPA, AND DESIGN, WA

Service Dates: 9/2021 - 7/2023 (Planning and Design phases), 8/2023 - 4/2025 (Construction Phase)

The City of Pasco has experienced rapid growth in the northwestern portion of the city, particularly along Broadmoor Boulevard, resulting in congestion, operational challenges, and bicycle and pedestrian safety concerns at the Broadmoor Boulevard/I-182 interchange.

DKS was retained to evaluate these issues and identify effective, implementable improvements. As part of this effort, DKS conducted a feasibility study that included traffic forecasting and operational analysis along Broadmoor Boulevard and at the I-182 interchange. The study confirmed the need to add capacity at the existing interchange. DKS also successfully obtained approval to use the feasibility study in lieu of a Non-Access Feasibility Study, saving the City both time and cost.

Building on this effort, DKS led a multidisciplinary team through the WSDOT ARR process required to secure FHWA approval for the interstate access change. DKS served as project manager and technical lead for traffic forecasting, operational analysis, alternatives evaluation, safety analysis, multimodal facility evaluation, and public outreach. Widener Associates led the concurrent NEPA process, with support from DKS and close coordination with WSDOT South Central Region Local Programs staff, resulting in approval of the Categorical Exclusion for the Preferred Alternative. The approved preferred alternative included a new loop off-ramp, roundabouts at the ramp terminals, and enhanced multimodal facilities through the interchange and along Broadmoor Boulevard, including a new pedestrian signal with a sheltered median to improve pedestrian safety.

Following approval, DKS immediately advanced an initial phase of the Preferred Alternative into PS&E, continuing to manage the project and lead all traffic-related elements. The design was developed in accordance with WSDOT and FHWA standards, including Eastern Washington WSDOT hydraulic requirements.



To accelerate project delivery, low-risk design components were completed during the final phases of the ARR process. Final bid documents were delivered approximately 22 months after project initiation, and the project was awarded in summer 2023. Construction was completed in early 2025. DKS completed the design under budget, allowing remaining funds to be reallocated to construction services support.

DKS also assisted the City through bidding and provided engineer-of-record services during construction, including responding to contractor RFIs and delivering traffic control updates to the public through the project website.

Key Staff: Aaron Berger (PM), Richard Hutchinson, Jerry Liu, Justin Sheets, Veronica Sullivan, Ross Widener

LONGVIEW WASHINGTON WAY COMPLETE STREETS, WA

Service Dates: 6/2022 to 4/2025

DKS worked with the City of Longview on the first ever complete streets project. The design team evaluated multimodal improvement alternatives of an existing 4-lane roadway with the purpose of improving ped safety and providing an accessible bicycle facility in an area with no existing bike lanes. DKS led the traffic analysis for the corridor and five signalized intersections to determine the optimal configuration and tradeoffs between modes. DKS performed the traffic design for the modification of traffic signals, RRFB, and lighting for the corridor. This effort included significant public outreach to show that reducing the number of lanes would have minimal impact to vehicular traffic. DKS also provided the City with construction management related support by reviewing material submittals and responding to RFIs.

Key Staff: Justin Sheets (PM)

SHORELINE TRANSPORTATION ON-CALL, WA

Service Dates: 2/2020 to 6/2021

DKS supported the City of Shoreline through this on-call, which included design plan reviews and oversight, TIA reviews, and GIS mapping support. DKS reviewed the city's Neighborhood Traffic Safety Program and conducted a study of its arterial speed limit policy. This project involved developing and presenting recommendations to the City Council regarding speed limit policy on arterial streets, focusing on improving traffic and pedestrian safety. DKS conducted an extensive literature review and used state of the art guiding documents and tools such as the NCHRP 17-76 suggested speed limit setting tool. DKS worked closely with City staff to develop posted speed limits that are consistent with facility use on arterial streets to be presented to City Council.

Key Staff: Richard Hutchinson (PIC), Veronica Sullivan, Jerry Liu

WALLA WALLA ROSE STREET PAVEMENT PRESERVATION, WA ANDERSON PERRY

Service Dates: 6/2022 to 4/2025

AP completed a chip seal improvement along the full length of Rose Street, from the City limits at Carey Court to Park Street. The project included a three-lane conversion with restriping to improve safety and provide dedicated bicycle access, replacement of the existing signal at Palouse Street and Rose Street, conversion of the Colville Street and Rose Street signal to RRFBs at both pedestrian crossings, and installation of a new RRFB at Avery Street to improve pedestrian safety and access for Valley Transit riders. During construction, AP worked closely with City staff and the contractor through weekly coordination meetings to review project status, upcoming work, and outstanding issues, fostering a collaborative team approach and timely resolution of challenges.

Key Staff: Adam Schmidt Gall (PM), Erik Green, Brent Thompson

WALLA WALLA MYRA ROAD SOUTH EXTENSION, WA

Widener & Associates

Service Dates: 3/2024 to 12/2024

Widener provided environmental services for the Myra Road South Extension Project, which extended Myra Road from SR-125 south to Taumarsen Road. This transportation improvement connected south Walla Walla to US 12 and provide access to more than 50 acres of commercially and residentially zoned vacant land. The project supported job creation, housing, retail access, reduced emergency response times, congestion relief, and increased City revenue. As part of the SEPA process, Widener conducted a preliminary environmental investigation to evaluate site conditions, identify potential impacts, and assess environmental constraints, then prepared a comprehensive SEPA Checklist documenting existing conditions, impacts, and mitigation measures.

Key Staff: Ross Widener

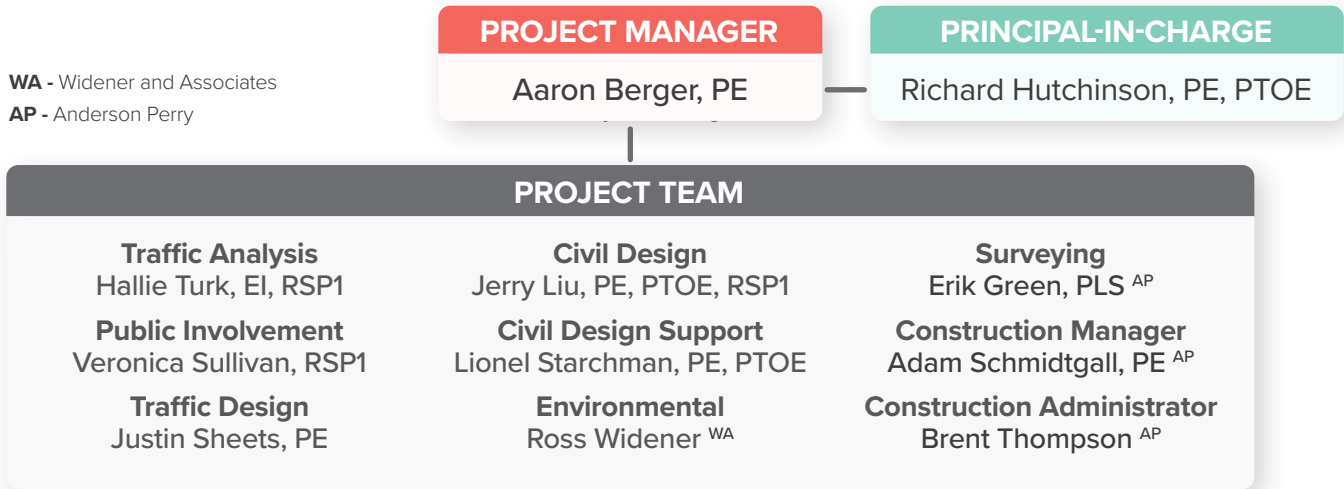
QUALIFICATIONS AND ROLES OF KEY PERSONNEL

DKS has assembled a focused, multidisciplinary team with direct experience on the W. First Street corridor and proven success delivering similar safety projects for Washington local agencies. Our team combines corridor-specific knowledge from the Toppenish Transportation Safety Action Plan with deep experience in WSDOT Local Agency project delivery, including PS&E development, environmental compliance, public involvement, and construction support.

Aaron Berger will lead the team as Project Manager, providing continuity from planning through implementation and serving as a single point of contact for the City and WSDOT. Supporting staff bring targeted expertise in pedestrian safety design, traffic operations, ADA compliance, public outreach, and construction administration. Together, this team is structured to deliver a practical, community-supported project that meets the City’s goals, aligns with Sandy Williams program requirements, and advances efficiently through design and construction.



WA - Widener and Associates
AP - Anderson Perry





AARON BERGER, PE **Project Manager**

Aaron will serve as Project Manager, providing leadership, coordination, and a single point of contact for the City and WSDOT Local Programs. He brings 14 years of experience in multimodal transportation planning, traffic design, and safety and operations analysis.

Aaron led the recently adopted Toppenish Transportation Safety Action Plan, guiding the SS4A task force of City, WSDOT, and Yakama Nation representatives through crash analysis and identification of priority safety improvements, including along the First Avenue corridor. He also supported the City during the Sandy Williams grant application by developing project purpose and need documentation.

His direct familiarity with the corridor, stakeholders, and funding requirements allows him to efficiently advance the project from design through implementation while aligning with the City's Vision Zero goals.

Relevant Experience:

- Toppenish, SS4A TSAP
- Toppenish, Asotin/SR 22 SS4A Grant Application
- Walla Walla, US 12/Clinton St Interchange ARR
- Pasco, Broadmoor ARR and Design
- Pasco, Road 76 Overcrossing Feasibility Study and Grant Applications
- Pasco, Transportation Master Plan
- Albany, US 20 Corridor Study



RICHARD HUTCHINSON, PE, **PTOE** **Principal-in-Charge**

Having led design, specifications, and cost estimating for more than 100 local agency transportation projects in Washington, Richard will serve as Principal-in-Charge, providing executive oversight, quality assurance, and guidance on project delivery.

Richard brings deep expertise in PS&E development for federally and state-funded projects and supports the project team with contracting, change management, and delivery strategy to maintain quality, schedule, and budget.

Relevant Experience:

- Pasco, 20th Avenue Safety Improvements
- Spokane, Pacific Avenue Greenway
- Shoreline, Meridian Ave Safety Improvements
- Tacoma, Puyallup Avenue Multimodal Improvements
- Pasco, Road 76 Overcrossing Feasibility Study and Grant Applications
- Sequim, Washington Street Signal Design



JERRY LIU, PE, PTOE, RSP1 **Civil Design Lead**

Jerry will lead civil design and oversee development of roadway, intersection, and multimodal improvements. He has 33 years of experience in transportation design and construction, including roundabouts, signals, illumination, ADA facilities, and traffic control plans.

Jerry's civil and traffic engineering expertise enables him to understand and communicate effectively with other disciplines, thereby removing obstacles for complex projects. His experience delivering complex multimodal projects allows him to identify practical design solutions, resolve constraints early, and support efficient construction.

Relevant Experience:

- Gig Harbor, Wollochet Drive NW/Wagner Way Intersection Improvement
- Bremerton, Systemic Pedestrian Treatment
- Pasco, Lewis Street Corridor
- Pasco, Broadmoor ARR and Design
- Walla Walla, US 12/Clinton St Interchange ARR
- Renton, Safe Routes to Transit



LIONEL STARCHMAN PE, PTOE **Civil Design Support**

Lionel will support roadway and intersection design, including ADA facilities, signals, lighting, and traffic control. He has 15 years of experience designing multimodal improvements, particularly in constrained retrofit environments.

Lionel previously developed cost estimates for the First Avenue corridor during the TSAP and Sandy Williams grant application, providing continuity into final design.

Relevant Experience:

- Toppenish, SS4A TSAP
- ACHD, Overland Rd, Orchard St to Vista Ave
- ACHD, FY24 Roadway and ADA Improvements
- ACHD, Cloverdale Rd, Amity Rd - Victory Rd
- ACHD, Lake Hazel Rd, Cloverdale Rd - Eagle Rd
- ITD, Chinden Blvd and 43rd St Pedestrian
- ACHD, 28th Street, Hazel to Irene



JUSTIN SHEETS, PE **Traffic Design Lead**

Justin will lead traffic design, including signals, illumination, signing, striping, and pedestrian enhancements. He has 19 years of experience delivering traffic design projects across Washington.

As a former WSDOT traffic engineer, Justin brings strong familiarity with WSDOT standards and Local Programs coordination. His experience includes complete streets projects, safety improvements, and signal design for both state highways and local roadways.

Relevant Experience:

- Toppenish, SS4A TSAP
- Pasco, Broadmoor ARR and Design
- Longview, Washington Way Complete Streets
- Vancouver, Main Street Promise
- Eugene, 8th Avenue Streetscape



VERONICA SULLIVAN, RSP1 **Public Involvement Lead**

With more than 10 years of experience supporting transportation planning and safety projects through inclusive outreach and stakeholder coordination, Veronica will lead public involvement and community engagement.

She specializes in developing engagement strategies that reach diverse and underrepresented communities and in translating technical information into clear, accessible materials that support informed decision-making.

Relevant Experience:

- Richland, Comprehensive Safety Action Plan and Grant Applications
- Richland, Traffic Calming and Speed Limit
- Pasco, Comprehensive Safety Action Plan and Grant Applications
- Pasco, Broadmoor ARR and Design
- Washington, Target Zero Strategic Highway Safety Plan



HALLIE TURK, EI, RSP1 **Traffic Analysis Lead**

Hallie will lead traffic operations and safety analysis. She specializes in evaluating crash data, traffic operations, and multimodal performance to support development of practical, data-driven improvements.

Her experience includes safety analysis, corridor studies, and preparation of grant-ready projects that align with state requirements and local priorities.

Relevant Experience:

- Toppenish, SS4A TSAP
- Albany, US 20 Corridor Study
- Salem, Neighborhood Traffic Management Plan
- Happy Valley, On-Call Transportation Engineering Services



ROSS WIDENER
Widener & Associates
Environmental Lead

With more than 39 years of experience in NEPA and SEPA compliance, including management of Environmental Impact Statements, Environmental Assessments, and Categorical Exclusions, Ross will lead environmental review and documentation.

His experience with Washington projects and regulatory coordination supports efficient environmental review aligned with project schedule and funding requirements.

Relevant Experience:

- Walla Walla, Myra Rd South Extension
- Renton, Pines Rd Grade Separation
- Spokane Valley, Maplewood Sidewalk Rehabilitation
- Spokane Valley, Barker Road Improvement



ADAM SCHMIDTGALL, PE
ANDERSON PERRY
Construction Manager

Adam will lead construction management services. He has 18 years of experience delivering federally funded transportation projects for eastern Washington communities and is highly familiar with WSDOT and FHWA requirements.

Relevant Experience:

- Walla Walla, Rose Street Pavement Preservation
- Walla Walla, Poplar Street/Alder Street Reconstruction
- Walla Walla, Alder Street IRRP Project
- Dayton, 4th Street Improvements
- Walla Walla, Isaacs Avenue Reconstruction (Rose Street to Wilbur Avenue)
- Waitsburg, Mill Race Road



BRENT THOMPSON
ANDERSON PERRY
Construction Administrator

Brent will provide construction administration and serve as the primary point of contact with the contractor. He has more than 20 years of experience overseeing construction of public works and transportation projects, including documentation, coordination, and progress reporting.

Relevant Experience:

- Walla Walla, Rose Street Pavement Preservation
- Walla Walla, Poplar Street/Alder Street Reconstruction
- Walla Walla, Alder Street IRRP Project
- Dayton, 4th Street Improvements
- Dayton, North 3rd Street
- Connell, S 5th Avenue Reconstruction



ERIK GREEN, PLS
ANDERSON PERRY
Survey Manager

Erik will oversee survey services, including topographic mapping, right-of-way verification, and construction support. He has more than 30 years of experience supporting roadway and infrastructure projects.

Relevant Experience:

- Walla Walla, Rose Street Pavement Preservation
- Walla Walla, Poplar Street/Alder Street Reconstruction
- Pasco, Road 68 Widening (South of I-182)
- Dayton, South Second Street Reconstruction
- Waitsburg, Mill Race Road
- Dayton, 4th Street Improvements

ESTIMATED SCHEDULE

DKS will deliver an advertisement-ready PS&E package by December 31, 2026. While December 1 is the desired due date outlined in the RFP, we are concerned that a timeline this aggressive would preclude the level of public outreach desired by WSDOT for a Sandy Williams grant project.

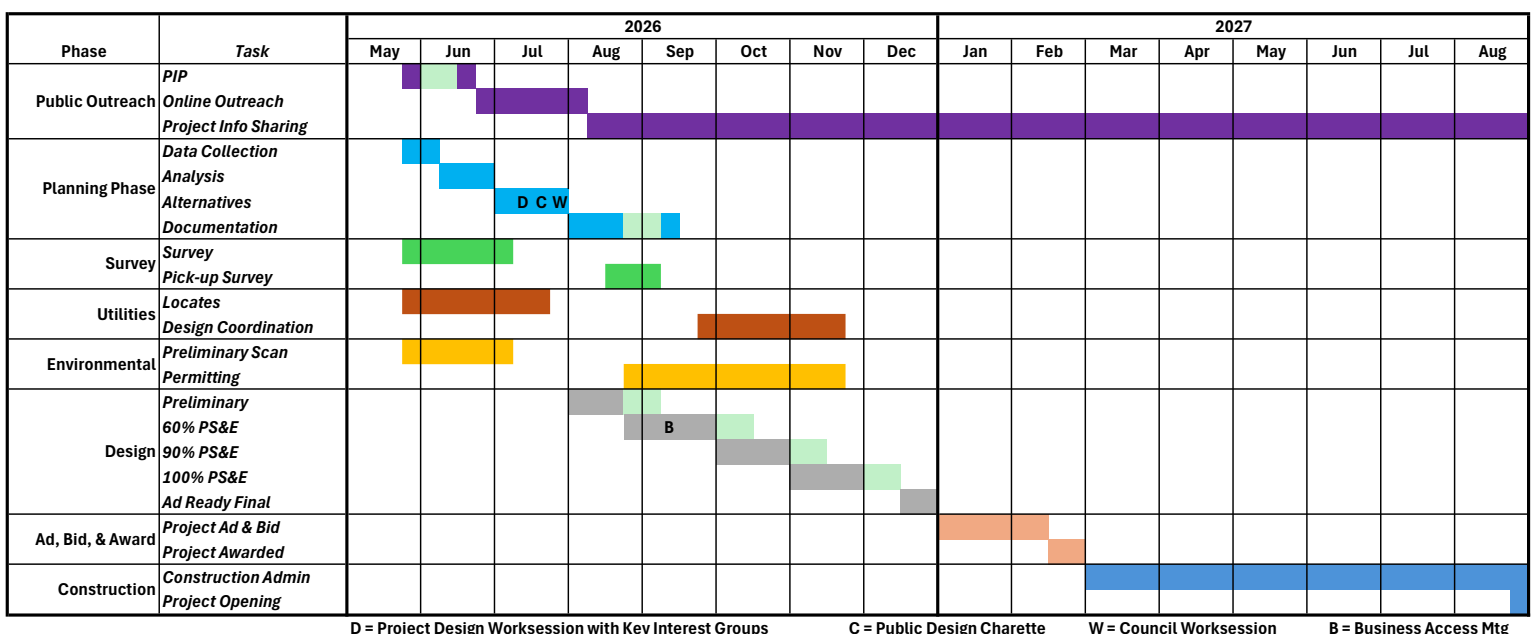
Because our team led the Toppenish Transportation Safety Action Plan and supported development of this project, we bring immediate familiarity with the corridor, data, and stakeholder context. We will begin work upon notice to proceed, advancing early coordination, data collection, survey, utility locates, and field verification without delay.

To support the schedule, we will prioritize early completion of data collection and initiate environmental coordination at project outset. We will also conduct a project design meeting with WSDOT and other interest groups to refine pedestrian crossing locations, access assumptions, and SR 22/ First Avenue intersection configuration assumptions during the alternatives analysis portion of the project planning phase.

DKS will structure the design process around key milestones with focused City/WSDOT review periods. We propose two-week review windows at each submittal and will hold review meetings to resolve comments efficiently and maintain schedule progression.

Public involvement is a critical component of the project and schedule. Because the project is funded through the Sandy Williams Connecting Communities Program, we will implement early and continuous outreach to build community understanding and support. Establishing consensus early will help avoid late-stage design changes and reduce the risk of delays. The public design charette will be conducted during the alternatives analysis portion of the design phase, providing the public with direct input into the project outcomes.

Our approach is designed to maintain steady progress from project initiation through PS&E, with proactive coordination, clear decision points, and timely resolution of comments to keep the project on track for advertisement.



STATE FUNDED & WSDOT LOCAL AGENCY EXPERIENCE

DKS has extensive experience delivering state-funded transportation projects for Washington local agencies in close coordination with WSDOT Local Programs and in conformance with Chapter 15 of the WSDOT Local Agency Guidelines (LAG). Our team routinely leads projects from preliminary engineering through final design, bidding, and construction support, including development of complete, advertisement-ready plans, specifications, and estimates (PS&E). We understand the documentation, coordination, and quality requirements necessary to successfully advance federally and state-funded projects while maintaining schedule, budget, and compliance.

Our team brings direct experience delivering pedestrian safety and multimodal corridor improvements in constrained urban environments similar to W First Avenue. This includes ADA-compliant design, traffic operations analysis, channelization and rechannelization, pedestrian crossing improvements, bicycle accommodations, multimodal corridor enhancements, and context-sensitive solutions that balance safety, operations, and community needs. We also prepare SEPA documentation and coordinate closely with local agencies, WSDOT, and other stakeholders to support timely approvals and keep projects moving efficiently through design and delivery.

DKS applies structured QA/QC procedures throughout project development and maintains clear, audit-ready documentation to satisfy state funding requirements, ADA and nondiscrimination standards, and applicable WSDOT design criteria. During construction, we continue to support agency staff through coordination, issue resolution, documentation, and construction management and administration services. DKS has successfully delivered numerous state-funded transportation projects across Washington, including projects coordinated with WSDOT South Central Region Local Programs staff who will be involved in review of this project.

Relevant experience includes:

TOPPENISH TRANSPORTATION SAFETY ACTION PLAN AND SANDY WILLIAMS GRANT APPLICATION

DKS led the Toppenish TSAP and supported development of the Sandy Williams-funded W. First Street project concept. This work included coordination with WSDOT and development of grant-ready project information aligned with state safety priorities.

PASCO BROADMOOR INTERCHANGE ARR, NEPA, AND DESIGN

DKS managed a multidisciplinary team through WSDOT review and approval processes, including coordination with WSDOT South Central Region staff, development of PS&E, and advancement of improvements designed to WSDOT standards. The team also supported bidding and construction-phase services.

LONGVIEW WASHINGTON WAY COMPLETE STREETS

DKS provided traffic analysis and traffic design for a corridor reconfiguration project involving multimodal improvements, signal modifications, RRFBs, and lighting, delivered in coordination with agency requirements and funding constraints for a publicly funded project.

ANDERSON PERRY CONSTRUCTION ADMINISTRATION EXPERIENCE

Anderson Perry has provided construction management and administration on more than 300 transportation projects, including work involving WSDOT procedures, documentation, inspection, and contractor coordination. Their experience strengthens our team's ability to support the City during bidding, construction administration, and project closeout.

CAPACITY & AVAILABILITY TO MEET SCHEDULE

DKS has the staff availability and internal capacity to complete the W. First Street Pedestrian Crossing Improvements Project on schedule. Key team members identified for this project, including the Project Manager and technical leads, are available to begin work immediately and will remain engaged through design, PS&E, and construction support.

Aaron Berger will serve as Project Manager and be directly involved throughout the project. His familiarity with the Toppenish Transportation Safety Action Plan and the Sandy Williams-funded project provides continuity from planning through implementation and allows the team to advance work efficiently from the outset.

The DKS team is supported by a broad bench of transportation professionals across our offices, allowing us to maintain schedule commitments while providing specialized expertise as needed. This structure supports consistent staffing, timely responses to review comments, and the ability to manage overlapping tasks without delay.

We coordinate closely with Anderson Perry and Widener & Associates to align schedules, support timely delivery of survey, environmental, and construction services, and maintain clear communication across all phases of work.

Our team understands the importance of meeting funding timelines and agency expectations and is prepared to deliver this project in accordance with the City's anticipated schedule.



KEY PERSONNEL RESUMES



14 YEARS OF EXPERIENCE

EDUCATION

MS, Civil Engineering, Montana State University

BS, Civil Engineering, Montana State University

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

Washington PE No. 53178

Idaho PE No. P-22165

Montana PE No. 87862

Texas PE No. 149235

Oregon PE No. 102947

AARON BERGER, PE

PROJECT MANAGER

Aaron will serve as Project Manager and brings 14 years of experience in multimodal transportation planning, traffic design, and transportation safety and operations analysis. He offers direct familiarity with the W. First Street corridor, having led the recently adopted Toppenish Transportation Safety Action Plan and supported the Sandy Williams grant application for this project. His background combines strong project management with technical expertise in multimodal roadway and traffic design, traffic operations, safety analysis, and bicycle and pedestrian facility planning. He has also worked closely with WSDOT South Central Region Local Programs staff on key projects, including the US 12/Clinton Street ARR in Walla Walla and the Broadmoor Interchange ARR and Design project in Pasco.

SELECT EXPERIENCE

City of Toppenish SS4A Transportation Safety Action Plan (TSAP), Toppenish, WA. As Project Manager, Aaron led development of the Toppenish TSAP, including public outreach, crash analysis, and prioritization of high-injury locations, including the W. First Street corridor. He guided the SS4A Task Force through countermeasure development and advanced priority locations into conceptual design and benefit-cost analysis to support funding applications.

Road 76 Overpass Feasibility Study and Grant Application, Pasco, WA. Aaron led a multidisciplinary team to evaluate feasibility of a new I-182 overpass, coordinate with WSDOT, develop conceptual roadway and bridge designs, and prepare a benefit-cost analysis and successful RAISE grant application.

Broadmoor Interchange ARR and Design, Pasco, WA. Aaron led the ARR and design for modifications to the I-182 Broadmoor Interchange, including coordination with WSDOT and FHWA for access approval. He directed travel demand modeling, traffic forecasting, and operations analysis of multiple alternatives, and managed the design team through PS&E, bidding, and construction support.

Broadmoor TIF Projects, Pasco, WA. Aaron has supported the City of Pasco as the traffic engineer for the Broadmoor Area design projects. Aaron developed traffic analysis for lane configurations and provided signal, signing, striping, and lighting review of the PS&E for four different project phases.



RICHARD HUTCHINSON, PE, PTOE

PRINCIPAL-IN-CHARGE

Richard serves as Principal-in-Charge and trusted advisor to public agencies throughout Washington. He has led design, specifications, and cost estimating for more than 100 local agency transportation projects in the state. His expertise in contracting, invoicing, change management, and proactive communication supports well-managed projects and strong client service. He is highly experienced in federally and state-funded PS&E.

25 YEARS OF EXPERIENCE

EDUCATION

BS, Civil and Environmental Engineering, University of Washington

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

Washington PE No. 43665
Professional Traffic Operations Engineer No. 2455

SELECT EXPERIENCE

Pasco Traffic Engineering On-Call, Pasco, WA. Richard has overseen this on-call contract for the City of Pasco since 2016, supporting pedestrian safety, 5G cell pole evaluation, Traffic Impact Policy development, TIA preparation and review, developer design, and frontage improvement review.

Pasco Local Road Safety Plan, Pasco, WA. As Principal-in-Charge, Richard provided strategic oversight for development of the City's Local Road Safety Plan, supporting eligibility for WSDOT's City Safety Program. He guided project identification and development of HSIP grant applications. The plan was adopted by City Council following presentation by the project team.

On-Call Traffic and Transportation Services, City of Tacoma, WA. Richard oversees this on-call contract, supporting a range of multimodal and operational improvements, including the City's first HAWK signal, emergency traffic control planning for a presidential visit, and ITS planning and operations analysis for corridor conversions near a major transit center.

City of Sequim On-Call Traffic Engineering, Sequim, WA. As Principal-in-Charge, Richard provided oversight for operational and signal improvements, including conversion from split-phase to protected-permissive left-turn operations, ADA pedestrian upgrades, and modernization of signal infrastructure, including controllers, detection, and communications systems.

SDOT On-Call Pedestrian and Bicycle Development Services, Seattle, WA. As Principal-in-Charge, Richard provided oversight for multimodal corridor studies and design. Work included traffic analysis and alternative evaluation for protected bike lanes in the Beacon Hill neighborhood, as well as development of 10% plans and cost estimates for neighborhood greenway improvements to support Safe Routes to School grant applications.



JERRY LIU, PE, PTOE, RSP1

CIVIL DESIGN LEAD

Jerry will serve as Civil Design Lead and brings 33 years of experience in transportation planning, design, and construction. He has led multimodal projects involving intersection improvements, traffic signals, street lighting, RRFBs, ITS, ADA curb ramps, sidewalks, pavement markings, and signing. His civil and traffic engineering background helps him coordinate across disciplines, identify practical design solutions, and address issues early in project development. He is well versed in WSDOT and federal design standards and requirements.

SELECT EXPERIENCE

Gig Harbor Wollochet Drive NW/Wagner Way Intersection Improvement, Gig Harbor, WA. Jerry is the Project Manager and Engineer of Record for this signal and pedestrian crossing enhancement project. Improvements include a new traffic signal, ADA ramps, bike lanes through the intersection, street lighting, an RRFB at a nearby trail crossing, concrete crosswalks, sidewalks, and driveway upgrades. The scope also included a traffic study, pedestrian crossing study, and traffic control plans. DKS supported the City in securing a \$1.2 million TIB grant for construction.

Bremerton Systemic Pedestrian Treatment, Bremerton, WA. Jerry served as Project Manager and Engineer of Record for this federally funded pedestrian safety project, which adds eight RRFB-enhanced crosswalks, including several near schools and one on SR 303 near the Bremerton Ferry dock. The project includes survey, ADA curb ramps, signing, pavement markings, NEPA documentation, traffic control, utility potholing, ROW planning, and coordination with WSDOT for PS&E review and NEPA approval.

Pasco Lewis Street Corridor, Pasco, WA. Jerry manages DKS's scope and leads signal design, lighting analysis, and lighting design for this downtown corridor project. The work includes traffic operations and safety analysis and design support for roadway, sidewalk, lighting, landscaping, and bicycle and pedestrian improvements along Lewis Street between 2nd and 5th Avenue.

Renton Safe Routes to Transit, Renton, WA. Jerry served as Project Manager for this multimodal safety project, which includes three intersections and one midblock HAWK signal. Improvements include a mini-roundabout, curb bulb-outs, pedestrian crossings, and operations analysis for short- and long-term intersection improvements. The project also included topographic survey, AutoTurn analysis, and lighting analysis.

33 YEARS OF EXPERIENCE

EDUCATION

MS, Civil Engineering,
Florida State University

BS, Highway and Urban Roads,
Tongji University

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

Washington PE No. 40628

California PE No. 63832

Professional Traffic Operations
Engineer No. 1904

Road Safety Professional,
Level 1, No. 942



JUSTIN SHEETS, PE

TRAFFIC DESIGN LEAD

Justin is a transportation professional with diverse expertise in traffic design, safety, operations, and analysis. Justin has led numerous design and planning projects for local agencies throughout Washington and Oregon, focusing on traffic signals, lighting, RRFBs, signing, striping, safety plans, and traffic analysis. As a former WSDOT traffic engineer, he is also very well versed in WSDOT standards and navigating through local programs.

19 YEARS OF EXPERIENCE

EDUCATION

BS, Civil Engineering,
Portland State University

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

Washington PE No. 50505

Oregon PE No. 079328

SELECT EXPERIENCE

I-182 Broadmoor Interchange Project Phase 1, Pasco, WA. Justin led an interdisciplinary design team for an interchange and roadway reconfiguration project in Pasco. He designed traffic signals, lighting, signing, striping, communications, and RRFBs for a new freeway loop ramp and roundabout ramp terminal, and led coordination and approvals through WSDOT. He also led development of work zone traffic control strategies to safely accommodate all modes during construction.

Main Street Promise, Vancouver, WA. As DKS project manager, Justin led traffic analysis and traffic design for a downtown corridor upgrade focused on pedestrian safety and mobility. He led design of five signal upgrades, new corridor lighting, decorative lighting, and the City's first on-street electric vehicle charging station. He also coordinated closely with WSDOT because two project signals were on state highways.

8th Avenue Streetscape and Bikeway, Eugene, OR. Justin led traffic signal design for a corridor project adding protected bike lanes and bicycle signals on 8th Avenue. The project reconfigured the roadway and converted the street from one-way to two-way operation. His work included bicycle detection and phasing strategies and signal design accommodating future bikeway conversions on intersecting streets.

Washington Way Complete Streets Project, Longview, WA. Justin led traffic analysis for the corridor and five signalized intersections to evaluate multimodal alternatives for improving pedestrian safety and adding bicycle facilities. After selection of a 3-lane cross section with protected bike lanes, he led traffic design for signal modifications, RRFBs, and lighting. He also supported public outreach and construction by reviewing submittals and responding to RFIs.



LIONEL STARCHMAN, PE, PTOE

CIVIL DESIGN SUPPORT

Lionel will serve as a design engineer. He has 15 years of experience, including the design of conventional and innovative intersections, roundabouts, drainage, signing, pavement markings, signals, ITS, lighting, and construction staging and traffic control. He has extensive experience designing ADA-compliant pedestrian facilities and accessible pedestrian signals, especially in complex retrofit settings.

15 YEARS OF EXPERIENCE

EDUCATION

ME, Civil Engineering,
University of Idaho

BS, Civil Engineering,
University of Idaho

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

Idaho PE No. 16459

Professional Traffic Operations
Engineer No. 4147

SELECT EXPERIENCE

Overland Rd, Orchard St to Vista Ave, ACHD, ID. Lionel leads roadway design for this multimodal improvement project along 1.5 miles of Overland Road, a major Boise corridor. Improvements include widened sidewalks, curb extensions, and ADA upgrades to numerous curb ramps and driveways.

FY24 Roadway and ADA Improvements, ACHD, ID. Lionel contributed to roadway design for multimodal improvements along Americana Boulevard and Shoreline Drive near downtown Boise. The project includes a protected intersection treatment for bicyclists and ADA upgrades to curb ramps and driveways.

Cloverdale Road, Amity Road to Victory Road, ACHD, ID. Lionel contributed to the roadway design of this project that will widen approximately 4,300 feet of Cloverdale Road in Boise. The design includes a multi-use path on each side of the road and a midblock pedestrian hybrid beacon.

Lake Hazel Rd, Cloverdale Rd to Eagle Rd, ACHD, ID. Lionel led the roadway and signal design of this project that will widen 3,200 feet of Lake Hazel Road in Boise. The design includes a multi-use path on each side of the road and a midblock pedestrian hybrid beacon.

Chinden Blvd and 43rd St Pedestrian Improvements, ITD, ID. Lionel led roadway and signal design for a toucan crossing of Chinden Boulevard in Garden City. Improvements include a pedestrian hybrid beacon with pushbuttons for pedestrians and bicyclists and a raised median island with pedestrian refuge.

28th Street, Hazel to Irene, ACHD, ID. Lionel did the roadway design of this pedestrian safety project that constructed curb extensions at three intersections along 28th Street in Boise. The curb extensions at Irene Street include full-length bus stop landings.

US 20, Myrtle, Front, Broadway Resurfacing. Lionel contributed to the roadway design of this project that rehabilitated pavement and upgraded curb ramps along 4.5 miles of US 20, passing through downtown Boise and connecting to I-84.



VERONICA SULLIVAN, RSP1

PUBLIC INVOLVEMENT LEAD

Veronica Sullivan is a Public Involvement Lead with more than 10 years of experience in transportation planning, safety, and multimodal design. She develops inclusive engagement strategies for transportation projects and has experience with public meetings, stakeholder outreach, community engagement campaigns, and accessible outreach materials. She is skilled at translating technical concepts into clear information that supports meaningful participation and informed decision-making.

10 YEARS OF EXPERIENCE

EDUCATION

MASc, Civil Engineering,
University of Waterloo

BESc, Urban Planning,
University of Waterloo

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

Road Safety Professional,
Level 1, No. 684

SELECT EXPERIENCE

Pasco Comprehensive Safety Action Plan, WA. Veronica led development of the City of Pasco's first Comprehensive Safety Action Plan, overseeing public engagement, task force meetings, crash data analysis, and multi-agency coordination. She planned and facilitated citywide outreach, including open houses, pop-up events, stakeholder workshops, and presentations to City Council and the safety task force. She also developed the Engagement Plan, outreach summary report, and final CSAP, integrating technical analysis with community priorities.

Island Crest Way Corridor Safety Analysis, Mercer Island, WA.

Veronica served as Deputy Project Manager for this planning-level corridor safety study, which included field reviews, crash analysis, and public engagement to identify lighting, signage, pedestrian, bicycle, and roadway safety improvements. She developed outreach materials, project webpage content, postcards, and a public survey, and prepared City Council presentations communicating community concerns and recommended near- and long-term improvements.

Shoreline Meridian Avenue Safety Improvement Project, WA.

Veronica managed public outreach, including online surveys, interactive mapping tools, newsletters, and social media campaigns. She facilitated virtual public webinars and prepared FAQ materials summarizing community feedback and project outcomes.

Strategic Highway Safety Plan (Target Zero), Washington State, WA.

As Deputy Project Manager, Veronica supported stakeholder workshops, focus groups, and Tribal engagement sessions to incorporate diverse perspectives into the statewide Strategic Highway Safety Plan.



4 YEARS OF EXPERIENCE

EDUCATION

BS, Civil Engineering,
University of Portland

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

Engineering Intern (EI), No.
98828

Road Safety Professional,
Level 1, No. 1359

HALLIE TURK, EI, RSP1

TRAFFIC ANALYSIS LEAD

Hallie is a transportation planner who supports safety and planning projects for local agencies throughout the Pacific Northwest. She specializes in analyzing and presenting data to inform safety strategies that benefit all users. Her experience includes identifying systemic and location-specific crash trends, selecting countermeasures, performing benefit-cost analysis, and supporting federal and state grant applications. Her work helps project teams understand corridor safety needs and identify high-impact improvements that are competitive for funding.

SELECT EXPERIENCE

Toppenish Transportation Safety Action Plan (TSAP), WA. Hallie was a key staff member for this citywide Transportation Safety Action Plan for the City of Toppenish. She led crash and demographic analysis, community engagement, safety strategy development, and identification of high-priority project locations. She also assisted the City in preparing an SS4A Infrastructure Grant application for one of the hotspot projects identified in the TSAP.

Albany US 20 Corridor Study, OR. Hallie served as lead technical analyst for this study evaluating the feasibility of adding pedestrian and bicycle facilities to US 20 through North Albany and downtown Albany. She led crash analysis, intersection operations analysis, and evaluation of future alternatives in accordance with state and local standards. The project resulted in recommendations for multimodal access along a key urban corridor.

Salem Neighborhood Traffic Management Plan Update, OR. Hallie supported the City of Salem's Neighborhood Traffic Management Plan update by documenting traffic calming treatments and refining implementation procedures. She assessed the effectiveness of tools across street classifications and helped develop updated evaluation criteria for consistent project prioritization.

Happy Valley On-Call Transportation Engineering Services, OR. Hallie has provided planning and engineering support to the City of Happy Valley, including traffic impact study review, data collection, and analysis for neighborhood traffic calming, sight distance evaluation, and pedestrian and trail crossing improvements.



18 YEARS OF EXPERIENCE

EDUCATION

BS, Civil Engineering,
Oregon State University

AA, Blue Mountain
Community College

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

Washington PE No. 48227

Oregon PE No. 77752PE

ADAM SCHMIDTGALL, PE

CONSTRUCTION MANAGER | ANDERSON PERRY (AP)

Adam is AP's Transportation Division Manager and a senior project engineer with 18 years of experience supporting transportation and infrastructure projects for communities throughout eastern Washington. He has delivered numerous federally funded projects and is well versed in WSDOT and FHWA standards. His experience includes roadway reconstruction, multimodal corridor improvements, ADA upgrades, utility coordination, funding support, and construction-phase services. His strong understanding of local agency needs, regulatory requirements, and project delivery helps teams address issues early and keep projects moving efficiently.

SELECT EXPERIENCE

Rose Street Pavement Preservation, City of Walla Walla, WA. Adam served as Project Manager for this corridor preservation and safety project, which included a three-lane conversion, bicycle access improvements, a new traffic signal at Palouse Street, and RRFB upgrades at other crossings along Rose Street.

Poplar Street/Alder Street Reconstruction, City of Walla Walla, WA. Adam served as Project Manager for this reconstruction project, which included roadway, roundabout, and utility design; storm drainage improvements; new curb, gutter, sidewalk, and ADA-compliant features; signage, striping, and traffic signal improvements. He also supported QA/QC, public outreach, funding assistance, and bid and award services.

Alder Street IRRP Project, City of Walla Walla, WA. Adam served as Project Manager for this reconstruction project, which restored pavement and rebuilt travel lanes, bike lanes, and parking areas. The project also included utility replacement, stormwater improvements, new curb, gutter, sidewalk ramps, and curb bulb-outs at key intersections.

4th Street Improvements, City of Dayton, WA. Adam served as Project Manager for this roadway improvement project, which included pavement repair and overlay, curb replacement, and modifications to the existing storm drainage system.

Isaacs Avenue Reconstruction (Rose Street to Wilbur Avenue), City of Walla Walla, WA. Adam served as Project Manager for this arterial reconstruction project, which converted the corridor from four lanes to two travel lanes with a center turn lane and bike lanes. The project included utility replacement, storm drainage upgrades, ADA-compliant intersection improvements, and traffic signal upgrades.



30+ YEARS OF EXPERIENCE

EDUCATION

AAS, Surveying Engineering Technology, State University of New York at Alfred

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

Professional Land Surveyor

Washington No. 43411

Oregon No. 87604

Idaho No. L-11061

Montana No. 15842

Arizona No. 31596

South Dakota No. 15549

ERIK GREEN, PLS

SURVEY MANAGER | ANDERSON PERRY (AP)

Erik is the Survey Manager in AP's Walla Walla office and brings more than 30 years of field and office surveying experience. He oversees survey crews, coordinates schedules with design teams and contractors, and manages survey staffing and equipment needs. His experience includes roadway and bridge topographic surveys, right-of-way research and retracement, easement preparation, and construction support. Erik plays a key role in defining survey scope, reviewing deliverables, and supporting project teams with accurate and complete survey data.

SELECT EXPERIENCE

Poplar Street/Alder Street Reconstruction, City of Walla Walla, WA. Erik provided design surveying services, including right-of-way and records research, survey control, topographic mapping of roadway and utility features, monument location, and preparation of a comprehensive base map for design.

2024 Roadway Overlay Projects, City of Royal City, WA. Erik provided surveying services for multiple roadway paving projects, including topographic mapping, utility identification, right-of-way determination, and monument preservation. He supported field and office efforts, including records research, data processing, development of digital terrain models, construction layout, and overall quality control.

Lower Hogeeye Road Reconstruction, Columbia County, WA. Erik supported roadway design surveying for this 3-mile project, including topographic mapping, right-of-way retracement, easement exhibits, construction staking, and preparation of the official right-of-way map.

Road 68 Widening (South of I-182), City of Pasco, WA. Erik provided topographic surveying services, including records research, survey control, right-of-way retracement, and preparation of a base map to support roadway and utility design.

Mill Race Road, City of Waitsburg, WA. Erik provided design surveying and construction support, including records research, survey control, topographic mapping, right-of-way retracement, base mapping, and construction staking.

South Second Street Reconstruction, City of Dayton, WA. As Project Surveyor, Erik completed topographic and utility data collection, coordinated with utilities, and supported monument protection for roadway, ADA, utility, and drainage improvements.



30+ YEARS OF EXPERIENCE

EDUCATION

BA, Construction Project Management, Boise State University

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

OSHA 30 Certified

HAZWOPER 40 HR

Forklift Certified

Fire Stopping Systems Training

Asbestos Awareness Training

Crane Rigging Training

CPR/First Aid

Competent Person/ Excavation

Spill Prevention and Control Training

Confined Space Entry
Competent Person

Heavy Equipment Safety
Training

Aerial Lift Training

BRENT THOMPSON

CONSTRUCTION CONTRACT ADMINISTRATOR | ANDERSON PERRY (AP)

Brent is a construction contract administrator with more than 20 years of experience supporting transportation and utility projects across the United States. At Anderson Perry, he has provided construction administration and inspection for complex public works projects, including payment review, schedule coordination, progress documentation, stakeholder coordination, and change order negotiation. Brent will provide construction administration for this project and serve as the primary point of contact with the contractor.

SELECT EXPERIENCE

S 3rd Street Overlay and Sewer Replacement, City of Dayton, WA.

Provided construction administration for this sewer replacement and roadway improvement project, including preconstruction and construction meetings, payment applications, quantity review, schedule coordination, stakeholder coordination, and change order negotiation. Project funded by TIB.

North 3rd Street, City of Dayton, WA. Provided construction administration for this project, which included sewer replacement, a new stormwater system, new water main and service lines, and roadway improvements. Responsibilities included meeting coordination, payment applications, quantity review, schedule coordination, stakeholder coordination, and change order negotiation. Project funded by TIB.

Vernon Smith Bridge Replacement, Columbia County, WA.

Provided construction administration for demolition and replacement of the Vernon Smith Bridge over the Touchet River and roadway improvements on Rose Gulch Road. Responsibilities included meeting coordination, payment applications, quantity review, schedule coordination, stakeholder coordination, and change order negotiation.

Apple Avenue Sidewalks, City of Royal City, WA.

Provided construction administration for this project, which included a new irrigation inlet structure, sidewalks, and a 280-foot gravity block wall. Responsibilities included meeting coordination, payment applications, quantity review, schedule coordination, stakeholder coordination, and change order negotiation. Project funded by TIB.

S 5th Avenue Reconstruction, City of Connell, WA. Provided construction administration for this project, which included a new water main, a 150-foot bore under SR 260, and roadway improvements. Responsibilities included meeting coordination, payment applications, quantity review, schedule coordination, stakeholder coordination, and change order negotiation.



ROSS WIDENER

ENVIRONMENTAL LEAD | WIDENER AND ASSOCIATES

Ross Widener brings more than 39 years of experience in transportation planning and environmental compliance. His background includes 10 years with FHWA's Western Federal Lands Highway Division in Vancouver, Washington, and three years as FHWA's Manager of Transportation Planning and Environmental Affairs in the South Carolina Division Office. For the past 24 years, he has served as Project Manager for Widener & Associates.

Ross has led environmental efforts for transportation projects throughout Washington, including NEPA and SEPA documentation and Section 404 and 401 permit applications. He has managed development of five Environmental Impact Statements, 25 Environmental Assessments, and more than 300 Categorical Exclusions.

SELECT EXPERIENCE

21st Avenue S Pedestrian Improvements, City of Federal Way, WA.

As Environmental Lead, Ross directed environmental review for this pedestrian improvement project, which included a 12-foot sidewalk, curb and gutter, ADA curb ramps, landscaping, and decorative lighting. He prepared the APE, ESA, cultural resources documentation, NEPA Categorical Exclusion, and SEPA documentation.

Lakota Middle School Safe Routes to School, City of Federal

Way, WA. As Environmental Lead, Ross supported environmental compliance for this Safe Routes to School project, which included new sidewalk, curb and gutter replacement, ADA curb ramps, and a school zone flashing beacon system. Ross led preparation of the APE, cultural resources investigation, and NEPA Categorical Exclusion.

Rainier Avenue Improvement Project, City of Renton, WA.

As Environmental Lead, Ross directed environmental review for this corridor improvement project, which included roadway widening, BAT lanes, new traffic signals, turn lanes, wider sidewalks, and landscaping. He coordinated preparation of the APE, ESA, cultural resources, traffic, and air quality documentation and led the SEPA and NEPA processes.

Walla Walla Myra Road South Extension, WA.

As Environmental Lead, Ross directed environmental services for this roadway extension project. He led the preliminary environmental investigation, including background data review, assessment of environmental constraints, coordination of project information, and preparation of the SEPA Checklist.

39 YEARS OF EXPERIENCE

EDUCATION

BS, Civil Engineering,
University of Idaho

REGISTRATIONS/ CERTIFICATIONS/ LICENSES

FHWA Training Program
1986-1991

CESCL Certification Training

Aerial Lift Training

Meeting Date: July 27, 2026

Subject: AB 26-69: [Proposed] Resolution No. 2026-38 Emergency Water Repairs Reservoir No. 3.

Attachments: 1. Resolution No. 2026-38 Emergency Work at Reservoir # 3

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

**Approved for
Agenda By:** Adam Vaughn, Interim City Manager

Discussion:

On July 22, 2026, piping at the base of Reservoir No. 3 failed, causing flooding around the reservoir and requiring it to be removed from service. The City immediately authorized temporary repairs to stop the leak. During the work, additional deterioration of the existing piping was discovered, requiring further replacement before the reservoir can be returned to service. Due to the urgency of restoring Reservoir No. 3, the replacement work was scheduled for July 25, 2026.

RCW 39.04.280 allows the City Council to waive competitive bidding requirements for public works in the event of an emergency. Declaring a state of emergency will allow the City Council to ratify the emergency work already authorized and waive the applicable competitive bidding requirements. Reservoir No. 3 cannot be returned to service until the repairs and required testing are complete.

Fiscal Impact:

The initial contract entered into was not to exceed \$75,000. This does not include overtime or emergency onsite visits from the consultants. This cost could increase if there are other issues that need immediate repairs.

Recommendation:

Approve Resolution 2026-38 authorizing emergency repair work to the City's Reservoir No. 3.

Alternatives:

RESOLUTION NO. 2026-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON, AUTHORIZING EMERGENCY REPAIR WORK TO THE CITY'S RESERVOIR NO. 3

WHEREAS, on the 22nd day of July, 2026, the City of Toppenish Public Works staff became aware of an emergency situation involving the City's Reservoir No. 3, which emergency jeopardized the City's ability to provide and maintain domestic water services to the City water utility customers relating to Reservoir No. 3; and

WHEREAS, the essential details of the emergency are as follows: piping at the base of Reservoir No. 3 unexpectedly failed, causing significant flooding around the reservoir and requiring it to be immediately removed from service, and

WHEREAS, during the immediate repairs, additional deterioration of the existing piping was discovered, requiring further replacement work before Reservoir No. 3 can be returned to service, and

WHEREAS, RCW 39.04.280(1)(g) provides that the governing body of a municipality may waive competitive bidding requirements for public works in the event of an emergency, and

WHEREAS, RCW 39.04.280(3) defines an "emergency" as unforeseen circumstances beyond the control of the municipality that either: (a) present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken, and

WHEREAS, the emergency situation required immediate action by the Public Works staff to address the problem, including securing the services of HLA, TTC, and associated contractors related thereto; and

WHEREAS, it is appropriate that the City Council be aware of the emergency and the measures being taken to address the emergency.

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

Section 1. Approval and Ratification: The City Council declares that an emergency exists due to the unexpected failure of piping at Reservoir No. 3. The City Council waives the applicable competitive bidding requirements, ratifies the emergency work already authorized by City staff, and authorizes the City Manager to execute any necessary agreements and take all actions required to complete the repairs and return Reservoir No. 3 to service.

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

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

PASSED by the Toppenish City Council at its regular meeting held on July 27, 2026.

ELPIDIA SAAVEDRA, Mayor

ATTEST:

HEIDI RIOJAS, CMC, City Clerk

APPROVED AS TO FORM:

DANIEL B. HEID, City Attorney

Meeting Date: July 27, 2026
Subject: AB 26-70: City Manager Recruitment Discussion.
Attachments: None
Presented By: Adam Vaughn, Interim City Manager
Approved for Adam Vaughn, Interim City Manager
Agenda By:

Discussion:

City Council approved the professional services agreement for recruitment of the City Manager with GMP Consultants at the July 13, 2026 meeting.

Senior Consultant Dave Zabell will be in attendance to meet with the City Council to review the proposed recruitment schedule and discuss the executive search process for selecting Toppenish's next City Manager.

A primary objective of the meeting is to gather the Council's corporate input to develop a comprehensive position profile that accurately reflects the City's needs and priorities. The discussion will focus on identifying the leadership characteristics, professional experience, management style, and personal qualities the Council believes are most important in its next City Manager. Councilmembers will also be asked to discuss the key challenges and opportunities facing the City over the next few years and the expectations they have for the individual selected to lead the organization.

The meeting is intended to develop an open and collaborative discussion. Councilmembers are encouraged to share their perspectives, priorities, and expectations, as this information will serve as the foundation for the recruitment brochure, candidate outreach efforts, and evaluation process. Time will also be provided to answer any questions regarding the recruitment process, timeline, candidate screening, interviews, and other aspects of the executive search.

Fiscal Impact:

Recommendation:

Alternatives: