SELAH CITY COUNCIL

5:30pm June 9, 2020

3:00pm Study Session: Candidate Interviews

3:00pm Jim Mesplie; 3:25pm Nick Becker;
3:50pm Roy Sample; 4:15pm Hope Baker;
4:40pm Suzanne Vargas

Selah City Council
Regular Meeting
Tuesday, June 9, 2020
5:30pm
Via Zoom

Mayor:	Sherry Raymond
Mayor Pro Tem:	Roger Bell
Council Members:	Russell Carlson
	Jacquie Matson
	Kevin Wickenhagen
	Clifford Peterson
	Christopher Lantz

CITY OF SELAH
115 West Naches Avenue
Selah, Washington 98942

City Administrator:	Donald Wayman
City Attorney:	Rob Case
Clerk/Treasurer:	Dale Novobielski

AGENDA

A. Call to Order –Mayor Raymond

B. Roll Call

C. Councilmember Absence – Motion to Excuse

D. Pledge of Allegiance

E. Invocation – Pastor

R. Executive Session ****RELOCATED****

1. 45 Minute Session to consider the qualifications of a candidate for appointment to elective office - RCW 42.30.110 (1) (h)

F. Agenda Changes **None**

G. Public Appearances/Introductions/Presentations **None**

H. Getting To Know Our Businesses **None**

I. Communications

1. Oral **None**
2. Written

Monica Lake a. Recycling Data Report for the 1st Quarter of 2020

J. Proclamations/Announcements **None**

K. Consent Agenda

All items listed with an asterisk (*) are considered routine by the City Council and will be enacted by one motion, without discussion. Should any Council Member request that any item of the Consent Agenda be considered separately, that item will be removed from the Consent Agenda and become a part of the regular Agenda.

Monica Lake * 1. Approval of Minutes: May 26, 2020 Council Meeting
Dale N. * 2. Approval of Claims & Payroll

L. Public Hearings

Joe Henne 1. Open Record Public Hearing to Consider the Resolution adopting the Six Year Transportation Improvement Program for Secondary and Arterial Streets within the City of Selah for the years 2021 to 2026

M. General Business

1. New Business

Jeff Peters a. City of Selah Planning Commission's Recommendation Regarding Amendments to Title 20 Unified Fee Schedule for Land Use Applications.

2. Old Business **None**

N. Resolutions

Joe Henne 1. Resolution adopting the Six Year Transportation Improvement Program for Secondary and Collector Arterial Streets within the City of Selah for the years 2021 to 2026

O. Ordinances **None**

P. Public Appearances **None**

Q. Reports/Announcements

1. Departments
2. Council Members
3. City Administrator
4. Boards **None**
4. Mayor

R. Executive Session **Relocated to beginning of meeting**

S. Adjournment

Next Regular Meeting: July 14, 2020

Each item on the Council Agenda is covered by an Agenda Item Sheet (AIS)

A yellow AIS indicates an action item.
A blue AIS indicates an information/non-action item.

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Informational Item
6/9/2020	I – 2a

Title: Recycling Data Report for the 1st Quarter of 2020

From: Monica Lake, Executive Assistant

Action Requested: Informational - No action needed

Staff Recommendation:

N/A

Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: Participation in the Recycling program for the first quarter of 2020. See attached for further details.

BASIN DISPOSAL
OF YAKIMA, LLC

May 21, 2020

City of Selah
115 W Naches Ave
Selah, WA 98942

Re: Recycle Data Report 2020

Attached you will find the recycling report for the first quarter of 2020. I hope the City is pleased with the progress of the program. If you have any questions please feel free to give us a call.

Sincerely,

Francisco Alcala

cc: Darrick Dietrich

Quarter 1, 2020

City of Selah
Recycling Statistics 2020

	January		February		March	
Size	Quantity	No. Customers	Quantity	No. Customers	Quantity	No. Customers
32 Gallon Cart	1	2	1	2	1	2
64 Gallon Cart	1	1562	1	1561	1	1554
	2	125	2	124	2	133
	3	2	3	2	3	2
	4	0	4	0	4	0
96 Gallon Cart	1	861	1	864	1	884
	2	83	2	85	2	93
64/96 Gallon Cart	1/1	13	1/1	13	1/1	13
						0
	Total	2,648	Total	2,651	Total	2,681
No. Recycle Customers		1,667		1,674		1,688
Percent Participation		62.95%		63.15%		62.96%
Number Set-outs		1634		1590		1604
Percent Set-out		98.02%		94.98%		95.02%
Total Lbs.		42,720		31,860		30,640
Total Tons		21.36		15.93		15.32
Ave. Lbs./Set Out		26.144		20.038		19.102

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Action Item
6/9/2020	K – 1

Title: Approval of Minutes: May 26, 2020 Council Meeting

From: Monica Lake, Executive Assistant

Action Requested: Approval

Staff Recommendation: Approval of Minutes

Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: See Minutes for details

Recommended Motion: Motion to approve the Consent Agenda as read. (This item is part of the Consent Agenda)

City of Selah
Council Minutes
May 26, 2020

Regular Meeting
Electronically Via Zoom
115 West Naches Avenue
Selah, WA 98942

A. Call to Order — Mayor Raymond called the meeting to order at 5:30 pm.

B. Roll Call

Members Present: Kevin Wickenhagen; Jacquie Matson; Clifford Peterson; Roger Bell; Christopher Lantz; Russell Carlson

Members Absent:

Staff Present: Donald Wayman, City Administrator; Rob Case, City Attorney; Rick Hayes, Police Chief; Joe Henne, Public Works Director; Jeff Peters, Community Development Supervisor; Andrew Potter, Human Resources Manager; Treesa Morales, Recreation Manager; Monica Lake, Executive Assistant

C. Councilmember Absence – Motion to Excuse **None**

D. Pledge of Allegiance

Mayor Raymond led the Pledge of Allegiance.

E. Invocation

Pastor Darin Brown requested a moment of silence in honor of Memorial Day, followed by prayer.

F. Agenda Changes **None**

G. Public Appearances/Introductions/Presentations **None**

H. Getting To Know Our Businesses **None**

I. Communications

1. Oral **None**

2. Written **None**

J. Proclamations/Announcements **None**

K. Consent Agenda

Executive Assistant Lake read the Consent Agenda.

All items listed with an asterisk (*) were considered as part of the Consent Agenda.

* 1. Approval of Minutes: May12, 2020 Council Meeting

* 2. Approval of Claims and Payroll:

Payroll Checks Nos. 83561 – 83575 for a total of $210,606.04
Claim Checks Nos. 74874 – 74933 for a total of $214,141.45

Council Member Bell moved, and Council Member Matson seconded, approval of the Consent Agenda as read. By voice vote, approval was unanimous.

L. Public Hearings

1. Closed Record Public Hearing to consider the City of Selah Planning Commission's Recommendation regarding a Class 3 Review, and Nonconforming Use applications for the relocation of five portable classrooms from the John Campbell Elementary School to Selah High School, Intermediate School, and Kindergarten.

Community Development Supervisor Peters addressed L – 1. He asked that Council consider the Planning Commission's recommendation regarding the Class 3 review and application for relocation of five portables from John Campbell Elementary to the high school, intermediate school and kindergarten. He said that the Planning Commission considered the application and determined it to be in the public's interest and compatible with surrounding land uses, and that representatives from the Selah School District and HLA Engineering and Land Surveying Inc. where the only people who attended the public hearing. He noted that staff recommends that Council accept the Planning Commission's approval of the land use recommendation.

Mayor Raymond opened the Closed Record Public Hearing.

Shane Backlund, Selah School District (SSD) Superintendent, addressed the Council. He stated that there were six portables in total at John Campbell, one of which was sold, and the other five were being repurposed for various uses across the district. He expressed hope that they could get this done soon to allow for construction at John Campbell later in the summer, and noted that Frank Reno was not in attendance. here

Mayor Raymond closed the Closed Record Public Hearing.

Council Member Carlson inquired as to the various locations where the portables would be moved to and their intended uses.

Mr. Backlund responded that they would all be used as classrooms, with two placed just south of the concession stand by the football field, two in the lower parking lot of Selah Intermediate, and one north of the gym on the Robert Lince campus.

Council Member Peterson remarked that the Fire Department seemed concerned about the two at the High School, as addressed in condition number seven, and asked how the School district would address those concerns.

Mr. Backlund asked if he was looking for the details on how they would address the concerns.

Council Member Peterson replied that he didn't need to know the exact details on how they would be addressed. He was concerned that what seemed like a significant concern was met with a response of yes, we will take care of it.

Community Development Supervisor Peters commented that he believes that has already been taken care of. He went on to say that the School District's engineer has been in contact with the Selah School District and the City Fire Marshal's office regarding locations, and they have come to an agreement for fire apparatus and fire safety conditions.

Mr. Backlund said that they did look at alternate locations but went with making changes to fire access due to costs.

Council Member Peterson inquired if they took care of the fire hydrant issue.

Community Development Supervisor Peters answered in the affirmative.

Council Member Wickenhagen remarked that, in reading through the information, it said that for every portable there had to be a parking space made available. He questioned whether that should be changed in the code if they were talking portables for elementary students, as it seemed odd to him to have assigned parking spaces for elementary school portables.

Community Development Supervisor Peters replied that the requirement was based on the teachers and the amount of staff associated with each individual type of school, and that their parking standards come from the Institute of Engineers Parking Standard adopted by the City, which is much more lenient than what the City used to have.

Council Member Wickenhagen moved, and Council Member Carlson seconded, to approve the nonconforming use application. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Lantz – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

M. General Business

1. New Business

a. Six-Year Transportation Improvement Program 2021 to 2026

Public Works Director Henne addressed M – 1a. He said that he brought the Six-Year Transportation Improvement Program and list of eleven projects to Council for them to review prior to the next Council Meeting, when they would be conducting a public hearing and adopting it.

Council Member Carlson commented that they're told every year that the rank doesn't have significance but comes down to when money is available for a project. He wondered if there was a specific priority on the list, as they have had significant discussion on mediating traffic on south First Street using roundabouts or additional entrances into Selah, and wondered if either of those would make that list.

Public Works Director Henne responded that priority number two would be the Fremont sidewalk improvements, for which he submitted a second application for funding last Wednesday and would know sometime in June if it was successful. He went on to say that priority number one is Valleyview, which is currently in the design phase with a timeline coming up in a few years for the ten-year window threshold when they would to move forward for construction of the project or risk default. He remarked that as far as south First Street traffic goes, they were still working on the sub area plan, and that there would be some future discussions looking at an east Naches Avenue extension or acquiring additional funds to do a roundabout at the end of town.

City Administrator Wayman requested that he address their discussion earlier that day regarding available funds and changes, and why they were running into problems.

Public Works Director Henne said that no one has been traveling or buying fuel, which means that gas taxes are decreasing, and at a Transportation meeting he attended last week the Washington State Department of Transportation (WSDOT) brought up that a lack of gas tax and what they believe will happen with a reduction in vehicle license tabs will have a significant impact on projects in Washington State. He went on to say that they believe WSDOT would cancel a lot of projects currently on the books, and that WSDOT would be functioning and looking totally different for next few years due to funding shortfalls, with projects and requests for applications for transportation projects very limited if not put on hold for moving forward.

Council Member Wickenhagen commented that priority number six is south Third Street, and as they just did Naches down to Third, that only leaves one block unfinished.

Public Works Director Henne replied that he didn't take it off because the work done by the SSD was an overlay with the addition of sidewalks, and south of Selah Avenue received no improvements. He added that it's been looked at and estimated, but he saw no reason to take it off the list.

Council Member Wickenhagen asked about the Third Street and West Fremont school beacons cost.

Public Works Director Henne responded that the fifteen-million-dollar figure was a total of all the projects, and there should have been another line there. He went on to say that there was also a transportation network analysis for three hundred thousand for looking at south First Street and East Naches, but that they have spent down Fund 115, the reserve fund for transportation projects, with money coming out of that for the widening of West Goodlander and for the match of the overlay on West

Goodlander, and need to bring that back up again. He didn't know how they would accomplish that, as less fuel tax in the State means less shared with cities and counties.

City Administrator Wayman felt that a partial solution to rebuilding was to look at what they are pulling in on Transit, as there's a portion of that they are not necessarily spending, which would be looked at when going into the budget process this year.

Council Member Bell questioned the improvements of east Naches Avenue from Wenas Road to Rushmore Road with regard to the Sub Area Plan and crossing the railroad tracks to do improvements.

Public Works Director Henne answered that it could complement the Sub Area Plan, and although the south sidewalk got some improvement help from Tree Top, it's almost nonexistent on the north side, and the last overlay was done fifteen years or so ago. He commented that it may need a little extra oomph to it if they move forward with the east Naches intersection, as currently they squeezed in a wider west-bound lane to allow trucks to stage and people to make right hand turns, but that intersection would need to be looked at and they would need to get right of way improvements.

Council Member Peterson remarked that he understands the priorities are because they have to prioritize somehow but opined that numbers eight and nine have been in the improvement plan for ages. He noted that north Fourth doesn't go anywhere but to a dead-end residential area.

Public Works Director Henne replied that the area on north Fourth between Fremont and Naches runs along a school parking lot, and that has to move forward because that is a local access street and not applicable for outside funding. He added that they are working on a sewer improvement project to run sewer lines from Naches to Fremont, and would probably wind up rebuilding that road with sewer funds and something like lock and load walls along the west side, after which the project would be removed. He said that number nine was part of an analysis of Valleyview to south Fifth that they did years ago, as the thought was that it would open up development in that part of town with a better road.

Council Member Matson inquired if any of them were eligible for Safe Route to School funds.

Public Works Director Henne responded that they had applied for that with number two but had no luck, so this year they applied for a different grant with SSD to provide the match, but looks like the State will eliminate that requirement and will provide the match themselves.

Council Member Matson wondered if they were only allowed to apply once for Safe Route to School.

Public Works Director Henne answered that they only do that every two years. He noted that they applied for the Transportation Improvement Board (TIB) sidewalk program and received funding, but from what he understands TIB had to relinquish four to five million and would not be offering that program in the fall.

Council Member Carlson commented that the fuel tax scenario was not a corona virus caused issue, as two years ago he and Mayor Raymond went to a YVCOG meeting where they were touting a loss of revenue due to fuel efficient vehicles. He opined that it's self-created by Olympia, self-inflicted because they fund projects like animal bridges over I-90 instead of local projects.

Public Works Director Henne responded that the State had been projecting that fuel taxes were going down because of fuel efficient and electric cars, and that they have had resistance from the public on other options they've explored.

City Administrator Wayman suggested they don't underestimate Olympia trying to pick their pockets.

Public Works Director Henne remarked that he brought it to Council today for discussion, and that they would be holding a public hearing on it at the meeting in June.

Council Member Carlson inquired if line 11 would be revised by then.

Public Works Director Henne answered in the affirmative.

Mayor Raymond asked if he wanted a consensus to move forward.

Public Works Director Henne replied in the affirmative.

Mayor Raymond polled the Council, and had a unanimous consensus to move forward.

Human Resources Manager Potter stated that he and Executive Assistant Lake have discussed methods and feel comfortable using Zoom to hold an open public meeting regarding the STIP.

2. Old Business **None**

N. Resolutions

1. Resolution approving a Class 3 Review and Nonconforming Use applications for the relocation of five portable classrooms from the John Campbell Elementary School to the Selah High School, Intermediate School, and Lince Kindergarten for the Selah School District

Community Development Supervisor Peters addressed N – 1. He said that this was the Resolution approving a Class 3 Review and Nonconforming Use applications for the relocation of five portable classrooms from the John Campbell Elementary School to the Selah High School, Intermediate School, and Lince Kindergarten for the Selah School District that adopts the Planning Commission's findings and approves the application.

Council Member Carlson moved, and Council Member Peterson seconded, to Approve the Resolution approving a Class 3 Review and Nonconforming Use applications for the relocation of five portable classrooms from the John Campbell Elementary School to the Selah High School, Intermediate School, and Lince Kindergarten for the Selah School District. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Lantz – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

2. Resolution Authorizing the Mayor to sign a Construction Contract between the City of Selah and Central Paving, LLC, of Ellensburg Washington, for the West Goodlander Road Improvements, Transportation Improvement Board (TIB) Projects P-E-182(P01)-1 and 3-E-182(005)-1

Public Works Director Henne addressed N – 2. He said that they went out to request for bids and opened five bids on May 13, with the low bid from Central Paving LLC from Ellensburg. He briefly reviewed the overlay project sidewalk project and widening contract, referring Council to the information provided in the packet. He requested that Council approve the Resolution and authorize the Mayor to sign a TIB project contract with Central Paving LLC.

Council Member Carlson inquired about the requirements for Safe Routes to School and why they have to have it.

Public Works Director Henne asked if he was talking about the funding program or why it was deemed a safe route to school.

Council Member Carlson responded that he was talking about why it was a safe route to school and why they were asking SSD to match it, as the area was already deemed a safe route to school, and he felt that the requirements had been met by sidewalks on one side of road.

Public Works Director Henne explained that there are two gaps in the sidewalk that will be completed, and the wheelchair ramps at Second Street and Fourth Street that aren't ADA compliant will be upgraded to current ADA requirements.

Council Member Carlson asked if this was a repair of what's negligent on existing sidewalk.

Public Works Director Henne replied that the sidewalk pieces that are there have been put in by developers, and this would complete those nuisance sections.

Council Member Carlson wondered if it was just filling gaps, not redoing.

Public Works Director Henne answered in the affirmative.

Council Member Matson moved, and Council Member Bell seconded, to Approve the Resolution Authorizing the Mayor to sign a Construction Contract between the City of Selah and Central Paving, LLC, of Ellensburg Washington, for the West Goodlander Road Improvements, Transportation Improvement Board (TIB) Projects P-E-182(P01)-1 and 3-E-182(005)-1. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Lantz – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

O. Ordinances **None**

P. Public Appearances **None**

Q. Reports/Announcements

1. Departments

Community Development Supervisor Peters said that they were seeing an increase in permit activity regarding new construction for single family homes as the Governor has backed off on that, and that they were also seeing an increase in inspections for existing projects to almost what they were.

City Administrator Wayman remarked that they never stopped issuing permits; the only reason for a cease in construction in Selah was a either a lack of crew or a contractor voluntarily ceasing work. He added that there may have been an instant or two where a supplier wouldn't give a contractor the necessary materials, but any reason for a delay in construction was not from the City.

Community Development Supervisor Peters agreed with City Administrator Wayman, saying that has been the case all along. He spoke briefly about the review of land use application fees that the Planning Commission had reviewed, which would be brought as an informational item at the next Council Meeting with the intent to hold a study session later this year, and finished by saying that there would be another application coming to Council after the Hearing Examiner renders his decision regarding the Planned Development of Speyers Road.

Public Works Director Henne said that they haven't stopped maintaining the streets, parks, water and sewer systems, along with water leaks the last couple weeks and a power outage over the weekend that effected wells and streetlights. He remarked that Eric Neumeyer is the new Supervisor at the Wastewater Treatment Plant. He went on to say that he has been updating process control, seems to be reducing their issues with sludge paneling, replacing some equipment, and doing electrical updates at the pretreatment lagoon to allow for more aerators in the lagoons.

Mayor Raymond requested that Wastewater Treatment Plant Supervisor Neumeyer provide a report on the wastewater treatment plant.

Wastewater Treatment Plant Supervisor Neumeyer said that they've been really busy getting to know each other and how everybody works, and have the process fine-tuned to where it's a little more controlled and not so chaotic, along with a lot of cleanup and preventative maintenance.

City Administrator Wayman remarked that Wastewater Treatment Plant Supervisor Neumeyer has hit the ground running. He noted that Andrew Lee from Parks & Recreation was temporarily assigned there.

Police Chief Hayes stated that the academy and all training was still on hold until someone in Olympia decides they can train again.

City Administrator Wayman commented that they would hold off on hiring an additional police officer until they see further results on sales tax revenues, with the intent to discuss with Council around September whether they wished to go forward with that.

City Attorney Case said that it warmed his heart to hear Mr. Brown talk about freedom at start of the meeting. He spoke about the question of holding meetings via Zoom, what the current Governor's

Proclamation allows, and the Public Records Act, saying that the many proclamations are available online. He went on to say that the one that speaks directly to the matter is Proclamation 20-28, which waives and relaxes some of requirements of the Open Public Meetings Act, and that doing meetings electronically via Zoom was a required way to conduct a meeting.

Council Member Matson asked about the applications and process for a new council member.

City Administrator Wayman replied that they're in a bit of a waiting mode to see how the Governor rules for the next month, and that he's been assured that they can manage it online as they're doing it now, with an executive session and applicants coming in and presenting themselves to Council on the same computer in the same venue. He added that Council questions to applicants wouldn't be limited, but their presentations to Council would be.

2. Council Members

Council Member Peterson asked Police Chief Hayes how the crime was doing with regard to domestic violence and suicide attempts.

Police Chief Hayes replied that both were up, and that they were taking care of a couple hot spots in town accordingly.

Council Member Peterson wondered if they were able to keep up with business inspections and fire inspections to avoid a backlog when businesses open up, and if Council needed to follow up on adjusting off street parking for every business in Selah.

City Administrator Wayman answered that he talked with Council Member Matson about that earlier, and that they have so few retailers who would need that they could do on a case by case basis with a very permissive approach to that.

Community Development Supervisor Peters said that they haven't had any requests from businesses coming in to speak to the Planning Department for that service. He went on to say that he knows that the Clerk/Treasurer and Utility Billing Clerk have been processing all the normal business license renewals for those waiting to open up, and Deputy Fire Chief Lange had indicated to him last week that they were trying to get caught up and ahead of the game with fire inspections.

City Administrator Wayman noted that he was personally reaching out to all the retailers to make sure they understand the nature of what the City is willing to do, which is pretty much anything within reason to help them get started.

Council Member Carlson said that the only thing he had was parking spaces, saying that he would like some clarification on why they don't just have a resolution for anyone who wants to use it rather than on a case by case basis.

City Administrator Wayman understood his desire to have it done that way, but felt that the sales requirements for retailers who sell a certain type of merchandise would be so disparate that putting together a resolution temporarily suspending parking requirements for them may not be as easily

applicable as it is for restaurants in creating outdoor seating. He gave a few examples and said that they could put it together if Council wishes but he didn't think it was necessary for them.

Community Development Supervisor Peters commented that when they put the Resolution together it was specific for restaurants because they knew they would be in the next wave of things to open up. He agreed with City Administrator Wayman that if they going to try to expand that Resolution or do a new one that might create some legal challenges that City Attorney Case might be better able to speak to.

City Administrator Wayman stated that they have so few businesses that actually sell merchandise beyond those already open that they can manage it on a staff to proprietor level.

City Attorney Case remarked that they were not trying to be discriminatory and give special treatment to restaurants, and can either address the matter on a case by case basis or consider an additional Resolution to relax the restrictions for every business. He said that what Community Development Supervisor Peters was saying is that was specific to restaurants because they are trying to figure out what the Governor's next action would be; it would likely have limitations on indoor seating and would prevent the owner from running a profitable business if they don't have outdoor seating.

City Administrator Wayman added that they would be proactive and aske businesses what they need.

Council Member Carlson opined that doing a Resolution would lower the burden on the city and reduce their workload, and that his recommendation was to loosen enforcement of parking standards and that anyone who chooses to do so should submit a formal letter to the City of what their plan is.

City Administrator Wayman responded that they could draft a resolution notifying the proprietors within the City that they may contact the City for permission to expand their footprint into the walkway and parking areas, with a sunset on that, depending on what Council wishes to do.

Council Member Carlson welcomed input from his fellow Council Members.

Council Member Wickenhagen was concerned with opening it up if a place has shared parking lots and thought it better handled on a case by case basis.

Council Member Peterson agreed with City Administrator Wayman that the only thing they need to do is to let staff know they're in favor of doing everything they can, opining that to try and come up with a resolution that is one size fits all would likely take up more staff time than if they handle it case by case.

Council Member Bell also agreed that reviewing on case by case basis was the better choice, and that he liked being proactive because does maintain a connection with the businesses in the City.

Mayor Raymond polled the Council as to whether they would like a Resolution or to let City Administrator Wayman talk to them personally. Council Member Carlson was in favor of a Resolution. Council Members Peterson, Matson, Lantz, Wickenhagen, and Bell were not.

Mayor Raymond said that she liked the personal touch with business owners to let them know what could be done to help them open back up.

Council Member Carlson felt that the personal touch should be a requirement regardless, but didn't see why they wouldn't just allow them to submit a plan when they did that for restaurants.

Council Member Matson had no report.

Council Member Lantz asked if the computers and cruiser approved and ordered a while back where slowed down due to the current situation.

Police Chief Hayes answered that one of the cars was still on hold but they have received one, and that all of the computers, modems and hardware have been mounted.

Council Member Lantz inquired if the cruise nights have been okay.

Police Chief Hayes replied in the affirmative, saying that he's heard some grumbling but hasn't seen anything.

City Administrator Wayman commented that the vast majority of input ha has received has been good news, and that he would be getting back with some of organizers about keeping engine revving down but they were well-behaved aside from that.

Council Member Wickenhagen said that he has a meeting with the Yakima Valley Visitors and Convention Bureau tomorrow.

Council Member Bell had no report.

3. City Administrator

City Administrator Wayman said that the City was allocated roughly two hundred and thirty thousand dollars form the Federal Government with a list of conditions for use, and that he directed principal staff members to look into expenditures related to the consequences of the Wuhan virus. He talked about needs such as additional money for the Goodlander projects to monitor the ongoing performance of workers with regard to complying with Governor's requirements for PPE and social distancing, the decontamination unit ordered for the Fire Department, shortfalls in Civic Center revenue, and that his intent is to spend every dime appropriately. He touched on staff health, noting that they've been healthy but they are being very cautious whenever anyone develops cold-like symptoms. He remarked that they had an interesting political event this past Sunday at Wixson Park, which turned out very well, and that while this may be in defiance of Governor Inslee's orders the City won't stand in the way of people who want to use a public space for political speech.

4. Boards

   a. Planning Commission Minutes from May 5, 2020

5. Mayor

Mayor Raymond had no report.

City Administrator Wayman reminded Council that their ultimate responsibility was to protect the rights of the citizens, applauding them for their approach to this crisis.

Mayor reminded everyone that garbage pickup would be Thursday instead of Wednesday due to the Memorial Day holiday.

R. Executive Session None

S. Adjournment

Council Member Carlson moved, and Council Member Peterson seconded, that the meeting be adjourned. Council Member Bell voted no.

The meeting adjourned at 6:55pm.

Sherry Raymond, Mayor

Roger Bell, Council Member

Russell Carlson, Council Member

Jacquie Matson, Council Member

Kevin Wickenhagen, Council Member

Clifford Peterson, Council Member

Christopher Lantz, Council Member

ATTEST:

Dale E. Novobielski, Clerk/Treasurer

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Action Item
6/9/2020	K – 2

Title: Claims & Payroll

From: Monica Lake, Executive Assistant

Action Requested: Approval

Staff Recommendation:

Approval of Claims & Payroll as listed on Check Registers.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: See Check Registers

Funding Source: See Check Registers

Background / Findings & Facts: See Check Registers

Recommended Motion: Motion to Approve the Consent Agenda as read. (This item is part of the Consent Agenda)

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Action Item
6/9/2020	L – 1

Title: Public Hearing to Consider the Resolution adopting the Six Year Transportation Improvement Program for Secondary and Arterial Streets within the City of Selah for the years 2021 to 2026

From: Joseph K. Henne, Public Works Director

Action Requested: Public Hearing - Open Record

Staff Recommendation: Staff is requesting the City Council hold a Public Hearing to take testimony prior to approval of a Resolution adopting the 2021 to 2026 Six Year Transportation Improvement Program (TIP) as presented.

Fiscal Impact: None until Project Selected

Funding Source: Street Fund 111

Background / Findings & Facts: Each year the city is required to adopt the Six Year Transportation Improvement Program (TIP). The TIP is a list of transportation related projects.

Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

Date:	Action Taken:
6/11/2019	Resolution No. 2739 adopting the Six Year Transportation Improvement Program for Secondary and Collector Arterial Streets within the City of Selah for the Year 2020 to 2025

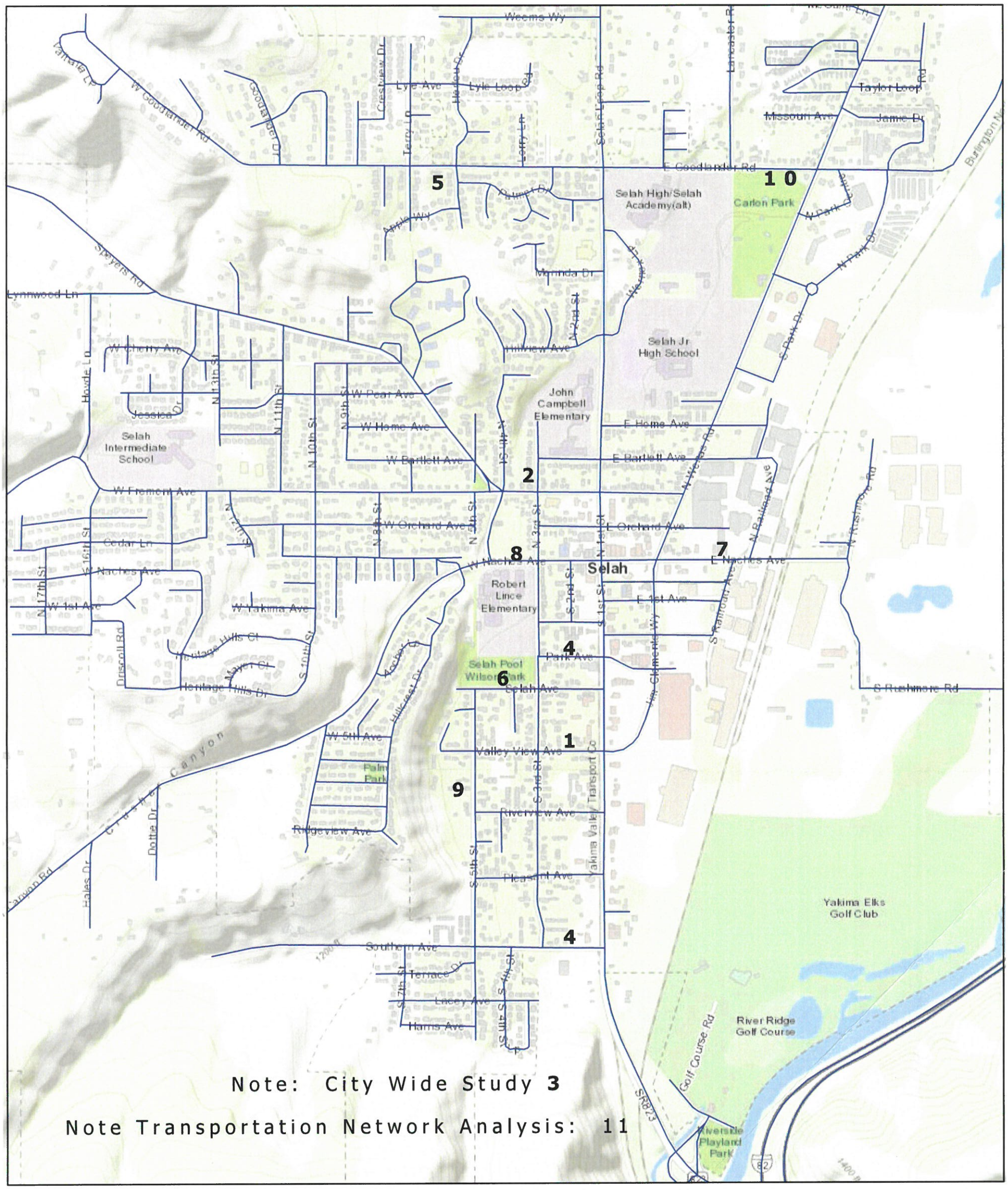
CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

5/4/2020	Published Legal Notice of completed application and Open Record Public Hearing
5/21/2020	Amended Published Legal Notice of completed application and Open Record Public Hearing
5/26/2020	Discussion and review of the Six Year Transportation Improvement Program for Secondary and Arterial Streets within the City of Selah for the years 2021 to 2026 Projects

Six Year Transportation Improvement Program 2021-2026

Priority	Project Name	Year it Starts	Total Cost	Full Re-construct
1	Valley View Ave/S Third St/Southern Ave/S First St	2023	$ 2,245,800.00	X
2	Fremont Sidewalk Improvements	2021	$333,590.00	
3	Selah Pedeastrian/Bicycle Path Study	2021	$ 57,000.00	
4	Southern Avenue	2024	$ 617,600.00	X
5	West Goodlander Road	2024	$ 3,635,700.00	X
6	South Third Street	2025	$ 1,960,800.00	X
7	East Naches Avenue	2026	$ 1,987,300.00	X
8	North Fourth Street	2026	$ 535,200.00	X
9	Valley Veiw Avenue & South Fifth Street	2026	$ 2,724,600.00	X
10	East Goodlander/Lancaster Road Traffic Signal	2022	$ 658,200.00	
11	Transportation Analysis	2021	$ 300,000.00	
	Total of all Projects		$ 15,055,790.00	

City of Selah



Note: City Wide Study **3**

Note Transportation Network Analysis: 11

4/9/2019, 9:33:22 AM

Street Names

1:18,056

0 0.13 0.25 0.5 mi

0 0.23 0.45 0.9 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User

Yakima County GIS

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	1	/ 4709(001) VALLEYVIEW AVENUE/SOUTH THIRD ST/SOUTHERN AVE/SOUTH FIRST ST Valleyview Avenue South First Street to South Third Street to Southern Ave to South First St Reconstruct and widen existing two lanes. Construct sidewalks, curb and gutter, storm drainage, street lights and signalization	WA-05635	06/23/20	06/23/20			03	C G P T	0.650	CE	Yes

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	RW	2021	STP(US)	87,350		0	13,650	101,000
S	CN	2023	STP(US)	1,711,400		0	433,400	2,144,800
			Totals	**1,798,750**		**0**	**447,050**	**2,245,800**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
RW	101,000	0	0	0	0
CN	0	0	2,144,800	0	0
Totals	**101,000**	**0**	**2,144,800**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	2	Fremont Sidewalk Improvements N 1st Street to N 4th Street Construct new concrete curb and gutter, sidewalk, ADA ramps, school zone flashing beacons, and asphalt repairs.	WA-11092	06/23/20	06/23/20			21	C G P S T W	0.180	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2021	TAP(US)	43,560		0	0	43,560
P	CN	2021	TAP(US)	290,030		0	0	290,030
			Totals	**333,590**		**0**	**0**	**333,590**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	43,560	0	0	0	0
CN	290,030	0	0	0	0
Totals	**333,590**	**0**	**0**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	3	SELAH PEDESTRIAN/BICYCLE PATH STUDY to Pedestrian/bicycle path study. Use Wixson Park as park and ride.	WA-00203	06/23/20	06/23/20			38			CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2021	STP(E)	49,300		0	7,700	57,000
			Totals	**49,300**		**0**	**7,700**	**57,000**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	57,000	0	0	0	0
Totals	**57,000**	**0**	**0**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	4	SOUTHERN AVENUE Southern Avenue South Fifth Street to South Third Street Reconstruct and widen existing two lanes. Construct sidewalks, curb and gutter, storm drainage, street lights and signalization.	WA-00193	06/23/20	06/23/20			03	C G P T	0.150	CE	Yes

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2024		0	OTHER	50,400	12,600	63,000
P	RW	2024		0	OTHER	93,600	23,400	117,000
P	CN	2025		0	OTHER	350,080	87,520	437,600
			Totals	**0**		**494,080**	**123,520**	**617,600**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	63,000	0
RW	0	0	0	117,000	0
CN	0	0	0	0	437,600
Totals	**0**	**0**	**0**	**180,000**	**437,600**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	5	WEST GOODLANDER ROAD West Goodlander Road North First Street to Lander Road Reconstruct and widen existing two lanes. Construct sidewalks, curb and gutter, storm drainage.	WA-00195	06/23/20	06/23/20			03	C P S T W	0.710	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2024		0	TIB	314,100	34,900	349,000
P	CN	2025		0	TIB	2,958,030	328,670	3,286,700
			Totals	**0**		**3,272,130**	**363,570**	**3,635,700**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	349,000	0
CN	0	0	0	0	3,286,700
Totals	**0**	**0**	**0**	**349,000**	**3,286,700**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	6	SOUTH THIRD STREET South Third Street Naches Avenue to Valleyview Avenue Reconstruct road add curb and gutter, drainage, sidewalks and grading. Acquire right of way.	WA-00196	06/23/20	06/23/20			03	C G P T	0.380	CE	Yes

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2025	STP(US)	151,290		0	23,610	174,900
P	RW	2025	STP(US)	140,210		0	21,890	162,100
P	CN	2025	STP(US)	1,404,590		0	219,210	1,623,800
			Totals	**1,696,090**		**0**	**264,710**	**1,960,800**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	174,900
RW	0	0	0	0	162,100
CN	0	0	0	0	1,623,800
Totals	**0**	**0**	**0**	**0**	**1,960,800**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	7	EAST NACHES AVENUE East Naches Avenue Wenas Road - East to S Rushmore Road Drainage, replace curb and gutter, sidewalk on both sides, grading, paving and street lighting.	WA-00197	06/23/20	06/23/20			04	C G P T	0.370	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0	OTHER	152,640	38,160	190,800
P	CN	2026		0	OTHER	1,437,200	359,300	1,796,500
			Totals	**0**		**1,589,840**	**397,460**	**1,987,300**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	190,800
CN	0	0	0	0	1,796,500
Totals	**0**	**0**	**0**	**0**	**1,987,300**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	8	NORTH FOURTH STREET North Fourth Street Fremont Avenue to West Naches Avenue Construct curb and gutter, sidewalk, retaining wall, grading and paving.	WA-00198	06/23/20	06/23/20			04	C G P T	0.130	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	61,700	61,700
P	CN	2026		0		0	473,500	473,500
			Totals	**0**		**0**	**535,200**	**535,200**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	61,700
CN	0	0	0	0	473,500
Totals	**0**	**0**	**0**	**0**	**535,200**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	9	VALLEYVIEW AVENUE & SOUTH FIFTH STREET Valley View Avenue & S Fifth Street Beginning at S Third Avenue & Valley View Avenue to S Fifth Street & South to Southern Avenue Clearing, grubbing, sidewalk, curb and gutter, storm drainage, street lighting, grading and paving.	WA-00199	06/23/20	06/23/20			04	C G P T	0.520	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	261,500	261,500
P	CN	2026		0		0	2,463,100	2,463,100
			Totals	**0**		**0**	**2,724,600**	**2,724,600**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	261,500
CN	0	0	0	0	2,463,100
Totals	**0**	**0**	**0**	**0**	**2,724,600**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	10	East Goodlander/Lancaster Road Traffic Signal spot improvement to Install new four-leg traffic signal with camera detection.	WA-06535	06/23/20	06/23/20			21	C G P S T W		CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2022		0		0	63,200	63,200
P	CN	2022		0		0	595,000	595,000
			Totals	**0**		**0**	**658,200**	**658,200**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	63,200	0	0	0
CN	0	595,000	0	0	0
Totals	**0**	**658,200**	**0**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	11	Transportation Network Analysis City Wide to Transportation network analysis for intersection and City access improvements.	WA-11305	06/23/20	06/23/20			18			CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2021	BUILD	300,000		0	0	300,000
			Totals	**300,000**		**0**	**0**	**300,000**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	300,000	0	0	0	0
Totals	**300,000**	**0**	**0**	**0**	**0**

	Federal Funds		State Funds	Local Funds	Total Funds
Grand Totals for Selah	**4,177,730**		**5,356,050**	**5,522,010**	**15,055,790**

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Informational Item
6/9/2020	M – 1a

Title: City of Selah Planning Commission's Recommendation Regarding Amendments to Title 20 Unified Fee Schedule for Land Use Applications.

From: Jeff Peters, Community Development Supervisor

Action Requested: Informational - No action

Staff Recommendation: Review the Planning Commission's recommendation and supporting documentation, and schedule a study session for consideration of the proposed fee amendments during a study session scheduled for a later date.

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: The Planning Commission held four study sessions to review the subject land use fees and formulate their findings. On May 19, 2020, the Commission held their fifth and final study session reviewing and approving their findings and recommendation, and forwarding the recommendation onto the City Council.

Recommended Motion: Schedule a study session for a future council meeting.

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

Date:	Action Taken:
2/18/2020	Planning Commission Study Session
3/3/2020	Planning Commission Study Session
4/7/2020	Planning Commission Study Session
5/5/2020	Planning Commission Study Session
5/19/2020	Final Planning Commission Study Session

Amendments to Title 20 Unified Fee Schedule

List of Exhibits

Item	Exhibit
Planning Commission Recommendation to Selah City Council	1a
Fee Increase Excel worksheets:	
Comparison of surrounding local jurisdictions	2a
Projected cost difference & Final Proposed Fee	2b
Dates of study sessions for review:	
February 18, 2020	3a
April 7, 2020	3b
May 5, 2020	3c
May 19, 2020	3d

SELAH PLANNING COMMISSION

RECOMMENDATION TO THE SELAH CITY COUNCIL FOR AMENDMENTS TO TITLE 20 UNIFIED FEE SCHEDULE CHAPTERS 20.4, 20.6, 20.8, 20.16, & 20.22

WHEREAS
In connection with the municipal functions and operation of the City of Selah, the City requires certain fees; and,

WHEREAS
It is appropriate to review such fees and make adjustment to appropriately address increases in such land use application processing costs; and,

WHEREAS
City Planning staff has identified that many of the City's Land Use fees have not been updated since 2008; and

WHEREAS
In keeping with the philosophy of setting fees in amounts reflective of actual costs, it is appropriate to revise certain fees to compensate the City for costs associated with various City functions and facilities; and,

WHEREAS
The Selah City Council directed its city staff and Planning Commission in the fall of 2019 to research and provide recommended increases to the city's land use fees to recoup the Planning Division's cost to process submitted land use applications; and,

WHEREAS
City staff prepared documentation that was provide to the Planning Commission identifying: the average cost for the City of Selah to process its various land use applications, frequency of the applications, the city's current application fees, land use fees of other Washington cities, and the percentage of recapture for each application type should the commission wish to reduce the fee below 100% recapture; and,

WHEREAS
The Planning Commission held four study sessions to review the subject land use fees on February 18, March 3, April 7, and May 5, 2020, with a fifth and final public meeting to review and approval their findings and recommendation on May 19, 2020; and,

WHEREAS
Public notice for all public meetings was posted on the City of Selah's website in accordance with the provisions of the Selah Municipal Code; and,

WHEREAS
Environmental review for this action was not required as the amendment of land use fees is exempt from environmental review under WAC 197-11-800; and,

WHEREAS
The Planning Commission has considered the proposed fee amendments as previously described; and,

WHEREAS
The Selah Planning Commission heard the staff presentation regarding the proposed amendments, took public testimony at all public meetings and recommended approval of the proposed fee amendments; and,

Now therefore, the Selah Planning Commission presents the following findings and recommendations to the Selah City Council:

Based upon a review of the information contained in the attached exhibits, testimony and other evidence presented at the open record public meetings, the Planning Commission makes the following:

PURPOSE AND DESCRIPTION OF PROPOSED AMENDMENTS:
The proposed development fee amendments to SMC Titles 21 are for the purpose and philosophy of setting fees in amounts reflective of the actual costs for the city to process its submitted land use applications while taking into account land use processes that may not be development driven.

FINDINGS OF FACT

1. City staff prepared documentation that was provide to the Planning Commission identifying: the average cost for the City of Selah to process its various land use applications, frequency of the applications, the city's current application fees, land use fees of other Washington cities, and the percentage of recapture for each application type should the commission wish to reduce the fee below 100% recapture.

2. Public notice for all public meetings was posted on the City of Selah's website in accordance with the provisions of the Selah Municipal Code.

3. Environmental Review for the consideration of the land use fees is not required as they are exempt from environmental review under WAC 197-11-800.

4. The Planning Commission considered the proposed fee amendments at its public meetings on February 18, March 3, April 7, May 5, and 19, 2020.
5. The Planning Commission found that many of the City's Land Use fees have not been

updated since 2008.

6. The Planning Commission considered the fee amendments and established the general philosophy of setting fees in amounts reflective of the actual costs to process the applications.

7. The Planning Commission found that the application for an Administrative Adjustment was not commonly associated with new developments, and rather was associated with individual property owners request to adjust the City's development standards to accommodate a unique characteristic of their property. Thus, the current fee of $330.00 was retained.

8. The Planning Commission found that as the City of Selah did not adopt a land use application fee for a Planned Development Minor Modification when it established the City's new Planned Development ordinance, and the fact there has been very few of this application type processed that fee should be reduce to the proposed $330.00.

9. The Planning Commission found that the applications associated with the City's Shoreline Master Program should be left unchanged at this time as the city is currently in the process of amending this section of the Municipal Code.

10. The Planning Commission found that with the exception of the recommended changes to the Administrative Adjustment and Planned Development Modification applications, that the proposed fee increases were reasonable and appropriate given the type of development applications under consideration, and the amount of time elapsed since the city's land use fees were last updated.

CONCLUSIONS

1. Public notice for all public meetings was posted on the City of Selah's website in accordance with the provisions of the Selah Municipal Code.

2. Environmental Review for the consideration of the land use fees is not required as they are exempt from environmental review under WAC 197-11-800.

3. The Planning Commission concludes that with the exception of the recommended changes to the Administrative Adjustment and Planned Development Modification applications that the proposed fee increases are reasonable and appropriate given the type of development applications under consideration, and the amount of time elapsed since the city's land use fees were last updated.

4. The public use and interest will be served.

MOTION

Based on the testimony and evidence presented during the previously identified public meetings, I move that the Planning Commission adopt the findings of fact and order that the said findings of fact and all associated documents, be forwarded to the Selah City Council with a recommendation of approval for the proposed fee amendments to Title 20 of the Selah Municipal Code.

Having made the above Findings of Fact and Conclusions, the Planning Commission hereby renders its

RECOMMENDATION TO THE CITY COUNCIL

The Planning Commission of the City of Selah, having received and considered all evidence and testimony presented at the public meetings and having received and reviewed the record herein, hereby recommends that the City Council APPROVE the fee amendments and forwards its recommendation and associated documentation to the Selah City Council for consideration.

RECOMMENDED this 19th day of May 2020.

By: _____
Lisa Smith, Chair
Selah Planning Commission

Application Type	Current Application & Fee	Selah Costs to Process or Suggested Fee	City of Selah Fees	Yakima County Fees	Yakima	Wenatchee	Spokane	Spokane Valley	Richland	Pasco	Kennewick	Ellensburg	Chelan	Walla Walla	Sunnyside
Administrative Adjustment	Yes	$560.30	$330.00	$1060.00 - $1350.00	$435.00	$950.00	$810.00	$315.00	$440.00	$0.00	$162.00	$0.00	$300.00	$45.00	$105.00
Combined Administrative Adjustment	No	$295.00	$0.00	$295.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Class 1 Review	No	$135.70	$0.00	$485.00	$125.00	$0.00	$1,085.00	$0.00	$0.00	$75.00	$136.00	$75.00	$0.00	$65.00	$0.00
Class 2 Review	Yes	$859.20	$325 - $550	$1,060.00	$430.00	$0.00	$4,325.00	$840.00	$1,220.00	$500.00	$541.00	$346.00	$500.00	$610.00	$262.50
Class 3 Review	Yes	$2,873.78	$450 - $550	$1,925.00	$1,635.00	$1,000.00	$4,590.00	$840.00	$1,220.00	$500.00	$702.00	$346.00	$500 + $625 hearing fee	$610.00	$315.00
Rezone	Yes	$3,053.12	$350 - $1,375	$1,255.00	$1,610.00	$1,000.00	$4,590.00	$165.00	$1,220.00	$700.00	$1,080.00	$1,200.00	$2,500 + $75 per acre	$715.00	$262.50
Planned Developemnt (PD)	Yes	$4,487.84	$275 - $1,375	$5,195.00	$2,590.00	$1,600.00	$4,590.00	$1,575 + $26 per lot	$3,285.00	$700.00	$1,080.00	$600 + Costs of Hearing	$2,500 + $75 per acre	$0.00	$1,680.00 to $2,625.00
PD Modification Major	Yes	$3,053.12	$330.00	$1,925.00	$0.00	$1,100.00	$0.00	$525.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$105.00
PD Modification Minor	No	$560.30	$0.00	$675 to $970	$0.00	$1,100.00	$0.00	$525.00	$0.00	$0.00	$0.00	$0.00	$500.00	$0.00	$105.00
Development Agreement	No	$1,350.00	$0.00	$1,350.00	$205.00	$0.00	$1,895.00	$525.00	$0.00	$0.00	$0.00	$1,500.00	$0.00	$0.00	$0.00
Short Plat Exemption	Yes	$151.84	$125.00	$785.00	$145.00	$200.00	$350.00	$105.00	$215.00	$50.00	$216.00	$300.00	$300 + $75 per lot	$100.00	$26.25
Short Plat	Yes	$2,574.88	$350 + 40 per lot	$1,060.00	$435.00	$450 + $45 per lot	$1,820 + $20 per lot	$1,424 + $25 per lot	$440.00	$700.00	$541.00	$350.00	$575 + $75 per lot	$300.00 to $445.00 5-9 lots	$315.00 + $26.25 per lot
Final Short Plat	No	$151.84	$0.00	$485.00	$100.00	$200 + $25 per lot	$1,820 + $20 per lot	$1,224 + $10 per lot	$375.00	$0.00	$433.00	$0.00	$150 + $20 per lot	$1,075.00 to $1,245.00	0
Short Plat Amendment	No	$2,574.88	$0.00	$485.00	$435.00	$1,100.00	$1,456.00	$278.00	$510.00	$0.00	$811.00	$500 + $20 per lot	$400 + $70 per lot	$0.00	$52.00

EXHIBIT
2a

Application Type	Current Application & Fee	Selah Costs to Process or Suggested Fee	City of Selah Fees	Yakima County Fees	Yakima	Wenatchee	Spokane	Spokane Valley	Richland	Pasco	Kennewick	Ellensburg	Chelan	Walla Walla	Sunnyside
Binding Site Plan Segregation	No	$585.00	$0.00	$585.00	$0.00	$200.00	$2,376.00	$500.00	$215.00	$200.00	$216.00	$300.00	$300 + $70 per lot	$100.00	$0.00
Binding Site Plan	No	$1,925.00	$0.00	$1,925.00	$1,635.00	$1,700 + $45 per lot	$2,970 + $30 per acre	$1,674.00	$575.00 + $75.00 per lot	$200.00	$541.00	$1,200.00	$1,500 + $75 per lot	$400.00 to $560.00	$0.00
Final Binding Site Plan	No	$870.00	$0.00	$870.00	$270.00	$200 + $25 per lot	$2,970 + $30 per acre	$924.00	$375.00	$0.00	$433.00	$0.00	$300 + $20 per lot	$85.00 per lot	$0.00
Preliminary Long Plat	Yes	$2,814.00	$400 + $40 per lot	$5,195.00	$1,720.00	$1,700 + $45 per lot	$2,225 + $25 per lot	$2,324.00 + $40.00 per lot	$1,315.00 + $40.00 per lot	$700.00 + $30.00 per lot	$1,080.00 + $33.00 per lot	$1,200.00	$1,500 + $75 per lot	$560.00 to $1,120.00	$525.00 + $21.00 per lot
Long Plat Plat Amendment (Approved)	No	$970.00	$0.00	$970.00	$1,720.00	$1,100.00	$1,780.00	$682.00	$510.00	$0.00	$811.00	$450.00	$500 + $20 per lot	$0.00	$52.50
Final Long Plat	No	$331.18	$0.00	$675.00	$270.00	$200 + $25 per lot	$2,225 + $25 per lot	$1,424.00 + $10.00 per lot	$375.00	$0.00	$433.00	$0.00	$300 + $20 per lot	$1,075.00 to $1,245.00	$0.00
Variance	Yes	$2,574.88	$330.00	$1,545.00	$1,635.00	$950.00	$3,295.00	$1,575.00	$440.00	$700.00	$1,080.00	$500.00	$1,355.00	$610.00	$315.00
Exception	Yes	$2,574.88	$330.00	None	$0.00	$950.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Final Plat or Binding Site Plan - Alteration/Vacation	Yes to Plat/No to Binding Site Plan	$2,574.88	$330.00	$870.00 - $1060.00	$1,720.00	$200 + $25 per lot	$2,970 + $30 per acre	$1,474.00	$530.00	$300.00	$811.00	$1,200.00	$750.00	$0.00	$315.00
Preliminary Long Plat Appeal	No	Appealed to courts	$0.00	None	$340.00	$0.00	$0.00	$315.00	$165.00	$0.00	$0.00	$450.00	$485.00	$0.00	$315.00
Preliminary Short Plat Appeal	Yes	$2,574.88	$300.00	$850.00	$580.00	$0.00	$0.00	$1,050.00	$560.00	$0.00	$541.00	$450.00	$500.00	$0.00	$315.00
Preliminary Plat Extension	No	$970.00	$0.00	$970.00	$100.00	$0.00	$4,190.00	$0.00	$0.00	$0.00	$108.00	$0.00	$0.00	$0.00	$50.00
Administrative Enforcement Decision	Yes	$809.20	$300.00	$0.00	$315.00	$0.00	$0.00	$0.00	$0.00	$0.00	$108.00	$0.00	$0.00	$0.00	$0.00
Administrative Intrepretation Decision	Yes	$809.20	$300.00	$870.00	$2,545.00	$150.00	$580.00	$100.00	$0.00	$0.00	$108.00	$75.00	$250.00	$0.00	$0.00

Application Type	Current Application & Fee	Selah Costs to Process or Suggested Fee	City of Selah Fees	Yakima County Fees	Yakima	Wenatchee	Spokane	Spokane Valley	Richland	Pasco	Kennewick	Ellensburg	Chelan	Walla Walla	Sunnyside
State Environmental Policy Act (SEPA) Checklist	Yes	$326.18	$275.00	$295.00	$265.00	$300.00	Recovery of all costs	$350.00	$0.00	$0.00	$270.00	$800.00	$0.00	$190.00	$315.00
Determination of NonSignificance	No	$174.34	$0.00	$295.00	$0.00	$300.00	Recovery of all costs	$0.00	$375.00	$75.00	$0.00	$0.00	$250.00	$0.00	$0.00
Mitigated Determination of NonSignificance	No	$353.68	$0.00	$295.00	$0.00	$150 (3 hrs) + $40 each additional	Recovery of all costs	$0.00	$375.00	$75.00	$0.00	$0.00	$250 + cost per hour	$0.00	$0.00
Environmental Impact Statement	No	$0.00	Costs Billed to Developer	$970.00 + Costs	Costs Billed to Developer	Costs Billed to Developer	Recovery of all costs	Recovery of all costs	Recovery of all costs	Recovery of all costs	Recovery of all costs	Recovery of all costs	Recovery of all costs	Recovery of all costs	Recovery of all costs
Right-of-way Vacation/Easement	Yes	$684.86	$330.00	$0.00	$1,385.00	$0.00	$1,895.00	$1,365.00	$0.00	$300.00	$1,080.00	$600 + Costs of Hearing	$0.00	370.00 + Half of the appraised value	$0.00
Comprehensive Plan Amendment	Yes	$3,053.12	$400.00	$4,715.00	$1,250.00	$1,000.00	$5,000.00	$1,500.00	$1,220.00	$700.00	$1,080.00	$1,200.00	$1,250.00	$2,810.00	$0.00

	Application Type	Planner Hourly rate	Planner Average Process Time	Admin Hourly Rate	Admin Average Process Time	Average Mailing Costs	Average Costs to Process Application	Current City of Selah Fee	Proposed Fee	Difference Between Projected Costs and Current Fee	Final Proposed Fee
1	Administrative Adjustment	$ 59.78	5.0	$32.28	5.0	$100.00	$560.30	$330.00	$560.30	$230.30	$330.00
2	Class 1 Review	$ 59.78	2.0	$32.28	0.5	$0.00	$135.70	$0.00	$135.70	$135.70	$135.70
3	Class 2 Review	$ 59.78	10.0	$32.28	5.0	$100.00	$859.20	$325 - $550	$859.20	$534.20	$859.20
4	Class 3 Review	$ 59.78	41.0	$32.28	10.0	$100.00	$2,873.78	$450 - $550	$2,873.78	$2,548.78	$2,873.78
5	Rezone/Comprehensive Plan Map Amendment	$ 59.78	44.0	$32.28	10.0	$100.00	$3,053.12	$350 - $1,375	$3,053.12	$2,728.12	$3,053.12
6	Planned Developemnt (PD)	$ 59.78	68.0	$32.28	10.0	$100.00	$4,487.84	$275 - $1,375	$4,487.84	$4,212.84	$4,487.84
7	PD Modification Major	$ 59.78	44.0	$32.28	10.0	$100.00	$3,053.12	$330.00	$3,053.12	$2,723.12	$3,053.12
8	PD Modification Minor	$ 59.78	5.0	$32.28	5.0	$100.00	$560.30	$0.00	$560.30	$560.30	$330.00
9	Short Plat Exemption	$ 59.78	2.0	$32.28	1.0	$0.00	$151.84	$125.00	$151.84	$26.84	$151.84
10	Short Plat	$ 59.78	36.0	$32.28	10.0	$100.00	$2,574.88	$350 + $40 per lot	$2,574.88	$2,224.88	$2,574.88
11	Preliminary Short Plat	$ 59.78	2.0	$32.28	1.0	$0.00	$151.84	No fee established	$151.84	$151.84	$151.84
12	Preliminary Long Plat	$ 59.78	40.0	$32.28	10.0	$100.00	$2,814.00	$400 + $40 per lot	$2,814.00	$2,414.00	$2,814.00
13	Final Long Plat	$ 59.78	5.0	$32.28	1.0	$0.00	$331.18	No fee established	$331.18	$331.00	$331.18
14	Zoning Variance	$ 59.78	36.0	$32.28	10.0	$100.00	$2,574.88	$330.00	$2,574.88	$2,244.88	$2,574.88
15	Exception	$ 59.78	36.0	$32.28	10.0	$100.00	$2,574.88	$330.00	$2,574.88	$2,244.88	$2,574.88
16	Plat Alteration	$ 59.78	36.0	$32.28	10.0	$100.00	$2,574.88	$330.00	$2,574.88	$2,244.88	$2,574.88
17	Preliminary Long Plat Appeal	$ 59.78	0.0	$32.28	0.0	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
18	Preliminary Short Plat Appeal	$ 59.78	36.0	$32.28	10.0	$100.00	$2,574.88	$300.00	$2,574.88	$2,274.88	$2,574.88
19	Subdivision Variance	$ 59.78	41.0	$32.28	10.0	$100.00	$2,873.78	$330.00	$2,873.78	$2,543.78	$2,873.78
20	Exception	$ 59.78	0.0	$32.28	10.0	$100.00	$422.80	$330.00	$422.80	$92.80	$422.80
21	Administrative Enforcement Decision	$ 59.78	10.0	$32.28	5.0	$50.00	$809.20	$300.00	$809.20	$509.20	$809.20
22	Administrative Interpretation Decision	$ 59.78	10.0	$32.28	5.0	$50.00	$809.20	$300.00	$809.20	$509.20	$809.20
23	State Environmental Policy Act (SEPA) Checklist	$ 59.78	3.0	$32.28	3.0	$50.00	$326.18	$275.00	$326.18	$51.18	$326.18
24	Determination of NonSignificance	$ 59.78	1.0	$32.28	2.0	$50.00	$174.34	$0.00	$174.34	$174.34	$174.34

EXHIBIT

2b

	Application Type	Planner Hourly rate	Planner Average Process Time	Admin Hourly Rate	Admin Average Process Time	Average Mailing Costs	Average Costs to Process Application	Current City of Selah Fee	Proposed Fee	Difference Between Projected Costs and Current Fee	Final Proposed Fee
25	Mitigated Determination of NonSignificance	$ 59.78	4.0	$32.28	2.0	$50.00	$353.68	$0.00	$353.68	$353.68	$353.68
26	Environmental Impact Statement	$ 59.78	0.0	$32.28	0.0	$0.00	$0.00	City Costs Billed to Developer	$0.00	$0.00	City Costs Billed to Developer
27	Right-of-way Vacation/Easement	$ 59.78	9.0	$32.28	3.0	$50.00	$684.86	$330.00	$684.86	$354.86	$684.86
28	Comprehensive Plan Amendment	$ 59.78	44.0	$32.28	10.0	$100.00	$3,053.12	$400.00	$3,053.12	$2,653.12	$3,053.12
29	Shoreline Substantial Development Permit	$ 59.78	41.0	$32.28	10.0	$100.00	$2,873.78	$330.00	$2,873.78	$2,543.78	$2,873.78
30	Shoreline Conditional Use Permit	$ 59.78	41.0	$32.28	10.0	$100.00	$2,873.78	$330.00	$2,873.78	$2,543.78	$2,873.78
31	Shoreline Variance	$ 59.78	41.0	$32.28	10.0	$100.00	$2,873.78	$330.00	$2,873.78	$2,543.78	$2,873.78
32	Shoreline Combination Permit	$ 59.78	41.0	$32.28	10.0	$100.00	$2,873.78	$330.00	$2,873.78	$2,543.78	$2,873.78

Selah Planning Commission
Regular Meeting
February 18, 2020
5:30 p.m.
City Council Chambers

Chairman: Lisa Smith
Vice Chair: Carl Torkelson
Commissioners: Christina Hennessy
Rich Goodall
Jennifer Huber

CITY OF SELAH
115 West Naches Avenue
Selah, Washington 98942

City Planner: Jeff Peters
Secretary: Brandy Tucker

AGENDA

A. Call to Order – Chairman

B. Roll Call

C. Agenda Changes

D. Communications
1. Oral
2. Written - None

This is a public meeting. If you wish to address the Commission concerning any matter that is not on the agenda, you may do so now. Please come forward to the podium, stating your name and address for the record. Each person wishing to speak shall have two minutes to address the Planning Commission.

Persons wishing to speak are required to comply with the City's Rules of Decorum and shall maintain appropriate civility. Comments that are impertinent, degrading, slanderous, or impugn the integrity of any member of the Planning Commission, employee of the City, or any member of the public shall not be permitted.

E. Approval of Minutes
January 7, 2020

F. Public Hearings
1. Old Business –***2020 Selah Urban Area Comprehensive Plan Amendment Process – no public applications received.***
2. New Business –

G. General Business
1. Old Business -
2. New Business - ***Study Session regarding increase for Application Fee's.***

H. Reports/Announcements
1. Chairman
2. Commissioners
3. Staff- ***Planning/ Building Department Updates***

H. Adjournment

Next Regular Meeting: To Be Determined

EXHIBIT
3a

Selah Planning Commission
Regular Meeting
April 7, 2020
5:30 p.m.
ZOOM On Line Meeting

Chairman:
Vice Chair:
Commissioners:

Lisa Smith
Carl Torkelson
Christina Hennessy
Rich Goodall
Jennifer Huber

CITY OF SELAH
115 West Naches Avenue
Selah, Washington 98942

City Planner: Jeff Peters
Secretary: Brandy Tucker

AGENDA

A. Call to Order – Chairman

B. Roll Call

C. Agenda Changes

D. Communications

1. Oral
2. Written - None

This is a public meeting. If you wish to address the Commission concerning any matter that is not on the agenda, you may do so now. Please come forward to the podium, stating your name and address for the record. Each person wishing to speak shall have two minutes to address the Planning Commission.

Persons wishing to speak are required to comply with the City's Rules of Decorum and shall maintain appropriate civility. Comments that are impertinent, degrading, slanderous, or impugn the integrity of any member of the Planning Commission, employee of the City, or any member of the public shall not be permitted.

E. Approval of Minutes
March 3, 2020

F. Public Hearings
1. Old Business –
2. New Business – ***CL3-2020-001 - Class 3 Review, from HLA Engineering and Land Surveying Inc. on behalf of the Selah School District to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Middle School, one to Lince Kindergarten, and one surplused.***

G. General Business
1. Old Business - ***Continued Study Session regarding increase for Application Fee's***
2. New Business -

H. Reports/Announcements
1. Chairman
2. Commissioners
3. Staff- ***Planning/ Building Department Updates***

H. Adjournment

Next Regular Meeting: To Be Determined

EXHIBIT
3b

Selah Planning Commission
Regular Meeting
May 5, 2020
5:30 p.m.
ZOOM On Line Meeting

Chairman: Lisa Smith
Vice Chair: Carl Torkelson
Commissioners: Christina Hennessy, Rich Goodall, Jennifer Huber

CITY OF SELAH
115 West Naches Avenue
Selah, Washington 98942

City Planner: Jeff Peters
Secretary: Brandy Tucker

AGENDA

A. Call to Order – Chairman

B. Roll Call

C. Agenda Changes

D. Communications

1. Oral
2. Written - None

This is a public meeting. If you wish to address the Commission concerning any matter that is not on the agenda, you may do so now. Please come forward to the podium, stating your name and address for the record. Each person wishing to speak shall have two minutes to address the Planning Commission.

Persons wishing to speak are required to comply with the City's Rules of Decorum and shall maintain appropriate civility. Comments that are impertinent, degrading, slanderous, or impugn the integrity of any member of the Planning Commission, employee of the City, or any member of the public shall not be permitted.

E. Approval of Minutes
March 3, 2020 – these did not get approved at last meeting

F. Public Hearings
1. Old Business – ***Open Public Hearing for CL3-2020-001 - Class 3 Review, from HLA Engineering and Land Surveying Inc. on behalf of the Selah School District to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Middle School, one to Lince Kindergarten, and one surplused.***
Facts & Findings and Staff Report presented by Jeff Peters
Motion of Approval
2. New Business –

G. General Business
1. Old Business - ***Continued Study Session regarding increase for Application Fee's***
2. New Business -

H. Reports/Announcements
1. Chairman
2. Commissioners
3. Staff- ***Planning/ Building Department Updates***

H. Adjournment

Next Regular Meeting: May 19th 2020

EXHIBIT
3C

Selah Planning Commission
Regular Meeting
May 19, 2020
5:30 p.m.
ZOOM On Line Meeting

Chairman: Lisa Smith
Vice Chair: Carl Torkelson
Commissioners: Christina Hennessy, Rich Goodall, Jennifer Huber

CITY OF SELAH
115 West Naches Avenue
Selah, Washington 98942

City Planner: Jeff Peters
Secretary: Brandy Tucker

AGENDA

A. Call to Order – Chairman

B. Roll Call

C. Agenda Changes

D. Communications

1. Oral
2. Written - None

This is a public meeting. If you wish to address the Commission concerning any matter that is not on the agenda, you may do so now. Please come forward to the podium, stating your name and address for the record. Each person wishing to speak shall have two minutes to address the Planning Commission.

Persons wishing to speak are required to comply with the City's Rules of Decorum and shall maintain appropriate civility. Comments that are impertinent, degrading, slanderous, or impugn the integrity of any member of the Planning Commission, employee of the City, or any member of the public shall not be permitted.

E. Approval of Minutes
May 5, 2020

F. Public Hearings
1. Old Business –
2. New Business –

G. General Business
1. Old Business - Final Proposed Fee Schedule for City Council approval
2. New Business - Staff Report for Hillside Estates Planned Development.

H. Reports/Announcements
1. Chairman
2. Commissioners
3. Staff- ***Planning/ Building Department Updates***

H. Adjournment

Next Regular Meeting: June 2, 2020

EXHIBIT
3d

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Action Item
6/9/2020	N – 1

Title: Resolution adopting the Six Year Transportation Improvement Program for Secondary and Collector Arterial Streets within the City of Selah for the years 2021 to 2026

From: Joe Henne, Public Works Director

Action Requested: Approval

Staff Recommendation: Staff is requesting the City Council to approve a Resolution adopting the 2021 to 2026 Six Year Transportation Improvement Program (TIP) as presented.

Fiscal Impact: None until Project is Selected

Funding Source: Street Fund 111

Background / Findings & Facts: Each year the city is required to adopt the Six Year Transportation Improvement Program (TIP). The TIP is a list of transportation related projects. Attached is the 2021 to 2026 TIP for review and discussion.

Recommended Motion: Approve a Resolution adopting the 2021 to 2026 Six Year Transportation Improvement Program.

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

Date:	Action Taken:
6/11/2019	Resolution No. 2739 adopting the Six Year Transportation Improvement Program for Secondary and Collector Arterial Streets within the City of Selah for the Year 2020 to 2025 projects
5/4/2020	Published Legal Notice of completed application and Open Record Public Hearing
5/21/2020	Amended Published Legal Notice of completed application and Open Record Public Hearing
5/26/2020	Discussion and review of the Six Year Transportation Improvement Program for Secondary and Arterial Streets within the City of Selah for the years 2021 to 2026 Projects
6/9/2020	Public Hearing to Consider the Resolution adopting the Six Year Transportation Improvement Program for Secondary and Arterial Streets within the City of Selah for the years 2021 to 2026

RESOLUTION NO._____

A RESOLUTION ADOPTING THE SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR SECONDARY AND COLLECTOR ARTERIAL STREETS WITHIN THE CITY OF SELAH FOR THE YEARS 2021 to 2026

WHEREAS, the Session Laws of 1949, State of Washington, require that cities of the State to establish a comprehensive street program for the improvement to secondary and collector arterial streets; and

WHEREAS, the City of Selah desires to make use of the one-half (1/2) cent gas tax funds for the improvements of certain streets; and

WHEREAS, pursuant to the requirements of RCW 35.77.110 and RCW 36.81.121, the City of Selah has prepared a transportation improvement program for the ensuing six years; and

WHEREAS, a notice of Public Hearing for June 9, 2020, has been published in accordance with the laws of the State of Washington;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the transportation street program entitled the "Six Year Transportation Improvement Program, 2021 to 2026 attached hereto and incorporated herein by reference be adopted.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 9th day of June 2020.

_____
Sherry Raymond, Mayor

ATTEST:

_____
Dale Novobielski, Clerk/ Treasurer

APPROVED AS TO FORM:

_____
Rob Case, City Attorney