

Tuesday, November 9, 2021
Electronic City Council Meeting

7:00 P.M.
2086th Regular City Council Meeting - Electronic Attendance

Meeting may be viewed at: Live Stream on City of College Place, Washington YouTube at https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSI-g/featured

Zoom Attendee Link: <https://us06web.zoom.us/j/87966853028>

Or you may call this number to listen: 1-669-900-9128 ID# 879 6685 3028 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1.

Subject :	1.01 Moment of Silence for Reflection / Invocation - Any City Employee or Elected Official; delivering the invocation, does so in his/her capacity as a private citizen, and not in his /her official position as a city employee/elected city official.
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Access :	Public
Type :	Procedural

2. Opening Items.

Subject :	2.01 Council Reference Materials
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	2. Opening Items.
Access :	Private
Type :	Information
Subject :	2.02 Call To Order
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	2. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernández will call the meeting to order.

Subject :	2.03 Roll Call
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	2. Opening Items.

Access : Public
Type : Procedural

Public Content

Mayor Via Web Norma L. Hernández

Jerry Bobbitt,

Michael Cleveland,

Loren Peterson,

Council Members Via Web Marge Nyhagen,

Melodie Selby,

Heather Schermann,

Monica Boyle

City Attorney Via Web Rea Culwell

Administrator, Mike Rizzitiello;

Finance Director, Brian Carleton;

Public Works Director, Robert McAndrews;

Staff Via Web Police Chief, Troy Tomaras;

Fire Chief, David Winter;

Community Development Director, Jon Rickard;

HR Manager, Shawn Doering;

City Clerk, Lisa Neissl

Subject : 2.04 Pledge of Allegiance
Meeting : Nov 9, 2021 - Electronic City Council Meeting
Category : 2. Opening Items.
Access : Public
Type : Procedural

Public Content

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Subject : 2.05 Public Comment Procedure for Virtual Meetings - Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.

Meeting : Nov 9, 2021 - Electronic City Council Meeting

Category : 2. Opening Items.

Access : Public

Type : Information

Public Content

Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.

Virtual Meeting Protocol for Public Comment:

When submitting public comments, include the following regardless of the manner you are using: Note that there are deadlines for written comments to be included in the meeting documents.

- Your Name
- Your Address

Public comments may be provided in writing (If typewritten, no less than 11 pt font). Submit to Clerk@cpwa.us no later than 4:30 PM on the meeting date to be included in the record.

Public Comments in person may be made by telephone or virtually during the meeting:

- Telephone comment - Call 1-669-900-9128, entering the meeting ID (provided at beginning of agenda) and raising your hand (*9 to raise hand, *6 to mute/un-mute) when comments are requested.
- Virtual comment - Join using the Zoom Attendee link (provided at beginning of agenda) and raise your hand when comments are requested.

Once recognized, you will have five minutes to speak on any subject that is under the control of the Council.

File Attachments

[It is SO EASY to participate in public meetings!.png \(224 KB\)](#)

3. Consent Agenda.

Subject : 3.01 AB 21223 - Approve Agenda for November 9, 2021

Meeting : Nov 9, 2021 - Electronic City Council Meeting

Category : 3. Consent Agenda.

Access : Public
Type : Action (Consent)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject : 3.02 AB 21224 - Approve Council Minutes from October 26, 2021
Meeting : Nov 9, 2021 - Electronic City Council Meeting
Category : 3. Consent Agenda.
Access : Public
Type : Action (Consent), Minutes

File Attachments

[2021-10-28_Council_Minutes_Draft.pdf \(1,011 KB\)](#)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject : 3.03 AB 21225 - Police Sergeant Contracts
Meeting : Nov 9, 2021 - Electronic City Council Meeting
Category : 3. Consent Agenda.
Access : Public
Type : Action (Consent)
Preferred Date : Nov 09, 2021
Recommended Action : Motion to approve Police Sergeant Employment Contracts for Dylan Schmick and Salvador Diaz effective November 1, 2021.

Public Content

Historical Perspective:

The College Place Police Department has two open Police Sergeant positions as Alan Parker accepted a position with another City and Robert Benfield was promoted to Police Lieutenant in October of 2021. Since the Sergeants are not represented by a union, the City provides an employment contract specific to this position that gives guidance for the administration of benefits and terms of employment.

Information for Consideration:

Promotional testing was held in mid-October to establish a Civil Service Eligibility List for the position of Police Sergeant. Dylan Schmick and Salvador Diaz were the top two candidates in the testing process and have been offered the positions.

File Attachments

[HR_EmploymentAgreements_Sergeants_Complete_Diaz.pdf \(124 KB\)](#)

[HR_EmploymentAgreements_Sergeants_Complete_Schmick.pdf \(124 KB\)](#)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject :	3.04 Excuse Absence of Council Member Boyle
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	3. Consent Agenda.
Access :	Public
Type :	Action (Consent)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject :	3.05 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.
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Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	3. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the consent agenda

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

4. Presentations.

Subject :	4.01 AB 21226 - Promotion to the rank of Sergeant for Salvador Diaz - Police Department
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	4. Presentations.
Access :	Public
Type :	Information

Public Content

City Council and public to witness oath of office and promotion of Sergeant Salvador Diaz.

Salvador Diaz was hired by CPPD on 7-21-2016 and is being promoted to Sergeant following testing approved by the Civil Service Board.

Subject :	4.02 AB 21227 - Promotion to the rank of Sergeant for Dylan Schmick - Police Department
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	4. Presentations.
Access :	Public
Type :	Information

Public Content

City Council and public to witness oath of office and promotion of Sergeant Dylan Schmick.

Dylan Schmick was hired by CPPD on 10-2-17 and is being promoted to Sergeant following testing approved by the Civil Service Board.

Subject : 4.03 AB 21228 - Basin Disposal Annual Rate Report - Rebecca Francik from BDI

Meeting : Nov 9, 2021 - Electronic City Council Meeting

Category : 4. Presentations.

Access : Public

Type : Discussion, Information

Public Content

Rebecca Francik from BDI will present on the annual rate adjustment and then discuss the current state of the recycling market and potential options.

File Attachments

[BDI Proposed Rates.pdf \(15.625 KB\)](#)

[College Place Garbage rates and recycling presentation.pdf \(1.300 KB\)](#)

Subject : 4.04 AB 21229 - Bird Scooter MOU Renewal - Mr. Rizzitiello

Meeting : Nov 9, 2021 - Electronic City Council Meeting

Category : 4. Presentations.

Access : Public

Type : Discussion, Information

Public Content

The MOU with Bird Rides, Inc. is set to expire.

(Clerk Note: At the Utilities and Transportation Advisory Commission meeting, an amendment was proposed regarding education specific to parking in or near ADA facilities. A possible option has been added in the redline version included here.)

File Attachments

[2021 In Review_Bird + College Place.pdf \(16.400 KB\)](#)

[College Place Updated MOU.pdf \(51 KB\)](#)

[College Place Updated MOU-UTAC Redline Amendment.pdf \(82 KB\)](#)

Subject : 4.05 AB 21230 - Comprehensive Plan & Development Code Update - Mr. Rickard & Gregg Dohrn

Meeting : Nov 9, 2021 - Electronic City Council Meeting

Category : 4. Presentations.

Access : Public

Type :

Discussion, Information

Public Content

No Action at this meeting. Review public comments and background documents that support the Planning Commissions recommendation.

Action for consideration at the November 23, 2021 meeting:

Planning Commission recommends that Council adopt Exhibit A, C & D as proposed and Exhibit B, striking Section I - Residential Relocation Plan.

The City of College Place is scheduled to complete a periodic review and update of its Comprehensive Plan by 2026. The City has in place a moratorium on redevelopment of Manufactured Housing Parks so that the Planning Commission could study and develop alternative development regulations encouraging preservation of affordable housing, in particular mobile/manufactured home parks. Also, the City has received a request through the 2021 annual update process to amend the Comprehensive Plan to broaden and deepen the City's commitment to supporting affordable housing. As a result, potential revisions to the Goals and Policies contained in the Updated College Place Comprehensive Plan, approved October 9, 2018, are highlighted in underline and strikeout format. The amendments requested by the Affordable Housing Implementation Task Force have been highlighted in green. Related amendments initiated by the City, are highlighted in yellow. There are also a few minor revisions including the deletion of policies that have been completed, clarification of level of service standards, and editorial revisions to improve readability.

Throughout the course of the year the Planning Commission has been considering proposed revisions to the Unified Development Code to re-establish the Manufactured Housing/Mobile Home Park Zoning District. These revisions are consistent with the proposed amendments to the City's Comprehensive Plan requested by the Regional Affordable Housing Implementation Task Force. As you review the proposed amendments to the Unified Development Code (UDC), please keep in mind that these revisions reinstate the zoning district that was deleted when the UDC was adopted and are based primarily on the standards that were in effect when the existing parks were developed.

In addition to the affordable housing amendments, we have also prepared several housekeeping amendments to clarify provisions in the Uniform Development Code. These are not substantive changes, and we will explain the need for them during the meeting.

[Planning Commission Conducted a Public Hearing on October 19, 2021.](#) You can view the hearing and testimony on YouTube. Comment letters received during the public comment period have been combined into one document. No additional public testimony will be accepted however the applicant of proposed amendments will be granted time to address the City Council.

Public Notice of the proposed changes and hearing date was published in the Union Bulletin and posted on the City's website on August 20, 2021 and again on October 5, 2021.

An environmental checklist was prepared on August 19, 2021, and a Determination of Nonsignificance (DNS) was issued on August 20, 2021. WA State Department of Commerce was notified on August 20, 2021 of the City's intent to adopt amendments.

Amendments are attached as exhibits:

Exhibit A - Goals and Policies Amendments

Exhibit B - Manufactured Housing Amendments to the Development Code

Exhibit C - Housekeeping Amendments to the Development Code

Exhibit D - Zoning Map Amendments

Planning Commission recommends that Council adopt Exhibit A, C & D as proposed and Exhibit B, striking Section I - Residential Relocation Plan.

File Attachments

[Exhibit A - Goals and Policies Amendments.pdf \(641 KB\)](#)
[Exhibit B - Manufactured Housing Amendments to the Development Code.pdf \(355 KB\)](#)
[Exhibit C - Housekeeping Amendments to the Development Code.pdf \(491 KB\)](#)
[Exhibit D - Zoning Map Amendments.pdf \(4.736 KB\)](#)
[Public.Comment.Letters.Combined.2021.09.pdf \(5.854 KB\)](#)
[Planning Commission Oct 19 2021 DRAFT Minutes.pdf \(919 KB\)](#)
[Walla Walla Regional HAP Task 4 Displacement Memo v3.pdf \(600 KB\)](#)
[Walla Walla HAP Final Report 7.21.pdf \(4.626 KB\)](#)
[2019 Community Council Study Report.pdf \(2.580 KB\)](#)
[Acknowledge-Letter-2021-S-3034.DOC.pdf \(178 KB\)](#)
[DNS College Place Comp Plan & Development Regs 2021.08.20.pdf \(183 KB\)](#)
[DOC.Submittal-Receipt-Email-2021-S-3034.pdf \(470 KB\)](#)
[ITFLocalPoliciesSubcommittee_CPCompPlan_AmendmentProposals_April2021.pdf \(468 KB\)](#)
[ITFLocalPoliciesSubcommittee_CPCompPlanAmendment_App_Form.pdf \(795 KB\)](#)
[Public.Notice.UDC.2021.08.19.pdf \(143 KB\)](#)
[SEPA Checklist 08-19-21.pdf \(339 KB\)](#)

5. Public Hearings-None.

6. Action Items.

Subject :	6.01 AB 21231 - 2022 Property Tax Levy - Mr. Carleton
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	6. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Nov 09, 2021
Recommended Action :	Motion to approve the 2022 Levy Resolution No. 21-052

Public Content

Historical Perspective:

The City has historically taken the 1% increase allowed by RCW.

Information for Consideration:

These calculations are estimates based on preliminary information provided by the Walla Walla County Assessor.

This calculation worksheet shows an increase for new construction and exercising the 1% increase in property

taxes. The following is the breakdown of the proposed tax collections:
General Property Tax: \$1,529,135
General Property Tax 1%: \$ 15,291
New Construction: \$ 24,843
Bond Related Collections: \$ 487,350
Total: \$2,056,619

The CARS Project Bond levy rate decreases in 2022 from \$0.677792 to \$0.546297 per thousand dollars of valuation. This equates to an annual decrease of \$13.15 debt service collection per \$100,000 of property valuation.

The city's total property valuation increased by \$165,006,806 for 2022.

The proposed 1% increase will actually result in a decrease to the tax bill of \$44.25 per \$100,000 of property value annually. This is because of the increase in the total assessed value of the property in the city among which the 1% is spread. Without the 1% increase, the tax bill of a home would decrease by \$45.93 per \$100,000 of value.

File Attachments

- [2022 Levy Presentation - 110421.pdf \(1,128 KB\)](#)
- [Resol No. 21-052 - 2022 Property Tax Levy with 1Percent increase.pdf \(174 KB\)](#)
- [2022 Levy Certification to County with 1 percent increase.pdf \(79 KB\)](#)

7. Administrative Reports.

Subject :	7.01 AB 21197 - Draft FY 2022 State & Federal Legislative Agenda - Mr. Rizzitiello
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	7. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

Every year the City develops a legislative agenda for State of Washington and Federal Legislators.

Information for Consideration:

The core of our key issues include continuance and growth of grant programs for infrastructure, fire, and other city services. Also, reinvigoration of economic development programs.

Key Priority projects include:

- Wastewater Treatment Plant Upgrades at \$25.0 million.
- Western College Place Water System Improvements at \$7 million.
- Stormwater Decant Facility at \$1.5 Million
- SE 12th Street Reconstruction (College to Larch) at \$4.3 million.

File Attachments

[AWCUpdate.pdf \(215 KB\)](#)

[Resolution.pdf \(127 KB\)](#)

[Legislative_2022_DraftStateAgenda.pdf \(423 KB\)](#)

[Legislative_2022_DraftFederalAgenda.docx.pdf \(420 KB\)](#)

[College Place 2022 Session Preview Final.pdf \(160 KB\)](#)

Subject : 7.02 AB 21222 - Updates to City Nuisance Code;
Establishment of Code Enforcement Chapter - Ms.
Culwell

Meeting : Nov 9, 2021 - Electronic City Council Meeting

Category : 7. Administrative Reports.

Access : Public

Type : Discussion, Information

Public Content

Informational purposes only - updated from last presentation after consult with affected City employees

Historical Perspective:

The City has adopted code to combat nuisances over time resulting in some conflicting or unclear laws. The goal, (apart from promoting and having a safe, healthy, and happy community) is to notify the public of legal and illegal activity, provide code enforcement with effective and efficient tool to enforce code violations and to have the flexibility to craft fair and effective remedies, while reducing risk of liability to the City.

Information for Consideration:

Generally, CPMC regulates nuisances in Chapter 8.24 which extensively lists what constitutes a nuisance and provides for enforcement, including abatement. As it stands, there are conflicting terms and definitions, remedies, and procedures the City must take to enforce the code. Furthermore, we regulate some items as nuisances and have separate chapters regulating the same, for example, noise, graffiti, and signs. Code enforcement officers (police department and fire department) have wrangled with proper interpretation and enforcement. The proposed revision to the nuisance code and creation of a new chapter for Code Enforcement is done with the rest of the code as a backdrop, with flexibility for future nuisance and other code violation enforcement, and to reduce the risk of liability. A nuisance code is equally a tool to enforce violations and an encouragement for citizens to be good stewards of the community.

File Attachments

[Exh A - Code enforcement - Revised.pdf \(240 KB\)](#)

[Exh B - Code enforcement - Changes accepted.pdf \(188 KB\)](#)

[Exh C - Nuisance Update - changes shown.pdf \(164 KB\)](#)

[Exh D - Nuisance Update - changes made.pdf \(157 KB\)](#)

Subject : 7.03 AB 21232 - Street Lighting - Mr.
McAndrews

Meeting : Nov 9, 2021 - Electronic City Council
Meeting

Category : 7. Administrative Reports.

Access : Public

Type :

Discussion, Information

Public Content

Historical Perspective:

Historically it seems that the main focus of City street lighting has been at or near intersections. Lighting has been kept somewhat minimal which has kept costs down while trying mainly to light primary intersections.

Recently, some traffic safety concerns were brought up. Two specific areas mentioned were Larch between SE 3rd St and the Lions Park area, and C St from NE Lambert Ave to NE Deccio Rd. The concerns centered primarily around speeding, but upon review we thought perhaps additional lighting could help as well. Pacific Power was consulted and ultimately an estimate was provided for the installation of six new lights, primarily along the Larch corridor. As the cost was fairly high to install new lighting, we wanted to find out what Council views as a priority regarding lighting upgrades.

Information for Consideration:

Pacific Power's ballpark estimate for the installation of 6 lights was about \$6,700 which is an average of about \$1,120 per light assuming the masts and lights can be installed on existing utility poles. It is important to note that mobilization costs are shared amongst the six light installations in this example. The cost per light will be higher to install individual lights. Additionally, adding more street lights will increase the City's power bills somewhat.

The addition of new street lights has not historically been budgeted for but there is money in the REET 1 Account that could be used if needed.

File Attachments

[RE_\[INTERNET\] College Place Street Lights.pdf \(180 KB\)](#)

[NE C Street & Della Facing East.JPG \(1.651 KB\)](#)

[SE Larch & Garrison Village Way Facing North.JPG \(2.082 KB\)](#)

[SE Larch & Garrison Village Way Facing South.JPG \(1.639 KB\)](#)

[SE Larch & SE 3rd Facing South.JPG \(1.660 KB\)](#)

Subject :	7.04 AB 21233 - 2022 LTAC Funding Recommendation - Ms. Neissl
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	7. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

To be included in expenditures for Fund 130 in 2022 Budget

Historical Perspective:

Lodging Tax Advisory Commission reviews applications each year to recommend funding from the lodging tax funds received by the City.

Information for Consideration:

A Request for Proposals was published in the UB and on social media with a due date of October 25th, 2021.

Two proposals were received.

One from Fort Walla Walla Museum in the amount of \$4,000 for staff and programming.

One from the City of College Place Freedom Festival in the amount of \$12,500 for marketing, swag, and live entertainment.

The LTAC reviewed and recommends approval of both applications in the amounts requested.

File Attachments

[2021-11-04 LTAC Minutes Draft.pdf \(957 KB\)](#)

[RFP Ad Proof.pdf \(498 KB\)](#)

[Budget Report - Fund 130 Summary.pdf \(77 KB\)](#)

[FWWM Application for City of College Place Lodging Tax Funds-signed.pdf \(553 KB\)](#)

[Freedom Festival Lodging Tax Funds-Application-2022BudgetYear.pdf \(405 KB\)](#)

8. Informational Reports.

Subject :	8.01 AB 21194 - Draft FY 2022 to 2027 Capital Facility Plan - Mr. Rizzitiello
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	8. Informational Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Expenditure Required:\$14,996,443.00

Historical Perspective:

City staff put together six-year capital facility, equipment replacement, and information technology plans every year.

Information for Consideration:

The six-year capital facility plan specifies an investment strategy for a six-year period based on submittals of department heads/community through yearly services survey, needed upgrades to infrastructure, and the

availability of grants and other financing mechanisms to make it happen. The first year is fairly concrete. Subsequent years are an attempt to forecast needs. This document has capital investments above the threshold of \$5,000.

This report was reviewed at length during the September 28th, 2021 City Council Meeting.

File Attachments

[Ordinance.pdf \(114 KB\)](#)

[2022Budget_2022to2027CFP_EarlyOctoberSummary.pdf \(492 KB\)](#)

[2022Budget_2022to2027Budget_EarlyOctober2022RenditionBooklet.pdf \(4.988 KB\)](#)

Subject :	8.02 AB 21195 - Draft FY 2022 to 2027 Equipment Replacement Plan - Mr. Rizzitiello
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	8. Informational Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Expenditure Required: \$2,877,755.44

Historical Perspective:

City staff put together six-year capital facility, equipment replacement, and information technology plans every year.

Information for Consideration:

The six-year equipment replacement plan specifies an investment strategy for a six-year period based on submittals of department heads, needed upgrades to infrastructure, and the availability of grants and other financing mechanisms to make it happen. The first year is fairly concrete. Subsequent years are an attempt to forecast needs. This document has capital investments above the threshold of \$5,000.

This report was reviewed at length during the September 28th, 2021 City Council Meeting.

File Attachments

[Ordinance.pdf \(131 KB\)](#)

[2022Budget_2022to2027ERR_DraftPlan_September.pdf \(492 KB\)](#)

[2022Budget_SixYearPlans_ERR_Booklet_LateSeptemberRendition.pdf \(3.181 KB\)](#)

[2022Budget_2022to2027ER&R_EarlyDraftSeptember2021.pdf \(460 KB\)](#)

Subject :	8.03 AB 21196 - Draft FY 2022 to 2027 Information Technology Plan - Mr. Rizzitiello
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	8. Informational Reports.
Access :	Public

Type :

Discussion, Information

Public Content

Historical Perspective:

Every year the City Administrator presents a six-year plan for Information Technology across the organization. IT projects are solicited through a collaborative process with our IT Contractor IMESD and City Department Heads.

Information for Consideration:

The goal at the City is to get computer terminals into a seven-year rotation as that is the length of the warranties.

The lions share of software expense in 2021 is software maintenance on a variety of modules across the City organization. Thanks to the Federal ARPA Grant the City will renovate the Council Chambers to acquire an AV system which can properly host hybrid meetings. This cost is in the Capital Facility Plan. A large suggested expenditure is getting a replacement ERP system for Finance. Springbrook Software has bought out Bias. They have made several overtures that the current software will not be maintained at some point. The goal is for the replacement system to replace Bias, Questica, Iworq Community Development, and potentially Document Locator.

From a staffing perspective the City will continue to contract with the Intermountain Education Service District for 12 hours a week of service and as a Tier I member with the Association of Washington Cities GIS Consortium.

The information was introduced during the Tuesday, September 28th, 2021 City Council meeting.

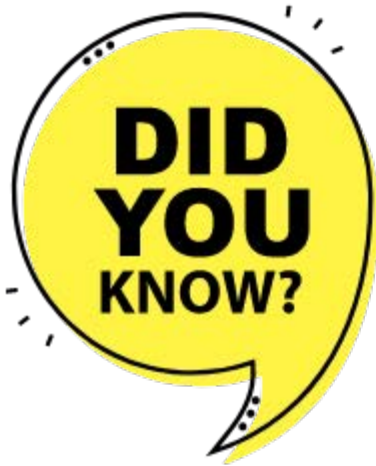
File Attachments

[2022Budget_2022to2027IT_DraftPlan_MidOctober2021_Revision.pdf \(143 KB\)](#)
[2022Budget_2022to2027IT_DraftBooklet_MidOctober.pdf \(2,817 KB\)](#)
[Ordinance.pdf \(110 KB\)](#)

9. Executive Session-None.

10. Closing Items.

Subject :	10.01 Adjournments
Meeting :	Nov 9, 2021 - Electronic City Council Meeting
Category :	10. Closing Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adjourn the meeting



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Electronic City Council Meeting (Tuesday, October 26, 2021)

Generated by Lisa Neissl on Tuesday, October 26, 2021

2. Opening Items.Procedural: 2.02 Call To Order**Mayor Hernández called the meeting to order at 7:00 PM.**Procedural: 2.03 Roll Call

PRESENT:

Mayor – Via Web Norma L. Hernández

Council Members – Via Web Jerry Bobbitt, Michael Cleveland, Loren Peterson, Melodie Selby, Heather Schermann, Monica Boyle

City Attorney – Via Web Rea Culwell
Administrator, Mike Rizzitiello; Finance Director, Brian Carleton; Fire Chief, David Winter; Community Development Director, Jon Rickard(left at 8:14 PM); HR Manager, Shawn Doering(left at 8:00 PM); City Clerk, Lisa Neissl;

Staff – Via Web

MEMBERS EXCUSED: Marge Nyhagen

MEMBERS ABSENT:

Procedural: 2.04 Pledge of AllegianceInformation: 2.05 Public Comment Procedure for Virtual Meetings - Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.

The Clerk noted that no one had submitted comments and there were currently no Zoom attendees to make comments.

3. Consent Agenda.Action (Consent): 3.01 AB 21205 - Approve Agenda for October 26, 2021Action (Consent), Minutes: 3.02 AB 21206 - Approve Council Minutes from October 12, 2021Action (Consent): 3.03 AB 21207 - Check Register and Financials for September 2021Action (Consent): 3.04 Excuse the Absence of Council Member NyhagenAction (Consent): 3.04 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.**Council Member Schermann made a motion to approve the consent agenda. Second by Council Member Bobbitt and the motion passed 6-0.****4. Presentations.**Information: 4.01 AB 21208 - College Place Arbor Day Proclamation

Mayor Hernández read a proclamation declaring October 26, 2021, as Arbor Day in the City of College Place.

Discussion, Information: 4.02 AB 21209 - 2022 Preliminary Budget -

Mr. Carleton gave a presentation on the preliminary budget for fiscal year 2022. He answered questions from Council throughout the presentation.

5. Public Hearings.Discussion, Information: 5.02 AB 21210 - 2022 Revenue And Property Tax Levy Presentation And Public Hearing -

Mr. Carleton reported on the proposed fiscal year 2022 revenues and proposed property tax levy, and requested a public hearing be held.

Mayor Hernández opened the public hearing at 7:53 PM.

Testimony: The Clerk noted that no one had submitted testimony in advance, and there were currently no Zoom attendees to give testimony.

Council discussion ensued.

Council Member Selby made a motion to close the public hearing at 7:56 PM. Second by Council Member Schermann and, with no objection, the hearing was closed.

6. Action Items.

Action: 6.01 AB 21204 - College Place Local Road Safety Plan (LRSP) -

Mr. Rizzitiello reported on the proposed Local Road Safety Plan and requested adoption by the Council.

Council Member Bobbitt made a motion to adopt Resolution No. 21-047 which adopts the College Place Local Road Safety Plan. Second by Council Member Boyle and the motion passed 6-0.

Action: 6.02 AB 21211 - AV System Design Award -

Mr. Rickard reported on the bids received for the Council Chambers AV system design and city hall renovation engineering. He noted the scoring had resulted in the selection of Meier Architecture and Engineering and requested that Council authorize execution of the negotiated contract. Discussion ensued.

Council Member Cleveland made a motion to authorize Mayor Hernandez to enter into an agreement with Meier Architecture and Engineering for Architectural Design Services for the Council Room Renovation & Audio Visual Design, in the amount not to exceed \$150,000.00. Second by Council Member Schermann and the motion passed 6-0.

Action: 6.03 AB 21212 - Professional Services Contract for Paul Hartwig -

Mr. Rizzitiello requested authorization to enter into a service contract with former Public Works Director Hartwig. Discussion ensued.

Council Member Bobbitt made a motion to approve Professional Services Contract with Mr. Paul Hartwig. Second by Council Member Boyle and the motion passed 6-0.

Action: 6.04 AB 21213 - State Public Works Board Loan Agreement - Sky Avenue & Mountainview Water Main Replacement -

Mr. Rizzitiello requested authorization to sign an agreement with the State Public Works Board to fund the SE Sky Ave and Mountainview water main replacement project. Discussion ensued.

Council Member Boyle made a motion to adopt Resolution No. 21-048 which directs City Administrator to sign an agreement with the State Public Works Board for the SE Sky Ave & Mountainview area water main replacement project. Second by Council Member Schermann and the motion passed 6-0.

Action: 6.05 AB 21214 - State Public Works Board Loan Agreement - Wastewater Lift Station #5 Replacement -

Mr. Rizzitiello requested authorization to sign an agreement with the State Public Works Board to fund the Lift Station #5 replacement project. Discussion ensued.

Council Member Selby made a motion to adopt Resolution No. 21-049 which directs City Administrator to sign an agreement with the State Public Works Board for the

Wastewater Lift Station #5 Replacement. Second by Council Member Cleveland and the motion passed 6-0.

Action: 6.06 AB 21215 - State Public Works Board Loan Agreement - Drinking Water Well #7 -

Mr. Rizzitiello requested authorization to sign an agreement with the State Public Works Board to fund the engineering development of a new well in the Southwest quadrant of the City.

Discussion ensued.

Council Member Boyle made a motion to adopt Resolution No 21-050 which directs City Administrator to sign an agreement with the State Public Works Board for the Drinking Water Well #7 project. Second by Council Member Bobbitt and the motion passed 6-0.

Action: 6.07 AB 21216 - Pilot Management of Youth Recreation Program with Sonbridge -

Mr. Rizzitiello requested authorization to enter into a memorandum of understanding with Sonbridge for the management of a youth recreation program in the City. He noted this is a partnership with the City, the School District, Camp Fire and Sonbridge.

Council Member Cleveland made a motion to adopt Resolution No 21-051 which permits Mayor to sign Memorandum of Understanding with Sonbridge for management of Youth Recreation Program for 2021 to 2022 calendar year. Second by Council Member Peterson and the motion passed 6-0.

Action: 6.08 AB 21217 - Amendment No. 5 to the Agreement for Operations, Maintenance and Management Services for the WWTP -

Mr. Rizzitiello requested approval of amendment 5 to the agreement for the management of operations at the Wastewater Treatment plant by Jacobs (formerly CH2M). He noted this contract is for services in 2021 and the next item is for fiscal year 2022.

Discussion ensued.

Council Member Bobbitt made a motion to recommend approving Amendment 5 as submitted by Jacobs Group for operation, maintenance, and management services of the Wastewater Treatment Plant for 2021. Second by Council Member Schermann and the motion passed 6-0.

Action: 6.09 AB 21218 - Amendment No. 6 to the Agreement for Operations, Maintenance and Management Services for the WWTP -

Mr. Rizzitiello reported that this is now the agreement for fiscal year 2022 and requested approval. Discussion ensued.

Council Member Peterson made a motion to approve Amendment 6 as submitted by CH2M for operation, maintenance, and management services of the Wastewater Treatment Plant for 2022. Second by Council Member Cleveland and the motion passed 6-0.

Action: 6.10 AB 21219 - Well 6 Well House Construction Bid Award -

Mr. Rizzitiello reported for Mr. McAndrews on the status of the well house for well no. 6. He requested authorization to award the bid to Nelson Construction Corp.

Discussion ensued.

Council Member Selby made a motion to award the bid for the Well House Construction to Nelson Construction Corp in the amount of \$2,640,877.88. Second by Council Member Bobbitt and the motion passed 6-0.

Action: 6.11 AB 21220 - Water System Consolidation and Well No. 2 Relocation Contract Amendment No. 6 -

Mr. Rizzitiello reported for Mr. McAndrews on the need to amend the contract with the Engineer RH2 as the project has required extra time and costs due to additional requirements from the State. Mr. Carleton added that the City does have funding available for this in the project. Discussion ensued.

Council Member Peterson made a motion to approve Contract Amendment No. 6 for the relocation of Well No. 2 authorizing an increase in engineering costs of \$131,792. Second by Council Member Schermann and the motion passed 6-0.

Action: 6.12 AB 21221 - Outfitting the New Stellar Truck for Snow and Ice -

Mr. Rizzitiello requested authorization to purchase the necessary items to outfit the new Stellar Truck for snow and ice removal.

Discussion ensued.

Council Member Boyle made a motion to approve the purchase of the Stellar unit, flatbed, and snow plow for the previously ordered Ram 5500. Second by Council Member Peterson and the motion passed 6-0.

7. Administrative Reports.

Discussion, Information: 7.01 AB 21203 - Ambulance Utility -

Chief Winter led a discussion on implementation of an ambulance utility. Mr. Carleton also added information regarding how to determine what will be designated as a billable unit.

Discussion ensued.

Discussion, Information: 7.02 AB 21194 - Draft FY 2022 to 2027 Capital Facility Plan -

Mr. Rizzitiello briefly reviewed the proposed Capital Facility Plan.

Discussion, Information: 7.03 AB 21195 - Draft FY 2022 to 2027 Equipment Replacement Plan -

Mr. Rizzitiello briefly reviewed the proposed Equipment Replacement Plan.

Discussion, Information: 7.04 AB 21196 - Draft FY 2022 to 2027 Information Technology Plan -

Mr. Rizzitiello briefly reviewed the proposed Information Technology Plan.

Discussion ensued.

Discussion, Information: 7.05 AB 21197 - Draft FY 2022 State & Federal Legislative Agenda -

Mr. Rizzitiello reported on the proposed State and Federal Legislative Agenda for fiscal year 2022.

Discussion, Information: 7.06 AB 21222 - Updates to City Nuisance Code; Establishment of Code Enforcement Chapter -

Mr. Rizzitiello reported on proposed updates to the nuisance code for Ms. Culwell.

Discussion ensued.

8. Informational Reports. The following reports were included in the packet for review:

Information: 8.01 CPPD Monthly Report

Information: 8.02 Community Development Department Monthly Report

Information: 8.03 Public Works/Water Department Monthly Report

9. Executive Session-None.

10. Closing Items.

Action: 10.01 Adjournments

Council Member Bobbitt made a motion to adjourn the meeting at 9:25 PM. Second by Council Member Schermann and, with no objection, the meeting adjourned.

Approved:

Norma L. Hernández –
Mayor
Attest:

Lisa R. Neissl – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred October 26, 2021. Further detail may be obtained by reviewing the actual audio recording made during this session.

City of College Place
Police Sergeant Employment Agreement

THIS AGREEMENT is made and entered into by and between the CITY OF COLLEGE PLACE, a municipal corporation, duly organized under the laws of the State of Washington, by and through its duly authorized representative, hereinafter referred to as "CITY" and Salvador Diaz hereinafter referred to as "EMPLOYEE."

WITNESSETH:

WHEREAS, CITY desired to employ the services of EMPLOYEE as a Police Sergeant of the CITY; and

WHEREAS, both CITY and EMPLOYEE agree that it is appropriate to enter into this Agreement in order to establish an employment relationship and provide for terms and conditions thereof; and

WHEREAS, EMPLOYEE desires to accept employment as a Police Sergeant of the CITY Police Department; and

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the CITY does hereby employ the services of Salvador Diaz as a Police Sergeant in the CITY Police Department under, and in accord with, the following terms and conditions:

SECTION 1: DUTIES

The duties of a Police Sergeant are outlined in the job description available in Appendix A of this Agreement. The Police Sergeant reports and is answerable to the Police Chief as a body for their exercise of independent professional judgment.

SECTION 2: TERM

This Agreement shall commence on the 1st day of November, 2021 and terminate as set forth in Section 11 herein unless modified by mutual agreement of both parties.

SECTION 3: AT WILL EMPLOYEE

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the employment relationship with Police Sergeant at any time, for any reason, with or without cause. It is understood by the EMPLOYEE and CITY that, in conformance with state law; this is an at-will employment relationship.

SECTION 4: SALARY

- A. CITY shall pay EMPLOYEE for their services an annual base salary payable in equal periodic installments made at the same time as other Supervisors are paid.

- B. Annual base salary will be established by Ordinance of the College Place City Council.
- C. Salary shall be increased by percentage commensurate with what Patrol staff receive through Union Contract to keep differential of 16% between Police Sergeants and that of Patrol.

SECTION 5: PERFORMANCE EVALUATION

- A. The Police Chief shall review and evaluate the performance of the EMPLOYEE annually. The EMPLOYEE shall be entitled to discuss the evaluation fully with the Police Chief and may write a rebuttal for the employee file at Human Resources.
- B. The evaluation shall be in writing and shall address matters relating to the degree of success in attaining stated objectives and goals; fiscal responsibility; the quality of oral and written reports rendered to the Police Chief; complaints and commendations from any source; initiative; morale of Police Department employees; relations with other managers and supervisors; career development; and such other matters as are reasonably related to the duties and responsibilities of a Police Sergeant. Any form created to facilitate the required evaluation shall provide an opportunity for a response by EMPLOYEE.
- C. The Police Chief shall evaluate the EMPLOYEE's job performance no later than January 31 of each year.

SECTION 6: PERSONNEL MANUAL

The EMPLOYEE shall follow all rules and regulations in the most recent Personnel Manual of the City of College Place adopted via Ordinance/Resolution by the College Place City Council and any and all periodic updates thereto. If this Agreement and the Personnel Manual are in conflict, this Agreement shall govern.

SECTION 7: HOURS OF WORK

- A. EMPLOYEE shall be a full time employee of the CITY and shall devote the amount of time and energy that is reasonably necessary for EMPLOYEE to faithfully perform the duties of Police Sergeant under this Agreement.
- B. Overtime is defined as time for all necessary Agency activities occurring before or after a shift or on a regular day off. Sergeants will get pre-approval from the Chief prior to working overtime except in emergency situations. Hours shall not include any paid or unpaid leave.
- C. Schedule for the EMPLOYEE shall be posted at least fifteen (15) calendar days prior to duty. EMPLOYEE understands that if an emergency occurs, as determined by the Police Chief, this condition may not be met and EMPLOYEE agrees to perform duties without 15 days' notice.

- D. The City recognizes that EMPLOYEE must devote significant time outside the normal business hours of the CITY, and to that end EMPLOYEE shall be allowed leave during scheduled hours, as is convenient for the CITY and upon permission of the Police Chief. Such leave shall reasonably occur so as not to jeopardize the City's ability to safely and economically enforce the law and keep the peace and safety of the public.
- E. EMPLOYEE shall have city observed holidays off work except during emergencies as declared by the Police Chief. If required to work in an emergency situation, hours worked will be paid overtime in addition to regular salary.
- F. If EMPLOYEE is "on call" status, the EMPLOYEE must be within a two-hour travel time of the CITY hall located at 625 S. College Avenue, College Place, WA and must be able to immediately receive real time communications from the City (via cell phone or other messaging device).

SECTION 8: VACATION/MEDICAL LEAVE ACCRUAL

Vacation Leave shall accrue based on the procedure outlined in the most recently City Council adopted Personnel Manual. The only difference being that the accrual at the bottom end shall be ten hours per month as Police Sergeants work a ten (10) hour day and not an eight (8) hour day as all other non-represented employees. Sick Leave shall accrue based on the procedure outlined in the most recently City Council adopted Personnel Manual.

SECTION 9: BENEFITS

CITY agrees to provide a benefit (insurance, retirement, etc) package to EMPLOYEE identical to what is provided to all other non-represented non-exempt CITY employees, except as otherwise noted in this Agreement.

SECTION 10: EQUIPMENT AND SUPPLIES

The CITY will budget and provide appropriate uniforms, equipment, and supplies reasonably necessary for the duties of a Police Sergeant. Whatever equipment and supplies the patrol officers get via their collective bargaining unit agreement shall also be extended to the EMPLOYEE where not duplicative or unnecessary.

SECTION 11: REMOVAL AND SEVEREANCE PAY

- A. The EMPLOYEE may be terminated for cause for the following acts:
 - 1. Arrest for crimes involving theft or moral turpitude;
 - 2. Misuse of public funds;
 - 3. Default in the performance of any obligation set forth herein provided that the default persists after five (5) days written notice to cure;

4. Violation of federal, state, or local laws, policies, or rules regarding discrimination based upon a protected class or classes of people; or
5. Death or disability.

If terminated for cause the EMPLOYEE will be paid their salary earned up to that point and any accrued vacation leave up to 240 hours total.

- B. If the EMPLOYEE is terminated without cause, employee shall be afforded severance pay and benefits based on the following schedule, and payment for any accrued vacation leave at the current rate of pay not to exceed two hundred forty (240) hours total. EMPLOYEE shall be afforded three (3) months notification of termination, or pay in lieu thereof for any portion of notification not complied with.

SECTION 12: INDEMNIFICATION

- A. CITY shall, consistent with the requirements and limitations of applicable statutory or common law of the State of Washington; defend, hold harmless, and indemnify EMPLOYEE for acts or an alleged act or omission occurring in the legal and responsible performance of EMPLOYEE's official duties as Police Sergeant of the CITY to the extent provided in the applicable CITY ordinance.
- B. In the event of a conflict of interest, the CITY Attorney shall represent the interests of the CITY and independent counsel will be provided for EMPLOYEE at CITY expense. In the event that public funds are expended in EMPLOYEE's behalf, said funds shall be repaid or recovered if EMPLOYEE is found to be personally liable by virtue of having acted outside the scope of their employment, or was acting in bad faith with malicious purpose, or in a manner exhibiting wanton and willful disregard of human rights, safety, or property.
- C. EMPLOYEE must cooperate with the CITY in any and all actions or claims made against the CITY and/or EMPLOYEE. If EMPLOYEE fails to cooperate, the CITY is not obligation to defend, indemnify and/or hold harmless the EMPLOYEE

SECTION 13: OTHER TERMS AND CONDITIONS OF EMPLOYMENT

The CITY Police Chief, City Administrator, and Mayor, in consultation with the EMPLOYEE, may modify, amend, or fix such other terms and conditions of employment as may be determined, from time to time, to be necessary or appropriate, provided that such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, or any other applicable law. Further, all provisions of the CITY Charter and the CITY code and regulations and rules of the CITY relating to the vacation and sick leave, retirement, and pension system contributions, holidays, and other fringe benefits and working conditions as they now exist or hereinafter may be amended, shall also apply to EMPLOYEE as they would to other employees of the CITY, in addition to any benefits and employment conditions enumerated her or as excepted here.

SECTION 14: NO REDUCTION OF BENEFITS

CITY shall not at any time during this Agreement unilaterally reduce the salary, compensation, or other financial benefit of EMPLOYEE, except to the degree of such reduction is across-the-board for all applicable (non-collective bargaining unit) employees of the CITY.

SECTION 15: NOTICES

Notices pursuant to this Agreement shall be given by United States Mail, postage prepaid, addressed as follows or email:

CITY:

City of College Place, 625 S. College Avenue, College Place, WA, 99324, Email: mrizzitiello@cpwa.us

EMPLOYEE:

Salvador Diaz, 2275 Granite Drive, Walla Walla, WA, 99362, Email: saldiaz298@yahoo.com

Alternatively, notices required pursuant to this Agreement may be personally served. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice into the United States Mail Service.

SECTION 16: ASSIGNMENT

The rights and obligations of the CITY under this Agreement are personal and shall be binding upon any and all City Council persons and Mayor, or equivalent authority of the CITY.

SECTION 17: WAIVER

Non-enforcement of this Agreement at any time shall not be considered a waiver by the CITY to enforce any or all terms of this Agreement.

SECTION 18: ENTIRE AGREEMENT

This Agreement shall constitute the entire agreement of the parties. No oral agreement or arrangement differing from or alternating the terms contained herein, not reduced to writing and signed by the representatives for the parties, shall have any force and effect; provided, however, that the creation or ordinance amendment of a local ordinance, the CITY charter, or CITY personnel policies shall automatically be incorporated by reference, except as otherwise expressed herein, into the terms and provisions of this Agreement after proper adoption by the CITY Council; and provided further that this Agreement shall be binding upon and inure to the benefit of the heirs at law and personal representatives of the EMPLOYEE.

This agreement shall become effective commencing the 1st day of November 2021. If any provision, or any portion thereof, contained in this Agreement is held

unconstitutional, invalid, or unenforceable, the remainder of the Agreement or portion thereof shall be deemed severable, shall not be affected, and shall remain in full force and effect.

The CITY OF COLLEGE PLACE, WASHINGTON, has caused this Agreement to be signed and executed on its behalf by its Mayor; and the EMPLOYEE has signed and executed this agreement, both in duplicate this 9th day of November, 2021.

CITY OF COLLEGE PLACE

EMPLOYEE

Norma Hernández, Mayor

Salvador Diaz, Employee

Mike Rizzitiello, City Administrator

Troy Tomaras, Police Chief

Attest:

Lisa Neissl, City Clerk

Approved as to form:

Rea Culwell, City Attorney

City of College Place
Police Sergeant Employment Agreement

THIS AGREEMENT is made and entered into by and between the CITY OF COLLEGE PLACE, a municipal corporation, duly organized under the laws of the State of Washington, by and through its duly authorized representative, hereinafter referred to as "CITY" and Dylan Schmick hereinafter referred to as "EMPLOYEE."

WITNESSETH:

WHEREAS, CITY desired to employ the services of EMPLOYEE as a Police Sergeant of the CITY; and

WHEREAS, both CITY and EMPLOYEE agree that it is appropriate to enter into this Agreement in order to establish an employment relationship and provide for terms and conditions thereof; and

WHEREAS, EMPLOYEE desires to accept employment as a Police Sergeant of the CITY Police Department; and

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the CITY does hereby employ the services of Dylan Schmick as a Police Sergeant in the CITY Police Department under, and in accord with, the following terms and conditions:

SECTION 1: DUTIES

The duties of a Police Sergeant are outlined in the job description available in Appendix A of this Agreement. The Police Sergeant reports and is answerable to the Police Chief as a body for their exercise of independent professional judgment.

SECTION 2: TERM

This Agreement shall commence on the 1st day of November, 2021 and terminate as set forth in Section 11 herein unless modified by mutual agreement of both parties.

SECTION 3: AT WILL EMPLOYEE

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the employment relationship with Police Sergeant at any time, for any reason, with or without cause. It is understood by the EMPLOYEE and CITY that, in conformance with state law; this is an at-will employment relationship.

SECTION 4: SALARY

- A. CITY shall pay EMPLOYEE for their services an annual base salary payable in equal periodic installments made at the same time as other Supervisors are paid.

- B. Annual base salary will be established by Ordinance of the College Place City Council.
- C. Salary shall be increased by percentage commensurate with what Patrol staff receive through Union Contract to keep differential of 16% between Police Sergeants and that of Patrol.

SECTION 5: PERFORMANCE EVALUATION

- A. The Police Chief shall review and evaluate the performance of the EMPLOYEE annually. The EMPLOYEE shall be entitled to discuss the evaluation fully with the Police Chief and may write a rebuttal for the employee file at Human Resources.
- B. The evaluation shall be in writing and shall address matters relating to the degree of success in attaining stated objectives and goals; fiscal responsibility; the quality of oral and written reports rendered to the Police Chief; complaints and commendations from any source; initiative; morale of Police Department employees; relations with other managers and supervisors; career development; and such other matters as are reasonably related to the duties and responsibilities of a Police Sergeant. Any form created to facilitate the required evaluation shall provide an opportunity for a response by EMPLOYEE.
- C. The Police Chief shall evaluate the EMPLOYEE's job performance no later than January 31 of each year.

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- C. Schedule for the EMPLOYEE shall be posted at least fifteen (15) calendar days prior to duty. EMPLOYEE understands that if an emergency occurs, as determined by the Police Chief, this condition may not be met and EMPLOYEE agrees to perform duties without 15 days' notice.

- D. The City recognizes that EMPLOYEE must devote significant time outside the normal business hours of the CITY, and to that end EMPLOYEE shall be allowed leave during scheduled hours, as is convenient for the CITY and upon permission of the Police Chief. Such leave shall reasonably occur so as not to jeopardize the City's ability to safely and economically enforce the law and keep the peace and safety of the public.
- E. EMPLOYEE shall have city observed holidays off work except during emergencies as declared by the Police Chief. If required to work in an emergency situation, hours worked will be paid overtime in addition to regular salary.
- F. If EMPLOYEE is "on call" status, the EMPLOYEE must be within a two-hour travel time of the CITY hall located at 625 S. College Avenue, College Place, WA and must be able to immediately receive real time communications from the City (via cell phone or other messaging device).

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The CITY will budget and provide appropriate uniforms, equipment, and supplies reasonably necessary for the duties of a Police Sergeant. Whatever equipment and supplies the patrol officers get via their collective bargaining unit agreement shall also be extended to the EMPLOYEE where not duplicative or unnecessary.

SECTION 11: REMOVAL AND SEVEREANCE PAY

- A. The EMPLOYEE may be terminated for cause for the following acts:
 - 1. Arrest for crimes involving theft or moral turpitude;
 - 2. Misuse of public funds;
 - 3. Default in the performance of any obligation set forth herein provided that the default persists after five (5) days written notice to cure;

4. Violation of federal, state, or local laws, policies, or rules regarding discrimination based upon a protected class or classes of people; or
5. Death or disability.

If terminated for cause the EMPLOYEE will be paid their salary earned up to that point and any accrued vacation leave up to 240 hours total.

- B. If the EMPLOYEE is terminated without cause, employee shall be afforded severance pay and benefits based on the following schedule, and payment for any accrued vacation leave at the current rate of pay not to exceed two hundred forty (240) hours total. EMPLOYEE shall be afforded three (3) months notification of termination, or pay in lieu thereof for any portion of notification not complied with.

SECTION 12: INDEMNIFICATION

- A. CITY shall, consistent with the requirements and limitations of applicable statutory or common law of the State of Washington; defend, hold harmless, and indemnify EMPLOYEE for acts or an alleged act or omission occurring in the legal and responsible performance of EMPLOYEE's official duties as Police Sergeant of the CITY to the extent provided in the applicable CITY ordinance.
- B. In the event of a conflict of interest, the CITY Attorney shall represent the interests of the CITY and independent counsel will be provided for EMPLOYEE at CITY expense. In the event that public funds are expended in EMPLOYEE's behalf, said funds shall be repaid or recovered if EMPLOYEE is found to be personally liable by virtue of having acted outside the scope of their employment, or was acting in bad faith with malicious purpose, or in a manner exhibiting wanton and willful disregard of human rights, safety, or property.
- C. EMPLOYEE must cooperate with the CITY in any and all actions or claims made against the CITY and/or EMPLOYEE. If EMPLOYEE fails to cooperate, the CITY is not obligation to defend, indemnify and/or hold harmless the EMPLOYEE

SECTION 13: OTHER TERMS AND CONDITIONS OF EMPLOYMENT

The CITY Police Chief, City Administrator, and Mayor, in consultation with the EMPLOYEE, may modify, amend, or fix such other terms and conditions of employment as may be determined, from time to time, to be necessary or appropriate, provided that such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, or any other applicable law. Further, all provisions of the CITY Charter and the CITY code and regulations and rules of the CITY relating to the vacation and sick leave, retirement, and pension system contributions, holidays, and other fringe benefits and working conditions as they now exist or hereinafter may be amended, shall also apply to EMPLOYEE as they would to other employees of the CITY, in addition to any benefits and employment conditions enumerated her or as excepted here.

SECTION 14: NO REDUCTION OF BENEFITS

CITY shall not at any time during this Agreement unilaterally reduce the salary, compensation, or other financial benefit of EMPLOYEE, except to the degree of such reduction is across-the-board for all applicable (non-collective bargaining unit) employees of the CITY.

SECTION 15: NOTICES

Notices pursuant to this Agreement shall be given by United States Mail, postage prepaid, addressed as follows or email:

CITY:

City of College Place, 625 S. College Avenue, College Place, WA, 99324, Email: mrizzitiello@cpwa.us

EMPLOYEE:

Dylan Schmick, 167 Barista Dr, Walla Walla, WA, 99362, Email: dylanschmick@u.boisestate.edu

Alternatively, notices required pursuant to this Agreement may be personally served. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice into the United States Mail Service.

SECTION 16: ASSIGNMENT

The rights and obligations of the CITY under this Agreement are personal and shall be binding upon any and all City Council persons and Mayor, or equivalent authority of the CITY.

SECTION 17: WAIVER

Non-enforcement of this Agreement at any time shall not be considered a waiver by the CITY to enforce any or all terms of this Agreement.

SECTION 18: ENTIRE AGREEMENT

This Agreement shall constitute the entire agreement of the parties. No oral agreement or arrangement differing from or alternating the terms contained herein, not reduced to writing and signed by the representatives for the parties, shall have any force and effect; provided, however, that the creation or ordinance amendment of a local ordinance, the CITY charter, or CITY personnel policies shall automatically be incorporated by reference, except as otherwise expressed herein, into the terms and provisions of this Agreement after proper adoption by the CITY Council; and provided further that this Agreement shall be binding upon and inure to the benefit of the heirs at law and personal representatives of the EMPLOYEE.

This agreement shall become effective commencing the 1st day of November 2021. If any provision, or any portion thereof, contained in this Agreement is held

unconstitutional, invalid, or unenforceable, the remainder of the Agreement or portion thereof shall be deemed severable, shall not be affected, and shall remain in full force and effect.

The CITY OF COLLEGE PLACE, WASHINGTON, has caused this Agreement to be signed and executed on its behalf by its Mayor; and the EMPLOYEE has signed and executed this agreement, both in duplicate this 9th day of November, 2021.

CITY OF COLLEGE PLACE

EMPLOYEE

Norma Hernández, Mayor

Dylan Schmick, Employee

Mike Rizzitiello, City Administrator

Troy Tomaras, Police Chief

Attest:

Lisa Neissl, City Clerk

Approved as to form:

Rea Culwell, City Attorney



P.O. Box 3850
Pasco, WA 99302-3850

Phone (509) 547-2476
Fax (509) 547-8617

September 24, 2021

Robert McAndrews
City of College Place
625 S. College Avenue
College Place, WA 99324

Dear Mr. McAndrews:

I hope this letter finds you in good health and spirits. It is time for the contractual rate adjustment based on the (Consumer Price Index) CPI. This year's rate adjustment will also incorporate a Sudbury Landfill Tip Fee increase. Please consider this letter as a request for a meeting to discuss the proposed adjustments scheduled for January 1, 2022.

The contract specifies a CPI adjustment of rates, based on 80% of All Urban Consumers CPI, West Size Class B/C, All Items, Base 1996=100. We are utilizing June data. The 12-month percentage change is 6%; the adjustment factor is 4.8% ($6\% \times .80 = 4.8\%$) to be applied to the service component of all rates defined in the contract.

The second portion of the year's rate adjustment comes from increased disposal expenses (Walla Walla City ordinance, resolution 2017-52). Effective January 1, 2022, Tip Fees will increase 3.01% over the previous year.

The average rate change due to the CPI and Tip Fee increase is 4.1%.

I am enclosing a copy of the proposed rates along with a copy of the CPI sheet. Please note this year, we are also including Exhibit C Rate Schedule. This will be the new rate schedule format going forward.

We are most willing to meet with you for conversation on the topic of the upcoming rate adjustment and are willing to address any other solid waste issues. Thank you for your attention in this matter, and please feel free to contact me at 509-544-7709, should you have any questions.

Basin Disposal of Walla Walla is appreciative of the opportunity to provide services to the City of College Place.

Sincerely,

A handwritten signature in black ink, appearing to read "F. Alcalá".

Francisco Alcalá
Sr. Financial Analyst
Basin Disposal of Walla Walla

CC Norma Hernandez
Mike Rizzitiello



P.O. Box 3850
Pasco, WA 99302-3850

Phone (509) 547-2476
Fax (509) 547-8617

CITY OF COLLEGE PLACE
EFFECTIVE Jan 1, 2022 - December 31, 2022

RESIDENTIAL FEES	MONTHLY	PRORATE	SPECIAL SERVICE FEES		
DEPOSIT/SETUP FEE	\$	8.53	GATE FEE	\$	11.52
RESIDENTIAL 96	\$	23.35	\$	5.39	LOCKING CHARGE \$ 11.52
RESIDENTIAL 32 (Grandfathered)	\$	15.05	\$	3.48	PULL OUT (YARDS) \$ 1.71
					EXTRA YARDS \$ 12.32
					EXTRA BAG/CAN \$ 3.00
RESTART	\$	9.55			
REDELIVERY	\$	8.34			
RETURN TRIP CHRG	\$	5.07			
DRIVE IN	\$	3.49	\$	0.81	
CARRY OUT	\$	1.71	\$	0.39	
RETURN CHECK	\$	15.88			

SMALL CONTAINERS	MONTHLY	PRORATE	TEMP SMALL CONTAINERS
DAILY RENT - TEMP ONLY	\$	4.82	
COMMERCIAL 64	NOT OFFERED AT THIS TIME		
COMMERCIAL 96	\$	22.75	
1.5YD	\$	134.48	\$ 44.79
2YD	\$	168.54	\$ 56.00
3YDS	\$	228.74	\$ 76.21
4YDS	\$	301.24	\$ 100.49
4YDS 2X PER WEEK	\$	602.48	
4YDS COMP 2X PER WEEK	\$	1,569.08	
6YDS	\$	433.43	\$ 144.47
6YDS 2X PER WEEK	\$	866.86	
8YDS	\$	628.04	\$ 173.46
DELIVERY - Temp ONLY	\$	9.99	

DROP BOXES

PREPAYMENT	\$	250.00	
DELIVERY FEE	\$	49.68	
MILEAGE	\$	1.92	**AFTER 5 LOADED MILES**
PER TON	\$	99.20	**this line not subject to CPI - is a direct pass thru
10YD	\$	80.25	\$2.4 / DAY RENTAL
20 YD	\$	139.08	\$4.5 / DAY RENTAL
30YD	\$	153.06	\$5.44 / DAY RENTAL
30YD COMP	\$	346.04	
40YD COMP	\$	351.34	

Recycle/Winery Rates same as drop boxes above

Note: All rates displayed DO NOT include state and local taxes



U.S. BUREAU OF LABOR STATISTICS

Databases, Tables & Calculators by Subject

Change Output Options: From: 2011 To: 2021 GO

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CPI for All Urban Consumers (CPI-U)

Series Id: CUURN400SA0

Not Seasonally Adjusted

Series Title: All items in West - Size Class B/C, all urban consumers, not seasonally adjusted

Area: West - Size Class B/C

Item: All items

Base Period: DECEMBER 1996=100

Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2011	134.917	135.826	137.200	138.174	138.598	138.269	138.128	138.171	138.564	138.696	138.411	138.017	137.748	137.164	138.331
2012	138.465	138.997	140.235	140.619	140.834	140.375	139.645	139.971	140.600	140.847	140.287	139.768	140.054	139.921	140.186
2013	139.865	141.072	141.573	141.788	141.838	141.805	141.940	142.228	142.277	141.954	141.736	141.751	141.652	141.324	141.981
2014	141.998	142.120	142.813	143.077	144.253	144.522	144.435	144.317	144.506	144.214	143.398	142.669	143.527	143.130	143.923
2015	142.022	143.005	143.887	144.426	145.346	145.198	144.917	144.752	144.507	144.379	143.595	143.398	144.119	143.981	144.258
2016	143.932	144.128	144.264	145.128	145.942	145.866	145.850	145.829	146.130	146.328	146.004	145.918	145.443	144.877	146.010
2017	146.469	147.451	147.880	148.496	148.789	148.792	148.691	149.255	149.954	150.336	150.003	149.920	148.836	147.980	149.693
2018	150.564	151.200	151.702	152.350	153.201	153.546	153.464	153.797	154.158	154.729	154.625	154.228	153.130	152.094	154.167
2019	154.328	154.671	155.178	156.523	157.488	157.564	157.465	157.654	157.738	158.635	158.482	158.496	157.019	155.959	158.078
2020	158.599	159.183	159.129	158.824	158.301	158.857	159.752	160.528	160.846	161.141	161.069	160.840	159.756	158.816	160.696
2021	161.199	162.042	163.257	165.088	166.813	168.425								164.471	

12-Month Percent Change

Series Id: CUURN400SA0

Not Seasonally Adjusted

Series Title: All items in West - Size Class B/C, all urban consumers, not seasonally adjusted

Area: West - Size Class B/C

Item: All items

Base Period: DECEMBER 1996=100

Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2011	1.2	1.7	2.5	3.0	3.5	3.5	3.3	3.8	3.7	3.3	2.7	3.0	2.6	2.6	3.4
2012	2.6	2.3	2.2	1.8	1.6	1.5	1.1	1.3	1.5	1.6	1.4	1.3	1.7	2.0	1.3
2013	1.0	1.5	1.0	0.8	0.7	1.0	1.6	1.6	1.2	0.8	1.0	1.4	1.1	1.0	1.3
2014	1.5	0.7	0.9	0.9	1.7	1.9	1.8	1.5	1.6	1.6	1.2	0.6	1.3	1.3	1.4
2015	0.0	0.6	0.8	0.9	0.8	0.5	0.3	0.3	0.0	0.1	0.1	0.5	0.4	0.6	0.2
2016	1.3	0.8	0.3	0.5	0.4	0.5	0.6	0.7	1.1	1.3	1.7	1.8	0.9	0.6	1.2
2017	1.8	2.3	2.5	2.3	2.0	2.0	1.9	2.3	2.6	2.7	2.7	2.7	2.3	2.1	2.5
2018	2.8	2.5	2.6	2.6	3.0	3.2	3.2	3.0	2.8	2.9	3.1	2.9	2.9	2.8	3.0
2019	2.5	2.3	2.3	2.7	2.8	2.6	2.6	2.5	2.3	2.5	2.5	2.8	2.5	2.5	2.5
2020	2.8	2.9	2.5	1.5	0.5	0.8	1.5	1.8	2.0	1.6	1.6	1.5	1.7	1.8	1.7
2021	1.6	1.8	2.6	3.9	5.4	6.0								3.6	

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EXHIBIT C

RATE SCHEDULE

EFFECTIVE DATES

01/01/2022 through 12/31/2022

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Item 5 – Application of Rates – Taxes

Taxing Entity	Tax Description	Amount of Tax	Application (Commodities)
City of College Place ¹	College Place Utility Tax	10%	Applicable Customers – Revenue
State of Washington ²	WA Solid Waste Tax	3.6%	Applicable Customers – Revenue

Notes:

- 1) The City of College Place Utility Tax of 10% will be applied as a line item to the rates defined within this Exhibit C.
- 2) The Washington State Solid Waste Tax will be applied as a line item to the rates defined within this Exhibit C.

Item 40 – Material Requiring Special Equipment, Precautions, or Disposal

Transportation of solid waste requiring special equipment or precautions in handling or disposal will be subject to Time Rates named in [Item 160 – Time Rates](#), or to other specific rates contained in this Exhibit C.

Contractor will make every effort to be aware of the commodities that require special handling at the disposal sites. The Contractor shall maintain a list of those commodities and make it available for public inspection at the Contractor's office.

Item 45 – Material Requiring Special Testing and/or Analysis

When the Contractor or disposal facility determines testing and/or analysis of solid waste is required to determine whether dangerous or prohibited substances are present, the actual cost for such testing and/or analysis will be paid by the Customer. At the Contractor's election, they may help provide the Customer with testing and/or analysis of the dangerous or prohibited substance. If the Contractor elects to help with the testing and analysis, these costs will be passed through to the Customer.

Item 50 – Returned Check Charges

If a Customer pays with a check and the Customer's bank refuses to honor that check, the Customer will be assessed a returned check charge in the amount of \$15.88.

Item 51 – Restart Fees

A restart fee will be assessed on all Customers whose service is discontinued for non-payment and who subsequently reinstate service.

Type of Container	Redelivery Component	Restart Fee Component	Total Restart Fee
Cart: A restart fee will be assessed to Cart Customers whose service is suspended with Cart removed for non-payment ¹	\$8.34	\$9.55	\$17.89
Container: A restart fee will be assessed to Container Customers whose service is suspended with the Container removed for non-payment ¹	\$9.99	\$9.55	\$19.54
Drop Box Container: A restart fee will be assessed to Drop Box Container Customers whose service is suspended with the Drop Box Container removed for non-payment ¹	\$49.68	\$9.55	\$59.23
Drop Box Compactor: A restart fee will be assessed to Drop Box Compactor Customers whose service is suspended for non-payment ²	N/A	\$9.55	\$9.55

Notes:

- 1) Restart fee includes cost of delivery.
- 2) Restart fee excludes the cost of delivery for both Drop Box Compactor Containers and small Container Compactors.

Item 53 – Customer Prepayments

A prepayment will be assessed to all first time (new) Residential Customers if included on this Exhibit C. The prepayment will be applied to the Customer's account in the event of non-payment, after one year of service, or be returned to the Customer upon termination of the residential service. See [Item 100 – Residential Monthly Rates](#).

A prepayment equal to the first month's cost of service will be assessed to all first time (new) Commercial Customers if included on this Exhibit C. The prepayment will be applied to the Customer's account in the event of non-payment, after one year of service, or be returned to the Customer upon termination of the commercial service. See [Item 240 – Container Service – Non-Compacted – Company-Owned](#) and [Item 255 – Container Service – Compacted – Customer-Owned](#).

A prepayment of \$250.00 will be assessed to first time (new) Drop Box Customers. The prepayment will be applied to the Customer's account in the event of non-payment, after one year of service, or be returned to the Customer upon termination of the Drop Box service. See [Item 260 – Drop Box Service – Non-Compacted – Company-Owned](#) and [Item 270 – Drop Box Service – Compacted – Customer-Owned](#).

A prepayment will be assessed for each temporary service at the time the Customer signs up for the temporary service. The prepayment will be applied to the Customer's account upon termination of the temporary service. See [Item 240 – Container Service – Non-Compacted – Company-Owned](#) and [Item 260 – Drop Box Service – Non-Compacted – Company-Owned](#).

Item 70 – Return Trips

When the Contractor is required to make a return trip that does not require the special dispatch of a truck, to pick up material that was unavailable for collection for reasons under the control of the Customer, or if the Customer requests to have a Cart, Container, or Drop Box Container moved or relocated, the following additional charges, per pickup, will apply:

Type of Container	Rate
Residential/Commercial Cart (64-Gallon and 96-Gallon) ¹	\$5.07
Detachable Container ¹	\$5.07
Drop Box Container ¹	\$49.68

Note:

- 1) Return trips requiring special dispatch of a truck are considered special pickups. See [Item 100 – Residential Monthly Rates](#), [Item 240 – Container Service – Non-Compacted – Company-Owned](#), [Item 255 – Container Service – Compacted – Customer-Owned](#), [Item 260 – Drop Box Service – Non-Compacted – Company-Owned](#), and [Item 270 – Drop Box Service – Compacted – Customer-Owned](#).

Item 80 – Carryout Service

The following additional charges will apply when Customers request that Contractor personnel provide carryout service for Carts and/or Units not placed at the curb, the alley, or other point where the Contractor's vehicle can be driven to within five feet of the Carts and/or Units using improved access roads commonly available for public use. Driveways are not considered improved access roads commonly available for public use.

Charge for Carryout Service ^{1, 2}	Rate Residential/Commercial Per Unit, Per Pick Up, Per Month
Carts/Units that must be carried out over 10 feet but not over 20 feet	\$1.71
For each additional 20 feet, or fraction of 20 feet, add	\$1.71
Drive-ins on driveways of over 125 feet, but less than 250 feet	\$3.49

Notes:

- 1) For twice a week service take the rate and multiply by two.
- 2) Carryout service is provided to disabled Residential Customers free of charge.

Item 100 – Residential Monthly Rates

Number of Units or Type of Residential Carts	Frequency of Service	Garbage Service Rate	Recycle Service Rate	Green Waste Service Rate
(1) 32-Gallon Residential Cart (Grandfathered) Only ¹	WG	\$15.05	N/A	N/A
(1) 64-Gallon Residential Cart (Senior/Low Income) Only	WG	\$19.79	N/A	N/A
(1) 96-Gallon Residential Cart ¹	WG	\$23.35	N/A	N/A
(1) Multi Family/Duplex 96-Gallon Residential Cart ¹	WG	\$23.35	N/A	N/A
Each Additional 96-Gallon Residential Cart ¹	WG	\$3.25(N)	N/A	N/A
<i>Frequency of Service Codes: WG=Weekly Garbage; N/A=Service is not currently available.</i>				

Note:

- 1) Contractor's collection of solid waste placed outside of the 96-Gallon Residential Cart shall be at no additional cost unless the materials could reasonably have been placed in the Residential Cart. Each unit of solid waste not provided in this manner for collection shall be subject to the solid waste unit rates set forth in [Item 150 – Units, Loose, and/or Bulky Material](#).

Charges and Rates

Type of Charge	Rate
Prepayment ¹	N/A
Setup Fee ²	\$8.53
Restart Charge ³	\$17.89
Additional Pickup 64-Gallon ⁴ (Senior/Low Income/Disabled only)	\$4.57
Additional Pickup 96-Gallon ⁴	\$5.39
Special Pickup 64-Gallon ⁵ (Senior/Low Income)	\$9.64(N)
Special Pickup 96-Gallon ⁵	\$10.46(N)
Return Trip Charge ⁶	\$5.07
Returned Check Charge ⁷	\$15.88
Carryout Service ⁸ (per Cart, per month, up to 20 feet)	\$1.71
Replacement Cart Charge ⁹	\$70.49(N)
Freon Discharge Fee (appliances containing freon) ¹⁰	\$59.40(N)
Passenger Tire Charge ¹¹	Item 150
Passenger Tire with Rim Charge ¹¹	Item 150

Notes:

- 1) A prepayment charge will be assessed to a first time (new) Residential Customer if included on this Exhibit C. The prepayment will be applied to the Customer's account in the event of non-payment, after one year of service, or be returned to the Customer upon termination of the residential service. See [Item 53 – Customer Prepayments](#).
- 2) A setup fee will be assessed to all Residential Customers who request to start (new) service.
- 3) A restart charge of \$17.89 will be assessed on all Residential Customers whose service is discontinued for non-payment and who subsequently reinstate services. See [Item 51 – Restart Fees](#).
- 4) Contractor's collection of Solid Waste placed outside of the 96-gallon Residential Cart shall be at no additional cost unless the materials could reasonably have been placed in the Residential Cart. Each Unit of Solid Waste not provided in this manner for collection shall be subject to the Solid Waste Unit rates set forth on [Item 150 – Units, Loose, and/or Bulky Material](#).
- 5) A special pickup is the total of each additional pickup rate plus [Item 70 – Return Trips](#). Additional pickup is calculated by taking weekly service and dividing by 4.33.

- 6) If the Customer requests the Contractor to make a return trip due to no fault of Contractor, Contractor shall be permitted to charge the Customer a return trip charge. See [Item 70 – Return Trips](#).
- 7) If a Customer pays with a check and the Customer's bank refuses to honor that check, the Customer will be assessed a returned check charge. See [Item 50 – Returned Check Charges](#).
- 8) Additional charges will apply when Customers request that Contractor provide carryout services. See [Item 80 – Carryout Service](#).
- 9) If a particular Customer repeatedly damages a Residential Cart or requests more than one replacement Residential Cart during the term of the Contract due solely to that Customer's negligence or intentional misuse, the Contractor may charge the Customer a replacement cart charge. If Customer does not return the Residential Cart upon termination, or service is shut off for non-payment and they refuse to surrender the Residential Cart, a replacement cart charge will be charged.
- 10) If a Customer requests Contractor to pick up any appliance that contains freon, the Customer will be charged a freon discharge fee. See [Item 150 – Units, Loose, and/or Bulky Material](#).
- 11) A Residential Customer is entitled to have four passenger tires collected and disposed of from the Residential Customer's private automobile only. In the event Contractor believes that a Residential Customer is attempting to dispose of quantities of passenger tires more than what a typical Residential Customer would generate, Contractor shall require Customer to pay rates provisioned in [Item 150 – Units, Loose, and/or Bulky Material](#). Residential service does not include the collection and disposal of truck, semi or tractor tires.

[Item 150 – Units, Loose, and/or Bulky Material](#)

Description	Rate			Minimum Charge Per Pickup	
	Residential	Commercial	Rate Per	Residential	Commercial
Solid Waste Unit ^{1, 2}	\$3.00(N)	\$3.00	unit	\$3.00(N)	\$3.00
Bulky Materials ^{1, 3}	\$12.32(N)	\$12.32	cubic yard	\$12.32(N)	\$12.32
Appliances without freon, furniture Items ⁴	\$0.00	\$12.32(N)	item	N/A	\$12.32(N)
Freon Discharge Fee ⁴	\$59.40(N)	\$59.40(N)	item	\$59.40(N)	\$59.40(N)

Description	Rate			Minimum Charge Per Pickup	
	Residential	Commercial	Rate Per	Residential	Commercial
Passenger Tires ⁵	\$6.80(N)	\$6.80(N)	item	\$6.80(N)	\$6.80(N)
Passenger Tires with Rims ⁵	\$10.20(N)	\$10.20(N)	item	\$10.20(N)	\$10.20(N)
Truck Tires	\$6.80(N)	\$6.80(N)	item	\$6.80(N)	\$6.80(N)
Truck Tires with Rims	\$10.20(N)	\$10.20(N)	item	\$10.20(N)	\$10.20(N)
Semi Tires	N/A	\$112.60(N)	ton	N/A	\$112.60(N)
Semi Tires with Rims	N/A	\$112.60(N)	ton	N/A	\$112.60(N)

Notes:

- 1) Solid waste units and bulky materials charges for Residential Customers only apply when items are not properly contained for collection as defined in the relevant section of the Agreement. See Notes 2 and 3 for definition of sizes and containment of solid waste units and bulky material.
- 2) A solid waste unit is defined in the Comprehensive Solid Waste Agreement, but generally means any individual receptacle, can, plastic bag, cart, box, carton, or other container that does not hold more than 32 gallons, or 4 cubic feet of solid waste, and which does not weight more than 65 pounds when filled.
- 3) Bulky material means bags, boxes, bundles; or empty carriers, cartons, crates, or materials offered for disposal all of which may be readily handled without shoveling (not loose, uncontained materials). Individual items shall not exceed two feet by two feet by five feet (2' x 2' x 5') in dimension, and not weigh more than 65 pounds.
- 4) Residential Customers may dispose of refrigerators, freezers, or other appliances containing freon with a fee sufficient to cover the Contractor's cost of properly abating the freon components pursuant to applicable law, or such appliances without a fee if they do not contain freon and the Residential Customer submits to the Contractor proper certification of professional evacuation of such freon components.
- 5) In the event Contractor believes that a Residential Customer is attempting to dispose of quantities of passenger tires more than what a typical Residential Customer would generate, Contractor shall require Customer to pay rates provisioned in [Item 150 – Units, Loose, and/or Bulky Material](#).

Item 160 – Time Rates

Type of Equipment ordered	Rate Per Hour		
	Truck and Driver	Each Extra Person	Minimum Charge
Single rear drive axle	\$116.20(N)	\$50.00(N)	Half Hour
Tandem rear drive axle	\$116.20(N)	\$50.00(N)	Half Hour

Applying Time Rates

Time Rates named in this item apply in the following situations:

- Material must be taken to a special site for disposal.
- Contractor's equipment must wait at, or return to, a Customer's site to provide scheduled service due to no disability, fault, or negligence on the part of the Contractor. Actual waiting time or time taken in returning to the site will be charged for.
- Customer orders a single, special, or emergency pickup, or when other items in this Exhibit C refer to [Item 160 – Time Rates](#).

Recording and Charging Rates

Time must be recorded and charged to the nearest increment of 15 minutes. Time rates apply for the period from the time the Contractor's vehicle leaves the terminal, until it returns to the terminal, or when it leaves its pre-scheduled route and drives towards the Customer's site, excluding interruptions. An interruption is a situation causing stoppage of service that is in the control of the company and not in the control of the Customer. Examples include work breaks, breakdown of equipment, and similar occurrences.

Additional Disposal Fees

Disposal site or facility use may apply additional fees as described in [Item 230 – Disposal Fees](#) in addition to time rates.

Item 200 – Application of Container and/or Drop Box Rates – General

Availability

Contractor must maintain a supply of all sizes of Containers and Drop Box Containers for which rates are listed in this Exhibit C. If a Customer requests a Container or Drop Box Container of a size listed in the Contractor's Exhibit C, and the Contractor is unable to provide the requested size within 7 days of the Customer request, the Customer must be notified in writing or by telephone.

Alternate-Sized Containers and/or Drop Box Containers

If the Contractor cannot provide the requested size Container or Drop Box Container (and that size is listed in this Exhibit C), the Contractor must provide alternate-sized Containers or Drop

Box Containers, sufficient to meet the capacity originally requested by the Customer, at the same rates as would have applied for the requested Container or Drop Box Container.

Disposal Fees for Alternate-Sized Drop Box Containers

If the Contractor provides alternate-sized Drop Box Containers, the Customer is responsible for all applicable disposal fees resulting from the use of the alternate Drop Box Containers.

Rates for Partially Filled Containers and/or Drop Box Containers

Full pickup and rental rates apply regardless of the amount of waste material in the Container or Drop Box Container at pick up time.

Rates for Compacted Materials

Rates for compacted material apply only when the material has been compacted before it is picked up by the Contractor.

Rates for Loose Material

Loose material dumped into the Contractor's packer truck is subject to the rates for non-compacted material even though the material may be compacted later in the packer truck.

Permanent and Temporary Service

The following rules apply:

- a) If a Customer requests a Container or Drop Box Container for less than 90 days, the Customer will be billed at temporary service rates.
- b) If a temporary service Customer notifies the Contractor that it has decided to retain the Container or Drop Box Container for more than 90 days, permanent service rates will be assessed from the 91st day until the end of the period the Customer retains the Container or Drop Box Container.
- c) If a Customer requests a Container or Drop Box Container for more than 90 days, the Customer will be billed under permanent rates. If that Customer cancels service before the end of the 90-day period, the Contractor may not rebill the Customer at temporary service rates. The intent of the Customer at the time service was requested applies.

Item 205 – Roll-Out Charges and Gate Charges – Carts and Detachable Containers

Charges for Carts and Containers

The Contractor will assess roll-out charges where, due to circumstances outside of the control of the Contractor, the Contractor is required to move the Cart or Container more than ten (10) feet, but less than twenty (20) feet, to reach the truck.

The Contractor will assess a gate charge where the driver is required to unlock a container or locking bar, open and/or unlock an enclosure, or open a gate to access a Cart or Container.

Charge Type	Rate	Unit
Roll-Out Cart ¹	\$2.66	per Cart, per pickup
Roll-Out Container ¹	\$2.66	per Container, per pickup
Gate Charge ¹	\$2.66	per pickup

1) For weekly service take the rate and multiply by 4.33 to calculate monthly rate.

Item 207 – Excess Weight – Rejection of Load, Charges to Transport

Weight Limits

The Contractor reserves the right to reject pick up of any Container, Stationary Packer, or Drop Box Container which, upon reasonable inspection:

- 1) Appears to be overloaded.
- 2) Would cause applicable vehicle load limitations to be exceeded.
- 3) Would cause the company to violate load limitations or result in unsafe vehicle operation.
- 4) Would negatively impact or otherwise damage road surface integrity.
- 5) Contains anything that appears not to be Municipal Solid Waste (MSW) or could do damage to the vehicle.

For the purposes of this Exhibit C, the following maximum weights apply:

Type/Size of Container, Drop Box, or Cart	Maximum Weight Allowance per Receptacle (in pounds)
Carts – 64-Gallon	120 pounds
Carts – 96-Gallon	180 pounds
Detachable Containers – 1.5 to 8 cu yds	1,200 pounds
Drop Boxes – All Sizes	20,000 pounds

Transporting Overfilled or Overweight Cart, Container, or Drop Box

If the Cart, Container, or Drop Box Container exceeds the limits stated above, is filled beyond the marked fill line, or the top is unable to be closed, but the Contractor transports the materials, the following additional charges will apply.

Type/Size of Container, Drop Box, or Cart	Charge	Unit
Carts – All Sizes	\$4.04(N)	per pickup
Detachable Containers – 1.5 to 8 cu yds	\$12.32(N)	per yard
Drop Box Containers – All Sizes ¹	\$99.20(N)	per ton

Note:

- 1) If a Drop Box Container is hauled and the weight exceeds the legal limit identified in [Item 207 – Excess Weight – Rejection of Load, Charges to Transport](#), the Contractor will assess an additional charge per ton for any weight over the limit. See [Item 230 – Disposal Fees](#).

Item 210 – Washing and Sanitizing Carts, Containers, and Drop Boxes

Upon Customer request, the Contractor will provide washing and sanitizing service at the following rates:

Size or Type of Container or Drop Box	Delivery Fee Component	Steam Clean Component	Total Steam Clean Charge
Steam Cleaning – Residential Cart ²	Item 100	Item 100	Item 100
Steam Cleaning – Detachable Container ¹	\$9.99(N)	\$62.06(N)	\$72.05
Steam Cleaning – Drop Box ¹	\$49.68(N)	\$100.30(N)	\$149.98

Note:

- 1) At Customer request, Contractor shall clean Detachable Containers and Drop Box Containers at no additional cost, not more often than once per year. If Customer requests to have Detachable Container or Drop Box Container cleaned more often than once per year, [Item 210 – Washing and Sanitizing Carts, Containers, and Drop Boxes](#) rates will apply. The rate for washing and sanitizing Detachable Containers and Drop Box Containers includes the fee for delivering the newly cleaned Detachable Container or Drop Box Container back to the Customer's location.
- 2) See special pick up [Item 100 – Residential Monthly Rates](#).

Item 230 – Disposal Fees

Charges herein apply when other items in this Exhibit C specifically refer to this [Item 230 – Disposal Fees](#).

Type of Material	Disposal Fee
Municipal Solid Waste ¹	\$99.20
Green Waste ²	N/A
Commingled Recycle ²	N/A

Notes:

- 1) Disposal fees for MSW apply to [Item 207 – Excess Weight – Rejection of Load, Charges to Transport](#), [Item 260 – Drop Box Service – Non-Compacted – Company-Owned](#), [Item 270 – Drop Box Service – Compacted – Customer-Owned](#), and possibly [Item 150 – Units, Loose, and/or Bulky Material](#), if the material can reasonably be weighed.
- 2) Disposal fees for Green Waste and Commingled Recycle materials are only applicable if specifically authorized by the Agreement. During the effective dates of this Exhibit C, disposal fees for green waste and commingled recycle are not authorized by the Agreement.

[Item 240 – Container Service – Non-Compacted – Company-Owned](#)

Non-Compacted Company-Owned Commercial Cart

Permanent Service Rates for the City of College Place

Permanent Service ^{1, 2, 3}	64-Gallon Cart	96-Gallon Cart	300-Gallon Cart
Pickup - one time per week	N/A	\$22.75	\$134.48
Pickup - two times per week	N/A	N/A	\$268.96(N)
Special Pickups ⁴	N/A	\$10.32(N)	\$36.13(N)
Additional Pickup ⁴	N/A	\$5.25	\$31.06
Return Trip Charge ⁵	N/A	\$5.07	\$5.07
Restart Charge ⁶	N/A	\$17.89	\$17.89
Prepayment ³	N/A	N/A	N/A

Temporary Service Rates

Temporary Service	64-Gallon Cart	96-Gallon Cart	300-Gallon Cart
Delivery	N/A	\$8.34	\$9.99
Per Pick Up Rate	N/A	\$10.32(N)	\$44.79

Temporary Service	64-Gallon Cart	96-Gallon Cart	300-Gallon Cart
Rent Per Calendar Day	N/A	\$1.60(N)	\$4.82
Prepayment ⁸	N/A	\$35.00(N)	\$125.00(N)

Accessorial Charges

Accessorial charges include charges for lids, unlocking cart, unlatching cart, etc.

- a) A gate charge will be assessed on each pickup where the driver is required to unlock a container, locking bar, enclosure or open a gate to access a Cart or Container. See [Item 205 – Roll-Out Charges and Gate Charges – Carts and Detachable Containers](#).
- b) Additional charges will apply when a Customer requests that Contractor provide Carryout Service. See [Item 80 – Carryout Service](#).

Notes:

- 1) Rates are stated per Commercial Cart, per month.
- 2) Permanent service is defined as no less than scheduled, every week pickup. Customer will be charged for service requested, even if fewer Containers are serviced on a particular trip. No credit will be given for partially filled Containers.
- 3) Permanent Service: A prepayment will be assessed to all first time (new) Commercial Customers if included on this Exhibit C. The prepayment will be applied to the Customer's account in the event of non-payment, after one year of service, or be returned to the Customer upon termination of the commercial service.
- 4) A Special Pickup requires the special dispatch of a truck and is the total of each Additional Pickup rate plus a Return Trip charge. See [Item 70 – Return Trips](#). Additional pickup is calculated by taking weekly service rate and dividing by 4.33.
- 5) If the Customer requests the Contractor to make a Return Trip due to no fault of Contractor, the Return Trip charge shall apply. See [Item 70 – Return Trips](#).
- 6) Restart subject to [Item 51 – Restart Fees](#).
- 7) Additional charges will apply when a Customer requests that Contractor provide carry-out services. See [Item 80 – Carryout Service](#).
- 8) A prepayment will be assessed to all Customers requesting temporary service carts.
- 9) Temporary service shall apply for all service requests that do not exceed ninety (90) consecutive days in any calendar year. If the Customer requires a Cart for a longer period, the Contractor may require the Customer to select the appropriate commercial service plan.
- 10) The prepayment will be applied to the Customer's account upon termination of the temporary service as a credit against amounts owed to the Contractor.

- 11) If a Customer requests Contractor to pick up any appliance that contains freon, the Customer will be charged a freon discharge fee. See [Item 150 – Units, Loose, and/or Bulky Material](#).

Non-Compacted Company-Owned Commercial Container

Non-compacted material rates are stated per Commercial Container per month within the city of College Place.

Permanent Service Rates

Permanent Service ^{1,2}	Size or Type of Container						
	1.5 Yard	2 Yard	3 Yard	4 Yard	5 Yard	6 Yard	8 Yard
Pickup - One Time per Week	\$134.48	\$168.54	\$228.74	\$301.24	\$354.36 (N)	\$433.43	\$628.04
Pickup - Two Times per Week	\$268.96 (N)	\$337.08 (N)	\$457.48 (N)	\$602.48	\$708.72 (N)	\$866.86	\$1,256.08 (N)
Pickup - Three Times per Week	\$403.44 (N)	\$505.62 (N)	\$686.22 (N)	\$903.72 (N)	\$1,063.08 (N)	\$1,300.29 (N)	\$1,884.12 (N)
Pickup – Four Times per Week	\$537.92 (N)	\$674.16 (N)	\$914.96 (N)	\$1,204.96 (N)	\$1,417.44 (N)	\$1,733.72 (N)	\$2,512.16 (N)
Pickup – Five Times per Week	\$672.40 (N)	\$842.70 (N)	\$1,143.70 (N)	\$1,506.20 (N)	\$1,771.80 (N)	\$2,167.15 (N)	\$3,140.20 (N)

Special Pickup Rates

Service	Size or Type of Container						
	1.5 Yard	2 Yard	3 Yard	4 Yard	5 Yard	6 Yard	8 Yard
Special Pickups ⁴	\$36.13 (N)	\$43.99 (N)	\$57.90 (N)	\$74.64 (N)	\$86.91 (N)	\$105.17 (N)	\$150.11 (N)
Return Trip Charge	\$5.07	\$5.07	\$5.07	\$5.07	\$5.07	\$5.07	\$5.07
Additional Pickup	\$31.06	\$38.92	\$52.83	\$69.57	\$81.84	\$100.10	\$145.04
Restart Charge ⁵	\$19.54	\$19.54	\$19.54	\$19.54	\$19.54	\$19.54	\$19.54

Temporary Service Rates

Temporary Service	Size or Type of Container					
	1.5 Yard	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
Delivery	\$9.99	\$9.99	\$9.99	\$9.99	\$9.99	\$9.99
Pickup Rate	\$44.79	\$56.00	\$76.21	\$100.49	\$144.47	\$173.46
Rent Per Calendar Day	\$4.82	\$4.82	\$4.82	\$4.82	\$4.82	\$4.82
Prepayment ³	\$125.00 (N)	\$125.00 (N)	\$125.00 (N)	\$125.00 (N)	\$125.00 (N)	\$125.00 (N)

Accessorial Charges

Accessorial charges include charges for lids, unlocking cart, unlatching cart, etc.

- a) A gate charge will be assessed on each pick-up where the driver is required to unlock a container, locking bar, enclosure or open a gate to access a Cart or Container. See [Item 205 – Roll-Out Charges and Gate Charges – Carts and Detachable Containers](#).
- b) A return trip charge will be assessed when the Contractor is required to make a return trip that does not require the special dispatch of a truck, to pick up a Cart, Container, or solid waste material or unit(s) that was unavailable for collection for reasons under the control of the Customer. See [Item 70 – Return Trips](#).
- c) If Customer requires a Locking Container, a one-time fee of \$116.20(N) will be assessed.

Notes:

- 1) Permanent service is defined as no less than scheduled, every week pickup. Customer will be charged for service requested, even if fewer containers are serviced on a particular trip. No credit will be given for partially filled containers.
- 2) A prepayment is equal to the first month's cost of service and will be assessed to all first time (new) Commercial Customers if included on this Exhibit C. The prepayment will be applied to the Customer's account in the event of non-payment, after one year of service, or be returned to the Customer upon termination of the Commercial Service. See [Item 240 – Container Service – Non-Compacted – Company-Owned](#) and [Item 255 – Container Service – Compacted – Customer-Owned](#).
- 3) A prepayment will be assessed to all Commercial Customers requesting temporary service Containers. The Prepayment will be applied to the Commercial Customer's account upon termination of the temporary service as a credit against amounts owed to the Contractor.
- 4) The special pickup rate is the total of each additional pickup rate plus return trip fee. See [Item 70 – Return Trips](#)

- 5) Restart subject to [Item 51 – Restart Fees](#).
- 6) If a Customer requests Contractor to pick up any appliance that contains freon, the Customer will be charged a freon discharge fee. See [Item 150 – Units, Loose, and/or Bulky Material](#).

Item 255 – Container Service – Compacted – Customer-Owned

Compacted Material Rates are stated per Detachable Container, per month within the City of College Place.

Permanent Service Rates

Permanent Service ¹	Size or Type of Container				
	2 Yard	3 Yard	4 Yard	6 Yard	8 Yard
Pickup – One Time per Week	N/A	N/A	N/A	N/A	N/A
Pickup – Two Times per Week	N/A	N/A	\$1,569.08	N/A	N/A
Special Pickups ²	N/A	N/A	\$186.26 (N)	N/A	N/A
Additional Pickup	N/A	N/A	\$181.19	N/A	N/A
Return Trip Charge	N/A	N/A	\$5.07	N/A	N/A
Restart Charge ³	N/A	N/A	\$9.55	N/A	N/A

Accessorial Charges

Accessorial charges include charges for lids, unlocking cart, unlatching cart, etc.

- a) A gate charge will be assessed on each pickup where the driver is required to unlock a container, locking bar, enclosure or open a gate to access a Cart or Container. See [Item 205 – Roll-Out Charges and Gate Charges – Carts and Detachable Containers](#).
- b) A return trip charge will be assessed when the company driver is required to make a return trip that does not require the special dispatch of a truck, to pick up a Cart or material that was unavailable for collection for reasons under the control of the Customer. See [Item 70 – Return Trips](#).
- c) A disconnect/reconnect fee of \$2.66(N) per pickup will be assessed when Containers are attached to a compactor that requires disconnecting or reconnecting.

Notes:

- 1) Permanent service is defined as no less than scheduled, every week pickup. Customer will be charged for service requested, even if fewer containers are serviced on a particular trip. No credit will be given for partially filled containers.
- 2) Special pickup is the total of each additional pickup rate plus [Item 70 – Return Trips](#).
- 3) Service restart subject restart fees. See [Item 51 – Restart Fees](#).
- 4) If a Customer requests Contractor to pick up any appliance that contains freon, the Customer will be charged a freon discharge fee. See [Item 150 – Units, Loose, and/or Bulky Material](#).

Item 260 – Drop Box Service – Non-Compacted – Company-Owned

Non-Compacted Material Rates are stated per Drop Box, per pick-up. ¹

Permanent Service Rates for City of College Place

Permanent Service ²	Size or Type of Container				
	11 and 15 Yard	20 Yard	30 Yard	40 Yard	50 Yard
Delivery Charge	\$0.00	\$0.00	\$0.00	N/A	N/A
Haul Charge	\$80.25	\$139.08	\$153.06	N/A	N/A
Trip Charge	\$49.68	\$49.68	\$49.68	N/A	N/A
Restart fee ⁵	\$59.23	\$59.23	\$59.23	N/A	N/A
Prepayment ⁷	\$250.00	\$250.00	\$250.00	N/A	N/A
Minimum Monthly Charge ³	\$80.25	\$139.08	\$153.06	N/A	N/A
Mileage Charge ⁶	\$1.92/mile				

Temporary Service Rates

Temporary Service ⁴	Size or Type of Container				
	11 and 15 Yard	20 Yard	30 Yard	40 Yard	50 Yard
Delivery Charge	\$49.68	\$49.68	\$49.68	N/A	N/A
Haul Charge	\$80.25	\$139.08	\$153.06	N/A	N/A
Trip Charge	\$49.68	\$49.68	\$49.68	N/A	N/A
Daily Rental Charge	\$2.40	\$4.50	\$5.44	N/A	N/A

Temporary Service ⁴	Size or Type of Container				
	11 and 15 Yard	20 Yard	30 Yard	40 Yard	50 Yard
Prepayment ⁷	\$250.00	\$250.00	\$250.00	N/A	N/A
Mileage Charge ⁶	\$1.92/mile				

Accessorial Charges

Accessorial charges include charges for lids, unlocking cart, unlatching cart, etc.

- a) A gate charge will be assessed on each pick up where the driver is required to unlock a container, locking bar, enclosure or open a gate in order to access a Cart or Container. See [Item 205 – Roll-Out Charges and Gate Charges – Carts and Detachable Containers](#).
- b) A trip charge will be assessed when the company driver makes a trip to the Customer's location, but due to reasons under the control of the Customer, was not able to complete the haul. See [Item 70 – Return Trips](#).

Notes:

- 1) Rates in this item are subject to disposal fees named in [Item 150 – Units, Loose, and/or Bulky Material](#), [Item 207 – Excess Weight – Rejection of Load, Charges to Transport](#), and [Item 230 – Disposal Fees](#).
- 2) Permanent service means Drop Box service provided at Customer's request for more than 90 days.
- 3) For permanent service accounts, if a Drop Box is retained by a Customer for a full month and no pickups are ordered, a minimum monthly rent charge will be assessed.
- 4) Temporary service means providing Drop Box service at the Customer's request, for a period of 90 days or less.
- 5) Restart subject to [Item 51 – Restart Fees](#).
- 6) Rates named in this item apply for all hauls within the city limits of College Place, to the disposal site. Any miles driven outside the city limits of College Place will be charged at \$1.92 per mile. Mileage charge is in addition to all regular charges.
- 7) A prepayment will be assessed on permanent and temporary service accounts as noted above. The prepayment will be applied to the Customer's account in the event of non-payment or be returned to the Customer upon termination of service. For permanent Drop Boxes, the prepayment will be applied to Customer account upon termination or after one year.
- 8) If a Customer requests Contractor to pick up any appliance that contains freon, the Customer will be charged a freon discharge fee. See [Item 150 – Units, Loose, and/or Bulky Material](#).

Item 270 – Drop Box Service – Compacted – Customer-Owned

Compacted material rates are stated per Drop Box, per pickup for the city of College Place service area.

Permanent Service Rates

Permanent Service	Size or Type of Container			
	11 and 15 Yard	20 and 25 Yard	30 and 35 Yard	40 Yard
Delivery Charge	N/A	N/A	N/A	N/A
Haul Charge	N/A	N/A	\$346.04	\$351.34
Trip Charge	N/A	N/A	\$49.68	\$49.68
Prepayment ³	N/A	N/A	\$250.00	\$250.00
Restart Charge ²	N/A	N/A	\$9.55	\$9.55
Mileage Charge	\$1.91/mile			

Accessorial Charges

Accessorial charges include charges for lids, unlocking cart, unlatching cart, etc.

- a) A gate charge will be assessed on each pick up where the driver is required to unlock a container, locking bar, enclosure or open a gate to access a Cart or Container. See [Item 205 – Roll-Out Charges and Gate Charges – Carts and Detachable Containers](#).
- b) A Compactor disconnect/reconnect charge of \$2.66(N) per haul will be assessed when Drop Boxes with compactors require connecting or disconnecting.
- c) A trip charge will be assessed when the company driver makes a trip to the Customer's location, but due to reasons under the control of the Customer, was not able to complete the haul. See [Item 70 – Return Trips](#).
- d) A turn around charge of \$32.41(N) per haul will be assessed when company driver must turn the Drop Box around to empty and/or re-connect the Drop Box.
- e) Rates named in this item apply for all hauls within the city limits of College Place, to the disposal site. Any miles driven outside the city limits of College Place will be charged \$1.92 per mile. Mileage charge is in addition to all regular charges.

Notes:

- 1) Rates in this item are subject to disposal fees named in [Item 230 – Disposal Fees](#).
- 2) Restart subject to [Item 51 – Restart Fees](#).

- 3) A prepayment will be assessed on all (new) Drop Box Compactor service accounts as noted above. The prepayment will be applied to the Customer's account in the event of non-payment or be returned to the Customer after one year.
- 4) If a Customer requests Contractor to pick up any appliance that contains freon, the Customer will be charged a freon discharge fee. See [Item 150 – Units, Loose, and/or Bulky Material](#).

Item 300 – List of Abbreviations and Symbols Used in This Exhibit C

(C) Denotes changes in wording

(N) Denotes new rates, services, or rules

(N/A) Denotes not available

***denotes that material previously shown has been deleted

Yd. Or yd. Are abbreviations for yard

Cu. Or cu. Are abbreviations for cubic



Annual Report Nov. 2021

Rebecca Francik – Basin Government Affairs –
509-380-3583 rebeccaf@basindisposal.com

Tonight we will
discuss

CPI and other
changes to rates

The state of
Recycling

New Residential Total Collection Service Rates



	Rate without Tax	State Refuse Tax 3.6%	City Utility Tax 10%	Total with Tax
2021 Residential Total Collection Monthly Rate	\$22.43	\$0.81	\$2.24	\$25.48
2022 Sudbury Rate Increase 3.01% (weighted average 1.2%)	\$0.27			
2022 CPI Change 4.8% (weighted average 2.88%)	\$0.65			
New RES_96G_1X rate for 2022	\$23.35	\$0.84	\$2.34	\$26.53

2022 Rate Adjustment



- New Rates Effective January 1st, 2022
 - Overall Weighted Average Rate Change: 4.1%
 - Service Component (CPI): 4.8% Increase
 - Disposal Component (Disposal Fees): 3.01% Increase

2022 Rate Adjustment (Cont.)



Service	2021	2022	% Change	2022 with Tax
Residential: 96 gallon Cart – 1 x Per Week	\$22.43	\$23.35	4.1%	\$26.53
Commercial: 4 Yard Container – 1 x Per Week	\$289.42	\$301.24	4.08%	\$342.21
Industrial: Disposal Fee Per Ton	\$96.30	\$99.20	3.01%	\$112.69



Questions?

Discussion?



Real Recycling?

OR JUST PRETEND?

LET'S START THIS JOURNEY
TOGETHER

We know:

College Place wants to Recycle

You've done it before but
discontinued March 27, 2018

Recycling markets are Volatile!

Markets change

What can be recycled?

Newspapers



Mixed Paper



Corrugated Cardboard



Aluminum and Tin Cans



1 and # 2 Plastics



Non-Heat treated glass



Realistically:

People throw heat treated glass into recycling



And non recyclable Plastics 3-7 into
recycling bins only meant for 1 & 2



Contaminated recycling streams are

GARBAGE



Wishing it
so

Does not
make it true



It's Quality -Not Volume that Matters

Real Recycling

Used objects must be turned into something useful

Costs money to process

Rarely makes a profit

Is the right thing to do



Requires effort

Must be kept clean - **Non-Contamination**

Must have a Market

Is Volatile – What you recycle today may not be recyclable tomorrow

It's Quality -Not Volume that Matters

Walla Walla SWAC

You can choose to recycle select products

- Walla Walla Recommended NO Plastics – too much contamination

Before you start you must decide:

- Will you feel good with a single cart picked up once a month with clean recycling?
- How price conscious are you?

Cleanliness and careful selection reduces cost

- How do we make recycling work?
- Do we need a new model?
 - Smaller trucks?
 - Flexible collection?



Thinking out Loud

What if you had:

Flexible options? What if.....

- you only want mixed paper and cardboard – you could
- you want AL containers but
- no newspapers- you could
- What ideas do you have?



What about Green Waste?

Do you have a market for compost?

Can you keep it clean?

NO PLASTICS

Who will commit to using it?



How do we....

- PAY FOR RECYCLING?

Voluntary Subscription

- Is your community willing to cross subsidize recycling through higher garbage rates if subscription is not self funding?

Universal subscription

- Cheaper – everybody pays

PLAN FOR THE FUTURE?

Walla Walla is looking at recycling glass

- Should you or your city planner join their SWAC and participate in creating a regional program?

Would You:



COMMIT TO KEEPING YOUR
RECYCLING CLEAN – NO
CONTAMINATION



PAY THE TRUE COST OF
RECYCLING?



SUBSIDIZE SHORTFALLS
THROUGH ENTIRE
POPULATION'S RATES?

**Will you have the
courage and
flexibility to stop
recycling a product
when it has no market?**

Will you:



Feel successful if you recycle a small number of items resulting in a clean thoroughly recycled product (Real Recycling)



VS.



Collecting everything and losing a % to garbage via contamination?



Remember quality is more important than quantity

If you are ready
for REAL
recycling would
you consider...

- A continuous feed-back loop reporting the cleanliness of your recycling?
- Routine sampling of your recycling
- Report card for your street or sector

This approach takes more trucks and more Basin people to inspect recycling.

- Employee and truck shortages may hamper this model.

Questions?





Thank you

WE LOOK FORWARD TO ANSWERING ANY QUESTIONS AND LISTENING TO YOUR DISCUSSION.

REBECCA FRANCIK – BASIN DISPOSAL GOVERNMENT REPRESENTATIVE 509-380-3583 REBECCAF@BASINDISPOSAL.COM



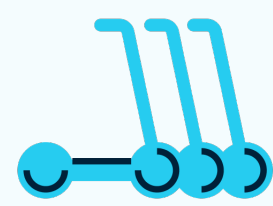
Hey College Place!

A Year in Bird (so far):



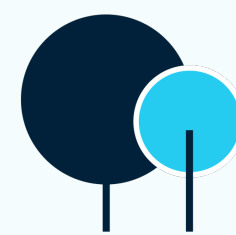
5/2021

Birds Landed



50

Number of Birds



2.9673

Metric Tonnes of CO2 saved



6,937

Total Rides

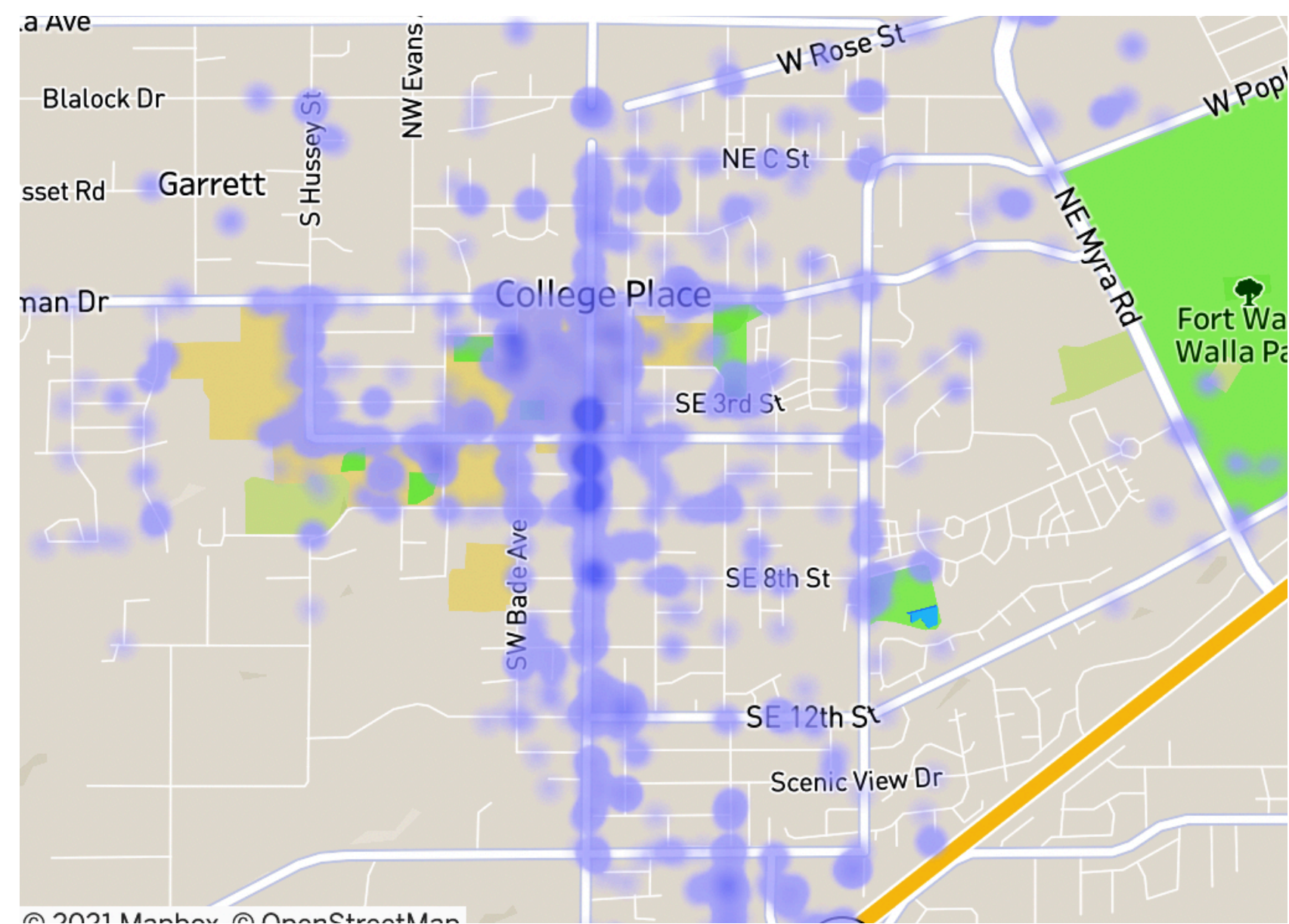


13,962

Total Miles Traveled

1

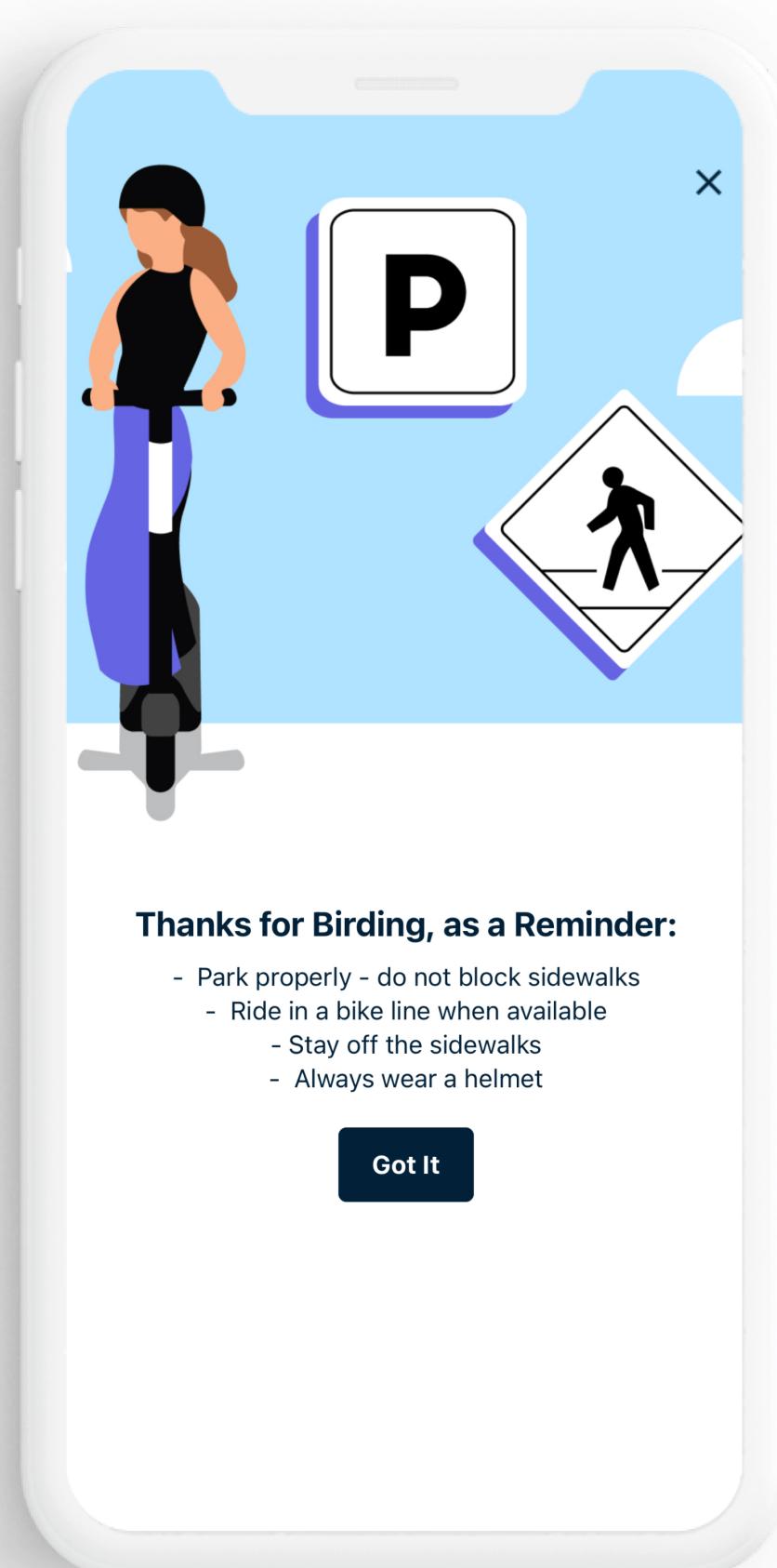
Bird takes you where you want to go. Here's where the College Place community is riding Birds to!



2

This year, we reminded College Place riders to...

- Wear a helmet
- Stay off the sidewalk - use a bike lane when available
- Park properly - do not block sidewalks, ADA ramps, or entrances.





3

A Bird's Eye View:



So far this year, globally, Bird has:

- ✓ Integrated with **Google Maps** to increase access to Birds worldwide
- ✓ Launched “**Safe Start**” an in-app program designed to stop drinking and riding.
- ✓ Launched **electric bike-sharing** in select cities, with more to come.
- ✓ Announced that we **offset ALL GHG emissions** associated with our scooters in 2020
- ✓ Became official supporters of the **Vision Zero Network**, a global movement dedicated to ending traffic fatalities

College Place will permit Bird Rides, Inc. to provide services under the following terms and limitations. This agreement shall remain in effect until January 2024 unless terminated as set forth below.

AGREEMENT

- 1) Scope: This Agreement and its terms apply to any proposed deployment of Stand-up electric scooter sharing systems within College Place's jurisdictional boundaries. No person shall deploy a Stand-up electric scooter sharing system in the College Place in violation of this Agreement.
- 2) Stand-up electric scooters shall be governed by the rules applying to bicycles and are to be ridden on streets, and where available, in bike lanes and bike paths. Stand-up electric scooters are to stay to the right of street lanes and to offer the right of way to bicycles in bike lanes and on bike paths. Users of Stand-up electric scooters shall be 18 or older. Users of Stand-up electric scooters who violate these provisions may be fined by College Place consistent with fines for cyclists.
- 3) Bird Rides, Inc. shall provide easily visible contact information, including toll-free phone number and/or e-mail address on each Stand-up electric scooter for members of the public to make relocation requests or to report other issues with devices.
- 4) Hours of operation: Stand-up electric scooters will be made available to rent from 4 a.m. to midnight (local time)
- 5) Bird Rides, Inc. shall provide a minimum of 50 / 100 vehicles at launch.
- 6) Safety Education: Bird Rides will provide materials, videos, signage to promote safe riding and educate riders on rider responsibilities and encourage safe and courteous riding and parking.
- 7) Data sharing: Bird Rides, Inc. will provide data to the College Place as necessary to assist with monitoring program usage.
- 8) Indemnification: Bird Rides, Inc. agrees to indemnify, defend and hold harmless College Place (and City's/ County's employees, agents and affiliates) from and against all actions, damages or claims brought against College Place arising out of Bird Rides, Inc.'s negligence or willful misconduct, except that Bird Rides, Inc.'s indemnification obligation shall not extend to claims of City's / County's (or City's / County's employees', agents' or affiliates') negligence or willful misconduct. College Place expressly acknowledges that in no event shall Bird Rides, Inc. be liable for any special, indirect, consequential or punitive damages. Bird Rides, Inc.'s indemnification obligations shall survive for a period of one (1) year after expiration of this Agreement. Bird Rides, Inc. shall be released from its indemnification obligations under this section if the loss or damage was caused by the City's / County's negligent construction or maintenance of public infrastructure. City's / County's right to indemnification shall be contingent on College Place notifying Bird Rides, Inc. promptly following receipt or notice of any claim; Bird Ride, Inc. shall have sole control of any defense; College Place shall not consent to the entry of a judgment or enter into any settlement without the prior written consent of Bird Ride, Inc.
- 9) Insurance: Bird Rides, Inc. shall provide College Place with proof of insurance coverage exclusively for the operation of Stand-up electric scooters including: (a) Commercial General Liability insurance coverage with a limit of no less than \$1,000,000.00 each occurrence and \$2,000,000.00 aggregate; (b) Automobile Insurance coverage with a limit of no less than \$1,000,000.00 each occurrence and \$1,000,000.00 aggregate; and (c) where Bird Rides, Inc. employs persons within the College Place, Workers' Compensation coverage of no less than the statutory requirement.
- 10) Notices: All notices and communications to the College Place from Bird Rides, Inc. shall be made in writing (includes electronic communications) and sent to the address below.
- 11) Either party may terminate this agreement at any time and without cause upon (30) days prior written notice.
- 12) In carrying out their responsibilities, the parties shall remain independent contractors, and nothing herein shall be interpreted or intended to create a partnership, joint venture, employment, agency, franchise or other form of agreement or relationship.
- 13) The parties acknowledge that Bird Rides, Inc. may utilize independent business logistics providers to facilitate local operations. Bird's use of these logistics providers does not constitute a transfer or assignment of this Agreement, and Bird Rides, Inc. remains responsible for all obligations and requirements under this Agreement.
- 14) This agreement shall be governed by and construed in accordance with the laws of the ____state_____.

College Place, WA

Signed By:

Signature: _____

Print Name: _____

Title: _____

Bird Rides, Inc.

Signature: _____

Print Name: _____

Title: _____

College Place will permit Bird Rides, Inc. to provide services under the following terms and limitations. This agreement shall remain in effect until January 2024 unless terminated as set forth below.

AGREEMENT

- 1) Scope: This Agreement and its terms apply to any proposed deployment of Stand-up electric scooter sharing systems within College Place's jurisdictional boundaries. No person shall deploy a Stand-up electric scooter sharing system in the College Place in violation of this Agreement.
- 2) Stand-up electric scooters shall be governed by the rules applying to bicycles and are to be ridden on streets, and where available, in bike lanes and bike paths. Stand-up electric scooters are to stay to the right of street lanes and to offer the right of way to bicycles in bike lanes and on bike paths. Users of Stand-up electric scooters shall be 18 or older. Users of Stand-up electric scooters who violate these provisions may be fined by College Place consistent with fines for cyclists.
- 3) Bird Rides, Inc. shall provide easily visible contact information, including toll-free phone number and/or e-mail address on each Stand-up electric scooter for members of the public to make relocation requests or to report other issues with devices.
- 4) Hours of operation: Stand-up electric scooters will be made available to rent from 4 a.m. to midnight (local time)
- 5) Bird Rides, Inc. shall provide a minimum of 50 / 100 vehicles at launch.
- 6) Safety Education: Bird Rides will provide materials, videos, signage to promote safe riding and educate riders on rider responsibilities and encourage safe and courteous riding and parking. This education will include information specifically related to parking in or near ADA facilities.
- 7) Data sharing: Bird Rides, Inc. will provide data to the College Place as necessary to assist with monitoring program usage.
- 8) Indemnification: Bird Rides, Inc. agrees to indemnify, defend and hold harmless College Place (and City's/ County's employees, agents and affiliates) from and against all actions, damages or claims brought against College Place arising out of Bird Rides, Inc.'s negligence or willful misconduct, except that Bird Rides, Inc.'s indemnification obligation shall not extend to claims of City's / County's (or City's / County's employees', agents' or affiliates') negligence or willful misconduct. College Place expressly acknowledges that in no event shall Bird Rides, Inc. be liable for any special, indirect, consequential or punitive damages. Bird Rides, Inc.'s indemnification obligations shall survive for a period of one (1) year after expiration of this Agreement. Bird Rides, Inc. shall be released from its indemnification obligations under this section if the loss or damage was caused by the City's / County's negligent construction or maintenance of public infrastructure. City's / County's right to indemnification shall be contingent on College Place notifying Bird Rides, Inc. promptly following receipt or notice of any claim; Bird Ride, Inc. shall have sole control of any defense; College Place shall not consent to the entry of a judgment or enter into any settlement without the prior written consent of Bird Ride, Inc.
- 9) Insurance: Bird Rides, Inc. shall provide College Place with proof of insurance coverage exclusively for the operation of Stand-up electric scooters including: (a) Commercial General Liability insurance coverage with a limit of no less than \$1,000,000.00 each occurrence and \$2,000,000.00 aggregate; (b) Automobile Insurance coverage with a limit of no less than \$1,000,000.00 each occurrence and \$1,000,000.00 aggregate; and (c) where Bird Rides, Inc. employs persons within the College Place, Workers' Compensation coverage of no less than the statutory requirement.
- 10) Notices: All notices and communications to the College Place from Bird Rides, Inc. shall be made in writing (includes electronic communications) and sent to the address below.
- 11) Either party may terminate this agreement at any time and without cause upon (30) days prior written notice.
- 12) In carrying out their responsibilities, the parties shall remain independent contractors, and nothing herein shall be interpreted or intended to create a partnership, joint venture, employment, agency, franchise or other form of agreement or relationship.
- 13) The parties acknowledge that Bird Rides, Inc. may utilize independent business logistics providers to facilitate local operations. Bird's use of these logistics providers does not constitute a transfer or assignment of this Agreement, and Bird Rides, Inc. remains responsible for all obligations and requirements under this Agreement.
- 14) This agreement shall be governed by and construed in accordance with the laws of the ____ state ____.

College Place, WA

Signed By:

Signature: _____

Print Name: _____

Title: _____

Bird Rides, Inc.

Signature: _____

Print Name: _____

Title: _____

City of College Place, Washington
Potential Revisions to the
Updated Comprehensive Plan Goals and Policies
August 13, 2021

The City of College Place is scheduled to complete a periodic review and update of its Comprehensive Plan by 2026. However, the City has received a request through the 2021 annual update process to amend the Comprehensive Plan to broaden and deepen the City's commitment to supporting affordable housing. As a result, potential revisions to the Goals and Policies contained in the Updated College Place Comprehensive Plan, approved October 9, 2018, are highlighted in underline and strikeout format. The amendments requested by the Affordable Housing Implementation Task Force have been highlighted in green. Related amendments initiated by the City, are highlighted in yellow. There are also a few minor revisions including the deletion of policies that have been completed, clarification of level of service standards, and editorial revisions to improve readability.

These proposed amendments are being circulated for public review and comment and a public hearing will be conducted by the City Planning Commission to provide further opportunity for comment. The Planning Commission will review all comments and consider revisions before making a recommendation to the City Council.

Chapter 2 Vision, Values, Goals, and Policies

Vision

The College Place City Council has adopted the following Vision to describe what the community in the future. It is a statement of what the City Council is working towards and it is the foundation of this Comprehensive Plan.

By 2027, College Place is noted for its vibrant downtown with a mix of small businesses and housing that interfaces with Walla Walla University that give residents and a growing tourist trade the feeling of a small town. The City has attracted large-scale commercial development along its most trafficked roads, thus growing its tax base.

Resourceful in the use of finance tools and grant opportunities, the City gets extra value from every dollar of local taxes. Resources support a staff of dedicated, competent employees adequate to provide safety and responsiveness. Deferred maintenance is a thing of the past as depreciation is funded and cash reserves prepare the city to pursue opportunities without excess risk.

Mutual respect is shared between the City Council, residents, and staff. Residents, retirees, students, professionals, and young families feel safe; they know their neighbors and many of the city employees by name. Citizens are engaged and knowledgeable of the affairs of the City due to the character of staff and the quality, timeliness, and context through which information

is shared; cooperation is a community norm. Volunteerism is high across the commissions of the City.

People circulate easily irrespective of mode, whether car, foot or bike; a system of sidewalks and trails make foot traffic a preferred method to get around town. The community turns out regularly for the events calendared throughout the year, co-hosted in partnership with the municipality and institutions such as: businesses, volunteer organizations, College Place Public Schools, Rogers School, Walla Walla Valley Academy, and Walla Walla University.

Values

In its expression of civic leadership and service, the City Council and staff hold these core values.

Open and Honest

The City is transparent and fair in its dealings. It is plain spoken in its communication. The City is engaged with its citizens in two-way communication and desires an aware and informed citizenry. The municipality is accountable for its actions and choices.

Cooperation

College Place works well with others and values mutually-beneficial outcomes for the City and its partners.

Respect

The City fosters respect between its Council and staff, Citizens, neighbors, its natural resources and built environment, its resident businesses to bind College Place into a sustainable and prosperous community. The City honors its heritage.

Service

The City exists to provide services to its constituents. It is an organized, learning organization that makes data-driven decisions. It's employees and Council are empathetic and humble.

Diversity

The City recognizes differences between people and values these differences as an asset. College Place fosters an environment where individuals find safety, dignity, and acceptance.

Comprehensive Plan Goals

In order to realize the Vision for the City, the following Goals will be used to guide decision-making and the allocation of resources.

Goal #1: *Preserve the small-town character of the community. This includes, but is not limited to the following attributes:*

- a. Family oriented.*
- b. Friendly.*
- c. Safe.*
- d. Well maintained properties.*
- e. Relatively quiet; and*
- f. Fiscally sound.*

Goal #2: *Actively involve all residents, business, and property owners in the governance of our community.*

Goal #3: *Establish and implement a comprehensive economic development strategy for the City that supports the creation of jobs, promotes private investment, and increases the local tax base.*

Goal #4: *Develop a commercial district reminiscent of a small town “main street” with a mix of uses including commercial, offices, banking, public facilities, and other specialty retail uses, with residences above, consistent with a pleasant pedestrian environment.*

Goal #5: *Establish and maintain an Urban Growth Area that enables the City to sustain its economic and social well-being.*

Goal #6: *Establish and maintain a shared vision with the College Place School District as well as Walla Walla Valley Academy/Rogers School for serving the College Place community.*

Goal #7: *Establish and maintain a shared vision for development activities on and near the campus of Walla Walla University.*

Goal #8: *Encourage the availability of affordable housing to all economic segments of the community, promote a variety of densities and housing types, and encourage the maintenance and preservation of the existing housing stock.*

Goal #9: To provide a safe and efficient transportation and circulation system for use by vehicles, transit, pedestrians, bicycles, and persons with wheelchairs that promotes and supports the desired land use pattern and economic development priorities.

Goal #10: Support the continued operation of Martin Airfield as a unique community asset.

Goal #11: Maintain and improve existing utilities and services while planning for new growth and development.

Goal #12: Research and place on the ballot a measure for public vote on whether to establish a library and community facility in the City of College Place.

Goal #13: Honor the history of the community.

Goal #14: Provide for a broad public and private park and recreation plan and system meeting the needs of all age and income groups within the community.

Goal #15: Protect, improve, and sustain environmental quality through best management practices and the use of best available science.

Goal #16: Infuse the City's built environment with creative expression and design that results in vibrant public spaces where people want to be.

Goal #17: Provide reliable, effective, and efficient utility services at the lowest reasonable cost, consistent with the City's aims of environmental stewardship, social equity, economic development, and the protection of public health.

Goal #18: City services are provided at a level consistent with industry standards for a community our size and consistent with the values of the citizens.

Goal #19: Support a healthy community in which each individual has access to community resources and services.

Goal #20: Strengthen city partnerships and resources to support economic opportunities.

Goal #21: Improve the business climate in College Place.

Goal #22: Stimulate and diversify College Place's economy.

Goal #23: Maintain the city's infrastructure so that it meets the needs of existing employers and targeted industries.

Goal #24: Develop a diverse portfolio of sites ready for business that provide College Place a competitive advantage because infrastructure is in place and owners are willing to sell/lease.

Goal #25: Support the development and redevelopment of a walkable College Avenue from Rose Street to 13th Street as a Mixed-Use Downtown District that serves as an attractive location for diverse small businesses, tourism, arts and culture, entertainment, community events, and residents.

Goal #26: Support the development of the Myra Road and State Route 125 corridors for big box stores and chain restaurants.

Goal #27: Grow and sustain a qualified workforce.

Goal #28: Embrace tourism as an economic development tool.

Goal #29: Support programs, projects, and development efforts that enhance the job market and promote community pride.

Goal # 30: Protect College Place's valuable historic assets and allows for College Place to leverage its historicity for both commercial and community activities.

Goal #31: Promote a livable community with a strong sense of history.

Goal #32: Encourage a sustainable community by supporting preservation efforts.

Comprehensive Plan Policies

The Goals of the College Place Comprehensive Plan will be achieved through the implementation of the following Policies:

Governance

Governance Policy #1: Maintain a community newsletter.

Governance Policy #2: Support the provision of internet access to all residents and businesses in the City.

Governance Policy #3: In accordance with the provisions of the Growth Management Act, the City will periodically review and update its development regulations, including the regulations to protect environmentally sensitive areas.

Governance Policy #4: City regulations shall be administered in a fair and consistent manner throughout the community.

Governance Policy #5: Actively sponsor and promote existing community events and the establishment of new community events such as the Farmer's Market, Independence Day, Halloween, and Winterfest.

Governance Policy #6: Support the ~~preparation, adoption, and~~ implementation of ~~the a~~ Master Plan for the Walla Walla University campus.

~~a. This could include the establishment of a University Master Plan or similar zoning designation for the Walla Walla University campus.~~

Governance Policy #7: The City and the University should continue to meet periodically to discuss matters of mutual interest and concerns and to coordinate planning and development activities. This could include, but is not limited to:

a. Identification of mutually beneficial opportunities to support the implementation of a University Master Plan.

b. Vacation of City streets within the campus.

c. Development of a long-term on-campus parking and access strategy.

d. Coordination of off-campus parking management and enforcement.

d. Designation of transportation and emergency access corridors; and

e. Opportunities for shared use of space or facilities.

Governance Policy #8: The City and the University should continue to meet periodically to discuss matters of mutual interest and concerns and to coordinate planning and development activities.

Governance Policy #9: The City should continue to coordinate planning activities with local schools and incorporate supportive measures into the City's Comprehensive Plan.

Governance Policy #10: The City and local schools should continue to meet periodically to discuss matters of mutual interest and concerns and to coordinate planning and development activities.

Governance Policy #11: The City shall continue to work in partnership with the College Place School District to identify and plan for future school sites and facilities. This may include, but is not limited to:

a. Locating and sizing infrastructure improvements to accommodate projected growth.

b. Submitting joint applications to the County to amend Urban Growth Area boundaries to support the planning and construction of new schools; and/or

c. Work with the School District should they wish to petition to adopt school impact fees.

Governance Policy #12: The City and local schools should continue to explore mutually beneficial strategies for the shared or joint use of facilities.

Governance Policy #13: The City should continue to work in partnership with important social service providers such as the Blue Mountain Action Council, Sonbridge, and others to help the needy.

Governance Policy #14: The City of College Place, in active collaboration with the cities of Walla Walla and Waitsburg, and Walla Walla County, shall review and update the 1993 Countywide Planning Policies to actively promote the development of new affordable housing opportunities. This may include, but is not limited to:

- a. Updating the methodology for more realistically determining the development capacity of existing lands.
- b. Exempting the new construction of affordable housing on publicly owned land from the assessment of the need for new housing.
- c. Increase the percentage of projected new growth allocated to the cities of Walla Walla and College Place.
- d. Increasing the market factor to allow for the addition of land to urban growth areas based on a finding that there is a critical shortage of affordable housing.
- e. Authorizing further increases in the market factor to support specific strategies to increase the construction of new multi-family housing in cities. This may include affordable housing “bonuses”.
- f. Monitoring new residential development and providing for more frequent updates of the Countywide Planning Policies.

Governance Policy #15: The City of College Place, in active collaboration with the cities of Walla Walla, and Waitsburg, and Walla Walla County, shall review and update the Countywide Planning Policies to actively promote the sustainable development of new housing. This shall include, but is not limited to:

- a. Ensuring that there is an adequate supply of new commercial development to serve new residential development.
- b. Supporting the cost-effective planning, construction, and use of public infrastructure to serve new residential development.

Governance Policy #16: *The City of College Place, in active collaboration with the cities of Walla Walla and Waitsburg, and Walla Walla County, shall inventory and assess publicly owned lands in and near urban growth areas as sites suitable for the construction of affordable housing.*

~~**Governance Policy #15:** *The City shall, continue to implement the County-wide Planning Policies (see Appendix D). This may include a periodic review and the recommendation of revisions.*~~

~~a.~~

Governance Policy #16: *The City will seek to actively include the public in all comprehensive planning activities in the community, including but not limited to the periodic review and update the review of this Comprehensive Plan.*

Land Use

Land Use Policy #1: *Maintain sufficient land in the an Urban Growth Area with sufficient land to meet projected population growth well into the future, to provide the tax base necessary to support the provision of City services, and to provide meaningful planning choices.*

a. *Work closely with the Walla Walla County, the City of Walla Walla, and the Port District to establish a joint strategy to support the long-term expansion of the College Place Urban Growth Area, especially for commercial and industrial development, without adversely affecting agriculture of long-term commercial significance in the County.*

~~b. *This will include the reallocation of the 58 acres of UGA being held as an Unspecified Urban Reserve as a result of the removal of Martin Airfield from the College Place Urban Growth area in 2018.*~~

~~e.b.~~ *Priority consideration should be given to expanding the UGA along the SR 125 corridor where City services exist or can reasonably be provided.*

~~c.~~ *Properties in the vicinity of Old Highway, 12 suitable for industrial development, should also be considered for inclusion in the College Place UGA.*

~~d. *Consult with affected property owners to identify properties that should be removed from the College Place UGA.*~~

Land Use Policy #2: *Maintain a mutually beneficial planning partnership with Walla Walla County and the City of Walla Walla for the review of development proposals near shared boundaries and infrastructure.*

Land Use Policy #3: Encourage the County to take actions to eliminate the unincorporated pockets in the College Place UGA. This may include, but is not limited to:

- a. Investments by the County to improve infrastructure to urban standards.
- b. Revenue sharing agreements that would facilitate the City serving these areas; and
- c. The transfer of stormwater management fees collected by the County from the unincorporated pockets to the City to support the installation of improvements necessary to serve these areas.

Land Use Policy #4: Allow existing residential and agricultural activities in the Urban Growth Area to continue until such time that the property owner is ready to change uses. This may include, but is not limited to:

- a. Requesting that the County modify its policies and practices to allow the current County zoning to remain in place when parcels are added to the College Place Urban Growth Area.

~~**Land Use Policy #5:** Periodically review and update the regulations governing Planned Unit Developments.~~

- ~~a. This should include a comparative analysis of development standards required in a PUD and a typical subdivision, with a specific emphasis on park and open space standards.~~
- ~~b. This analysis could result in the integration of the PUD standards into the updated subdivision regulations.~~

Land Use Policy #6: Support the efforts of the owner of Martin Airfield, the Washington State Department of Transportation Aviation Division, and Walla Walla County, in consultation with the surrounding property owners, to establish and maintain an airport overlay zone that will prevent development of height hazards, mitigate noise impacts and prohibit development of uses that would encourage large concentrations of people such as churches, schools and hospitals.

Land Use Policy #7: Support the designation of Martin Airfield as a special rural land use in the County Comprehensive Plan.

Land Use Policy #8: Support the adoption of a special County zoning district to regulate the use and development of land within the boundaries of Martin Airfield, to insure compatibility with aviation facilities and adjacent properties, protection of runway safety and clear zones and aviation facilities, and to enhance the potential for future development that does not require urban levels of service.

Land Use Policy #9: Review and update the City Development Regulations to support temporary mobile uses such as food trucks, food cart pods, and pop-up shops.

~~**Land Use Policy #10:** Merge the R-75 District into the R-60 District so that there is only one single family zoning district.~~

~~1. This may include establishing a larger minimum lot size for duplexes.~~

Land Use Policy #11: Maintain an efficient, consistent, and reliable development review process.

Land Use Policy #12: Provide more flexible development standards or other incentives to developments that propose to exceed the requirements for natural resource protection, open space, public gathering places, and energy efficiency.

~~**Land Use Policy #13:** Review and revise the criteria for designating parcels as Public Reserve, or similar designation, so that the primary uses in this district involve parcels dedicated for public use such as parks, recreation, and dedicated open spaces, as well as municipal uses such as the City Hall Campus.~~

~~a. This may involve amending the Table of Permitted Uses to allow public facilities as a permitted use in all zones.~~

~~b. This could be done in conjunction with establishing a special zoning district for the University Campus.~~

Land Use Policy #14: Review and potentially revise the Development Regulations to eliminate the Neighborhood Commercial (CN) zoning district and list neighborhood commercial as a permitted or conditional use in residential zones.

Land Use Policy #15: Review and potentially revise the Development Regulations to integrate the Manufactured Home Park (MHP) zoning district into the Multi-Family Residential (RM) zoning district.

Land Use Policy #16: Research and potentially revise the Unified Development Code Development Regulations to include a new Highway Commercial and/or a new general commercial zoning district, provided that:

- a. Light industrial uses that are compatible with commercial uses, such as a business park, may be permitted; ~~and~~
- b. Storage facilities would not be a permitted use; and.

- c. The construction of multi-family housing on long vacant commercial lots would be permitted. [RE1]

Land Use Policy #17: Support the development and redevelopment of a walkable College Avenue from Rose Street to 13th Street as a Mixed-Use Downtown District that serves as an attractive location for diverse small businesses, tourism, arts and culture, entertainment, community events, and residents.

Natural Environment

Natural Resource Policy #1: Plan and encourage sound management of natural resources – land, air, water, vegetation, fish, wildlife, and energy-considering entire watersheds and regional influences.

Natural Resource Policy #2: Prevent the destruction of critical areas including wetlands, areas with critical recharging effect on aquifers used for potable water, fish and wildlife conservation areas, frequently flooded areas, and geographically hazardous areas.

Natural Resource Policy #3: Balance the City's goals of protecting environmentally critical areas with other social, cultural, and economic goals of the City of College Place Comprehensive Plan.

- a. ~~This shall not preclude compliance with the State requirement to utilize "Best Available Science".~~

Natural Resource Policy #4: As the UGA is expanded and annexations occur, the City shall continue the County's Shoreline Master Program and designations until such time that the City is ready to adopt a new shoreline master program for these areas.

Natural Resource Policy #5: Actively protect critical aquifer recharge areas.

Natural Resource Policy #6. Periodically review and update the Unified Development Code to maintain consistency with best management practices and the use of best available science.

Urban Design

Urban Design Policy #1: Support and encourage the efforts of neighborhoods, businesses, and property owners to maintain and improve the appearance of their properties.

- a. Maintain an on-going public relations program to inform the community of the policies governing vegetation encroachment and safety features. This should include, but is not limited to, maintaining sight lines and sidewalks.

Urban Design Policy #2: Establish and maintain an active code enforcement program to protect property values, improve the appearance of the community, and to attract new investment.

Urban Design Policy #3: Periodically review and update programs and regulations that affect the appearance of the City. This shall include, but is not limited to:

- a. City Parks, Recreation, and Open Space Plan.
- b. Street tree program.
- c. Design review standards and process.
- d. Landscaping standards.
- e. Sign regulations.

Urban Design Policy #4: Coordinate with the private sector and with neighborhood groups to carry out civic improvements such as hanging plant baskets and planters along College Avenue.

Urban Design Policy #5: Continue to enhance the major entries to the City and to College Avenue with landscaping, special lighting and entrance signs.

Urban Design Policy #6: Support/encourage development activities and public improvements that promote a sense of place.

Urban Design Policy #7: Support/encourage walking, bicycling and other activities that promote interaction among residents.

Urban Design Policy #8: Encourage and support development activities and design standards that discourage criminal behavior.

Urban Design Policy #9: Encourage the maintenance of private properties and shared spaces in the community.

Urban Design Policy #10: The City shall adopt and implement design standards for the Downtown Mixed-Use District

Urban Design Policy #11: Lighting should be shielded and downward facing.

Historic Preservation

Historic Preservation Policy #1: *Actively involve the community in establishing and maintaining an inventory of historic and cultural resources in the community.*

Historic Preservation Policy #2: *Support the maintenance and protection of historic structures and properties.*

- a. *The demolition of historic structures should only be permitted when there are no other options and the structure(s) presents a threat to the public health and safety.*
- b. *If demolition is unavoidable, mitigating measures to compensate for the loss should be required.*

Historic Preservation Policy #3: *Support the use and reuse of historic structures and properties in accordance with national, state, and local standards.*

- a. *Continue to research and adopt programs and regulations that promote the preservation and use of historic building and properties.*

Historic Preservation Policy #4: *Actively involve all members of the community in historic preservation activities and integrate historic preservation into City decision-making processes.*

Historic Preservation Policy #5: *Assist older neighborhoods in discovering their origins and in appreciating their historic features.*

Historic Preservation Policy #6: *Maintain the City's Certified Local Government (CLG) status and actively seek to utilize CLG resources to achieve the City's historic preservation priorities.*

Historic Preservation Policy #7: *Promote College Place as a regional center with a rich, unique history.*

Historic Preservation Policy #8: *Support the commissioning of a qualified historian to write a history of College Place.*

Historic Preservation Policy #9: *Provide a resource and reference guide to assist historic property owners in the management, rehabilitation, and use of their property.*

Historic Preservation Policy #10: *Establish methods to engage the public with the history and historical assets of College Place.*

Historic Preservation Policy #11: *Promote the preservation and maintenance of buildings and property in established Historic Districts.*

Historic Preservation Policy #12: Support the incorporation of public history into proposed and existing greenways and parks.

Historic Preservation Policy #13: Support a vision for the future of the Walla Walla Poor Farm House that preserves the home's value to the citizens of College Place while protecting their health and safety.

- a. Actively solicit and collect oral histories, pictures, and memorabilia associated with the Poor Farm House.*
- b. Support the preservation and interpretation of historic resources of and formerly located at the Walla Walla County Poor Farm site.*

Historic Preservation Policy #14: Continue to research potentially significant historic properties.

- a. Develop a list of historically significant properties and districts.*
- b. Periodically update the College Place list of historically significant properties.*
- c. In partnership with the owners, nominate properties for the state and national historic registries.*

Historic Preservation Policy #15: Contact the new owners of the historic properties and actively support preservation efforts.

Historic Preservation Policy #16: Actively identify and highlight historic districts.

Historic Preservation Policy #17: Identify and disseminate information on the applicability of local building codes and local/state and federal standards for historic preservation.

Historic Preservation Policy #18: Develop a comprehensive system of signage.

- a. Identification of historic properties.*
- b. Identification of historic districts.*
- c. Directing visitors to other historic sites.*
- d. Integrate with a walking tour (including electronic) and local handouts: support local businesses with advertisement on front, tour on back, distribute to each participating business.*

Historic Preservation Policy #19: Encourage public agencies to utilize historic buildings when looking to meet future needs.

Historic Preservation Policy #20: Develop procedures to protect historic structures from demolition while respecting the rights of property owners.

Housing

Housing Policy #1: The City shall ~~should~~ encourage the maintenance and rehabilitation of the existing housing stock within the City.

a. Priority consideration shall be given to the preservation of existing affordable housing, including government-supported housing and manufactured housing. Affordable housing is defined as per Washington State RCW 43.63A.550 as “residential housing that is rented or owned by a person who qualifies as a very low-income, low-income, or moderate-income household or who is from a special needs population, and whose monthly housing costs, including utilities other than telephone, do not exceed thirty percent of the household’s monthly income.”

Housing Policy #2: New ~~H~~higher density residential ~~developments~~ ~~areas~~ should be located in the vicinity of existing high-density residential areas, Walla Walla ~~the~~ University, shopping areas, and major transportation routes. This may be accomplished through such measures as:

a. Revisions to the Table of Permitted Uses.

b. Establishing a new mixed-use zoning district.

c. Permitting the construction of multi-family housing on long standing vacant properties that do not appear to be suitable for commercial development.

Housing Policy #3: Encourage small congregate care centers and group homes in the community, to provide decentralized housing facilities, rather than large, centralized institutions.

Housing Policy #4: Encourage the location of apartments above commercial uses along College Avenue.

Housing Policy #5: The City shall continue to periodically review its development regulations to ensure that multiple options exist to encourage a broader range of housing choices, such as small lot single family residences, smaller scale multiple family housing such as duplexes and four-plexes, mixed-income and mixed-use residential developments, clustered units, and a variety of condominium types, including single story residential developments, etc., as well as to incorporate emergent housing types. This may also include the adoption of standards to govern the development of cottage, housing or other innovative affordable housing techniques.

Housing Policy #6: ~~Continue to review and revise the regulations governing~~ ~~Allow~~ accessory dwelling units ~~in all residential zoning districts~~ as a means to increase the supply and diversity of housing opportunities.

Housing Policy #7: ~~Support the inclusion of low and moderate income housing units in larger scale residential developments.~~ ~~Develop incentives for the inclusion of low- and moderate-income housing units affordable to low- and moderate-income households in larger scale residential developments.~~

Housing Policy #8: Encourage and support social and health service organizations which offer support programs for those with special needs, particularly those programs that help people remain in the community.

Housing Policy #9: The City of College Place should continue to coordinate with Walla Walla County and the City of Walla Walla to address area-wide housing issues.

- a. This may include, but is not limited to, supporting regional emergency and transitional housing options while more permanent housing options are developed.

Housing Policy #10: Support manufactured housing as an affordable housing option.

- a. Manufactured homes shall continue to be permitted as a single-family residence.

Housing Policy #11: ~~Continue to work~~ with Walla Walla University to address future housing needs and opportunities for students.

Housing Policy #12: Identify and evaluate county, regional, state and federal housing finance options, as well as public-private partnerships to encourage a wider array of housing stock.

Housing Policy #13: When reviewing existing and potential new housing regulations, the City shall include an assessment to make sure that fair housing choices are not impeded.

Housing Policy #14: ~~The City will develop~~ ~~Consideration should be given to~~ strategies and incentives that will encourage ~~manufactured~~ mobile home parks ~~to remain a source of as they potentially transition to other uses, to continue to provide~~ affordable housing.

- a. ~~Establish a~~ ~~manufactured home park zoning ordinance in areas where manufactured home parks already exist. Allow for applications of new manufactured home parks and their inclusion within manufactured home park zoning.~~
- b. ~~Manufactured home park zoning must include a requirement that residents be given sufficient advance notice of any petition for zoning changes or variances by park owners.~~

c. Consider resident opportunity to purchase laws and other mechanisms that give residents sufficient notice and time to organize as a tenants' committee, homeowners association, or co-operative and notify the owner of their intent to purchase a manufactured home park that is up for sale.

d. Establish conditions for mitigating the adverse impacts of addressing the closure of manufactured home parks, including a resident relocation plan.

New Housing Policy #15: Support strategies that minimize displacement of low-income community members. Policies enacted to create more housing through redevelopment will include measures that mitigate against the displacement of low- and moderate-income community members. The City will refer to the Walla Walla Housing Action Plan Task 4 Anti-Displacement Best Practices memo to mitigate against potential displacement through redevelopment.

New Housing Policy #16: Explore the feasibility of amending state legislation to authorize the adoption of the local sales and use tax for affordable and supportive housing in the County (RCW 82.14.530 and WAC 365-240).

Support the countywide adoption of the local sales and use tax for affordable and supportive housing in Walla Walla County.

Transportation

Transportation Policy #1: The City adopts an Level of Service (LOS) standard of "D" for all roadway segments, an LOS of "D" for all signalized intersections, and a LOS "D" for the critical movement of all non-signalized intersections.

Transportation Policy #2: All new streets and street improvements shall be designed and constructed to meet City standards.

- a. New private streets are discouraged, and all new private streets will be constructed to meet City standards.
- b. Encourage standardization of street and transportation standards with the City of Walla Walla and the County of Walla Walla, where appropriate.
- c. Implement complete streets practices as guided by the City's Complete Streets Policy (CPMC 12.14).
- d. When designing new streets and redesigning existing streets, the City shall explore the feasibility of incorporating low impact design storm water features such as bio-swales and rain gardens.

Transportation Policy #3: *Development of new neighborhood streets shall be consistent with the following:*

- a. *New streets should be designed with street trees and amenities, and to encourage use by pedestrians and bicycles.*
- b. *Traffic should be diffused and balanced, and streets should be designed in such a manner so as to discourage truck and heavy through traffic in neighborhoods while maintaining connectivity between neighborhoods.*
- c. *Cul-de-sacs and closed loop streets shall be discouraged. Where allowed, pedestrian connections between cul-de-sacs and through routes shall be included in the design to encourage pedestrian activity.*

Transportation Policy #4: *Enforce adequate standards for new streets and upgrade existing streets.*

- a. *Encourage Local Improvement Districts (LIDs) to fund the improvement of existing sub-standard streets to appropriate urban standards, including the provision of sidewalks and right-of-way widths to include bicycles where appropriate, with costs repaid through local tax assessment.*
- b. *Require mitigation and developer participation in street upgrades or new streets for impacts created by development.*
- c. *Utilize semi-rural road standards in transitional urban-rural areas where no long-term change in character is anticipated.*
- d. *Utilize road standards to reduce impermeable area and replacement/maintenance costs where desirable as a cost-saving measure.*
- e. *Develop “equity contribution” mechanisms for accepting and coordinating development contributions in lieu of improvements towards funding circulation and pedestrian infrastructure.*

Transportation Policy #5: *Access onto arterial streets shall be controlled in the following manner:*

- a. *Controlled access to commercial and industrial uses on arterials.*
- b. *Direct lot access to principal arterials in residential areas shall be prohibited.*
- c. *Provide for limited access to minor arterials.*

Transportation Policy #6: The City may consider on a case-by-case basis assuming ownership of existing privately-owned streets. Priority consideration shall be given to:

- a. Private streets located in a dedicated right-of-way.
- b. Private streets constructed to meet, or that can reasonably comply with City standards.
- c. Private streets that are being maintained by homeowners with adequate reserves that can be transferred to the City to ensure appropriate repair and maintenance. and/or
- d. Neighborhoods committed to establishing a local improvement district (LID) to improve private streets to City standards.

Transportation Policy #7: The City should/shall establish and maintain a pavement management system in accordance with State guidelines.

Transportation Policy #8: Assess opportunities and strategies for reducing transportation demand (transportation demand management) and incorporate them within zoning, planning and development action, decisions, and requirements when feasible.

Transportation Policy #9: New major traffic generators such as secondary schools, institutions of higher learning, churches, shopping, and industrial areas should be located on or near streets with adequate capacity.

Transportation Policy #10: Establish and maintain truck routes that are clearly signed to serve designated commercial and industrial areas.

Transportation Policy #11: Coordinate with the State Department of Transportation in the review of development requests adjacent to or impacting SR-125.

- a. Consider providing a sound barrier/wall between the highway and adjacent residential uses as a means to minimize highway impacts.

Transportation Policy #12: Recognize Myra Road as a future connector between SR-125 and SR-12.

- a. Require that future subdivisions be designed so that there is a minimum of local streets intersecting Myra Road.
- b. Ensure that future subdivisions have alternate lot access and front on interior streets, rather than Myra Road.
- c. Provide for reasonable commercial property access to Myra Road where mitigations supported by transportation impact studies will minimize impacts to traffic flow on Myra Road.
- d. Cooperate with the County and City of Walla Walla in the planning and development of Myra Road and ensure the fair and equitable treatment of all parties.

Transportation Policy #13: Recognize SW 4th Street and SW Davis Avenue as key elements to the utility and transportation infrastructure on the west side of the City.

Transportation Policy #14: Identify and implement north-south transportation corridors as part of development requirements for westernmost portions of the city to connect to Highway 125.

Transportation Policy #15: As the City continues to grow and develop, identify, evaluate and as needed implement alternative north-south transportation routes to relieve reliance on College Avenue.

Transportation Policy #16: Recognize the “C” Street/Larch Avenue, Whitman Drive/Larch Avenue, and 12th Street/Larch Avenue intersections as significant intersections with potential for improved traffic flow.

Transportation Policy #17: Support the installation of electric vehicle charging stations and the utilization of alternative fuel sources.

Transportation Policy #18: *Develop and implement a parking strategy for the College Avenue corridor.*

- a. *This may include the establishment of public parking lots to serve College Avenue and other designated commercial areas with limited on-street parking.*

Transportation Policy #19: *Coordinate with Walla Walla University and implement and enforce permitting standards to reduce reliance on public parking facilities and construct facilities adequate to serve the University's full parking needs.*

Transportation Policy #20: *Establish and maintain a system of bicycle and pedestrian trails and routes that link neighborhoods and public facilities and that enhance the walking and bicycling experience. This should include:*

- a. *Designated bike routes.*
- b. *Way finding signs.*
- c. *Priority consideration to those streets that provide access to schools and parks, or where there is concern for pedestrian safety.*
- d. *Consultation with local schools and the Parks Board.*
- e. *Enforcement of safety laws.*
- f. *Priority consideration shall be given to non-motorized improvements that are consistent with the Blue Mountain Regional Trail Plan.*
- g. *Acquire property or easements to fill in gaps in the pedestrian/bicycle trail along the East Whitman extension between Larch Avenue and Myra Road.*
- h. *Encourage extension of bicycle routes within and outside of city limits to connect Fort Walla Walla and Whitman Mission facilities.*
- i. *Encourage new bicycle routes to be established outside of vehicular travel ways; and*
- j. *Continue to evaluate where bicycle and pedestrian routes should be designated and encourage their construction and use.*

Transportation Policy #21: *The City shall, in consultation with local schools, social service providers, businesses, property owners, and residents, establish and maintain an inventory of sidewalks with a priority list of repair and maintenance activities, missing links, and new service areas.*

- a. This shall also include safety zones, crosswalks, lighting, parking regulations, etc., and other safety features to protect the public and pedestrian and vehicular traffic.
- b. This may include the adoption of innovative approaches or flexible standards in developed areas with limited rights-of-way, including such measures as installing sidewalks on only one side of the street, narrowing travel lanes, restricting on-street parking, and/or establishing one-way streets.

Transportation Policy #22: Work with Valley Transit and other transit providers to establish bus amenities and/or shelters at selected bus stops in the City to be based on level of use and surrounding development.

- ~~1.~~ a. Encourage transit facilities be provided in “large” commercial developments.

Transportation Policy #23: Aggressively pursue outside grant funding sources as a priority.

- a. Support efforts to obtain state and Federal level recognition and funding of local road systems.

Transportation Policy #24: Explore opportunities to reduce long-term maintenance liabilities by reducing overall paved surfaces where not in conflict with city policies.

- a. This may include, but is not limited to the elimination of public, on-street parking on new and reconstructed roads where warranted as a measure to mitigate long-term maintenance cost and stormwater run-off impacts by decreasing overall public road surface area.

Transportation Policy #25: Work on establishing an equitable funding mechanism to implement the College Place Transportation Benefit District.

Transportation Policy #26: Foster cooperation between the County, City of Walla Walla, Port of Walla Walla, and Valley Transit in all transportation planning.

Transportation Policy #27: Actively participate in local, state, and regional transportation planning forums.

Economic Development

Economic Development Policy #1: Actively support historic and long-standing businesses in the community.

Economic Development Policy #2: Actively promote College Place as a desirable location for new businesses and industries. This should include, but is not limited to:

- a. Attracting new investment to diversify and expand the city's jobs base, with focus on attracting living-wage jobs, to allow people to work and live in the community.
- b. Supporting the establishment of new locally owned businesses.

Economic Development Policy #3: Establish and maintain a list of sites suitable for commercial and industrial development.

Economic Development Policy #4: Establish and implement a shared strategy with the Port of Walla Walla, the Walla Walla Valley Chamber of Commerce, and the Washington State Department of Commerce, for the marketing of commercial and industrial sites in College Place and the College Place UGA. This may include, but is not limited to recruitment of:

- a. Big box retail and restaurant/fast casual dining options, that is appropriate for our market.
- b. Lodging facilities with space for meetings and conferences.

Economic Development Policy #5: In partnership with the Port of Walla Walla, identify and prepare for development, one or more sites suitable for development as a business park and/or for light manufacturing.

Economic Development Policy #6: Explore the potential for preparing selected economic development sites as shovel ready for development. This may include, but is not limited to:

- a. Conducting an environmental review in advance of project specific development proposals
- b. The strategic location and development of infrastructure to support new development.

Economic Development Policy #7: The City and the University should explore the feasibility of establishing a joint entrepreneurial center or similar strategies to support the formation of new locally owned businesses.

- a. This may include partnerships with local business, education, training, and economic development organizations such as the Valley Chamber of Commerce as well as Walla Walla Community College.

Economic Development Policy #8: Encourage partnerships that focus resources toward increasing the employability of all citizens. This may include, but is not limited to:

- a. Local job training, retaining, and continuing education programs.
- b. Public/private sponsorship of entrepreneurial and vocational education programs.
- c. Student internship programs with local businesses.

Economic Development Policy #9: Strengthen collaboration among the business community, economic development stakeholders, Walla Walla University, healthcare organizations, local government, tourism organizations, and other higher education institutions.

- a. This may include, but is not limited to, the establishment of a local economic development or business association.

Economic Development Policy #10: Explore the feasibility of establishing a program to finance façade and safety improvements by small businesses.

Economic Development Policy #11: Support sidewalk commercial activities where they will not interfere with pedestrian and vehicular movements.

Economic Development Policy #12: Explore the feasibility of implementing a Main Street Program sponsored by Preserve Washington and the Main Street America Network.

Economic Development Policy #13: Encourage economic development opportunities compatible with airport operations that do not require urban levels of services.

Economic Development Policy #14: Continue to review and revise Research, prepare, and present regulations ~~to~~ governing the use of residences as short-term vacation rentals.

Economic Development Policy #15: Partner with economic development agencies as well as Walla Walla University and Walla Walla Community College to establish a Maker Space in College Place.

Economic Development Policy #16: Explore the feasibility of establishing a multi-use recreation facility with ballfields in College Place to attract regional youth tournaments.

Economic Development Policy #17: Prepare and implement a comprehensive tourism strategy. This may include, but is not limited to:

- a. Identification or development of a landmark and asset that can be a draw for tourists.
- b. A visitor information kiosk(s).
- c. Continue wayfinding/place-making activities throughout the community.

d. The development of strategies to more actively utilize the internet to promote College Place as a destination for tourists.

e. Strategies to increase the number of hotel/motel beds and transient lodging opportunities.

Economic Development Policy #20: Develop, refine, and implement economic monitoring in accordance with the Strategic Plan to help advance the City's economic development policies and programs.

Public Facilities and Services

Public Facilities and Services Policy #1: The City will strive to maintain the following levels of service:

- a. Water supply: 140 gallons per capita per day.
- b. Sanitary sewage collection: 110 (approximately) gallons per day per capita.
- c. Emergency medical facilities: Responding to 90% of the emergency calls within 6 minutes. and
- d. Fire: The City's existing fire protection rating from the Washington Survey and Rating Bureau.

Public Facilities and Services Policy #2: New growth and development activities shall pay their fair share of the cost of facilities needed to serve them.

Public Facilities and Services Policy #3: Explore the feasibility of establishing impact fees in accordance with the provisions of the Washington State Growth Management Act. Public facilities for which impact fees may be collected shall include public streets and roads, open space and recreation facilities, stormwater, and school facilities.

Public Facilities and Services Policy #4: Properties in the College Place Urban Growth Area shall annex into the City in order to receive City water and sewer service.

Public Facilities and Services Policy #5: Properties in the College Place Urban Growth Area may continue to utilize existing wells and septic systems as long as they continue to meet Walla Walla County Health Department standards.

Public Facilities and Services Policy #6: The rates for City utilities provided in areas outside of the City limits shall be 150% of the rates charged for services inside the City limits.

Public Facilities and Services Policy #7: Support the establishment of electrical service areas in an effort to minimize the duplication of services.

Public Facilities and Services Policy #8: Support the placement of power lines and overhead cables underground.

Public Facilities and Services Policy #9: The City should join the US Army Corps of Engineers and Walla Walla County in updating the Mill Creek Flood Channel Management Plan.

Public Facilities and Services Policy #10: The City shall establish a storm water management program in accordance with the provisions of state laws and regulations.

Public Facilities and Services Policy #11: Promote the co-location of new public and private utility distribution facilities in shared trenches or rights-of-way and coordinate the timing of construction to minimize disruption to the public and reduce the cost of service delivery.

- a. Provide timely and effective notice to utility providers to encourage coordination of public and private activities in the construction and maintenance of new and existing roads.*

Public Facilities and Services Policy #12: Identify and assess potential sites for a library and community facility. This may include, but is not limited to:

- a. Sites in or near downtown College Place.*
- b. Sites that would promote connections and interactions between residents and Walla Walla University; and*
- c. Lions Park.*

Public Facilities and Services Policy #13: Evaluate alternative sites for a library and community facility utilizing the following criteria:

- a. Supports library operations.*
- b. Contributes to the provision of related community services such as meeting rooms, events center, and/or cultural events such as plays, concerts, and/or reading programs.*
- c. Centrally located and/or readily accessible to residents.*
- d. Accessible by vehicles, transit, walking, and bicycles.*
- e. Cost effective, requiring limited improvements and/or providing operational savings; and*

- f. *Contributes to other community goals such as economic development, increasing a sense of community identity, strengthen the relationships between the City and the University, etc.*

Public Facilities and Services Policy #14: *College Place residents shall be provided with the opportunity to vote on establishing a local library.*

- a. *The City should continue to explore the feasibility of annexing into a library district.*

- b. *The City may, as an interim measure, continue to make payments to the Rural Library District or the City of Walla Walla Library for library services.*

Public Facilities and Services Policy #15: *The City will continue to evaluate cost effective options for the delivery of basic life support services (BLS).*

Public Facilities and Services Policy #16: *It is the intent of the City to maintain a mutual aid agreement with Fire District 4.*

Public Facilities and Services Policy #17: *The City should continue to expand and support Fire Department volunteers.*

Public Facilities and Services Policy #18: *Rebuild Well #1 and #2 to be a sustainable long-term asset to the City's water system.*

Public Facilities and Services Policy #19: *Proactively maintain city infrastructure systems.*

- ~~1.a.~~ *This shall include, but is not limited to, conserving water resources and an emphasis on sustainable stewardship of water resources.*

Public Facilities and Services Policy #20: *Conduct preventative maintenance in the City's park and urban forestry system.*

Public Facilities and Services Policy #21: *The City shall establish fees to recover the costs associated with responding to frequent/exceptional calls for emergency services at the same address.*

Public Facilities and Services Policy #22: *The City shall review and update its Capital Facilities Plan (CFP) annually, in conjunction with the City budget process. The updated CPF shall be incorporated by reference into this Comprehensive Plan.*

Public Facilities and Services Policy #23: *The City will reassess the Land Use Element if funding is not available to provide required infrastructure.*

Public Facilities and Services Policy #24: The City will continue to evaluate the need for essential public facilities and will continue to process applications for Essential Public Facilities in accordance with the provisions of the County-wide Planning Policies and the City's Development Regulations.

Public Facilities and Services Policy #25: Actively protect the quality and quantity of ground water used for public water supplies.

Public Facilities and Services Policy #26: The City should periodically review and update its Comprehensive Water System Plan in accordance with the Future Water System Plan Map in this updated Comprehensive Plan.

Public Facilities and Services Policy #27: The City should periodically review and update its Comprehensive Sewer System Plan in accordance with the Future Sewer System Plan Map in this updated Comprehensive Plan.

Parks and Recreation

Parks and Recreation Equity and Access Goals and Policies

Parks and Recreation Equity and Access Goal #1: Provide for a broad public and private park and recreation plan and system meeting the needs of all age and income groups within the community.

Parks and Recreation Equity and Access Goal #2: Support a healthy community in which everyone has access to community resources and services.

Parks and Recreation Equity and Access Goal #3: Provide barrier-free (ADA compliant) access, where readily available, by modifying existing facilities or when designing or constructing new facilities.

Parks and Recreation Equity and Access Policy #1: The following Level of Service Standards are established for parks and open space and trails:

- a. Parks/Open Space: 10 acres/1,000 residents.
- b. 1,000 square feet of dedicated park and open space for each dwelling unit in a new residential subdivision of ten or more lots.
- c. 1,000 square feet of dedicated park and open space for each dwelling unit in a new multi-family development of ten or more dwelling units.
- d. Trails: .3 mile/1,000 residents; and

- d. Every city residence should be within one-half mile of a neighborhood park or within one mile of a community park facility.

Parks and Recreation Equity and Access Policy #2: Provide for voluntary payment of fees in lieu of dedication to provide adequate open space for specific neighborhoods throughout the City. Explore feasibility of an impact fee program.

~~**Parks and Recreation Equity and Access Policy #2:** Pursue the standard that every City resident should be within one-half mile of a neighborhood park or within one mile of a community park facility. Stress the acquisition and development of 5-10 acre parks to meet the City's level of service standards. Trails are to be provided at a standard of .3 of a mile for every 1,000 people.~~

Parks and Recreation Equity and Access Policy #3: Locate neighborhood parks in conjunction with new subdivisions and, as opportunities arise, in those areas of the City that may not be immediately accessible to community parks, ensuring that City level of service standards are met.

Parks and Recreation Equity and Access Policy #4: Non-motorized trails should be developed as multi-use trails to accommodate a variety of users, including pedestrians and bicyclists.

Parks and Recreation Equity and Access Policy #5: Research and implement strategies to acquire and develop new parks to meet level of service standards. This may include, but is not limited to:

- a. Explore opportunities for acquiring park land on the west side of town and north of Whitman Drive to provide additional recreational opportunities access and improving the City's parks level of service standard for all College Place residents.

Parks and Recreation Equity and Access Policy #6: Actively explore funding opportunities for further park acquisition to diversify the recreational opportunities in College Place.

Parks and Recreation Community-Oriented Goals and Policies

Parks and Recreation Community-Oriented Goal #1: Ensure the ongoing involvement of community residents in the park planning process.

Parks and Recreation Community-Oriented Goal #2: Establish and maintain a shared vision with local institutions of higher education, the Adventist school system, and the College Place public sSchool dDistrict for serving the College Place community.

Parks and Recreation Community-Oriented Goal #3: Promote a family-friendly, community-oriented city that provides residents and visitors with a sense of place and engagement.

Parks and Recreation Community-Oriented Policy #1: Representatives of the City, Walla Walla University~~Institutions of Higher Education~~, the Adventist school system, and the College Place School District should meet periodically to discuss matters of mutual interest and concern, including but not limited to:~~s and to~~

a. The coordination of~~e~~-joint parks planning and development activities.

b. Mutually beneficial strategies for the shared of joint use of facilities.

~~**Parks and Recreation Community-Oriented Policy #2:** Representatives of the City, Institutions of Higher Education, Adventist school system, and the College Place School District should continue to explore mutually beneficial strategies for the shared of joint use of facilities.~~

Parks and Recreation Community-Oriented Policy #3~~2~~: Encourage volunteer citizen groups, developers and other partners in the development and implementation of park and recreation programs.

Parks and Recreation Community-Oriented Policy #4~~3~~: Promote unique community events and gatherings to bring people together and to foster a sense of place in the city.

Parks and Recreation Environmental Stewardship Goals and Policies

Parks and Recreation Environmental Stewardship Goal #1: Preserve and protect the environmental integrity of College Place natural assets.

Parks and Recreation Environmental Stewardship Policy #1: The small streams passing through the city are an important visual and environmental asset which should be preserved and enhanced by:

- a. Using open space dedications when required for a development proposal on properties containing a creek to acquire creek frontage and access.
- b. Protect streams from unauthorized channelization, loss of bank vegetation and other actions that may adversely impact the stream corridor.

Parks and Recreation Environmental Stewardship Goal #2: As feasible, promote recycling at all College Place parks and recreation facilities.

Parks and Recreation Environmental Stewardship Goal #3: Remove invasive vegetation within parks, open spaces and sensitive areas by incorporating weed management protocols into maintenance plans and by working with native plants.

Parks and Recreation Environmental Stewardship Goal #4: Give priority consideration for use of environmentally friendly material in the design and development of existing and new parks.

Parks and Recreation Environmental Stewardship Goal #5: Engage with volunteer organizations and nonprofits to promote the stewardship of sensitive areas, parks, and trails.

Parks and Recreation Environmental Stewardship Goal #6: Maintain Tree City USA status.

Parks and Recreation Health and Wellness Goals and Policies

Parks and Recreation Health and Wellness Goal #1: Promote health and well-being of College Place residents through the development and improvement of non-motorized transportation networks to promote physical activity and healthy lifestyles.

Parks and Recreation Health and Wellness Goal #2: Explore opportunities for recreational programming and/or potential for a shared use agreement with the City of Walla Walla Parks and Recreation, College Place schools, and the Adventist school system.

Parks and Recreation Health and Wellness Goal #3: Promote the use of City parks and recreation facilities.

Parks and Recreation Health and Wellness Policy #1: Support bicycle-oriented infrastructure within and adjacent to College Place parks and transportation systems.

Parks and Recreation Health and Wellness Policy #2: As funds become available, continue the bike path through the City of College Place from Larch Avenue and 12th Street to the City limits on Whitman Drive.

Parks and Recreation Health and Wellness Policy #3: The City should continue to explore opportunities to acquire easements along stream corridors to provide recreational trail access.

Parks and Recreation Health and Wellness Policy #4: Prioritize pedestrian and bicycle trail routes and plans identified in the Blue Mountain Region Trails Plan and seek funding to implement.

Parks and Recreation Health and Wellness Policy #5: Develop a trail connectivity plan to improve non-motorized trail access and connectivity throughout the local trail network.

Parks and Recreation Health and Wellness Policy #6: Ensure bicycle signage is consistent with the City's wayfinding signage standards.

Parks and Recreation Health and Wellness Policy #7: Explore the feasibility of establishing youth/adult recreation programs in College Place.

- a. Explore the feasibility of establishing a fee structure for 18 and over adult recreational programming.

Parks and Recreation Health and Wellness Policy #8: The City shall continue to identify opportunities and execute agreements for the shared use of parks and recreation facilities.

Parks and Recreation Health and Wellness Policy #9: Explore the development and land acquisition opportunities for the development of a large sports complex to host regional and local recreational events.

Parks and Recreation Health and Wellness Policy #10: Stress advertising of park facilities and activities.

- a. Develop promotional materials, including maps and brochures to highlight local park, trail, and recreational areas and facilities.

Parks and Recreation Facility Integration Goals and Policies

Parks and Recreation Facility Integration Goal #1: Maintain vibrant park amenities and facility integrity while reducing operating maintenance costs and improving operating efficiencies.

Parks and Recreation Facility Integration Goal #2: Explore grant opportunities to upgrade and improve College Place parks and recreational facilities.

Parks and Recreation Facility Integration Goal #3: Develop and implement regularly scheduled routine and preventative maintenance programs to ensure effective use of maintenance resources.

Parks and Recreation Facility Integration Goal #4: Create and leverage economic development opportunities for local park systems.

Parks and Recreation Facility Integration Policy #1: Prioritize park improvements and identify a source of funds, both for large projects and small maintenance type works, by preparing and maintaining a current Capital Improvement Program.

- a. Renovations should be accomplished in a manner that allows a minimum opportunity for vandalism.
- b. When appropriate minimize maintenance and park requirements.

- c. Maintain adequate drainage and irrigation of park lands.

Parks and Recreation Facility Integration Policy #2: Apply for funding through the Recreation and Conservation Office ~~grant opportunities~~ to update Lion's Park recreational amenities and facilities.

Parks and Recreation Facility Integration Policy #3: Parks and open space areas greater than 3 acres in new subdivisions, developed in accordance with City standards, may be proposed for dedication to the City.

a. Priority consideration shall be given to parks and open space greater than 5 acres.

b. Parks and open space areas less than three acres and parks not accepted for dedication to the City in new subdivisions, shall be maintained by the homeowners through a homeowners or property owners association. Minimize the development of pocket parks (less than 2 acres) unless a neighborhood association, nonprofit organization, or a volunteer group is deemed responsible for the maintenance.

Parks and Recreation Facility Integration Policy #4: Explore the development of establishing a pricing strategy and fee structure for rented facilities that aligns with comparable market rates and supports costs recovery of maintenance and operations costs.

Parks and Recreation Facility Integration Policy #5: Prepare and implement a maintenance plan for every park and facility.

Parks and Recreation Facility Integration Policy #6: The Parks, Recreation and Arbor Board should meet periodically with the City's Economic Development Commission to coordinate efforts and to ensure consistent goals and priorities.

Parks and Recreation Facility Integration Policy #7: Develop design standards for park signage, using Kiwanis Park sign as the standard for design.

City of College Place, Washington
Potential Revisions to the Unified Development Code
to Re-Establish a Manufactured Housing/Mobile Home Park District
August 13, 2021

Currently Manufactured Housing and Mobile Home Parks are permitted uses in the Multi-Family Zoning District (MFR). The City has received a request from the Community Council to amend the City's Comprehensive Plan and Unified Development Code to re-establish a zoning district for manufactured housing and mobile home parks. The following highlights proposed revisions to the UDC to re-establish this zoning District.

Chapter 14.50 Zoning

Sections:

14.50.010 Introduction;
14.50.020 Official Zoning Map; and
14.50.030 Table of Permitted Uses.

14.50.010 Introduction.

A. It is the purpose of this Chapter Title to:

- 1. Facilitate orderly growth and development of the city consistent with the goals and policies of the Comprehensive Plan.*
- 2. Protect the health, safety and general welfare of city and urban area residents.*
- 3. Promote sound economic development and protect property values.*
- 4. Promote the wise use of the area's natural resources.*
- 5. Establish land use districts and provide for the appropriate regulations of land use within those districts.*
- 6. Provide flexible regulations which encourage compatible and efficient land use.*
- 7. Provide for the administration and enforcement of these regulations; and*
- 8. Reduce the effects of incompatible land uses.*

14.50.020 Official Zoning Map. *The City shall establish and maintain an Official Zoning Map consistent with the provisions of this Title and the Comprehensive Plan.*

A. In order to classify, segregate and regulate the uses of land, buildings and structures, the city is divided into the following zoning districts:

*City of College Place, Washington
Potential Revisions to the Unified Development Code
to Re-Establish a Manufactured Housing/Mobile Home Park District
August 13, 2021*

1. *Single-Family Residential (SFR). The purpose of the Single-Family Residential zoning district is to stabilize and protect residential neighborhoods; to prevent intrusion by incompatible uses; and to permit principal and accessory uses which will enhance the district's single-family residential character.*
2. *Multi-Family Residential (MFR). The purpose of the Multi-Family Residential zoning district is to provide a range of higher density residential opportunities in the vicinity of existing high-density residential areas, institutions, commercial areas and major transportation routes.*
3. *Manufactured Housing/Mobile Home Park District (MHP). The purpose of this district is to provide and protect affordable opportunities for the long-term occupancy of manufactured housing and mobile homes and the like in a residential setting.*
4. *General Commercial (GC). The purpose of the General Commercial zoning district is to provide for the concentrated grouping of diversified retail trade, administrative, and professional offices and services. This district encourages a full range of commercial activities, including convenience, comparison and professional shops and businesses serving the entire community trading area.*
4. *Downtown Mixed-Use (DMU). The purpose of the Downtown Mixed-Use zoning district is to promote innovative, well designed, mixed-use, higher density development along College Avenue. The DMU district is hereby created to:*
 - a. *Be consistent with City of College Place Comprehensive Plan goals and policies by encouraging more compact, higher density, mixed-use development of retail, office and residential uses within the same building.*
 - b. *Provide an area with a compatible mix of residential and commercial uses.*
 - c. *Promote innovative site and building design to achieve above purposes by allowing flexibility within and modification from existing codes through flexible residential densities while not compromising the requirements established within the College Place Municipal Code.*
5. *Light Industrial (LI). The purpose of the Light Industrial zoning district is to provide for the location and grouping of industrial activities that do not generate offensive external impacts such as excessive noise, pollution or emissions, involve limited assembly, fabrication and handling of products, include research and technological processes and do not create exceptional demands upon public facilities and services. A further purpose is to afford protection to the industries so located by prohibiting the intrusion of incompatible influences.*

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6. *University District (UD). The purpose of the University District zone is to promote the use and development of properties on and in the immediate vicinity of the Walla Walla University Campus in accordance with the provisions of a Master Plan and to promote the compatibility of uses between the University and neighboring properties.*
7. *Public Use (PU). The purpose of the Public Use zoning district is to provide for the retention of lands necessary for open spaces, parks, K-12 schools, and City facilities such as the City Hall campus.*
- B. *The locations and boundaries of these zoning districts are depicted on the Official Zoning Map. The regulations of this Title governing the uses of land, buildings and structures, the size of yards and other matters as set forth in this Title are established and declared to be in effect upon all land encompassed within the boundaries of each district as shown on the Official Zoning Map.*
- C. *Where uncertainty exists as to the boundaries of zoning districts as shown on the Official Zoning Map, the Community Development Director or his/her designee may make an administrative determination.*

14.50.030 Table of Permitted Uses.

- A. *The Table of Permitted Uses would be amended to permit the following permitted uses in the MHP District:*
 1. *Manufactured Housing Community in accordance with the provisions of CPMC 14.60.190.*
 2. *Mobile Home Park in accordance with the provisions of CPMC 14.60.190.*
 3. *Manufactured/Mobile Home Community in accordance with the provisions of CPMC 14.60.190.*
 4. *RV Park in accordance with the provisions of CPMC 14.60.200.*
 5. *Clubhouses, community centers, and recreation facilities for the primary use of park residents.*
 6. *Park or Playground.*
 7. *Public Utilities.*
 8. *Minor Wireless Communication Facilities in accordance with the provisions of CPMC 14.60.270.*

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9. Adult Home.

10. Group Home.

B. The Table of Permitted Uses would be amended to permit the following permitted uses in the MHP District through the issuance of a Conditional Use Permit:

1. Child Day Care Center.

2. Day Care Center, Adult^[GD1].

3. Restaurant/Coffee Shop.

4. Convenience Grocery.

5. Mini-Storage.

6. Laundromat.

7. Other personal and professional services designed primarily to serve -residents of the neighborhood.

C. The following accessory uses may be permitted in the MHP District:

1. Garages and carports.

2. Garden house, tool shed, playhouse, or greenhouse not used for commercial purposes.

3. Any use customarily incidental to a permitted principal use, i.e., the sale of new or eligible used manufactured homes for use within the park.

4. One single-family dwelling for the primary use of a manager or caretaker responsible for maintaining or operating the property.

5. Seasonal and Temporary Uses through a Special Use Permit in accordance with the provisions of CPMC 14.60.130.

6. Home Business as an accessory use in accordance with the provisions of CPMC 14.60.150

Chapter 14.60 Development Standards

14.60.190 *Mobile Home Parks, Manufactured Housing Community, and Manufactured/Mobile Home Community.*

- A. *This section shall apply to the placement of manufactured homes, mobile homes, RV's, park models, and tiny homes in designated developments where individual spaces are leased or rented, but not sold to the occupants. This shall include:*
 - 1. *Mobile home parks.*
 - 2. *Manufactured housing communities; and*
 - 3. *Manufactured/mobile home communities.*
- B. *Permitted uses in a mobile home park, manufactured housing community, or manufactured/mobile home community may include:*
 - 1. *Manufactured homes, mobile homes, RV's, park models, tiny homes, and campers.*
 - 2. *Parks and playgrounds.*
 - 3. *Clubhouses, community centers, and recreation facilities for the primary use of park residents; and*
 - 4. *One single-family dwelling for the primary use of a manager or caretaker responsible for maintaining or operating the property.*
- C. *Permitted accessory uses in a mobile home park, manufactured housing community, or manufactured/mobile home community include:*
 - 1. *Garages and carports.*
 - 2. *Garden house, tool shed, playhouse, or greenhouse not used for commercial purposes.*
 - 3. *Any use customarily incidental to a permitted principal use, i.e., the sale of new manufactured homes for use within the park; and*
 - 4. *Home business when in compliance with Section 14.60.150.*
- D. *The following standards shall be applicable to the development of mobile home parks, manufactured housing community, or manufactured/mobile home community:*
 - 1. *Only one dwelling shall be permitted per designated residential space.*

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~~2. Residential spaces shall be a minimum of 3,600 square feet in size and 34 feet in width.~~

~~3. Maximum area coverage permitted for each residential space is 75 percent [GD2].~~

4.2. All dwellings and buildings shall be located at least 15 feet from the perimeter of the park.

5.3. Unless an intervening fire wall is provided, no residence shall be located closer than ten feet from any other residence, nor closer than ten feet from any, common parking area or common walkway, or 15 feet from any dedicated street. Detached accessory structures shall not be closer than five feet from any residence.

6.4. Along all property lines adjacent to a Single-Family Residential (SFR) or Multi-Family Residential (MFR) zone, screening consisting of a sight-obscuring fence or dense evergreen hedge designed to constitute a solid planting to a minimum height of six feet shall be installed and maintained. See CPMC 14.60.040 Landscaping for more details.

7.5. All manufactured homes and mobile homes shall be placed on a foundation or a concrete pad ~~residential spaces shall be provided with a concrete/poured foundation base~~ in accordance with the applicable provisions of:

- a. National Manufactured Housing Construction and Safety Standards Act of 1974 and rules and regulations adopted thereunder.
- b. Regulations and interpretations of the Washington State Department of Labor and Industries adopted pursuant to HUD rules; and
- c. Information supplied by the manufacturer.

6. All manufactured and mobile homes not placed on a permanent foundation shall be attached to the ground and the space from the bottom of the home to the ground is enclosed with weather resistant skirting as specified by the manufacturer and approved by the City.

8.7. Use of recreational vehicles, tiny homes, park models, or campers for permanent residences is permitted provided that all utility hookups meet state or federal health standards for recreational vehicle parks.

10. A recreational vehicle must contain at least one internal toilet and at least one internal shower. If the park owner or manager permits the use of recreational vehicles that do not have at least one internal toilet and shower the manufactured home community must provide adequate sewer utilities, including toilets and showers.

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- 11. All other utilities to each residential space shall be underground except for outlets and risers at each space.*
- 12. All residential spaces must be served by an adequate supply of water, as determined by the City, in accordance with local, state, and federal standards, provided that the City may require a Certificate of Water Availability from a certified water provider for lots not served by the City water system. All required water system improvements shall be designed and constructed in conformance with City standards and shall address:*
 - a. Potable water from a public water supply source.*
 - a. Adequate water supply, pressure, and facilities for fire protection purposes; and*
 - b. Water necessary to maintain required landscaping.*
- 13. All lots must be served by City sewers, if available, in accordance with the provisions of the Laws of Washington State. If not, the City may authorize the use of a septic system(s) designed to the standards of the Walla Walla County Health Department, provided that the City may require the execution of a No Protest LID Agreement, or other instrument to ensure that a connection is made when City sewer service is available.*
- 14. All mobile home parks, manufactured housing communities, and manufactured/mobile home communities shall be served by one or more public streets providing ingress and egress at not less than two points. This requirement may be waived based on a finding by the City that the proposed access complies with the provisions of:*
 - a. The City of College Place Engineering Design Standards.*
 - b. The International Fire Code, as adopted by the City; and*
 - c. Is in the public interest.*
- 15. All streets shall comply with all City transportation plans, including but not limited to:*
 - a. Comprehensive Plan Transportation Map.*
 - b. Arterial Street Plan; and*
 - c. City 6-Year Transportation Plan.*
- 16. All street networks and improvements shall provide ready access for fire and other emergency vehicles and equipment and route of escape for inhabitants, in accordance with the provisions of the International Fire Code, as adopted by the City.*

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- 17. All streets shall be dedicated to the City and designed in accordance with the City of College Place Engineering Design Standards. This shall include street lighting, street signs, sidewalks, landscaping strips, curbs, gutters, stormwater facilities, pedestrian facilities, and bike lanes, as required.*
- a. Private streets are discouraged, and all streets shall be dedicated to the City, unless a private street is approved by the City. Private streets may be permitted in:*
 - (1) When serving parcels that are isolated by topography or the configuration of existing lots and that connection with other streets is unachievable; and*
 - (2) Unusual situations based on a finding by the City that it is in the public interest.*
 - b. Private streets, when permitted, must be designed and constructed in accordance with the City of College Place Standard Specifications and, provided that:*
 - (1) Pedestrian access must be provided to existing and future streets or pathways.*
 - (2) Provisions must be made for privately owned and maintained water and sewer improvements, designed and constructed to City standards, as no public utilities shall be located under a private street.*
 - (3) Traffic circulation shall not be obstructed or cut off future development from public access or utilities; and*
 - (4) The transition to a public street shall not occur in mid-block, unless a mid-block transition is unavoidable, a public turn-around designed to meet City standards must be constructed.*
 - c. All residential spaces shall be accessible from a City street, driveway, joint use driveway, or in the limited circumstances provided in this Title, a private street, in accordance with City standards and the needs of emergency service and utility providers.*
- 18. Frontage improvements may be deferred by the City, if:*
- a. There are no frontage improvements on either side of the mobile home park, manufactured housing community, or manufactured/mobile home community; and*
 - b. A no protest LID agreement is executed; or*
 - c. A financial guarantee is executed to ensure that the improvements are installed by a certain date or event.*

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19. *The City may accept a voluntary payment in lieu of the installation of required frontage improvements, to be used at a later date, and/or for similar improvements at another location.*
20. *Street lighting shall be provided in accordance with City lighting standards.*
21. *Each mobile home park, manufactured housing community, and manufactured/mobile home community shall provide 300 square feet of usable common open space per dwelling. Common open space shall not include:*
 - a. *Areas reserved for the exclusive use or benefit of an individual tenant.*
 - b. *Dedicated vehicular and pedestrian right-of-way, easement or off-street parking areas; or*
 - c. *Critical areas and their buffers.*
22. *A designated storage area for recreational vehicles, boats, or trailers may be provided. If provided, a six-foot-high, sight-obscuring fence shall be erected around the perimeter of such storage area. Storage of recreational vehicles, boats, or trailers on individual manufactured home spaces or required parking stalls is prohibited.*
- E. *Maintenance. It shall be the responsibility of the mobile home park, manufactured housing community, or manufactured/mobile home community owner or manager to:*
 1. *Assure that all required landscape and common areas are perpetually maintained.*
 2. *Keep the park free of unsightly brush, leaves, weeds and debris which might communicate fires between manufactured homes and other improvements.*
 3. *Keep the park free from nuisances as defined in 8.24 CPMC.*
 4. *Assure that all private stormwater facilities are perpetually maintained.*
- F. *The City shall issue only building permits and certificates of occupancy which conform to the approved final plans of park development and all other applicable sections of this Chapter, other city ordinances, and all applicable laws and regulations.*
 1. *No building permit for the placement of manufactured homes shall be issued prior to completion of manufactured home park improvements, including drives and screening and landscaping of required common open spaces.*
 2. *No major changes, as determined by the City, such as rearrangement of spaces, blocks, or drives may be made to an approved manufactured home park plan without again*

going through the procedures provided under this Chapter for original manufactured home park approval.

NOTE: THE FOLLOWING POTENTIAL REVISIONS ARE A WORK IN PROGRESS AND SUBJECT TO FURTHER REVISION_[GD3].

G. All residents in mobile home parks, manufactured housing communities, and manufactured/mobile home communities shall be given at least six (6) months' notice in advance of requested or proposed zoning changes, changes to development standards, and/or to variances from development standards.

H. A landlord must provide a written notice of opportunity to purchase a manufactured/mobile home community by certified mail or personal delivery to each tenant within 14 days after the date on which any advertisement, listing, or public notice is first made that the manufactured/mobile home community, or property on which it sits, is for sale or lease.

1. A notice of opportunity to purchase must include a statement that homeowners' associations and eligible organizations have 45 days from the date on which the notice of opportunity to purchase was personally delivered or postmarked to provide the landlord with notice of intent to consider purchasing or leasing the manufactured/mobile home park, during which time the landlord shall not make a final acceptance of an offer to purchase or lease the park.

2. "Eligible organizations" include community land trusts, resident nonprofit cooperatives, local governments, local housing authorities, nonprofit community or neighborhood-based organizations, federally recognized Indian tribes in the state of Washington, and regional or statewide nonprofit housing assistance organizations.

3. If such notice of intent is provided to the landlord within 45 days, the landlord shall not make a final unconditional acceptance of an offer to purchase or lease the park from a person or entity other than a homeowners' association or eligible organization for an additional 120 days.

4. A notice of opportunity to purchase is not required with respect to a sale, transfer, conveyance, or lease of the manufactured/mobile home community or the property on which it sits where the transaction is:

(a) Due to foreclosure.

(b) Incidental to financing the park.

(c) Pursuant to eminent domain.

(d) Pursuant to a tax sale.

(e) Between joint tenants or tenants in common.

(f) Among the partners or shareholders who own the manufactured/mobile home community; or

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(g) To a member of the owner's family or to a trust for the sole benefit of members of the owner's family.

5. If no homeowners' association or eligible organization provides notice expressing an intent to consider the purchase or lease within 45 days after the date on which a notice of opportunity to purchase was personally delivered or postmarked, the landlord is not subject to a following 120-day waiting period before unconditionally accepting an offer.

6. A landlord intending to sell or lease a manufactured/mobile home community or the property on which it sits is required to negotiate in good faith with homeowners' associations and eligible organizations.

I. The owners of mobile home parks, manufactured housing communities, and manufactured/mobile home communities shall prepare and submit for City review and approval a Residential Relocation Plan to mitigate against the displacement of residents, when the owners plan to close or redevelop their parks. This plan shall include:

1. A list of nearby communities where residents can move their homes.
2. Movement of the residents' homes and payment for the disposal of homes that cannot be moved.
3. Payment of residents' relocation expenses; and
4. Compensation to homeowners for the fair market value of homes that cannot be moved.

City of College Place, Washington
Proposed Housekeeping Amendments to the Unified Development Code
October 13, 2021

The City of College Place has received proposed amendments to the City's Comprehensive Plan and Development Regulations intended to broaden and strengthen the City's commitment to the preservation of affordable housing. In addition, the City is proposing the following "housekeeping" amendments to the City's Unified Development Code.

College Place Municipal Code 14.90. Subdivisions is proposed to be amended as follows:

14.90.040 C 3 shall be amended to add a new paragraph j.

3. *All streets shall be designed and constructed in accordance with the City of College Place Engineering Design Standards. This shall include, but is not limited to street lighting, street signs, sidewalks, landscaping strips, curbs, gutters, stormwater facilities, and bike lanes, as required by the City.*
- j. *On corner lots, the placement of driveways should be placed as far away from the intersection as possible, as determined by the City.*

College Place Municipal Code 14.20. 030 Definitions is proposed to be amended as follows:

14.20.030 Definitions.

- A. *The following words and phrases are hereby defined as follows, unless otherwise determined by the City through an administrative code interpretation:*

***"Qualified professional"** means a person with required applicable education, training, and experience in the field or profession and who holds the necessary license(s), certificate(s), registration(s) or permit(s) necessary to qualify to provide services therein. The City shall determine whether a particular person or entity is a qualified professional for the purposes of this Title.*

- a. *For the purposes of administering the regulations to protect environmentally sensitive areas a qualified professional shall include a person with experience and training in the pertinent scientific discipline, and who is a qualified scientific expert with expertise appropriate for the relevant critical area subject in accordance with WAC 365-195-905(4). A qualified professional must have obtained a B.S. or B.A. or equivalent degree in biology, engineering, environmental studies, fisheries, geomorphology or related field, and two years of related work experience.*
- (1) *A qualified professional for habitats or wetlands must be a professional wetland scientist with at least two years of full-time work experience as a wetland professional, including delineating wetlands using the state or federal manuals, preparing wetland reports, conducting function assessments, and developing and implementing mitigation plans.*

(2) A qualified professional for a geological hazard must be a professional geologist (preferred) or engineer, licensed in the State of Washington.

(3) A qualified professional for critical aquifer recharge areas means a currently licensed Washington State geologist holding a current specialty license in hydrogeology.

b. For purposes of administering the International Codes a qualified professional shall include a design professional, architect, engineers, and land surveyors licensed under the provisions of RCW 18.08, WAC 308-12 or RCW 18.43.

c. For purposes of administering the land use regulations and development standards a qualified professional may include urban planners, architects, landscape architects, attorneys, civil engineers, and traffic engineers, and GIS specialists.

"Dwelling, two residential units" or "duplex", means a building on a lot containing two dwelling units.

"Townhouse" means a building constructed in a group of ~~two~~three or more attached dwelling units in which each unit extends from foundation to roof and with a yard or public way on at least two sides. Townhouses may be constructed on one lot or on more than one lot as a zero-lot line residential structure.

College Place Municipal Code 14.60.180 Housing Standards is proposed to be amended as follows:

a. Applicability. These provisions shall apply to the following uses, as defined by the City:

1. Manufactured housing;
2. Multiple residential dwelling units;
3. Cottage housing and co-housing;
4. Townhouses ~~mes or zero lot line developments~~;
5. Tiny homes; and
6. Mixed-use commercial and residential development.

E. Townhouses may be permitted in accordance with the following standards: ~~- Three or more single family dwelling units may be attached as townhouses or zero lot line housing developments, provided that:~~

1. Each development shall comply with the Density, Dimension, Area, Height and Setback Standards for the applicable zoning district; provided that:
 - a. The minimum lot size and lot width requirements may be waived by the Community Development Director, provided that the density, lot coverage, and setback requirements can reasonably be met.
 - b. The building placement, landscaping, and/or design of windows on the non-zero lot line sides of the structure shall provide a buffer for the occupants of abutting lots. The side of the building, which is located on the property line, cannot have any openings (vents, windows, doors, etc.), nor an eave that overhangs the property line.
 - c. Usable outdoor living areas shall be provided in rear and side-oriented courtyards.
2. Each building shall comply with the townhouse provisions of the International Residential Code as adopted and implemented by the City, provided that:
 - a. The International Residential Code exception to the required parapet construction is not applicable to zero lot line residential structures.

College Place Municipal Code 14.90.040 Required Improvements is proposed to be amended as follows:

- C. 3. k. On corner lots, the placement of driveways should be placed as far away from the intersection as possible, as determined by the City

College Place Municipal Code 14.50.030 Table of Permitted Uses is proposed to be amended as follows:

Townhouses/~~Zero-Lot-Line Housing~~

College Place Municipal Code 14.60.030 Density, Dimension, Area, Height, and Setback Standards is proposed to be amended as follows:

A. Table 14.60.030 Density, Dimension, Area, Height, and Setback Standards.

Table Footnotes:

- (5) For cottage housing and townhouses, the minimum lot size and lot width requirements may be waived by the Community Development Director, provided that the density, lot coverage, and setback requirements can reasonably be met.

College Place Municipal Code 14.60.040 Landscaping, Fences, and Visibility Standards is proposed to be amended as follows:

B. The following standards shall apply to all fences in the City:

1. No fence shall exceed eight feet in height measured from the existing grade to the highest board, rail, or wire, including any retaining wall.

a. Fences exceeding ~~seven~~^{six} feet in height shall require a building permit and must comply with the provisions of the International Codes, as adopted by the City.

Approved: October 9, 2018
Potential Amendments: August 12, 2021

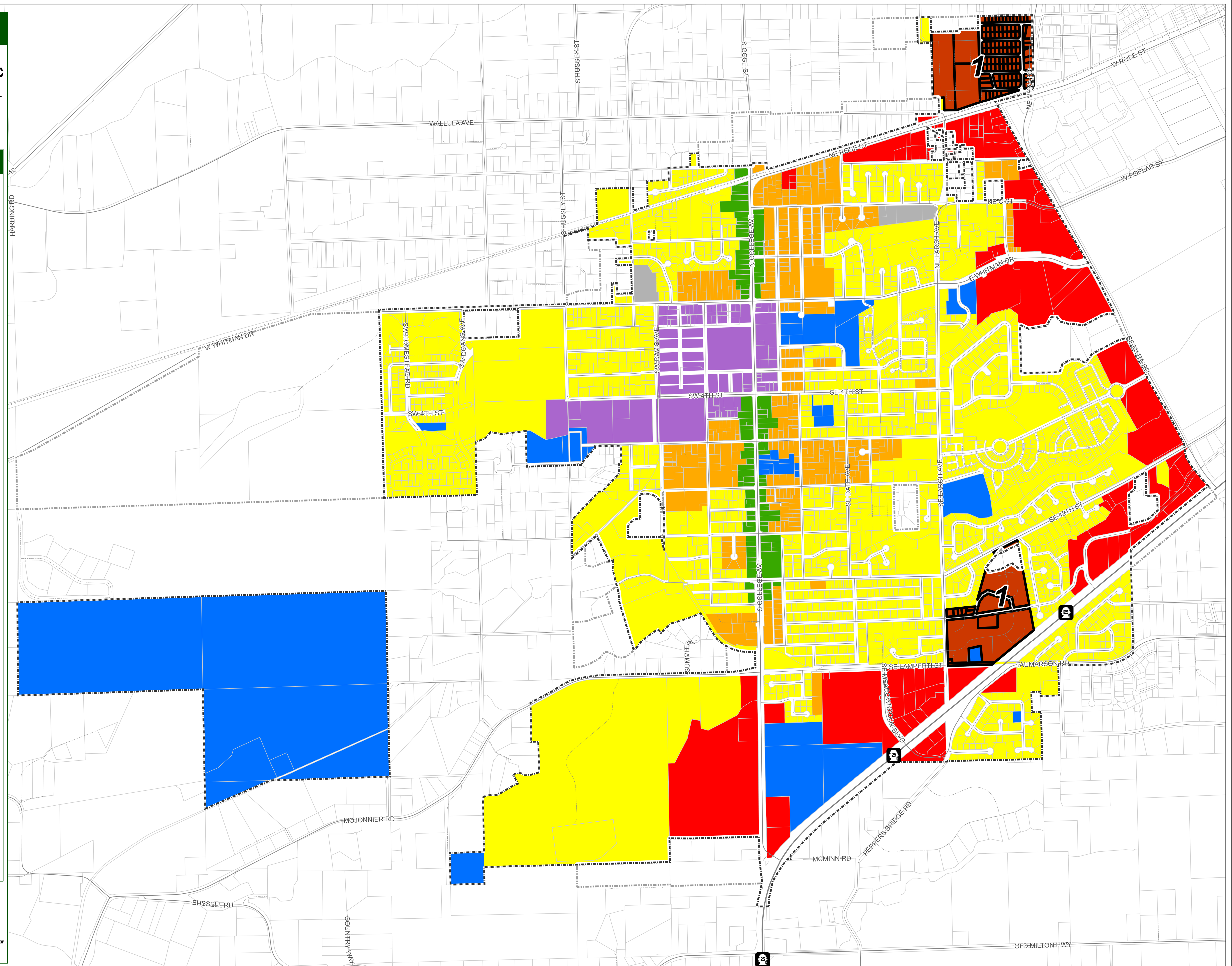
Zoning Designations

University District (UD)

11

Proposed Revision

1. Multi-Family Residential (MFR) to
Manufactured Home Park (MHP)



A horizontal scale bar with a black segment from 0 to 0.25 and a white segment from 0.25 to 0.5. The word "Miles" is at the right end.



GXT Consulting LLC

Disclaimer The information on this map is intended for general reference use only. The City of College Place, and those operating on their behalf, cannot guarantee the accuracy or usefulness of the information shown. The user of this map assumes all responsibility for inappropriate use of the information provided herein.

From: [Mike Von Brethorst](#)
To: [Jon Rickard](#)
Subject: Country Estates zoning issue
Date: Monday, October 11, 2021 12:23:50 PM

STOP and VERIFY - This message came from outside of the City of College Place.

A copy of this email has been sent to

Attn: Jon Rickard, Director of Community Development

Dear College Place City Council

It is the responsibility of government to protect all of its citizens. It is not their duty to reward some at the expense of others. This would be especially true of those who least can afford expensive change. When the land encompassing Country Estates was redefined from Mobile home only, to multi-family residential property, that may have been good for some, but it definitely placed a lot of people at potential risk.

It may have benefited the city to do so to gain revenue from land that became more valuable by the stroke of a pen. It definitely put the one owning the land in a position to sell their property at a much higher price or keep it and develop it themselves for a monetary gain. The other option would be to keep the land and leave things as is, but to struggle to pay higher taxes on ever increasing land values. That struggle is real and it can make anyone take the natural position that most would make and for monetary gain either develop or sell the land. That more appealing option was placed on the table when the zoning was changed to multi family residential.

Current residents have been told and are still being told that there is nothing to worry about, but as we all know, minds can and do change. The residents of Country Estates are actually paying for the land without owning it and are told in effect that everything is fine. There are no worries, we promise. You should notice that no one leaving Country Estates takes the structure with them because that would be a ridiculous endeavor. The cost of moving would be prohibitive and the loss of value would be devastating to most. That is why people sell the home and leave it on the property.

If the land were sold, the new owner would not reap any value from the land unless they ask those living on it to leave, or pay much more to pay for the higher valued land.. The higher value and purchase price would most likely require more expensive development and thereby new and more expensive homes or apartments built.

The homes in Country Estates are owned primarily by people who are retired, on a fixed income, or cannot afford a more expensive home. It is a 55 or older community with most much older and not able to withstand even small disturbances to their life, much less the possibility of losing their home. The value of the homes that are sold in the community are not just based in the building value. The real value is based on where that home is placed. There is no home in Country Estates that would not lose significant value if moved because those purchasing the home are buying a home, not a structure. In fact many of these homes, if moved would in many cases be harmed or destroyed adding even greater expenses to those who can least afford the expense.

When people buy a home in Country Estates it is most likely to be the last home that they will own. They are buying with the understanding that they will not be evicted on some technicality. They are buying believing that they will be secure and protected against events like the land being sold from underneath them. When we purchased a home here it was understood that the land was zoned for mobile homes. The zone change placed us in immediate jeopardy. This home by itself was not worth what we paid. There had to be a lot of work done on the structure to make it suitable for us. It would lose more than 50% of its value if moved and the cost of moving it with all other costs involved would be onerous. The losses would be untenable and for some life threatening.

I ask that the City Council of College Place reverse the rezoning decision made in 2018 and again zone the land referred to as Country Estates back to Mobile home only.

Thank you.

Mike and Carol Von Brethorst

1075 SE Raven Ln.

College Place, WA 99324

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Thank you.

Mike and Carol Von Brethorst
1075 SE Raven Ln.
College Place, WA 99324

Mike & Carol Von Brethorst
(email sent as well)

883 Mockingbird Drive
College Place, WA 99324
October 18, 2021



Dear Members of the Planning Commission,

My husband and I reside at Country Estates Manufactured Housing Community. Until recently, the city of College Place provided a safe haven for 100's of senior citizens because for decades both Sunset Villa and Country Estates had been zoned exclusively as mobile home parks. This prevented our landlord from selling the property for redevelopment. The housing is affordable and like many residents, it had been our plan to live at Country Estates until we are no longer able to live independently. However earlier this year we, and other residents, were shocked to discover that without our knowledge, mobile home park zoning had been eliminated and our park is now zoned multi-family residential.

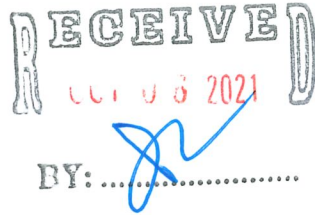
In a statement to the Union-Bulletin, our landlord Craig Rongey maintained that he has "no plans to sell" the property. However, for any number of reasons, plans do change, therefore that statement was hardly reassuring. And who wouldn't like to believe that a landlord would never sell the property to a developer under any circumstances? No doubt those residents who lived in parks which have now been sold (and redeveloped) believed that very thing. However, as the Walla Walla Community Council has learned, mobile home parks across the country are routinely sold to developers, particularly when land values increase, just as they are now doing.

Corroborating the findings of the Community Council Mr. Rongey has written to park owners that, "manufactured housing community zones are a devastating scenario for someone, who has, for years or decades expected they would be able to sell their property at its highest real value." Moreover, in July, Rancho Villa in Walla Walla was sold to First Commercial Properties for over 16 million dollars and despite state law, residents were not notified until the sale was finalized. As reported by the Union-Bulletin, those senior citizens currently live with the fear and uncertainty of knowing that the land beneath their homes could, at any moment, be sold to a developer.

In a letter to city officials, Mr. Rongey stated that the suggestion that the park could be sold caused great fear and anxiety for the residents; no doubt that is true. The signatures of dozens of residents on a petition earlier this year asking the city council to restore mobile home park zoning are a testament to that anxiety. For the first time, residents of Country Estates must now live with the daily reality that the elimination of mobile home park zoning presents a very real and constant threat that the land beneath their homes may be sold for redevelopment. And that is precisely why I implore the planning commission to protect and preserve the homes of hundreds of the city's most vulnerable residents by recommending to the members of the city council a restoration of mobile home park zoning.

Respectfully submitted,

Elizabeth Brochu



1453 Bobolink Lane
College Place, WA 99324
October 2, 2021

City of College Place
625 S. College Avenue
College Place, WA 99324

RE: Mobile Home Park Zoning

Dear Mayor Hernandez, Council Members & Director of Community Development:

We first moved to College Place, Washington in 1965: years later we left the area and came back in 1994 – it felt like coming back home!

We now live in Country Estates Manufactured Housing Community and have been here since 1999.

My heart saddens when I hear what the city has done (or allowed to happen). No thought or concern for senior citizens like my wife and I (married 63 years). I wouldn't trade her for anything; she is sooo precious to me, as is our home in Country Estates.

Please, please, don't take it away from us who live here! Please preserve and protect our homes and restore mobile home park zoning to Country Estates!

Sincerely,


Harvey Dalke

From: [Rose Eaton](#)
To: [Jon Rickard](#)
Cc: [Rose Eaton](#)
Subject: Revise the zoning
Date: Tuesday, October 19, 2021 6:52:31 AM

STOP and VERIFY - This message came from **outside** of the City of College Place.

Rose M. Eaton
1418 SE Chickadee Ln
College Place, WA 99324

I'd like to address the fine folks of our planning commission today.
In regards to revising the zoning of our neighborhood from Multifamily Housing back to its original zoning for Manufactured Homes like it has been for decades.

Country Estates Manufactured Home Community presently serves as an affordable, quiet neighborhood where the residents live in a peaceful existence, and tend to look out for one another.

Even though the minimum age to live here is 55 years old, the average is around 72 years old. Most of us have made the choice to live out our retirement years here ,which allows us to maintain our independence while feeling secure in the fact that we watch out for each other.

Besides being tax paying citizens, we also exercise our voting rights and serve on juries. We also serve the community by volunteering and participating in social events to the best of our abilities.

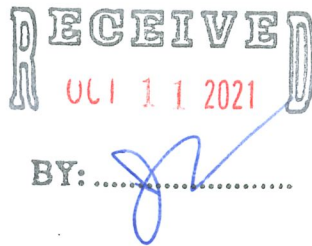
With the present zoning status in place it feels like another day of uncertainty. Will our world come down around us and be forced to move and possibly lose our biggest asset in the process?

I'm still confused why we never received notification when the original zoning for Manufactured Homes was changed to Multi Residential.

My husband and I request that you reconsider that decision and return it to the zoning that was established when the park was built in 1974.

Thank you for your time and hope you make your parents proud by making the right decision in respect of your elderly citizens.

Sincerely,
Rose M.Eaton



1460 Sandpiper
College Place, WA 99324
October 5, 2021

City of College Place
Attn: Jon Rickard, Director of Community Development
625 S. College Avenue
College Place, WA 99324

Dear Mr. Rickard,

I am a senior citizen and I have lived at Country Estates Manufactured Home Park for decades; I hope to live here for many more years. The housing is affordable and if the park were sold, I would have nowhere else to go.

Several months ago it was brought to my attention that the park is no longer zoned as a mobile home park; instead it is zoned multi-family residential. From what I understand, this means that the land underneath my home could be sold by my landlord (Craig Rongey) for redevelopment. I read that Rancho Villa Manufactured Home Park recently sold for 16 million dollars and I can only imagine what Country Estates might currently be worth.

We all know that "money talks" and despite the promises of my landlord, the fact remains that I, my friends and my neighbors are now extremely vulnerable, should the landlord have a change of heart. Please restore mobile home park zoning to Country Estates as soon as possible. Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Sharon Gabel". The signature is fluid and cursive, with the first name "Sharon" and last name "Gabel" clearly distinguishable.

Sharon Gabel

From: gumm@roadrunner.com
To: [Jon Rickard](#)
Subject: restoring mobile home park zoning
Date: Thursday, October 14, 2021 1:00:47 PM

STOP and VERIFY - This message came from **outside** of the City of College Place.

Dear Planning Commission,

I, Robert Allan Hodge, 961 SE Scenic View Drive, College Place would like to have Mobile Home Park Zoning restored to Country Estates. I have lived here for 10 years. It's a wonderful community and have made lots of lasting friendships. I live on Social Security and don't have a lot of money and couldn't afford to relocate. Please consider this letter.

Thank you,
Robert A. Hodge

RECEIVED
OCT 06 2021

BY: 

1462 Bobolink Lane
College Place, WA 99324
October 4, 2021

City of College Place
Attn: Planning Commission
625 S. College Avenue
College Place, WA 99324

Dear Mr. Rickard and Members of the Planning Commission,

I am a senior citizen, a veteran and a long-term resident of Country Estates Manufactured Housing Community. I enjoy my home and my independence and wish to reside at Country Estates as long as I am able to do so.

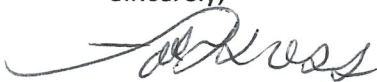
One of the benefits of living at Country Estates is that it has been zoned as a mobile home park for many years. Knowing this brought me a great deal of comfort since it meant that the property could not be sold to a developer. I was appalled to recently learn that instead Country Estates is now zoned multi-family residential and the land beneath my home could be sold; this uncertainty has caused me a tremendous amount of stress. I also recently learned that Rancho Villa Manufactured Housing Community was sold for 16 million dollars. This is also deeply concerning, since any land owner, including the owner of Country Estates, is likely to be tempted by that amount of money.

If Country Estates were sold I, and my dog, who brings me a great deal of comfort, would have no place to go. And if I were able to relocate, it would be devastating and life-altering since I would likely need to move quite a distance from family, friends and health care providers with whom I have an established relationship.

I understand that you will soon be making a recommendation to the city council concerning the restoration of mobile home park zoning to Country Estates. Please consider all of the consequences, which resulted from rezoning Country Estates to multi-family residential and please restore mobile home park zoning as soon as possible.

Thank you.

Sincerely,



Joel Kress

From: [larry eardley](#)
To: [Jon Rickard](#)
Cc: [larry eardley](#)
Subject: MHP zoning
Date: Sunday, October 17, 2021 5:17:41 PM

STOP and VERIFY - This message came from outside of the City of College Place.

Lawrence W. Eardley
1418 SE Chickadee Ln
College Place, WA 99324

Addressing the City of College Place Planning Commission,

In regards to the zoning designation of "Country Estates Mobile Home Park", I request that it be changed back to MHP(Mobile Home Park) like it has been for decades.

As tax paying registered voters, my wife and I have chosen to live out our retirement years here on account of affordability, peaceful surroundings, and friendly townsfolk.

Our plans are to live out our lives here and continue to enjoy our home that we maintain and pay our property tax with our limited income.

Please consider the burden it would be for all of the park's residents to have to relocate due to eviction on account of a new development.

The average age of the park's residents is 72 and I believe if you asked anyone of them if they want to move, the answer would be "NO".

As senior citizens of this community we're a large asset when it comes to volunteering in the community, support for our children and the grandchildren, and spiritual leaders who show moral support on a daily basis.

Thank you for your time as public servants and I truly hope that your conscience will guide you to make the best decision upon this matter.

Sincerely,
Lawrence W. Eardley

From: lnlocken@charter.net
To: [Jon Rickard](#)
Subject: rezoning of country estates
Date: Wednesday, October 13, 2021 12:52:52 PM

STOP and VERIFY - This message came from outside of the City of College Place.

Dear Mr. Rickard,

Two years ago my husband and I moved from La Grande, Oregon. After eighty years in the Oregon valley, this was not a move taken lightly. We were thrilled with Country Estates.

What a beautiful, quiet, safe place to live. Now we understand the area was rezoned in order to have low cost housing brought in. What a tragedy that would be for the most vulnerable of citizens! Please if you can do anything to prevent this, we would be so grateful. The crime rate would go sky high. We saw it happen in La grande. The seniors in County Estates can not handle this. Please help. I appreciate your time and anything you can do to help. Laura and La Verne Locken 1444 S.E. Osprey Lane, College place, Wa 509-876-4214

From: [Jan Mantle](#)
To: [Jon Rickard](#)
Subject: Affordable Housing
Date: Sunday, October 17, 2021 2:50:47 PM

STOP and VERIFY - This message came from outside of the City of College Place.

Early this year we became new residents of College Place. We bought an older manufactured home in Country Estates & are concerned that this park & others here may be subject to redevelopment.

There are some 400 homes in Country Estates & Golden West Estates with the same property ownership/management. Many are 40 years old or more & have had costly updates & improvements. We have been told it would be near impossible to move them because of their age & the length of time they have been in place.

It would be best that zoning for manufactured home parks in College Place be put back in the special category that they had prior to 2018, when they were changed to MFR classification.

In addition, proposals as suggested in changes to the Uniform Development Code, parts G, H & I, should be adopted to ensure park owners think twice before selling their properties to those that would change our peaceful communities forever.

Many of our neighbors are much older than we are but continue to live independently, despite some mobility issues.

They & their supportive families would not like them to be uprooted from the homes they have lived in, in some cases, 30 years or more.

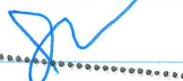
We have spoken to many of our neighbors, all of whom share the sentiments as expressed here.

Brian & Jan Mantle
831 Scenic View Drive
College Place

Date: Sept. 4, 2021

To: Jon Rickard
625 S. College Ave.
College Place, WA. 99324

RECEIVED
OCT 08 2021

BY: 

From: Shirley McKnight
1459 S.E. Bobolink Ln
College Place, WA. 99324

Please restore the mobile Park Zone to our homes here in Country Estates. I purchased my ^{home} here in 2012.

I was married in 1957. I stayed home as a housewife. My social security is low. If the zoning is restored, a developer could make an offer of millions to the owner of the park, as you know. This would be catastrophic for me, and many other residents.

"Thank you" for your reconsideration of our Zone,

Yours truly: Shirley McKnight



October 19, 2021

Mr. Jon Rickard
City of College Place
Community Development Director
625 South College Avenue
College Place, WA 99324

RE: Restrictive Zoning Leads to Less Housing, Proposed Right of First Refusal is Unconstitutional

Dear Mr. Rickard:

We are writing on behalf of the manufactured home communities located in College Place. Manufactured Housing Communities of Washington (MHCW) is the trade organization which has represented owners and operators of manufactured/mobile home communities in Washington for more than 60 years. MHCW seeks to educate and work collaboratively with lawmakers and government officials to show the benefits of our housing and how manufactured home communities are an integral part of the solution for Washington's housing shortage.

Restrictive Zoning Leads to LESS Housing

A local member of our association recently made us aware of proposals in College Place's comprehensive housing plan which would reimpose a spot-zone designation for manufactured home communities (MHCs) and add several new restrictions to the owners of said communities. While we support the spirit of the undertaking, we don't believe the intended legislation will achieve the desired results. The city's stated policy objectives in the proposal include both preservation of existing housing stock and the creation of new housing opportunities. Unfortunately, as drafted, the proposal does nothing to encourage the creation of new manufactured housing communities. A major component of the shortage of available manufactured housing communities is directly related to restrictive zoning. There are many areas which could accommodate new MHCs but for these restrictions.

Restrictive Zoning Has Failed to Produce More Affordable Housing

Is the intention to have a separate proposal to re-zone existing vacant land with the MHP designation? Supply and demand affect pricing in all forms of housing, even that which is intended to be affordable. College Place and Walla Walla are both experiencing increased population growth. The effects of competition for the limited number of homes in the area is apparent, as all housing types have seen notable increases in the past couple years. As more people move to the area, this competition and the price increases it brings will only intensify. Not providing for the creation of more manufactured housing opportunities will not just stymie the creation of new supply, it will also slowly erode the affordability of the existing stock.

Looking at sales data in the communities located in College Place, there have been significant price increases over the past several years. According to public records, a manufactured home which sold for \$70,000 in 2015 was relisted earlier this year at \$119,000 and eventually sold for



\$132,000, nearly 11% over the asking price. We have seen similar patterns across the state with 40-year-old manufactured homes in some Puget Sound communities selling for more than \$200,000 after getting into a bidding war. Spot-zoning such as that proposed by College Place did not produce more housing when it was previously enacted, nor has it created more affordable housing options in other jurisdictions where it has been implemented, namely Lynnwood, Snohomish County, and Tumwater. Artificially freezing the supply of existing housing is likely to add to the problem and will neither create new affordable/attainable housing, nor, ultimately, preserve it.

Proposed “Right of First Refusal” is Unconstitutional

MHCW has worked on this issue for many years at the State and local levels and has serious concerns about the proposed requirement to provide residents and resident groups a right of first refusal. A right of first refusal is typically a negotiated right between a potential seller and a potential buyer. The right is granted by the current owner in exchange for some sort of consideration. In the proposed case, no consideration is being offered the current property owners. This has been litigated at the state level previously with property owners prevailing. The plan as outlined by the city offers no clear mechanism for negotiation between seller and buyer when the proposed buyer is an “approved organization”, nor does it clarify why an “approved organization” should be allowed a more favorable time period to make its interest in purchasing a property known.

As it now stands, there is nothing stopping private operators nor “approved organizations” from making an offer or their interest to purchase known. No other form of private, non-subsidized housing faces a forced right of first refusal. We believe adding this into the city charter constitutes a taking and would open the municipality to expensive and unfruitful litigation. We have been very involved working with legislators and stakeholders in recent changes to the RCW and programs at the state level which recognize the legal and logistical problems presented by such rights of refusal. Current law at both the state and local level allow for residents to buy parks; the most common reason why this option is not used has less to do with legal impediments and much more to do with insufficient financing.

MHCW Wants to Work with City to Provide More Housing

We support the recognition by the city that manufactured housing can play a key role in expanding the supply of affordable and attainable housing, especially for the unsubsidized “missing middle” we often hear about in the housing debate. However, we are disappointed that the city chose not to engage the current community owners nor to seek input from the trade organization that supports this very type of housing. We would like to work with the city just as we have done at the state level and have the opportunity to help shape policy that will benefit the residents of our communities, the city, and the housing providers.

Best regards,

Chester Baldwin
MHCW Executive Director

May 16, 2021

Dear Mayor Hernandez and City Council Members:

Two large manufactured home parks in College Place (Country Estates and Sunset Villa) provide a critical form of affordable housing for hundreds of senior citizens, and for decades **College Place City Code, Chapter 17.36 MHP Mobile Home Park District** had prevented those parks from being redeveloped. Earlier this year we brought to the attention of city officials that the elimination of Mobile Home Park Zoning in 2018 set the stage for potentially devastating consequences. We deeply appreciate that the mayor and city council acknowledged that reality by voting to impose the emergency moratorium. Director of Community Development, Jon Rickard also noted that that the elimination of the zoning, "inadvertently created a situation where manufactured home parks are threatened with the possibility of redevelopment." Country Estates owner Craig Rongey's suggestion that he has no plans to sell or redevelop the park brought little comfort to residents, and with good reason, since it is widely understood that no one knows what the future holds.

Attached is a petition to which nearly 30 residents willingly and eagerly affixed their signature formally requesting the city restore MHP zoning to Country Estates. Frankly, I was stunned and very pleasantly surprised by that number because, bear in mind that, my husband Brian and I do not have the full access to residents which the landlords enjoy. And perhaps like many of you, we know just a small number of people in our neighborhood.

Without knocking on a single door, sending out a single mailing or initiating a single phone call, residents engaged with us in conversations at the street side; some then invited us into their homes. They were eager to review the documentation for example, our letters to city officials, the emergency moratorium, the work of the Community Council, the UB articles, to name a few. Our neighbors were stunned to learn that MHP zoning had been eliminated and profoundly angered that our landlord had withheld such crucial information from them.

The signatories range in age from their 50's to age 97, they are both long-term and short-term residents, widows and widowers, disabled and able-bodied and many expressed fears of retaliation from the landlord. Virtually all expressed a fear of public speaking and perhaps because we are a senior citizen community many do not own computers, let alone have access to the internet, therefore unlike the landlord, participation via Zoom or even You-Tube is out of the question.

Mr. Rongey has suggested that the moratorium and the restoration of MHP zoning are all quite "unnecessary" since he has no plans to sell the park. I hope and trust that the council members will not be so dismissive of the concerns of those who reside at Country Estates and will instead take into serious account the words of Council Member Peterson who when voting to impose the moratorium stated, "At the end of the day, this is all about people sleeping well at night and I wholeheartedly support this." I could not agree more with those words. I thank you for your time and consideration on this most important matter, and implore you to continue the moratorium and to amend the city code by restoring Mobile Home Park Zoning to College Place because the futures of hundreds of senior citizens could depend on it.

Respectfully,

Elizabeth Brochu
883 Mockingbird Drive
College Place, WA

PETITION TO RESTORE MOBILE HOME PARK ZONING

TO COUNTRY ESTATES

We, the undersigned, concerned citizens, respectfully submit the following to College Place Mayor Norma Hernandez and members of the College Place City Council:

Country Estates is a critical form of affordable housing for senior citizens. For decades, Country Estates was zoned as a Mobile Home Park; unfortunately however, Mobile Home Park Zoning has now been eliminated in College Place.

Mayor Norma Hernandez along with City Administrator Mike Rizzitiello, City Council Members, as well as City Attorney Rae Culwell, and Director of Community Development Jon Rickard recognize that the elimination of mobile home park zoning could result in a significant decrease in affordable housing for senior citizens.

Therefore, after careful study and consideration, on April 13, 2021 Mayor Hernandez enacted a 12-month moratorium. The moratorium allows the city council an opportunity to consider re-establishing the Mobile Home Park zoning which had protected our homes for decades.

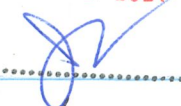
Country Estates must be protected as a critical form of affordable housing for senior citizens. Therefore, we, the undersigned ask city officials to restore Mobile Home Park Zoning to Country Estates as soon as it is possible to do so.

PRINT NAME	ADDRESS	SIGNATURE	DATE SIGNED
Brian Thorne	883 Mockingbird	Brian Thorne	4/17/21
Elizabeth Brochu	883 Mockingbird	Elizabeth Brochu	4/17/21
LAUREN L. LUTER	1444 OSPREY LAKE	Lauren Luter	4-17-21
LAURA M. LOCKER	1444 SE Osprey Lake	Laura Locker	4-17-21
Sharon Gabel	460 SE Sandpiper	Sharon Gabel	4-17-21
GARY CHRISTENSEN	1464 SE SANDPIPER	Gary Christensen	4/17/2021
HARVEY DANKE	1453 Bobolink Dr	Harvey Danke	4/17/2021
MARIL POWERS	973 Robin Dr	Maril Powers	4/17/2021
Kyle Moffitt	826 SE Scenic View Dr	Kyle Moffitt	04/17/2021
Veronica M. Schriebe	835 SE Scenic View Dr	Veronica M. Schriebe	4/17/2021
Shirley McKnight	1459 S.E. Bobolink	Shirley McKnight	4/17/2021

**PETITION TO RESTORE MOBILE HOME PARK ZONING
TO COUNTRY ESTATES**

PRINT NAME	ADDRESS	SIGNATURE	DATE SIGNED
Joel Kress	1462 S.E. BOBOLINK LN	Joel Kress	4/19/2021
Bud Reel	906 SE Robin Dr.	Bud Reel	4/19/2021
Janet Palmer	877 S.E. Mockingbird	Janet Palmer	4/19/2021
Jarrod G Palmer	877 SE Mockingbird	Jarrod G Palmer	4/19/2021
ROBERTA HODGE	961 SE Robin Dr.	Roberta Hodge	4-26-2021
Orville K. Heesch	951 Scenic View	Orville K. Heesch	4-21-21
LAURENCE EADIE	1418 CHICKADEE LN	Laurence Eadie	4/23/21
Jan Mantle	831 Scenic View Dr.	Jan Mantle	5/1/21
Brian Mantle	" " "	Brian Mantle	5/1/21
Helen Davis	315 Mockingbird	Helen Davis	5/3/21
Judy Gumm	961 SE Scenic View	Judy Gumm	5-10-21
Korly Hecht	823 SE Mockingbird	Korly Hecht	5-10-21
Doug Sandvick	1419 SE Chickadee LN	Doug Sandvick	5/14/2021
Kristina Sandvick	1419 SE Chickadee	Kristina Sandvick	5/14/2021
Linda Carle	1423 SE Chickadee	Linda Carle	5/14/2021
Edward Carle	1423 SE Chickadee	Edward Carle	5/14/2021
Kene' Ward	1021 SE Scenic View Dr.	Kene' Ward	05/15/2021
Esther Oster	905 SE Robin Drive	Esther M. Oster	5/19/2021

RECEIVED
OCT 14 2021

BY: 

To: Mr. Jon Rickard
College Place Community Development Director

From: Bud and Elizabeth Peil
Residents of Country Estates Mobile Home Park

Date: October 14, 2021

Re: Zoning of Country Estates property

Dear Sir: We are writing this letter to seek your assistance in ensuring Country Estates MHP is zoned as a "Manufactured Home Park" exclusively. We have been residents here for (2) separate time periods. The first for (10) years and now for another (7) years. We sold our "stick built" residence and relocated here where the price of homes runs the gamut from low \$30K to \$250K. Thus ourselves and others can find a affordable home in a beautiful, esthetic atmosphere. Due to Park Rules and Regulations the homes are kept to pleasing standards. "It is not a Trailer Park" of biased thinking individuals that existed mostly prior to 40 years ago. Here you can find a wide range of backgrounds from Practicing/Retired Physicians to Engineers, Social Workers and Blue Colored Craftsmen, Nurses and other trained backgrounds. We need this housing options in Walla Walla County's growing economy. Please be understanding to our needs. Sincerely
Bud & Elizabeth Peil Resident

COUNTRY ESTATES

55 & Older Manufactured Housing Community
938 Scenic View Drive
College Place WA 99324



October 19, 2021

City of College Place
Jon Rickard, Community Development Director
625 S. College Avenue
College Place, WA 99324

Dear Mr. Rickard:

Accompanying this letter is a position paper produced by MHCW (Manufactured Housing Communities of Washington), of which I am a longtime member, and an active member of its board of directors. The issues of restrictive spot-zoning and rights of first refusal for tenants of MHCs are not new, and we have been involved with them at the state and local government levels for years.

It is understandable that residents of MHCs are concerned with the continued availability of their leased lots, as there is always the possibility the property may undergo a change of use. Fortunately, this is not a common occurrence in Washington, especially among larger (80+ sites) communities. Purpose-built MHCs tend to stay in service for many years, and most of the closures are smaller communities. Since 2007, only one MHC with over 100 sites closed, and 35 of the 73 total closures through 10/1/2022 (closures must be announced at least one year in advance) were 15 lots or fewer. Eleven of the closures were two-lot or three-lot communities.

What is desperately needed is new development, which has not been encouraged or allowed in more populated areas, where housing demand is high. A good example is the proposed 500-lot MHC that Walla Walla County denied in Burbank. It was an ideal location, with utilities to the property and a ready developer, but the neighboring residents persuaded the county to deny it. Placing spot-zoning on existing communities does nothing to increase needed housing supply.

Country Estates was zoned MHP when we bought it in 1994, and we did not expect that to change. The zone change removing that designation was done without my knowledge, and whether it is restored has no effect on our future plans, but I do question the rationalization that these proposed zones will do anything to increase affordable housing.

I strongly oppose any effort to impose a tenants' right of first refusal on the sale of a community. As MHCW states, this would conflict with existing state law, and would almost certainly result in legal challenges if enacted. Resident purchases of MHCs do occur, and residents wishing to form a homeowners' association and state their desire to have an opportunity to buy their community can do so without any changes or additions to existing laws or ordinances.

A handwritten signature in cursive script that reads "Craig Rongey".

Craig Rongey, Governing/Managing Member
304 S Conklin Rd #51
Spokane Valley, WA 99037

509-926-5300
fax 866-388-2385
craig@countryestatesmhc.com

I live in Country Estates MHP and I fully support restoring Mobile Home Park zoning.

We purchased a brand new home in 2007 and when making inquiries, we learned that Country Estates was zoned as a MHP. We were further assured by a council member that rezoning the park would require the city to hold public meetings, public votes and more and it was extremely unlikely that would ever happen. And yet, here we are 14 years later, in the exact circumstance we were told could never happen. Moreover, residents were never told that the zoning had been changed in 2018.

When we purchased our home it was with the understanding that we would live here until we could no longer care for ourselves. Now we feel completely vulnerable and our future could depend on a single vote: Will our city council restore MHP zoning as it was, or will it remain MFR meaning the land under our home could be sold to a developer? There are no park lots in this county to move our home to. And like many tenants, we could not realistically afford to buy land, move our home, and do the required land improvements.

I have listened to many of your meetings on line and there are a few issues that I would like to address. This and other MHP's in our town are considered affordable housing, but neither park has homes with peeling paint, broken windows, or over grown weeds as one of the planning commissioners has described. And further, at Country Estates the homes and yards are maintained by the residents and has little to nothing to do with owners or managers. The landlords oversee 3 - 4 "common areas" only as well as the manager's lot, and to be quite frank, aside from the pool/clubhouse area, those are the most poorly maintained lots in the community. Specifically, the lots at 924 Scenic View & 933 Robin were once the site of historical structures (Poor House Farm and Barn); purchased several years ago and quickly demolished by the landlords, they languish and continue to lay largely barren except for rubble, weeds etc.

Finally, some of the planning commissioners have described Country Estates and Sunset Villa as being quite attractive, and I agree. That is one of the primary reasons that my wife and I chose Country Estates as our home. Bear in mind that Country Estates was surveyed, platted and developed according to very strict standards and that is in large part what accounts for the attractive, neighborhood-like appearance of our park. Among other things, those standards required specific setbacks and minimum lot sizes. If you remove these standards as Mr. Rickard is proposing, you will have precisely the types of parks that Commissioner Dawson has shown such disdain for. At minimum, the existing parks should be grandfathered under the current development standards and only new parks should be affected by smaller lots and smaller setbacks. I will remind you that tenants purchase only the home and lease the lot, paying the same lot rent regardless of size. Therefore, encouraging smaller lots and more density benefits the owner, but harms the quality of life for residents and will create the very type of parks that many taxpayers find objectionable. It therefore begs the question – Why would the Planning Commission consider eliminating or reducing the development standards?

Thank you for listening to my comments and I ask that you vote to restore MHP zoning. Together the residents of Country Estates and Sunset Villa account for nearly 500 senior citizens, and many are low income and /or disabled. One of our friends in Country Estates is a 98 year old widow. If you do not restore MHP zoning many residents could be at risk of becoming homeless. With the price of homes now beyond the reach of most and the price of rentals the same, what will become of us? I hope that you will consider that life-altering question when you cast your vote.

Brian Thorne
883 Mockingbird Drive
College Place, WA 99324

From: [Jody Washburn](#)
To: [Jon Rickard](#)
Subject: Support for manufactured home park zoning in College Place
Date: Monday, October 18, 2021 9:10:55 PM

STOP and VERIFY - This message came from **outside** of the City of College Place.

Dear Jon Rickard,

I am writing to express my support for expanding the manufactured home park zoning in College Place. We are in the midst of a housing crisis, with the increase in rent and home purchase prices impacting a large percentage of the population here. Anything we can do to provide sustainable and safe housing options is a step in the right direction. For many people, manufactured homes are an affordable way forward, and I would like to see College Place provide space for this as part of our response to the housing needs in our community.

Thank you for representing our community's needs in the spaces where these decisions are being made!

Best,

Jody Washburn
309 SW 11th Street
College Place, WA 99324

From: [Judy Winkle](#)
To: [Jon Rickard](#)
Subject: Restore Mobile Home Park Zoning to Sunset Villa
Date: Thursday, October 14, 2021 12:00:45 PM

STOP and VERIFY - This message came from **outside** of the City of College Place.

Mr. Jon Rickard, Director
College Place Community Development

Dear Mr. Rickard:

In June we bought a home in Sunset Villa Mobile Home Park for our retirement years. We have enjoyed living here the past few months.

We are concerned about the letter we received from Elizabeth Rochu regarding Sunset Villa being sold to a developer. It is our desire to see the zoning restored to Sunset Villa as a mobile home park so that we can continue living here in our retirement years. This is important to us retirees who are on a fixed income.

Thank you for noting our desires and wishes.

Jerold and Judy Winkle
981 NE Alden Street
College Place, WA

Cell phone 504 386-1958

RECEIVED
BY: 

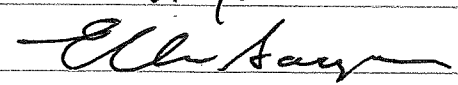
Hi my name is Ellen Sledge.

I'm asking the City of College Place to Reconsider Rezoning Mobile Home Parks in the City.

This could impact Vulnerable Citizens in our Community. Many of our Seniors in these Parks are low income and cannot afford the increases in rent.

Or being forced to move their homes to another location

Thank you



College Place Planning Commission (Tuesday, October 19, 2021)

Generated by Kristi Scherger on Tuesday, October 19, 2021

1. OPENING ITEMS

1.01 Call To Order

Commissioner Roth called the meeting to order at 7:02PM

1.02 Roll Call

PRESENT:

	Brian Roth, Chair
	Ben Dawson
	Dennis Olson
Commission	Wrandoll Brenes-Morua
Members	LeRoy Waggoner
	Todd Reiswig, Vice-Chair
Staff	Community Development Director, Jon Rickard; Community Development Administrative Assistant, Kristi Scherger City Clerk - Lisa Neissl City Attourney - Rea Culwell
Guest	Gregg Dohrn Rachel Elfenbein Catherine Veninga Position 5 - Vacant

MEMBERS ABSENT:

1.03 Public Comment

No additional public Comment

2. CONSENT AGENDA

Action (Consent): 2.01 Approve Agenda for October 19, 2021

Action (Consent): 2.02 Approve Minutes from August 17, 2021

Action (Consent): 2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Planning Commission by a single motion. Most of the items listed under the consent agenda have gone through previous review either at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Planning Commission and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Planning Commission member.

Recommended Action: Motion to approve consent agenda items 2.01 through 2.03

Commissioner Reiswig made a motion to approve the consent agenda. Second by Commissioner Waggoner and the motion passed 6 - 0.

3. REGULAR AGENDA

3.01 Presentation 2021 Comprehensive Plan & Development Regulation Update - Mr. Rickard and Mr. Dohrn

3.02 Public Hearing 2021 Comprehensive Plan & Development Regulation Update

Recommended Action: Motion to the City of College Place City Council, recommending amends to the Goals and Policies of the Comprehensive Plan, Title 14 - Unified Development Regulation, and the official Zoning map of the City of College Place as depicted in Exhibit A through D.

Commissioner Roth called the Public Hearing at 7:46 PM.
Written testimony:

The following letters were submitted for review and included in the packet:

**Brethorst, 1075 SE Rowen Ln, CP (for)
Dalke, 1053 Bobolink Ln, CP (for)
Gabel, 1460 Sandpiper, CP (for)
Hodge, 961 SE Scenic View Dr, CP (for)
Kress, 1462 Bobolink Ln, CP (for)
Locken, 1444 SE Osprey Ln, CP (for)
McKnight, 1459 SE Bobolink Ln, CP (for)
Peel, Columbia Mobile Home Park (for)
Saager, Unidentified location (for)
Thorne, 883 Mockingbird Dr, CP (for)
Winkle, 981 NE Alder St, CP (for)
Eardley, 1418 SE Chickadee Ln, CP (for)
Mantle, 831 Scenic View Dr, CP (for)
Brochu, 883 Mockingbird D, CP (for)
MHP,
Washburn, 309 SE 11, CP, (for)
Eaton, 1418 SE Chickadee Ln, CP, (for)
MHCW, PO Box 2292, Olympia, (against)
Rongey, 304 S Conklin, Rd, Spokane, (against)**

Verbal testimony was provided during the meeting by:

**Rachel Elfenbein, Community Council (for)
Catherine Veninga, Community Council (for)
Ishbel Dickens, Unidentified location (for)
Tom Stokes, Unidentified location (for)**

**Commissioner Reiswig made a motion to end the Public Hearing at 7:57 PM.
Second by Commissioner Brenes-Morus and, with no objection, the public hearing was closed.**

3.03 Action 2021 Comprehensive Plan & Development Regulation Update
Discussion ensued.

Commissioner Brenes-Morua made a motion to the City of College Place City Council, recommending Goals and Policies Amendments of the Comprehensive Plan as depicted in Exhibit A. Second by Commissioner Reiswig and the motion passed 6-0.

Commissioner Brenes-Morua made a motion to the City of College Place City Council, recommending Housekeeping Amendments to the Development Code as depicted in Exhibit C. Second by Commissioner Waggoner and the motion passed 6-0.

Commissioner Reiswig made a motion to the City of College Place City Council, recommending Zoning Map Amendments as depicted in Exhibit D. Second by Commissioner Brenes-Morua and the motion passed 6-0.

Commissioner Brenes-Morua made a motion to the City of College Place City Council, recommending Manufactured Housing Amendments to the Development Code as depicted in Exhibit B, striking Section I (letter I). Second by Commissioner Waggoner.

Commissioner Reiswig made a motion to amend the motion, recommending Manufactured Housing Amendments to the Development Code as depicted in Exhibit B, striking Section H and I. No second. Motion to amend died.

Chairman Roth called for a vote of the original motion on the floor. Motion carried, 4-2. (nay - Reiswig and Dawson)

4. CLOSING ITEMS

Action: 4.01 Next Meeting - Next regularly scheduled meeting is November 16, 2021 - So the next regular meeting will be on January 18, 2022.

Commissioner Reiswig made a motion to cancel the November 16th & December 21st, 2021 Planning Commission Meetings. Second by Commissioner Dawson and the motion passes 6-0.

Procedural: 4.01 Adjourn

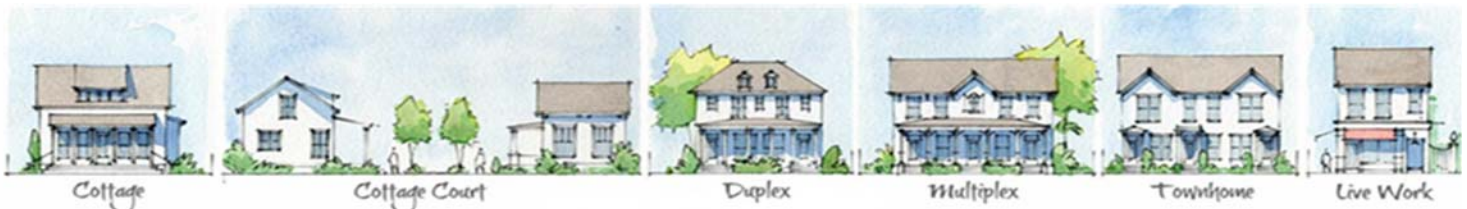
Commissioner Dawson made a motion to adjourn the meeting at 8:58PM. Second by Commissioner Brenes-Morua and the motion passed 6-0.

DRAFT

Walla Walla Regional Housing Action Plan

*Cities of College Place,
Dayton, Waitsburg and
Walla Walla*

July 21, 2021



ACKNOWLEDGEMENTS

This work is made possible through a grant provided by the Washington Department of Commerce, and the dedicated work of the Plan Advisory Committee and the Stakeholder Advisory Committee. We specifically recognize and appreciate the time and attention provided by the following people.

Plan Advisory Committee Members

Elizabeth Chamberlain, City of Walla Walla
Melissa Shumake, City of Walla Walla
Meagan Hayes, City of Dayton
Jon Rickard, City of College Place
Randy Hinchliffe, City of Waitsburg
Nikki Sharp, Walla Walla County

Stakeholder Advisory Committee Members

Brenda Bernards
Riley Clubb
Rachel Elfenbein
Stanley Green
Norma Hernández
Russell Levens
Catherine Veninga
Garrett Warren
Andrea Weckmueller-Behringer

Project Consultants

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Tim Wood, FCS GROUP
Sam Ault and Zech Hazel , FCS GROUP
Violet Brown, Fregonese & Associates
Scott Fregonese, Fregonese & Associates
Ellen Palmquist, Fregonese & Associates

GLOSSARY

Accessory Dwelling Unit (ADU): A small living space located on the same lot as a single-family house.

Affordable For-Sale Housing: An owner-occupied dwelling with a monthly mortgage and property tax payment that equates to no more than 30% of household income.

Affordable Rental Housing: A dwelling that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed 30% of the household's monthly income. If income-restricted or government supported, U.S. Housing and Urban Development (HUD) income restrictions vary by family size.

Buildable Lands Inventory (BLI): An assessment of the capacity of land to accommodate forecasted housing and employment needs.

Buildable Residential Land: Includes land that is designated for residential development that is vacant and part-vacant and not constrained by existing buildings or environmental issues.

Cost Burdened: Defined by US Department of Housing and Urban Development (HUD) as households who spend over 30% of their income on housing.

Cottages: Small, single-level, detached units, often on their own lots and sometimes clustered around pockets of shared open space. A cottage is typically under 1,000 square feet in footprint.

Density: Defined by the number of housing units on one acre of land.

Development density: Expected number of dwelling units (per acre) based on current zoning designations.

Family: A group two or more people (one of whom is the householder) related by birth, marriage, or adoption and residing together.

High Density: Lots with the average density of 12+ dwelling units per acre. Best suited for multifamily housing such as apartments and condos.

Housing Unit (or Dwelling Unit): A house, an apartment or other group of rooms, or a single room is regarded as a housing unit when it is occupied or intended for occupancy as separate living quarters; that is, when the occupants do not live and eat with any other person in the structure and there is direct access from the outside or common hall.

Household: Consists of all people that occupy a housing unit.

HUD: Acronym for US Department of Housing and Urban Development, the federal agency dedicated to strengthening and supporting the housing market.

Low Density: Lots with the average density of 3-4 dwelling units per acre. Best suited for family housing such as single-family detached homes.

Manufactured Housing: is a type of prefabricated home that is largely assembled of site and then transported to sites of use. The definition of the term in the United States is regulated by federal law (Code of Federal Regulations, 24 CFR 3280): "Manufactured homes are built as dwelling units of at least 320 square feet in size, usually with a permanent chassis to assure the initial and continued transportability of the home. The requirement to have a wheeled chassis permanently attached

differentiates "manufactured housing" from other types of prefabricated homes, such as modular homes.

Median Family Income (MFI): The median sum of the income of all family members 15 years and older living in the household. Families are groups of two or more people (one of whom is the householder) related by birth, marriage, or adoption and residing together; all such people (including related subfamily members) are considered as members of one family.

Medium Density: Lots with the average density of 6-12 dwelling units per acre. Best suited for small lot housing such as single family attached, townhomes, plexes and cottages.

Middle Housing: Housing types that is generally attainable for households earning less than 120% of the area median income level. Typically includes plexes (2-4 units per structure), townhomes, apartments, accessory dwellings, cottage homes and manufactured homes.

Mixed Use: Characterized as two or more residential, commercial, cultural, institutional, and/or industrial uses into one combined building or building(s) on the same parcel of land.

Multi-Family Housing: Stacked flats in a single buildings or groups of buildings on a single lot with 5 or more units per structure. Parking is shared, and entrance to units is typically accessed through a shared lobby.

Part-vacant land: Unconstrained land that has some existing development but can be subdivided to allow for additional residential development.

Plexes and Apartments: Multiple units inside one structure on a single lot. Usually each unit has its own entry.

Seasonal dwellings: These units are intended by the owner to be occupied during only certain seasons of the year. They are not anyone's usual residence. A seasonal unit may be used in more than one season; for example, for both summer and winter sports. Published counts of seasonal units also include housing units held for occupancy by migratory farm workers. While not currently intended for year-round use, most seasonal units could be used year-round.

Residual Land Value: The amount a developer would typically be willing to pay for the land/site in order to build a specific real estate improvement based on underlying assumptions and market conditions.

Severely Cost Burdened: Defined US Department of Housing and Urban Development (HUD) as households who spend over 50% of their income on housing.

Single Family Attached: Residential structures comprised of two to four housing units with a shared wall that separates each unit. "Attached" duplexes require a single building permit for both dwelling units.

Single Family Detached: Free standing residential building, unattached, containing separate bathing, kitchen, sanitary, and sleeping facilities designed to be occupied by not more than one family, not including manufactured and mobile homes.

Townhome (also known as duplexes, rowhouse, etc.): Attached housing units, each on a separate lot, and each with its own entry from a public or shared street or common area.

Vacant housing unit: A housing unit is vacant if no one is living in it at the time of enumeration unless its occupants are only temporarily absent. Units temporarily occupied at the time of enumeration entirely by people who have a usual residence elsewhere are also classified as vacant.

Vacant land: Vacant and part-vacant land identified within the local buildable land inventory that is not developed and unconstrained for future planned residential development.

SUMMARY

The demand for adequate, safe and affordably-priced housing continues to far outpace new housing production. This Walla Walla Regional Housing Action Plan provides a strategy for strengthening and enhancing the inventory of affordable housing and less expensive market-rate housing in southeast Washington. This growing region includes a network of small and medium historic cities, that are rich in agricultural, viticulture, and education.

This Plan highlights existing housing conditions and issues and forecasts future needs based on changing demographic and socio-economic conditions. Using feedback from a dedicated project advisory committee and stakeholder committee and survey input from over 400 citizens, this plan reflects current attitudes regarding housing priorities. While significant steps have already been taken by the cities of College Place, Dayton, Waitsburg and Walla Walla, this Plan lists new housing policies and actions that can be taken for each city to further enhance housing opportunities.

As shown in the following graphic, the Housing Action Plan will be used to inform future Comprehensive Plans, Capital Facilities Plans and Land Use Policies. The Plan also guides decisions regarding implementation strategies that can affect development regulations, infrastructure spending priorities, permitting procedures, fee structures and other housing actions.



Source: Washington Dept. of Commerce and BERK, 2020.

Highlights of the Walla Walla Regional Housing Action Plan

Walla Walla Regional Housing Survey (over 400 respondents) lists the **top 5 housing issues** as:

1. Housing Cost/Affordability
2. Inadequate Housing Availability
3. Homelessness
4. Range of Housing Types
5. Housing Quality

The top 5 Housing Actions recommended by survey respondents include:

1. Development Partnerships
2. Multifamily Tax Incentives
3. Grants for First time Homebuyers
4. Housing Rehabilitation Grants
5. Increase Residential Land Inventory

The Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand in the Region is likely to include 1,523 standard-lot single family detached homes; 1,104 small-lot detached homes; 732 townhomes/plexes; 894 multi-family units (includes some group quarters demand), and 443 affordable housing units (government supported), manufactured homes and/or ADUs.

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, nearly half of new construction that is planned to occur in College Place and Walla Walla would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through “infill” is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

- **College Place UGA:** the projected 20-year housing need of 747 dwelling units is far greater than the potential UGA capacity of 345 units, even after accounting for recent code changes and assuming 60% of net new housing will need to be constructed on infill and redevelopment lands.
- **Walla Walla UGA:** the projected 20-year housing need of 3,570 dwelling units is below the potential UGA capacity of 3,740 dwelling units. However, the current amount of land zoned for multi-family structures appears to be inadequate to meet overall housing needs, even after assuming 55% of the net new housing will be constructed on infill and redevelopment lands.
It is recommended that the cities of College Place and Walla Walla continue to work with Walla Walla County and regional housing advocates to ensure that new housing density can be optimized within current UGAs, and new areas be identified for potential UGA expansion.
- **Waitsburg and Dayton UGAs:** the combined projected housing demand of 200 dwellings for these two small cities can be accommodated by their existing UGAs if adequate water and wastewater infrastructure is provided.

Additional policy actions and housing program considerations are provided in Section III.

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I. INTRODUCTION

PURPOSE

Communities across the state of Washington are facing unprecedented challenges with providing safe and affordable housing.¹ In response, the Washington state legislature passed a measure designed to encourage cities and counties to proactively work together to identify housing needs and implement local actions to preserve affordable housing and spur new housing development.

Within the Walla Walla Region, the Community Council facilitated a community-led study regarding regional housing issues, needs and local policy recommendations in a landmark report: *Affordable Housing Study (A report to the residents of Columbia and Walla Walla counties and the Milton-Freewater area)*, 2019. That report raised local awareness about issues pertaining to housing affordability and laid the foundation for advocacy around a number of recommendations to address the need for safe and affordable housing. The Affordable Housing study recommended the completion of a study on housing needs in the region and strategies for improvement; the cities of College Place, Dayton, Walla Walla, and Waitsburg applied for and were awarded a grant from the Washington State Department of Commerce to prepare this regional housing action plan.

A regional Housing Action Plan (HAP) is intended to examine housing affordability, access and structural diversity issues, as well as strategies and actions to be taken to create a more equitable housing environment. The HAP process includes a review of the region's comprehensive plans, policies, past actions, partnerships, and current regulations to determine

Housing Action Plans address the following questions:

- *Who lives and works here and what are their socioeconomic characteristics?*
 - *What types of housing are available?*
 - *Are there any groups of people who are not able to find housing that is safe, affordable, and meets their household needs?*
 - *How much housing, and what types of housing, are needed to meet current and future housing needs?*
 - *Is there sufficient buildable land capacity to accommodate this growth and housing diversity?*
 - *What local policies and actions can be taken to produce additional affordable and market rate housing?*
-

¹ Unless otherwise specified, "affordable housing" in this report is defined as government-supported housing that is income restricted as well as market-rate housing where residents pay no more than 30% of their income on housing costs (monthly rents or mortgage payments).

existing conditions of the housing ecosystem. Community input is obtained to identify and evaluate potential policy changes that can be implemented to increase production of affordable and market-rate housing.

At its core, the regional HAP identifies future housing needs to serve all economic segments of the community. Based on the 20-year growth target, the housing needs assessment identifies how many units of different types are needed to optimize housing affordability.

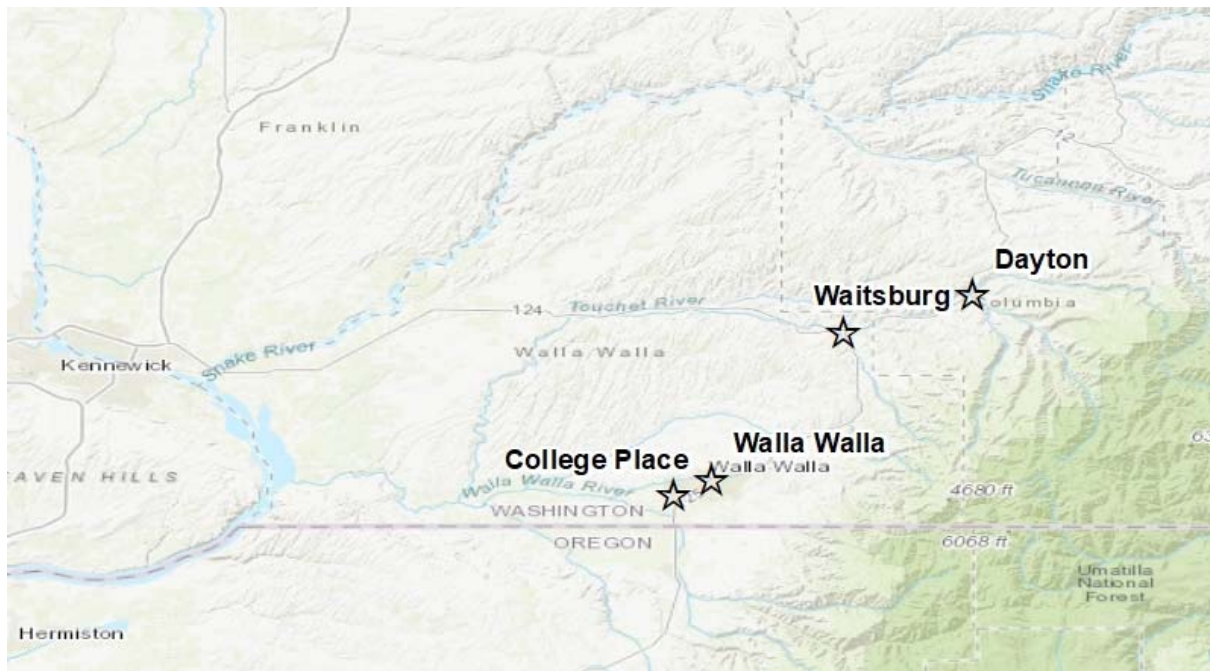
Based on Washington Department of Commerce grant funding guidelines, the focus of this study is on the existing urban growth areas (UGAs) surrounding the cities of Walla Walla, College Place, Dayton and Waitsburg. For purpose of this plan, these areas are collectively referred to as the Walla Walla Region.

REGIONAL CONTEXT

Because housing ecosystems are rarely contained within a single jurisdiction, regional analysis and coordination are necessary to understand market dynamics. For example, if safe and affordable housing is not sufficient in one community, residents are likely to search for housing in an adjacent jurisdiction rather than leave the region altogether.

The focus of this plan is on the Walla Walla Region, which includes the urban growth areas of Walla Walla, College Place, Dayton, and Waitsburg and the surrounding unincorporated areas of Walla Walla and Columbia counties (**Exhibit 1**). While the community of Milton-Freewater in Oregon is often included in the greater Walla Walla region, this analysis is limited to communities in Washington by dint of its focus on the Urban Growth Area structure laid out in Washington's Growth Management Act. The cities of College Place and Walla Walla currently function as the business and regional service center for this region. Each of the four cities provide a unique mix of housing opportunities, growth potential and community character.

Exhibit 1: Walla Walla Region



Recent Accomplishments

Prior to undertaking this work, communities within the Walla Walla Region have made strides in advancing affordable housing. Efforts completed to date include the following:

Regional Planning Coordination (Walla Walla, College Place, Waitsburg and Dayton)

- The cities of Walla Walla, College Place and Waitsburg have coordinated with Walla Walla County) to update their comprehensive plans with new growth forecasts and sections focused on housing policies.
- The city of Dayton has also coordinated with Columbia County and cities in Walla Walla County (through this planning effort) to evaluate their buildable land inventory.
- Community Council, a regional policy advocacy and education organization, convened civic, private and non-profit representation on the Affordable Housing Study Workgroup to identify housing issues and barriers to affordable housing, and to recommend policy strategies.

City of Walla Walla

- As mentioned above, the city of Walla Walla undertook a significant update of its comprehensive plan, with a new housing policy section that includes objectives aimed at expanding housing opportunities.
- 2018 Code Updates: this resulted in changes to local zoning that collapsed three single family residential zones into one zone called Neighborhood Residential. This new zone supports additional housing density in low density zone by allowing development of (up to) fourplexes on a single lot. The city also relaxed road access standards for short plats to permit private lanes to serve up to 9 dwelling units. Other changes included permitting multifamily units outright and removing the owner occupancy requirement for accessory dwelling units.
- Utility Rate Discounts: the city provides a program for providing water and sewer utility rate discounts to low-income citizens.
- The city is using Community Development Block Grant funds to provide micro-grants for property owners to complete home repair projects through a contract with the Blue Mountain Action Council.

City of College Place

- Recent Code Updates:
 - College Place created a new single-family residential zoning district and reduced minimum single-family residential lot sizes to 6,000 square feet.
 - The city increased flexibility in short plat standards.
 - Accessory dwelling units are now permitted in all residential zones.
 - Cottage and co-housing are now permitted in the Single-Family and Multi-Family Zoning Districts.
 - The City now permits dwelling units in commercial developments in both the Downtown Mixed-Use and General Commercial Zoning Districts
 - Three or more single-family dwelling units may be attached as townhomes or zero-lot line developments and the City may waive the minimum lot size and width requirement. Tiny Homes Permitted

- Tiny homes, also known as Park Model Recreation Vehicles, are now permitted for temporary or recreational use in mobile home and RV parks and may be approved for use as a dwelling unit subject to conditions.
- Manufactured homes, mobile homes, RV's, park models, tiny homes, and campers are now permitted for residential use in mobile home parks, manufactured housing communities, and manufactured/mobile home communities.
- Recreational Vehicles may now be used as a residence in RV and Mobile Home Parks subject to conditions.
- Dwelling Units of 600SF or less now qualify for reduced wastewater & water capital facility charges. This includes all categories of dwelling units.

City of Dayton

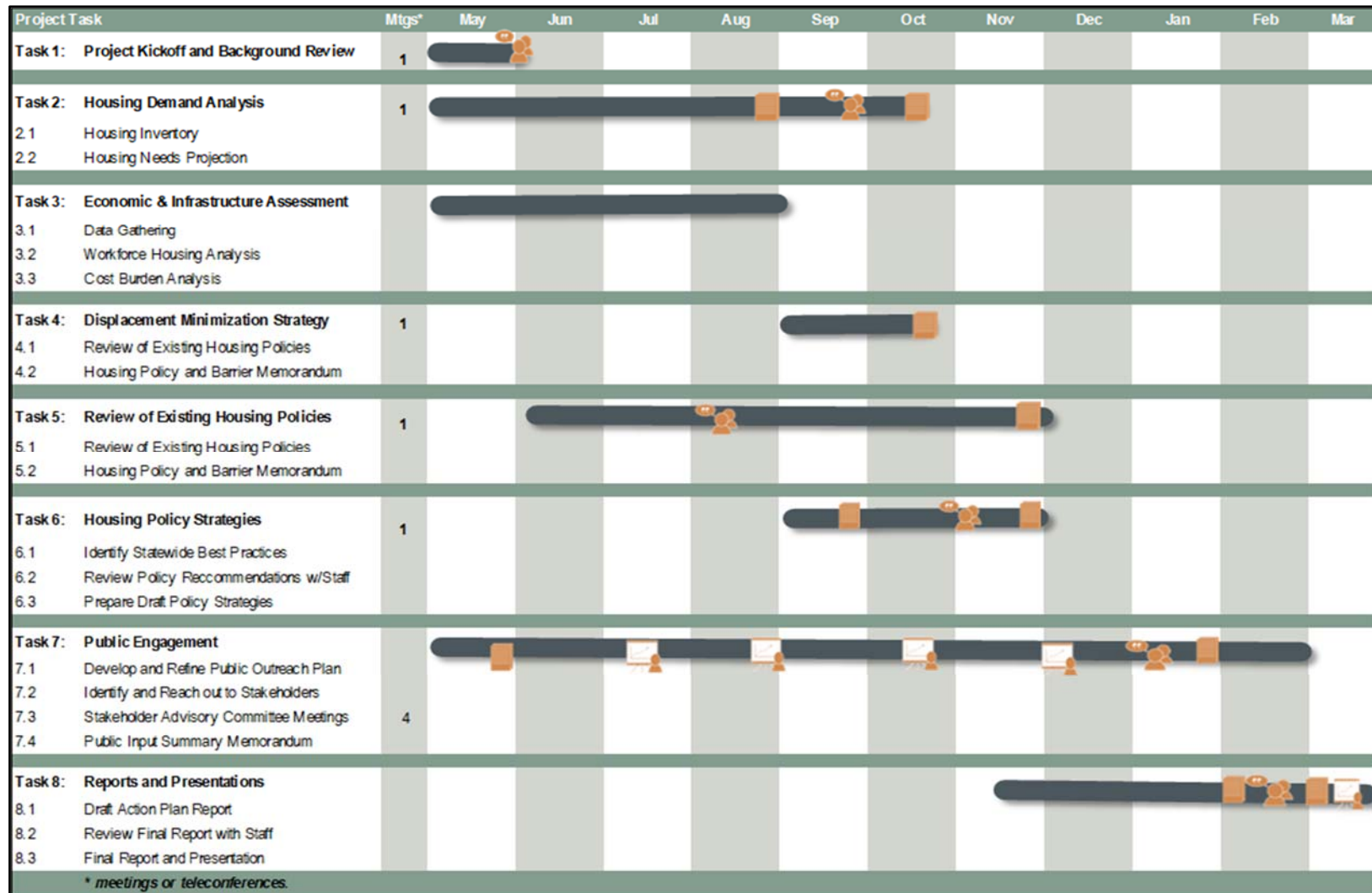
- In addition to mapping their buildable lands, the city revised its zoning code to increase future development potential by allowing plexes in and reducing setbacks in single family zones.
- The city has drafted an ordinance to streamline surplus property procedures.

APPROACH

The overall project approach/schedule is shown in **Exhibit 2**. Key steps taken to create this report include the following:

- Project coordination meetings: Interim findings were shared with the HAP Plan Advisory Team (PAT) and a Stakeholder Advisory Committee (SAC) made up of regional civic leaders.
- Housing trends and forecasts: the consultant team analyzed most recent available data from a mix of sources, such as the U.S. Census Bureau, American Community Survey, Washington Office of Financial Management to confirm the existing housing inventory, quantify market gaps in housing products, and to establish baseline housing demand forecast.
- Housing gentrification and displacement risk assessment: included analysis of the availability of naturally occurring affordable housing (non-government supported) as well as income-restricted government supported housing in context with local demographic and socio-economic data. Locations where the risk of housing displacement are relatively high were mapped for each community in the region.
- Review of existing housing policies and draft policy recommendations: this included a synthesis of the current housing policies for each community, and identification of potential housing policies and actions that can be taken to address issues identified the HAP.
- Community engagement: the HAP process included stakeholder interviews, PAT and TAC meetings and public surveys with the broader community to identify and evaluate housing issues and policy actions.

Exhibit 2: Project Approach



COMMUNITY ENGAGEMENT PROCESS

Public Engagement Plan and Groups Contacted

The Public Engagement Plan (provided in **Appendix A**) for this regional plan is consistent with local and state requirements and reflects best practices. In light of the global Covid-19 pandemic that was in-place during the planning process, the community outreach process utilized virtual video conference meetings/presentations and interactive surveys to evaluate housing affordability, availability and local policies. At the outset of the HAP, a draft Public Engagement Plan was developed and refined based on input from the Project Advisory Team. The engagement plan had four objectives:

1. To provide a forum to share, develop and refine useful information and data,
2. To ensure a shared understanding of current conditions, issues, concerns, and opportunities,
3. To provide avenues for the public, applicable committees, and supporting agencies to be involved,
4. To build support for eventual adoption and implementation.

Project Advisory Team (PAT) Meetings (4): PAT members were comprised of planning staff from the cities of Walla Walla, College Place, Waitsburg, and Dayton, and Walla Walla County and the consultant team. The PAT directed and reviewed the research, outreach, and work products in support of the Walla Walla Regional Housing Action Plan. The PAT met four times from May to November 2020

Stakeholder Advisory Committee Meetings (3): The Stakeholder Advisory Committee represented a range of informed and committed stakeholder interests. It included representatives of city and county agencies, direct service providers, and other public agencies, along with local property owners, residents, and community organizers. The Committee provided recommendations on key project issues and decisions, helped to shape housing policy options, guided stakeholder and community engagement strategies, and encouraged community members to participate in the planning process. The SAC met three times from July to November 2020.

Input regarding housing issues, goals and objectives

Two housing surveys were conducted during the HAP planning effort, with input from the PAT and the SAC. The initial Housing Policy Survey was distributed to local planners, developers and housing experts in the region. The survey focused on housing development issues, barriers and policy preferences. Survey respondents were asked to identify the most effective housing policies in their jurisdiction (city and county) and were asked to identify housing actions suggested within HB 1923.

The Housing Policy Survey received five responses. The top housing issues and policies identified for the Walla Walla region included:

- Overall need for additional construction of quality market-rate housing, additional vacant developable land, the need for less development regulations, and the need for new housing development incentives.
- Survey respondents supported local implementation actions regarding: use of cluster zoning (such as lot size averaging with reduced setbacks for new buildings), a shortened subdivision

approval process, clear and objective accessory dwelling unit standards, and increased categorical exemptions for multifamily developments.

Public Input

The second survey included an electronic Regional Housing Action Plan Survey that was also developed with input from the PAT and TAC and provided in both English and Spanish. The survey focused on the identification of community-defined housing issues, housing affordability perceptions, and barriers to renting or owning a home. Survey respondents were asked to identify actions local officials could take to address housing issues in their community. While the survey is not a statistical representation of all regional residents, the issues and perceptions provided by the respondents are generally consistent with other survey input received during the recent Walla Walla (city and county) Comprehensive Plan updates.

The English survey received 419 responses and the Spanish survey received 3 responses. Survey responses were primarily from residents living in the Walla Walla zip code 99362 (80%), the College Place zip code 99324 (11%), and the Dayton zip code 99328 (4%). Detailed survey results are included in **Appendix B** and are summarized below. While the survey is not considered statistically valid, it does provide a reliable indication of community perceptions regarding housing issues.

Top 5 Perceived Housing Issues

1 Housing Cost / Affordability

2 Inadequate Housing Availability

3 Homelessness

4 Range of Housing Types

5 Housing Quality

Top 5 Housing Actions

1 Development Partnerships

2 Multifamily Tax Incentives

3 Grants for First-time Homebuyers

4 Housing Rehabilitation Grants

5 Increase Residential Land Inventory

Top Barriers to Homeownership

Barriers to Home Ownership	Count	Percent
Limited Housing Supply	249	21.9%
Availability of Living Wage Jobs	290	25.5%
Affordability of Available Homes	371	32.6%
Programs for Homeowners	124	10.9%
Lack of Resources/Education on Home Ownership	63	5.5%
Other	40	3.5%
Total	1,137	100.0%

Top Barriers to Rental Housing

	Count	Percent
Low Vacancy Rates	298	30.0%
Lack of Affordable Rentals	351	35.3%
Strict Rental Requirements	196	19.7%
Confusing Rental Application Process	48	4.8%
Other	101	10.2%
Total	994	100.0%

II. HOUSING MARKET OVERVIEW

Housing demand is driven by a combination of population growth, household formations and regional economic activity. Population within the Walla Walla Region (includes the cities of Walla Walla, College Place, Dayton and Waitsburg) reached a record high of 47,695 year-round residents in 2019 (*according to the WA Office of Financial Management*).

Population within the Region has been increasing at an annual average rate of 0.68% between 2010-2018, which is three times faster than unincorporated Walla Walla County, but only half the statewide average (**Exhibit 3**).

Exhibit 3: Population Trends

Population Trends			
	2010	2018	AGR
Washington	6,561,297	7,294,336	1.33%
Columbia County	3,957	4,001	0.14%
Dayton	2,463	2,682	1.07%
Walla Walla County	57,585	60,236	0.56%
College Place	8,502	9,136	0.90%
Waitsburg	1,194	1,188	-0.06%
Walla Walla	31,177	32,731	0.61%
Walla Walla Region	43,336	45,737	0.68%
Unincorp. Walla Walla County	14,249	14,499	0.22%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B01003)

AGR: average annual growth rate.

Household income and housing price/rent levels are good indicators of housing attainability. Median household income in Walla Walla County (\$56,533) is currently well below the Washington average (\$70,116). However, overall income levels in Walla Walla County and the city of Walla Walla recorded a slightly faster growth rate than the state average between 2010 and 2018 (**Exhibit 4**).

Exhibit 4: Median Income Trends, 2010-2018

	2010	2018	AGR
Washington	\$57,244	\$70,116	2.6%
Walla Walla County	\$45,575	\$56,533	2.7%
College Place	\$40,137	\$47,525	2.1%
Dayton	\$39,861	\$44,524	1.4%
Waitsburg	\$45,568	\$48,403	0.8%
Walla Walla	\$39,397	\$48,678	2.7%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25119)

AGR: average annual growth rate.

To meet HUD guidelines for housing affordability, no more than 30% of income should be allocated to housing. Hence, middle-income families earning 80% to 120% of the median household income (MHI) should be able to afford monthly rents at \$1,131 to \$1,696; or homes priced between \$194,000

and \$291,000. If middle-income households pay more than this, they would be “cost burdened” to some degree. As indicated in **Exhibit 5**, using current statistics, affordable monthly housing cost for low-income families is as follows:

- Low Income, \$707 to \$1,131
- Very Low Income, \$424 to \$707
- Extremely Low Income, \$424 or less

Exhibit 5: Analysis of Attainable Housing Prices/Rents

Walla Walla County Median Household Income (2018)*		\$56,533
Market Segment by Income Level	Lower-end	Upper-End
Upper (120% or more of MHI)		120%
Middle (80% to 120% of MHI)	80%	120%
Low (50% to 80% of MHI)	50%	80%
Very Low (30% to 50% of MHI)	30%	50%
Extremely Low (less than 30% of MHI)	30%	
Qualifying Income Level	Lower-range	Upper-range
Upper (120% or more of MHI)	\$67,840	or more
Middle (80% to 120% of MHI)	\$45,226	\$67,840
Low (50% to 80% of MHI)	\$28,267	\$45,226
Very Low (30% to 50% of MHI)	\$16,960	\$28,267
Extremely Low (less than 30% of MHI)		\$16,960
Attainable Monthly Rent or Payment (@30% of income level)	Lower-range	Upper-range
Upper (120% or more of MHI)	\$1,696	or more
Middle (80% to 120% of MHI)	\$1,131	\$1,696
Low (50% to 80% of MHI)	\$707	\$1,131
Very Low (30% to 50% of MHI)	\$424	\$707
Extremely Low (less than 30% of MHI)		\$397
Approximate Attainable Home Price**	Lower-range	Upper-range
Upper (120% or more of MHI)	\$291,000	or more
Middle (80% to 120% of MHI)	\$194,000	\$291,000
Low (50% to 80% of MHI)	\$116,000	\$185,000
Very Low (30% to 50% of MHI)	\$69,000	\$116,000
Extremely Low (less than 30% of MHI)	n/a	n/a

Notes:

* based on current U.S. Census estimates of household income for Walla Walla County.

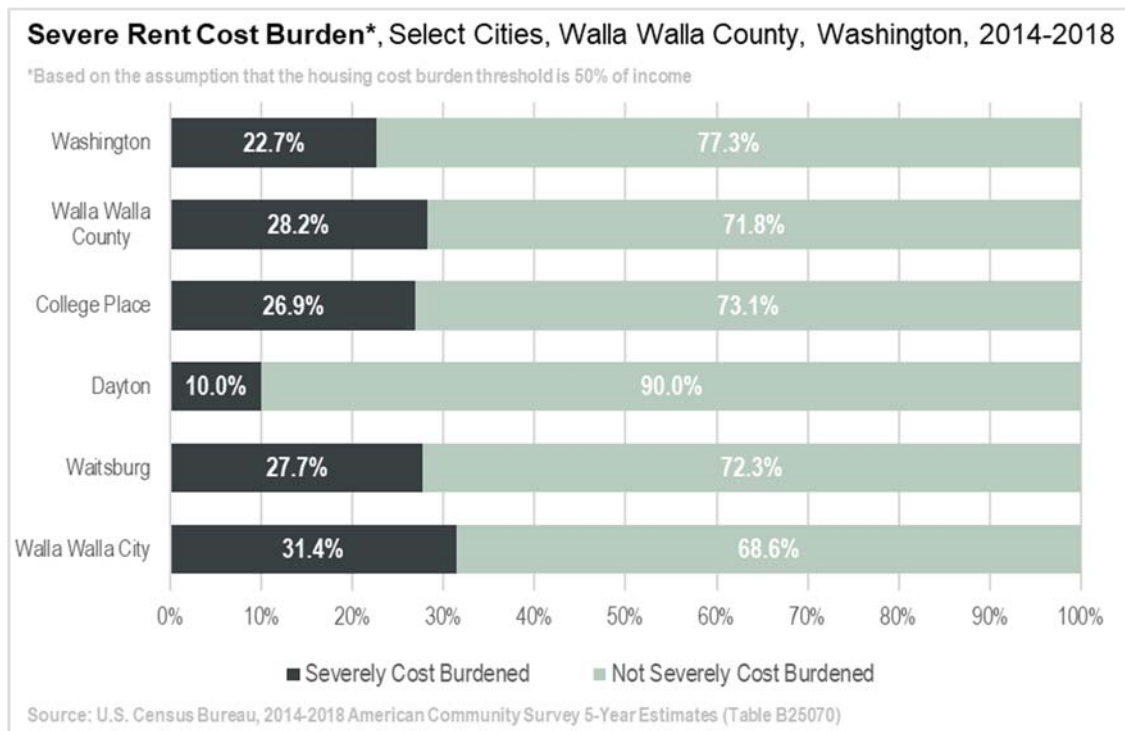
** assumes 5% down (zero down payment for low income purchasers) on 30-yr mortgage @ 3.6% interest; and 1.89% for taxes and insurance.

Source: analysis by FCS GROUP using U.S. Census, American Community Survey data.

According to the U.S. Housing and Urban Development (HUD), households are considered “cost burdened” if they pay over 30% of their gross income on housing and utilities. Households are “severely cost burdened” if they pay over 50% of their gross income on housing and utilities.

As of 2018, nearly 3 in 10 renters (28%) in Walla Walla County were severely cost burdened by housing expenses alone (**Exhibit 6**). If housing costs continue to rise faster than income levels, the share of severely cost burdened households will continue to increase.

Exhibit 6: Severe Housing Cost Burden by Locality



Measures of Economic Hardship

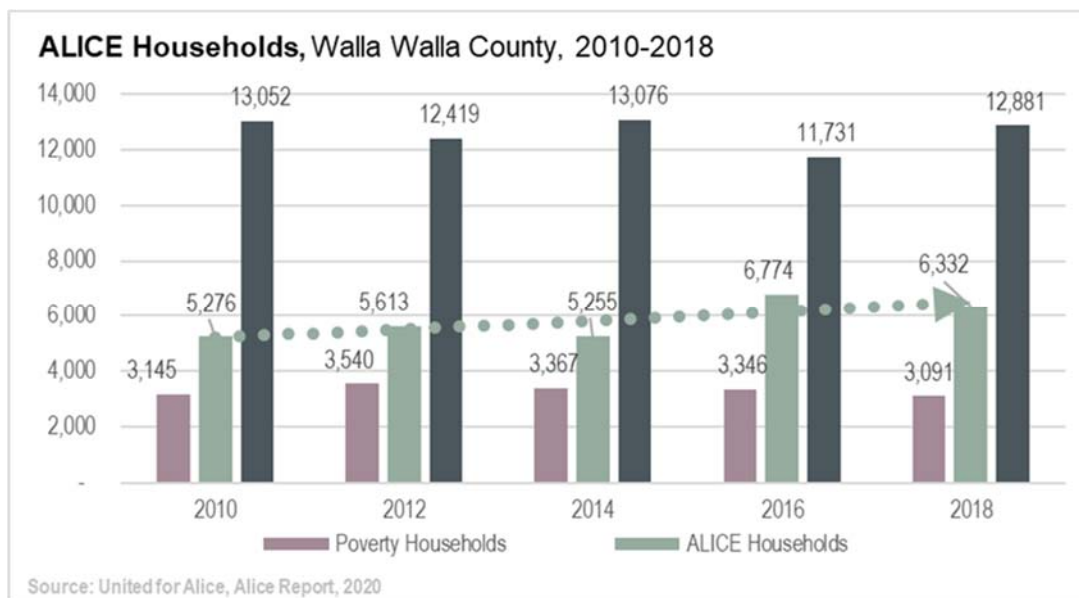
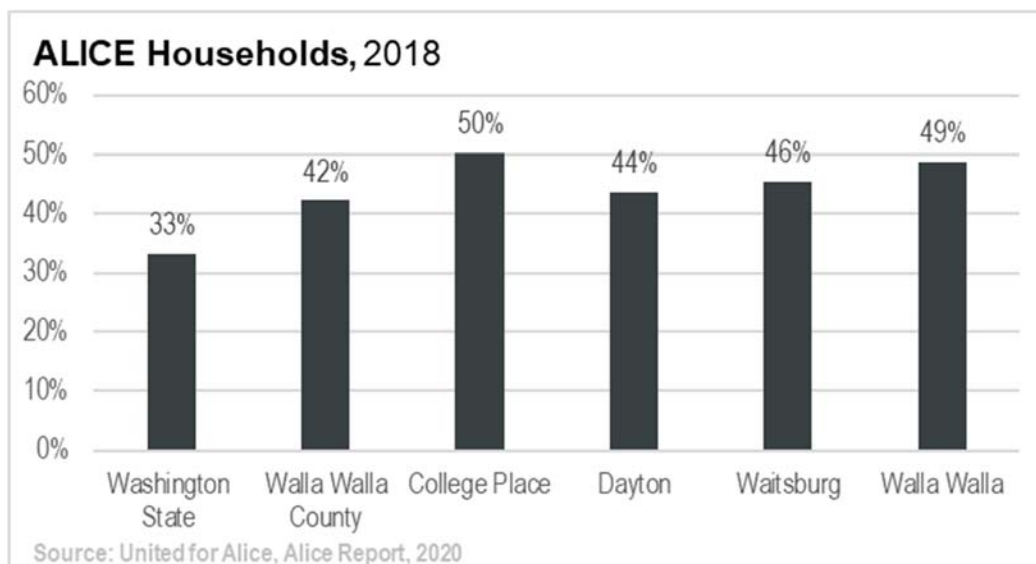
Like many rural communities across the U.S., an increasing share of households in the Region are experiencing economic hardship as the cost of living rises faster than income levels.

Since the War on Poverty began in 1965, the Federal Poverty Level (FPL) has provided a standard for determining the proportion of people living in poverty in the U.S. Despite the FPL's benefit of providing a nationally recognized income threshold for determining who is poor, its shortcomings include the fact that the FPL is not based on the current cost of basic household necessities, and except for Alaska and Hawaii, it is not adjusted to reflect cost of living differences across the U.S. In fact, federal poverty statistics indicate that the number of Walla Walla County households living in poverty decreased by 54 between 2010 and 2018.

In recognition of the short comings associated with federal poverty statistics, the United Way now provides a new measure of economically distressed households struggling in each county in a state. This effort provides a framework, to measure households that do not earn enough to afford basic necessities, with a population segment called **ALICE (Asset Limited, Income Constrained, Employed)**. The ALICE methodology takes into account the total cost of household essentials – housing, child care, food, transportation, technology, and health care, plus taxes and a 10 percent contingency. ALICE data are calculated separately for each county, and for six different household types. For more information check out: <https://www.unitedforalice.org/methodology>

In 2018, 42% of the households in Walla Walla County were either in poverty or in the ALICE category, which is well above the Washington statewide average of 33%. Within the Walla Walla Region, the share of households in poverty and ALICE categories ranged from 44% in Dayton to 50% in College Place (**Exhibit 7**).

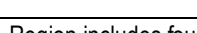
Exhibit 7: ALICE Household as Share of Total Households



Employment

Employment in the cities of the Walla Walla region has been on a steady upward trajectory since 2002, with an estimated 13,281 jobs in 2002 and 14,006 jobs in 2017 (latest available data) a 5.5% overall increase in that timeframe. Job gains varied by sector, with industries such as Transportation and Utilities, Industrial Trades, and Agriculture recording job losses, while Health Care, Services and Education sectors recording the most job gains during this time frame (**Exhibit 8**).

Exhibit 8: Employment Trends: 2002-2017

Segment	2002 - 2017 Job Growth	2002	2010	2017	Change
Agriculture, Forestry, Fishing and Hunting		230	184	150	(80)
Transportation, Communications & Utilities		700	509	427	(273)
Industrial Trades & Construction		1,978	1,642	1,594	(384)
Retail Trade		2,392	2,911	2,337	(55)
Other Services, Restaurants & Lodging		3,673	4,129	4,022	349
Educational Services		1,042	1,033	1,288	246
Health Care and Social Assistance		3,083	3,396	4,012	929
Public Administration		183	173	176	(7)
Total		13,281	13,977	14,006	725

Source: US Census Bureau, On the Map.com. Region includes four cities: Walla Walla, College Place, Waitsburg and

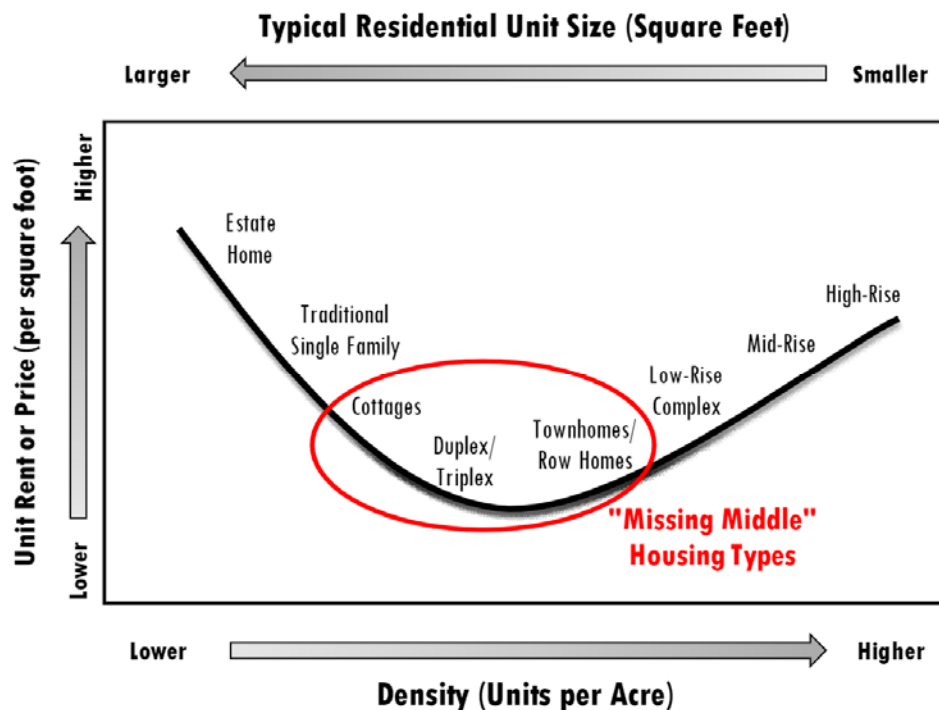
In that same timeframe in the Walla Walla MSA (Walla Walla and Columbia Counties) the civilian labor force increased by 1.9%, a figure well outpaced by job growth in the area according to the US Bureau of Labor Statistics. Unemployment in the area also dropped from 6.9% in 2002 to 4.9% in 2017.

HOUSING NEEDS FORECAST

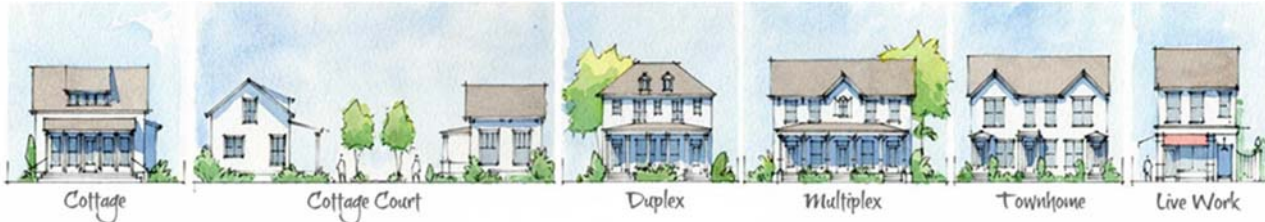
Representatives from public agencies have expressed concern over the lack of attainable and good quality housing for middle income families and local workers. To find attainable housing, some workers must travel long distances between their homes and their jobs to find attainable housing.

The Region would benefit from development of “middle income” housing types, such as apartments, duplexes, townhomes, cottages, manufactured homes and accessory dwelling units (ADUs). These housing types can be delivered at a lower cost and rent level per square foot than standard single family detached and mid-rise housing types (**Exhibit 9**).

Exhibit 9: Middle Housing Types



Source: Washington Department of Commerce Housing Memorandum (PNW Economics and LDC)



Housing Market Gaps

Low vacancy rates and rising home prices have resulted in deficiencies in the regional housing inventory that could largely be addressed by new housing construction. The regional *Community Council's Affordable Housing Study Report*, Summer 2019, found that median income levels in the City of Walla Walla and College Place would need to increase by at least \$5,400 to enable families to purchase a home at 2018 prices.

The housing affordability gap within the region does vary significantly by location. As shown in **Exhibit 10**, regional home prices are highest in College Place (\$281,000) and lowest in the cities of Dayton (\$152,000) and Waitsburg (\$230,000). As a result of this wide disparity in home prices, approximately 69% of the region's households could likely afford to buy a home in Dayton, but less than half of the households can afford to buy a median priced home in College Place.

Exhibit 10: Median Home Price Sales Trends & Affordability

	5/19/2019	5/20/2020	Change from prior year %	Min. Income Needed to purchase median priced home*	Share of Regional HHs that qualify based on income**
Washington	\$403,000	\$425,000	5.5%	\$83,332	
Columbia County	\$186,400	\$208,300	11.7%	\$40,842	63.1%
Dayton	\$149,000	\$152,000	2.0%	\$29,803	69.3%
Walla Walla County	\$268,000	\$273,000	1.9%	\$53,528	49.5%
College Place	\$276,000	\$281,000	1.8%	\$55,097	48.9%
Waitsburg	\$226,000	\$230,000	1.8%	\$45,097	60.4%
Walla Walla City	\$268,000	\$273,000	1.9%	\$53,528	49.5%

Source: Zillow, (6/1/2020), Compiled by FCS GROUP.

* Assumes 30-year mortgage, 3.6% interest, 1.89% property tax & insurance; 5%

** Assumes 30% of household income dedicated to payments.

The Region's housing gap is most prevalent for long-term rentals as well as less-expensive for sale housing. In other words, there is an inadequate supply of deed-restricted rental housing as well as high-quality market rate apartments and for-sale housing priced under \$300,000. Housing needs reflect an increase in demand for homes in the \$291,000 to \$300,000 price range, which are affordable to households earning around the median income.

As reflected in **Exhibit 11**, the lack of affordable rental housing (priced at \$707/month or lower) has resulted in 791 households living in higher-cost housing than they can afford, which leads to severe rent burdens. If we assume that 33% of the housing gap can be addressed by new policies that encourage near term housing construction, we expect the Region could absorb nearly 240 market rate rentals units and at least 261 deed-restricted rental units within 1 or 2 year (**Exhibit 11**).

Exhibit 11: Rental Housing Market Gaps, Walla Walla Region, 2017

Median Household Income Range	Lower-end	Upper-End	Renter Households Counted	Affordable Monthly Rent Costs *	Level of subsidy required	Estimated Rental Units Counted	Year 2017 Housing (Gap) or Surplus
Upper (120% or more of MFI)	\$67,840 or more		1,304	\$1,696 & Above	Zero	580	(400)
Middle (80% to 120% of MFI)	\$45,226	\$67,840	1,173	\$1,131-\$1,686	Zero	1,497	
Low (50% to 80% of MFI)	\$28,267	\$45,226	1,518	\$707-\$1,131	Low	2,709	1,191
Very Low (30% to 50% of MFI)	\$16,960	\$28,267	1,177	\$424-\$707	Medium	1,541	(791)
Extremely Low (less than 30% of MFI)	\$16,960 or less		1,830	Less than \$424	High	674	
Total			7,001			7,001	

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

* Calculated at 30% of Walla Walla County median family income based on HUD guidelines

Analysis of Pent-Up Rental Housing Demand, Walla Walla Region

Median Household Income Range	Renter Households in 2017	Rental Units in 2017	Housing (Gap)	Potential Capture Rate	Pent-up Housing Demand Capture
Upper (120% or more of MFI)	1,304	580	(724)	33%	239
Middle (80% to 120% of MFI)	1,173	1,497	324		
Low (50% to 80% of MFI)	1,518	2,709	1,191		
Very Low (Less than 50% of MFI)	3,006	2,215	(791)	33%	261

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

Regional Housing Need

The 20-year regional housing demand forecast takes into account a share of the current market gap for rental housing along (noted in the preceding section) plus the amount of housing required to address demand from the projected changes in population for cities and unincorporated areas of Walla Walla and Columbia counties. Population growth rates are consistent with the adopted comprehensive plans for Walla Walla County and the cities of College Place, Walla Walla, Dayton and Waitsburg.

These plans anticipate a population increase of approximately 9,668 year-round residents by 2040 within Walla Walla County. According to the Walla Walla County Comprehensive Plan, the vast majority of population (and housing) growth is expected to occur within the Walla Walla, College Place and Waitsburg urban areas. Unincorporated areas of the county are projected to add 2,802 people. Since that forecast also reflects unincorporated portions of UGAs for the cities, we expect the majority of new population growth to occur within future annexation areas of local cities.

To estimate urbanization requirements for the four-city region, this regional housing action plan assumes that 70% of the housing growth and 90% of the group quarters population growth within unincorporated Walla Walla County will occur within the UGAs of Walla Walla, College Place, and Waitsburg. As indicated in **Exhibit 12**, this allocation of county growth equates to approximately 107 group quarters residents and 657 dwelling units. A more detailed breakdown of this analysis can be found in **Appendix C**.

Exhibit 12: Projected Regional Housing Capture of Unincorp. Walla Walla County, 2020 to 2040

	Walla Walla County	Unicorp. Walla Walla County**	Regional Housing Capture of Unincorp. County %	Regional Housing Capture of Unincorp. County
Net New Population	9,668	2,802		
New Pop in Group Quarters*	773	119	90%	107
Population in Households	8,894	2,683		
Housing Need for Permanent Residents (dwellings)	3,601	865		
Seasonal & Vacancy Allowance (@9.4 %)	358	74		
Growth-related Housing Demand (dwelling units)	3,959	939	70%	657

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc. ** Includes unincorporated areas within urban growth areas of local cities.

The baseline housing demand forecast converts future population growth into housing needs. To address changing demographic and householder preferences, the baseline housing demand forecast also takes into account the following assumptions:

- Future population growth forecasts for each city within the Walla Walla Region will be consistent with adopted local comprehensive land use plan forecasts (extrapolated).
- The tenancy mix and rate of homeownership will increase slightly overtime to the Washington statewide average (63% owners and 37% renters). Note, this results in a modest increase in homeownership rates within the Region from 60% currently to 63% by year 2040.
- Housing needs reflect increasing demand for attainably-priced middle housing types consistent with 30% of household income allocated to rent or mortgage (principal and interest).

- The housing needs forecast assumes a moderate shift toward middle housing types, including townhomes, plexes, apartments, ADUs and manufactured housing.

Given these assumptions, the Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand in the Region is likely to include 1,523 standard-lot single family detached homes; 1,104 small-lot detached homes; 732 townhomes/plexes; 894 multi-family units (includes some group quarters demand), and 443 government-supported affordable housing units, manufactured homes and/or ADUs (**Exhibit 13**).

Exhibit 13: Walla Walla Region Housing Needs Forecast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg	Dayton	Region Total
Projected Baseline Housing Demand	2,362	494	153	11 +	3,021
Plus Share of Housing Within Unincorp. UGAs	514	107	33	2 +	657
Plus Demand to Address 33% of Housing Gap	414	87			500
Total Housing Need	3,290	688	187	13 +	4,178
Plus Group Quarters Housing Units (@1.5 people per unit)*	420	88			762
Grand Total (units)	3,710	776	187	13 +	4,685
percent of total	79%	17%	4%	0.3%	100%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Remainder of Walla Walla County
Housing Type						
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

A more detailed analysis of group quarters housing demand indicates that the majority of this segment is likely to be supported by seniors that desire assisted living facilities, and to a lesser extent university students and special needs population segments (including inmates at the correctional center). As indicated in **Exhibit 14**, the senior housing segment is projected to account for about three quarters of the overall group quarters demand, with the need for almost 380 units of shared senior housing required by year 2040.

Exhibit 14: Projected Senior Housing Demand: Walla Walla Region

	Region Total within UGAs
Current Population	48,363
Proj. Net New Population within Region UGAs (@2.3 persons/HH)	8,485
Future Population year 2040	56,848
Population over Age 65	20%
Share of pop. over Age 65 in Nursing Homes	5.0%
Avg. Household Size within Nursing Homes	1.50
Proj. Net New Population in Nursing Homes	568
Proj. Senior Housing Need (dwelling units)	379

Source: population estimates and forecasts based on WA Office of Financial Management data; nursing home capture rates based on National Institute of Aging estimates, 2015.

Land Sufficiency Findings

According to the June 2019 Walla Walla County buildable land inventory and development capacity study, Walla Walla, College Place and Waitsburg UGAs had the potential to accommodate over 4,100 net new dwellings at full utilization (**Exhibit 15**). Note, the City of Dayton was included in a separate land capacity study for Columbia County.

Exhibit 15: Land Capacity Analysis (2019)

	Minimum Lot Size (SF)	Net Res. Land Inventory (acres)	Vacant percent	Under- developed percent	Net New Pop. Capacity	Net New Dwelling Capacity	Infill & redevelop- ment Dwellings	Dwellings on Vacant Land	% infill & redevelop- ment
Waitsburg					1,466	621	284	337	46%
R96 Suburban Residential	9,600	50.7	62%	38%	538	228	86	142	
Residential (incorporated)	10,000	92.7	49%	51%	875	371	189	182	
Flexible Comm./Res (Incorp.)	10,000	5.6	61%	39%	53	22	9	13	
College Place					588	249	139	110	56%
Multiple Family Residential	n/a	2.1			59	25	-	25	
R-60 Single Family Residential*	6,000	21.6	30%	70%	361	153	107	46	
R-72 Single Family Residential*	7,200	0.3			4	2	-	2	
R-96 Suburban Residential (incorp.)	9,600	6.3	58%	42%	67	28	12	16	
R-96 Suburban Residential (area 2B)**	9,600	39.8	75%	25%	425	180	46	134	
R-96 Suburban Residential (area 2C)	9,600	9.2	51%	49%	97	41	20	21	
Walla Walla City					7,641	3,238	1,632	1,606	50%
Multiple Family Residential	n/a	-			-	-			
R-60 Single Family Residential ***	6,000	-			-	-			
R-72 Single Family Residential ***	7,200	54.7	21%	79%	813	344	271	73	
R-96 Suburban Residential (incorp.)	9,600	569.0	51%	49%	6,116	2,592	1,260	1,332	
R-96 Suburban Residential (other)	9,600	60.8	67%	34%	712	302	101	201	

Source: Revised Land Capacity Analysis, Technical Memorandum, June 2019, the Watershed Company. Note, this analysis was completed prior to the City of Walla Walla creating a Neighborhood Residential zone to allow reduced lot sizes.

* After 2019, College Place combined zones R-60/R-72/R-75 into a one SF District zone and allows up to two dwellings per lot.

** Area 2B urban growth area expansion request was denied after 2020.

*** After 2019, Walla Walla changed code to allow 2-4 unit structures and ADUs in all single family zones.

In the years since the aforementioned land capacity analysis was conducted, the cities of Walla Walla and College Place amended their respective zoning codes to allow development of plexes (up to 4 units per structure) within their low density zones. The estimated residential land capacity for the Walla Walla Region assumes there will be a moderate increase in housing density on single family zones in the cities of College Place and Walla Walla, and reflects significant growth potential for the city of Dayton.

As indicated **Exhibit 16**, the Walla Walla Region is now be expected to accommodate nearly 5,058 dwelling units, including 4,611 dwellings with 1 to 4 units per structure, and approximately 447 multi-family dwellings with 5+ units per structure.

Exhibit 16: Regional Residential Land Capacity and Housing Need (2021)

	Infill & Dwellings redevelop- ment Dwellings	on Vacant Land	Total Dwelling Capacity	Projected 20-Year Housing Need	Net Housing Surplus or (Gap)
College Place	206	140	345	747	(402)
1 to 4 units per structure *	146	115	260	672	(412)
5 or more units per structure	60	25	85	75 +	10
Walla Walla City	2,054	1,686	3,740	3,570	170
1 to 4 units per structure *	1,714	1,686	3,400	2,785	615
5 or more units per structure **	340		340	785	(445)
Waitsburg	306	367	673	178	495
1 to 4 units per structure	298	353	651	124 +	527
5 or more units per structure	9	13	22	53	(31)
Dayton	100	200	300	12	288
1 to 4 units per structure ***	100 +	200 +	300 +	12 +	288 +
5 or more units per structure			-	-	-
Region Total	2,665	2,393	5,058	4,507	552
1 to 4 units per structure	2,257	2,354	4,611	3,593	1,018
5 or more units per structure	409	38	447	913	(466)

Findings are derived from prior tables and input provided by project advisory and stakeholder committees, Washington Dept. of Commerce staff, and the following notations.

** Assumptions for College Place and Walla Walla take into account recent code changes; assumes 5% of the land zoned for single family will be utilized by plexes or ADUs.*

*** Multi-family capacity analysis (5+ units per structure) for Walla Walla reflects current development applications.*

**** Dayton capacity analysis derived from City of Dayton Buildable Land Inventory maps.*

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, the analysis cited above indicates that nearly half of new construction would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through “infill” is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

College Place UGA: the projected 20-year housing need of 747 dwelling units is far greater than the potential UGA capacity of 345 units, even after accounting for recent code changes and assuming 60% of net new housing will need to be constructed on infill and redevelopment lands.

Walla Walla UGA: the projected 20-year housing need of 3,570 dwelling units is below the potential UGA capacity of 3,740 dwelling units. However, the current amount of land zoned for multi-family structures may be inadequate to meet overall housing needs, even after assuming 55% of

the net new housing will be constructed on infill and redevelopment lands (including residential and commercial housing zones).

During the next round of local comprehensive land use plan updates, it is recommended that the cities of College Place and Walla Walla continue to work with Walla Walla County and regional housing advocates to ensure that new housing density can be optimized within current UGAs, and new areas be identified for potential UGA expansion.

Waitsburg and Dayton UGAs: the combined projected housing demand of 200 dwellings for these two small cities can be accommodated by their existing UGAs if adequate water and wastewater infrastructure is provided.

Additional policy actions and housing program considerations are provided in the next section.

III. HOUSING POLICY, PROGRAMS & ACTIONS

The Walla Walla Region is facing unprecedented challenges to its ability to provide safe and affordable housing. Like many areas across the USA, housing costs are rising faster than income levels and there is a limited supply of skilled workers, inadequate supply of developable lots, and restrictions attributed to development regulations.² Local policies and actions aimed at reducing barriers to new construction can help. It is more important than ever for local jurisdictions to work together with public, private and non-profit developers, homeowners and land trusts to identify lasting solutions.

This section identifies potential code changes, affordable housing programs, and strategies to mitigate housing displacement for the most vulnerable population segments. A summary of strategies that can increase the housing supply is provided in **Exhibit 17**.

STRATEGIES TO INCREASE HOUSING SUPPLY

Code-Related Policies

In general, development regulations need to be clear and objective, and less restrictive code requirements can lower development costs and lead to a greater variety of housing types. In the Walla Walla Region, the need for code amendments varies by city. While Walla Walla and College Place have already implemented many of the state recommendations regarding increased flexibility in the types of housing allowed in low-density zones, Dayton and Waitsburg may benefit from additional code updates.

It is recommended that cities within the region consider reducing or eliminating minimum lot size requirements and removing parking and owner occupancy requirements for accessory dwelling units. All cities can strive to improve the efficiency of their permitting process.

² American Planning Association. "APA Policy Guide on Housing" (2019). Guide available at <https://www.planning.org/publications/document/9178529/>

Some code-related best practices include the following:

1. Single Family Zones
 - Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences to allow developers to incorporate natural features into their site plans and minor partitions.
2. Accessory Dwelling Units
 - Remove owner occupancy requirements related to accessory dwelling units.³
 - Remove minimum residential parking requirements related to accessory dwelling units.⁴
3. Middle Housing Types
 - Ensure that local zoning ordinances do not unduly hinder the functioning and placement of manufactured homes.
 - Ensure local zoning ordinances specifically allow slightly used manufactured homes.
 - Reduce the minimum lot size for duplex and multifamily developments to 7,500 square feet or less or eliminate minimum lot size requirements to promote the development of greater diversity of housing types.
 - Adopt other permit process improvements where it is demonstrated that the code, development regulation, or ordinance changes will result in a streamlined and more efficient permit process to attract interest from developers.⁵

Development Incentive Programs

To better understand the feasibility of developing multifamily apartments in the Region, FCS Group conducted a supplemental analysis of two prototypical multifamily developments (garden apartments and flats) in the city of Walla Walla, which is summarized in **Appendix D**. The analysis evaluated financial feasibility from the perspectives of either a for-profit or a non-profit developer. Key conclusions from the financial analysis are:

- The current housing market is strong enough to attract for-profit developers
- Garden apartments are viable without incentives
- Market rate flats over parking will likely require some form of development incentive (see list below)
- Income-restricted affordable housing developments and mixed-income housing by a for-profit developer, will also require incentives to be market feasible, such as:
 - 12-year tax abatement (for affordable housing element)

³ RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>

⁴ RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>

⁵ RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>.

- Impact fee reduction (e.g. lower utility connection charges) for deed restricted affordable housing elements.
 - Land write-down
 - Parking reductions
 - The use of a non-profit developer for a 100% affordable development could make the development “pencil” with fewer incentives than would be required with a for-profit developer.
- There are specific strategies that can be considered to increase the production of affordable housing and to reduce the cost of owning or renting a home:

1. Incentives for affordable housing:
 - Multifamily Tax Exemption (applies to City of Walla Walla only) is currently allowed for cities with over 15,000 people and is now a policy that applies in downtown Walla Walla. This program includes an 8 or 12-year property tax exemption based on the value of improvements for 4+ housing units, depending on the share of units that are to be set aside for low-income families. This program is designed to promote needed housing development in targeted areas of the urban core by directly addressing the financial feasibility gap.
 - It is recommended that Walla Walla consider expanding this program by including areas outside downtown that have proximity to public transit and community services.
 - Consider allowing bonus density increases for any deed-restricted affordable housing development, including single-family or multifamily residences located on real property owned or controlled by a religious organization.⁶
2. Incentives for home ownership:
 - Enhance and promote existing programs that supply down payment assistance and application support a matching grant program for first-time homebuyers.

Other Actions that can help lower development costs and housing costs

1. **Sponsor Construction-related Workforce Training:** Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Each city in the region can work with higher and secondary educational institutions to take advantage of sector-based partnerships. Construction-related training and volunteer programs (such as Habitat for Humanity) that deliver housing improve the supply of low-income housing and improve skills for workers. The goal is to create programs that offer training/apprenticeships and future job opportunities that improve the quality of jobs in the area.
2. **Pursue Public/Private Developments:** Cities and county governments can leverage private or non-profit development of under-utilized public lands. Typically formulated as private

⁶ 2019-2020 Housing Laws. Washington State Department of Commerce.
<https://deptofcommerce.app.box.com/s/uvqd9297a8tisplk0jjulwe97fnr66px>

construction of housing and/or commercial space on public land public/private partnerships can lead generate both market rate and affordable housing in the region.

3. **Support Development of a Community Land Trust:** Community land trusts create additional affordable home ownership opportunities by removing land from the costs of real estate. In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Developments that are constructed on land trust parcels tend to have more stable housing values, which are somewhat insulated from the overall real estate market and reflective of the local cost of living.

Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households. Right of first offer places very minimal requirements on property owners. Notice would be sent that a property will be for sale and either the trust or the owner sets and offer price depending on the program framework.

DISPLACEMENT MINIMIZATION STRATEGIES

Many of the policy measures and programs listed above will help increase the housing supply while enhancing housing affordability. Additional measures are needed to address displacement that tends to occur with major redevelopment. Displacement occurs when households or businesses are involuntarily forced out of an area due to increasing housing prices/property taxes or due to economic and demographic changes that alter the neighborhood's character. Gentrification, a well-documented housing issue since the 1960s, has traditionally been associated with urban cores, but rural gentrification is now an issue in light of the ever-expanding digital workforce and access to goods online.

Gentrification typically occurs in areas with relatively low property values and nearby amenities. As demand in the region grows, areas with relatively low rents/home values and/or areas perceived as having lower-quality housing become more attractive and profitable for redevelopment. Some housing experts expect that the recent global pandemic will only increase gentrification in smaller communities.

Findings for Walla Walla Region

Vulnerability is calculated using factors closely associated with an increased probability of redevelopment coupled with the evaluation of local demographic conditions. US Census data depicting housing tenure, poverty rates, educational attainment, median home value, median gross rent, and race/ethnicity are considered in order to identify specific Census Block Groups that may be most vulnerable to displacement. While Walla Walla was the only city in the region with vulnerability on five out of six data variables, each jurisdiction in the region contains populations vulnerable to displacement. Please refer to the detailed analysis provided in **Appendix E**.

Strategies to Address Physical Displacement

- Require a displacement impact assessment to be provided by the applicant for major redevelopment projects. An impact assessment is a method of tracking how many net new housing units are being developed in a specific location after accounting for existing housing units (and households) that are likely to be displaced.

- Partner with groups offering weatherization and energy efficiency services for low-income homeowners and seniors.

Strategies to Address Economic Displacement

Strategies to improve housing outcomes for economically vulnerable populations and seniors:

- Support programs that provide emergency rental assistance for families facing eviction and/or homelessness due to temporary economic hardship.
- Consider adoption of a resolution to extend the notice period for no-cause evictions to 60 days for landlords with five or more units to allow renters additional time to plan, contact services, and hopefully relocate without a disruption in adequate housing.
- Consider new policies that preserve existing manufactured housing parks, including a new manufactured housing park zone classification.
- Address the causes of homelessness by working with local agencies and non-profits that provide direct services to this community.⁷
- Encourage the development and retrofitting of housing for seniors and people living with disabilities that is physically accessible and adheres to Universal Design Principles.⁸

Strategies to Address Cultural Displacement

Locating rental opportunities and completing multiple applications with individual documentation requirements and fees is often listed as a major barrier to obtaining adequate housing. This is particularly true for families facing unforeseeable displacement and possible homelessness and is compounded in rural areas often overlooked by statewide databases and national tenant resource websites. As regional population grows and rents increase, local government agencies can become more directly involved in the rental market and application process. As with other recommendations, this involvement exists on a spectrum depending on the severity of housing issues and the success of initial programs.

Strategies to Streamline Rental Application Process

A registration program would create a consolidated database of available government-supported affordable housing units in the region, along with cost estimates. Cities like Seattle have instituted a Rent Registration and Inspection Ordinance (RIIO)⁹ that requires all rental

⁷ Walla Walla Comprehensive Plan Update. (2018). City of Walla Walla.
<https://www.wallawallawa.gov/home/showdocument?id=854>.

⁸ Universal Design in Housing. (2006). The Center for Universal Design.
https://projects.ncsu.edu/ncsu/design/cud/pubs_p/docs/UDinHousing.pdf.

⁹ City of Seattle, Rental Registration and Inspection Ordinance, accessed March 25, 2021 via
<https://www.seattle.gov/sdci/codes/licensing-and-registration/rental-registration-and-inspection-ordinance>

properties to register with the City and demonstrate adequate habitability. A similar database could also serve as a resource for families searching for housing.

Searchable databases of available rentals in the region could also be linked to websites providing tenant information on applications and screening. A small fee per unit could be established to fund the program, which could include a streamlined application process.

The King County Housing Authority website¹⁰ contains housing listings for various government subsidized apartments at different eligibility requirements and market rate housing at different price points. Market rate housing listings are included by linking to Apartments.com, which appears to have a streamlined tenant screening and application process. While not a requirement, inclusion of Apartments.com serves as a powerful incentive for local landlords to list their apartments on the website.¹¹ New York City has created a similar searchable database called NYC Housing Search¹² and a streamlined application process for all available government subsidized housing, called NYC Connect.¹³

A streamlined and affordable mechanism for locating available housing in the region would mitigate the impacts of displacement by aiding families in locating alternative housing within their existing community. Partnering with housing groups in the area could help mitigate initial program costs. For example, Tenants Union of Washington State has a variety of resources online regarding the screening process and fees.¹⁴

Land Supply Strategies

In active collaboration with the cities of Walla Walla, College Place, and Waitsburg, work with Walla Walla County to review and update the 1993 Countywide Planning Policies to actively promote the development of new affordable housing opportunities. This may include, but is not limited to:

- a. Updating the methodology for more realistically determining the development capacity of existing lands.

¹⁰ King County Housing Authority Apartment Search Resource <https://www.kcha.org/>

¹¹ Online Rental Application for Apartments.com: https://www.apartments.com/rental-manager/features/online-rental-applications?gclid=Cj0KCQjwo-aCBhC-ARIsAAkNQiuOFW_vSyyGBrtVpNem93vueHCgD_FTlwTVBQYigk6flvC50vJQ2w0aAkFpEALw_wcB&gclsrc=aw.ds

¹² New York City Housing Search database: <https://www.nyhousingsearch.gov/index.html>

¹³ New York City Housing Connect centralized government housing application process and fee schedule: <https://www1.nyc.gov/site/hpd/services-and-information/housing-connect-rentals.page>

¹⁴ Tenants Union of Washington State, Tenant Screening Information Hub: <https://tenantsunion.org/rights/tenant-screening>

- b. Exempting the new construction of affordable housing on publicly owned land from the assessment of the need for new housing.
- c. Increase the percentage of projected new growth allocated to the cities of Walla Walla and College Place.
- d. Increasing the market factor to allow for the addition of land to urban growth areas based on a finding that there is a critical shortage of affordable housing.
- e. Authorizing further increases in the market factor to support specific strategies to increase the construction of new multi-family housing in cities. This may include affordable housing “bonuses”.
- f. Monitoring new residential development and providing for more frequent updates of the Countywide Planning Policies.
- g. Ensuring that there is an adequate supply of new commercial development to serve new residential development.
- h. Supporting the cost-effective planning, construction, and use of public infrastructure to serve new residential development.

It is recommended that Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg, inventory and assess publicly owned lands in urban growth areas as sites suitable for the construction of affordable housing.

Exhibit 17: Housing Action Plan Policy Recommendations*
City of Walla Walla Implementation Approach

FOCUS AREA	POLICY/ACTION	DETAILS	CITIES	TIMELINE	LEAD DEPT.	ASSISTING DEPT. OR ORG.	APPLICABLE TO WALLA WALLA
Code Changes	Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences. (RCW 36.70A.600)	Allows developers to navigate around natural features and reduces development costs. May be most appropriate for large subdivisions or planned urban developments.	College Place, Dayton, Waitsburg				N/A
Code Changes	Allow for the division or redivision of land into the maximum number of lots through the short subdivision process. (RCW 36.70A.600)	"The legislative authority of any county planning under RCW 36.70A.040 that has adopted a comprehensive plan and development regulations in compliance with chapter 36.70A RCW may by ordinance increase the number of lots, tracts, or parcels to be regulated as short subdivisions to a maximum of nine in any urban growth area" (RCW 58.17.020 Definitions)	Dayton, Waitsburg				N/A
Code Changes	Adopt increase in categorical exemptions for residential or mixed-use development. (RCW 36.70A.600)	Categorically exempts government action related to development proposed to fill in an urban growth area, designated according to RCW 36.70A.110, where current density and intensity of use in the area is roughly equal to or lower than called for in the goals and policies of the applicable comprehensive plan. (RCW 43.21C.229)	ALL	Near term (1-2 years)	Develop. Services	Public Works Support Services WW Planning Commission WW City Council	

Code Changes	Authorize at least one duplex, triplex, quadplex, six-plex, stacked flat, townhouse, or courtyard apartment on each parcel in one or more zoning districts that permit single-family residences unless a city documents a specific infrastructure of physical constraint that would make this requirement unfeasible for a particular parcel. (RCW 36.70A.600)	Creates more housing options.	All cities in the region allow duplexes in single family zones; College Place and Walla Walla allow up to 4-units			N/A
Code Changes	Authorize a minimum net density of six dwelling units per acre in all residential zones, where the residential development capacity will increase within the city. (RCW 36.70A.600)	For purposes of this subsection, the calculation of net density does not include the square footage of areas that are otherwise prohibited from development, such as critical areas, the area of buffers around critical areas, and the area of roads and similar features	ALL	Near term (1-2 years)	Develop. Services	Public Works Fire Dept. Support Services WW Planning Commission WW City Council
Code Changes	Remove minimum residential parking requirements related to accessory dwelling units. (RCW 36.70A.600)	Reduces barriers to ADU development.	ALL	Near term (1-2 years)	Develop. Services	Public Works Fire Dept. Support Services WW Planning Commission WW City Council
Code Changes	Remove owner occupancy requirements related to accessory dwelling units (RCW 36.70A.600)	Creates more flexibility for owners who may wish to rent their ADU. Provides additional rental housing.	Dayton, Waitsburg			N/A

Code Changes	Adopt other permit process improvements where it is demonstrated that the code, development regulation, or ordinance changes will result in a more efficient permit process for customers (RCW <u>36.70A.600</u>)	Streamlining can generate development interest.	ALL	Near term (1-3 years)	Develop. Services	Public Works Fire Dept.
Code Changes	Reduce the minimum lot size for duplexes and multifamily development to 7,500 square feet or less or eliminate minimum lot size requirements.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Waitsburg			N/A
Code Changes	Reduce the required minimum lot area for new platted lots to 7,500 square feet or less or eliminate minimum lot size requirements.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Waitsburg			N/A
Code Changes	Remove "are compatible with the neighborhood characteristic" from the definition of Neighborhood Residential or clearly define how to achieve this in the code.	Best practices support using terms that are clearly defined. "Neighborhood character" may be interpreted in many different ways.	Walla Walla	Near term (1-2 years)	Develop. Services	WW Planning Commission WW City Council
Code Changes	Reduce the minimum lot size for multifamily development from 3,600 square feet per unit to less than 2,000 square feet per unit.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Dayton			N/A
Code Changes	Remove guest parking space requirements for multifamily dwelling units.	Reduces barriers to the development of multifamily housing.	Waitsburg			N/A
Code Changes	Remove conditional use permit requirements for manufactured homes.	This creates an additional cost burden for a type of home that is valued for its affordability.	Waitsburg			N/A

Anti-Displacement	Integrate displacement into the analysis and review of potential policies, programs, and development applications by creating a standardized assessment of potentially unintended consequences upfront and enforcing reasonable mitigation efforts directly connected to the proposal.	An impact assessment tracks how many affordable units are being developed and at the cost of how many existing units. The assessment can be conducted by the applicant or city staff.	ALL	Long-term (5-7 years)	Develop. Services	Support Services (CDBG) WW Planning Commission WW City Council Community Council
Anti-Displacement	Create a rental registration program to track available units in the region and rental costs. (Affordable Housing Report)	This program would work to improve access to rental information and reduce the burden of multiple applications, fees, and credit checks.	Regional Effort	Long-term (5-7 years)	Support Services	Develop. Services WW Planning Commission Private Sector (landlords) Housing Providers Community Council
Anti-Displacement	Extend the notice period for no cause evictions to 60 days for landlords with five or more units.	Provides renters with time to plan, contact services, and relocate.	ALL	Mid-term (3-5 years)	Support Services	Housing Providers Private Sector CA Office WW City Council
Anti-Displacement	Enhance and promote existing programs that supply down payment assistance and application support to first time homebuyers.	Washington offers the Home Advantage Needs Based Downpayment Assistance Loan Program to eligible homebuyers.	ALL	Near term (1-2 years)	Support Services (CDBG)	Common Roots

Anti-Displacement	Identify job training partnerships to foster local opportunities and prosperity through improved workforce development initiatives.	Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Focus on both higher and secondary educational institutions in the region to take advantage of sector-based partnerships. Construction based partnerships in particular are likely to improve the supply of low-income housing.	ALL	Long-term (5-7 Years)	Support Services	Develop. Services Colleges/ Universities Private Sector
Anti-Displacement	As neighborhoods change, work to eliminate the displacement of those who are under-served or under-represented.	Promotes equitable housing practices.	ALL	On-going	Develop. Services	Support Services
Anti-Displacement Affordable Housing	Support existing programs that provide emergency rental assistance for families facing homelessness due to temporary economic hardship.	Many state and county programs offer emergency rental assistance.	ALL	On-going	Support Services	BMAC WW County Dept. of Comm. Health
Anti-Displacement Affordable Housing	Identify and acquire sites suitable for affordable housing.	Cities can work with state agencies and an community land trust to identify "surplus property" and acquire tax lots in foreclosure. Sites should be evaluated based on cost, density, environmental quality, access to transportation, community services, and housing types that can be produced.	ALL	Long-term (5-7 years)	Support Services	WW City Council Common Roots
Anti-Displacement Affordable Housing	Establish a community land trust to create additional affordable home ownership opportunities.	In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Thus, creating additional affordable opportunities for homebuyers by removing land from the cost of real estate.	College Place, Dayton, Waitsburg			N/A

Anti-Displacement	Create a right of first offer/refusal program for the community land trust.	Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households.	ALL	Long-term (5-7 years)	Support Services	CA Office WW City Council Common Roots
Anti-Displacement Energy Efficiency	Partner with groups offering weatherization and energy efficiency services.	Weatherization and energy efficiency services can reduce housing costs, increasing the affordability of owning a home.	College Place, Dayton, Waitsburg			N/A
Affordable Housing	Work with the state to identify opportunities for affordable housing on public land.	Washington state (through RCW 43.63A.510 and RCW 39.33.015) directs specific state agencies to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and very-low-income households.	ALL	Mid-term (3-5 years)	Support Services	State agencies CA Office
Affordable Housing	Multifamily tax exemption	Promotes the development of multifamily housing.	Walla Walla	Near term (1-2 years)	Support Services	Develop. Services
Affordable Housing	Local community land trust	Support the development of a local community land trust	ALL	On-going	Support Services	Common Roots
Energy Efficiency	Encourage residential development that conserves water, reduces energy use, and uses sustainable materials.	Energy efficiency services can reduce housing costs and sustainable materials reduce the home's environmental impact.	ALL	Mid-term (3-5 years)	Develop. Services	State Building Code Council
Accessibility and Seniors	Encourage the development and retrofitting of housing for seniors and people living with disabilities that is physically accessible and adheres to Universal Design Principles.	Accessible homes provide seniors and people living with disabilities independence.	ALL	On-going	Develop. Services	Fire Dept. Public Works

Accessibility and Seniors	Allow for housing types and designs that allow seniors to age in place.	Neighborhoods with diverse housing types allow seniors to age in place by remaining in their home or moving to a smaller home in the same neighborhood.	ALL				N/A – permitted in WW
Homelessness	Address the causes of homelessness by working with local agencies and non-profits that provide services to this community (Walla Walla City policy 1.2)	Example policy that addresses underlying causes of homelessness.	Waitsburg, Dayton				N/A
Homelessness	Allow an increased density bonus consistent with local needs for any affordable housing development of any single-family or multifamily residence located on real property owned or controlled by a religious organization. (2019-2020 Housing Laws)	Provides a density bonus for affordable housing on religious organizations' land.	ALL	Mid-term (3-5 years)	Develop. Services	Support Services Public Works Fire Dept. WW Planning Commission WW City Council	
Land Supply	Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg review and update the Countywide Planning Policies to address the methodology for buildable lands, population allocation, and other strategies to support housing development.	Housing needs assessment identified potential concern that over 50% of the housing capacity available in the cities of College Place and Walla Walla are redevelopable lands and is that a reasonable assumption.	College Place, Waitsburg, and Walla Walla	Near term (1-2 years)	Develop. Services	Support Services WW Planning Commission WW County WW City Council	

* In this table, the term “affordable housing” refers to income-restricted housing units.

Sources:

RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>.

Affordable Housing Community Council Report. (2019). Community Council. https://res.cloudinary.com/dpmykpsih/image/upload/ww-community-council-site-354/media/1125/affordable-housing-study-report_2019.pdf.

Walla Walla Comprehensive Plan Update. (2018). City of Walla Walla. <https://www.wallawallawa.gov/home/showdocument?id=854>.

2019-2020 Housing Laws. Washington State Department of Commerce. <https://deptofcommerce.app.box.com/s/uvqd9297a8tisplk0jjulwe97fnr66px>

APPENDIX A: PUBLIC OUTREACH PLAN

Walla Walla Regional Housing Action Plan

Public Outreach Plan

August 2020

1. Overview: FCS GROUP and Fregonese Associates will assist local staff in executing a public outreach strategy that is consistent with local and state requirements and best practices. The outreach process will:
 - Assist local communities of College Place, Walla Walla, Dayton and Waitsburg with identifying current and future housing needs.
 - Consider housing policies to improve housing availability and affordability.
2. Objective: To provide opportunities for community participation throughout the planning process.
 - The community participation process is designed to meet the following objectives:
 - i. Provide a forum to share, develop and refine ideas and data.
 - ii. Develop a shared understanding of current housing conditions, issues, concerns, and opportunities.
 - iii. Provide avenues for the public, applicable committees, and supporting agencies to be involved during the planning process.
 - iv. Build support for adoption of local housing policies.
3. Activities:
 - Stakeholder Advisory Committee: The Advisory Committee will represent a range of informed housing perspectives. The committee will include representatives of city and county agencies, housing providers, and other public agencies, along with local property owners, residents, and community organizers.
 - i. The Committee will assist local planning staff and consultants with reviewing housing issues and helping to shape housing policy options, guiding community engagement strategies, and encouraging community members to participate in the planning process.
 - ii. The Committee will meet up to four (4) times during the project at regular intervals consistent with significant milestones in the project.
 1. July 2020: Introductory Goal Setting & Outreach Strategies
 2. September 2020: Housing Gaps and Needs Assessment
 3. November 2020: Draft Housing & Displacement Minimization Strategies
 4. February 2021: Existing Policy Barriers & Final Recommendations for Housing Strategies
 - iii. Consultants will conduct survey of committee members and other identified stakeholders prior to the first meeting to frame discussion of existing and suggested housing policies.
 - Stakeholder Interviews (August -September 2020)

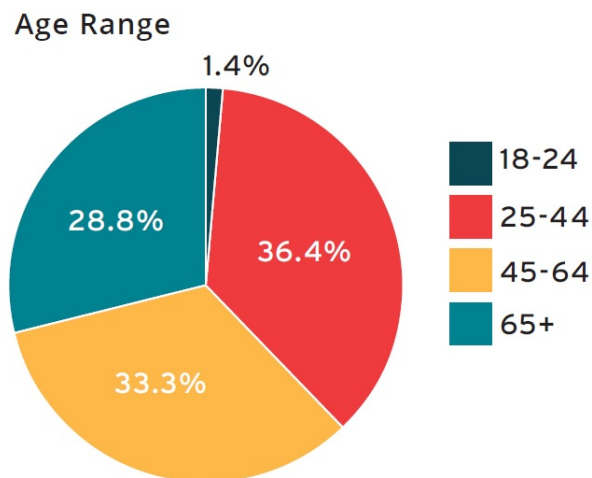
- i. Consultants will interview local, regional, and state housing experts regarding housing conditions, barriers, opportunities, and potential policy solutions. Developers of both affordable housing and higher market rate units will provide insight into existing tools they use to make projects ‘pencil’ and the regulatory barriers that can preempt new housing development.
 - ii. A mix of virtual meetings and telephone interviews are planned.
 - iii. Specific stakeholder groups are to be identified by City staff and include, but are not limited to:
 1. Walla Walla Housing Authority,
 2. Blue Mountain Action Council,
 3. Identified local community or neighborhood groups
 4. Housing developers and real estate brokers.
 - In addition, any input received from the public during the development and adoption of the regional housing action plan will be summarized by local city representatives as part of the public record.
4. Potential Additional Tools:
 - Email blasts from mailing list
 - Project website(s) with infographics, reports, and presentation summaries
5. Adoption Outreach (April to March 2021)
 - Public Comment via websites

APPENDIX B: WALLA WALLA REGIONAL HOUSING ACTION PLAN SURVEY RESULTS

Question 1: What is Your Home ZIP Code?

Zip Code	Count	Percent
87505	1	0%
97862	1	0%
99323	1	0%
99324	44	11%
99328	15	4%
99348	1	0%
99352	1	0%
99360	1	0%
99361	3	1%
99362	322	81%
99363	2	1%
98188	1	0%
89119	1	0%
90009	1	0%
98204	1	0%
85737	1	0%
99205	1	0%
98146	1	0%
99365	1	0%
Total	400	100%

Question 2: What is Your Age Range?



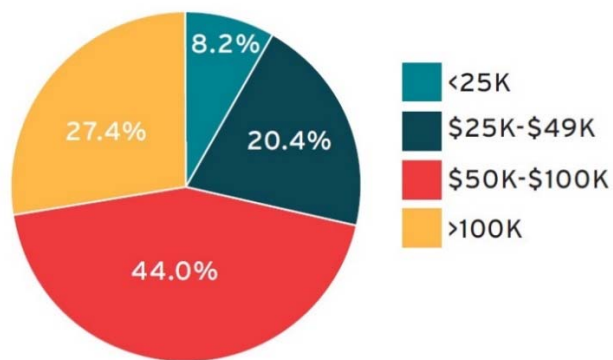
423 Total Responses

Question 3: How do you identify your race or ethnicity? (check all that apply)?

Race or Ethnicity	Count	Percent
Hispanic Latino/a/x	38	8%
White	362	80%
Native Hawaiian or Other Pacific Islander	1	0%
Multiracial or Multiethnic	10	2%
Middle Eastern or North African	2	0%
American Indian or Alaskan Native	9	2%
Asian	8	2%
Black or African	3	1%
Other	17	4%
Total	450	100%

Question 4: What is the annual income range of your household?

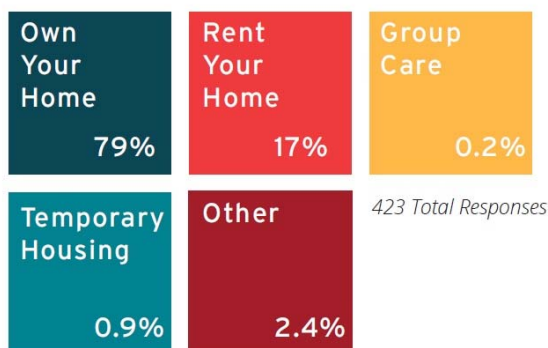
Annual Household Income



416 Total Responses

Question 5: Do you currently:

Living Situation



423 Total Responses

Question 6: What type of building do you currently live in?

Housing Type	Count	Percent
ADU/Tiny Home	2	0.5%
Apartment	22	5.2%
Attached house (duplex, triplex, townhouse)	27	6.4%
Condominium	1	0.2%
Group quarters	1	0.2%
I am currently unhoused	1	0.2%
Manufactured home	9	2.1%
Other	2	0.5%
Single family house detached	358	84.6%
Total	423	100.0%

Question 7: Please Rank the Top Five Housing Issues in the Region

Top 5 Housing Issues

1 Housing Affordability

2 Housing Availability

3 Homelessness

4 Range of Housing Types

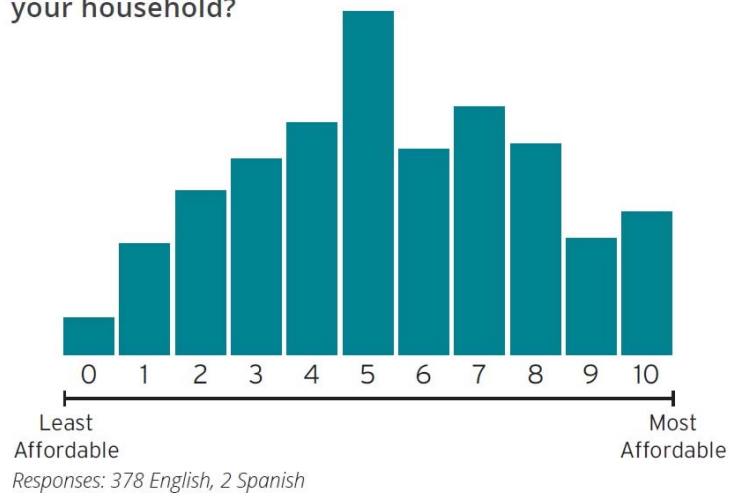
5 Housing Quality

Question 8: If you selected "Other in the question above, please describe the housing issue or issues below:



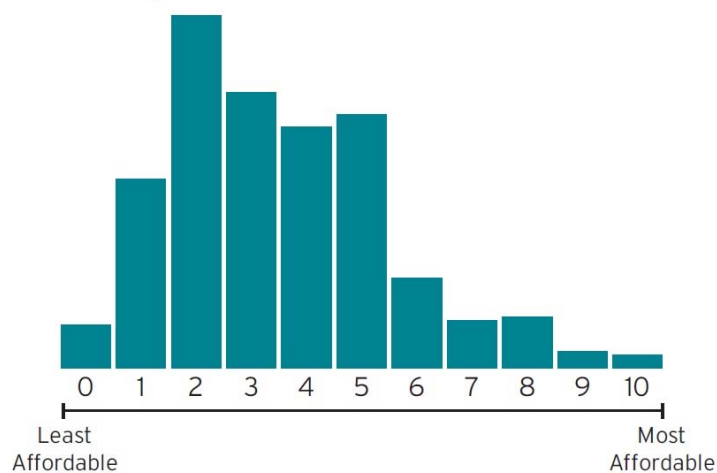
Question 9: How affordable do you thinking housing is for you and your household?

How affordable do you think housing is for you and your household?



Question 10: How affordable do you think housing is for the larger community?

How affordable do you think housing is for the larger community?



Responses: 364 English, 2 Spanish

Question 11: What are the top three barriers to affordable housing development in your community?

	Count	Percent
Regulations	112	10.4%
Construction Costs	246	22.7%
Lack of Incentives for Developers	151	14.0%
Cost of Infrastructure	200	18.5%
Cost of Land	257	23.8%
Other	116	10.7%
Total	1,082	100.0%

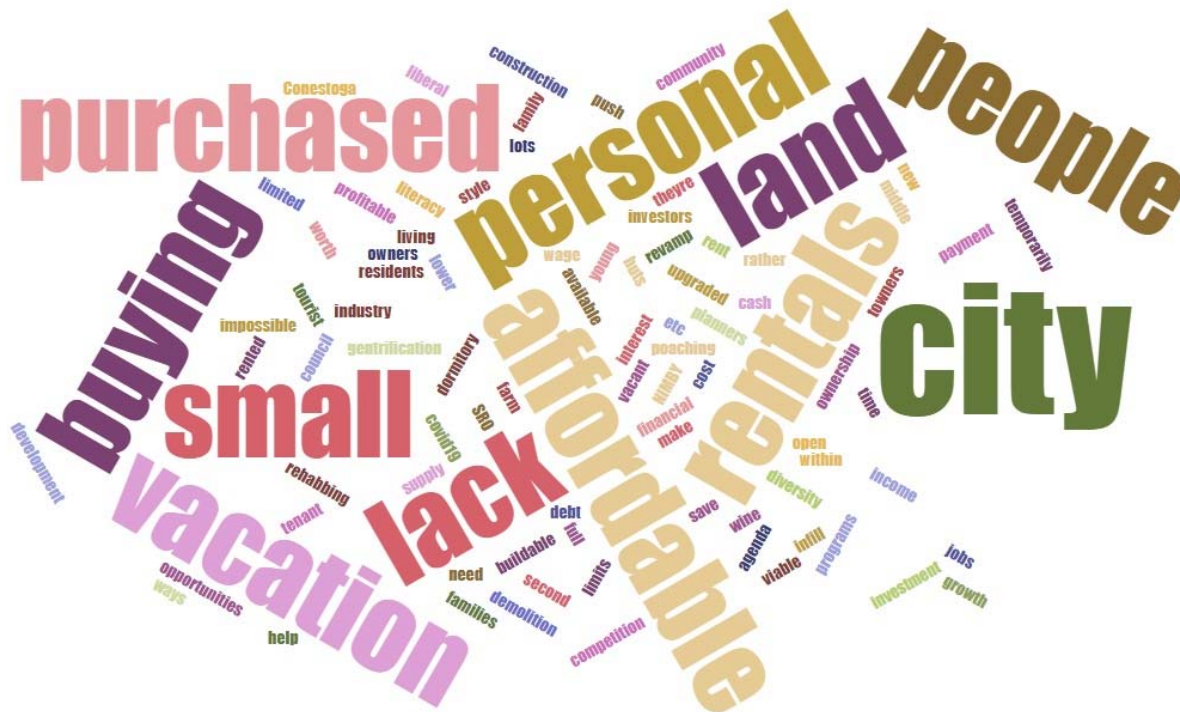
Other Responses:



Question 12: What are the top three barriers to home ownership in your community?

Barriers to Home Ownership	Count	Percent
Limited Housing Supply	249	21.9%
Availability of Living Wage Jobs	290	25.5%
Affordability of Available Homes	371	32.6%
Programs for Homeowners	124	10.9%
Lack of Resources/Education on Home Ownership	63	5.5%
Other	40	3.5%
Total	1,137	100.0%

Other Responses:



Question 13: What are the top three barriers to renting in your community?

	Count	Percent
Low Vacancy Rates	298	30.0%
Lack of Affordable Rentals	351	35.3%
Strict Rental Requirements	196	19.7%
Confusing Rental Application Process	48	4.8%
Other	101	10.2%
Total	994	100.0%

Other Responses:



Question 14: Please identify up to three actions officials should consider in addressing the housing issues you noted above.

Housing Actions	Count	Percent
Increase the supply of land for housing within the urban growth area	94	8.3%
Encourage construction of accessory dwellings by offering "how to" programs for local property owners	62	5.5%
Encourage local home ownership by providing a \$5,000 matching down payment for first time homebuyers	150	13.3%
Create low interest loan or grant matching programs for homeowners that invest over \$5,000 in qualifying improvements to their homes	124	11.0%
Provide tax incentives for developers that build apartments, townhomes, and plexes (eg. duplex)	52	4.6%
Provide new tax incentives for developers that build affordable housing specifically for low-income households (at/below 80% area median income)	155	13.7%
Change development standards (e.g. building height, minimum parking, setbacks)	27	2.4%
Create public-private partnerships to attract affordable housing development through a Community Housing Trust	190	16.8%
Change zoning requirements to make it easier to construct townhomes, plexes (eg. duplex), and cottage clusters in areas with low housing density	136	12.0%
Change zoning to create new opportunities for multifamily apartments	85	7.5%
Other	56	5.0%
Total	1,131	100.0%

Other Responses



APPENDIX C: HOUSING NEEDS

ASSESSMENT MEMORANDUM

To: Project Advisory Team: Elizabeth Chamberlain, City of Walla Walla; Jon Rickard, City of College Place; Meagan Bailey, City of Dayton; Randy Hinchliffe, City of Waitsburg; Nikki Sharp, Walla Walla County

Date: October 23, 2020 (Revised)

From: Todd Chase & Tim Wood, FCS GROUP

CC: Violet Brown & Scott Fregonese, Fregonese & Associates

RE: **Walla Walla Regional Housing Action Plan, Task 2: Housing Needs Assessment**

This memorandum describes the existing housing inventory, evaluates market trends and establishes a baseline housing needs forecast for the Walla Walla Region.

Demographic Trends

The Region is growing! Population within the Walla Walla Region (includes the cities of Walla Walla, College Place, Dayton and Waitsburg) reached a record high of 47,695 year-round residents in 2019 (*according to the WA Office of Financial Management*). Population within the Walla Walla Region has been increasing at an annual average rate of 0.68% since 2010, which is three times faster than unincorporated Walla Walla County, but almost half the statewide average (**Figure 1**).

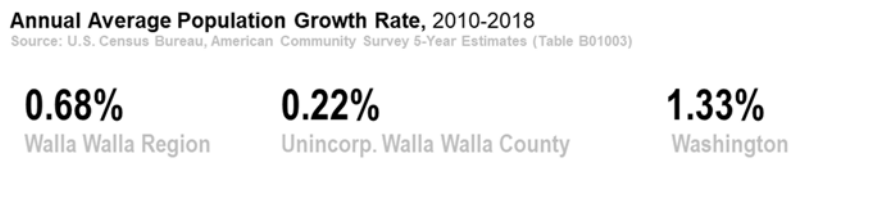


Figure 1. Population Trends

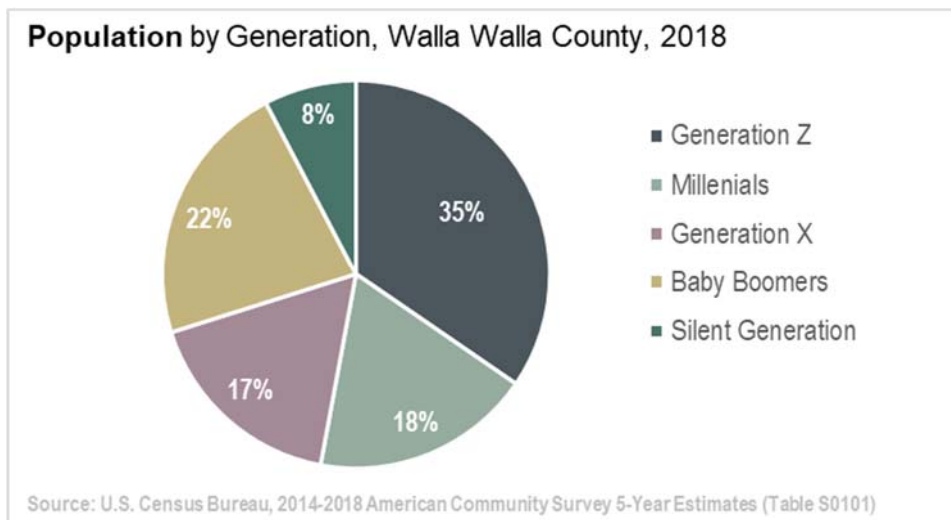
Population Trends		2010	2018	AGR
Washington		6,561,297	7,294,336	1.33%
Columbia County		3,957	4,001	0.14%
Dayton		2,463	2,682	1.07%
Walla Walla County		57,585	60,236	0.56%
College Place		8,502	9,136	0.90%
Waitsburg		1,194	1,188	-0.06%
Walla Walla		31,177	32,731	0.61%
Walla Walla Region		43,336	45,737	0.68%
Unincorp. Walla Walla County		14,249	14,499	0.22%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B01003)

AGR: average annual growth rate.

The relationship between demographic changes, income levels and housing preferences can shed light on future housing needs for the Walla Walla Region. The primary demographic age cohorts are shown in **Figure 2** and described below.

Figure 2. Population by Age Cohort Generation



Overall, the Region has a relatively younger (Generation Z) and older (Silent Generation) share of population than the statewide average, and a lower share of Millennials, Generation X and Baby Boomers.

Silent Generation (those born before 1925 to 1945)

This includes retirees over age 75, who were raised during the Great Depression or World War II. This cohort currently accounted for 8% of the Region's population in 2018 and is projected to be one of the fastest growing segment over the next 20 years. As people reach their 80s, a large share desire to move into assisted living or senior housing facilities with nearby health care and transit access.

Baby Boom Generation (born 1946 to 1964)

Baby boomers (currently age 56 to 75) accounted for 22% of the Region's residents. The boomer segment has been growing more rapidly than the other cohorts over the past 10 years and many are now entering their retirement years. Boomers prefer to "age in place" until after age 80, then may downsize or move in with family members (sometimes opting to reside in accessory dwellings).

Generation X (born 1965 to 1980)

Gen X is the demographic cohort following the baby boomers and preceding the Millennials. This cohort (currently includes people between age 40 to 55) accounts for 17% of the Region's residents and is expected to overtake the baby boom cohort in numbers within the next decade. GenX households often include families with children, and many prefer to live in single family detached dwellings.

Millennials (born 1980 to early 2000s)

Millennials (currently in their twenties or thirties) account for 18% of the Region's residents and is expected to increase moderately in the near future. Younger millennials tend to rent as they establish their careers and/or payback student loans. However, working millennials in their thirties often become first-time homebuyers, opting to purchase smaller single family detached homes or townhomes.

Generation Z (born mid-2000s or later)

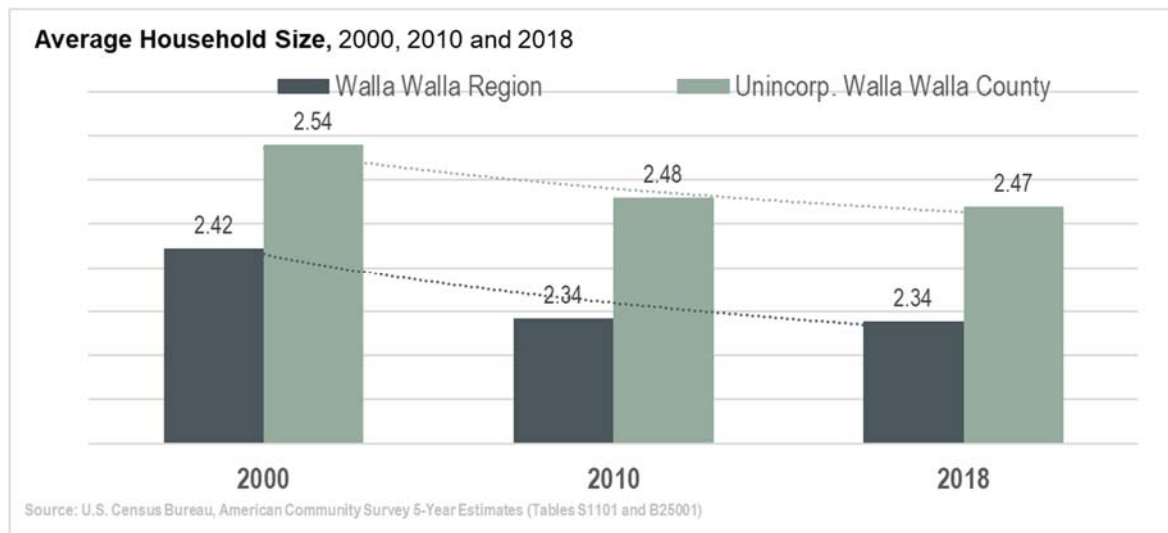
GenZ includes residents under age 20. This is the Region's largest demographic segment with 35% of the overall population. It includes people studying at Whitman and other higher education institutions and those living with GenXers and Baby Boomers. This segment has been increasing in over the past several years, but growth will likely slow down as people delay starting families and now tend to have fewer children than past generations.

Hispanic and other ethnic groups

The largest ethnic group in the Region includes the Hispanic/Latino segment, which is spread among all demographic cohorts. Hispanic/Latino population accounts for 21% of all residents within the Region compared with 12% statewide. While overall growth in this group may slow in comparison to the past, it is still projected to be the fastest growing racial/ethnic group over the next few decades.

These trends reflect a need for a mix of housing types to support demand from young families as well as aging seniors. Consistent with national trends, the average household size is also falling, as people delay starting families, families have fewer children, and seniors reach their lifespans (**Figure 3**).

Figure 3. Trends in Declining Average Household Size



Employment Trends

Long-term employment growth is also positive within the Walla Walla Region. As indicated in **Figure 4**, the region added 725 net new jobs between 2002 and 2017. Most new Regional job growth has occurred within the health care and social assistance sector (929 jobs added) followed by the service and education sectors (595 jobs added). The largest declines in employment occurred within the industrial and construction sectors (384 jobs lost) and the transportation, communications and utilities sectors (373 jobs lost).

Figure 4. Employment Trends

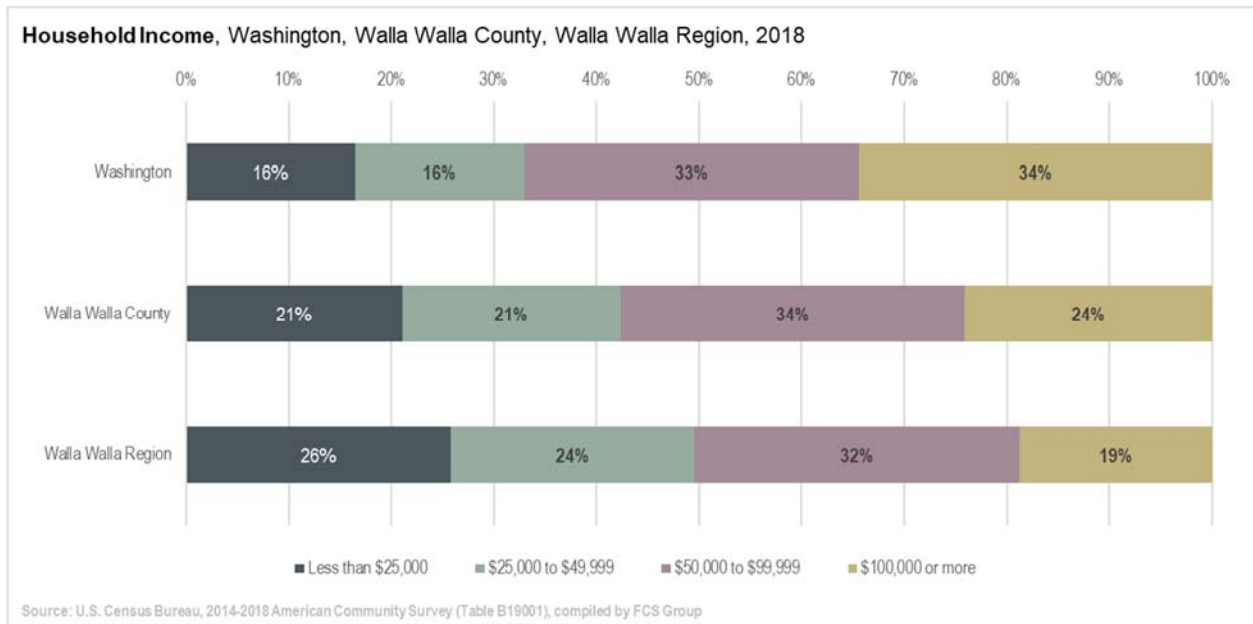
Walla Walla Region Employment Trends (at place of work employment)

Segment	2002 - 2017 Job Growth	2002	2010	2017	Change
Agriculture, Forestry, Fishing and Hunting		230	184	150	(80)
Transportation, Communications & Utilities		700	509	427	(273)
Industrial Trades & Construction		1,978	1,642	1,594	(384)
Retail Trade		2,392	2,911	2,337	(55)
Other Services, Restaurants & Lodging		3,673	4,129	4,022	349
Educational Services		1,042	1,033	1,288	246
Health Care and Social Assistance		3,083	3,396	4,012	929
Public Administration		183	173	176	(7)
Total		13,281	13,977	14,006	725

Source: US Census Bureau, On the Map.com. Region includes four cities: Walla Walla, College Place, Waitsburg and Dayton.

If the Region continues to shift away from higher paying industrial jobs to lower paying service jobs, income levels will remain well below statewide averages. Currently, the median income for Walla Walla County was \$56,533 in 2018, which compares to \$70,116 for Washington state. As shown in **Figure 5**, during 2018, half of all workers within the Region received under \$50,000 per year.

Figure 5. Household Income

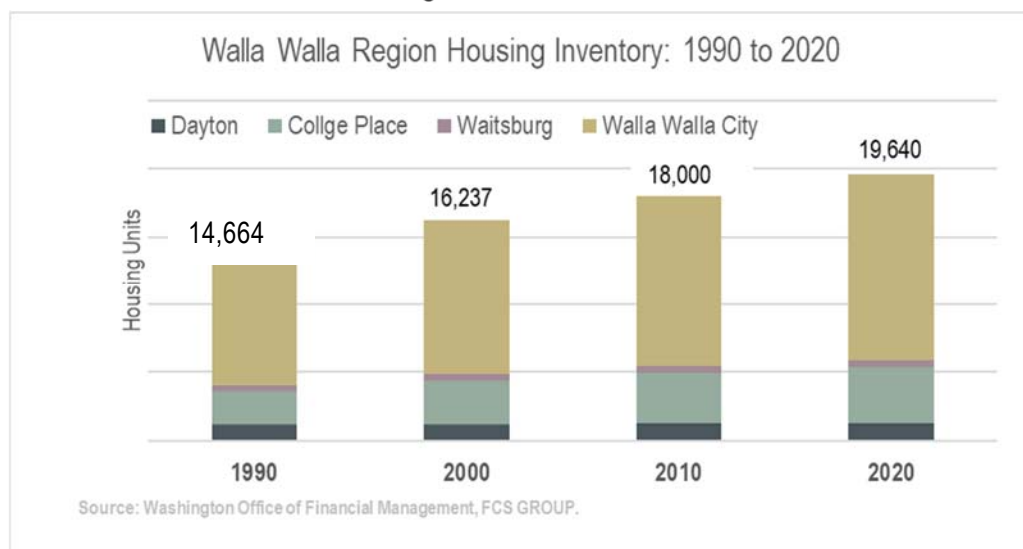


Housing Inventory

As of 2020 Q1, the four-city Region had a total housing inventory of 19,640 dwelling units. In comparison, there were 25,205 dwelling units in Walla Walla County and 2,219 units in Columbia County (**Figure 6**).

The Region's housing inventory is primarily comprised of single family detached homes (65%). Townhomes, duplexes and multifamily structures make up 29% of the inventory, followed by mobile homes with 6% of the inventory.

Figure 6.



In order to address gaps in the current housing inventory, and meet future demand for attainable housing prices, the Walla Walla Region's housing inventory will need to accommodate a wide variety of housing types. The current mix of housing types is depicted in **Figure 7**.

Figure 7. Current Housing Mix by Location, 2018

Housing Types	Walla Walla County	College Place	Dayton	Waitsburg	Walla Walla City	Walla Walla Region
Single Family Detached	70%	59%	81%	66%	65%	65%
Townhouses / Plexes	11%	26%	11%	4%	11%	14%
Multi-family (5+)	12%	7%	5%	0%	19%	15%
Mobile homes/other	7%	9%	2%	30%	5%	6%
Total	100%	100%	100%	100%	100%	100%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25024)

Housing growth in the Walla Walla Region has been driven by a combination of in-migration, natural increases in population, university student housing, second home investors and seasonal rentals. Between 2000 and 2018, the Region added 2,246 households and the average household size fell from 2.42 to 2.34 people per household (**Figure 8**).

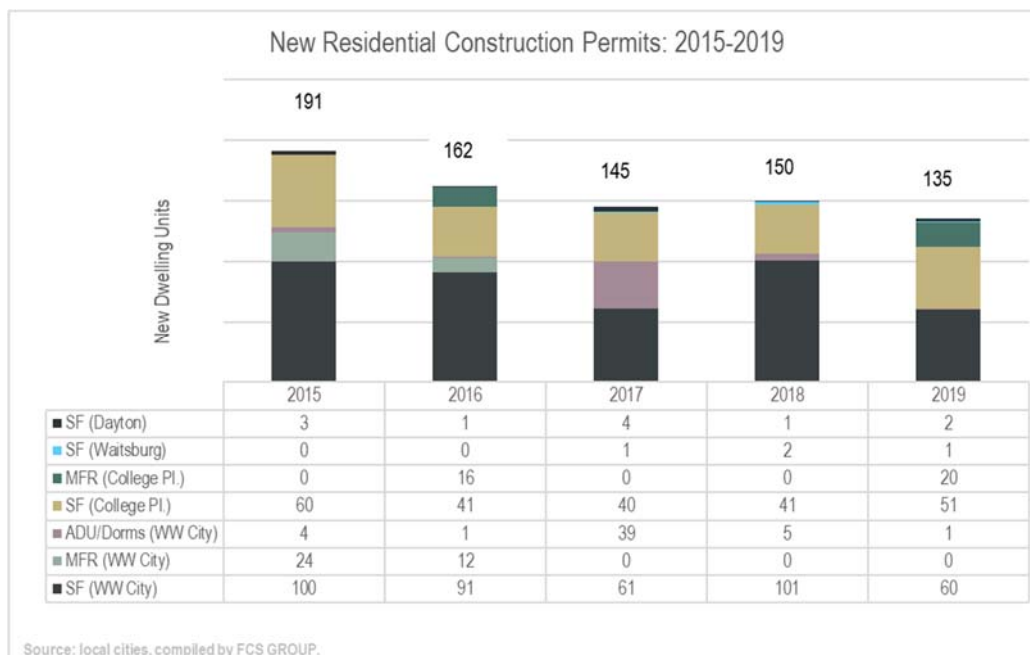
Figure 8. Trends in Household Formations and Occupied Housing Units, Walla Walla Region

	2000	2010	2018	Change: 2000-18	Annual Change
Households	15,076	16,528	17,322	2,246	125
Average household size	2.42	2.34	2.34		
Occupied Dwelling Units	16,237	18,032	19,092	2,855	159

Source: U.S. Census Bureau, 2000 Census (Tables P015, P017, H001), American Community Survey 5-Year Estimates (Tables S1101 and B25001)

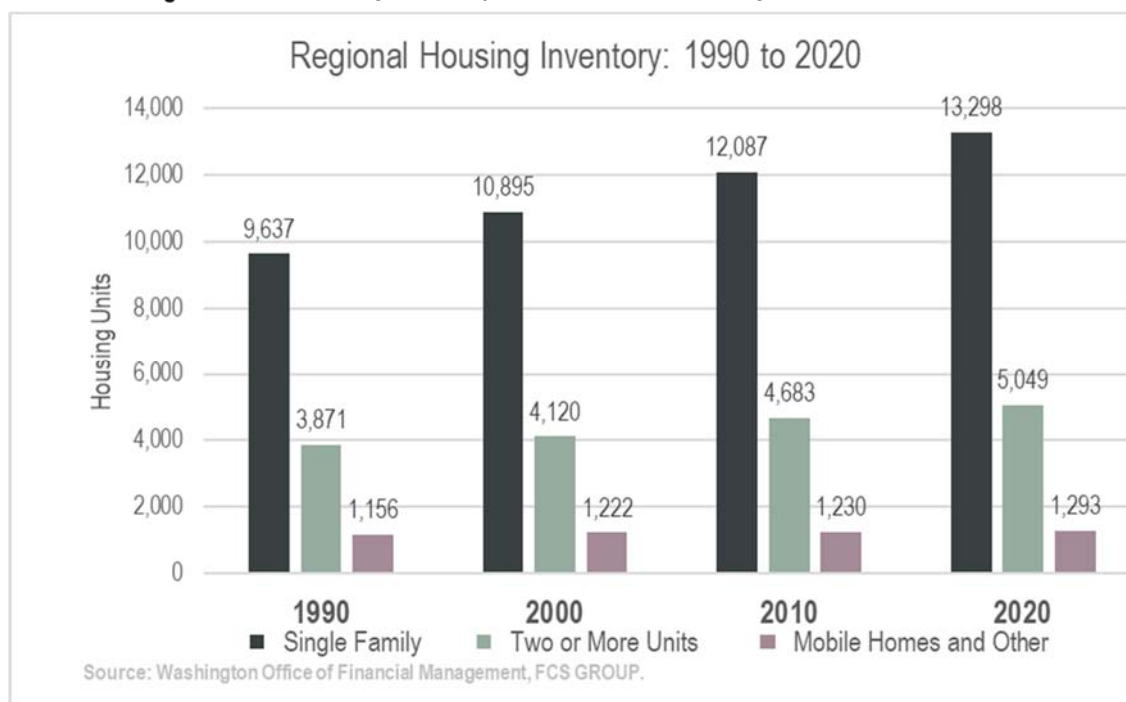
In recent years, housing production has not kept pace with housing demand. As shown in **Figure 9**, new residential construction within the Region declined from 191 permits issued in 2015 to 135 permits in 2019.

Figure 9. New Residential Construction Permits, Walla Walla Region, 2015 to 2019



Housing inventory data provided by the Washington Office of Financial Management indicates that there have been net increases in all housing types within the Region over the past two decades (**Figure 10**).

Figure 10. Housing Inventory Trends, Walla Walla Region, 1990 to 2020



Unfortunately, not all new construction has occurred without displacement of some existing housing. As indicated in **Figure 11**, the Region recorded a net increase of 1,159 single family detached homes and 62 townhomes/plexes, between 2010 and 2018, but displaced at least 80 multifamily units and 81 mobile homes during that time.

Figure 11. Net Change in Housing, Walla Walla Region, 2010 to 2018

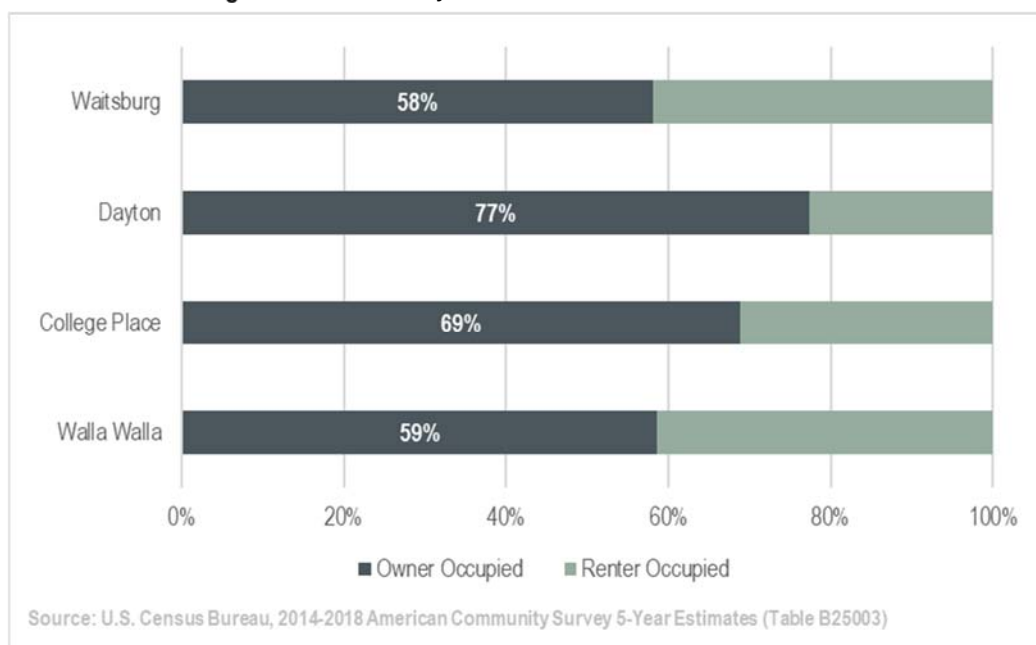
Housing Type	2010 Est. (2006-2010 ACS)	2018 Est. (2014-2018 ACS)	Change
Single Family Detached	11,235	12,394	1,159
Townhouses / Plexes	2,631	2,693	62
Multi-family (5+)	2,936	2,856	(80)
Mobile homes/other	1,230	1,149	(81)
Total	18,032	19,092	1,060

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates (Table B25024).

Tenancy and Vacancy Levels

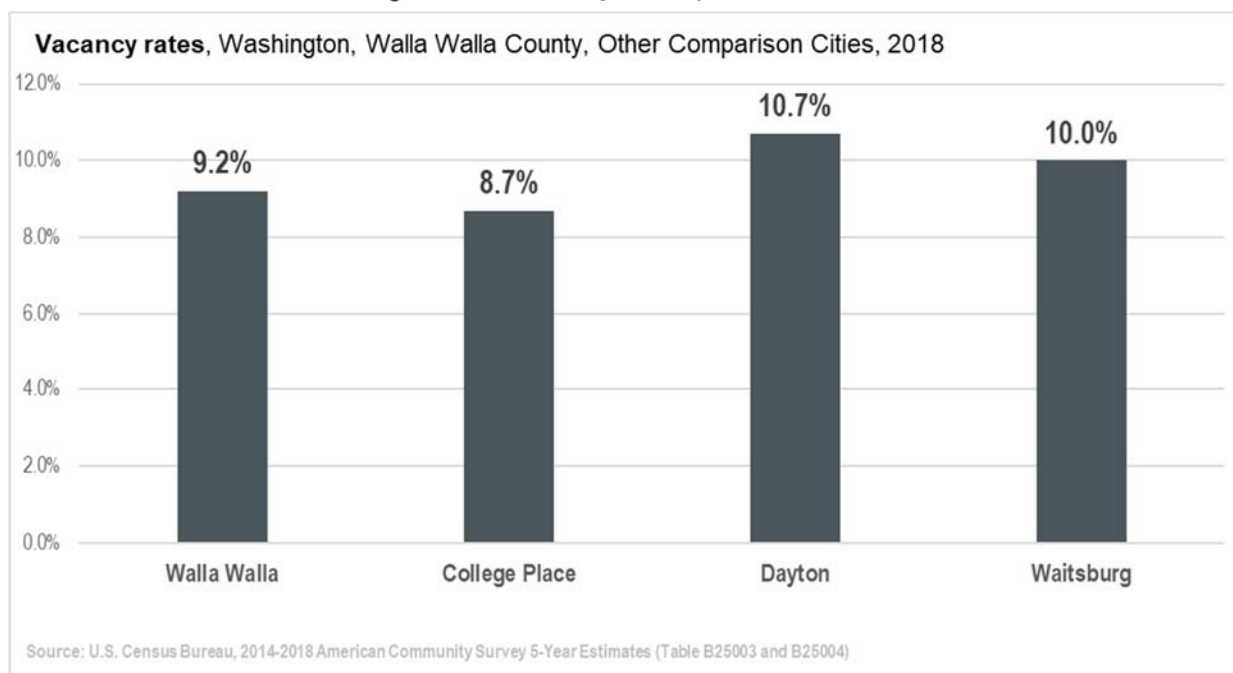
The Region's tightening housing supply is impacting homeowners and renters. Overall tenancy within the Region is comprised of 60% owners and 40% renters. As shown in **Figure 12**, the rate of homeownership varies significantly among the region's four cities.

Figure 12. Tenancy Characteristics, ACS 2014-2018



Housing vacancy rates were mostly around 10% in 2018 within the cities of College Place, Dayton, Waitsburg and Walla Walla, and are reported to be lower today (**Figure 13**). Within the Region, the highest vacant rates are in Dayton, which has a vacancy rate of 10.7%.

Figure 13. Housing Vacancy Rates, 2018



Home Prices and Rents

As vacancy rates decline, home prices and rent levels are increasing. Median home prices have increased steadily over the past several years within the Region to record levels (**Figures 14 and 15**).

Figure 14. Median Home Prices

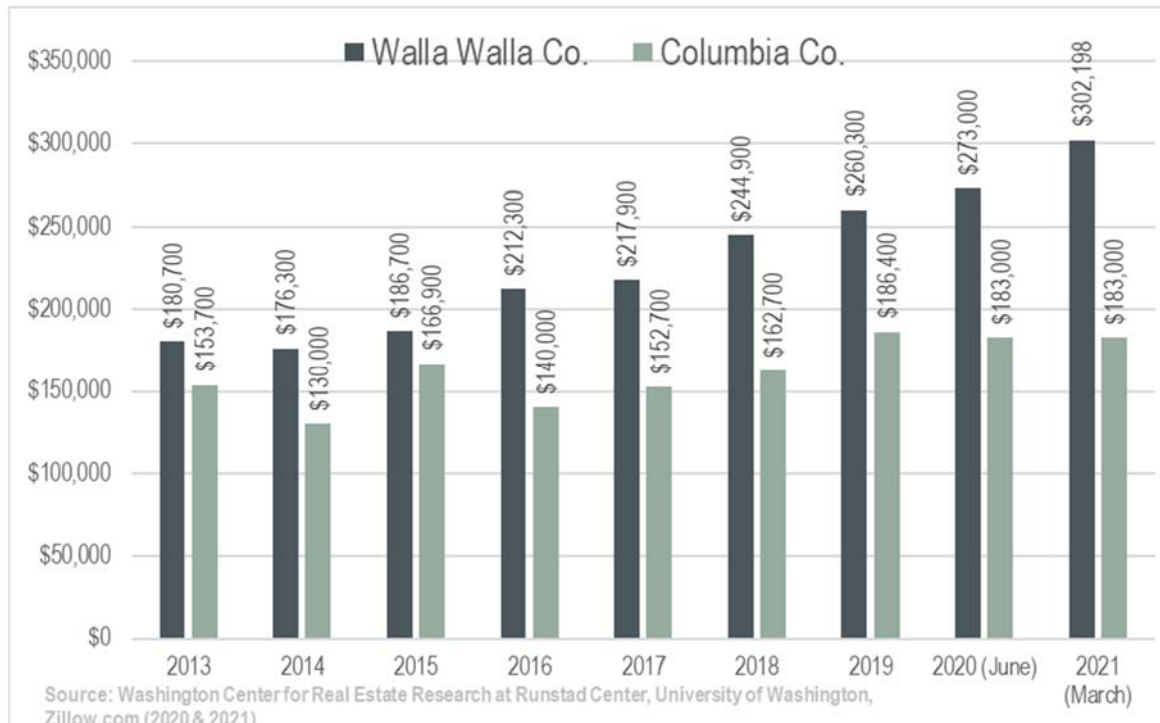


Figure 15. Median Home Prices

	3/1/2020	3/1/2021	Change from prior year %
Washington	\$429,000	\$488,000	13.8%
Columbia County	\$182,000	\$183,000	0.5%
Dayton	\$172,000	\$171,000	-0.6%
Walla Walla County	\$283,000	\$302,000	6.7%
College Place	\$289,000	\$309,000	6.9%
Waitsburg	\$235,000	\$250,000	6.4%
Walla Walla City	\$283,000	\$301,000	6.4%

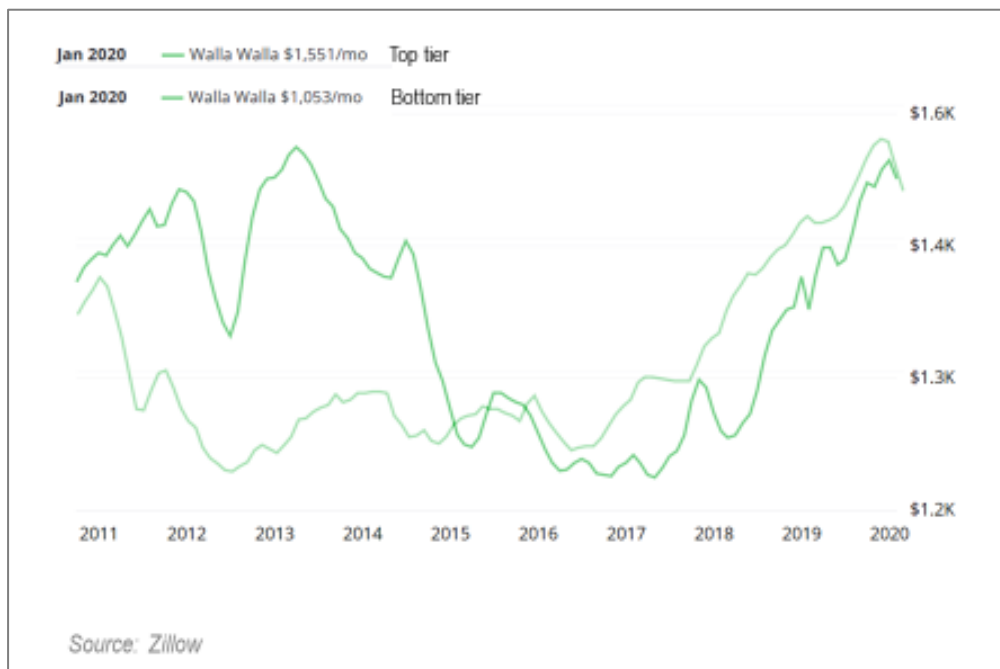
Source: Zillow, (6/1/2020), Compiled by FCS GROUP.

* Assumes 30-year mortgage, 3.6% interest, 1.89% property tax & insurance; 5% downpayment.

** Assumes 30% of household income dedicated to payments.

Monthly rents have also increased to record levels. As shown in **Figure 16**, the median rent within the Region is currently \$1,486, and the price difference between the top quality and lowest quality rental housing units has narrowed considerably.

Figure 16. Median Housing Rent, Walla Walla Region, 2011 to 2020



By comparison, the current U.S. Housing and Urban Development (HUD) Fair Market Rents in Walla Walla County range from \$680 for an efficiency to \$1,509 for a four-bedroom unit, as shown below. According to input received from stakeholders, there are very few (if any) non-government subsidized properties that would meet HUD fair market rents in the Walla Walla Region.

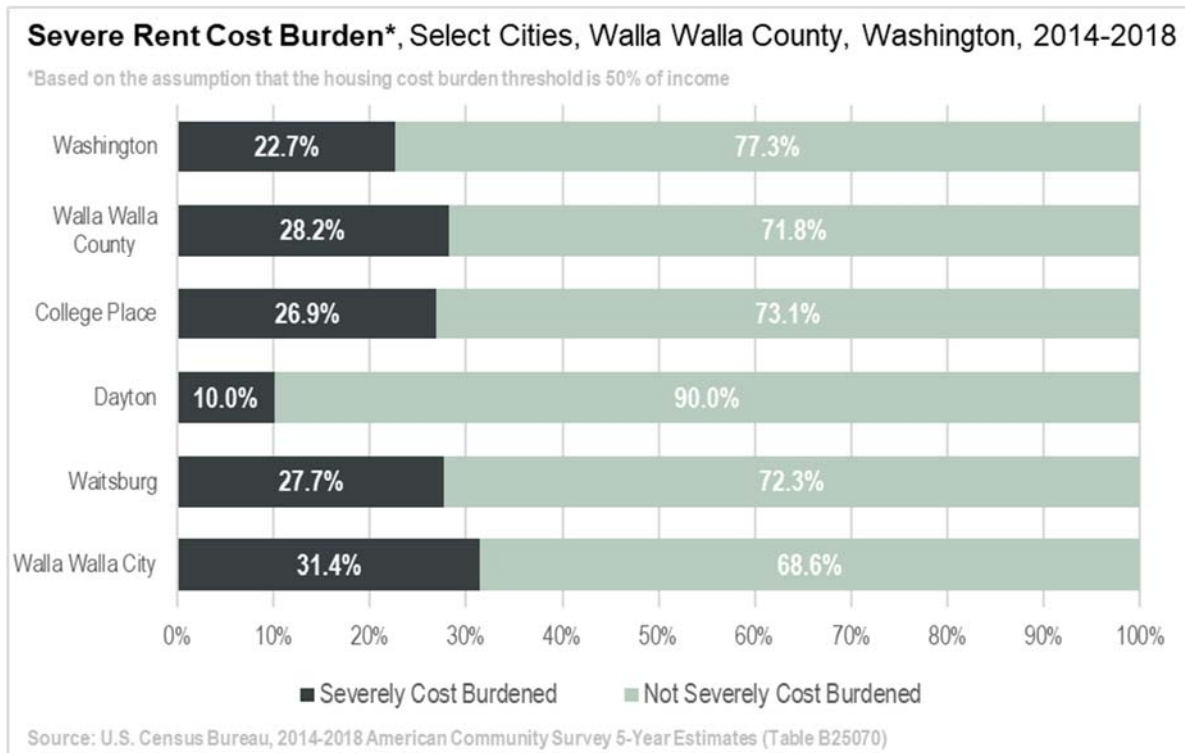
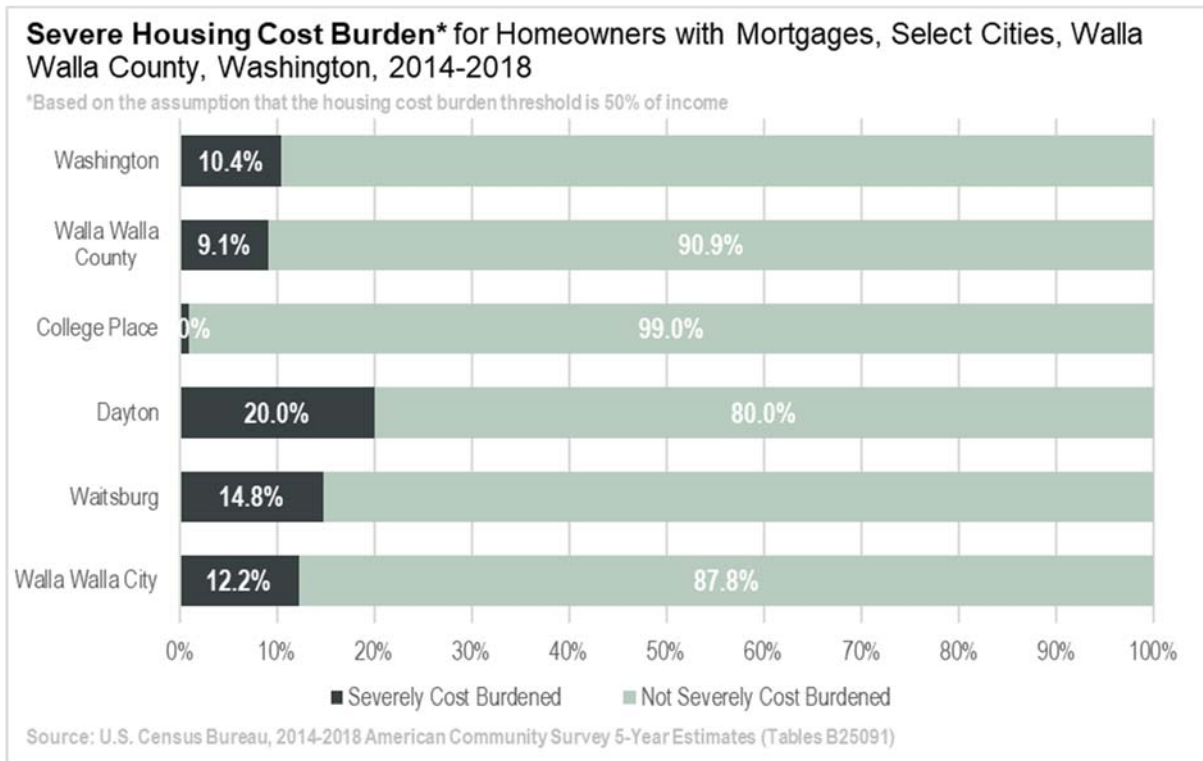
HUD Fair Market Rent (FMR) by Unit Type, Walla Walla County, 2020				
Source: U.S. Department of Housing and Urban Development				
\$680	\$792	\$1,043	\$1,505	\$1,509
Efficiency	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom

Housing Attainability

According to the U.S. Housing and Urban Development (HUD), households are considered “cost burdened” if they pay over 30% of their gross income on housing and utilities. Households are “severely cost burdened” if they pay over 50% of their gross income on housing and utilities.

As of 2018, approximately 9% of homeowners and 28% of the renters in Walla Walla County were severely cost burdened by housing expenses alone (**Figure 17**). If housing costs continue to rise faster than incomes, the share of severely cost burdened households will continue to increase.

Figure 17. Severe Housing Cost Burden by Locality



To help gauge housing attainability, FCS GROUP examined median household income (MHI) data for selected cities within Walla Walla and Columbia counties. Median household income in Walla Walla County (\$56,533) is currently well below the Washington average (\$70,116). However,

income levels for households in Walla Walla County have been increasing slightly faster than the state average (**Figure 18**).

Figure 18. Median Income Trends, 2010-2018

	2010	2018	AGR
Washington	\$57,244	\$70,116	2.6%
Walla Walla County	\$45,575	\$56,533	2.7%
College Place	\$40,137	\$47,525	2.1%
Dayton	\$39,861	\$44,524	1.4%
Waitsburg	\$45,568	\$48,403	0.8%
Walla Walla	\$39,397	\$48,678	2.7%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25119)

AGR: average annual growth rate.

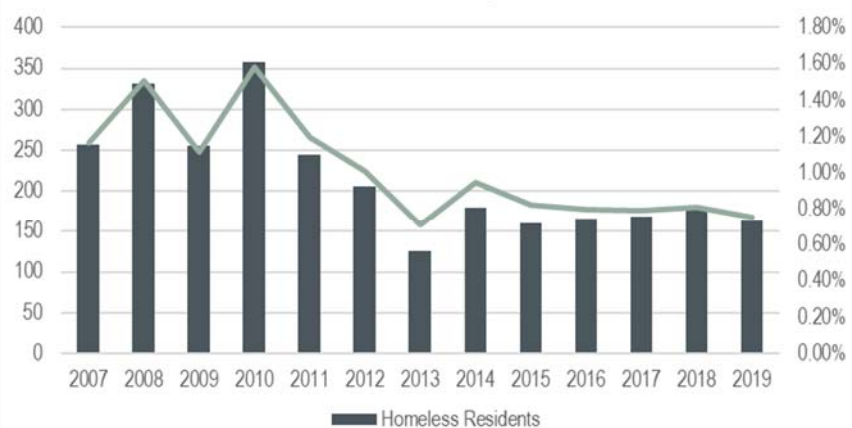
To meet HUD guidelines for housing affordability, no more than 30% of income should be allocated to housing. Hence, middle-income families earning 80% to 120% of the median household income (MHI) should be able to afford monthly rents at \$1,131 to \$1,696; or homes priced between \$194,000 and \$291,000. If middle-income households pay more than this, they would be “cost burdened” to some degree. As indicated in **Exhibit 19**, using current statistics, affordable monthly housing cost for low-income families is as follows:

- Low Income, \$707 to \$1,131
- Very Low Income, \$424 to \$707
- Extremely Low Income, \$424 or less

Point in Time Homeless Residents

The homeless population in Walla Walla County has fluctuated between 126 and 358 over the past decade. In 2019, Walla Walla County’s homeless population included an estimated 163 people or about 0.75% of the statewide homeless count, which is less than the county’s 0.82% overall share of statewide population. Stakeholder input indicates that the number of homeless residents appears to have increased since the global Covid-19 pandemic began in 2020.

Homeless Residents, Walla Walla County, 2007-2019



Source: Washington State Department of Commerce Annual Point in Time Count

Figure 19. Analysis of Attainable Housing Prices/Rents

Housing Attainability Analysis

Walla Walla County Median Household Income (2018)*		\$56,533
Market Segment by Income Level		Lower-end Upper-End
Upper (120% or more of MHI)		120%
Middle (80% to 120% of MHI)	80%	120%
Low (50% to 80% of MHI)	50%	80%
Very Low (30% to 50% of MHI)	30%	50%
Extremely Low (less than 30% of MHI)	30%	
Qualifying Income Level		Lower-range Upper-range
Upper (120% or more of MHI)	\$67,840	or more
Middle (80% to 120% of MHI)	\$45,226	\$67,840
Low (50% to 80% of MHI)	\$28,267	\$45,226
Very Low (30% to 50% of MHI)	\$16,960	\$28,267
Extremely Low (less than 30% of MHI)		\$16,960
Attainable Monthly Rent or Payment (@30% of income level)		Lower-range Upper-range
Upper (120% or more of MHI)	\$1,696	or more
Middle (80% to 120% of MHI)	\$1,131	\$1,696
Low (50% to 80% of MHI)	\$707	\$1,131
Very Low (30% to 50% of MHI)	\$424	\$707
Extremely Low (less than 30% of MHI)		\$397
Approximate Attainable Home Price**		Lower-range Upper-range
Upper (120% or more of MHI)	\$291,000	or more
Middle (80% to 120% of MHI)	\$194,000	\$291,000
Low (50% to 80% of MHI)	\$116,000	\$185,000
Very Low (30% to 50% of MHI)	\$69,000	\$116,000
Extremely Low (less than 30% of MHI)	n/a	n/a

Notes:

* based on current U.S. Census estimates of household income for Walla Walla County.

** assumes 5% down (zero down payment for low income purchasers) on 30-yr mortgage @ 3.6% interest; and 1.89% for taxes and insurance.

Source: analysis by FCS GROUP using U.S. Census, American Community Survey data.

Measures of Economic Hardship

Like many rural communities across the U.S., an increasing share of Walla Walla Region's households are experiencing economic hardship as the cost of living rises faster than income levels.

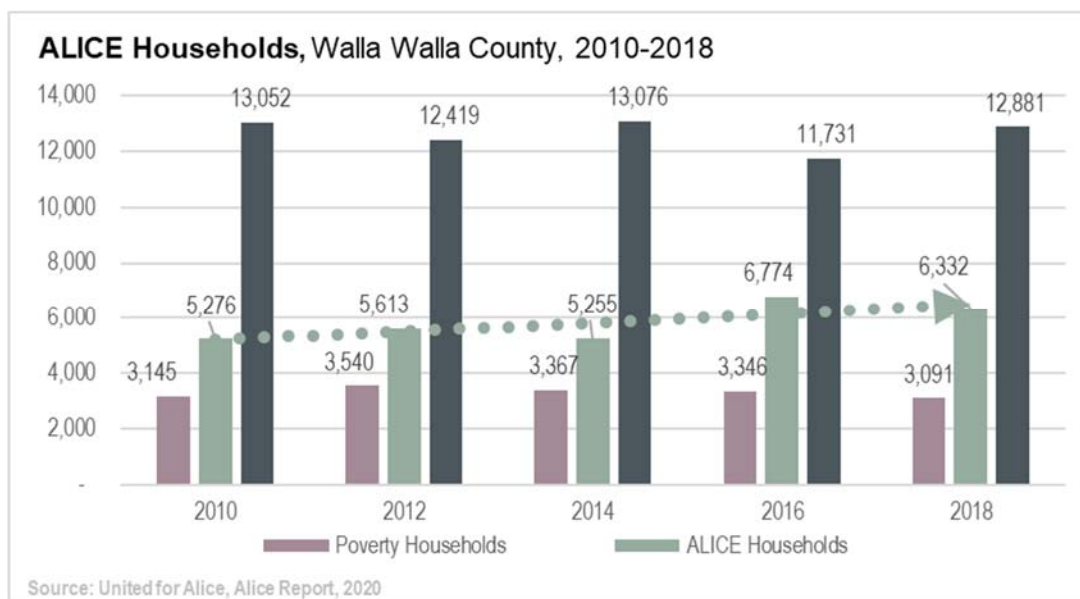
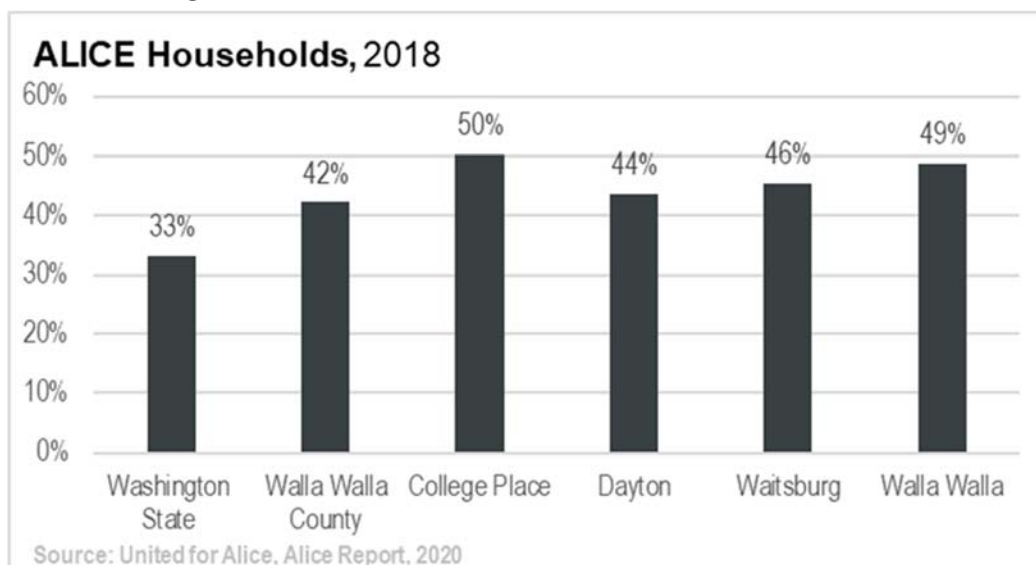
Since the War on Poverty began in 1965, the Federal Poverty Level (FPL) has provided a standard for determining the proportion of people living in poverty in the U.S. Despite the FPL's benefit of providing a nationally recognized income threshold for determining who is poor, its shortcomings include the fact that the FPL is not based on the current cost of basic household necessities, and except for Alaska and Hawaii, it is not adjusted to reflect cost of living differences across the U.S. In fact, federal poverty statistics indicate that the number of Walla Walla County households living in poverty decreased by 54 between 2010 and 2018.

In recognition of the short comings associated with federal poverty statistics, the United Way now provides a new measure of economically distressed households struggling in each county in a state. This

effort provides a framework, to measure households that do not earn enough to afford basic necessities, with a population segment called ALICE (Asset Limited, Income Constrained, Employed). The ALICE methodology takes into account the total cost of household essentials – housing, child care, food, transportation, technology, and health care, plus taxes and a 10 percent contingency. ALICE data are calculated separately for each county, and for six different household types. For more information please check out: <https://www.unitedforalice.org/methodology>

In 2018, 42% of the households in Walla Walla County were either in poverty or in the ALICE category, which is well above the Washington statewide average of 33%. Within the Walla Walla Region, the share of households in poverty and ALICE categories ranged from 44% in Dayton to 50% in College Place (Figure 20).

Figure 20. ALICE Household as Share of Total Households

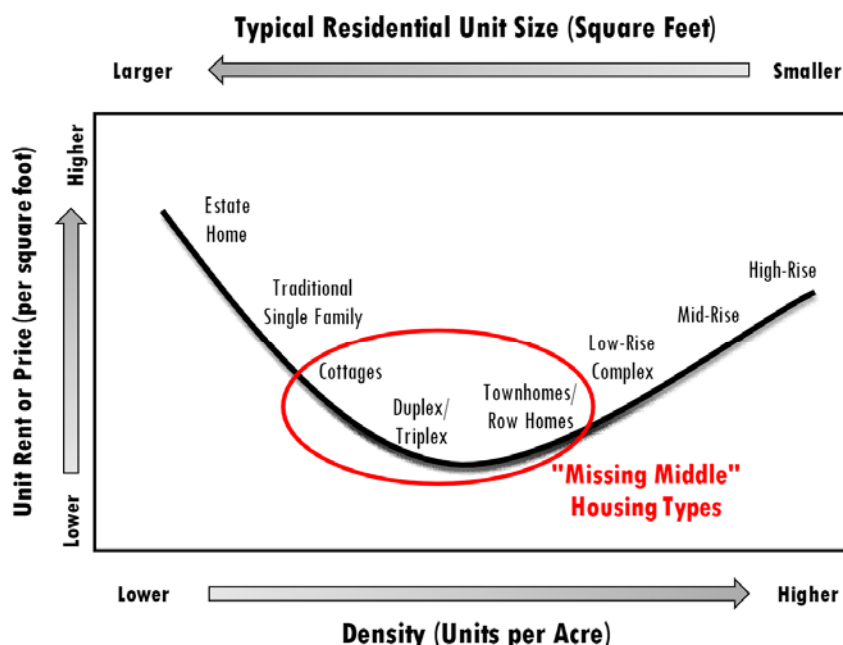


Housing Supply Gaps

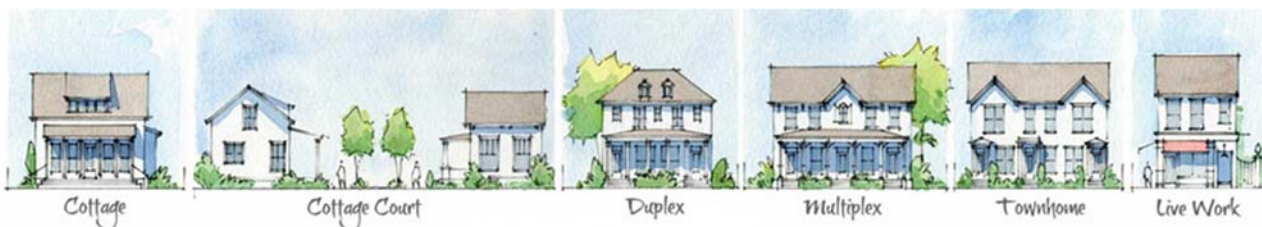
Representatives from public agencies have expressed concern over the lack of attainable and good quality housing for middle income families and local workers. To find attainable housing, some workers must travel long distances between their homes and their jobs to find attainable housing.

Given the need for workforce housing, the Region would benefit from development of “middle income” housing types, such as apartments, duplexes, townhomes, cottages, manufactured homes and accessory dwelling units (ADUs). These housing types can be delivered at a lower cost and rent level per square foot than standard single family detached and mid-rise housing types (**Figure 21**).

Figure 21. Middle Housing Types



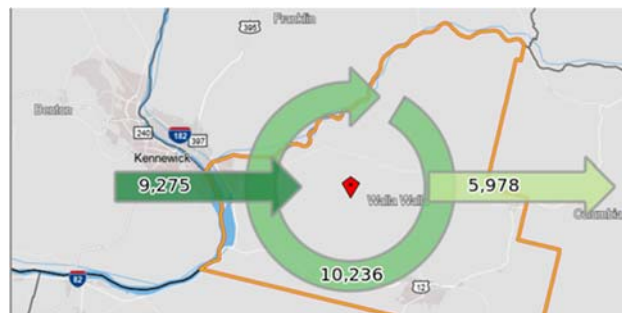
Source: Washington Department of Commerce Housing Memorandum (PNW Economics and LDC)



Transportation Considerations

Long commutes into the Walla Walla Region may represent potential pent-up demand for new housing. According to U.S. Census On-the-Map data, in 2017 there were 9,275 workers who commuted to work in Walla Walla County and 5,978 county residents who commuted to work outside the County (**Figure 22**). **One in five workers in the County commute over 100 miles per day; which is 55% higher than the statewide average.**

Figure 22. Commute Patterns, Walla Walla County, 2017



Affordability and Current Market Gaps

Low vacancy rates and rising home prices have resulted in market gaps that could be filled only by new housing construction. The regional *Affordability Housing Community Council Report*, Summer 2019, found that median income levels in the City of Walla Walla and College Place would need to increase by at least \$5,400 to enable families to purchase a home at 2018 prices. This affordability gap has increased since.

The Region's rental housing gap is most prevalent at the highest and lowest income levels. In other words, there is currently an inadequate supply of quality market rate apartments (at \$1,131/month or higher) or for-sale housing (at \$279,000+). This is partially the reason why 400 middle and upper income households currently live in lower-quality *middle-income* rental housing. And the lack of affordable housing (at \$707/month or lower) has resulted in 791 households living in higher-cost housing which leads to severe rent burdens. This analysis assumes that 33% of the current housing gap can be addressed by new policies that help stimulate near-term housing construction with 239 market rate units and 261 affordable units (**Figure 23**).

Figure 23. Rental Housing Market Gaps, Walla Walla Region, 2017

Median Household Income Range	Lower-end	Upper-End	Renter Households Counted	Affordable Monthly Rent Costs *	Level of subsidy required	Estimated Rental Units Counted	Year 2017 Housing (Gap) or Surplus
Upper (120% or more of MFI)	\$67,840 or more		1,304	\$1,696 & Above	Zero	580	(400)
Middle (80% to 120% of MFI)	\$45,226	\$67,840	1,173	\$1,131-\$1,686	Zero	1,497	
Low (50% to 80% of MFI)	\$28,267	\$45,226	1,518	\$707-\$1,131	Low	2,709	1,191
Very Low (30% to 50% of MFI)	\$16,960	\$28,267	1,177	\$424-\$707	Medium	1,541	(791)
Extremely Low (less than 30% of MFI)	\$16,960 or less		1,830	Less than \$424	High	674	
Total			7,001			7,001	

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

* Calculated at 30% of Walla Walla County median family income based on HUD guidelines

Analysis of Pent-Up Rental Housing Demand, Walla Walla Region

Median Household Income Range	Renter Households in 2017	Rental Units in 2017	Housing (Gap)	Potential Capture Rate	Pent-up Housing Demand
Upper (120% or more of MFI)	1,304	580	(724)	33%	239
Middle (80% to 120% of MFI)	1,173	1,497	324		
Low (50% to 80% of MFI)	1,518	2,709	1,191		
Very Low (Less than 50% of MFI)	3,006	2,215	(791)	33%	261

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

Regional Housing Needs Forecast

The Regional housing needs forecast takes into account the potential to capture a share of the current market gap for rental housing along with the projected population growth based on the adopted comprehensive plans for Walla Walla County and the cities of College Place, Walla Walla, Dayton and Waitsburg.

These plans anticipate a population increase of approximately 9,668 year-round residents by 2040 within Walla Walla County. According to the Walla Walla County Comprehensive Plan, the unincorporated areas of the county are projected to add 2,802 people. Since that forecast also reflects unincorporated portions of UGAs for the cities, we expect the majority of new population growth to occur within future annexation areas of local cities.

This analysis assumes that 70% of the housing growth and 90% of the group quarters population growth within unincorporated Walla Walla County will occur within the UGAs of Walla Walla, College Place, Waitsburg and Dayton. As indicated in **Figure 24**, this allocation of county growth equates to approximately 107 group quarters residents and 657 dwelling units.

Figure 24. Projected Regional Housing Capture of Unincorp. Walla Walla County, 2020 to 2040

	Walla Walla County	Unicorp. Walla Walla County**	Regional Housing Capture of Unincorp. County %	Regional Housing Capture of Unincorp. County
Net New Population	9,668	2,802		
New Pop in Group Quarters*	773	119	90%	107
Population in Households	8,894	2,683		
Housing Need for Permanent Residents (dwellings)	3,601	865		
Seasonal & Vacancy Allowance (@9.4 %)	358	74		
Growth-related Housing Demand (dwelling units)	3,959	939	70%	657

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc. ** Includes unincorporated areas within urban growth areas of local cities.

To address changing demographic and householder preferences, the baseline housing demand forecast also takes into account the following assumptions:

- Future population growth forecasts for each city within the Walla Walla Region will be consistent with adopted local comprehensive land use plan forecasts (extrapolated).
- The tenancy mix and rate of homeownership will increase slightly overtime to the Washington statewide average (63% owners and 37% renters). Note, this results in a modest increase in homeownership rates within the Region from 60% currently to 63% by year 2040.
- Housing needs reflect more attainably priced housing types consistent with attainability levels with 30% of income allocated to rent or mortgage (principal and interest).
- The housing needs forecast assumes a moderate demand shift to middle income housing types, including townhomes, plexes, apartments, ADUs and manufactured housing.

To address future housing growth, the Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand is likely to include 1,523 standard lot single family detached homes; 1,104 small lot detached homes; 732 townhomes/plexes; 894 multi-family

units (includes some group quarters demand) and 443 government-assisted housing units, manufactured homes and/or ADUs (**Figure 25**).

Figure 25. Walla Walla Region Housing Needs Forecast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg	Dayton	Region Total
Projected Baseline Housing Demand	2,362	494	153	11 +	3,021
Plus Share of Housing Within Unincorp. UGAs	514	107	33	2 +	657
Plus Demand to Address 33% of Housing Gap	414	87			500
Total Housing Need	3,290	688	187	13 +	4,178
Plus Group Quarters Housing Units (@1.5 people per unit)	420	88			762
Grand Total (units)	3,710	776	187	13 +	4,685
percent of total	79%	17%	4%	0.3%	100%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs						
Housing Type	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Remainder of Walla Walla County
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

The group quarters demand generated by 762 residents accounts for demand generated by seniors in group homes and to a lesser extent university students and special needs population segments (including inmates at the correctional center). As indicated in **Figure 26**, the senior housing segment is projected to account for about three quarters of the overall group quarters demand, with the need for almost 380 units of shared senior housing required by year 2040.

Figure 26. Projected Senior Housing Demand

	Region Total within UGAs
Current Population	48,363
Proj. Net New Population within Region UGAs (@2.3 perso	8,485
Future Population year 2040	56,848
Population over Age 65	20%
Share of pop. over Age 65 in Nursing Homes	5.0%
Avg. Household Size within Nursing Homes	1.50
Proj. Net New Population in Nursing Homes	568
Proj. Senior Housing Need (dwelling units)	379

Source: population estimates and forecasts based on WA Office of Financial Management data; nursing home capture rates based on National Institute of Aging estimates, 2015.

Please refer to **Appendix A** for a Regional forecast of owner and renter housing needs by income level.

Reconciliation of Housing Needs and Land Supply

According to the June 2019 Walla Walla County buildable land inventory and development capacity study, Walla Walla, College Place and Waitsburg UGAs had the potential to accommodate over 4,100 net new dwellings at full utilization (**Exhibit 27**). Note, the City of Dayton was included in a separate land capacity study for Columbia County.

Figure 27. Land Capacity Analysis

	Minimum Lot Size (SF)	Net Res. Land Inventory (acres)	Vacant percent	Under-developed percent	Net New Pop. Capacity	Net New Dwelling Capacity	Infill & redevelopment Dwellings	Dwellings on Vacant Land	% Infill & redevelopment
Waitsburg					1,466	621	284	337	46%
R96 Suburban Residential	9,600	50.7	62%	38%	538	228	86	142	
Residential (incorporated)	10,000	92.7	49%	51%	875	371	189	182	
Flexible Comm./Res (Incorp.)	10,000	5.6	61%	39%	53	22	9	13	
College Place					588	249	139	110	56%
Multiple Family Residential	n/a	2.1			59	25	-	25	
R-60 Single Family Residential*	6,000	21.6	30%	70%	361	153	107	46	
R-72 Single Family Residential*	7,200	0.3			4	2	-	2	
R-96 Suburban Residential (incorp.)	9,600	6.3	58%	42%	67	28	12	16	
R-96 Suburban Residential (area 2B)**	9,600	39.8	75%	25%	426	180	46	134	
R-96 Suburban Residential (area 2C)	9,600	9.2	51%	49%	97	41	20	21	
Walla Walla City					7,641	3,238	1,632	1,606	50%
Multiple Family Residential	n/a	-			-	-			
R-60 Single Family Residential ***	6,000	-			-	-			
R-72 Single Family Residential ***	7,200	54.7	21%	79%	813	344	271	73	
R-96 Suburban Residential (incorp.)	9,600	569.0	51%	49%	6,116	2,592	1,260	1,332	
R-96 Suburban Residential (other)	9,600	60.8	67%	34%	712	302	101	201	

Source: Revised Land Capacity Analysis, Technical Memorandum, June 2019, the Watershed Company. Note, this analysis was completed prior to the City of Walla Walla creating a Neighborhood Residential zone to allow reduced lot sizes.

* After 2019, College Place combined zones R-60/R-72/R-75 into a one SF District zone and allows up to two dwellings per lot.

** Area 2B urban growth area expansion request was denied after 2020.

*** After 2019, Walla Walla changed code to allow 2-4 unit structures and ADUs in all single family zones.

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, the analysis cited above indicates that nearly half of new construction would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through “infill” is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

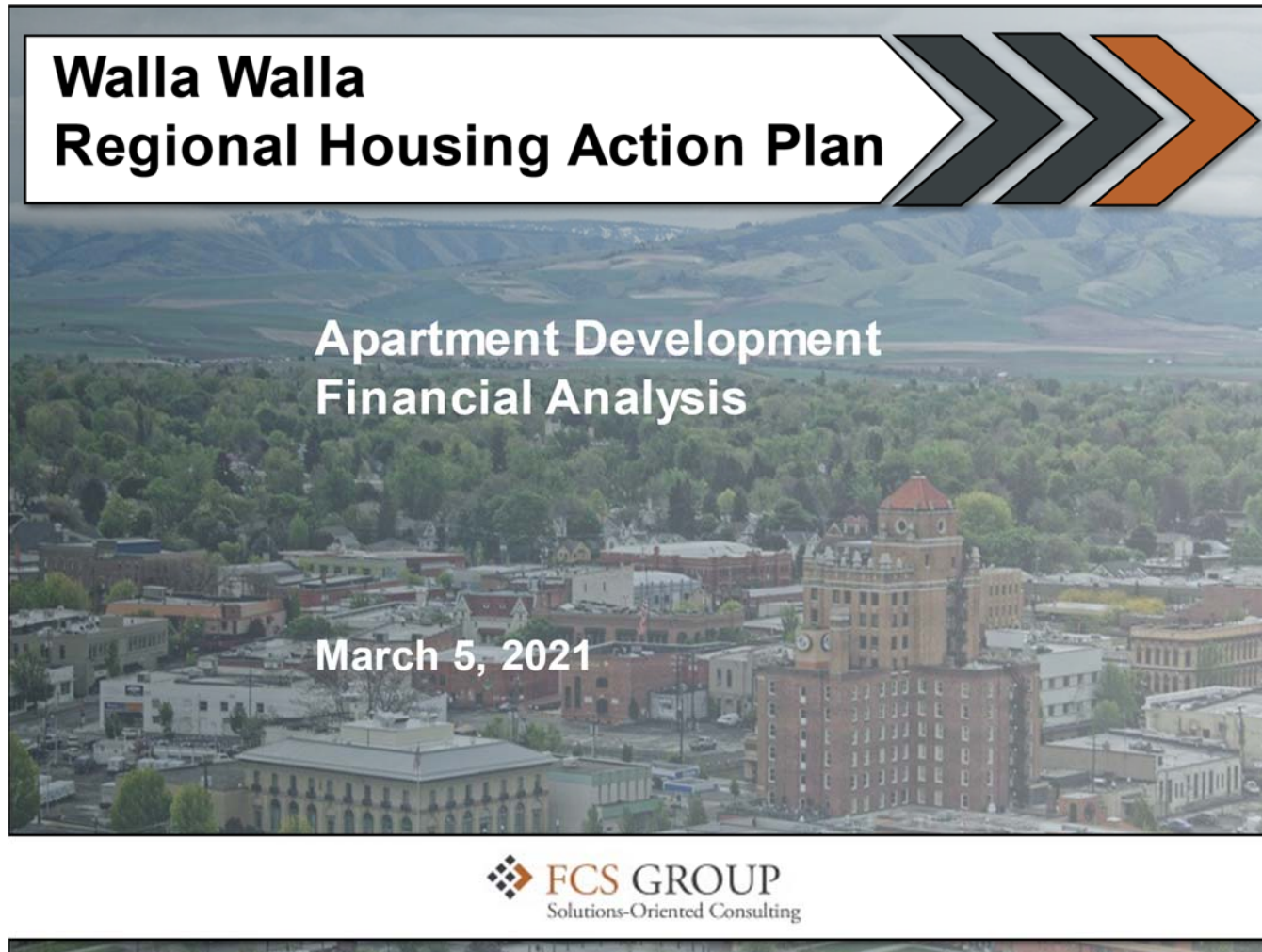
Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

College Place UGA: the projected 20-year housing need of 776 dwelling units is far greater than the potential UGA capacity of 429 units, even after assuming 43% of net new housing will be constructed on infill and redevelopment lands.

Walla Walla UGA: the projected 20-year housing need of 3,710 dwelling units is greater than the potential UGA capacity of 3,238 dwelling units, even after assuming 50% of the net new housing will be constructed on infill and redevelopment lands.

Waitsburg and Dayton UGAs: the combined projected 20-year housing need of 200 or more dwelling can be accommodated by their existing UGAs, since Waitsburg alone is presumed to have the UGA capacity to add 621 dwelling units, after assuming 46% of the net new growth occurs on infill and redevelopment lands.

APPENDIX D: FINANCIAL ANALYSIS



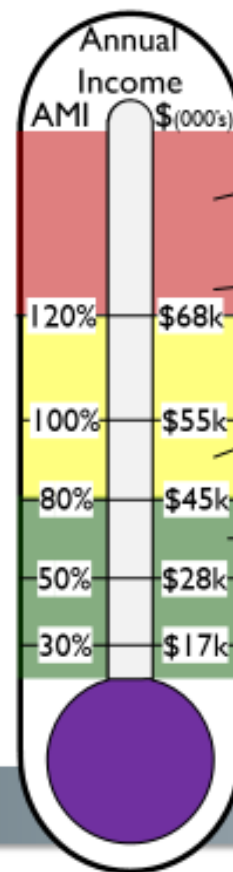
Financial Feasibility Objectives

- ◆ Test financial viability from developer's perspective
- ◆ With and without affordable housing
 - Scenario 1: 3-level garden apartments
 - Scenario 2: 5-level flats (over parking)
- ◆ Evaluate incentives
 - 12-year property tax abatement
 - Impact fee reduction
 - Land write-downs
 - Parking reductions



Housing Affordability Thermometer

- HUD uses median income to measure affordability
- HUD bases affordability on household size
- Affordability Thermometer conveys prices or rents based on expected payments
- Helps determine the market need for various housing types



Local Labor Force Demographics Example:

- **Manager**
\$96,000 (max rent: \$2,600)
(168% of AMI if HH size = 2)
- **Teacher (middle school)**
\$68,000 (max rent: \$1,800)
(121% AMI if HH size = 2)
- **Industrial worker**
\$55,511 (max rent: \$1,500)
(98% AMI, low income if HH size = 2)
- **Medical Assistant**
\$37,690 (max rent: \$1,000)
(67% AMI if HH size = 2)
- **Average SSA recipient:**
\$19,251 (max rent: \$500)
(33% AMI HH size = 1)

Regional Housing Needs

Walla Walla Region will need 4,500+ dwellings over next 20 years

- ♦ Range of dwelling types needed
- ♦ Need for more affordable units for owners and renters
- ♦ Residual Land Value Analysis: how much would a developer be willing to pay for the land for the right to build this project?



Garden
Apartments



Flats

Apartment Proforma Assumptions

	Scenario 1A	Scenario 1B	Scenario 1C	Scenario 2A	Scenario 2B	Scenario 2C
Particulars	Apts. (100% market rate)	Apts. (mixed income)	Affordable Apts.	Flats (100% market rate)	Flats (mixed income)	Affordable Flats
Site Size (acres)	2.0	2.0	2.0	2.0	2.0	2.0
Building Levels (above grade)	3	3	3	5	5	5
Dwelling Units	107	107	107	167	167	167
Affordable Units (@80% to 110% AMI)	0	15	107	0	30	167
Parking stalls	128	128	128	249	249	249
Parking Ratio (stalls per dwelling unit)	1.2	1.2	1.2	1.2	1.2	1.2
Dwellings per Acre	53	53	53	84	84	84
Est. Construction Cost*	\$23 M	\$23 M	\$23.5 M	\$41 M	\$41 M	\$40.6 M
Cost per Dwelling, excl. land	\$ 219,615	\$ 219,615	\$ 219,615	\$ 242,559	\$ 242,559	\$ 242,559
Targeted Developer Return on Equity (annual)						
with private developer	7.0%	7.0%		7.0%	7.0%	
with non-profit developer			4.0%			4.0%

Project Income Assumptions	Units	Scenario 1	Scenario 2
Market-rate units under 900 SF	per SF/month	\$1.71	\$2.00
Market-rate units over 900 SF	per SF/month	\$1.71	\$1.85
Affordable dwellings (@90% AMI)	per SF/month	\$1.71	\$1.74
Parking charge	per Stall/month	\$0	\$0

Financial Analysis: Findings

Scenario	Developer	Dwellings	Residual Land Value Per Dwelling Unit		Relative Financial Feasibility	Annual Prop. Tax Revenue to City after abatement	Cumulative Prop. Tax Revenue to City Years 1-20
			no incentives	w/ tax abatement			
1A Apts. (100% market rate)	For Profit	107	\$7,921		Good	\$56,387	\$1,127,736
1B Apts. (mixed income)	For Profit	107	(\$3,926)	\$12,255	Excellent after incentives	\$56,387	\$451,094
1C Affordable Apts.	Non Profit	107		\$48,950	Excellent		
2A Flats (100% market rate)	For Profit	167	(\$8,882)	\$8,984	Good after incentives	\$97,517	\$1,950,337
2B Flats (mixed income)	For Profit	167	(\$15,951)	\$1,915	Fair after incentives	\$97,517	\$780,135
2C Affordable Flats	Non Profit	167		\$22,988	Excellent		

* R.O.E. denotes estimated annual rate of targeted return on developer equity investment after debt service and before income taxes and depreciation.

- ♦ **Currently: only the market rate apartments are financially viable without incentives**
- ♦ **Non-profit developer greatly helps with affordable housing**
- ♦ **Tax Incentives plus land write-downs needed to create mixed-income apts.**

Summary

- ♦ **Housing market is strong enough to attract for-profit developers**
- ♦ **Garden apartments are viable without incentives**
- ♦ **Market rate flats over parking is not viable without some type of incentive**
- ♦ **Affordable or mixed-income housing requires incentives with for-profit developer, such as**
 - 12-year tax abatement (for affordable housing only)
 - Impact fee reduction (for affordable housing only)
 - Land write-down
 - Parking reductions
- ♦ **Non-profit developer could make affordable housing “pencil” with fewer incentives**
- ♦ **Recommend pilot program of multifamily incentives for next 3 years**
- ♦ **Identify public-owned potential catalyst site(s) for future developments**

APPENDIX E: DISPLACEMENT MINIMIZATION STRATEGY

To: Project Advisory Team: Elizabeth Chamberlain, City of Walla Walla; Jon Rickard, City of College Place; Meagan Bailey, City of Dayton; Randy Hinchliffe, City of Waitsburg; Nikki Sharp, Walla Walla County

Date: September 28, 2020

From: Violet Brown & Scott Fregonese, Fregonese Associates

CC: Todd Chase & Tim Wood, FCS GROUP

RE: Walla Walla Housing Action Plan Task 4 Anti-Displacement Best Practices

The purpose of this memorandum is to analyze the risk of displacement and gentrification in the region and to summarize best practices strategies to mitigate the impacts on local households and businesses. It builds on the findings included in FCS Group’s Task 1 Issues Memo and Task 2 & 3 Trends and Needs Memo and on the work previously published in the Affordable Housing Community Council Report.ⁱ

SUMMARY

Housing Action Plans must, in accordance with HB1923, “encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes” and “should consider strategies to minimize displacement of low-income residents resulting from redevelopment.” This is particularly true in neighborhoods with communities at high risk of displacement.

As growth trends in the region predict significant opportunities for future development, that development will likely exacerbate existing issues of affordability and result in market and socioeconomic shifts linked to displacement of households and businesses in vulnerable communities. Each jurisdiction in the Walla Walla region contains populations vulnerable to displacement. However, this memo identifies individual block groups particularly susceptible to these forces. It also recommends mitigation strategies. These recommendations represent a three-pronged approach to anti-displacement strategies:

1. Mitigation for Individuals and Families Experiencing Displacement,
2. Land Use & Development Strategies to Increase Production of Affordable Housing, and
3. Economic Strategies to Increase Opportunity.

Combating displacement requires cities to proactively apply a variety of different approaches, each supported by best practices research. The strategies are organized as a three-prong approach to anti-displacement to address the different aspects of displacement. Various action steps or programs appear

under each prong. The concept is to move forward on all three fronts in ways that are customizable for each jurisdiction.

VULNERABILITY ASSESSMENT

Displacement occurs when households or businesses are involuntarily forced out of an area due to increasing housing prices or due to economic and demographic changes that alter the neighborhood's character. Gentrification, a well-documented housing issue since the 1960s, has traditionally been associated with the urban core, but rural gentrification is gaining ground in the face of an ever-expanding digital workforce and access to goods online. These changes allow what is a traditionally urban workforce to work remotely from rural and suburban areas, benefitting from the amenities and relative affordability these areas have to offer. Gentrification typically occurs in areas with relatively low property values with amenities that have become attractive or trendy.

As demand in the region grows, areas with relatively low rent/home value or perceived as lower quality housing become more attractive and profitable for redevelopment opportunities, and thus more vulnerable to displacement of existing residents. Some experts expect that the recent pandemic will only increase the pressure on smaller communities as families seek the "suburbs and rural periphery".ⁱⁱ This post-Covid-19 migration to rural areas and small towns will be driven by a number of factors: increase remote work opportunities, perceptions of increased safety in less-dense communities, and a desire to live in rural areas for their scenery, access to nature, and other amenities.

Vulnerability calculations compare local geographies to regional averages across six variables reported by the US Census. The analysis below uses ACS 2014-2018 (five-year estimates) via Social Explorer reported by state, county, city, census tract, and block group:

- Percent of households that are renters
- Percent of households that are low-income
- Percent of adults (25 or older) without a four-year degree
- Percent of population who identify with a community of color
- Median home value
- Median gross rent

These factors are closely associated with an increased probability of redevelopment coupled with an increased difficulty in weathering rising housing costs and a higher susceptibility to involuntary displacement for both households and small business. This analysis has been adapted from work published by Dr. Lisa Bates of Portland State University for the Portland Bureau of Planning and Sustainability in 2012 and their subsequent *2018 Gentrification and Displacement Neighborhood Typology Assessment*ⁱⁱⁱ. Changes to the methodology are designed to reflect concerns regarding smaller sample sizes and promoting easy replicability as local jurisdictions continue to monitor these variables into the future with readily available data sets.

For the purposes of this report, geographies with 5 or 6 of the variables reporting higher figures than regional thresholds are identified as areas vulnerable to displacement.

Thresholds	Walla Walla County
% People of Color	>28%
% Without College Degree	>71%
% Rentals	>35%
Poverty Status: % Doing Ok	<66%
Median Home Value	<\$209,800
Median Gross Rent	<\$893

Thresholds	State
% People of Color	>31%
% Without College Degree	>65%
% Rentals	>37%
Poverty Status: % Doing Ok	<73%
Median Home Value	<\$311,700
Median Gross Rent	<\$1,194

Vulnerability Levels	
High	>5 indicators
Moderate	3-4 indicators
Low	<3 indicators

Cities

Indicators	Walla Walla	Waitsburg	College Place	Dayton	Walla Walla County
Poverty Status: % Doing OK	60%	64%		68%	62%
% Rentals	42%	23%		41%	31%
Median Home Value	\$ 190,000	\$150,000	\$ 190,000	\$ 156,200	\$ 209,800
Median Gross Rent	\$ 919	\$ 688	\$ 890	\$ 775	\$ 893
% Without Degree	74%	80%	65%	77%	71%
% POC	33%	10%	25%	16%	28%
Total Indicators	5	4	3	4	

Table 1a. Vulnerability Analysis: Walla Walla County Cities to County Comparison.

Indicators	Walla Walla	Waitsburg	College Place	Dayton	Washington
Poverty Status: % Doing OK	60%	64%		68%	62%
% Rentals	42%	23%		41%	31%
Median Home Value	\$ 190,000	\$150,000	\$ 190,000	\$ 156,200	\$ 311,700
Median Gross Rent	\$ 919	\$ 688	\$ 890	\$ 775	\$ 1,194
% Without Degree	74%	80%	65%	77%	65%
% POC	33%	10%	25%	16%	31%
Total Indicators	6	4	4	4	

Table 1b. Vulnerability Analysis: Walla Walla County Cities to State Comparison.

All cities show vulnerability to displacement when compared to the region, which increases when compared to the state. This is particularly true for poverty rates and educational attainment, where county figures differ significantly from the state. City of Walla Walla has the highest vulnerability score when compared to both county and state thresholds. City of Walla Walla has the lowest percentage of people “doing ok”, the highest percentage of rentals, and the highest percentage of people of color when compared to other cities.

Census Tracts

City	Census Tract	Poverty Status: % Doing OK	% Rentals	Median Home Value	Median Gross Rent	% Without Degree	% POC	Total Indicators
Walla Walla	9204	100%	0%	NA	NA	97%	57%	2
	9205	46%	54%	\$ 102,600	\$ 851	87%	66%	6
	9206	54%	51%	\$ 134,200	\$ 891	84%	45%	6
	9207.01	67%	53%	\$ 198,800	\$ 878	67%	20%	3
	9207.02	68%	28%	\$ 224,100	\$ 1,023	56%	21%	0
	9208.01	48%	42%	\$ 186,500	\$ 1,000	76%	20%	4
	9208.02	49%	55%	\$ 208,500	\$ 831	65%	24%	4
Waitsburg	9201	80%	17%	\$ 254,300	\$ 870	70%	12%	2
College Place	9203	69%	41%	\$ 190,000	\$ 890	66%	25%	3
Dayton	9602	68%	31%	\$ 170,800	\$ 740	75%	14%	3

Table 2. Vulnerability Analysis: Census Tract to County Comparison. Bolded data indicates the highest or lowest value for the category.

Census Tract analysis reveals two highly vulnerable tracts for City of Walla Walla (9205 and 9206). Tract 9205 has the lowest percentage of people “doing ok”, the lowest median home value, and the highest percentage of people of color when compared to all census tracts in the study area. Census tracts that may become more vulnerable overtime (moving from a rank of moderate to high), include tract 9208.01 and 9208.02. These tracts exceed county thresholds for poverty, rentals, and home value.

Census tracts in the remaining cities have vulnerability ranks of low to moderate when compared to the county. No tract in the remaining cities exceeds three total indicators.

Block Groups

City	Block Group	Poverty Status: % Doing OK	% Rentals	Median Home Value	Median Gross Rent	% Without Degree	% POC	Total Indicators
Walla Walla	BG1 T9204	100%	0%	NA	NA	97%	57%	2
	BG1 T9205	37%	53%	\$ 90,000	\$ 867	91%	63%	6
	BG2 T9205	54%	60%	\$ 99,200	\$ 1,009	89%	79%	5
	BG3 T9205	50%	48%	\$ 134,900	\$ 775	78%	52%	6
	BG1 T9206	69%	43%	\$ 73,800	NA	93%	41%	4
	BG2 T9206	14%	63%	\$ 90,900	\$ 709	88%	72%	6
	BG3 T9206	60%	40%	\$ 119,100	NA	89%	69%	5
	BG4 T9206	64%	32%	\$ 191,800	\$ 900	75%	37%	4
	BG5 T9206	50%	74%	\$ 260,100	\$ 1,051	74%	14%	3
	BG1 T9207.01	60%	78%	\$ 193,100	\$ 714	46%	19%	4
	BG2 T9207.01	57%	41%	\$ 162,200	\$ 880	82%	33%	6
	BG3 T9207.01	65%	38%	\$ 196,600	\$ 955	60%	12%	3
	BG4 T9207.01	81%	53%	\$ 218,900	\$ 1,269	74%	15%	2
	BG1 T9207.02	71%	23%	\$ 254,900	\$ 1,291	53%	28%	0
	BG2 T9207.02	73%	17%	\$ 196,100	\$ 828	65%	17%	2
	BG3 T9207.02	55%	38%	\$ 213,900	\$ 786	40%	13%	3
	BG4 T9207.02	73%	35%	\$ 175,000	\$ 820	69%	27%	2
	BG1 T9208.01	58%	7%	\$ 233,300	NA	76%	12%	2
	BG2 T9208.01	52%	52%	\$ 164,900	\$ 1,127	76%	33%	5
	BG3 T9208.01	58%	47%	\$ 172,900	\$ 845	69%	13%	4
	BG4 T9208.01	30%	45%	\$ 183,800	\$ 999	83%	16%	4
Waitsburg	BG1 T9208.02	35%	67%	\$ 165,400	\$ 897	77%	26%	4
	BG2 T9208.02	69%	38%	\$ 238,500	\$ 788	55%	19%	2
College Place	BG4 T9201	66%	20%	\$ 154,700	\$ 688	80%	10%	3
	BG1 T9203	73%	34%	\$ 192,700	\$ 657	71%	34%	3
	BG2 T9203	63%	66%	\$ 190,400	\$ 861	67%	29%	5
	BG3 T9203	44%	69%	\$ 99,500	\$ 828	76%	20%	5
Dayton	BG4 T9203	79%	26%	\$ 200,900	\$ 1,125	60%	19%	1
	BG2 T9602	56%	27%	\$ 139,300	\$ 795	72%	21%	4
	BG3 T9602	70%	34%	\$ 226,800	\$ 914	81%	13%	1
	BG4 T9602	67%	27%	\$ 158,300	\$ 752	77%	14%	3

Table 3. Vulnerability Analysis: Bolded data indicates the highest or lowest value for the category.

Block group analysis reveals more detailed trends in vulnerability. Overall, ten block groups are considered highly vulnerable. These block groups are in City of Walla Walla and College Place.

For City of Walla Walla, seven block groups (30.4% of all block groups in City of Walla Walla and 22.6% of all block groups in the study area) have high vulnerability rankings. Out of the seven block groups, BG2 T9206 has the lowest poverty status (14% of people “doing ok”) out of all block groups in the study area. BG1 T9206 has the lowest median home value (\$73,800) out of all block groups in the study area. For moderate ranking block groups, it is important to consider which indicators exceed county thresholds. Block groups that exceed thresholds for poverty, percentage of rentals, and home value (BG3-BG4 T9208.01, BG1 T9208.02) may be more vulnerable than block groups that exceed thresholds for education and people of color but have higher median home values and low poverty. A total of 20% of Walla Walla residents live within block groups that have high vulnerability ratings.

The remaining three cities include block groups with moderate to high vulnerability rankings. City of College Place has two block groups that rank high for vulnerability (BG2 T9203, BG3 T9203). BG3 has the lowest poverty score, highest percentage of rentals, lowest median home value, and highest percentage of people without a college degree for the city. A total of 35% of College Place residents live in block groups that have high vulnerability rankings.

City	Block Group	Population	% City Pop
Walla Walla	BG1 T9205	1,144	3%
	BG2 T9205	957	3%
	BG3 T9205	584	2%
	BG2 T9206	948	3%
	BG3 T9206	1,027	3%
	BG2 T9207.01	968	3%
	BG2 T9208.01	1,503	5%
College Place	BG2 T9203	1,800	20%
	BG3 T9203	1,384	15%

Table 4. High Vulnerability Block Group Population.

In response to concerns raised by the Stakeholder Advisory Committee for this project and in furtherance of state guidelines for specific consideration of vulnerable populations, the below chart includes the percentage of seniors within each population listed by block group and that block groups vulnerability index. Most of the areas with the highest concentration of seniors are not within block groups considered the most vulnerable. While this analysis does not indicate any alarming patterns, it is important that anti-displacement strategies take special note of seniors and recognize that displacement can occur across the region.

City	Block Group	% 65+	Total Indicators
Walla Walla	BG1 T9204	4%	2
	BG1 T9205	8%	6
	BG2 T9205	4%	5
	BG3 T9205	8%	6
	BG1 T9206	39%	4
	BG2 T9206	10%	6
	BG3 T9206	21%	5
	BG4 T9206	6%	4
	BG5 T9206	43%	3
	BG1 T9207.01	22%	4
	BG2 T9207.01	8%	6
	BG3 T9207.01	18%	3
	BG4 T9207.01	35%	2
	BG1 T9207.02	17%	0
	BG2 T9207.02	21%	2
	BG3 T9207.02	18%	3
	BG4 T9207.02	12%	2
	BG1 T9208.01	24%	2
	BG2 T9208.01	14%	5
	BG3 T9208.01	13%	4
	BG4 T9208.01	8%	4
	BG1 T9208.02	15%	4
	BG2 T9208.02	27%	2
Waitsburg	BG4 T9201	20%	3
College Place	BG1 T9203	28%	3
	BG2 T9203	5%	5
	BG3 T9203	18%	5
	BG4 T9203	21%	1
Dayton	BG2 T9602	24%	4
	BG3 T9602	35%	1
	BG4 T9602	23%	3

Table 5. Percent Seniors (65+) by block group.

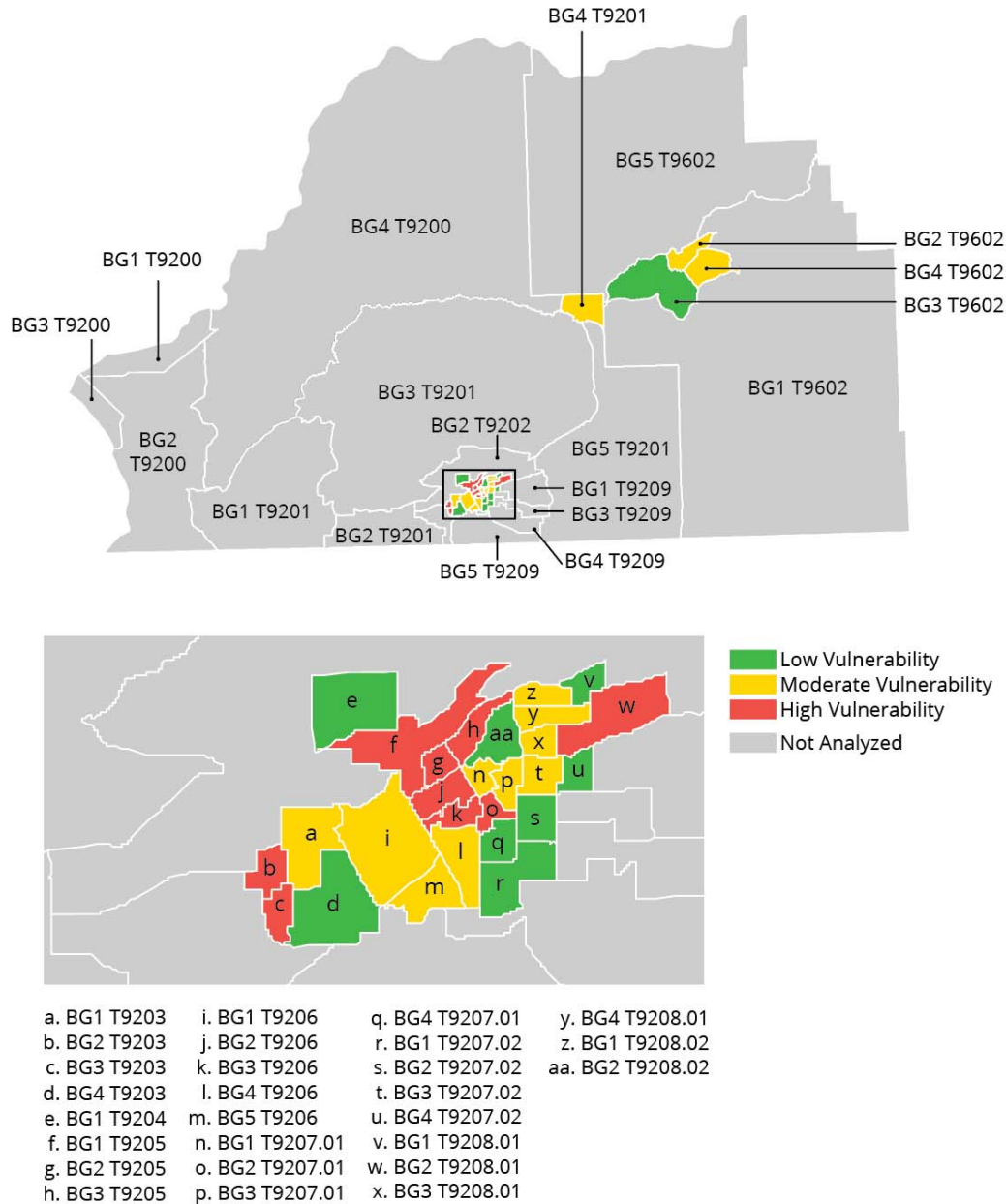


Figure 1. Block Group Map for Study Area with inset of Walla Walla and College Place.

Recommended Strategies to Mitigate Displacement

While the City of Walla Walla has the highest number of residents and blocks groups experiencing displacement vulnerability, all four cities in this study have either areas of high vulnerability or meet metrics that indicate increased susceptibility to displacement. Each of the cities should pursue a three-pronged approach to reducing displacement risk:

1. Mitigation for Individuals and Families Experiencing Displacement,
2. Land Use & Development Strategies to Increase Production of Affordable Housing, and
3. Economic Strategies to Increase Opportunity.

Each city does not necessarily need to carry out each of the strategies below. Instead, the recommended strategies should be viewed as a “menu” of policy and program choices to be implemented based on each community’s risk level and the viability of the strategy based on local conditions. Reducing displacement risk should be a regional effort, but the specific approach taken can (and should) differ on the local level.

1. Create Stability for Local Residents by Mitigating the Impact of Displacement:
 - o Anti-Displacement Impact Assessments

Integrate displacement into the analysis and review of potential policies, programs, and development applications by creating a standardized assessment of potentially unintended consequences upfront and enforcing reasonable mitigation efforts directly connected to the proposal.^{iv} Anti-Displacement measure must include a reliable way to track the impact new development has on Naturally Occurring Affordable Housing (NOAH). While increased production of new housing is essential to preserving supply, NOAH is frequently seen as ripe for redevelopment as soon as market rates surpass current value to create a ‘rent gap’ making redevelopment profitable. An impact assessment is one tool to track how many affordable units are being developed and at the cost of how many existing units. This option can function on a range of intensities with the obligation and cost either assigned applicants or city staff and the weight of the assessment varying depending on the severity of the issue within each jurisdiction and the viability of the requirement within local markets.

- o Rental Registration Program

A registration program would create a consolidated database of available units in the region, rental costs, and local practices. A small fee per unit could be set to fund the program, which could include a streamlined application process. The costly and time-consuming housing application process is often listed as a practical barrier to housing access. Multiple application forms, with slightly different requirements, and compounded credit check fees are prohibitively onerous. While some local service organizations provide some assistance, a streamlined process eases the burden on renters and landlords alike and help jurisdictions track relevant data.

- o Tenant Protection Enhancements

As vacancy rates decrease, an ordinance extending the notice period for no cause evictions to 60 days for landlords with five or more units would allow renters additional time to plan, contact services, and hopefully relocate without a disruption in adequate housing. Washington State already requires a 60-day period for tenants facing eviction because the owner lost the building in a foreclosure.

- o Emergency Rental Assistance

Aiding families facing homelessness due to temporary economic hardship in the form of Emergency Rental Assistance. Washington State Department of Social & Human Services (DSHS) offers one-time cash payment to get or keep safe housing or utilities in emergency situations to families eligible for the Additional Requirements for Emergent Needs (AREN) or the Diversion Program. The Eviction Rent Assistance Program (ERAP) Grant is part of Washington State’s short-term response to the COVID-19 disaster and offers three months of rent payment to prevent evictions.^v

- o Home Ownership Assistance

Enhance and promote existing programs that supply down payment assistance and application support to first time homebuyers. Washington offers the Home Advantage Needs Based Downpayment Assistance Loan Program with up to \$10,000 to eligible homebuyers.^{vi}

- o Utility Payment Financial Assistance & Homeowner Assistance

Homeowners are also subject to raising housing costs as property taxes, maintenance, heating, and cooling costs increase. This is particularly true for seniors on fixed incomes. Partnering with groups such as BMAC/The Healthy Homes Program, which provides weatherization and energy efficiency services, can reduce the burden on seniors. Washington State Department of Commerce's Home Rehabilitation Loan Program provides low-interest loans to low-income homeowners for repairs and necessary improvements.

2. Protect Regional Housing Stock: Increase Production of Affordable Housing Options

- o Affordable Housing Fund

In 2016, Vancouver voters authorized the use of property tax revenue (residential and commercial) to create an Affordable Housing Fund that can be used “for the purpose of buying, building and preserving low-income rental housing and preventing homelessness through rental assistance and housing services.”^{vii} The tax is capped at \$6 million and expected to generate \$43M dollars before it expires in 2023. At which point, Vancouver City Council can seek an extension or let it expire. Property tax exemptions are included for seniors and people with disabilities who earn less than \$40,000 a year.

- o Land Banking

Cities can reserve or ‘bank’ land for affordable housing, similar to a popular program created in Eugene, Oregon.^{viii} Sites being considered for purchase should be evaluated based on cost, density, environmental quality, and access transportation, community services, and jobs. Gentrification in more rural areas often results in lower-income households moving further away from city centers with longer commutes to jobs and services. Priority areas should be based on a combination of community vulnerability, recent Anti-Displacement Impact Assessments, and on the area's potential for offering meaning opportunities for safe and affordable housing close to jobs and services.

- o Community Land Trusts

Community land trusts create additional affordable home ownership opportunities by removing land from the costs of real estate. In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Thus, creating additional affordable opportunities for homebuyers by removing land from the cost of real estate. Resale value is not determined by the real estate market but set based on the local cost of living.

- o Right of First Offer/Refusal Program

Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households. Right of first offer places very minimal requirements on property owners. Notice would be sent that a property will be for sale and either the trust or the owner sets and offer price depending on the program framework. Funding assistance for this program could come from an Affordable Housing Fund.^{ix}

- o Affordable Housing on Public Land

Washington state (through RCW 43.63A.510 and RCW 39.33.015) directs specific state agencies to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and moderate-income households (up to 115% of AMI).

- Zoning Protection for Manufactured Dwelling Parks

For many families, manufactured homes are an affordable housing option. They are built in a factory and transported to either a leased plot within a manufactured home park or on private property. It is important to ensure that local zoning ordinances do not unduly hinder the functioning and placement of manufactured homes. Protecting existing parks will increase affordable housing supply and mitigate involuntary displacement.

- Multifamily Tax Exemption

The Multifamily Tax Exemption (MFTE) is a tool that incentivizes the development of multifamily housing, described in depth in the Community Council Affordable Housing Report.

Cities with a population of at least 15,000 can use the MFTE to exempt property taxes for 12 years on new multifamily construction (with at least four units), provided 20% of the units are affordable to low- and moderate-income households (up to 115% of the median family income). In this case, the public funds go to the developer in the form of a tax break, not in the form of a rental payment. If the owner of the property decides to increase rates above the established affordability threshold, the tax exemption is cancelled, and the property is subject to additional tax penalties. Cities with populations of less than 15,000 can use this tool, provided they are the largest urban area in a county planning under the Growth Management Act. Small cities, however, may not have the financial resources to feasibly offer a property tax exemption. Another provision to the rule allows cities to exempt property taxes for multifamily development for eight years with no requirement that a percentage of the units be set aside for low-income renters. The area designated for the MFTE is determined by the local governing authority, and the intention of the legislation is to increase mixed-income residential opportunities, including affordable housing, in urban centers. Expansion of the targeted area within the urban core can open additional opportunities for incentivizing multifamily development.

3. Protect the Local Economy: Job Training Partnerships to foster local opportunities and prosperity through improved workforce development initiatives

Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Focus on both higher and secondary educational institutions in the region to take advantage of sector-based partnerships. Construction based partnerships in particular are likely to improve the supply of low-income housing. The goal is to create programs that offer training/apprenticeships and future job opportunities that improve the quality of jobs in the area.

¹ Community Council Report: Affordable Housing (April 2019) via https://www.wwcommunitycouncil.org/media/1125/affordable-housing-study-report_2019.pdf

ⁱⁱ Florida, Richard. "How Coronavirus Will Reshape U.S. Cities." *Bloomberg.com*, Bloomberg, 2 July 2020, www.bloomberg.com/news/features/2020-07-02/how-coronavirus-will-reshape-u-s-cities.

ⁱⁱⁱ 2018 Gentrification and Displacement Neighborhood Typology Assessment, Key Findings and Methodology Report, Bureau of Planning and Sustainability, City of Portland, Oregon, via https://www.portland.gov/sites/default/files/2020-01/gentrification_displacement_typology_analysis_2018_10222018.pdf

^{iv} King County Washington Equity Impact Review Process Overview (March 2016) via https://www.kingcounty.gov/~media/elected/executive/equity-social-justice/2016/The_Equity_Impact_Review_checklist_Mar2016.ashx?la=en

^v Washington State Department of Commerce, Homeless Assistance via <https://www.commerce.wa.gov/serving-communities/homelessness/>

^{vi} Washington State Housing Finance Commission, Home Advantage Program via <https://www.wshfc.org/buyers/HomeAdvantage.htm>

^{vii} *Affordable Housing Fund | City of Vancouver Washington*, Community Development Programs, May 2020, www.cityofvancouver.us/ced/page/affordable-housing-fund.

^{viii} Landbanking Program for Affordable Housing, Government Innovators Network, Harvard Kennedy School Ash Center for Democratic Governance and Innovation, 2007 Finalist, <https://www.innovations.harvard.edu/landbanking-program-affordable-housing>

^{ix} Kim, Jihyeon; Knapp-Rossi, Malia; Lance, Jeff; Meyers, Joseph; Moulton, Aster; and Stone, Tay, "Reside Vancouver: An Anti-Displacement Plan" (2019). *Master of Urban and Regional Planning Workshop Projects*. 170. <https://archives.pdx.edu/ds/psu/29217>

Summer 2019



Affordable Housing

Community Council Report

A report to the residents of Columbia and Walla Walla counties and the Milton-Freewater area

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By Jon Rickard at 10:56 am, Apr 28, 2021



Community Council Study Committee

The 2018–2019 Study Committee met for 26 weeks, from September 25, 2018, to April 9, 2019. The Study Management Team developed the study curriculum and met throughout the course of the study to guide the process.

Study Chair: Meagan Anderson-Pira

Study Management Team: Sharon Clinton, Norma Hernandez, Brian Hunt, Andrea Weckmueller-Behringer

Study Coordinator: Catherine Veninga

Assistant Study Coordinator: Georgia Lyon

Advocacy Coordinator: Ruthell Martinez

Study Committee: Cindy Boen, Louise Bourassa*, Micki Breitenstein*, Brian Burns*, Elizabeth Chamberlain*, Larry Clinton*, Sheryl Cox*, Erendira Cruz*, Mike Fredrickson*, Tom Glover*, Renee Harms*, Gretchen Hormel*, Paul Ihle*, Ted Koehler*, Tim Payne*, Deborah Peters*, Cheryl Pira*, Laura Prado*, Nadean Pulfer*, Gustavo Reyna*, Jon Rickard*, Nancy Riggle*, Mike Rizzitiello*, Toby Salazar*, Terri Silvis, Barbara Stubblefield, Dick Swenson*, Roger Trick*, Kelly Trop*, Yesenia Trujillo*, Bob Waring*, Kathryn Witherington*, Ellen Wolf*, Michele Wyres

*Participated in the development of conclusions and recommendations

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Study Highlights

	CHALLENGE	RECOMMENDED SOLUTION
PUBLIC SUPPORT	Community outreach and education regarding the benefits of affordable housing—to the individual and to the community—is a critical part of generating public support for affordable housing solutions.	Conduct community outreach and education regarding the benefits of affordable housing to the individual and the community.
INVENTORY MISMATCH	There is a mismatch between household size (number of people) and house size (number of bedrooms), which impacts the ability of households to find affordable units.	Promote and adopt development policies and regulations that allow for diverse housing options.
TRANSPORTATION COSTS	Locating housing in proximity to employment, education, retail services or public transit can improve overall housing affordability because it reduces transportation costs.	Increase the production of mixed-use development by locating housing in proximity to employment, transit, education, retail services and amenities.
WEATHERIZATION AND REPAIR	A cost-effective way to provide affordable housing is to preserve the units that already exist. Weatherization and home repair programs are valuable tools that aid in that effort.	Identify and implement methods for preserving existing housing stock, reducing utility costs and making homes more energy efficient.
BARRIERS TO ACCESS	There can be many barriers to obtaining rental housing, including having to submit multiple application fees and act quickly when units are available. Prospective renters at every income level could save time and money if a single application would provide access to the local rental market.	Explore the development of a single rental application process.

Executive Summary

Safe and affordable housing provides a foundation for building resilient households and healthy, vibrant communities. When housing is affordable, household budgets have more flexibility to cover necessary expenses, such as food, medical services and child care, which relieves stress and supports financial stability. Stable housing enables students to focus on school work, workers to engage in careers, seniors to enjoy retirement and residents to participate in civic life. When affordability is out of reach,

household distress reverberates throughout a community, and increased pressure is placed on the public health system, social services and law enforcement.

Communities with ample safe and affordable housing are attractive places to live and work.

In our region, 41% of all households that pay rent or a mortgage do not live in housing that is affordable. This study asks, “How can we meet the need for safe and affordable housing in our region?”

To address this question, the Study Committee spent 17 weeks learning from a diverse group of

speakers about a variety of topics, including local housing needs and existing housing stock, economic and demographic trends, policies and programs designed to increase affordable housing, land use regulation, the cost of housing development, barriers to accessing housing, and housing services for low-income households. The Committee then spent an additional nine weeks engaged in a consensus-based process of reviewing findings, generating conclusions and developing recommendations.

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Study Coordinator: Catherine Veninga

Assistant Study Coordinator: Georgia Lyon

Community Council’s region includes Columbia and Walla Walla counties and the Milton-Freewater area.

Introduction

This study asks,
“How can we meet
the need for safe
and affordable
housing in our
region?”

Access to safe and affordable housing is an essential foundation of a vibrant and healthy community that offers opportunity to all. Students with unstable housing have difficulty focusing on their schoolwork and are at greater risk of dropping out. When employers have difficulty hiring because potential employees cannot find affordable homes, economic development stalls. Individuals who forego medical care in order to pay rent exacerbate health issues and strain the public health system. When high housing costs result in long commutes, not only are transportation costs added to household budgets, but individuals also have less time to be involved in their communities. The lack of affordable housing has reverberating effects throughout a community. Affordable housing has been selected for study because it directly and profoundly impacts key quality-of-life issues in our region, including education, employment, health and wellness, and community engagement.

In this study, we follow the Department of Housing and Urban Development (HUD) definition of housing affordability, which states

that housing is affordable when housing costs—a mortgage or rent, and utilities—do not exceed 30% of a household’s pre-tax income. Households that spend more than 30% of their income on housing costs are considered “cost-burdened.” Those that spend more than 50% are “extremely cost-burdened.” Cost-burdened households often find that they have to make difficult decisions about how to spend what’s left of the household budget after housing costs have been covered.

This study asks, “How can we meet the need for safe and affordable housing in our region?” Recognizing a broad spectrum of need, we consider strategies that address both government-supported and market-rate affordable housing. While we understand that there is a direct relationship between affordable housing and homelessness, and that the lack of affordability contributes to housing instability, this study does not directly address homelessness. By focusing broadly on safe and affordable housing, this study also aims to contribute to efforts to prevent homelessness.

STRUCTURE OF THE REPORT

In order to answer the study question, we began by exploring the need for affordable housing in our region. We found that there is a significant lack of affordable housing options at a range of income levels, and that the existing housing stock does not match household demographics. Next, we sought to better understand constraints on inventory: Why do we have fewer units than we need across a broad income spectrum? Why don't we have a more diverse housing stock? From there, we explored ways to increase affordable housing options.

Expanding the inventory and diversity of housing options is crucial to addressing the need for affordable housing, yet the Study Committee also learned that there are additional financial and social barriers that limit access to housing, such as expensive deposits, poor rental history, and lack of knowledge regarding opportunities and responsibilities. Given the broad

scope of this topic, our exploration of "safe" housing was limited to considerations of the structural safety of dwelling units and focused on programs that support weatherization and repair.

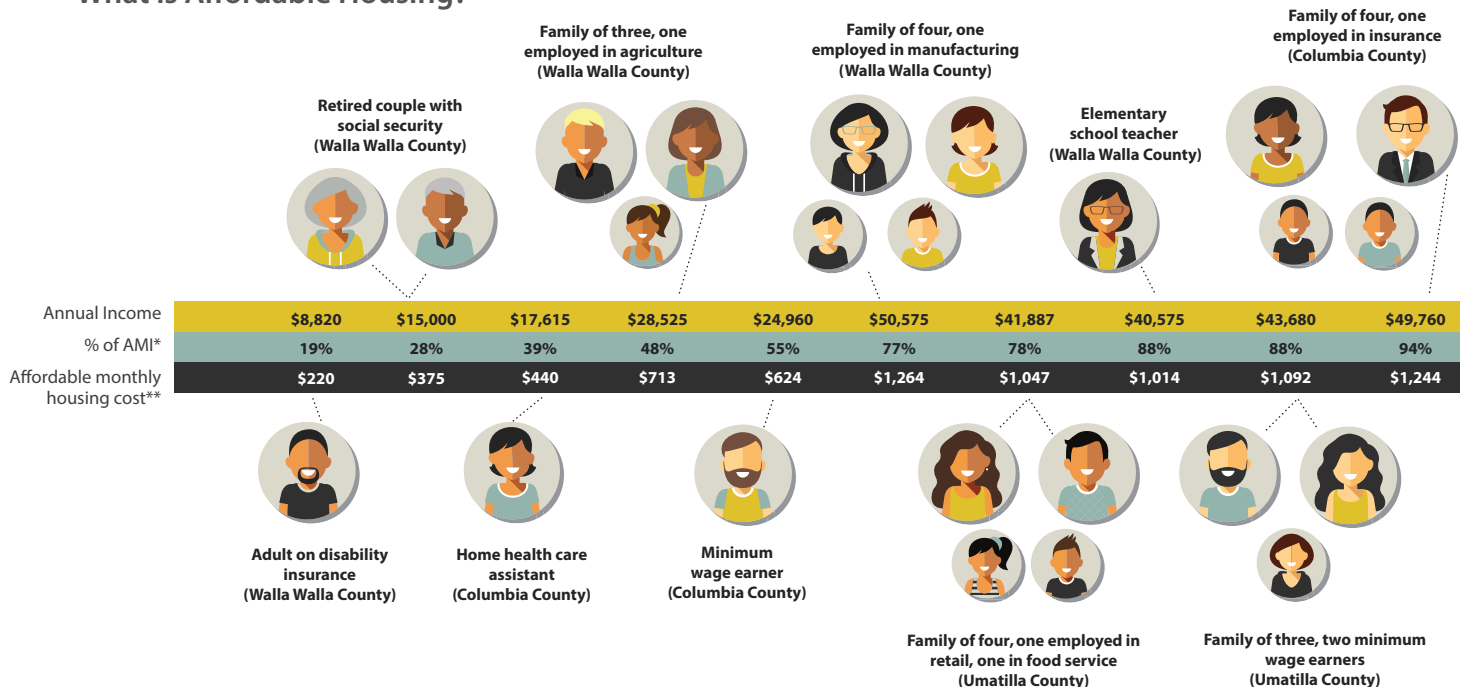
Lack of affordable housing is a multidimensional challenge with no simple or quick remedy. Because the causes and consequences of the lack of affordable housing vary from one location to another, the Study Committee has been encouraged to look for gaps in what has already been done here and identify new, locally appropriate solutions. Slow-growth, largely rural areas like ours face different challenges than booming metropolises, and tools that might work in high-growth areas are not always feasible or available here. Even within our region there is significant variation. The City of Walla Walla—with a population of more than 30,000—faces different opportunities and constraints than Milton-Freewater, population 7,105,

or Dayton, a town of approximately 2,560 residents. To further complicate matters, our region spans a state border. State-level policy frameworks and priorities impact the availability of tools, incentives and financial support.

What is the need for affordable housing?

People across a spectrum of income levels—from extremely low to moderate income—struggle to find housing that is affordable in our region. Considering affordability across a spectrum of need allows us to see the housing market as a dynamic whole and recognize that activity at one point impacts availability at another. High demand combined with low inventory not only drives up prices, but also creates a housing market in which higher-income households can outbid lower-income households.

What is Affordable Housing?



*calculations are based on household size and county of residence

**calculated at 30% of monthly income

Diagram is modeled after Equitable Housing Initiative Factsheet Affordability, by Portland Metro: oregonmetro.gov/equitable-housing

Table 1: Measures of Housing Affordability

	Definition	Unit of analysis
Affordable housing	An affordable housing unit costs no more than 30% of household income.	Household
Cost-burdened	More than 30% of monthly gross income is spent on housing costs—mortgage or rent, and utilities.	Household
Severely cost-burdened	More than 50% of monthly gross income is spent on housing costs—mortgage or rent, and utilities.	Household
Affordability gap	The difference between what the median-income household can afford and the cost of the median-priced housing unit.	Geographic area
Housing Affordability Index (HAI)	An index that measures the extent to which the median-income household can purchase the median-priced home. A HAI score of 100 means that the median-income household has exactly enough income to qualify for a mortgage on the median-priced house. A score of over 100 means that the household has more than enough income; a score below 100 means that it does not have enough.	Geographic area
Housing and Transportation Affordability Index (H+T AI)	An index that estimates what percentage of an average household's income is spent on housing and transportation within a specific area. A home is affordable when housing costs are no more than 30% of household income and transportation costs are no more than 15% of household income.	Geographic area

“Down-renting”—when people rent units that cost less than what they can afford because that is all that is available—makes it increasingly difficult for lower-income households to find affordable housing.

Assessing Need and Measuring Affordability

Though the HUD definition of affordability appears fairly straightforward—when housing costs do not exceed 30% of household income—the Study Committee learned of a number of additional ways to understand housing affordability, both at the household level and for a specific geographic area. Table 1 identifies the measures of housing affordability presented to the Study Committee.

Affordable Housing

A housing unit is affordable when housing costs (mortgage or rent and utilities) do not exceed 30% of pre-tax income. Table 2 shows the upper limit

of affordable monthly housing payments for a range of incomes.

Minimum-wage workers and individuals who rely on government benefits face significant challenges finding affordable units. For an individual earning a minimum wage in Washington, affordable rent is \$624. Affordable rent is \$546 for someone earning minimum wage in non-metropolitan Oregon. For individuals relying on Social Security Insurance benefits, which average \$735 per month, affordable rent is \$220.

Rental rates in our region vary greatly depending on condition, location and size. A large property management company reported 2018 rates ranging from \$325 for a basement studio to \$2,500 for a large single-family home. Table 3 shows median rent by number of bedrooms in our region.

According to several speakers, rental rates have increased significantly over the past several years due

to high demand and low vacancy rates. A market with a vacancy rate of 5% is considered stable—there are enough empty units that people can move, but not so many that prices decline. According to the Washington Center for Real Estate Research’s (WCRER) Spring 2018 Apartment Market Survey, the vacancy rate for all rental units in Walla Walla County was 1.7% (the rate was even lower, 0.5%, for one-bedroom units), which is among the lowest of all Washington counties. WCRER does not gather data for Columbia County or the Milton-Freewater area, so we did not learn the vacancy rate for rentals in those parts of our region. One speaker reported that the Horizon Project, which operates supportive housing for low-income disabled populations in Milton-Freewater, has been 100% occupied for the past year, indicating a tight market there as well.

For many landlords, the properties they rent are investments and their

Table 2: Upper Limit of Affordable Housing Payment by Income for Selected Income Levels

Income type	Hourly income	Monthly income	Annual income	Upper limit of affordable monthly housing payment
Social Security insurance (average)	N/A	\$735	\$8,820	\$220
Minimum wage, Washington	\$12.00	\$2,080	\$24,960	\$624
Minimum wage, Oregon (non-metro)	\$10.50	\$1,820	\$21,840	\$546
Sample moderate wage	\$20.00	\$3,466	\$41,600	\$1,040
Median household income, Columbia County	\$22.23	\$3,854	\$46,250	\$1,156
Median household income, Walla Walla County	\$25.30	\$4,385	\$52,630	\$1,315
Median household income, Milton-Freewater	\$17.96	\$3,114	\$37,368	\$934

Source: Table DP03—Selected Economic Characteristics. American Community Survey 5-Year Estimates: 2017. Available at: American FactFinder (Census Bureau).

Table 3: Median Rent by Number of Bedrooms

	1-bedroom unit	2-bedroom unit	3-bedroom unit	Median for all units
Burbank	N/A	\$841	\$1,101	\$926
City of Walla Walla	\$579	\$855	\$1,156	\$860
College Place	\$598	\$786	\$1,221	\$846
Dayton	\$513	\$790	\$900	\$770
Milton-Freewater	\$418	\$655	\$828	\$666
Columbia County	\$513	\$749	\$845	\$745
Walla Walla County	\$584	\$826	\$1,090	\$843

Source: Table: B25031—Median Gross Rent by Bedrooms, Universe: Renter-occupied housing units paying cash rent. American Community Survey 5-Year Estimates: 2017. Available at: American FactFinder (Census Bureau).

primary interest is generating a financial return. According to two local rental property managers, during a tight market, landlords typically increase rents by 3% at the time of annual renewal, but some will increase rents by as much as 5% to 7% when vacancy rates are low. Landlords who own a greater number of units are typically more willing to take the risk of losing tenants

by increasing the rent significantly because the scale of their property holdings allows them to more easily absorb potential losses. Typically, there is an inverse relationship between vacancy rates and the rates at which rental prices increase—as vacancy rates go down, the rate at which rental prices increase goes up.

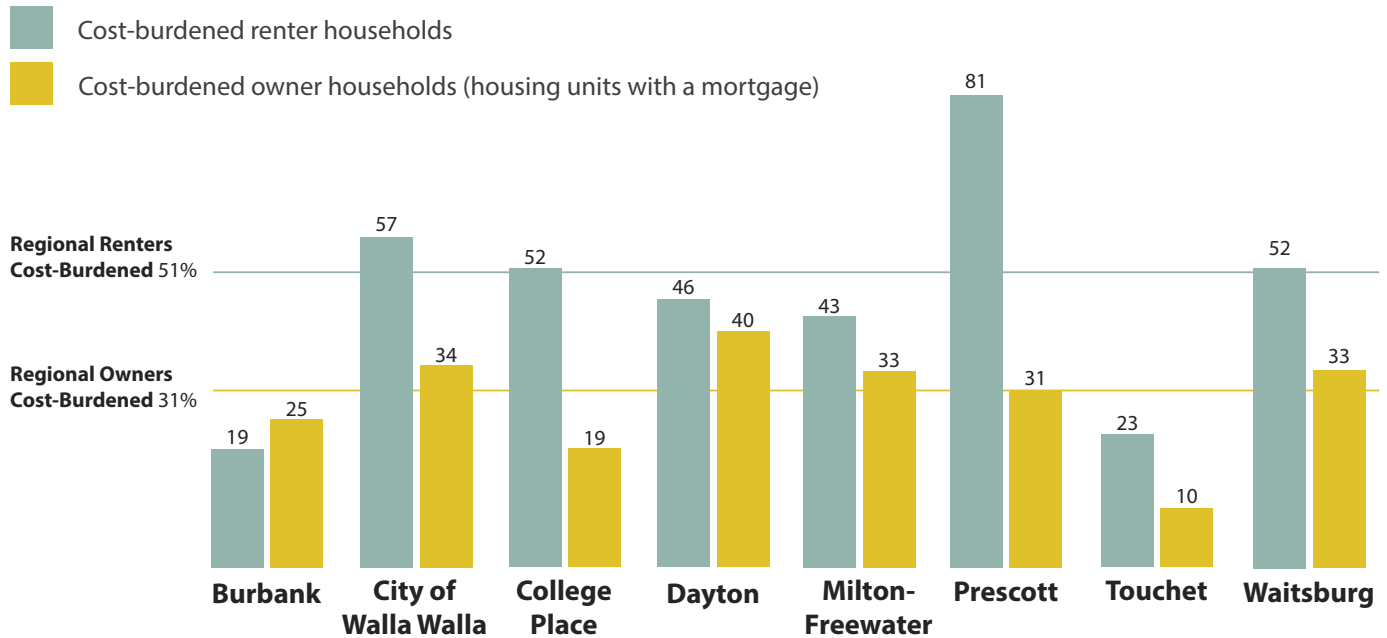
Cost-burdened Households

As previously stated, households are considered cost-burdened when they pay more than 30% of their monthly income on housing costs (mortgage or rent and utilities); those who pay more than 50% are considered severely cost-burdened. In 2017, 41% of all households in our region—Columbia and Walla Walla counties and the Milton-Freewater area—that pay rent or a mortgage were cost-burdened. As illustrated in Table 4, compared to owner households, a greater percentage of renter households were cost-burdened.

Households with lower incomes are cost-burdened at higher rates than wealthier households. As Table 5 shows, households with annual incomes below \$50,000 have much higher rates of being cost-burdened than households with annual incomes above \$50,000. The most burdened households are those at the lowest end of the income spectrum. The Washington State Department of Commerce estimated that in 2012, there were only eight affordable

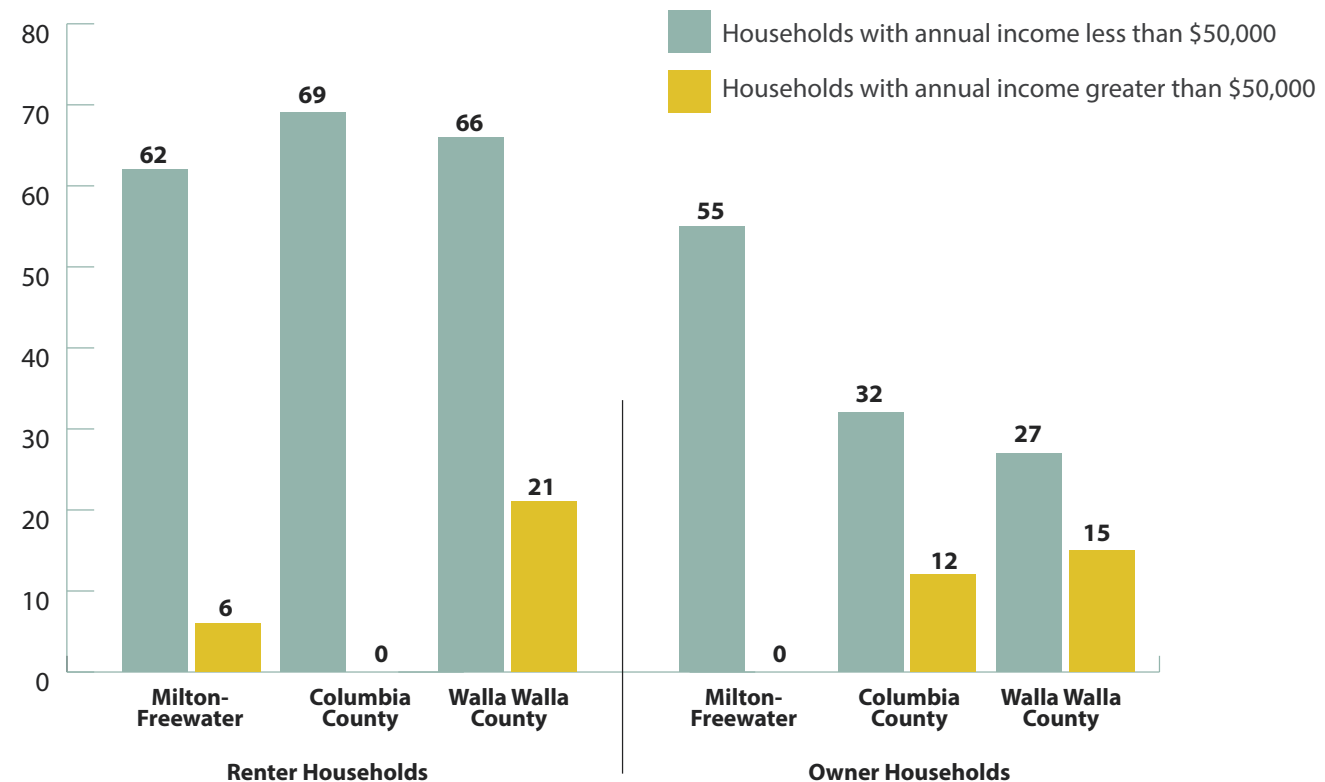
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Table 4: Percentage of Households That Are Cost-burdened



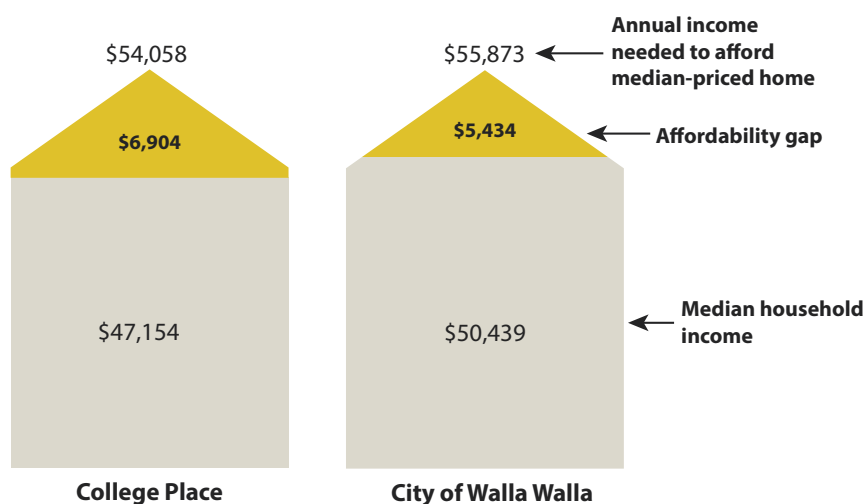
Source: Table: DP04—Selected Housing Characteristics. American Community Survey 5-year Estimates: 2017. Available at: American FactFinder (Census Bureau).

Table 5: Percentage of Renter and Owner Households That Are Cost-burdened, by Income Level



Source: Table: S2503—Financial Characteristics. American Community Survey 5-year Estimates: 2017. Available at: American FactFinder (Census Bureau).

Affordability Gap: Additional Annual Income Needed to Afford the Median-priced Home



Source: Regional production home builder, 2018.

Table 6: Transportation Data for Regional Locations

Location	Avg. commute time (minutes)	Transportation cost/year	Cars per household	Annual miles traveled
Burbank	23.4	\$14,927	2.02	24,015
College Place	11.5	\$12,226	1.64	19,849
Dayton	18.6	\$14,834	2.00	24,119
Dixie	26.9	\$16,812	2.33	25,263
Milton-Freewater	16.2	\$13,216	1.79	21,525
Prescott	25.4	\$14,774	2.01	23,358
Starbuck	21.7	\$16,257	2.25	24,462
Touchet	24.5	\$16,029	2.20	24,861
City of Walla Walla	14.8	\$12,294	1.65	19,926

Sources: <https://htaindex.cnt.org/fact-sheets> (retrieved 1/19/2019). Table: S0802—Means of Travel to Work by Selected Characteristics. American Community Survey 5-year Estimates: 2017. Available at: American FactFinder (Census Bureau).

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units available for every 100 extremely low-income households in Walla Walla County, and 30 for every 100 very low-income households. In Columbia County, there were only nine affordable units available for every 100 extremely low-income households and 33 for every 100 very low-income households. (See Table 9 for definitions of income levels.)

Affordability Gap

An affordability gap occurs when the median-priced home exceeds what the median-income household can afford to spend on housing. According to one production home builder in our region, there is an affordability gap in the City of Walla Walla and in College Place, meaning that in both jurisdictions, the median-priced home is not affordable to the median-income household. According to their calculation, in order to purchase the median-priced home (\$265,000 in College Place and \$273,900 in the City of Walla Walla), median household income would need to increase by \$5,434 in the City of Walla Walla (from \$50,439 to \$55,873), and \$6,904 in College Place (from \$47,154 to \$54,058). That company does not build production homes in Columbia County or Milton-Freewater, and therefore did not provide data for those locations.

Housing Affordability Index

The Housing Affordability Index (HAI) measures the extent to which the median-income household can afford to purchase the median-priced home. An HAI value of 100 means that a median-income household has exactly enough income to qualify for a mortgage on a median-priced home; a value above 100 indicates that household has more than enough income to qualify. During the third quarter of 2018, the HAI in Walla Walla County was 131.2,

and in Columbia County it was 196. For first-time home buyers, the HAI was 96.1 in Walla Walla County, and 138.2 in Columbia County (WCRER, 2018 Q3). According to the HAI, with the exception of first-time home buyers in Walla Walla County, housing is currently affordable in our region. Since 2010, however, the HAI has decreased in both Columbia and Walla Walla counties. In Milton-Freewater, HAI for 2017 was 142 (calculation based on median house price: \$141,500; median family income: \$45,995; and 4% interest rate).

Housing and Transportation Affordability Index

The Housing and Transportation Affordability Index (H+T AI) incorporates transportation costs into calculations of housing affordability. Nationally, housing and transportation costs comprise two of the largest household expenses; transportation costs represent 16% of an average household budget, and car ownership ranges from \$6,000–\$12,000 per year, according to the American Auto Association. According to HUD, people who live in auto-dependent neighborhoods spend 25% of their budgets on transportation, whereas those who live near public transportation spend only 9% on transportation costs.

According to the Center for Neighborhood Technology, which produces the H+T AI, a home is affordable when no more than 30% of household income is spent on housing and no more than 15% is spent on transportation. The H+T AI is useful because it reveals that homes are less affordable when residents have to commute long distances. The Center for Neighborhood Technology estimates that, using the HAI, 55% of neighborhoods in the United States are affordable, but using the H+T AI, only 26% are affordable. Table 6 shows the average commute time, average transportation costs

Table 7: Sample Housing Affordability Calculations for Walla Walla

	Affordability Gap Calculation, 2018 Regional production home builder	HAI Calculation (WCRER, 2018 Q3)
Annual income	\$50,439 (Median Household Income, City of Walla Walla)	\$62,700 (Median Family Income, Walla Walla County)
Down payment	5%	20%
Interest rate	5%	4.77%
Taxes	Not included	Not included
Mortgage insurance	Not included	Not included
Mortgage type	30-year conventional	30-year conventional
Median house price	\$273,900	\$238,100
Affordable?	NO The median-income household can afford a \$247,261 home. The median-priced home costs \$26,639 more than they can afford.	YES HAI is 131.2; the median-income household has more than enough income to afford the median priced home.

per year, average number of cars per household and average annual miles traveled for locations in our region.

Limits to Data Interpretation

The variability within different affordability measurements makes data interpretation difficult. The assumptions that underlie a mortgage calculation (loan type and term, interest rate, down payment, taxes and mortgage insurance), will impact the results. Data parameters, such as unit (e.g., household or family), geography (e.g., county or city), measurement (e.g., mean or median) and data source (e.g., census or proprietary) also matter. Table 7 presents the assumptions that underpin two different housing affordability calculations, which yield contradictory understandings of affordability.

In addition, because the affordability gap, HAI and H+T AI consider only the median income and median housing price, they do not depict affordability across the income spectrum. Looking at the distribution of households by income level, compared to the number of homes available for purchase that

are affordable at each income level, reveals that households at the lower end of the income distribution have fewer homes that are affordable than households at the higher end of the income distribution.

Inventory Mismatch

Analyses of the housing inventory and household demographics suggest that there is a mismatch between house size (number of bedrooms) and household size (number of people), which impacts the ability of households to find affordable units. To a large extent, the mismatch exists because demographics are changing (for example, there is a growing senior population and an increase in the number of single-person households), while the housing market has continued to favor the production of large single-family homes. For example, the Housing Element of the City of Walla Walla's recent Comprehensive Plan found a shortage of one-bedroom units and a surplus of three-bedroom units. Further, the Washington State Department of Commerce found that in Walla Walla County, a greater

percentage of single-person households is cost-burdened, suggesting that there are not enough studios and one-bedroom units. Table 8 compares the number of households by household size to the number of housing units by house size for locations in our region.

Beyond the mismatch between house and household size, there is a lack of overall inventory that, combined with increased demand, has driven up prices. Though our region has had slower population growth than the state—about 0.4% per year from 2010 to 2017 for the Walla Walla Metropolitan Statistical Area (MSA), which includes Columbia and Walla Walla counties—population increase has nonetheless outpaced the construction of new homes. Slow-growth areas are typically less attractive to production home builders because developers cannot count on an efficient return on investment. According to a regional production home builder, 30 to 60 new homes can be absorbed into College Place and Walla Walla markets each year, but there is not enough population growth and market demand in the more rural parts of our region to attract a similar level of development activity.

Income Growth and Housing Prices

Over the past five years, incomes have been increasing in our region*. Median household income in Columbia County grew from \$42,519 to \$46,250 between 2013 and 2017, which is under 2% per year on average. In Walla Walla County, median household income grew from \$46,597 to \$52,630 between 2013 and 2017, which is an average of about 3% per year. During the same period in Milton-Freewater, median household income grew from \$33,086 to \$37,368, also about 3% per year. During that period, there was a gradual shift toward more households earning higher incomes. In 2017, median hourly wages in Columbia County, Walla Walla County

and Umatilla County were \$19.89, \$18.99 and \$15.83, respectively.

Most of the recent wage growth has occurred at the lower and higher ends of the income distribution. Growth in wages at the low end can be attributed, in part, to increases in the state minimum wage. In 2016, 40% of workers in Walla Walla MSA were earning less than \$15 per hour. That declined to 36% in 2017. During that same period, the percentage of workers earning less than \$15 per hour declined from 52% to 49% in Umatilla County.

Though the median income has increased over the past five years throughout the region, between 2013 and 2017 the median sales price in Milton-Freewater grew 19% (Umatilla County Assessor), whereas the median income increased by 13% (ACS). In Walla Walla County, the median home price increased 21% (WCRER) and the median income increased by 13% (ACS). In Columbia County, by contrast, the median home price decreased slightly (by less than 1% [WCRER]), whereas the median income increased by almost 9% (ACS). In most places, increases in home prices have outpaced increases in incomes over the past five years.

Cost of Developing New Housing

Developing new housing in our region is expensive due to the costs of land, labor and materials, and fees. As many

**Income is made up of earnings (wages), retirement, social security and other entitlements (e.g., Supplemental Security Insurance and Supplemental Nutrition Assistance Program). Most household income is generated through wages.*

Columbia County has a higher percentage of households (46.9%) with Social Security income compared to in Walla Walla County (34.9%) and Washington state (28.7%). In Umatilla County, 33.3% of households have Social Security income (compared to 33% of all Oregonians).

Source: Table: DPO3—Selected Economic Characteristics. American Community Survey 5-Year Estimates: 2017.

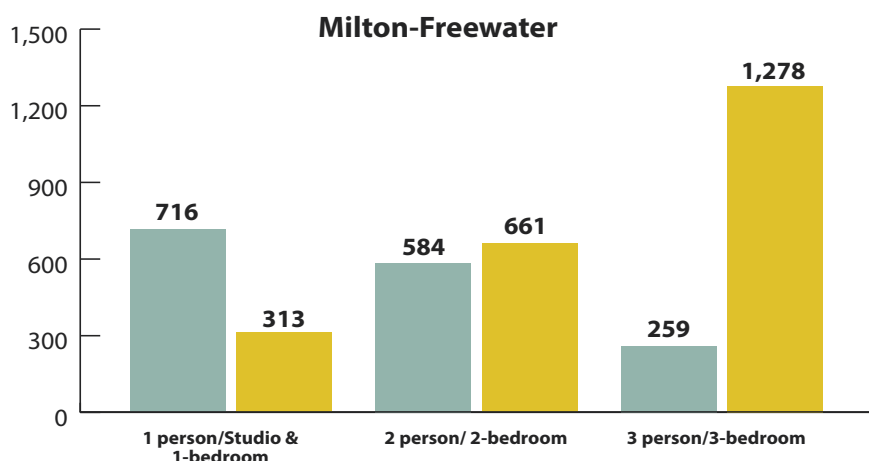
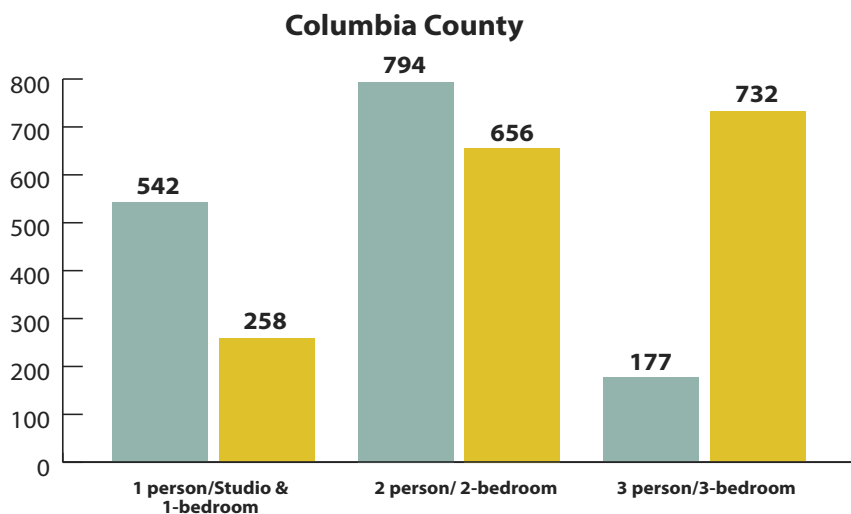
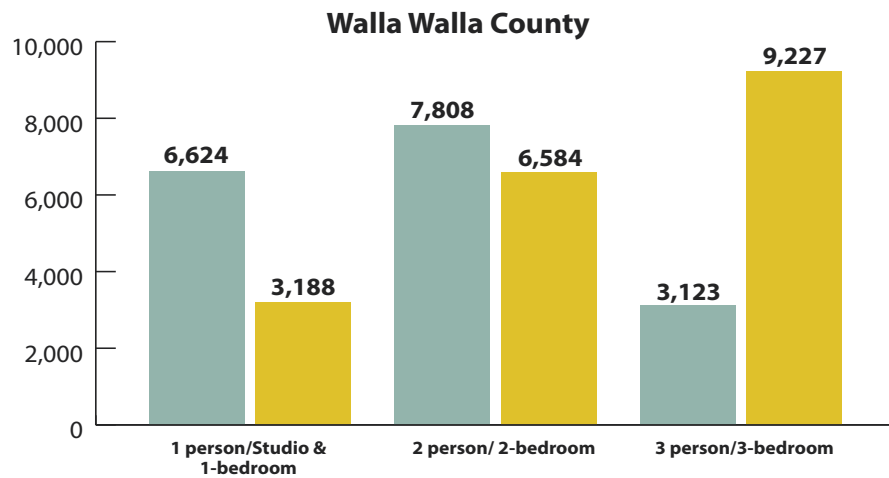
speakers reported, the availability of developable land and cost have a significant impact on housing affordability. The amount of developable land in a jurisdiction is constrained by a number of factors, including location of, and accessibility to, utilities and services; policy frameworks that govern zoning and growth boundaries; and the suitability of land for development. According to the City of Walla Walla's Comprehensive Plan, there is enough buildable land to accommodate future growth within the current urban growth boundary, though the acreage within the urban growth area has not been expanded for the past 15 years. College Place planners have sought to expand the urban growth area for their city to accommodate projected growth. Comprehensive planning efforts in Columbia County and Dayton suggest there is enough developable land there, but attracting developers is difficult because there has been little population growth.

Accessibility of utilities, which includes water, sewer, storm drainage, roads, gas lines, fiber conduits and electrical lines, is critical to housing. Development costs vary depending on whether a location simply requires connections to existing utilities or if they have to be extended. Infill development typically has the advantage of proximity to existing utility infrastructure, but savings there tend to be offset by higher land prices. Undeveloped areas, such as farmland within the urban growth boundary, are generally where new housing development occurs, but that depends on the willingness of property owners to sell, the suitability of the land for development and the feasibility of connecting to services.

Zoning also influences the cost of development, in part because it determines how many units can be built per acre. The more units that can be built per acre, the cheaper the land costs are per unit. For example, in residential areas zoned

Table 8: Inventory Mismatch

■ Number of households
■ Number of units



for 9,600-square-foot lots, approximately three homes can be built per acre, whereas in areas zoned for 6,000-square-foot lots, approximately five units can be built per acre (after land has been set aside for necessary utility and transportation infrastructure). In addition to bringing down the cost of land per unit, increased density can also create efficiencies with regard to utilities. Though the up-front cost of installing capital facilities (e.g., water, sewer and utilities) is typically the same regardless of the number of units that are served, the more units that are connected and paying into the system for use and maintenance, the lower the cost is per unit.

Further adding to the costs of construction is the fact that building materials tend to cost more in rural areas than in urban markets because they must be transported in. Moreover, when demand for building decreased during the recent recession, many construction companies—especially smaller and mid-size companies—went out of business. Employment in construction trades (e.g., plumbing, electrical and carpentry) has not rebounded to pre-recession levels, and several speakers indicated that the shortage of workers appears to be a long-term challenge.

Sources: Table: B25041—Bedrooms, Universe: Housing units. American Community Survey 5-Year Estimates: 2017; Table: B11016—Household Type by Household Size, Universe: Households. American Community Survey 5-Year Estimates: 2017. Available at: American FactFinder (Census Bureau).

Strategies to increase the housing inventory at a range of prices

As many speakers made clear, meeting the need for affordable housing includes leveraging public funds to develop government-supported units for low-income populations who cannot afford market-rate housing, and finding ways to enable and encourage development of a broader variety of less expensive units through the market. Several speakers noted that affordable housing initiatives often leave out the “missing middle”—households that earn a moderate income that is too high to qualify for government-supported housing, but too low to afford market-rate prices. It was also noted that while there will probably always be an unmet demand for below market-rate housing, it is likely that increasing inventory for median-income households will help ease demand throughout the market, which will also open up options for lower-income households.

LOCATE HOUSING NEAR OPPORTUNITY

Several speakers emphasized the importance of locating housing near employment, education, retail services and other amenities. Locating housing in proximity to those opportunities or near public transit, biking, or walking infrastructure that connect to those opportunities, can improve overall housing affordability because it reduces transportation costs. Such proximity is especially important for households that do not have cars, including low-income households and seniors, and the Study Committee learned that people will decline government-supported units if they are too far from services they need.

Table 9: Income Limits for Federally Supported Housing, FY 2018

	% of AMI	1 person	2 people	3 people	4 people
Columbia County					
Extremely low income	30%	\$13,650	\$16,460	\$20,780	\$25,100
Very low income	50%	\$22,750	\$26,000	\$29,250	\$32,500
Low income	80%	\$36,400	\$41,600	\$46,800	\$52,000
	100%				\$52,900
Umatilla County					
Extremely low income	30%	\$12,140	\$16,460	\$20,780	\$25,100
Very low income	50%	\$19,350	\$22,100	\$24,850	\$27,600
Low income	80%	\$30,950	\$35,400	\$39,800	\$44,200
	100%				\$53,300
Walla Walla County					
Extremely low income	30%	\$13,800	\$16,460	\$20,780	\$25,100
Very low income	50%	\$23,000	\$26,300	\$29,600	\$32,850
Low income	80%	\$36,800	\$42,050	\$47,300	\$52,550
	100%				\$65,700

Source: https://www.huduser.gov/portal/datasets/il.html#2019_data

Mixed-use zoning, such as multifamily housing above commercial space, can add to urban vibrancy and contribute to affordable housing. Mixed-use neighborhoods that provide good sidewalks—including Americans with Disabilities Act (ADA) accessibility, safe street crossings, bike lanes and access to transit—can reduce transportation costs because they enable people to access the goods and services they need without cars.

Access to alternative forms of transportation like walking, biking, and public transit varies widely in our region. In the more urban areas, there are more modes of transportation available while in the rural areas, transportation is largely limited to cars. In the cities of Walla Walla and College Place, 80% of the population lives within a quarter mile of public transit; however, there is limited availability late at night, early in the morning or on the weekends. The majority of Milton-Freewater’s population also lives within a quarter mile of a transit route; however, there are only three round trips per day, and only on weekdays. In Columbia County, public transportation is available throughout

the county, but riders must call ahead to request it. Lack of reliable and convenient transportation in the more rural parts of our region also makes aging in place (seniors staying in their homes as they age) difficult.

Because the price of land tends to be higher near public transit, retail, employment and other services, locating affordable housing there might require incentives and/or public resources. In Massachusetts, developers receive points on the Low-Income Housing Tax Credit (LIHTC) application when they propose putting affordable housing near public transit.

Through its Workforce Housing Initiative (WHI), the state of Oregon seeks to address some of the challenges employers and their employees face when the high cost of housing, or lack of housing, compels workers to locate far from employment. In 2018, WHI provided \$4 million in grants, loans, and technical assistance through five pilot programs in Donald, Pacific City, Warm Springs, Harney County and Lincoln County. These public-private partnerships aim to create new affordable housing opportunities that enable

employees to live closer to their place of employment. State agencies tend to work independently of one another to achieve specific aims, which makes it difficult to solve problems that are interconnected. Housing integrators—state employees who work across state agencies to leverage resources and coordinate action—foster collaborative approaches to address shared challenges and goals.

PRODUCE MORE GOVERNMENT-SUPPORTED UNITS FOR LOW-INCOME HOUSEHOLDS

A number of federal, state and local resources are designated to help address the needs of lower-income households that cannot afford market-rate housing. Housing units that are developed with public funds are not exchanged through the private real estate market, but instead are allocated through project-based rental assistance, administered by local housing authorities and nonprofit organizations. Different from tenant-based rental assistance, project-based rental assistance programs are tied to a specific unit or development, and households pay approximately 30% of their income on rent. The cost of the unit that exceeds this 30% is paid for by the government. Most of the project-based rental assistance programs in our region serve extremely low- and very low-income populations (see Table 9). Income limits are calculated annually by HUD based on area median income (AMI) using American Community Survey data tabulated, in our region, at the county level. Income limits for federally supported housing are shown in Table 9. The average annual income of the families that the Walla Walla Housing Authority (WWHA) serves is \$11,135. At that income, affordable rent cannot exceed \$309 per month.

Housing that is made available

through project-based rental assistance is typically developed through a combination of federal, state and local funding sources, which can include tax credits, low-interest loans, tax-exempt bonds and grants. The Study Committee learned of a number of public funding sources that can be used to support the development of affordable housing for people whose income is below the AMI. Federal resources include HUD, LIHTC, Housing Trust Fund, USDA RD and the Community Development Block Grant (CDBG) program. State-level funding includes document and recording fees and the Consolidated Homeless Grant (Washington). Each source of funding comes with its own set of restrictions and limitations, and most are distributed through a competitive application process.

Developing housing units with public funds is complex, expensive and time-consuming. Use of public funds requires a significant amount of legal oversight and technical documentation, adherence to Evergreen Sustainable Development Standard construction standards (in Washington), and fair labor practices (which require builders to pay the prevailing commercial wage). With reference to a local project, one nonprofit developer reported that with public funds the development would cost \$265 per square foot, whereas a private developer could build the same project for \$100 per square foot. The difference in costs is due, to a large extent, to the amount of time it takes to build with public dollars because more oversight is required at every step. Public funders also typically require that recipients secure funding from additional sources, which further complicates structuring a financially feasible project.

In addition to stipulating that public funds must be used for low-income households (up to 80% AMI), publicly funded programs usually target specific

populations that have been identified as having a high need for housing assistance. Targeted populations include: families with children, veterans, seniors (55+ or 62+), people with substance use disorders, people with disabilities, people who are homeless and agricultural workers. Using funds that are restricted creates opportunity for targeted groups but makes it difficult for nonprofit developers to balance community needs with requirements imposed by funding sources. USDA RD loans for multifamily housing, for example, can only be used to serve low- and very low-income populations, seniors (62+), or disabled individuals in qualifying rural areas.

While there are some for-profit developers who build for low-income populations by leveraging public funds, in our area most of that work is done by nonprofit agencies like the Blue Mountain Action Council (BMAC) and local housing authorities, such as the Walla Walla Housing Authority and the Umatilla Housing Authority. Local housing authorities, which are independent public corporations with special authority (e.g., to issue tax-exempt bonds), have the expertise and capacity to structure and manage a variety of public funding streams designated for low-income housing development.

When they develop a property, the nonprofit developer or housing authority typically retains ownership, and the units are rented to qualified applicants. By retaining ownership, properties are actively managed (landscaping, maintenance and property management) and guaranteed to remain affordable to targeted populations in the future. As a low-income housing developer, BMAC emphasizes multifamily buildings since apartments are typically less expensive to maintain than single-family residences, and because multifamily housing can cost less to develop per unit than single-family residences. Currently, the Walla Walla Housing Authority owns 549 low-income

housing units, and BMAC owns 180. There are 252 government-supported units in Milton-Freewater and two low-income housing developments with a total of 50 units in Columbia County.

Building strong public relations is an important part of the development process because low-income housing often faces significant public opposition. Some worry that concentrating a large number of low-income households in one area will bring down property values and decrease safety. Others express concerns regarding the impact of increased density on traffic and parking. People in need of low-income housing are typically underrepresented at public forums where low-income housing projects are considered, which can make it seem that such projects lack public support.

Multifamily Tax Exemption

The Multifamily Tax Exemption (MFTE) is a tool that certain jurisdictions in Washington state can use to incentivize the development of multifamily housing in designated areas. Cities with a population of at least 15,000 can use the MFTE to exempt property taxes for 12 years on new multifamily construction (with at least four units), provided 20% of the units are affordable to low- and moderate-income households (up to 115% of the median family income). In this case, the public funds go to the developer in the form of a tax break, not in the form of a rental payment. If the owner of the property decides to increase rates above the established affordability threshold, the tax exemption is cancelled and the property is subject to additional tax penalties.

Cities with populations of less than 15,000 can use this tool, provided they are the largest urban area in a county planning under the Growth Management Act. Small cities, however, may not have the financial resources to feasibly offer a property tax exemption. Another provision to the rule allows cities to

exempt property taxes for multifamily development for eight years with no requirement that a percentage of the units be set aside for low-income renters.

The area designated for the MFTE is determined by the local governing authority, and the intention of the legislation is to increase mixed-income residential opportunities, including affordable housing, in urban centers. Expansion of the targeted area within the urban core can open up additional opportunities for incentivizing multifamily development.

Oregon also has a tax exemption for multifamily housing when developed in conjunction with a commercial property to achieve mixed-use “vertical housing.” The partial tax exemption varies in accordance with the number of residential floors. Developers can receive an additional property tax exemption on the land if some of the units are affordable to low-income households (80% of the AMI).

Public Land for Affordable Housing

Recent legislation in Washington state (RCW 43.63A.510 and RCW 39.33.015) directs designated state agencies (Washington State Patrol, State Parks and Recreation Commission, Department of Natural Resources, Social and Health Services, Corrections, and Enterprise Services) to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and moderate-income households (up to 115% of AMI). In that case, the land could be transferred to a developer for the purpose of development.

Community Land Trust

Community land trusts (CLTs) seek to create more affordable home ownership opportunities by removing land from the costs of real estate. In a CLT model, the home and any improvements to

it are owned by the homeowner, and a nonprofit owns the land. The land is leased to the homeowner through a “ground lease,” which outlines the rights and responsibilities of each party. When a homeowner wants to sell their home, the resale value is determined relative to local wages or the cost of living, not the property market.

The number of CLTs has grown nationally, and there are many examples to learn from. Some CLTs rely on public funding and serve only low-income households; other CLTs use only private funds and are able to be more flexible in terms of the populations they serve. In Leavenworth, for example, to qualify for a home in the Securing Homes on Affordable Real Estate (SHARE) CLT, applicants must have lived or worked within the local school district area for one year and earn less than 80% AMI. When developing a CLT, it is important to consider ongoing and diverse funding sources; evaluate projected land and development costs; assign clearly defined roles to owners, residents and managers; create policies that can be scaled; and seek input from multiple viewpoints. Experience suggests that CLTs do not negatively impact real estate values.

PRODUCE MORE DIVERSE HOUSING TYPES

The mismatch between household size and housing types is driven, in part, by inflexible zoning that prescribes large single-family homes on large lots, and also by the costs of infrastructure development (e.g., sidewalks and parking requirements), building permits, and capital facility charges (in Washington) or systems development charges (in Oregon) for connecting to municipal sewer and water lines. Until very recently, there were few lots zoned for under 9,600 square feet in the City of Walla Walla. Land zoned for multifamily housing was minimal and was allowed in areas zoned commercial, provided the developer secured a conditional

use permit. When fees are the same no matter the size of the home, they can act as a disincentive for building smaller homes that could, in turn, be more affordable.

In Columbia County, capital facility charges are assessed on a case-by-case basis, based on the structure's meter capacity. In Walla Walla and Milton-Freewater, capital facility charges/systems development charges are based on the size of the water meter, which is typically the same for all single-family residences and larger (hence a higher cost) for multifamily structures. In College Place, capital facility charges are based on the number of dwelling units in a structure. Single-family residences are assessed one fee (regardless of how large they are), but accessory dwelling units are subject to a smaller fee because they typically put far less demand on the system. Columbia and Walla Walla counties do not charge capital facilities fees for new development in unincorporated areas because they do not provide water or sewer services. In those areas, services are operated by private providers (such as the Port of Walla Walla; local water districts; and other small, private providers) that assess their own fees.

During the study period, jurisdictions in our region were in the process of researching and proposing ways to create a wider variety of housing options by adjusting zoning codes and development regulations in accordance with comprehensive planning goals. The following section describes changes that were under consideration or made during the study period to increase housing density and allow for different housing types. The Study Committee did not learn about market demand for these housing options.

Increase Density

Increasing density—the number of units per area—can contribute to affordable housing because it brings

down the cost of land per unit. Concentrating development can also contribute to the preservation of open space and reduce the costs of service provision, such as water and sewer, through economies of scale.

Reducing the minimum lot size can enable the construction of smaller, more affordable homes. Smaller lot sizes mean lower land costs per unit, potentially less expensive homes and increased efficiencies with regard to sewer and water delivery.

Zero lot line development refers to placing one side of a building (or more) along the property line. Allowing zero lot line development creates greater flexibility with regard to site design and allows higher density.

Cluster lot subdivisions concentrate homes on a small portion of available land. For example, a 100-acre parcel could be developed into nine 1.5-acre lots clustered together, with 85% of the land remaining agricultural. Clustering development in this way can increase land use efficiency, lower the cost of infrastructure development and maintenance, protect agricultural land and preserve open space.

Planned Unit Developments (PUDs) allow developers increased flexibility, provided that they meet some established planning goal or criteria. For example, a developer could increase housing density—and therefore build more affordable homes—if they used some of the land for an amenity, such as open space, or to protect a critical area.

Allow for Different Housing Types

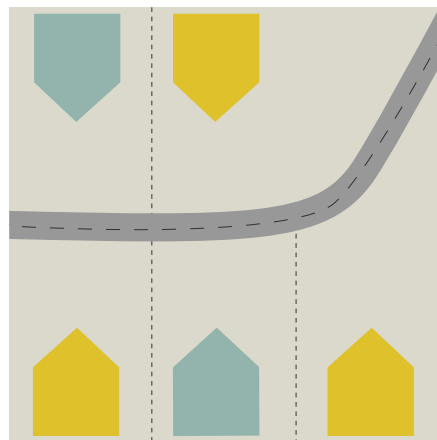
Recognizing that different households have different housing needs, jurisdictions can reduce restrictions on the types of housing that can be produced so that there are more affordable options. Allowing for different types of housing, such as the ones described here, can also add variety to residential neighborhoods.

Reduce the Minimum Lot Size

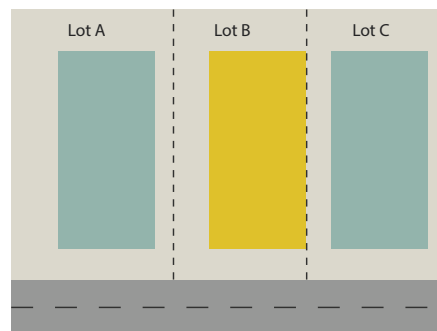
9,600 sq ft. lots



6,000 sq ft. lots



Zero Lot Line Development



Accessory Dwelling Unit (ADU)



■ Main house ■ Accessory dwelling unit

Cottage Housing



Accessory Dwelling Units (ADUs)

are small units (up to 1,100 square feet in some local jurisdictions) built on existing single-family lots where there is already a home. Accessory dwelling units can be free-standing or attached to an existing structure on the lot, such as a garage or attic. They can be affordable options for small households, such as students, seniors and singles, and can generate income for homeowners.

Cottage housing refers to groups of small attached or detached single-family units, usually oriented around a common area such as a green space. Because they are smaller than typical single-family residences and often provide shared space, cottage housing can offer an affordable option, particularly for households that don't require or desire amenities associated with a traditional single-family residence, such as garages and large yards. Cottage housing can be an especially attractive option for seniors and single people.

Tiny homes are very small (100 to 400 square feet) homes that can be set on a foundation or on wheels. Because they are small and self-contained, tiny homes may offer an affordable option for some households. As a relatively new product in the housing marketplace, regulations around tiny homes are not universally established. Some local jurisdictions are interested in adopting Appendix Q: Tiny Homes, which is part of the 2018 International Residential Code, and provides an ordinance for allowing and regulating tiny homes.

Multifamily housing is a potential source of affordable housing that has historically been limited primarily due to restrictive zoning. Rezoning to allow for more land to be occupied by multifamily housing can increase production of more multi-unit buildings, including duplexes, triplexes and fourplexes.

Manufactured homes are built in a factory and transported to a residential location—either a manufactured housing community where the land is leased, or private property where the home is titled with the land. Nationally, most manufactured homes (70% to 75%) are located on private land and a smaller portion (25% to 30%) are located in manufactured housing communities.

Manufactured homes are an affordable option because they are less expensive to build than typical “stick-built” housing (due to the fact that they are factory-built). Manufactured homes located in manufactured housing communities can be more affordable options because the lot the home sits on can be leased instead of purchased. One speaker who owns manufactured housing parks in the region suggested that manufactured homes are the most ignored solution to affordable housing and represent the largest source of market-rate affordable housing in the county.

There are a number of challenges to developing additional manufactured housing communities and maintaining those that currently exist. The high cost of land, the cost of connecting to city services and slow absorption rate (the rate at which homes are sold within a given period of time), makes producing new manufactured housing communities undesirable to many developers. Since the 1990s, manufactured homes have become significantly more energy efficient and comfortable; however, new standards can make it difficult for owners to upgrade older units because of the way the original unit was constructed (e.g., thin walls, single-pane windows, etc.). As a result of deferred maintenance, older units become more run-down and utility costs increase. Owners of manufactured housing communities recognize that manufactured housing has “an image problem”—many people

regard these communities as a nuisance, and efforts to establish new manufactured housing communities are often met with public resistance.

As land values increase, owners of manufactured housing communities may want to sell or redevelop the land to capture higher returns. Local jurisdictions are considering ordinances that would allow owners of manufactured homes to form a cooperative for the purpose of purchasing and managing the community land on which their homes are located so that they will not have to move should the owner want to redevelop. There are several examples of resident-owned manufactured housing cooperatives in the Pacific Northwest.

Modular housing is built in sections in a factory and assembled on-site. Like manufactured housing, modular housing is potentially less expensive to build than traditionally built homes. Unlike manufactured housing, modular homes are not mobile, and therefore cannot be placed

in communities where the land is leased. Modular homes are built to local or state building codes, while manufactured housing is governed by federal (HUD) building codes.

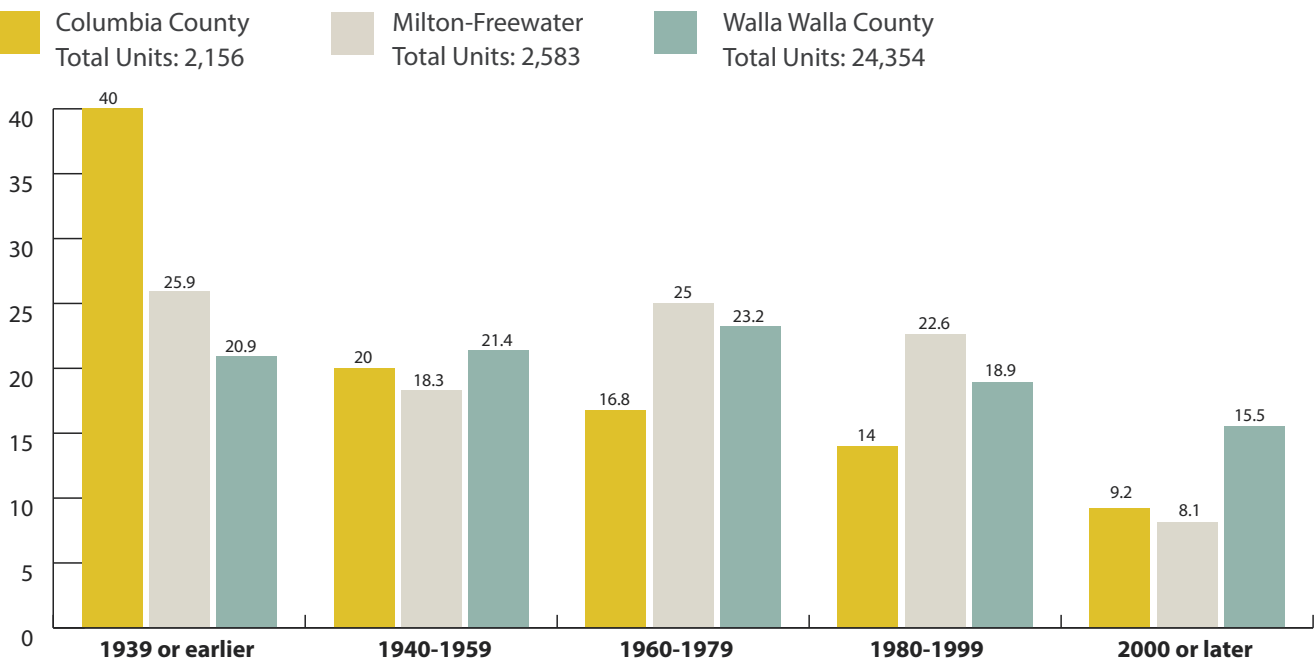
ATTRACT AND RETAIN DEVELOPMENT CAPACITY AND DEVELOP SKILLED LABOR LOCALLY

Small urban and rural areas often lack the development capacity to produce the types of units and scale of construction that meet community needs. For example, a production builder in our region constructs homes in the cities of College Place and Walla Walla, but only offers semi-custom homes in Columbia County and no longer produces homes in Milton-Freewater at all. Other local developers tend to build at a smaller scale and focus primarily on custom homes, which are typically more expensive than production homes. For regions that lack local development capacity,

one strategy is to actively recruit developers from other areas and educate them about the local market so that they will be willing to invest. To retain developers and encourage them to do additional projects, municipalities can commit to working with them closely throughout the development process.

There is a similar issue with regard to a lack of skilled labor in the construction trades (e.g., plumbing, carpentry and electrical). Wenatchee has sought to address the lack of labor in their area by encouraging development of the work force through local educational institutions. In our region, Walla Walla Community College (WWCC) has recently reinstituted its carpentry program. BMAC has been working in partnership with WWCC’s program to build one home per year; BMAC supplies the land and WWCC provides the labor. The partnership provides hands-on learning opportunities for WWCC students and, once completed, the homes are sold to low-income first-time home buyers.

Table 10: Year Housing Structure Built as Percentage of All Housing Structures



Source: Table: DP04—Selected Housing Characteristics. American Community Survey 5-Year Estimates: 2017. Available at: American Fact-Finder (Census Bureau).

ADDRESS COSTS OF DEVELOPMENT

Capital Facility Charges/System Development Charges and Building Permits

Jurisdictions impose capital facility charges (systems development charges in Oregon) to pay for connection to sewer and water. Those costs vary from jurisdiction to jurisdiction and can be mitigated or waived to encourage desired forms of development, such as ADUs, multifamily developments and developments that include a certain number of affordable housing units. Jurisdictions also require property owners to secure building permits for new construction and remodels to ensure that proposed projects are in compliance with local building codes and development regulations. The cost of building permits also varies from one jurisdiction to another.

According to one production builder, building permit fees and capital facility charges are currently more expensive in Walla Walla (\$12,245) than in College Place (\$9,030). In their cost model, that represents 4.5% of the direct costs of a home in Walla Walla and 3.5% in College Place (according to that model, direct costs represent 50% of the total cost of a home). Since fees are part of the cost structure that determines the price of the house, increasing fees typically increases the price of the home. The production builder reported that once fees reach beyond 10% of the direct costs (i.e., 5% of the total costs) of the home, they would find it almost impossible to build a home that the median-income household can afford.

Parking Requirements

Most development codes include a requirement for a certain number of parking spaces, which increases the cost of land per unit and overall development costs. Households have

different parking needs based on location; access to walking, biking and public transit; household demographics; financial situations; and lifestyle choices. Jurisdictions can reduce unnecessary parking requirements by better assessing parking demand based on neighborhood and resident characteristics.

INVEST IN THE EXISTING INVENTORY

Building new housing units is expensive and time-consuming. Several speakers told the Study Committee that the most cost-effective way to provide affordable housing is to preserve the housing that already exists. As Table 10 illustrates, a significant amount of housing stock in our region was built prior to World War II.

Weatherization and Home Repair

The cost of repairing damaged homes and updating heating and cooling systems is often out of reach for low-income households, especially seniors on fixed incomes who find themselves “over-housed”—heating and cooling homes that are larger than what they require. Because the cost of utilities is part of the affordable housing equation, tenants and homeowners can face difficult choices when utility costs get too high—foregoing sufficient heating/cooling, cutting other necessary expenses or leaving a unit.

There are a number of local programs and organizations that provide assistance. The Study Committee learned of the work being done by BMAC in Washington and Community Action Program of East Central Oregon (CAPECO) in Oregon. Through its Healthy Homes program, BMAC provides weatherization services to improve indoor air quality and energy efficiency so that utility costs are lower and homes are more comfortable. This program draws on about

six different funding sources, including contributions provided by regional energy companies. BMAC also supports home repair on real property (manufactured homes are not eligible) for homeowners through a revolving loan fund. The loans are forgiven unless the property is rented, sold or transferred. Eligible projects include roof repair, electrical work and new furnaces. Additionally, BMAC works with Southeast Washington Aging and Long-term Care to modify homes for seniors so they can age in place rather than move to an assisted living facility.

Washington State Department of Commerce’s Home Rehabilitation Loan Program (also called Rural Rehab) provides deferred, low-interest loans to low-income homeowners who need to make repairs and improvements to their properties. The loan principal, fees and interest are due when the property is sold or ownership is transferred. In the Washington portion of our study region, this program is administered through BMAC. Households in the city of Walla Walla are not eligible.

In the Milton-Freewater area, CAPECO administers similar programs. Their weatherization and energy programs draw on a combination of federal, state and private funds to help eligible renters and homeowners make home improvements to reduce their energy costs.

The USDA RD also provides grants and loans for home repair. The funding must be used to fix “critical infrastructure,” such as electrical and plumbing systems, roofs and broken windows in owner-occupied single-family residences. Grants of up to \$7,500 are available to very low-income (50% AMI) seniors (62 years and older). The grant must be repaid if the home is sold within three years. Loans of up to \$20,000 with a fixed interest rate of 1% and a 20-year term are available to households that can demonstrate an

ability to repay the loan and have a credit score of at least 620.

Despite the value of these programs, many homes in our region will not be made habitable through weatherization and/or repair, simply because they are in very poor condition.

Land Bank Authority

A land bank authority is a publicly owned entity established to move abandoned, forgotten or vacant properties into the market by acquiring, holding, managing and repurposing them. The properties that make up a land bank authority can be acquired through foreclosure (tax and mortgage), market exchange, transfer, and donation. Land bank authorities can improve properties through redevelopment, rehabilitation or demolition. They can also rent, sell or donate properties (e.g., to a local housing authority). Properties acquired by land bank authorities are often redeveloped in partnership with other agencies, such as HUD, housing authorities, nonprofits and private developers.

Creating a land bank authority requires enabling legislation at the state level, which currently does not exist in Oregon or Washington, and creating a local ordinance. Successful land bank authorities, such as the South Suburban Land Bank Authority in Illinois, have sustained funding typically through a combination of state and federal funds, legislative appropriation, proceeds from the sale of properties and fees. Land bank authorities are governed by a board of directors, and limiting land bank authorities to one per geographic area discourages territoriality.

At this time, the region's jurisdictions do not have local policies to revive abandoned and forgotten properties. However, there are examples of related policy tools, such as nuisance codes, which can be defined and used by local jurisdictions (as long as they

comply with state regulations) to compel owners to address abandoned or neglected property.

Strategies to Increase Access to Affordable Housing

Increasing the inventory of affordable housing is essential to addressing regional need, but it alone will not solve the problem. Individuals seeking affordable housing often encounter additional barriers, including application fees and large deposits, discrimination, and lack of knowledge of opportunities and responsibilities.

CONTINUUM OF CARE AND COORDINATED ENTRY

Continuum of Care (CoC) is a national framework that guides planning and coordination to address a range of housing needs from the street to permanent, market-rate housing. The framework has been developed by HUD, and any community hoping to receive HUD funding to address homelessness is required to implement a local CoC program. In Walla Walla County, the CoC is administered by the Walla Walla County Council on Housing; in Columbia County the CoC is administered by BMAC; and in Umatilla it is administered by the Rural Oregon Continuum of Care (ROCC).

Within the CoC framework, HUD requires that housing and service providers who receive public funds adopt a "housing first" approach to homelessness. The housing first approach asserts the importance of providing housing prior to addressing other concerns such as substance abuse or mental health issues. Now regarded as standard practice, this approach encourages providers to collaborate across agencies in order to make long-term plans and look beyond homelessness

to also consider the importance of affordable housing.

The CoC model requires a coordinated entry system that prevents duplication of services among providers and facilitates access to services for clients. This involves providing a "warm handoff" to the appropriate service agency when a person in need arrives at any service agency and a data sharing process that enables providers to help the most vulnerable first.

In 2017, Walla Walla County spent over \$3.8 million on the housing continuum (emergency shelter, prevention, rapid rehousing, transitional housing and permanent supported housing). The largest portion of that funding (42%, or \$1,586,363) went to emergency shelters. Spending on prevention is an effective way to prevent homelessness and keep people housed, but a lack of sufficient affordable housing has created a bottleneck in the system. As a result of that bottleneck, public resources are used on costly temporary fixes rather than invested in long-term permanent solutions.

TENANT-BASED RENTAL ASSISTANCE

Tenant-based rental assistance takes the form of a voucher used to make up the difference between the cost of a unit and 30% of the household's income. Vouchers are available to low-income households through HUD's Housing Choice Voucher Program, which include Section 8 vouchers and Veterans Affairs Supportive Housing (VASH) vouchers, and are administered by local housing authorities. Households that qualify for vouchers are responsible for finding a unit to rent. The value of the voucher is paid directly from the housing authority to the landlord. Eligibility for tenant-based rental assistance is determined by household income and size (see Table 9).

In order to use a Housing Choice Voucher, rent must fall within the Fair Market Rent (FMR) limits established by HUD, shown in Table 11. Rent limits are designed to be high enough to allow for a broad selection of units, but low enough to serve as many low-income households as possible. During tight rental markets, however, market rates can exceed FMR limits, which results in few units available for voucher-holders. One of the largest rental property management companies in our region reported that, currently, very few of the rental properties they manage fall within the FMR limits. One of the challenges that households face when seeking to move out of government-supported housing is that the increase in rental costs from supported housing to market-rate housing can be substantial.

VASH is a program—supported through a partnership between HUD and the U.S. Department of Veterans Affairs (VA)—designed to assist low-income veterans by providing housing vouchers as well as case management and clinical services. To qualify, veterans first need to verify eligibility (honorable discharge status and the need for case management) at the local VA. Eligible veterans are referred to a local housing authority for income verification in order to receive a VASH housing voucher. Some veterans do not want case management, which makes them ineligible for the VASH voucher. Because applications for renewed funding depend on spending levels, if vouchers go unused they may not be renewed, even if there

is a need. Veterans are also eligible for other forms of housing assistance in our region, including Supportive Services for Veteran Families (SSVF) and Corps of Recovery Discovery (CORD).

Historically, low-income renters seeking to use a voucher to supplement rental costs have been subjected to source of income discrimination—when a landlord is unwilling to rent to someone who is using a housing voucher. A law effective Sept. 30, 2018, made it illegal for landlords in Washington state to discriminate based on source of income. A similar law was passed in Oregon, effective July 1, 2014. Even though it is illegal to refuse to accept a housing voucher as a form of payment, landlords can avoid renting to voucher holders by pricing their units above the FMR.

Property that is rented to voucher holders is subject to periodic inspections, which help ensure the quality of the unit, but can be burdensome to landlords. Some local service organizations, such as BMAC and CAPECO, establish relationships with local landlords to address concerns with renters and keep units within FMR range. In addition, the Washington State Department of Commerce has established a landlord mitigation fund that landlords can access to repair damaged units (up to \$5,000), provided they keep rents within FMR. A similar program exists in Oregon, which helps cover the cost of damages and, in some cases, unpaid rent.

Case Management

Rental assistance, both tenant-based and project-based, often includes case management to help low-income households retain their housing and connect to other services. In our region, case management is provided by a number of different agencies, including Valley Residential, BMAC, CAPECO and Horizon Project. Those programs are designed to help clients achieve self-sufficiency when feasible and include workshops about goal setting, financial planning, budgeting and shopping, and being a good tenant. Individuals who have successfully completed CAPECO programs are invited to participate as peer mentors.

HOME OWNERSHIP ASSISTANCE

Home ownership can be an affordable housing option, especially when rental rates exceed what a monthly mortgage payment would be. As one speaker repeated, nationally, the cost of home ownership has increased 37% in the last decade, while rents have increased 50%. In addition to building wealth, one of the benefits of buying versus renting is that mortgage payments are not subject to market-rate increases like rental payments are. Moving more households into home ownership can also help alleviate a tight rental market by freeing up rental properties.

According to one speaker with expertise in mortgage lending, there are a lot of misconceptions about what it takes to qualify for and afford

Table 11: Fair Market Rent Limits, FY 2019

	Studio	1-bedroom	2-bedroom	3-bedroom	4-bedroom
Columbia County	\$604	\$701	\$927	\$1,223	\$1,253
Umatilla County	\$472	\$577	\$735	\$1,016	\$1,108
Walla Walla County	\$631	\$735	\$972	\$1,405	\$1,440

Source: <https://www.huduser.gov/portal/datasets/fmr.html>

a mortgage. Consequently, information campaigns about home lending options and financial education would be helpful for potential home buyers. Many lenders allow mortgage payments that comprise more than 30% of a household's income, and borrowers typically qualify for more than they want to spend. Mortgage loans vary significantly and, depending on circumstances and the loan terms, a borrower can qualify for a mortgage worth three to five times their annual income. There are many potential home buyers in our region who qualify for a \$150,000 to \$200,000 mortgage, but there are not enough homes available at that price range.

Down Payment Assistance

In Oregon and Washington there are programs that provide down payment assistance to help people purchase homes. For example, CAPECO's Down Payment Assistance Program provides qualified applicants up to \$7,500 in closing costs (as a forgivable loan). Those funds can also be used toward the purchase price of the home. Participants also receive pre-purchase home ownership counseling, home buyer education, financial education and a post-purchase course on home maintenance. For those at risk of foreclosure, CAPECO administers the Oregon Homeownership Stabilization Initiative (OHSI) Mortgage Assistance Program Hardest Hit Fund. That fund provides financial help for those who have a sudden financial change that makes it impossible to pay their mortgage. In Washington, the HomeChoice Down-payment Assistance Loan Program provides down payment assistance to qualified borrowers in conjunction with the Home Advantage government-supported home loan program. Unlike Oregon, Washington is not one of the 18 states that has received federal funding to prevent foreclosure through the Hardest Hit Fund.

Government-supported Home Loan Programs

According to one speaker, 22% of the loans processed in our region during 2018 were government-supported. Government-supported home loan programs include FHA, VA, USDA RD, Home Advantage (in Washington), and Oregon Bond Residential Program (in Oregon). Every loan is different, and the choice of the best loan depends on individual circumstances.

BARRIERS TO ACCESS

The process of finding and applying to rental housing can be costly, complex and intimidating. There are typically a number of qualifications that must be met, including submitting an application fee. Application fees, which are collected by the property owner or manager in order to check credit scores, criminal backgrounds and process rental histories, typically cost the applicant \$30, and fees are collected for each adult on the lease. A large property management company in our region reported that qualified renters typically have a credit score of at least 650.

According to one speaker, during the recent period of low vacancy rates, owners have become choosier about who they rent to and some have begun to ask for larger deposits—sometimes twice the monthly rental rate. Some owners have also been adding additional fees for utilities and/or significantly increasing pet deposits. Deposits cover potential damage to the unit, though expensive deposits make it difficult for households without savings to qualify. Local service organizations like BMAC and CAPECO try to address these barriers by providing help with deposits and support for the rental application process.

Renters can also be rejected based on other factors. Criminal background

checks are part of standard screening, and many landlords choose not to rent to people with a prior felony conviction. Similarly, a poor rental history (gaps in rental history or failure to pay rent on time) can disqualify an applicant. This makes accessing housing especially difficult for people who have been homeless.

Additional Challenges

Sometimes outside influences, such as family members or acquaintances, make it difficult for vulnerable tenants (such as those with a substance use disorder or those who have been homeless) to follow housing rules, which puts them at risk of losing their housing. Some tenants have behavioral and/or substance abuse issues that make them undesirable tenants. Service organizations work with tenants to help them understand their responsibilities and address those challenges, and they work with landlords to help prevent evictions.

In a tight market where affordable housing is scarce, competition for a limited number of units can be intense. For people with full-time employment and family commitments, shopping for housing is strained and units available in the morning can be rented by that evening.

People living outside of larger urban centers face challenges associated with limited access to services and resources. Representatives from CAPECO, which is headquartered in Pendleton, visit Milton-Freewater weekly and host meetings in public places such as the library or the Department of Human Services office. Without a regular presence, however, it is difficult to meet all local needs. Milton-Freewater residents seeking housing vouchers must go to Hermiston, where the Umatilla Housing Authority is located, in order to apply. Though USDA RA programs specifically target people in rural areas, getting information to them is a challenge, and funds for affordable housing go unused.

Cultivate political leadership, public support and partnerships

Several speakers emphasized the importance of strong political leadership and public outreach to develop support for affordable housing strategies. Leaders in Wenatchee found that good data and analysis can help dispel common misperceptions, and consistent messaging about the negative consequences of the housing crisis can generate popular support for solutions. For example, they have been able to secure public support for a potential tax increase to address the housing issue there. Much of the leadership and support for developing solutions to the housing issue in the Wenatchee region have been generated through the Our Valley Our Future process—a bottom-up and top-down effort to create holistic approaches to addressing tough regional challenges.

Leaders in Wenatchee also recognize the importance of providing alternative perspectives to established ways of thinking in order to open up new possibilities. For example, to address the small construction and trades labor force in their region, they have set out to change the mindset that those jobs are not good jobs. To entice developers with a capacity for building large multifamily units from high-growth areas around the Puget Sound region, they have shown that urban housing models are viable in downtown Wenatchee. Furthermore, they have been successful in challenging the belief that “growth pays for growth,” which is the idea that all the costs of increased population growth can be paid up front by the developer through their investments in necessary infrastructure, such as utilities, and fees. Through their Sewer Comprehensive Plan, planners

in Wenatchee found that the city can recover the costs of extending sewer lines to undeveloped areas by planning for high-density development and establishing appropriate rates.

Speakers from housing production and the government sector also reported that public-private partnerships can generate creative options that contribute to affordable housing goals and support additional priorities. The City of Wenatchee, for example, has committed to leasing a parking lot under a multifamily development as a way to incentivize private, multifamily housing development and strengthen downtown economic growth. The Workforce Housing Initiative in Oregon seeks to foster public-private partnerships to create new affordable housing opportunities that enable employees to live near their place of employment. A regional production home builder reported that besides producing large, single-family homes, they have experience with other housing types, including small homes and farmworker housing, and are amenable to working with municipalities to meet specific housing needs.

ADDRESS STATE-LEVEL POLICY FRAMEWORKS AND PRIORITIES

While there is much work to be done locally, speakers also highlighted the importance of state-level policy frameworks and included lobbying in their tool kit. Because much of housing development and building is governed by state-level policies, lobbying is important for securing legislation that gives jurisdictions the flexibility to craft locally viable solutions and the ability to leverage financing. Small, largely rural regions like ours face different challenges with regard to affordable housing than booming metropolitan areas. State frameworks that recognize geographic diversity could enable more locally appropriate solutions.

For example, leaders in Wenatchee are seeking legislative changes that would allow communities to define their unique affordability needs. College Place and other jurisdictions are lobbying for changes to the MFTE that would give cities smaller than 15,000 the ability to use it. Advocacy groups are lobbying for changes to regulations governing different types of housing, such as tiny homes and manufactured homes, in order to make them more feasible options.

Conclusions

- 1** Because safe, affordable housing is a cornerstone of a strong, vibrant, healthy community, our region will be stronger and more resilient if we reduce the number of households that are cost-burdened.
- 2** Community outreach and education regarding the benefits of affordable housing to the individual and to the community is a crucial part of generating public support for affordable housing solutions.
- 3** Cultivating both strong political leadership and public support is crucial for creating and implementing innovative affordable housing solutions.
- 4** In light of multiple, conflicting calculations, it is important to use consistent, transparent and shared methods of measuring housing affordability that help us understand and address the full spectrum of need in our region.
- 5** It is important to remember the housing market is a dynamic whole; changes regarding real estate investment, housing and land use policy; supply of developable land; and inventory of any housing type will impact the entire market.
- 6** It is important to identify ways to leverage all available funds in order to address housing needs that are not currently being met in our region.
- 7** In order to address the lack of affordable housing, we need to better understand the gaps between the existing housing stock and the specific needs of different demographic groups (e.g., seniors, families with children, people with disabilities, students, low-income households and singles).
- 8** In order to help address the homelessness problem in our communities, the inventory of and access to affordable housing must be increased.
- 9** The “housing first” approach to homelessness—which asserts the importance of providing safe housing prior to addressing other issues such as mental health and substance use—is nationally recognized as a best practice.
- 10** It is important to recognize that lower-income households struggle to obtain affordable housing at higher rates than higher-income households—and that, in comparison to homeowners, a greater percentage of renters is cost-burdened.
- 11** It is important to address bottlenecks and barriers that limit people’s ability to use the housing vouchers for which they qualify.
- 12** There can be many barriers to obtaining rental housing, including having to submit multiple application fees and act quickly when units are available. Prospective renters, at every income level, could save time and money if a single application would provide access to the local rental market.
- 13** Educational programs and support services play a critical role in helping many low-income renters obtain and keep affordable housing units.
- 14** Home ownership can be an affordable housing option. A campaign that provides information—especially for first-time home buyers—regarding available housing and government-supported home loan programs would be beneficial.
- 15** It is important to assess the housing needs of the “missing middle”—those who do not qualify for government-supported units but cannot afford market-rate housing.
- 16** Through careful planning, jurisdictions can determine density and attract housing development by providing required infrastructure in undeveloped areas within the urban growth boundary.
- 17** Tax incentives that encourage the development of multifamily housing and mixed-use development are valuable tools to encourage private developers to invest in diverse housing types.
- 18** Since land costs are a big obstacle to creating affordable housing, it is important to consider how our communities can increase the amount of developable land, where appropriate, and leverage under-utilized or surplus publicly owned land to support the development of affordable housing options.
- 19** Increasing housing density can reduce the cost of land per dwelling unit and increase the efficiency of service provision, such as sewer, water and utilities.
- 20** To address the high costs of housing development and produce more affordable units, it is important to consider accessibility to water, sewer and other infrastructure.
- 21** There is a shortage of skilled labor in the building trades, and there may be partnership opportunities to create a local, skilled construction labor force.

22 A cost-effective way to provide affordable housing is to preserve the units that already exist. Weatherization and home repair programs are valuable tools to aid in that effort.

23 It is important to allow for the use of factory-built homes, since they can be less expensive to build than traditional stick-built homes.

24 Parking requirements increase the cost of housing and may not be appropriate for all housing developments.

25 When seeking to construct new affordable housing units, it is critical to build in proximity to employment, services, public transit, retail services and amenities.

26 Jurisdictions can create fee structures for capital facility charges/system development charges and building permits that incentivize the production of diverse housing types. Further, by explaining their fee structures in an accessible and transparent manner, jurisdictions can provide the public and developers with valuable information that can support affordable housing goals.

27 To better meet the housing needs of our community, zoning and building codes need to be flexible and allow for diverse housing options, including multifamily housing, cottage housing and accessory dwelling units, and high-density development.

28 Consideration should be given to strategies and incentives that will encourage manufactured home communities to remain a source of affordable housing.

29 It is important to advance policies that are equitable and flexible in order to address the specific housing needs of local communities.

30 Community land trusts can provide an effective pathway to home ownership for low- and moderate-income residents.

31 Land bank authorities are valuable tools for redeveloping and rehabilitating neglected, forgotten and abandoned properties, but Oregon and Washington do not currently enable the creation of local land bank authorities.

Recommendations

to meet the need for safe and affordable housing

Recommendations are the Study Committee's specific suggestions for change, based on the findings and conclusions. They are listed without prioritization.

1 Develop a multi-jurisdictional task force of elected officials, community leaders and industry representatives to create and implement innovative affordable housing solutions in order to reduce the number of households that are cost-burdened.

2 Develop shared measurements of affordable housing that address the full range of need, using publicly available data.

3 Conduct community outreach and education regarding the benefits of affordable housing to the individual and the community.

4 Conduct community outreach and education that builds awareness and support for a broad range of housing types, including manufactured homes, accessory dwelling units, cottage housing, tiny homes, multifamily housing and other less expensive housing types as affordable housing strategies.

5 Advocate for policies that are flexible and equitable to better address housing needs.

6 Encourage legislation that would enable the creation of land bank authorities in Oregon and Washington.

7 Advocate for changes to the Low-Income Housing Tax Credit (LIHTC) scoring process so projects that

locate housing in proximity to transit are encouraged.

8 Permit factory-built homes as a viable and potentially less expensive alternative to stick-built ones.

9 Compile an inventory of funding sources that support affordable housing efforts, including construction, renovation, weatherization and repair, mortgage lending, rental support, education programs, and tenant and landlord services.

10 Identify and publicize support services and educational materials that help low-income renters obtain and keep affordable housing. Create training programs and incentivize attendance.

11 Explore ways to better utilize housing vouchers.

12 Support the application of the “housing first” model.

13 Explore the development of a single rental application process.

14 Create, and/or expand access to, programs that educate home buyers regarding the mortgage process and government-supported home loan programs.

15 Increase the production of mixed-use development by locating housing in proximity to employment, transit, education, retail services and amenities.

16 To help guide housing development, make site information—such as existing infrastructure, distance to schools and major centers of employment, and proximity to transit and non-motorized modes of transportation—publicly available.

17 Explore ways to increase the amount of land that has development potential in our region by, for example:

- Examining the factors that can lower land development costs.
- Reviewing the possibility of expanding urban growth areas.
- Reviewing the regulatory framework that governs development.

18 Promote and adopt development policies and regulations that allow for diverse housing options by, for example:

- Identifying and supporting tax incentives that encourage private developers to invest in diverse housing types.
- Reviewing existing fee structures and advocating for changes that encourage the production of diverse housing types.
- Publicly communicating fee structures and rationales for transparency and decision-making.
- Encouraging zoning that allows for higher density development.

19 Reduce capital facility charges/ systems development charges to encourage infill and multifamily development.

20 Establish flexible parking standards to suit household types, residential needs and neighborhood characteristics.

21 Support efforts to inventory under-utilized state-owned property and surplus public property for the development of housing for very low-, low- and moderate-income households in Washington, as described in RCW 43.63A.510 and RCW 39.33.015.

22 Identify methods to utilize neglected and abandoned properties, and explore strategies to promote the redevelopment of second story and above spaces within downtowns.

23 Allow for the preservation and development of manufactured housing communities by, for example:

- Developing a how-to guide for residents of manufactured home communities to create a co-op in order to preserve their residences in the event the owner wants to redevelop the land.
- Addressing zoning policies that make it difficult for manufactured homeowners to upgrade or replace their homes.

24 Identify and implement methods for increasing the construction trades labor force.

25 Identify and implement methods for preserving existing housing stock, reducing utility costs and making homes more energy efficient by, for example:

- Increasing the capacity of weatherization and home repair programs.
- Developing strategies to identify irregularities in utility usage and provide assistance to support energy efficiency.

26 Explore the creation of a community land trust for housing in the region.

27 Explore the need for, and impact of, additional student housing in the region, and identify opportunities to support affordable student housing.

28 Conduct a study on the housing needs of seniors, the “missing middle,” people with disabilities, students, low-income households and singles to identify gaps and formulate strategies for improvement.

List of Abbreviations

ADU:	Accessory Dwelling Unit
AMI:	Area Median Income
BMAC:	Blue Mountain Action Council
CAPECO:	Community Action Program of East and Central Oregon
CDBG:	Community Development Block Grant
CoC:	Continuum of Care
CORD:	Corps of Discovery
FHA:	Federal Housing Authority
FMR:	Fair Market Rent
GMA:	Growth Management Act
HAI:	Household Affordability Index
H+T AI:	Housing and Transportation Affordability Index
HUD:	Department of Housing and Urban Development
LIHTC:	Low-Income Housing Tax Credit
MFTE:	Multifamily Tax Exemption
OHCS:	Oregon Housing and Community Services
ROCC:	Rural Oregon Continuum of Care
SSVF:	Supportive Services for Veteran Families
SHARE:	Securing Homes on Affordable Real Estate
UGA:	Urban Growth Area
UGB:	Urban Growth Boundary
UCHA:	Umatilla County Housing Authority
USDA RD:	U.S. Department of Agriculture Rural Development
VA:	Veterans Affairs
VASH:	Veterans Affairs Supportive Housing
WCRER:	Washington Center for Real Estate Research
WHI:	Workforce Housing Initiative
WWCC:	Walla Walla Community College
WWHA:	Walla Walla Housing Authority
WWMSA:	Walla Walla Metropolitan Statistical Area

Glossary

Accessory Dwelling Unit (ADU):

A small (up to 1,100 square feet), self-contained residential unit that is located on the same lot as a single-family house but functions independently of the house. ADUs can be “attached” as a separate unit within the single-family residence (e.g., basement or attic) or fully detached—also called a “mother-in-law apartment.”

Affordability gap: The difference between the median-priced home and what the median income household can afford to spend on a home.

Affordable housing: Housing (rent or mortgage, and utilities) that costs no more than 30% of a household’s pre-tax income.

American Community Survey: Annual survey conducted by the U.S. Census Bureau to gather and make public intercensal data regarding the population. Data is based on a sample of 3.5 million households.

Area Median Income (AMI): Median family income in an area (usually a county), calculated by HUD, based on U.S. Census Bureau data and adjusted with reference to Fair Market Rent definitions. AMI is used to set income limits that determine eligibility for government-supported housing programs.

Building permits: Approval for construction or remodel of a building, issued by a local governing agency. The process ensures that the building complies with land use, construction and zoning regulations.

Capital facility charges: Fees assessed to new developments, building additions, and changes of use to

help pay for municipal infrastructure such as sewer and water systems. In Oregon these fees are called systems development charges.

Community Development Block Grant (CDBG): A federal program administered by HUD that provides funding for a range of community development efforts, primarily targeting low-income populations. CDBG funds can be used for housing, economic development, public services, public infrastructure and facilities, and planning and administration. In our region, the City of Walla Walla qualified for a five-year CDBG grant from 2014 to 2018. A new five-year grant for \$1.6 million will provide funds from 2019 to 2023. There is also a CDBG state program that allows states to provide resources to jurisdictions that do not receive CDBG funds.

Community land trust (CLT): An affordable housing strategy that removes land from the cost of real estate. Within a CLT, homes are purchased by a homeowner, but the land is owned by a nonprofit organization and leased for a modest fee to the homeowner. The resale value of homes within a CLT is determined with reference to the cost of living or wages, not the cost of land.

Consolidated Homeless Grant: Funds administered through the Washington State Department of Commerce that support efforts to help homeless individuals and families obtain housing.

Continuum of Care (CoC): A regional or local planning entity that coordinates housing services for homeless individuals and families, from emergency shelter through stable, permanent

Glossary continued

housing. Any agency seeking HUD funds is required to work within a CoC to maximize service coordination and efficient use of resources.

Coordinated entry: A system for providing a variety of services to individuals and families experiencing a housing crisis. The goal of coordinated entry is to provide a single point of entry for service provision and prioritize resource use so that the most vulnerable are served first.

Cost-burdened: When housing costs—mortgage or rent, and utilities—exceed 30% of pre-tax income.

Cottage housing: A group of small, single-family residences clustered together, usually around a shared green space or other common area.

Department of Housing and Urban Development (HUD): Federal, cabinet-level agency established in 1965 that oversees housing policy in the United States.

Document recording fees: Fees paid on a real estate transaction. In Oregon and Washington a portion of the fees is used to fund a variety of affordable housing strategies.

Down-renting: Renting housing that is less expensive than you would otherwise pay because there is not enough housing on the market at your price range. Down-renting results in a shortage of housing for those with lower incomes.

Fair Market Rent (FMR): Rental rate limits for a variety of federal housing programs, including the Housing Choice Voucher program. FMR is

determined with reference to the 40th percentile of all market-rate rentals within a specified geographic area (in our region, a county), and adjusted based on market survey research and changes to the Consumer Price Index (CPI). FMR varies based on the number of bedrooms within a housing unit. FMR is updated annually by HUD.

Extremely cost-burdened: When housing costs—mortgage or rent, and utilities—exceed 50% of pre-tax income.

Extremely low-income: Households earning less than 30% of AMI.

Federal Housing Administration (FHA): Federal agency, under HUD, that provides mortgage insurance on loans made by FHA-approved lenders and supports home ownership through federally backed home lending programs.

Government-supported housing: Housing that utilizes public money to lower the cost for individuals and households.

Household size: The number of people living in a home.

Housing Affordability Index (HAI): An index that measures the ability of a family with the median income to afford the median-priced home. A HAI score of 100 means that a family with the median income has exactly enough income to qualify for a mortgage on a median-priced house. A score over 100 means that a family with the median income has more than enough to afford the median-priced home, while a score below 100 means that the median-priced home is not affordable to a family with the median income.

Housing authority: A public corporation that develops and manages low-income housing.

Housing First: An approach to addressing homelessness (now regarded as standard practice and supported by HUD) that asserts the importance of providing housing prior to addressing other concerns, such as substance abuse or mental health issues.

Housing and Transportation Affordability Index (H+T AI): An index that considers the cost of housing *and* transportation to provide a more complete understanding of the affordability of a location. The measurement incorporates transportation costs based on average car ownership and usage, and public transit usage for a given geographic area. Housing costs (rent or mortgage and utilities) should be no more than 30% of household income and transportation costs should be no more than 15% of household income to be considered affordable. In general, the H+T AI shows that housing is more affordable when it is located in proximity to public transit, employment, education, shopping, services and amenities.

Housing Trust Fund: A federal program, administered by HUD, that provides funds to states and state-designated entities to develop or preserve affordable housing for extremely low- and very low-income households.

Housing voucher: A form of payment to help cover the cost of rental housing. There are several types of housing vouchers, including those issued by the federal government, such as Section 8 vouchers (for low-income households) and VASH vouchers (for

veterans). Vouchers are used to make up the difference between what the household can afford (about 30% of income) and the cost of the housing unit. Vouchers can only be used to rent units that fall within FMR limits, and all units that are rented with vouchers are subject to regular inspections.

Land bank authority: A public entity that acquires and repurposes abandoned, neglected or forgotten properties. Properties acquired by Land Bank Authorities are often redeveloped in partnership with other agencies, such as HUD, housing authorities, nonprofits and private developers, to achieve affordable housing goals. Creating a land bank authority requires enabling legislation at the state level (such legislation currently does not exist in Oregon or Washington) and the creation of a local ordinance.

Low-income: Households earning 50% to 80% of AMI.

Low-Income Housing Tax Credit (LIHTC): A tax credit program designed to stimulate private investment in rental housing for low-income households. Federal tax credits are allocated to states based on population. States determine how to award tax credits to developers based on their priorities and goals. Developers who receive tax credits can use them to raise capital for housing production—the tax credit is a dollar-for-dollar reduction in federal tax liability. Units funded by LIHTC must be affordable to households with an income no higher than 60% of AMI; rent cannot exceed 30% of household income. The units must be affordable for 30 years, though the tax credits usually extend for 10 years.

Manufactured home: A home that is built in a factory and transported to a residential location. Manufactured homes can be titled with the land or located in a manufactured home community where the land is leased. Manufactured homes built prior to 1976 are often referred to as mobile homes; since then, HUD has regulated manufactured housing and imposed national standards regarding construction, design, quality, safety and energy efficiency.

Manufactured housing community: Two or more manufactured homes located on land that the manufactured home owners lease.

Market-rate housing: Housing for which price is determined through the private market.

Median: The middle value in a distribution—half of the values are above the median, half are below.

Median family income: The middle value in the distribution of all family incomes. A family consists of at least two people who are related to each other—by birth, marriage or adoption—and are living in one home. In most locations, median family income is higher than median household income.

Median household income: The middle value in the distribution of all household incomes. A household consists of all the people who live in a home together, regardless of whether or not they are related. A household can be a single individual. In most locations, median household income is lower than median family income.

Missing middle: The lack of housing stock available for moderate-income

(about 80% to 120% of AMI) households that earn too much to qualify for subsidized housing but too little to afford market-rate prices.

Mixed-use development: Development that contains different forms of usages in one, typically pedestrian-friendly, location. For example, commercial uses on the ground level and housing units above with employment, services and retail nearby.

Moderate-income: Households earning 80% to 115% of AMI.

Multifamily housing: Multiple dwelling units, typically with shared walls (e.g. duplexes, triplexes, fourplexes or apartments).

Multifamily Tax Exemption (MFTE): Washington State tax exemption program designed to stimulate the construction of multifamily housing within designated urban areas. Cities with population greater than 15,000 can use this tool; cities with population of less than 15,000 can use it if they are the largest urban area in a county planning under the Growth Management Act. With the MFTE, municipalities can exempt property taxes for 12 years on new multifamily construction (with at least four units), provided 20% of the units are affordable to low- and moderate-income households (up to 115% of the median family income). Cities can also exempt property taxes for multifamily development for eight years with no requirement that a percentage of the units be set aside for low-income renters.

Over-housed: When house size is larger than what the household needs or can afford. For example, a senior living in a three-bedroom home after

the children have moved out and the spouse has passed away.

Production home builder: A company that builds a group of homes with several different floor plans. Production home builders can typically build for less cost than custom builders because they purchase land, labor and materials in volume.

Project-based rental assistance: Rental assistance for low-income households that makes up the difference between what the household can afford to spend on housing (about 30% of their income) and the cost of the unit. Project-based rental assistance is tied to certain properties, and the payment is made directly from the government to the landlord.

Source of income discrimination: A form of discrimination based on the source of income (e.g., a housing voucher that a tenant uses to pay for rent). It is illegal in Oregon and Washington to discriminate against a potential renter based on their source of income.

Systems development charges: Fees assessed to new developments, building additions and changes of use to help pay for municipal infrastructure such as sewer and water systems. In Washington these fees are called capital facility charges.

Tenant-based rental assistance: Rental assistance for low-income households in the form of a voucher, which tenants can use to shop for housing on the private market. The voucher makes up the difference between what the household can afford to spend on housing (about 30% of their income) and the cost of the unit.

Units rented with a voucher must fall within FMR limits.

Tiny home: A small, independent dwelling unit, usually less than 500 square feet. Tiny homes can be set on a foundation or mounted on wheels.

Urban growth boundary: A boundary that establishes areas designated for additional growth (development). Urban growth boundaries seek to concentrate housing and urban development within the boundary and preserve open space and farmland outside the boundary. Urban growth boundaries are implemented in compliance with Growth Management Acts in Washington and Oregon.

U.S. Department of Agriculture Rural Development program (USDA RD): A federal program that supports rural development. USDA RD provides several types of funding for housing for low-income populations in rural and semi-rural areas.

Vacancy rate: The percentage of rental units that are vacant within a given geographic area. A low vacancy rate means that few units are available as rentals, which typically results in rent increases.

Vertical housing: Mixed-use developments with commercial space on the ground floor and residential units on the floors above.

Very low-income: Households earning 30 to 50% of AML.

Department of Veterans Affairs (VA): Federal, cabinet-level agency that oversees policies and programs regarding veterans.

Walla Walla Metropolitan Statistical Area (WWMSA): A census-designated area comprising Columbia and Walla Walla counties.

Weatherization: Building maintenance and modification that enhance a building's energy efficiency and protection from the elements (e.g., wind, rain, cold). Weatherization can reduce energy costs and make a property more comfortable.

Zoning: Codes that describe allowable land use (e.g., residential, commercial) and regulate site design (e.g., setbacks, density, height).

Study Resource Speakers

Maria Alonso, Community member

Meagan Bailey, Columbia County

Kirsten Beaman, United States
Department of Agriculture, Rural
Development

Jennifer Beckmeyer, Community
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Ted Koehler, Blue Mountain
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Jon Rickard, City of College Place

Mike Rizzitiello, City of College
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Meeting Each Need with Dignity

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Kim Travis, Oregon Housing and
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Jennie Weber, Washington State
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Anne-Marie Zell Schwerin, YWCA

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Brian and Dede Anderson
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Jon and Mary Campbell
Larry Clinton
Sharon Clinton
Roger Esparza
Anne Haley and Jim Shepherd
Cheri and Mark Heafy
Kontos Cellars
Jeff Reynolds
Sawatzki Valuation, Litigation &
Forensic Services

Grantors

Clara and Art Bald Trust
Blue Mountain Community Foundation
Bonnie and Clifford Braden Foundation
Cape Flattery Foundation
Mary Garner Esary Trust
Group Health Foundation
Sherwood Trust
J.L. Stubblefield Trust
United Way
George T. Welch Trust
Kenneth B. Wells Trust
Yancey P. Winans Trust



Community Council

Vision

A community where all people come together to create the future they want.

Mission

Community Council's mission is to foster a trusted gathering place where people engage in dialogue, inquiry and advocacy to build a vibrant region for everyone.

Contact Us

Community Council
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Walla Walla, WA 99362
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08/24/2021

Mr. Jon Rickard
Community Development Director
City of College Place
922 Southeast Marine Drive
College Place, WA 99324

Sent Via Electronic Mail

Re: City of College Place--2021-S-3034--60-day Notice of Intent to Adopt Amendment

Dear Mr. Rickard:

Thank you for sending the Washington State Department of Commerce (Commerce) the 60-day Notice of Intent to Adopt Amendment as required under [RCW 36.70A.106](#). We received your submittal with the following description.

City's Comprehensive Plan to broaden and strengthen the City's commitment to affordable housing and development regulations that will reestablish manufactured home park zoning and measures to notify manufactured home owners of any intent of a park owner to sell.

We received your submittal on 08/20/2021 and processed it with the Submittal ID 2021-S-3034. Please keep this letter as documentation that you have met this procedural requirement. Your 60-day notice period ends on 10/19/2021.

We have forwarded a copy of this notice to other state agencies for comment.

Please remember to submit the final adopted amendment to Commerce within ten days of adoption.

If you have any questions, please contact Growth Management Services at reviewteam@commerce.wa.gov, or call William Simpson, (509) 280-3602.

Sincerely,

Review Team
Growth Management Services

WAC 197-11-970 DETERMINATION OF NONSIGNIFICANCE (DNS)

Description of Proposal: *The City of College Place has received a request to amend the policies in the City's Comprehensive Plan to broaden and strengthen the City's commitment to affordable housing. In addition, the City through its participation in the regional coalition to prepare a Regional Housing Action Plan, has identified opportunities to review and update the County-wide Planning Policies to support the development of more affordable housing. As a result, the City has prepared a number of potential revisions to the policies in its Comprehensive Plan. An amendment to the Development Regulations is also being proposed that will reestablish Manufactured Home Park zoning which also includes measures to notify manufactured home owners of any intent of a park owner to sell.*

Proponent: City of College Place
Community Development Department
625 S College Ave
College Place, WA 99324

Location of Proposal: This proposal will affect the growth of the City of College Place for the next twenty years.

Lead Agency: City of College Place
625 S. College Ave.
College Place, WA 99324

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW [43.21C.030](#) (2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

☐ **There is no comment period for this DNS.**

☒ **This DNS is issued after using the optional DNS process in WAC [197-11-355](#). There is no further comment period on the DNS.**

☐ **This DNS is issued under WAC [197-11-340](#)(2); the lead agency will not act on this proposal for 14 days from the date below. Comments must be submitted by: Month Date, year**

Responsible official: Jonathan J Rickard

Position/title: Community Development Director

Phone: 509-394-8524

Address: 625 S College Ave, College Place WA 99324

August 20, 2021
Date


Signature



THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

Submittal ID: 2021-S-3034

Submittal Date Time: 08/20/2021

Submittal Information

Jurisdiction	City of College Place
Submittal Type	60-day Notice of Intent to Adopt Amendment
Amendment Type	Combined Comprehensive Plan and Development Regulation Amendment

Amendment Information

Brief Description

City's Comprehensive Plan to broaden and strengthen the City's commitment to affordable housing and development regulations that will reestablish manufactured home park zoning and measures to notify manufactured home owners of any intent of a park owner to sell.

☐ Yes, this is a part of the 8-year periodic update schedule, required under RCW 36.70A.130.

Anticipated/Proposed Date of Adoption 11/09/2021

Attachments

Attachment Type	File Name	Upload Date
Public Notice	Public.Notice.UDC.2021.08.19.pdf	08/20/2021 10:58 AM
SEPA Materials	DNS College Place Comp Plan & Development Regs 2021.08.20.pdf	08/20/2021 10:58 AM
SEPA Materials	SEPA Checklist 08-19-21.pdf	08/20/2021 10:59 AM
Combined Comp Plan and Dev Reg Amend - Draft	2021 UDC Proposed Housekeeping Amendments 08-13-21.pdf	08/20/2021 11:00 AM
Combined Comp Plan and Dev Reg Amend - Draft	Potential Revisions to the Approved Goals and Policies 08-13-21.pdf	08/20/2021 11:00 AM
Combined Comp Plan and Dev Reg Amend - Draft	Manufactured Housing District Standards Planning Commission Review draft 08-13-21.pdf	08/20/2021 11:02 AM
Map	Official Zoning Map Public Review Draft 08-12-2021 24x36.pdf	08/20/2021 11:03 AM

Contact Information

Prefix	Mr.
First Name	Jon
Last Name	Rickard
Title	Community Development Director
Work	(509) 394-8524
Cell	
Email	jrickard@cpwa.us

☐ Yes, I would like to be contacted for Technical Assistance.

Certification

☒ I certify that I am authorized to submit this Amendment for the Jurisdiction identified in this Submittal and all information provided is true and accurate to the best of my knowledge.

Full Name	Jon Rickard
Email	jrickard@cpwa.us



**Affordable Housing Implementation Task Force
Local Policies & Regulation Subcommittee
Proposed Amendments to the City of College Place's Comprehensive Plan
April 2021**

The Affordable Housing Implementation Task Force Local Policies and Regulations Subcommittee is pleased to submit a number of proposals to amend the City of College Place's Comprehensive Plan in order to broaden and deepen the city's commitment to supporting affordable housing. Below, proposed amendments to the comprehensive plan are underlined. The rationale for the proposed amendments is explained beneath each proposed amendment.

HOUSING POLICY 7: Support the inclusion of low and moderate-income housing units in larger scale residential developments. Develop incentives for low- and moderate-income housing units in larger scale residential developments.

Rationale: Incentives that address the cost of development, such as density, setbacks, parking, pre-approved design plans, development review process, and development fees, may help to promote construction of units for low- and moderate-income community members who would otherwise be unable to afford housing. Put differently, without development incentives and financial incentives, developers may be unlikely to produce housing that is affordable to low- and moderate-income households.

HOUSING POLICY 14: The city will develop strategies and incentives that will encourage manufactured home parks to remain a source of affordable housing.

- a. Establish a manufactured home park zoning ordinance in areas where manufactured home parks already exist. Allow for applications of new manufactured home parks and their inclusion within manufactured home park zoning.
- b. Manufactured home park zoning must include a requirement that residents be given sufficient advance notice of any petition for zoning changes or variances by park owners.
- c. Consider resident opportunity to purchase laws and other mechanisms that give residents sufficient notice and time to organize as a tenants' committee, homeowners association, or co-operative and notify the owner of their intent to purchase a manufactured home park that is up for sale.
- d. Establish conditions for addressing the closure of manufactured home parks, including a resident relocation plan.

Rationale: Preserving existing housing is the most cost-effective way of supporting affordable housing, and often the most affordable non-subsidized homes are manufactured homes. Manufactured home parks are particularly vulnerable to redevelopment pressures, as land values increase in College Place.

Manufactured home park zoning helps preserve existing affordable housing, while granting residents a measure of security that the land where they live will continue to site their manufactured homes.

Ordinances that place conditions on manufactured home park closure can stipulate that before the city approves a zoning change that will result in a park closure, the park owner must address relocation issues, such as:

- Present a relocation plan showing nearby communities where residents can move their homes;
- Move the residents' homes and pay for the disposal of homes that cannot be moved;
- Pay residents' relocation expenses;
- Compensate homeowners for the value of homes that cannot be moved; and
- Allow the residents the opportunity to match the sales price, if the community is being sold to a developer. A requirement of a resident opportunity to purchase could be built into the zoning change.

Because most manufactured homeowners are low-income, moderate-income, or fixed-income retired community members, many cannot afford to move their homes if the parks where they live were to close. Other manufactured home parks in our region are fully occupied or almost at full capacity; they therefore do not have the space to accommodate new residents if parks in College Place were to close. In addition, insufficient alternative affordable housing exists in our region to house manufactured home park residents if the parks where they live were to close.

NEW POLICY: The city will prioritize the preservation of existing affordable housing, including government-supported housing and manufactured housing.

Preserving existing housing is the most cost effective way of supporting affordable housing. In addition, as land values increase in College Place, existing affordable housing may face redevelopment pressures, which could displace low-income residents. Maintaining the quality of life for residents entails enabling them to stay safely and affordably housed.

NEW POLICY: Support strategies that minimize displacement of low-income community members. Policies enacted to create more housing through redevelopment will include measures that mitigate against the displacement of low- and moderate-income community members. The City will refer to the Walla Walla Housing Action Plan Task 4 Anti-Displacement Best Practices memo to mitigate against potential displacement through redevelopment.

Rationale: Public and private investments in the property market in College Place could threaten to displace low-income residents through redevelopment and/or increased housing costs. It is important that low-income residents are able to stay safely and affordably housed, as investments are made that improve their neighborhoods and increase land values.

Certain neighborhoods are at greater risk for redevelopment because they have relatively low assessed values. Those neighborhoods are often home to vulnerable populations, defined here as a high

proportion of renters, racial and ethnic minorities, low-income households, people with disabilities, and households with low levels of educational attainment. Vulnerable populations in areas with low assessed values are at risk of displacement through redevelopment and increased land values. When jurisdictions recognize this threat, they can develop policies and programs that protect vulnerable populations from becoming displaced. Failure to do so increases housing insecurity and can contribute to homelessness.

COMPREHENSIVE PLAN AMENDMENT APPLICATION
COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF COLLEGE PLACE
625 S College Ave, College Place, WA 99324
509-394-8524

Please return the completed application, supplemental questionnaire, and environmental checklist to planbuild@cpwa.us. Upon receipt of your application your project will be billed in accordance with the most recently adopted fee resolution. Proof of a nonprofit 501 (c) 3 status must be submitted by private nonprofit organization with his application if the nonprofit applicant is to qualify for fee waiver.

APPLICANT NAME: Affordable Housing Implementation Task Force Local Policies Subcommittee

MAILING ADDRESS: P.O. Box 2936, Walla Walla, WA 99362

PHONE: (509) 730-3312

EMAIL: relfenbein@wwcommunitycouncil.org

IF MAP AMENDMENT, SITE ADDRESS AND GENERAL LOCATION:

REQUIRED DOCUMENTS:

☒ APPLICATION & NARRATIVE RESPONSE TO THE QUESTIONS BELOW

☐ SEPA ENVIRONMENTAL CHECKLIST AND FEES

☐ SITE PLAN OF THE SUBJECT PROPERTY, IF A MAP AMENDMENT, INCLUDING EXISTING DEVELOPMENT AND PROPOSED DEVELOPMENT, IF ANY.

☐ TITLE REPORT – IF A MAP AMENDMENT

☐ ANY OTHER INFORMATION DETERMINED NECESSARY BY THE DIRECTOR TO ADEQUATELY REVIEW THE PROPOSAL

In a separate document, answer and explain the following:

1. What is the requested amendment? (Please be specific)
2. If your request involves amending the Land Use Element Map, please give a general location and include a copy of the Land Use Map showing the area to be changed.
3. What is the purpose of the proposed amendment?
4. How will the proposed amendment benefit the community as a whole
5. Please list all Policies and Goals which are affected by your proposed amendment.
3. Please list any studies that will support your request and provide electronic copies in PDF format.
7. Please list and include any other substantiated information felt necessary to adequately show the City that the requested amendment should be made.

I, the undersigned, do hereby certify that, to the best of my knowledge, the information on this application and other submitted information is true and correct. In addition, I understand that acceptance of this application and fees do not constitute submittal of a valid application until so informed by the City Administrator.

Applicant's Signature  Date 4/28/2021

CITY OF COLLEGE PLACE, WA
NOTICE OF APPLICATION
COMPLIANCE WITH STATE ENVIRONMENTAL POLICY ACT
NOTICE OF PUBLIC COMMENT
NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of College Place, Washington has prepared draft revisions to the City Comprehensive Plan, Development Regulations, & Zoning in accordance with the provisions of the Washington State Growth Management Act. In addition, an Environmental Checklist for this non-project action has been prepared in accordance with the provisions of the Washington State Environmental Policy Act. Copies of these documents are available for review on the City's website at http://www.cpwa.us/departments/planning/public_notice.php.

It is anticipated that the City will issue a Determination of Non-Significance for this non-project action. As a result, a single integrated public review and comment period is being provided to receive comments on the draft modifications to the Comprehensive Plan and Title 14 - Unified Development Regulations and the likely SEPA Threshold Determination in accordance with the Optional DNS process outlined in WAC 197-11-355. This may be the last opportunity to comment on the environmental impacts of this proposed non-project action and mitigation measures may be included under applicable codes regardless of whether an EIS is prepared.

The Planning Commission will hold a public hearing via Zoom.us on **October 19, 2021 at 7:00 PM** to consider the draft Unified Development Regulations and any comments received.

Written comments on the draft Unified Development Regulations or likely SEPA Threshold Determination must be submitted, **no later than 5:00PM on October 19, 2021** to Jon Rickard, College Place Community Development Director, 625 S College Avenue, College Place, WA 99324 or via email at jrickard@cpwa.us.

The Zoom attendee link is: <https://us06web.zoom.us/j/82652303537>

Or phone: [1-253-215-8782](tel:1-253-215-8782) ID# 826 5230 3537

(Phone controls: *6 - toggle mute/un-mute and *9 - raise hand)

COVID-19 Virtual Meeting Public Hearing Testimony Procedure:

When submitting testimony for a public hearing, include the following regardless of the manner you are using:

- Your Name
- Your Address

Public testimony for an item requiring testimony be received by the public can be provided in one of three ways:

- Testimony may be submitted in writing no later than 5:00 PM on the meeting date to be included the record.
- Testimony may be submitted by telephone during the meeting by calling a number that will be provided to you upon notification to the Community Development Director no later than 4:00 PM the Monday before the day of the meeting.
- Testimony may be submitted by virtual meeting attendance by link that will be provided to you upon notification to the Community Development Director no later than 4:00 PM the Monday before the day of the meeting.

If you would like to testify by either phone or virtual meeting, you can contact the Community Development Director at jrickard@cpwa.us or by phone at 509-394-8524 no later than 4:00 PM on the Monday before the meeting date.

All comments received will be reviewed by the Planning Commission and will be included as a part of the public record that is forwarded to the College Place City Council.

It is anticipated that the City Council will review the Planning Commission's recommendation at their regularly scheduled meeting on November 9th and that action by the City Council is expected to be taken during that meeting. If you would like to receive notices regarding future meetings and public hearings on the Unified Development Regulations and/or to receive a copy of the SEPA Threshold Determination, or if you have questions regarding the update of the development code process, please call Jon Rickard at 509-394-8524 or email him at jrickard@cpwa.us.

**CITY OF COLLEGE PLACE, WASHINGTON
COMPREHENSIVE PLAN UPDATE
ENVIRONMENTAL CHECKLIST**

The State Environmental Policy Act (SEPA) requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. A standard environmental checklist must be completed to determine the impact of the proposal. The purpose of this checklist is to provide information to help identify impacts from the proposal (and to reduce or avoid impacts from the proposal, if it can be done). The checklist must be completed even for non-project proposals that aren't specific to a certain site, such as the adoption of amendments to update the City's Comprehensive Plan as well as amendments to the City's Development Regulations and Official Zoning Map to implement the updated Comprehensive Plan.

This environmental review assesses the potential environmental impacts associated with proposed amendments to the City's Comprehensive Plan and Development Regulations prepared in accordance with the provisions of the Washington State Growth Management Act. As you will note, several sections of the environmental checklist do not apply to the proposed action, as the standard checklist was developed for site-specific projects. The responses to the environmental checklist are in italics below.

A. BACKGROUND

1. Name of proposed project, if applicable:

City of College Place Comprehensive Plan and Unified Development Code Amendments.

2. Name of applicant:

City of College Place, WA.

3. Address and phone number of applicant and contact person:

*Jon Rickard, Planning Director
City of College Place
625 S College Avenue
College Place, WA 99324
509-394-8524*

4. Date checklist prepared:

August 19, 2021

5. Agency requesting checklist:

City of College Place, WA

6. Proposed timing or schedule (including phasing, if applicable):

The City of College Place has received a request from the Walla Walla Community Council to amend the policies in the City's Comprehensive Plan to broaden and strengthen the City's commitment to affordable housing. In addition, the City through its participation in the regional coalition to prepare a Regional Housing Action Plan, has identified opportunities to review and update the County-wide Planning Policies to support the development of more affordable housing. As a result, the City has prepared a number of potential revisions to the policies in its Comprehensive Plan. To implement these revisions, the City has also prepared potential revisions to the official Zoning map and the City's Unified Development Code. These potential revisions are being distributed for an integrated SEPA/GMA review. It is anticipated that a 60-day comment period will formally commence on or about August 20, 2021 and conclude on or about October 19, 2021. A public hearing will be held at the end of this 60-day comment period on October 19, 2021. All comments received by the City will be reviewed and any necessary revisions to the documents will be made prior to adoption in November 2021. A final review draft was presented to the College Place Planning Commission on August 17, 2021. The first reading of an adoption ordinance would occur at the Tuesday October 26, 2021 City Council meeting. The Second Reading and action by the City Council on the amended Comprehensive Plan and Development Regulations could occur on Tuesday November 9, 2021. More information on this proposal can be found on the City website at http://www.cpwa.us/departments/planning/comprehensive_plan.php and interested parties may contact the City Planning Department at jrickard@cpwa.us to receive email notifications of all meetings associated with the adoption of the proposed amendments to the College Place Comprehensive Plan.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

The City of College Place may prepare for public review and comments additional amendments to the City's Unified Development Code to further promote affordable housing in the community. In addition, the City will be soliciting comprehensive plan amendments on an annual basis until it initiates the next scheduled review and update process that must be completed by June of 2026. All proposed amendments to the Comprehensive Plan, the Development Regulations, and the Official Zoning Map will be subject to public review and comment.

In addition, the City of College Place, in partnership with the City of Walla Walla, and Walla Walla County, will be initiating a process to review and update the County-wide planning Policies with a particular emphasis on affordable housing and the methodology for allocating growth to Urban Growth Areas. This collaborative planning process may take a year or more to complete and all results will be subject to public review and comment by the respective jurisdictions before any subsequent action is taken.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

Project specific reviews will be prepared for specific development proposals submitted subsequent to the adoption of the proposed amendments to the City's Comprehensive Plan, Development Regulations and Official Zoning Map.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

Similar proposals have been presented to the City of Walla Walla.

10. List any government approvals or permits that will be needed for your proposal, if known.

The proposed amendments to the City's Comprehensive Plan and subsequent amendments to the City's Unified Development Code are subject to review and approval by the College Place City Council.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

The Comprehensive Plan amendments proposed by the Walla Walla Community Council are intended to broaden the strengthen the City's commitment to affordable housing. The amendments emphasize the protection of existing affordable housing and promote measures to preserve existing manufactured housing and mobile home parks, including provisions to mitigate the displacement of residents due to closure or development of existing parks.

The City has proposed some related revisions to provide a framework for the review and update of the County-wide planning Policies with an emphasis on affordable housing and the methodology for reviewing and approving adjustment to Urban Growth Area boundaries.

In addition, minor revisions are proposed to delete outdated policies, to clarify Level-of-Service Standards, and to make editorial changes to improve readability.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

Please see the attached map that includes proposed revisions to the City of College Place Official Zoning Map to reinstate the Manufactured Housing/Mobile Home Park District.

B. ENVIRONMENTAL ELEMENTS

1. Earth

- a. General description of the site (circle one): Flat, rolling, hilly, steep slopes, mountainous, other

The City of College Place is relatively flat although there is a drop off along the western boundary of the city. A topographical map of the City can be viewed on the Walla Walla County website.

- b. What is the steepest slope on the site (approximate percent slope)?

N/A

- c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any prime farmland.

N/A

- d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

N/A

- e. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill.

N/A

- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

No. The existing City Development Regulations include standards that govern future land clearing and development activities in an effort to prevent erosion from occurring.

- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

N/A

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

The existing Development Regulations include standards to control erosion and to manage storm water runoff as well as standards to govern development activities near geological hazard areas.

2. Air

- a. What types of emissions to the air would result from the proposal (i.e., dust, automobile, odors, industrial wood smoke) during construction and when the project is completed? If any, generally describe and give approximate quantities if known.

N/A

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

N/A

- c. Proposed measures to reduce or control emissions or other impacts to air, if any:

The existing Development Regulations include environmental review procedures that will protect air quality.

3. Water

- a. Surface:

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

Garrison Creek and Stone Creek run through the City.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

None.

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

N/A

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

N/A

- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

N/A

- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

N/A

- b. Ground Water:

- 1) Will ground water be withdrawn, or will water be discharged to ground water? Give general description, purpose, and approximate quantities if known.

N/A

- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

N/A

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

N/A

- 2) Could waste materials enter ground or surface waters? If so, generally describe.

N/A

- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

N/A

d. Proposed measures to reduce or control surface, ground, and runoff water impacts, if any:

The existing Development Regulations also contain provisions to protect Critical Aquifer Recharge Areas as well as environmental review procedures to protect water quality.

4. Plants

a. Check or circle types of vegetation found on the site:

- ☒ deciduous tree: alder, maple, aspen, other
- ☒ evergreen tree: fir, cedar, pine, other
- ☒ shrubs
- ☒ grass
- ☒ pasture
- ☒ crop or grain
- ☒ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- ☒ water plants: water lily, eelgrass, milfoil, other
- ☒ other types of vegetation

- b. What kind and amount of vegetation will be removed or altered?

N/A

- c. List threatened or endangered species known to be on or near the site.

N/A

- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

The existing Development Regulations include provisions to protect shorelines and native vegetation, as well as environmentally sensitive areas. In addition, the regulations include landscaping standards that emphasize the use of native plants.

- e. List all noxious weeds and invasive species known to be on or near the site.

N/A

5. Animals

- a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site.

see below

- b. List any threatened or endangered species known to be on or near the site.

No threatened or endangered species have the potential to be impacted by the proposed amendments to the City's Comprehensive Plan. The U.S. Fish and Wildlife Service lists the following threatened and endangered species as potentially being present in Walla Walla County:

•*Western U.S. distinct population segment (DPS) yellow-billed cuckoo (Coccyzus americanus). Threatened. The preferred habitat of this species is dense riparian forests, which are not present in the project area.*

•*Columbia River DPS bull trout (Salvelinus confluentus). Threatened. No in-water work is planned for this project.*

The National Marine Fisheries Service lists several anadromous salmonid species as occurring in Walla Walla County, which is part of the Interior Columbia Domain; these include Snake River Sockeye (Endangered), Snake River Fall-Run Chinook (Threatened), Snake River Spring/Summer-Run Chinook (Threatened), Snake River Steelhead

(Threatened), Upper Columbia River Spring-Run Chinook (Endangered), Upper Columbia River Steelhead (Threatened), and Middle Columbia River Steelhead (Threatened). The fact that there are no water bodies within the project limits and no in water work planned, none of these species will be impacted by the project.

The Washington State Department of Fish and Wildlife Priority Habitats and Species website identifies records of federally listed species known to occur in the area. In this location they listed one species Ferruginous Hawk which is listed at the state level as Threatened. Since no trees are planned to be removed as part of this project, the species will not be impacted by the proposed project.

- c. Is the site part of a migration route? If so, explain.

The City is within the Pacific Flyway for migratory birds. The proposed Comprehensive Plan and Unified Development Code Amendments are not anticipated to impact migratory birds.

- d. Proposed measures to preserve or enhance wildlife, if any:

The existing Development Regulations include Environmental Review procedures and standards to protect Critical Areas and wildlife habitat.

6. Energy and natural resources

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

N/A

- b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.

N/A

- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

N/A

7. Environmental health

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.

N/A

- 1) Describe special emergency services that might be required.

N/A

- 2) Proposed measures to reduce or control environmental health hazards, if any:

The existing Development Regulations include environmental review procedures to prevent or control environmental health hazards.

b. Noise

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

N/A

- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)?
Indicate what hours noise would come from the site.

N/A

- 3) Proposed measures to reduce or control noise impacts, if any:

The proposed Development Regulations include environmental review procedures to reduce or control noise impacts.

8. Land and shoreline use

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

There are 3,316 parcels in the City and 67% are being used for single family residences. Less than 10% of the parcels in the City are vacant and there are no parcels zoned Light Industrial that are vacant and suitable for development.

- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

There are approximately 20 parcels in the City that are being used for agricultural purposes.

- 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:

N/A

c. Describe any structures on the site.

N/A

d. Will any structures be demolished? If so, what?

N/A

e. What is the current zoning classification of the site?

The proposed amendments to the Comprehensive Plan includes a policy to reverse a previous policy and re-establish a separate zoning district for manufactured housing and mobile home parks. A Manufactured Housing Community/Mobile Home Park (MHP) zoning district would be added to the Official Zoning Map along the following zoning districts:

- *Single Family Residential*
- *Multi-Family Residential*
- *Manufactured Housing/Mobile Home Park (MHP)*
- *Commercial*
- *Light Industrial*
- *Downtown Mixed Use*
- *University District*
- *Parks, Recreation, and Open Space*

f. What is the current comprehensive plan designation of the site?

Land Use designations are put forth in a matrix in the Land Use Element of the Comprehensive Plan. A Future Land Use map has been prepared in accordance with the criteria contained in the Comprehensive Plan and includes the following designations:

- Single Family Residential*
- Multiple Family Residential*
- Commercial*
- Light Industrial*
- *College Avenue District*
- University District*
- *Parks, Recreation, and Open Space*

g. If applicable, what is the current shoreline master program designation of the site?

There are no jurisdictional shorelines in the City of College Place.

- h. Has any part of the site been classified as an "environmentally sensitive" area? If so, specify.

The following environmentally sensitive areas can be found in the City and are protected by the City's Development Regulations.

- Critical aquifer recharge areas*
- Wetlands*
- Frequently flooded areas*
- Geologically hazardous areas*
- Fish and wildlife habitat conservation areas*

- i. Approximately how many people would reside or work in the completed project?

N/A

- j. Approximately how many people would the completed project displace?

N/A

- k. Proposed measures to avoid or reduce displacement impacts, if any:

N/A

- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

The existing Development Regulations include uniform procedures to process land use applications in accordance with the provisions of the Washington State Growth Management Act.

- m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:

The zoning and development regulations in place encourage infill and efficient use of undeveloped land.

9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

The intent of the amendments is to preserve existing affordable housing opportunities and promote additional affordable housing opportunities.

- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

The intent of the amendments is to prevent the redevelopment of existing affordable housing and the displacement due sale or closure of existing manufactured housing parks.

- c. Proposed measures to reduce or control housing impacts, if any:

Proposed amendments to the City's Comprehensive Plan include several policies intended to increase housing opportunities in the City, and to promote more affordable housing. The existing Development Regulations include environmental review procedures to ensure that the potential adverse impacts associated with the development of new housing are avoided or mitigated.

10. Aesthetics

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

N/A

- b. What views in the immediate vicinity would be altered or obstructed?

N/A

- c. Proposed measures to reduce or control aesthetic impacts, if any:

N/A

11. Light and glare

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

N/A

- b. Could light or glare from the finished project be a safety hazard or interfere with views?

N/A

- c. What existing off-site sources of light or glare may affect your proposal?

N/A

- d. Proposed measures to reduce or control light and glare impacts, if any:

The existing Development Regulations include environmental review procedures to prevent reduce, or control light and glare impacts.

12. Recreation

- a. What designated and informal recreational opportunities are in the immediate vicinity?

-Kiwanis Park
-Lions Park
-Harvest Meadows Park
-Veterans Park at Homestead

- b. Would the proposed project displace any existing recreational uses? If so, describe.

N/A

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

The Comprehensive Plan includes an updated Parks Plan which identifies park development standards, identifies areas underserved by parks, and establishes policies for the joint use of facilities. The Parks Plan was prepared to the standards of the Washington State Office of Recreation and Conservation and will be used to support grant applications to expand parks and recreation opportunities in the community.

13. Historic and cultural preservation

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.

N/A

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.

N/A

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

The city development regulations require advanced consultation with the tribes and the department of archeology and historic preservation and requires surveys as necessary.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

The Comprehensive Plan includes Goals and Policies on historic preservation. The existing Development Regulations include environmental review procedures to avoid or mitigate potential adverse impacts to historical properties or cultural resources.

14. Transportation

- a. Identify public streets and highways serving the site and describe proposed access to the existing street system. Show on site plans, if any.

There is a transportation systems map in the Comprehensive Plan.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?

Yes, Valley Transit serves College Place and the Walla Walla Valley

- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?

N/A

- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).

There are new street corridors identified in the Transportation Element of the Comprehensive Plan. In addition, there is a list of planned transportation improvements. A bike lane is being added along the south side of W Whitman Drive to enable bicyclists to ride out to the Whitman Mission, a regional tourism facility.

- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

There is a rail line that runs along the northern boundary of the City and just outside of the City is Martin Airfield.

- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?

N/A.

- g. Proposed measures to reduce or control transportation impacts, if any:

The existing Development Regulations include environmental review procedures and concurrency requirements to reduce or control transportation impacts.

15. Public services

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, health care, schools, other)? If so, generally describe.

N/A

- b. Proposed measures to reduce or control direct impacts on public services, if any.

There are provisions in the City's Development Regulations to reduce direct impacts on public services, in addition the City has authority under the Washington State Environmental Policy Act to avoid, minimize, or mitigate potential adverse impacts.

16. Utilities

- a. Circle utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other.

The City provides a full range of municipal services which are complemented by two electrical service providers, private telephone, and private natural gas providers.

- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

N/A

C. Signature

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: _____

Name of signee: Jon Rickard

Position and Agency/Organization: Community Development Director, City of College Place

Date Submitted: August 20, 2021

D. SUPPLEMENTAL SHEET FOR NON-PROJECT ACTIONS

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

The existing Development Regulations includes environmental review procedures and development standards to prevent inappropriate discharge to water, unacceptable emissions to air, unacceptable noise levels, and to regulate the use of hazardous substances.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

The existing Development Regulations includes environmental review procedures and development standards to protect plants, animals, and fish and their habitats.

3. How would the proposal be likely to deplete energy or natural resources?

No. The existing Development Regulations include standards and procedures to protect natural resource lands and to conserve energy resources.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

The existing Development Regulations were specifically designed to protect environmentally sensitive areas, wetlands, floodplains, shorelines, and designated Agricultural and Natural Resource Lands.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

There are no jurisdictional shorelines in the City of College Place.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

The zoning control, development standards, and concurrency requirements should reduce the demands on transportation and utilities.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The proposed amendments to the College Place Comprehensive Plan were developed in accordance with the provisions of the Washington State Growth Management Act.

City of College Place



2022 PROPERTY TAX LEVY

Assessed Valuation

Regular Valuation	\$894,639,190
New Construction	<u>\$ 12,049,700</u>
Total Valuation	\$906,688,890
Prior Year Valuation	<u>\$751,773,759</u>
Change	\$ 154,915,131

Levy Lid

Maximum of 1% increase annually

2021 Levy:	\$1,529,135
101% of 2021:	\$1,544,426
2022 Increase from 1%:	\$ 15,291



New Construction Calculation

New Construction Valuation: \$12,049,700
Increase from New Construction: \$ 24,843



Levy Amount Calculation

101% of 2021:	\$1,544,426
New Construction:	<u>\$ 24,843</u>
Total with 1% Increase:	\$1,569,269
Levy Rate per \$1,000:	\$ 1.730769
Prior Year (2021):	\$ 2.061921



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ID 11896567

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Bond Levy Calculation

Bond Levy Valuation*: \$892,097,610

* regular valuation net of exemptions

Long Term Debt Requirement: \$ 487,350

Bond Levy Rate per \$1,000: \$ 0.54629672



Combined Levy Calculation

Regular Levy Rate per \$1,000:	\$ 1.730769
Bond Levy Rate per \$1,000:	<u>\$ 0.54629672</u>
Combined Levy Rate per \$1,000 With 1%	\$ 2.2602011
Without 1%	\$ 2.2770662

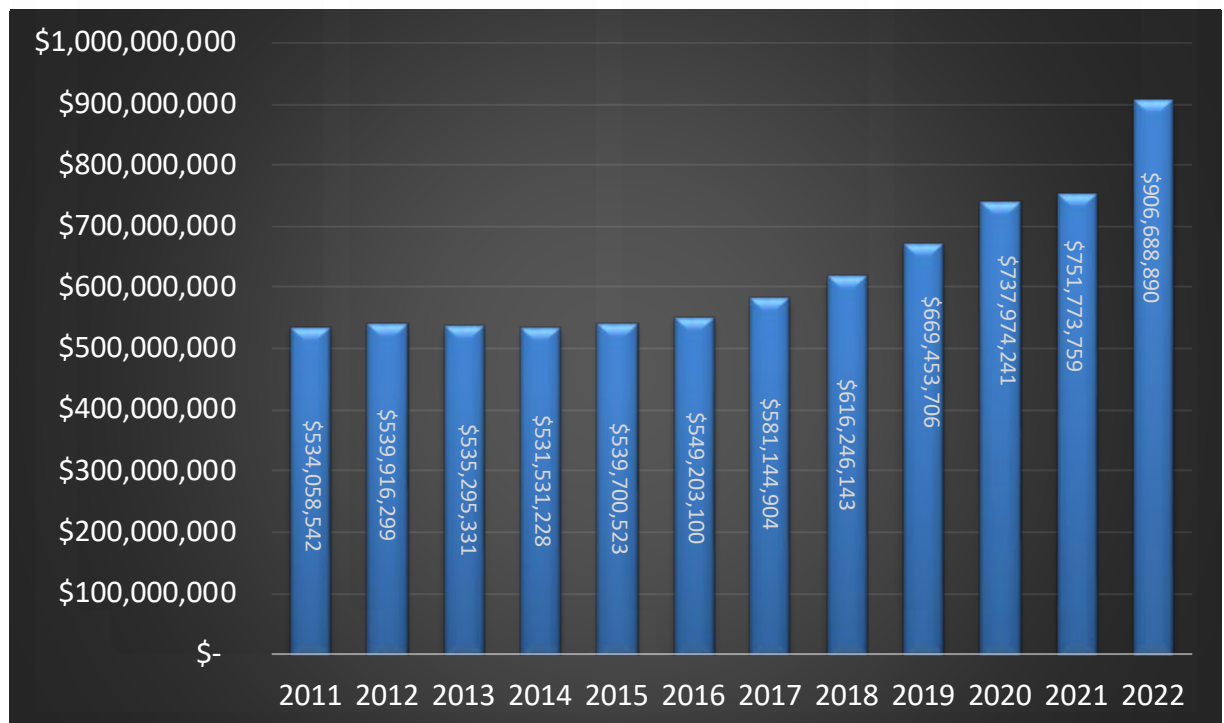


Combined Levy Calculation

	Rate per \$1,000	Change	Total Amount
2021 Combined	\$2.71951751		\$2,037,448
2022 Combined	\$2.2602011	(\$0.4593164)	\$2,041,328
2022 Combined + 1%	\$2.2770662	(\$0.4424514)	\$2,056,619

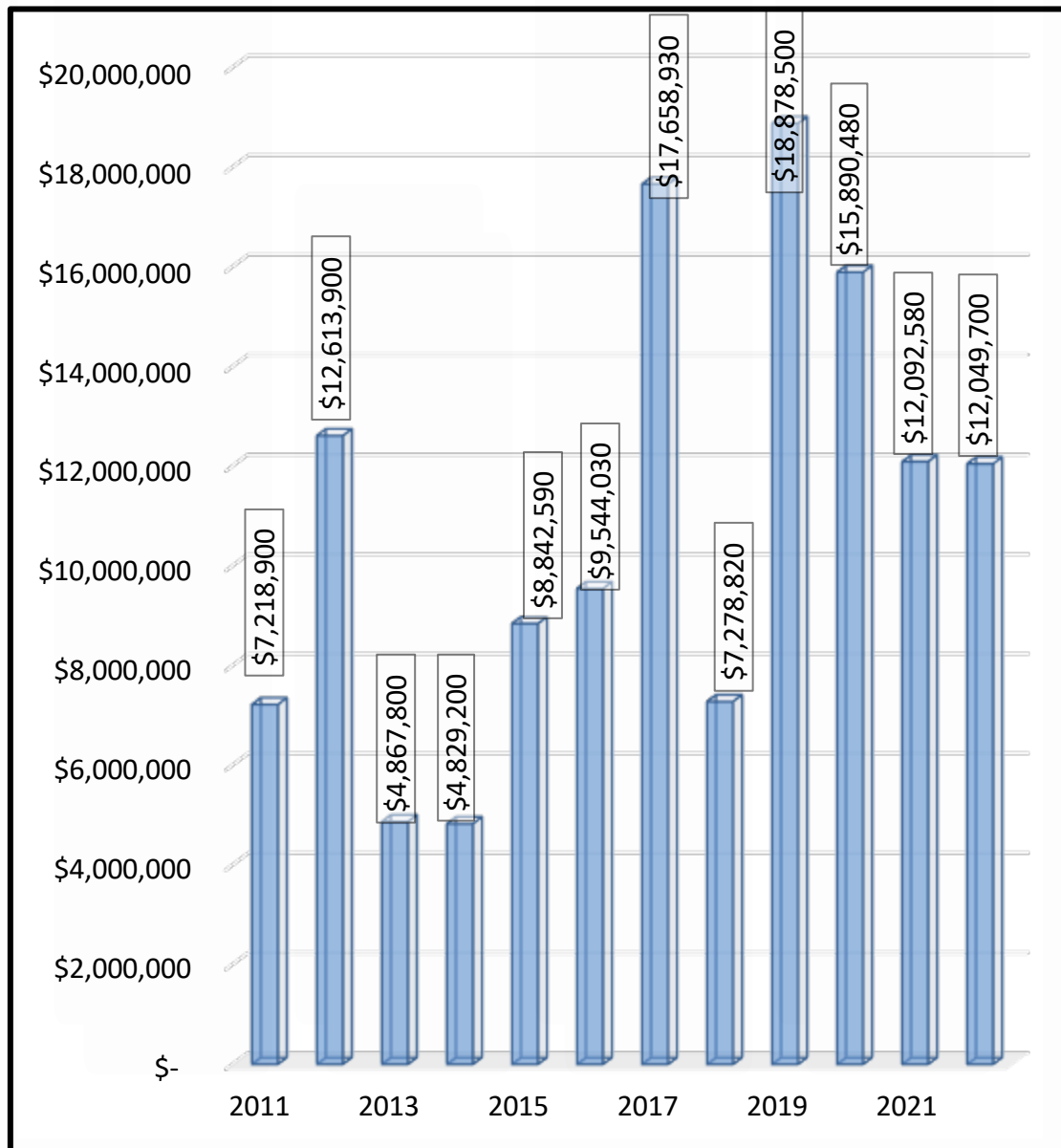
Assessed Valuations for 2011 through 2022

Year	Assessed Valuation	Amt Change	% Chng
2011	\$ 534,058,542	\$ 13,247,261	2.5%
2012	\$ 539,916,299	\$ 5,857,757	1.1%
2013	\$ 535,295,331	\$ (4,620,968)	-0.9%
2014	\$ 531,531,228	\$ (3,764,103)	-0.7%
2015	\$ 539,700,523	\$ 8,169,295	1.5%
2016	\$ 549,203,100	\$ 9,502,577	1.8%
2017	\$ 581,144,904	\$ 31,941,804	5.8%
2018	\$ 616,246,143	\$ 35,101,239	6.0%
2019	\$ 669,453,706	\$ 53,207,563	8.6%
2020	\$ 737,974,241	\$ 68,520,535	11.1%
2021	\$ 751,773,759	\$ 13,799,518	2.1%
2022	\$ 906,688,890	\$ 154,915,131	21.0%



Property Tax - New Construction Valuation History

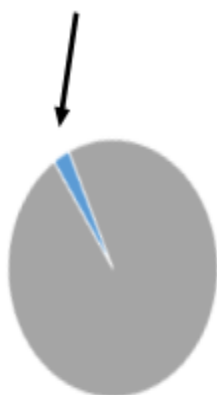
Year	New Const Valuation
2011	\$ 7,218,900
2012	\$ 12,613,900
2013	\$ 4,867,800
2014	\$ 4,829,200
2015	\$ 8,842,590
2016	\$ 9,544,030
2017	\$ 17,658,930
2018	\$ 7,278,820
2019	\$ 18,878,500
2020	\$ 15,890,480
2021	\$ 12,092,580
2022	\$ 12,049,700



Break Down of How Each Dollar of Property Tax is Spent

Local School Bonds \$.12	State School Fund \$.25	College Place General Fund \$.0206	College Place Debt \$.0066	EMS Levy \$.04	Other Cities \$.095
--------------------------------	-------------------------------	--	----------------------------------	-------------------	------------------------

2.72 ¢ of each \$1
of Property Tax
goes to
The City of
College Place



School Enrichment
\$.185

County Current Expense
\$.189

Port of
Walla Walla
\$.027

Misc.
\$.067

City of College Place, Washington
RESOLUTION NO. 21-052

A RESOLUTION LEVYING TAXES FOR MUNICIPAL PURPOSES FOR THE YEAR 2021 TO BE COLLECTED IN 2022 ON ALL OF THE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF COLLEGE PLACE.

WHEREAS, the City Council of the City of College Place has met and considered its budget for the calendar year 2022; and

WHEREAS, the district's actual levy from the previous year was \$1,554,003.65; and

WHEREAS, the population of this district is less than 10,000; and now, therefore,

BE IT RESOLVED by the City Council of the City of College Place that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2022 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$15,291 which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

ADOPTED by the City Council of the City of College Place, Washington this 9th day of November, 2021.

Approved:

Attest:

Norma Hernández – Mayor

Lisa R. Neissl – City Clerk

Levy Certification

In accordance with RCW 84.52.020, I, Lisa R. Neissl, City Clerk, for the City of College Place, do hereby certify to the Walla Walla County legislative authority that the City Council of said district requests that the following levy amounts be collected in 2022 as provided in the district's budget, which was adopted by Resolution No. 21-xxx following a duly advertised public hearing held on October 26th, 2021.

Regular Levy:	\$1,569,269	(includes new construction, state assessed value and annexation increases amount of \$24,843)
---------------	-------------	---

Excess Levy:	\$487,350.00
--------------	--------------

Refund Levy:	\$171.99
--------------	----------

Total:	\$2,056,790.99
--------	----------------

Signature: _____

Date: _____

Lisa R. Neissl / City Clerk

Levy Certification

In accordance with RCW 84.52.020, I, Lisa R. Neissl, City Clerk, for the City of College Place, do hereby certify to the Walla Walla County legislative authority that the City Council of said district requests that the following levy amounts be collected in 2022 as provided in the district's budget, which was adopted by Resolution No. 21-xxx following a duly advertised public hearing held on October 26th, 2021.

Regular Levy:	\$1,569,269	(includes new construction, state assessed value and annexation increases amount of \$24,843)
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Excess Levy:	\$487,350.00
--------------	--------------

Refund Levy:	\$171.99
--------------	----------

Total:	\$2,056,790.99
--------	----------------

Signature: _____

Date: _____

Lisa R. Neissl / City Clerk

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Advocacy

Published on Sep 10, 2021

Fall brings into focus three recommended 2022 City Legislative Priorities

Contact: [Candice Bock](#)

With fall right around the corner, AWC's attention has shifted to City Legislative Priorities for the 2022 session. Cities are coming off a very successful 2021 session where the Legislature addressed many of our priority issues, including providing \$30 million in additional funding for cities:

- \$10 million in additional cannabis revenue sharing; and
- \$20 million in funds to cover public safety costs.

Like this time last year, questions are floating about how the Legislature will meet in 2022. Earlier this summer there was hope for returning to a full in-person session. However, like many cities, the Legislature is rethinking how it will conduct its business. No decisions have been made yet, but it sounds like some level of virtual/remote participation will be likely again. We will keep you posted as we learn more about the Legislature's plans. We have heard from many city officials that they appreciated the opportunity to participate remotely in committee hearings and we have shared that feedback with legislators.

AWC 2022 City Legislative Priorities

AWC's [Legislative Priorities Committee](#) met over the summer and

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committee. The Board will consider the committee's recommendations at its September 24 meeting and take final action to adopt 2022 priorities.

The Legislative Priorities Committee considered more than two dozen issues. It ultimately recommended three as 2022 priorities, along with a host of issues deemed significant (one step down from priority), and several others as endorse/support issues. The prioritization process is always challenging, as there are many revolving legislative issues that are important to cities.

The three recommended priorities are as follows:

Transportation package

Support a new transportation revenue package that emphasizes maintenance/preservation funding and provides an equitable level of local funding while seeking additional long-term, sustainable revenue options for cities.

Basic infrastructure funding

Seek enhanced appropriation of flexible state and federal dollars through programs like the Public Works Assistance Account that help cities finance basic infrastructure, like drinking water and wastewater.

Transportation Benefit Districts (TBD) funding authority

Support expanded local authority for TBDs to allow for continued use of the sales tax funding tool beyond the current time limitations.

The committee recommends the following issues as significant, along with several others:

- **Blake decision** – Advocate for direct funding for cities to administer diversion programs related to misdemeanor drug possession cases handled by city law enforcement and now adjudicated in municipal courts, as well as Medication-Assisted Treatment (MAT) services, therapeutic courts, and a diversion tracking database.

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enforcement can better understand the state requirements and know when they can use force to intervene in a situation, including a mental health crisis where a crime is not being committed.

- **Open Public Meetings Act** – Support a permanent policy that allows greater flexibility for local governments to hold virtual meetings without a physical location during an emergency.
- **Revenue options** – Support efforts to review and revise both state and local tax structures so they rely less on regressive revenue options. Changes to the state tax structure should not negatively impact cities' revenue authority.
- **Property tax** – Revise the property tax cap to tie it to inflation and population growth factors so that local elected officials can adjust the local property tax rate to better serve their communities.

We will share the final list of priorities and significant issues, as adopted by the AWC Board of Directors, in the October edition of the *Legislative Bulletin*.

Your city's 2022 legislative agenda

Fall is an opportune time to start developing your city's own legislative agenda—one that includes policy positions that are important for your community. A legislative agenda acts as a strong communication tool for working with your legislators. Read below for a few tips on how to develop a legislative agenda from the AWC [strong cities advocacy guide](#).

Develop your city's legislative agenda and share it

Tell your legislators what you want from them. Sharing your city's legislative agenda is a simple and *effective way to get your legislator's attention. It's best to adopt your legislative agenda in the fall and share it before session starts each January.*

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- Make it public. Post it on your city's website, put it in your newsletters, and insert it into utility bills.
- Work with your local media for coverage.

Federal focus

While we prepare for the 2022 session, a lot is happening in the other Washington as Congress resumes its work to address the federal budget and the [Infrastructure Investment and Jobs Act](#). The National League of Cities has outlined [10 priorities](#) for federal budget negotiations in support of cities across the country. AWC encourages cities to contact your Congressional representatives and urge them to support cities' priorities. And don't forget to share with them how your community is making use of federal ARPA funds.

2021-23 supplemental budget

The 2022 session will not involve developing a new biennial budget, but it will include a supplemental budget update to the adopted 2021-23 budgets. Often the supplemental budget process requires few, if any, significant changes; however, given the potential for additional federal funds for infrastructure and COVID-19 recovery and the positive revenue forecasts, there may be additional opportunities to adjust spending. AWC recently submitted [a letter to the Governor](#) highlighting cities' priorities for the supplemental budget process.

[Advocacy](#)[View from the Hill](#)

Recent articles

Big strides for economic development tools



Targeted Urban Area property tax exemption on its way to all cities



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changes to main street

Tax Credit Program to accommodate COVID-19 challenges



[Back to Advocacy news by category](#)

City of College Place, Washington

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF COLLEGE PLACE, WASHINGTON, ADOPTING 2022
STATE & FEDERAL LEGISLATIVE PRIORITIES**

WHEREAS, the City of College Place is a non-charter code city under Title 35A RCW; and

WHEREAS, the City Council of the City of College Place (City) wishes to state its 2022 legislative priorities for the State and Federal government.

**NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE
PLACE AS FOLLOWS:**

1. The City of College Place hereby adopts the legislative priorities for the 2022 state legislative session outlined in Exhibit 2 of this agenda bill.
2. The City of College Place hereby adopts the legislative priorities for the 2022 federal legislative session outlined in Exhibit 3 of this agenda bill
3. The City of College Place supports the legislative priorities identified by the Association of Washington Cities.
4. The City of College Place submits that strong cities result in a strong state and country.

CLERICAL CORRECTIONS. The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

EFFECTIVE DATE. This resolution shall take effect and be in full force upon its passage as provided by law.

ADOPTED at a regular meeting of the City Council of the City of College Place, Washington held on the ____ day of _____, 2021.

Norma L. Hernandez, Mayor

Attest:

Approved as to form:

Lisa R. Neissl, City Clerk

Rea Culwell, City Attorney



2022 State Legislative Agenda

Quick Facts

- Population: 9,675 (2021)
- Median Household Income: \$49,347 (2015-2019 ACS)
- Poverty Rate: 15.5% (2015-2019 ACS)
- Median Housing Value: \$197,200 (2015-2019 ACS)
- Parks: 4 totaling 16.67 Acres
- Roads: 35 Miles of City Maintained Roads
- Home of Walla Walla University

Contact: Mr. Mike Rizzitiello – City Administrator Ph: 509-394-8506 Em: mrizzitiello@cpwa.us
Mr. Brian Enslow – Lobbyist Ph: 360-489-8121 Em: brian@arbutusllc.com



The City of College Place is very grateful to our local legislators who supported a number of significant accomplishments in the 2021 legislative session. As we look toward the 2022 session, we are asking your support on several requests that will help us better plan and meet the needs of our dynamic and ever changing city and the amazing people who live here.

Priorities

Wastewater Treatment Plant Improvement



The City must invest over **\$25.0 million** dollars over the next two years to satisfy new conditions of a state wastewater permit.

Western CP Water System Improvements



1 mil gallon water tank and additional well needed for supply and resiliency of system. Estimated cost is **\$3.5 million for Well #7** and **\$3.5 million for elevated tank**.

Stormwater Decant Facility



Construction of a street waste decant facility as outlined in city's NPDES stormwater permit. Estimated cost is **\$1.5 million**.

Southwest College Place



Estimated cost of new park is **\$2 million** with construction cost of SW Mojonner Rd at **\$4.2 million**.

SE 12th Street (College to Larch)



Reconstruction of roadway including underground utilities at: **\$4.3 million dollars**.

Key Issues

Economic Development/Infrastructure

- **SUPPORT** – Protecting and strengthening pass through State grant agencies such as Transportation Improvement Board (TIB), Public Works Trust Fund (PWTF), Recreation Conservation Office (RCO) Community Economic Revitalization Board (CERB) and others.
- **SUPPORT** – State investment into broadband installation in areas with service gaps.
- **SUPPORT** - Development of a state transportation package as well as local financial tools to deal with street preservation, maintenance, and reconstruction.
- **SUPPORT** - Advocate for state resources to correct locally owned culverts.
- **SUPPORT** – Additional funding for rapid acquisition of housing and land for housing.
- **SUPPORT** – Broaden RCW 84.14 – Multifamily Property Tax Exemption so all cities can participate in the program. Right now only mandated fully-planning cities can use this.
- **SUPPORT** - Funding US 12 Phase 8 which completes the Walla Walla/Tri-Cities segment and improves safety and efficiency on this critical travel corridor.
- **SUPPORT** – Alternate compliance paths for wastewater systems regarding PCB's.

General Government

- **SUPPORT** – Reform of the Growth Management Act to include new authority and means to expand UGA's in responsible situations.
- **SUPPORT** – A structural modification in property tax statutes to the annual growth to an inflationary index rather than to the one percent limit.
- **SUPPORT** – Greater flexibility within the Open Public Meetings Act for meetings.
- **SUPPORT** – Update the Public Records Act to reduce the impact of abusive and costly public records requests and litigation that hamper public records management and access by the public.
- **SUPPORT** – Fully funding the Municipal Research Services Center (MRSC).
- **SUPPORT** – Defend Local Control. The City believes the best governmental decisions are those that are made closest to the people represented.
- **SUPPORT** – Solutions to bring back true recycling in a cost effective manner.
- **AGAINST** – Unfunded mandates. The City urges you to remember local government when you are passing Legislation and to avoid passing unfunded mandates on to us.

Public Safety/Human Services

- **SUPPORT** – Clarification of civil standards for use of force requirements.
- **SUPPORT** - The need to retain local control over city law enforcement policy decisions to ensure they meet community needs and expectations and appropriately contain costs.
- **SUPPORT** - Increase in funding for the Basic Law Enforcement Academy (BLEA).
- **SUPPORT** – Direct funding for cities to administer diversion programs related to misdemeanor drug possession cases handled by city law enforcement.
- **OPPOSE** – HB 1202 as written, while working to adopt amendments to limit city liability and financial impacts of litigation.

The City supports the Association of Washington Cities Legislative Agenda.



2021 Federal Legislative Agenda

Quick Facts

- Population: 9,675 (2021)
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- Median Housing Value: \$197,200 (2015-2019 ACS)
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Priorities

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The City must invest over **\$25.0 million** dollars over the next two years to satisfy new conditions of a state wastewater permit.

Western CP Water System Improvements



1 mil gallon water tank and additional well needed for supply and resiliency of system. Estimated cost is **\$3.5 million for Well #7** and **\$3.5 million for elevated tank**.

Stormwater Decant Facility



Construction of a street waste decant facility as outlined in city's NPDES stormwater permit. Estimated cost is **\$1.5 million**.

Southwest College Place



Construction of a new park is **\$2 million** and reconstruction of SW Mojonner Rd is **\$4.2 million**. Needed for city growth.

SE 12th Street (College to Larch)



Reconstruction of roadway including underground utilities at: **\$4.3 million dollars**.

Key Issues

- **SUPPORT** – Passage of a comprehensive infrastructure financing bill to include streets, stormwater, wastewater, water, broadband, and other community facilities.
- **SUPPORT** – Simplifying the process for pursuing Federal grants and loans such as USDA-Rural Development grant dollars.
- **SUPPORT** – Protection and enhancement of HUD Community Development Block Grant programs. The Federal government should amend the definition of entitlement governments back to the county level.
- **SUPPORT** - Local control.
- **SUPPORT** – Alternate compliance paths regarding PCB's for municipal wastewater systems.
- **SUPPORT** – Passage of legislation to address mental health to support local communities to improve mental health and especially to lend critical support to families and youth.
- **SUPPORT** - Funding US 12 Phase 8 which completes the Walla Walla/Tri-Cities segment and improves safety and efficiency.
- **SUPPORT** – The City of Walla Walla State Route 125 & Myra Rd intersection project.
- **SUPPORT** – Solutions to challenges brought upon local recycling programs by the Chinese National Sword policy.
- **OPPOSE** – Unfunded mandates. The City urges you to remember local government when you are passing Legislation and to avoid passing unfunded mandates on to us.

The City supports the Association of Washington Cities Legislative Agenda.



2022 LEGISLATIVE SESSION PREVIEW

Brian Enslow

Worksession

September 7th, 2021



2021 Legislative Agenda Policy Achievements

Tax Increment Financing (TIF) (HB 1189)

- Authorizes local governments to designate tax increment financing areas and to use increased local property tax collections to fund public improvements.
- A local government may designate up to two TIF areas and use resulting tax allocation revenues to pay for public improvement costs.
- Total assessed value of TIF areas may not exceed \$200 million.



2021 Legislative Agenda Policy Achievements

- Public Works Assistance Account: Support for funding/protection of the Public Works Assistance Account (Public Works Board) and expansion of program to allow Ports to access their funds. **Funded At \$129 million, largest in 10 years.**
- CERB Reform: Support legislation advancing CERB's legislative request of \$25 million for its core program, \$15 million for rural broadband funding, and codification of broadband authority under RCW 43.160. (SB 5175) **\$400 Funded for Broadband Enhancement Programs.**



2021 Legislative Agenda Capital Achievements

Capital Budget

- \$2.05 Million Wallula Dodd Water System Phase 2 (in additional to current biennium funding).
- \$1.545 Million for Mill Creek Flood Control Channel.
- \$1.197 Million for Walla Walla County Courthouse.



Budget Enhancements...

- Small Business Assistance Grants through the Working Washington Grant program. (\$50 million)
- Small Business Credit Initiative provides access and other credit support programs. (\$138 million)
- Tourism Marketing Funding is provided for tourism marketing services to assist in the economic recovery of tourism-related business and increase Washington's tourism market share. (\$12 million)
- Unemployment Insurance Tax Relief provides relief for unemployment insurance taxes in calendar year 2022 for businesses most heavily impacted. (\$500 million)



State Transportation Package

- This Legislature Failed to Pass a New Revenue Package this year.
- House and Senate each had proposals introduced this year.
- Governor's Veto of Transportation Language in Cap and Trade and Clean Fuel Standards bills created headwinds for future compromise.
- Phase 8 "Readiness" (environmental, right of way, etc.) and Clinton Interchange.



ARPA Funding

- Allowable uses including:
 - Supporting public health expenditures.
 - Addressing the negative economic impacts caused by the public health emergency (public assistance).
 - Replacing lost public sector revenue.
 - Providing premium pay for essential workers.
 - Investing in water, sewer, and broadband infrastructure.
- The Local Governments have until December 2024 to spend ARPA Funding.



Additional State and Federal Funding

- There are still a lot of questions without answers.
- There are available federal funds for a variety of programs.
- Document, document, document.
- Your Staff is working with State Agencies and your congressional delegation to help ensure all opportunities are explored.



Key Issues for Next Session: Policy

- Small City Inclusion in Multi-family Tax Exemption.
- Reauthorize and Expand Rural County Sale & Use Tax Deferral Program (HB 1333).
- Police Reform Clarity: tactics and use of force.
- Structural Change to Property Tax.
- Defend Local Control/Unfunded Mandates (Zoning will be a major issue next session).



Key Issues for Next Session: Infrastructure

- Finish the "Job" on the Transportation Package.
- Develop Support for State Assistance of Wastewater Treatment Plant.
- Lions Park: Renovation of primary city park to include splash pad, trail, and fishing pond separation from creek.
- Stormwater Decant Facility: Construction of street waste decant facility.
- Southwest College Place: Including but not limit to street reconstruction and regional park.



Questions?

Brian Enslow, Arbutus Consulting
360.489.8121
brian@arbutusllc.com

Chapter 1.20 – Code Enforcement

1.20.005 – Preamble

1.20.010 – Definitions

1.20.020 – Violations

1.20.030 – Responsibility for code violations

1.20.040 – Enforcement provisions

1.20.050 – Response to enforcement

1.20.060 – Notice requirements

1.20.070 – Service of notice

1.20.080 – Payment and collection of fines

1.20.090 – Voluntary compliance agreements

1.20.100 – Appeal

1.20.110 – Abatement

1.20.120 – Obstruction of code enforcement officer

1.20.005 – Preamble

A. Purpose.

1. The purpose of this chapter is for a uniform administrative procedure to enforce City code to create and promote a healthy, ~~and~~ safe, and viable community for the welfare of the public.

A.2. The purpose of this chapter is also to supplement and not to replace all other enforcement provisions of the CPMC.

B. Applicability. This chapter may be used to enforce CPMC in lieu of or in addition to any specific enforcement provision within any other title or chapter. Any other enforcement authority may also be used by the City in lieu of or in addition to this chapter or any other enforcement provision within any other title or chapter. In the event of any conflict between this Chapter and any other ~~law provision of CPMC~~, the code enforcement officer has the authority to enforce the more strict applicable law or penalty or both, otherwise, this is Chapter shall control.

C. Alternative or additional remedies. Nothing in this Chapter limits the City's remedies available at law and the exercise of one or more enforcement action or remedy does not prevent exercise of any other action or remedy.

Formatted

- D. Public duty. Nothing in this Chapter affords any one person or group of people any benefit or places upon the City a duty to any one person or group of people. Any duty created by this Chapter is a general duty to the public as a whole.

1.20.010 – Definitions. Words shall have their ordinary and common meaning, except that, unless the context otherwise indicates, shall have the following meanings:

- A. “Abate/Abatement” means to stop or the stopping of a nuisance or to prevent the creation or resumption of a nuisance, including but not limited to, proper cleanup, disposal, storage, removal, repair, or maintenance.
- B. “Code enforcement officer” means the chief of police, fire chief, community development director, code enforcement officer or their designee(s).
- C. “CPMC” or “Code” means College Place Municipal Code as enacted or further amended or recodified and any reference to a specific title, chapter or section shall be as enacted or further amended or recodified.
- D. “Gross misdemeanor” means a criminal offense punishable by up to three hundred and sixty-four (364) days in jail or up to a \$5000 fine or both or as required under RCW 9A.20.020 and as amended or recodified.

- E. “Misdemeanor” means a criminal offense punishable by up to 90 days in jail or up to a \$1000 fine or both as required under RCW 9A.20.020 and as amended or recodified.

F. “Necessary and reasonable costs” means the expenses incurred by the City to defend a code violation final decision, and shall include the cost to abate a violation ~~and shall~~ including, but not be limited to, enforcement costs, cost of providing notice, administrative costs, personnel costs, cost of paying prevailing wages to public works employees, or contractors, hauling, storage, and disposal costs, environmental costs attorney’s fees and litigation and court costs, cost of property lien and all collection costs. Costs shall include interest on any unpaid balance as permitted by law.

F-G. “Premise” means any lot, tract, parcel, or land area, building or structure in whole or in part and any appurtenances thereto in whole or in part, whether improved or unimproved. Premises include adjacent sidewalks, parking strips, planter strips, ingresses and egresses, alleys, curbs, drains, gutters, right-of-ways, roundabouts adjacent to any land or building, in whole or in part.

G-H. “RCW” means Revised Code of Washington as enacted, or further amended or recodified.

~~H.I.~~ “Responsible person” means the premise owner, occupant, or person or entity having legal control over use of the premise. More than one person or entity can be a responsible person.

~~H.J.~~ “Violation” shall mean any act or failure to act contrary to a code provision.

1.20.020 – Violations.

A. ~~Every person must comply with the City code and violation of a code provision is unlawful and may constitute a crime. The violation of any code section shall be unlawful.~~
The City may enforce code violations at its sole discretion, through any available means, and is not required to act in any particular order or method.

B. Each day or partial day during which a code violation occurs, exists, or continues is a separate violation or offense.

~~B.C.~~ Generally, a first-time violator will receive a verbal or written Correction Notice, a second violation will result in a Notice of Civil Violation with a fine assessed, a third violation will result in a Civil Infraction filed in court, and a forth and subsequent violation will result in a criminal charge.

~~C.~~ Enforcement provisions of this code govern unless another more specific provision applies and the City elects to enforce the more specific provision.

1.20.030 – Responsibility for code violations.

A. ~~It is unlawful for any person to violate any code provision.~~ The owner of any ~~property or~~ premise the subject of a violation is responsible for the violation, regardless of whether the owner had knowledge of the violation and, in addition to any other violator.

B. An adult who is the parent, guardian, or responsible for the care or supervision of a person under the age of 17 ~~years of age~~ or a dependent person shall be liable for any code violation committed by the juvenile or dependent person, regardless of whether the adult had knowledge of the violation and, in addition to the juvenile or dependent person.

1.20.040 - Enforcement provisions. Whenever a code enforcement officer determines a code violation has occurred, is occurring, or is reasonably likely to occur, the code enforcement officer may enforce the code using one, a combination of more than one, or all of the actions in this section, or may elect to enforce the code using summary abatement procedures provided in this chapter or any other CPMC provision, or any other remedy at law. There is no requirement that any one action must be taken or concluded prior to any other action taken. The City may, at its sole discretion, enforce a stricter remedy contained in another title, chapter, or section of the

CPMC or any other law in lieu of or in addition to this chapter. All monetary penalties are in addition to all other financial remedies available to the City.

A. *Correction Notice.* Upon a determination of a code violation, code enforcement officer may notify the responsible ~~person~~party of the violation and request the responsible ~~party~~person to correct the violation. A correction notice may be verbal or ~~in~~in writing.

B. *Notice of Civil Violation.*

1. Upon determination of a code violation, the code enforcement officer may issue a notice of civil violation and order the responsible person to remedy or abate the violation and to pay a monetary penalty.

2. Penalty. Generally:

- a. First offense – Civil Infraction 1;
- b. Second offense within 12 months – Civil Infraction 2;
- c. Third and subsequent offense within 12 month period – Civil Infraction 3.

~~d. Unless governed by applicable CPMC section, a fine of not more than \$250 shall be assessed.~~

3. Payment of the fine must be made on or before 14 days after service of ~~N~~Civil ~~V~~Iolation.

4. A ~~N~~Civil ~~V~~Iolation is a final determination that a code violation occurred and may only be contested pursuant to this chapter.

C. *Civil Infraction.*

1. Upon ~~determination of a code violation~~, the code enforcement officer~~'s~~ ~~determination of a code violation, the officer~~ may issue a ~~C~~Civil ~~I~~Infraction to the responsible person and, within 72 hours, except Saturdays, Sundays and holidays, filing the infraction with the Walla Walla District Court (or other ~~c~~Court with jurisdiction). Notice of the infraction shall be provided by applicable ~~c~~Court ~~r~~Rule.

2. Penalty. Unless ~~another governed by~~ applicable CPMC section permits or requires a fine of more than the amount designated pursuant to the City's established code violation civil infraction fee, a fine shall be assessed as follows:

- a. First ~~day of each violation offense~~ – ~~\$250 (Class 3 C~~Civil ~~I~~Infraction 1);

- b. Second ~~offense within 12 months~~~~day of each violation~~ – \$500 (Class 2 ~~Ceivil~~ Infraction 2);
 - c. Third and ~~subsequent each additional day beyond the third day of each~~ violation – ~~C\$1000 (Class 1 eivil i~~nfraction 3).
3. Any contestation of a civil infraction shall be adjudicated in the court in which the infraction was filed.

D. *Criminal Citation.*

1. Upon a determination of a code violation, the code enforcement officer~~s~~ ~~determination of a criminal code violation, the officer~~ may file a criminal charge in court on behalf of the City alleging criminal code violation by the responsible ~~party~~person. Code enforcement officer may initiate a criminal citation proceeding for a code violation by issuing a criminal citation to the responsible ~~party~~person and, within 72 hours, except Saturdays, Sundays and holidays, filing the citation with the Walla Walla District Court (or other ~~c~~Court with jurisdiction). For violations which do not occur in the presence of a code enforcement officer, the officer may request the ~~c~~Court issue a summons upon filing a written statement that he or she has probable cause to believe that a citation was committed. Notice of the citation shall be provided pursuant to ~~c~~Court ~~R~~ule.

~~2.~~2. Criminal code violations, unless another applicable CPMC section requires, generally, a first offense shall be ~~either a~~ misdemeanor and a second offense within 12 months shall be a ~~or~~ gross misdemeanors punishable as provided by law~~.~~

~~3.~~2. Any contestation of a criminal citation shall be adjudicated in the court in which the citation was filed.

E. *Stop Work Orders.*

1. Upon the code enforcement officer's determination of a code violation requiring activities to cease, the officer may cause a Stop Work Order/Notice to be conspicuously posted on the premises directing all activity to stop until and unless the activity is in compliance with the code.
2. A Stop Work Order/Notice posted pursuant to this chapter is a final determination that a code violation has occurred.
3. Notice of the Stop Work Order/Notice with the information required in 1.20.030 shall be served on the responsible person.

4. Monetary penalties shall be assessed as required by applicable CPMC or fee schedule.

5. A Stop Work Order/Notice decision is final and may only be appealed by filing a notice of appeal within 14 days of posting of the Stop Work Order/Notice with the Hearing Examiner issued pursuant to this chapter, shall be appealed pursuant to Chapter 2.50 – Hearing Examiner and;

5.6. Cost for Hearing Examiner appeal shall be the responsibility of the appealing person as set by the City fee schedule.

B. *Permit or License Revocation or Suspension.* Except where otherwise required by specific provisions of CPMC,

1. The code enforcement officer may revoke, with or without prior notice, a City issued permit or license upon a finding of a code violation or violation of any term or condition of the permit or license.
2. The code enforcement officer shall, where practicable, post upon the premises a notice of revocation and shall cause a notice of the revocation or suspension with the information required in 1.20.030 to be served on the responsible person.
3. Notice of the permit or license revocation or suspension with the information required in 1.20.030 shall be served on the responsible person.
4. Monetary penalties shall be assessed as required by applicable CPMC.
5. A permit or license revocation or suspension pursuant to this chapter, may only be appealed pursuant to this chapter, unless a more specific code section requires an appeal to the Hearing Examiner under chapter 2.50.

1.20.0530 – Response to Enforcement.

A. *Correction Notice.* Responsible ~~party~~person must correct or abate the code violation identified in the correction notice and provide proof thereof to the code enforcement officer within the time frame indicated.

B. *Notice of Civil Violation.* Responsible ~~party~~person must:

1. Correct or abate the code violation identified in the correction notice and provide proof thereof to the code enforcement officer within the time frame indicated; and
2. Within fourteen (14) days of notice of civil violation, pay the fine assessed; ~~or~~and may.

3. Within fourteen (14) days of notice of civil violation, appeal the notice pursuant to this chapter.

C. *Civil Infraction*. Civil infractions are governed by Walla Walla District Court rules and procedure.

D. *Criminal Citation*. Criminal citations are governed by Walla Walla District Court rules and procedure.

E. *Stop Work Order/Notice*. Responsible ~~party~~person must

1. Immediately cease all work or activity identified by the order or notice; and

2. ~~N-and may not~~ resume work or activity until the code enforcement officer determines that ~~all~~ code violations are corrected or abated; and

~~4.3. Within fourteen (14) days of the order or notice, pay the fine assessed; and~~ may

~~2.4.~~ Appeal the order/notice to the Hearings Examiner pursuant to Chapter 2.50.

F. *Permit or License Revocation or Suspension*. Responsible ~~party~~person must:

1. Immediately cease all activity or work done pursuant to the permit or license;

2. ~~N-and may not~~ resume work or activity until permit or license is reinstated or reissued; and

~~4.3. Within fourteen (14) days of the revocation or suspension; all code violations are corrected or abated; and~~ may

~~2.4.~~ Appeal the revocation or suspension pursuant to this chapter, except that, for revocations or suspensions of permit or license issued pursuant to the Title 14 – Unified Development Code, or Title 13 – Public Services or any other CPMC section which so requires, shall be appealed to the Hearing Examiner pursuant to Chapter 2.50.

1.20.03~~60~~ – Notice requirements.

A. All code violation notices shall contain the information substantially as follows:

1. Date or dates of violation or violations; and

2. Name and address of responsible person; and

3. Street address or other GIS property identification of the code violation; and

4. Description of the violation and reference to code section or sections violated; and
 5. Necessary corrective action to be taken, if any, and date by which action must be completed; and
 6. Fine, fee, or penalty assessed if applicable; and
 7. Appeal procedure if applicable.
- C. Code violation notices and other communication may also contain the following information:
1. Summary of enforcement actions, including potential additional enforcement actions, including but not limited to abatement by the City and criminal prosecution, the City may take if the violation is not remedied in the time provided for in a notice.
 2. Any other information deemed appropriate by the code enforcement officer.
- D. Stop Work orders, permit or license revocations or suspensions, or other administrative, legislative, or judicial actions physically posted at a premise pursuant to a code enforcement action are not required to contain the Notice requirements.

1.20.0570 – Service of notices.

- A. Method of Service. Unless permissible by an applicable more specific code section, service of notices and any other code enforcement related documents, (hereafter “noticedocument”) shall be done by one of the following methods, except that, services for documents filed in court shall be governed by court rule.
1. “Personal service” is by handing the noticedocument to the responsible person; or
 2. “Certified mail” is by mailing the noticedocument via USPS by certified mail, return receipt requested or delivery confirmation requested to the responsible person’s last known address; or
 3. “Posting on premises” is by posting the documentnotice in a conspicuous place on the premises; or
 4. “Publication” is, when the responsible partyperson cannot be served by any of the above methods, by publication of the noticedocument in a newspaper of general circulation. The City is only required to publish the document one time.
- B. Proof of Service. Proof of service shall be by written declaration under penalty of perjury executed by the person serving the documentsnotice, declaring the date, time and manner of service. If service was made by posting or publication, the proof of service shall include a statement as to the steps used in attempting to personally or by mail serve the

responsible ~~person~~^{party} and a photograph of the posting or affidavit of publication should be retained as documented proof.

1.20.0~~6~~⁵⁰ – Payment and collection of fines.

All fines or other monetary assessments must be paid on or before 14 days after service of notice of violation or demand for payment, except that payment for abatement costs shall be due on or before 30 days after ~~The~~ demand. The City may exercise all remedies, including using debt collection agencies to collect monies due.

1.20.0~~7~~⁶⁰ – Voluntary compliance agreements.

- A. At the code enforcement officer's discretion, the City may enter into a voluntary agreement with the responsible person to correct or abate the code violation. The responsible person must consent to and permit inspection of the premises by the code enforcement officer prior to the City entering into a voluntary compliance agreement.
- B. A voluntary compliance agreement must include the following:
 1. Name and address of responsible person; and
 2. Address or other GIS identification of the subject property; and
 3. Description of the violation and reference to the applicable code section; and
 4. Agreement by the responsible ~~party~~^{person} that:
 - a. The code violation exists and needs correction or abatement;
 - b. The responsible person is responsible for the code violation;
 - c. The responsible person will correct or abate the violation;
 - d. The responsible person will correct or abate the violation in compliance with all conditions in the agreement, including but not limited to, the date and time by which the correction or abatement needs to be completed;
 - e. The responsible person will grant access to inspect the premises to the code enforcement officer to confirm whether the violation has been corrected or abated.
 - f. The responsible person waives any and all rights to challenge or appeal the code violation determination or the correction or abatement requirement;
 - g. Upon failure in whole or in part by the responsible ~~party~~^{person} to comply with the voluntary compliance agreement, the City may take any steps to correct or abate the violation and recover any and all necessary and reasonable costs and may assess a monetary penalty pursuant to this chapter that the responsible person must pay; and
 - g.h. All other conditions or requirement which need to be met by the responsible person to comply with the agreement-

- C. Administrative review of compliance. Within five business days after the responsible person notifies the code enforcement officer of completion of the correction or abatement required under the voluntary correction agreement, the officer shall inspect the premises and determine if the correction or abatement is complete. If the code enforcement officer determines the abatement or correction is not complete, the responsible person shall have five days to file an appeal pursuant to 1.20.090X0 below. The only subject of the appeal will be whether the responsible person has complied with the voluntary compliance agreement.
- D. Extension of time. The code enforcement officer may extend the date and time for which the responsible ~~party~~person must correct or abate the violation based on good cause shown for such extension. Any extension must be an agreement in writing. Any extension does not alleviate any obligation of the responsible ~~party~~person to abate or correct the code violation.
- E. Abatement by the City. The City may abate the violation in accordance with 1.20.110 ~~section xxx~~ if one or more of the terms of the voluntary compliance agreement has not been met or the responsible person fails to notify the City of compliance within the designated time.
- F. Violation of compliance agreement. Failure to comply with any term of the voluntary compliance agreement is a Class 3 infraction for the first day of noncompliance. Failure to comply is a Class 2 infraction for an additional day of noncompliance. For each day thereafter, it is a Class 3 infraction.

1.20.0860 – Appeal

Unless required by another more specific code provision or by a preemptive state or federal law, a responsible person may appeal a determination of code violation as follows:

- A. No later than fourteen (14) days from the date of service of the code enforcement officer's final decision~~notice of violation~~, the responsible person must submit to the City, in writing, a brief statement setting forth why the determination of a code violation was in error, by hand delivery or USPS mail to the City Clerk or code enforcement officer along with any and all information or materials the responsible person wants the City to consider.
- B. Within fourteen days (14) of receipt of a timely appeal, the ~~City Administrator~~individual designated to review the code enforcement appeal will review all of the information provided by the responsible person as well as the code enforcement officer's record of the violation and shall issue a final written decision and cause said decision to be served on the responsible ~~party~~person.
- C. The ~~City Administrator's~~ decision on appeal will be final and any appeal therefrom shall be to the Walla Walla District Court or, if Walla Walla District Court does not have jurisdiction, to the Walla Walla Superior Court.
- D. Upon appeal to cCourt, the City shall provide~~cause~~ a copy of the record of code violation determination, ~~and appeal, and decision to be provided to~~ the cCourt.

- E. If the City's determination is upheld by the Court, the responsible ~~party~~person will pay the City for any and all costs ~~the City~~ incurred for the appeal process, including but not limited to attorneys' fees.
- F. An appeal of a determination of code violation does not grant any person or entity the authority to continue to violate any code provision or grant a reprieve from complying with any code provision. Any continued violation or new violation during an appeal period may constitute a new violation for which the City may enforce compliance, including assessing monetary penalties.

1.20.0960 – Abatement.

- A. Summary ~~a~~Abatement. Whenever the code enforcement officer determines a code violation constitutes or is likely to constitute an immediate threat to public health, safety, or welfare, ~~or constitutes a risk of substantial damage to public health, safety, or welfare~~ the City, without prior notice, may take any and all reasonably necessary steps to abate the threat. Notice of abatement shall be given to the responsible person as soon as reasonably possible after the abatement. ~~The responsible person shall pay all necessary and reasonable costs within thirty (30) days of demand by the City and failure to do so may result in a lien on the premises.~~
- B. Abatement by the City. The City may abate or correct a code violation upon failure of the responsible person to do so as required by this chapter, ~~or~~ any other code provision, ~~or~~ pursuant to Chapter 7.48 RCW as enacted or further amended or recodified or with consent of the responsible ~~party~~person.
- ~~B-C.~~ Abatement action. The City has sole authority to determine the nature and extent of abatement and the personnel, tools, equipment and supplies necessary to abate the violation. The City may use its employees, equipment, tools and supplies to abate the violation or may contract for or use any other services for abatement
- ~~C-D.~~ Recovery of costs. For any abatement by the City action, in part or in whole, the City is entitled to recover any and all reasonable and necessary costs ~~of abatement~~ from the responsible ~~party~~person. Costs of abatement shall be due and payable by the responsible ~~party~~person and, if not paid within thirty (30) days of the City's demand.
- E. Lien on premises. All abatement costs not paid within thirty (30) days of demand may become a lien on the property where the code violation was abated.
- ~~D.~~ No claim or cause of action may be had against the City or its officers, agents, or employees for actions taken to abate a code violation ~~prevent the threat. The City is not entitled to recover costs of abatement, except for necessary and reasonable costs incurred after the responsible party person was notified of the code violation or after the responsible person reasonably should have known of the code violation~~

E.F. 1.20.100070 – **Obstruction of code enforcement.** Any person who obstructs a code enforcement officer from performing the officer's duties or obstructs or hinders any City abatement or correction of code violation activity is guilty of a misdemeanor punishable as proscribed by law.

Chapter 1.20 – Code Enforcement

1.20.005 – Preamble

1.20.010 – Definitions

1.20.020 – Violations

1.20.030 – Responsibility for code violations

1.20.040 – Enforcement provisions

1.20.050 – Response to enforcement

1.20.060 – Notice requirements

1.20.070 – Service of notice

1.20.080 – Payment and collection of fines

1.20.090 – Voluntary compliance agreements

1.20.100 – Appeal

1.20.110 – Abatement

1.20.120 – Obstruction of code enforcement officer

1.20.005 – Preamble

A. Purpose.

1. The purpose of this chapter is for a uniform administrative procedure to enforce City code to create and promote a healthy, safe, and viable community for the welfare of the public.
2. The purpose of this chapter is also to supplement and not to replace all other enforcement provisions of the CPMC.

B. Applicability. This chapter may be used to enforce CPMC in lieu of or in addition to any specific enforcement provision within any other title or chapter. Any other enforcement authority may also be used by the City in lieu of or in addition to this chapter or any other enforcement provision within any other title or chapter. In the event of any conflict between this Chapter and any other law, the code enforcement officer has the authority to enforce the more strict applicable law or penalty or both, otherwise, this Chapter shall control.

C. Alternative or additional remedies. Nothing in this Chapter limits the City's remedies available at law and the exercise of one or more enforcement action or remedy does not prevent exercise of any other action or remedy.

- D. Public duty. Nothing in this Chapter affords any one person or group of people any benefit or places upon the City a duty to any one person or group of people. Any duty created by this Chapter is a general duty to the public as a whole.

1.20.010 – Definitions. Words shall have their ordinary and common meaning, except that, unless the context otherwise indicates, shall have the following meanings:

- A. “Abate/Abatement” means to stop or the stopping of a nuisance or to prevent the creation or resumption of a nuisance, including but not limited to, proper cleanup, disposal, storage, removal, repair, or maintenance.
- B. “Code enforcement officer” means the chief of police, fire chief, community development director, code enforcement officer or their designee(s).
- C. “CPMC” or “Code” means College Place Municipal Code as enacted or further amended or recodified and any reference to a specific title, chapter or section shall be as enacted or further amended or recodified.
- D. “Gross misdemeanor” means a criminal offense punishable by up to three hundred and sixty-four (364) days in jail or up to a \$5000 fine or both or as required under RCW 9A.20.020 and as amended or recodified.
- E. “Misdemeanor” means a criminal offense punishable by up to 90 days in jail or up to a \$1000 fine or both as required under RCW 9A.20.020 and as amended or recodified.
- F. “Necessary and reasonable costs” means the expenses incurred by the City to defend a code violation final decision, and shall include the cost to abate a violation including, but not be limited to, enforcement costs, cost of providing notice, administrative costs, personnel costs, cost of paying prevailing wages to public works employees, or contractors, hauling, storage, and disposal costs, environmental costs attorney’s fees and litigation and court costs, cost of property lien and all collection costs. Costs shall include interest on any unpaid balance as permitted by law.
- G. “Premise” means any lot, tract, parcel, or land area, building or structure in whole or in part and any appurtenances thereto in whole or in part, whether improved or unimproved. Premises include adjacent sidewalks, parking strips, planter strips, ingresses and egresses, alleys, curbs, drains, gutters, right-of-ways, roundabouts adjacent to any land or building, in whole or in part,
- H. “RCW” means Revised Code of Washington as enacted, or further amended or recodified.

- I. “Responsible person” means the premise owner, occupant, or person or entity having legal control over use of the premise. More than one person or entity can be a responsible person.
- J. “Violation” shall mean any act or failure to act contrary to a code provision.

1.20.020 – Violations.

- A. Every person must comply with the City code and violation of a code provision is unlawful and may constitute a crime. The City may enforce code violations at its sole discretion, through any available means, and is not required to act in any particular order or method.
- B. Each day or partial day during which a code violation occurs, exists, or continues is a separate violation or offense.
- C. Generally, a first-time violator will receive a verbal or written Correction Notice, a second violation will result in a Notice of Civil Violation with a fine assessed, a third violation will result in a Civil Infraction filed in court, and a fourth and subsequent violation will result in a criminal charge.

1.20.030 – Responsibility for code violations.

- A. The owner of any premise the subject of a violation is responsible for the violation, regardless of whether the owner had knowledge of the violation and, in addition to any other violator.
- B. An adult who is the parent, guardian, or responsible for the care or supervision of a person under the age of 17 or a dependent person shall be liable for any code violation committed by the juvenile or dependent person, regardless of whether the adult had knowledge of the violation and, in addition to the juvenile or dependent person.

1.20.040 - Enforcement provisions. Whenever a code enforcement officer determines a code violation has occurred, is occurring, or is reasonably likely to occur, the code enforcement officer may enforce the code using one, a combination of more than one, or all of the actions in this section, or may elect to enforce the code using summary abatement procedures provided in this chapter or any other CPMC provision, or any other remedy at law. There is no requirement that any one action must be taken or concluded prior to any other action taken. The City may, at its sole discretion, enforce a stricter remedy contained in another title, chapter, or section of the CPMC or any other law in lieu of or in addition to this chapter. All monetary penalties are in addition to all other financial remedies available to the City.

A. *Correction Notice.* Upon a determination of a code violation, code enforcement officer may notify the responsible person of the violation and request the responsible person to correct the violation. A correction notice may be verbal or written.

B. *Notice of Civil Violation.*

1. Upon determination of a code violation, the code enforcement officer may issue a notice of civil violation and order the responsible person to remedy or abate the violation and to pay a monetary penalty.
2. Penalty. Generally:
 - a. First offense – Civil Infraction 1;
 - b. Second offense within 12 months – Civil Infraction 2;
 - c. Third and subsequent offense within 12 months – Civil Infraction 3.
3. Payment of the fine must be made on or before 14 days after service of Notice of Civil Violation.
4. A Notice of Civil Violation is a final determination that a code violation occurred and may only be contested pursuant to this chapter.

C. *Civil Infraction.*

1. Upon determination of a code violation, the code enforcement officer may issue a Civil Infraction to the responsible person and, within 72 hours, except Saturdays, Sundays and holidays, filing the infraction with the Walla Walla District Court (or other court with jurisdiction). Notice of the infraction shall be provided by applicable court rule.
2. Penalty. Unless another applicable CPMC section permits or requires a fine of more than the amount designated pursuant to the City's established code violation civil infraction fee, a fine shall be assessed as follows:
 - a. First offense – Civil Infraction 1;
 - b. Second offense within 12 months – Civil Infraction 2);
 - c. Third and subsequent violation – Civil Infraction 3.
3. Any contestation of a civil infraction shall be adjudicated in the court in which the infraction was filed.

D. *Criminal Citation.*

1. Upon a determination of a code violation, the code enforcement officer may file a criminal charge in court on behalf of the City alleging criminal code violation by the responsible person. Code enforcement officer may initiate a criminal citation proceeding for a code violation by issuing a criminal citation to the responsible person and, within 72 hours, except Saturdays, Sundays and holidays, filing the citation with the Walla Walla District Court (or other court with jurisdiction). For violations, which do not occur in the presence of a code enforcement officer, the officer may request the court issue a summons upon filing a written statement that he or she has probable cause to believe that a citation was committed. Notice of the citation shall be provided pursuant to court rule.

Criminal code violations, unless another applicable CPMC section requires, generally, a first offense shall be a misdemeanor and a second offense within 12 months shall be a gross misdemeanors punishable as provided by law

2. Any contestation of a criminal citation shall be adjudicated in the court in which the citation was filed.

E. *Stop Work Orders.*

1. Upon the code enforcement officer's determination of a code violation requiring activities to cease, the officer may cause a Stop Work Order/Notice to be conspicuously posted on the premises directing all activity to stop until and unless the activity is in compliance with the code.
2. A Stop Work Order/Notice posted pursuant to this chapter is a final determination that a code violation has occurred.
3. Notice of the Stop Work Order/Notice with the information required in 1.20.030 shall be served on the responsible person.
4. Monetary penalties shall be assessed as required by applicable CPMC or fee schedule.
5. A Stop Work Order/Notice decision is final and may only be appealed by filing a notice of appeal within 14 days of posting of the Stop Work Order/Notice with the Hearing Examiner pursuant to Chapter 2.50 – Hearing Examiner and;
6. Cost for Hearing Examiner appeal shall be the responsibility of the appealing person as set by the City fee schedule.

B. *Permit or License Revocation or Suspension.* Except where otherwise required by specific provisions of CPMC,

1. The code enforcement officer may revoke, with or without prior notice, a City issued permit or license upon a finding of a code violation or violation of any term or condition of the permit or license.
2. The code enforcement officer shall, where practicable, post upon the premises a notice of revocation and shall cause a notice of the revocation or suspension with the information required in 1.20.030 to be served on the responsible person.
3. Notice of the permit or license revocation or suspension with the information required in 1.20.030 shall be served on the responsible person.
4. Monetary penalties shall be assessed as required by applicable CPMC.
5. A permit or license revocation or suspension pursuant to this chapter may only be appealed pursuant to this chapter, unless a more specific code section requires an appeal to the Hearing Examiner under chapter 2.50.

1.20.050 – Response to Enforcement.

- A. *Correction Notice.* Responsible person must correct or abate the code violation identified in the correction notice and provide proof thereof to the code enforcement officer within the time frame indicated.
- B. *Notice of Civil Violation.* Responsible person must:
 1. Correct or abate the code violation identified in the correction notice and provide proof thereof to the code enforcement officer within the time frame indicated; and
 2. Within fourteen (14) days of notice of civil violation, pay the fine assessed; and may,
 3. Within fourteen (14) days of notice of civil violation, appeal the notice pursuant to this chapter.
- C. *Civil Infraction.* Civil infractions are governed by Walla Walla District Court rules and procedure.
- D. *Criminal Citation.* Criminal citations are governed by Walla Walla District Court rules and procedure.
- E. *Stop Work Order/Notice.* Responsible person must
 1. Immediately cease all work or activity identified by the order or notice; and

2. Not resume work or activity until the code enforcement officer determines that code violations are corrected or abated; and
3. Within fourteen (14) days of the order or notice, pay the fine assessed; and may
4. Appeal the order/notice to the Hearings Examiner pursuant to Chapter 2.50.

F. *Permit or License Revocation or Suspension.* Responsible person must:

1. Immediately cease all activity or work done pursuant to the permit or license;
2. Not resume work or activity until permit or license is reinstated or reissued; and
3. Within fourteen (14) days of the revocation or suspension; ; and may
4. Appeal the revocation or suspension pursuant to this chapter, except that, for revocations or suspensions of permit or license issued pursuant to the Title 14 – Unified Development Code, or Title 13 – Public Services or any other CPMC section which so requires, shall be appealed to the Hearing Examiner pursuant to Chapter 2.50.

1.20.060 – Notice requirements.

A. All code violation notices shall contain the information substantially as follows:

1. Date or dates of violation or violations; and
2. Name and address of responsible person; and
3. Street address or other GIS property identification of the code violation ; and
4. Description of the violation and reference to code section or sections violated; and
5. Necessary corrective action to be taken, if any, and date by which action must be completed; and
6. Fine, fee, or penalty assessed if applicable; and
7. Appeal procedure if applicable.

C. Code violation notices and other communication may also contain the following information:

1. Summary of enforcement actions, including potential additional enforcement actions, including but not limited to abatement by the City and criminal prosecution.

2. Any other information deemed appropriate by the code enforcement officer.
- D. Stop Work orders, permit or license revocations or suspensions, or other administrative, legislative, or judicial actions physically posted at a premise pursuant to a code enforcement action are not required to contain the Notice requirements.

1.20.070 – Service of notices.

- A. Method of Service. Unless permissible by an applicable more specific code section, service of notices and any other code enforcement related documents, (hereafter “notice”) shall be done by one of the following methods, except that, services for documents filed in court shall be governed by court rule.
1. “Personal service” is by handing the notice to the responsible person; or
 2. “Certified mail” is by mailing the notice via USPS by certified mail, return receipt requested or delivery confirmation requested to the responsible person’s last known address; or
 3. “Posting on premises” is by posting the notice in a conspicuous place on the premises; or
 4. “Publication” is, when the responsible person cannot be served by any of the above methods, by publication of the notice in a newspaper of general circulation. The City is only required to publish the document one time.
- B. Proof of Service. Proof of service shall be by written declaration under penalty of perjury executed by the person serving the notice, declaring the date, time and manner of service. If service was made by posting or publication, the proof of service shall include a statement as to the steps used in attempting to personally or by mail serve the responsible person and a photograph of the posting or affidavit of publication should be retained.

1.20.060 – Payment and collection of fines.

All fines or other monetary assessments must be paid on or before 14 days after service of notice of violation or demand for payment, except that payment for abatement costs shall be due on or before 30 days after demand. The City may exercise all remedies, including using debt collection agencies to collect monies due.

1.20.070 – Voluntary compliance agreements.

- A. At the code enforcement officer’s discretion, the City may enter into a voluntary agreement with the responsible person to correct or abate the code violation. The responsible person must consent to and permit inspection of the premises by the code enforcement officer prior to the City entering into a voluntary compliance agreement.
- B. A voluntary compliance agreement must include the following:
1. Name and address of responsible person; and

2. Address or other GIS identification of the subject property; and
 3. Description of the violation and reference to the applicable code section; and
 4. Agreement by the responsible person that:
 - a. The code violation exists and needs correction or abatement;
 - b. The responsible person is responsible for the code violation;
 - c. The responsible person will correct or abate the violation;
 - d. The responsible person will correct or abate the violation in compliance with all conditions in the agreement, including but not limited to, the date and time by which the correction or abatement needs to be completed;
 - e. The responsible person will grant access to inspect the premises to the code enforcement officer to confirm whether the violation has been corrected or abated.
 - f. The responsible person waives any and all rights to challenge or appeal the code violation determination or the correction or abatement requirement;
 - g. Upon failure in whole or in part by the responsible person to comply with the voluntary compliance agreement, the City may take any steps to correct or abate the violation and recover any and all necessary and reasonable costs and may assess a monetary penalty pursuant to this chapter that the responsible person must pay; and
 - h. All other conditions or requirement which need to be met by the responsible person to comply with the agreement
- C. Administrative review of compliance. Within five business days after the responsible person notifies the code enforcement officer of completion of the correction or abatement required under the voluntary correction agreement, the officer shall inspect the premises and determine if the correction or abatement is complete. If the code enforcement officer determines the abatement or correction is not complete, the responsible person shall have five days to file an appeal pursuant to 1.20.090 below. The only subject of the appeal will be whether the responsible person has complied with the voluntary compliance agreement.
- D. Extension of time. The code enforcement officer may extend the date and time for which the responsible person must correct or abate the violation based on good cause shown for such extension. Any extension must be an agreement in writing. Any extension does not alleviate any obligation of the responsible person to abate or correct the code violation.
- E. Abatement by the City. The City may abate the violation in accordance with 1.20.110 if one, more of the terms of the voluntary compliance agreement has not been met, or the responsible person fails to notify the City of compliance within the designated time.
- F. Violation of compliance agreement. Failure to comply with any term of the voluntary compliance agreement is a Class 3 infraction for the first day of noncompliance. Failure

to comply is a Class 2 infraction for an additional day of noncompliance. For each day thereafter, it is a Class 3 infraction.

1.20.080 – Appeal

Unless required by another more specific code provision or by a preemptive state or federal law a responsible person may appeal a determination of code violation as follows:

- A. No later than fourteen (14) days from the date of service of the final decision, the responsible person must submit to the City, in writing, a brief statement setting forth why the final decision was in error by hand delivery or USPS mail to the City Clerk or code enforcement officer along with any and all information or materials the responsible person wants the City to consider.
- B. Within fourteen days (14) of receipt of a timely appeal, the individual designated to review the code enforcement appeal will review all of the information provided by the responsible person as well as the code enforcement officer's record of the violation and shall issue a final written decision and cause said decision to be served on the responsible person.
- C. The decision on appeal will be final and any appeal therefrom shall be to the Walla Walla District Court or, if Walla Walla District Court does not have jurisdiction, to the Walla Walla Superior Court.
- D. Upon appeal to court, the City shall provide a copy of the record of code violation determination, appeal, and decision to the court.
- E. If the Court upholds the City's determination, the responsible person will pay the City for all costs the City incurred for the appeal process, including but not limited to attorneys' fees.
- F. An appeal of a determination of code violation does not grant any person or entity the authority to continue to violate any code provision or grant a reprieve from complying with any code provision. Any continued violation or new violation during an appeal period may constitute a new violation for which the City may enforce compliance, including assessing monetary penalties.

1.20.090 – Abatement.

- A. Summary abatement. Whenever the code enforcement officer determines a code violation constitutes or is likely to constitute an immediate threat to public health, safety, or welfare, or constitutes a risk of substantial damage to public health, safety, or welfare the City, without prior notice, may take all reasonably necessary steps to abate the threat. Notice of abatement shall be given to the responsible person as soon as reasonably possible after the abatement.
- B. Abatement by the City. The City may abate or correct a code violation upon failure of the responsible person to do so as required by this chapter, any other code provision, or

pursuant to Chapter 7.48 RCW as enacted or further amended or recodified or with consent of the responsible person.

- C. Abatement action. The City has sole authority to determine the nature and extent of abatement and the personnel, tools, equipment and supplies necessary to abate the violation. The City may use its employees, equipment, tools and supplies to abate the violation or may contract for or use any other services for abatement
- D. Recovery of costs. For any abatement by the City, in part or in whole, the City is entitled to recover any and all reasonable and necessary costs of abatement from the responsible person, including but not limited to administrative costs, cost of service of notice, cleanup, removal, storage, or disposal costs, employee and contractor costs, collection costs and attorneys' fees and costs. Costs of abatement shall be due and payable by the responsible person and, if not paid within thirty (30) days of the City's demand.
- E. Lien on premises. All abatement costs not paid within thirty (30) days of demand may become a lien on the property where the code violation was abated.
- F. No claim or cause of action may be had against the City or its officers, agents, or employees for actions taken to abate a code violation.

1.20.100 – Obstruction of code enforcement. Any person who obstructs a code enforcement officer from performing the officer's duties, or obstructs or hinders any City abatement or correction of code violation activity is guilty of a misdemeanor punishable as proscribed by law.

8.25.005 Nuisance Regulation.

- A. Purpose and intent. The purpose and intent of this chapter is to create and maintain a safe and healthy community environment for the public welfare by defining nuisances, prohibiting nuisances, and providing for nuisance abatement. It is also the purpose and intent of this chapter to combat devaluation of property.
- B. No duty or benefit created. This chapter does not confer a benefit to any one person, entity or group of people or entities, and confers only benefit to the public as a whole. This chapter does not place a specific duty upon the City to act or not act in any particular way and the City's duty herein is to the public as a whole. The City retains the discretion at all times to enforce or not enforce this chapter.
- C. Authority. The City code enforcement officer has the discretion to determine and designate any and all nuisances and abatement thereof, and to enforce this code.
- D. Remedies reserved. Nothing in this chapter limits any and all other remedy or remedies available to the City under the law. Nothing in this chapter shall serve to preempt any other exercise of legal authority and the City is not required to act pursuant to any other law prior to exercising legal authority under this chapter.
- E. Applicability. This chapter shall apply to all persons and entities and shall apply to all property and premises within the City of College Place. For any person under the age of 18~~6~~, or any dependent person, their parent or guardian shall be responsible for the acts or omissions of their children or dependent as if they have committed the nuisance under this chapter. The owner is responsible to maintain their premises nuisance free regardless of who causes the nuisance.
- F. Reference to other laws or rules. Any and all reference to the Revised Code of Washington, Washington Administrative Code, any other local, state, or federal law, code or rule shall include any and all amendments or recodification thereof, however prior versions shall remain in full force and effect for acts or omissions that occur prior to any amendment or recodification.

8.24.010 – Definitions. Words shall have their ordinary and common meaning, except that, unless the context otherwise indicates, shall have the following meanings:

- A. “Attractive Nuisance” means a condition, use, or presence of any item which is dangerous in itself, which is attractive or enticing to young children or developmentally disabled person and the condition, use, or presence of an item was left unguarded and exposed at a place to which children or developmentally disabled person may, out of curiosity, be attracted.

A.B. “Building materials” ~~shall mean~~ any and all natural and manufactured new, used, repurposed or damaged material used to build, construct, renovate, restore, preserve, remove, repair, modify, demolish, bury or cover, or destroy any permanent, temporary or transitory structure or improvement to real property, in whole or in part, such as lumber, paint, concrete, insulation, roofing materials, and the like and tools or equipment used for building activities.

B.C. “Criminal street gang” shall have the same meaning as in RCW 9.94A.030 as enacted or further amended or recodified.

C.D. “Chronic nuisance property” means premises on which, two or more times within a 12-month period, a court has issued a search warrant or has made a finding of probable cause that any of the following exists or has existed:

1. A “most serious offense” as defined in chapter 9.94A RCW;
2. A “drug related activity” as defined in RCW 59.18.130 and chapters 69.41, 69.40, or 69.52 RCW;
3. A “gang related activity” as defined in RCW 59.18.030 or a “criminal street gang-related offense” as defined in RCW 9.04A.030;
4. Any crime identified in Chapter 9A.36 RCW, Assault – Physical Harm;
5. Any crime identified in Chapter 9A.40 RCW, Kidnapping, Unlawful Imprisonment, Custodial Interference, Luring, Trafficking, and Coercion of Involuntary Servitude;
6. Any crime identified in Chapter 9A.46 RCW, Harassment;
7. Any crime identified in Chapter 9A.61 RCW, Defrauding a Public Utility;
8. Any crime identified in Chapter 9A.88 RCW, Indecent exposure – Prostitution;
9. Any crime identified in Chapter 9.41 RCW, Firearms and dangerous weapons;

E. “Dangerous Structure or Premises” means, dwelling, building, structure, and premise or portion or portions thereof which are unfit for human habitation or other use due to conditions that exist or are reasonably likely to exist which are dangerous or injurious to the health or safety of the occupants, users, neighboring structures or property, or the public, ~~as determined by the code enforcement officer~~. Such conditions may include, without limitations:

1. ~~O~~vergrown vegetation;
2. ~~A~~accumulation of building materials, ~~accumulation of~~ appliances, garbage, junk, ~~human or animal waste~~, or debris;
3. ~~Open wells~~, pits, ~~cistern~~ or holes;
4. ~~Condition such that upon the occurrence of a~~ fire, gas ~~leak~~, water ~~or wind event~~, ~~or wind~~, earthquake ~~would result in substantial damage to the premise or to neighboring or property or would pose a risk to any person~~;

5. ~~sediment, a~~ Presence of an attractive nuisance;

6. Slip and fall hazard;

7. ~~accident or other hazard, I~~ inadequate ventilation, light, egress and ingress or plumbing or sanitary facilities, dilapidation, disrepair, structural or other defects, damage from earthquake, flooding or other weather or event, deterioration, ~~vandalism,~~ inadequate or faulty construction, uncleanness, standing water, infestation, decay, mold or overcrowding;

10.8. ~~including but not limited to I~~ and use code or other law violation which creates a danger to life or property.

D.F. “Graffiti” means writing, painting, tagging, labeling, drawing, etching, scratching, scribing, incising, engraving, spraying, affixing, or any other defacing, of any inscription, figure, mark, or symbol of any type on any public or private property without express permission of the owner and means graffiti that constitutes a public nuisance regardless of permission by the owner.

G. “Graffiti implement or paraphernalia” means aerosol paint container, stencil, air brush, broad-tipped marker, etching equipment, paint stick, gum label, or any other device capable of generating graffiti.

E.H. “Junk yard” means the storing, keeping, buying, or selling scrap copper, brass, rope, rags, batteries, paper, trash, rubber debris, waste, or junked, dismantled, or wrecked vehicles, or parts thereof, iron, steel, and other old or scrap metal.

F.I. “Junk vehicle” means a vehicle meeting at least three of the following requirements:

1. Is three years old or older;
2. Is extensively damaged, such damage including, but not limited to, a buildup of debris or infestation or body damage that obstructs use, broken window, windshield or mirror, or damaged or unusable wheel, tire tail/headlight, bumper, door, motor or engine, transmission, steering part, suspension or brake part, frame or electrical system part or hull for any water vehicle.
3. Is apparently inoperable, or is missing major component part, including but not limited to: engine or motor, drive transmission or steering part, suspension or brake part, electrical part, body and chassis part or hull for any water vehicle;
4. Is without a required registration;
5. Has an approximate fair market value equal only to the approximate value, if any, of scrapping the vehicle;

6. Any other condition identified by code enforcement officer that contributes to the declaration of a junk vehicle.

"Junk vehicle" does not include a vehicle or part thereof that is completely enclosed in a building in a lawful manner and is not visible from the street or other public or private property. "Junk vehicle" does not include a vehicle or part thereof stored or parked in a lawful manner on private property in connection with a dismantler/motor vehicle wrecker/salvage or licensed vehicle dealer business in compliance with all applicable laws, including but not limited to zoning requirements.

~~Any vehicle as defined in this chapter can be a "Junk Vehicle".~~

~~G.J.~~ "Nuisance" in addition to those specifically identified in this chapter, shall mean any unreasonable or unlawful act, failure to act, or use of property resulting in or reasonably likely to result in unreasonable annoyance, endangerment, damage, inconvenience, discomfort, offense, interference of use of public or private property, endangerment to the health or safety of others, appreciable decrease in property value, or injury to another person, group of people, or to the public or injurious to the environment ~~and as determined by the code enforcement officer~~. Nuisance may be public, affecting a group or groups of people or private, affecting one or a few people.

~~H.K.~~ Class "A" Nuisances ~~s are~~ is, in addition to any specifically identified in this chapter, a nuisances which poses s or aisre likely to pose an immediate or imminent threat of harm another person, property, or the public, or poses s or areis likely to pose a threat of significant and irreparable harm to another person, property, or the public ~~as determined by the code enforcement officer~~.

~~H.L.~~ All other nuisances, either specifically identified in this chapter, in another title of this code, or by any other applicable law, not defined as a Class "A" Nuisance are Class "B" Nuisances.

~~J.M.~~ "Premises" means any lot, tract, parcel, or land area, building or structure in whole or in part and any appurtenances thereto in whole or in part, whether improved or unimproved. Premises include adjacent sidewalks, parking strips, planter strips, ingresses and egresses, alleys, curbs, drains, gutters, roundabouts, and right-of-ways adjacent to any land or building in whole or in part.

~~K.N.~~ "Public right of way" or "right of way" means any and all non-privately owned sidewalks, roads, streets, alleys, parking strips, round-a-bouts, curbs, ditches, drainage, walking or bike path and the like, in whole or in part.

~~L.O.~~ "Recreational fire" means cooking fires, ~~and~~ charcoal barbecues, ~~and~~ religious (Native American) fires.

N. “Vacant premise” means any premise, in whole or in part, which is unoccupied, unattended to, or not used for a period of more than 30 days.

O. “Vehicle” means any vehicle, car, boat, personal water craft, aircraft, recreational vehicle, motorhome, trailer, truck, van, bus, semi, motorcycle, tricycle or quad, moped, personal transportation vehicle, all-terrain vehicle, off-road vehicle, and special vehicle used for construction, agriculture, or other specialized purpose.

8.24.020 – Nuisances designated.

The following, unless permitted by law, are nuisances:

A. Dangerous structures~~s~~ or premises~~s~~.

B. Condition or use which obstructs, damages, or may obstruct or damage any right of way, including but not limited to sidewalks and drainage systems.

C. Condition or use which obstructs in whole or in part, any public sign or traffic signal, warning, or symbol, or unreasonably limits the visibility or poses any other safety threat to use of right of ways.

D. Junk vehicles~~s~~.

~~D.~~E. Junk yard.

E.~~F.~~ Any condition or use which does or is likely to obscure or impair access to any fire hydrant or other item used to suppress fire or impairs emergency access to any property, including right of ways.

F.~~G.~~ Any condition or use which does or is likely to obscure access to or hinders others’ use of any private or public utility, including but not limited to storm water system.

G.~~H.~~ Attractive nuisances~~s~~.

H.~~I.~~ Presence of any refrigerator, freezer, or other container in which an infant can fit and, when closed, becomes airtight, or restricts the flow of air or any other item posing a suffocation risk, such as plastic bags.

I. Any item, condition or use which poses a risk of fire, flames, combustion or explosion, except for legally possessed and stored items, including but not limited to overgrown or dry vegetation.

I.~~K.~~ Any item, condition or use which poses a risk of harm to person or property from a chemical spill, contamination, or infiltration or release of noxious gas or particles.

~~J.L.~~ Unsecured vacant premise.

~~K.M.~~ Broken or missing window or door, or faulty or temporary weather elements protection existing for more than 30 days after notification by the code enforcement officer.

~~L.N.~~ Garbage not in securely closed required receptacle.

~~M.O.~~ Unreasonable accumulation of recyclables or recyclables not stored in proper container.

~~N.P.~~ Any fire or burning other than recreational fires which do not unreasonably affect neighboring properties or the public. Any fire or burning of any kind during a government declared ban or other applicable order.

~~O.Q.~~ Graffiti not removed within 72 hours after request by code enforcement officer.

~~P.R.~~ Chronic nuisance property.

~~Q.S.~~ Aiming or pointing or using a laser at another person or animal that causes or may cause injury or property damage.

~~R.T.~~ Violation of City Uniform Development Code.

~~S.U.~~ Public right-of-way and City owned property care. The following, in addition to other right of way nuisances identified in this chapter, if on, in, above, or touching a public right of way or City owned property:

1. Causing water, snow, ice, rock, soil, vegetation, or yard waste to go onto, over or into City property or right of ways which creates or likely will create a condition dangerous to others or may damage or destroy any property;

2. Abandoning, storing, leaving, burying, repairing or burning, any item unless approved by the City, including but not limited to vehicles, appliances, furniture, machines, electronics, computers, ~~or~~ equipment, garbage, building materials, human, animal, yard or cooking waste, petroleum products, chemicals, recyclables, ashes, wood, and household items;

- ~~2.3. Blocking, in part or in whole, temporarily or permanently, of right-of-way;~~

- ~~3. Any condition which causes, or is likely to cause, an appreciable reduction in the value of property;~~

4. Any other condition as determined by the code enforcement officer;

5. Any condition or use in violation of the City Unified Development Code.

T.V. Unightly conditions: Visually offensive or unsightly item or condition which can be seen from the street or private or public property including but not limited to:

1. Animal carcass or part thereof;

~~2. Appliances;~~

~~3.2.~~ Household fixtures and items such as appliances, toilets, mattresses, vacuum cleaners and the like;

~~4.3.~~ Machinery, equipment or tools;

~~5.4.~~ Packing, shipping, or storage containers and materials;

~~6.5.~~ Garbage, debris, and refuse, whether recyclable or not;

~~7.6.~~ Excessive yard waste, burn waste or ashes;

~~8.7.~~ Human waste or sewage;

~~9.8.~~ Lewd matter as defined in RCW 7.48.050 ~~or as amended or recodified~~;

~~10.9.~~ Indoor furniture or outdoor furniture in disrepair;

~~11.10.~~ Food waste, except for composting;

~~12.11.~~ Vehicle undergoing repair or replacement of major part or parts, vehicle parts or accessories, vehicles not owned by the property owner advertised for sale or more than one vehicle for sale;

~~13.12.~~ Excessive animal waste;

~~14.13.~~ Excessive noxious weeds or overgrown vegetation;

14. Iron, steel, aluminum or other metal items;

15. Pallets, fencing parts, or wood;

16. Plastics or other petroleum-based products or food or beverage containers;

17. Clothing items, except for drying;

18. Personal hygiene items;

~~19. Vehicles undergoing repair or replacement of major part or parts;~~

~~20.~~^{19.} Building material visible from the street or any public or private property unless present in conjunction with a legal and permitted construction project and construction is ongoing, or in connection with a lawful business activity.

~~21.~~^{20.} Any unsightly condition as determined by the code enforcement officer.

~~22.~~^{21.} Any ~~item in~~ condition or use in violation of the City Uniform Development Code and as amended;

~~U.~~^{W.} Foul or obnoxious odor. Presence of any item or activity that produces or is likely to produce foul or obnoxious odor, including but not limited to:

1. Garbage, refuse, or debris;
2. Decomposing fauna in whole or in part, or other biological material;
3. Animal or human waste or sewage;
4. Standing water or liquid;
5. Food or cooking waste or compost;
6. Chemicals;
7. Any foul or obnoxious odor as determined by the code enforcement officer;
8. Any condition~~item~~ or use in violation of the City Uniform Development Code and as amended.

~~V.~~^{X.} Obnoxious or excessive light or glare. Any light or glare that can be seen from the street or private or other public property that is, obnoxious or offensive, including but not limited to:

1. Overly bright light or spot light directed off of source property;
2. Strobe or pulsing light;
3. Any obnoxious or excessive artificial light as determined by code enforcement officer;
4. Any violation of the City Uniform Development Code.

~~W.~~^{Y.} Obnoxious or offensive sound. Any sound that can be heard from the street or private or other public property that is obnoxious or offensive, including but not limited to:

1. Excessively loud sound;

2. Excessively repetitive sound;
3. Yelling, shouting, hooting, whistling, singing or making any other noise between 10:00 p.m. and 7:00 a.m. or at any time and place so as to disturb the quiet, comfort and repose of any person.
4. Sound which unreasonably disturbs a person;
5. Animal which makes excessively loud or repetitive sound;
6. Any loud or repetitive sound to attract or solicit people;
7. Any unreasonably loud or excessive noise from machinery, vehicles, power tools, lawn equipment and the like between 10:00pm and 7:00am, unless permitted by the City;
8. Causing horn sound except necessary warning by motor vehicle driver which shall not be unreasonably loud or harsh.
9. Emitting any grating, squealing, or other unreasonably loud or harsh noise from any vehicle, machinery, or equipment.
10. Using any speakers or noise amplifying equipment or creating noise to attract attention.
11. Any sound which exceeds maximum level set by Washington Administrative Code Chapter 173-60 ~~and as amended;~~
12. Any other obnoxious or offensive sound as determined by code enforcement officer;
13. Any violation of the City Uniform Development Code.

X-Z. Hazards. Presence of any condition or use that constitutes a hazard to any person or the public or presence of any condition that is reasonably likely to constitute a hazard to any person or the public, including but not limited to:

1. Open pit, hole, cistern, tank, cellar, vault or well; or unlocked or unbarred access to cistern, tank or well;
- 1-2. Condition or use which poses a risk to any person who is expected to be on the premises of a slip or fall;
- ~~2.—Overgrown, excessive, or dry vegetation posing a fire hazard;~~
3. Unstable soil condition;
4. Dead, dying, infested or diseased tree or stump;

5. Condition or use causing or likely to cause insect, rodent, bird or other pest or noxious weed infestation;
6. Condition or use causing or likely to cause unnatural toxic mold;
7. Pool, hot tub, or pond not enclosed in a barrier at least 4 feet high with self-closing, self-latching gate or door with latch out of a child's reach;
8. Activity imminently hazardous to physical safety of other persons on or near the premises or to others property;
9. Any hazard as determined by the code enforcement officer;
10. Any violation of the City Uniform Development Code.

~~Y.AA.~~ Prostitution, human trafficking, or involuntary servitude. Every premise used for the purpose of or connected with prostitution, trafficking, or involuntary servitude.

~~Z.BB.~~ Social hosting. Every premise used for the purpose of underage drinking or drug use, regardless of whether a person over the age of 20 is present or permits the use.

~~AA.CC.~~ Environmental Nuisances:

1. Any toxic, caustic, poisonous, or other hazardous material in any form improperly created, stored, used or disposed of;
2. Any violation of any law, regulation, order, or requirement of the federal environmental protection agency, state department of ecology, or local agency who regulates the environment;
3. Any ~~other~~ environmental nuisance as determined by the code enforcement officer;
4. Any violation of the City Uniform Development Code.

8.25.005 Nuisance Regulation.

- A. Purpose and intent. The purpose and intent of this chapter is to create and maintain a safe and healthy community environment for the public welfare by defining nuisances, prohibiting nuisances, and providing for nuisance abatement. It is also the purpose and intent of this chapter to combat devaluation of property.
- B. No duty or benefit created. This chapter does not confer a benefit to any one person, entity or group of people or entities, and confers only benefit to the public as a whole. This chapter does not place a specific duty upon the City to act or not act in any particular way and the City's duty herein is to the public as a whole. The City retains the discretion at all times to enforce or not enforce this chapter.
- C. Authority. The City code enforcement officer has the discretion to determine and designate any and all nuisances and abatement thereof, and to enforce this code.
- D. Remedies reserved. Nothing in this chapter limits any and all other remedy or remedies available to the City under the law. Nothing in this chapter shall serve to preempt any other exercise of legal authority and the City is not required to act pursuant to any other law prior to exercising legal authority under this chapter.
- E. Applicability. This chapter shall apply to all persons and entities and shall apply to all property and premises within the City of College Place. For any person under the age of 18, or any dependent person, their parent or guardian shall be responsible for the acts or omissions of their children or dependent as if they have committed the nuisance under this chapter. The owner is responsible to maintain their premises nuisance free regardless of who causes the nuisance.
- F. Reference to other laws or rules. Any and all reference to the Revised Code of Washington, Washington Administrative Code, any other local, state, or federal law, code or rule shall include any and all amendments or recodification thereof, however prior versions shall remain in full force and effect for acts or omissions that occur prior to any amendment or recodification.

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- B. “Building materials” means any and all natural and manufactured new, used, repurposed or damaged material used to build, construct, renovate, restore, preserve, remove, repair, modify, demolish, bury or cover, or destroy any permanent, temporary or transitory structure or improvement to real property, in whole or in part, such as lumber, paint, concrete, insulation, roofing materials, and the like and tools or equipment used for building activities.
- C. “Criminal street gang” shall have the same meaning as in RCW 9.94A.030 as enacted or further amended or recodified.
- D. “Chronic nuisance property” means premises on which, two or more times within a 12-month period, a court has issued a search warrant or has made a finding of probable cause that any of the following exists or has existed:
 - 1. A “most serious offense” as defined in chapter 9.94A RCW;
 - 2. A “drug related activity” as defined in RCW 59.18.130 and chapters 69.41, 69.40, or 69.52 RCW;
 - 3. A “gang related activity” as defined in RCW 59.18.030 or a “criminal street gang-related offense” as defined in RCW 9.04A.030;
 - 4. Any crime identified in Chapter 9A.36 RCW, Assault – Physical Harm;
 - 5. Any crime identified in Chapter 9A.40 RCW, Kidnapping, Unlawful Imprisonment, Custodial Interference, Luring, Trafficking, and Coercion of Involuntary Servitude;
 - 6. Any crime identified in Chapter 9A.46 RCW, Harassment;
 - 7. Any crime identified in Chapter 9A.61 RCW, Defrauding a Public Utility;
 - 8. Any crime identified in Chapter 9A.88 RCW, Indecent exposure – Prostitution;
 - 9. Any crime identified in Chapter 9A.41 RCW, Firearms and dangerous weapons;
- E. “Dangerous Structure or Premises” means, dwelling, building, structure, and premise or portion or portions thereof which are unfit for human habitation or other use due to conditions that exist or are reasonably likely to exist which are dangerous or injurious to the health or safety of the occupants, users, neighboring structures or property, or the public. Such conditions may include, without limitations:
 - 1. Overgrown vegetation;
 - 2. Accumulation of building materials, appliances, garbage, junk, human or animal waste, or debris;
 - 3. Open well, pit, cistern or hole;
 - 4. Condition such that upon the occurrence of a fire, gas leak, water or wind event, or earthquake would result in substantial damage to the premise or to neighboring or property or would pose a risk to any person;
 - 5. Presence of an attractive nuisance;
 - 6. Slip and fall hazard;

7. Inadequate ventilation, light, egress and ingress or plumbing or sanitary facilities, dilapidation, disrepair, structural or other defects, damage from earthquake, flooding or other weather or event, deterioration, inadequate or faulty construction, uncleanness, standing water, infestation, decay, mold or overcrowding;
 8. Land use code or other law violation, which creates a danger to life or property.
- F. “Graffiti” means writing, painting, tagging, labeling, drawing, etching, scratching, scribing, incising, engraving, spraying, affixing, or any other defacing, of any inscription, figure, mark, or symbol of any type on any public or private property without express permission of the owner and means graffiti that constitutes a public nuisance regardless of permission by the owner.
- G. “Graffiti implement or paraphernalia” means aerosol paint container, stencil, air brush, broad-tipped marker, etching equipment, paint stick, gum label, or any other device capable of generating graffiti.
- H. “Junk yard” means the storing, keeping, buying, or selling scrap copper, brass, rope, rags, batteries, paper, trash, rubber debris, waste, or junked, dismantled, or wrecked vehicles, or parts thereof, iron, steel, and other old or scrap metal.
- I. “Junk vehicle” means a vehicle meeting at least three of the following requirements:
1. Is three years old or older;
 2. Is extensively damaged, such damage including, but not limited to, a buildup of debris or infestation or body damage that obstructs use, broken window, windshield or mirror, or damaged or unusable wheel, tire tail/headlight, bumper, door, motor or engine, transmission, steering part, suspension or brake part, frame or electrical system part or hull for any water vehicle.
 3. Is apparently inoperable, or is missing major component part, including but not limited to: engine or motor, drive transmission or steering part, suspension or brake part, electrical part, body and chassis part or hull for any water vehicle;
 4. Is without a required registration;
 5. Has an approximate fair market value equal only to the approximate value, if any, of scrapping the vehicle;
 6. Any other condition identified by code enforcement officer that contributes to the declaration of a junk vehicle.

"Junk vehicle" does not include a vehicle or part thereof that is completely enclosed in a building in a lawful manner and is not visible from the street or other public or private property. "Junk vehicle" does not include a vehicle or part thereof stored or parked in a lawful manner on private property in connection with a dismantler/motor vehicle wrecker/salvage or licensed vehicle dealer business in compliance with all applicable laws, including but not limited to zoning requirements.

- J. "Nuisance" in addition to those specifically identified in this chapter, shall mean any unreasonable or unlawful act, failure to act, or use of property resulting in or reasonably likely to result in unreasonable annoyance, endangerment, damage, inconvenience, discomfort, offense, interference of use of public or private property, endangerment to the health or safety of others, appreciable decrease in property value, or injury to another person, group of people, or to the public or injurious to the environment. Nuisance may be public, affecting a group or groups of people or private, affecting one or a few people.
- K. Class "A" Nuisance is, in addition to any specifically identified in this chapter, a nuisance which poses or is likely to pose an immediate or imminent threat of harm another person, property, or the public, or poses or is likely to pose a threat of significant and irreparable harm to another person, property, or the public.
- L. All other nuisances either specifically identified in this chapter, in another title of this code, or by any other applicable law, not defined as a Class "A" Nuisance are Class "B" Nuisances.
- M. "Premises" means any lot, tract, parcel, or land area, building or structure in whole or in part and any appurtenances thereto in whole or in part, whether improved or unimproved. Premises include adjacent sidewalks, parking strips, planter strips, ingresses and egresses, alleys, curbs, drains, gutters, roundabouts, and right-of-ways adjacent to any land or building in whole or in part.
- N. "Public right of way" or "right of way" means any and all non-privately owned sidewalks, roads, streets, alleys, parking strips, round-a-bouts, curbs, ditches, drainage, walking or bike path and the like, in whole or in part.
- O. "Recreational fire" means cooking fires, charcoal barbecues, and religious (Native American) fires.
- N. "Vacant premise" means any premise, in whole or in part, which is unoccupied, unattended to, or not used for a period of more than 30 days.
- O. "Vehicle" means any vehicle, car, boat, personal water craft, aircraft, recreational vehicle, motorhome, trailer, truck, van, bus, semi, motorcycle, tricycle or quad, moped, personal transportation vehicle, all-terrain vehicle, off-road vehicle, and special vehicle used for construction, agriculture, or other specialized purpose.

8.24.020 – Nuisances designated.

The following, unless permitted by law, are nuisances:

- A. Dangerous structure or premise.
- B. Condition or use which obstructs, damages, or may obstruct or damage any right of way, including but not limited to sidewalks and drainage systems.
- C. Condition or use which obstructs in whole or in part, any public sign or traffic signal, warning, or symbol, or unreasonably limits the visibility or poses any other safety threat to use of right of ways.
- D. Junk vehicle.
- E. Junkyard.
- F. Any condition or use which does or is likely to obscure or impair access to any fire hydrant or other item used to suppress fire or impairs emergency access to any property, including right of ways.
- G. Any condition or use which does or is likely to obscure access to or hinders others' use of any private or public utility, including but not limited to storm water system.
- H. Attractive nuisance.
- I. Presence of any refrigerator, freezer, or other container in which an infant can fit and, when closed, becomes airtight, or restricts the flow of air or any other item posing a suffocation risk, such as plastic bags.
- J. Any item, condition or use which poses a risk of fire, flames, combustion or explosion, except for legally possessed and stored items, including but not limited to overgrown or dry vegetation.
- K. Any item, condition or use, which poses a risk of harm to person or property from a chemical spill, contamination, or infiltration or release of noxious gas or particles.
- L. Unsecured vacant premise.
- M. Broken or missing window or door, or faulty or temporary weather elements protection existing for more than 30 days after notification by the code enforcement officer
- N. Garbage not in securely closed required receptacle.
- O. Unreasonable accumulation of recyclables or recyclables not stored in proper container.

- P. Any fire or burning other than recreational fires which do not unreasonably affect neighboring properties or the public. Any fire or burning of any kind during a government declared ban or other applicable order.
- Q. Graffiti not removed within 72 hours after request by code enforcement officer.
- R. Chronic nuisance property.
- S. Aiming or pointing at or using on another person or animal, a laser that causes or may cause injury or property damage.
- T. Violation of City Uniform Development Code.
- U. Public right-of-way and City owned property care. The following, in addition to other right of way nuisances identified in this chapter, if on, in, above, or touching a public right of way or City owned property:
 - 1. Causing water, snow, ice, rock, soil, vegetation, or yard waste to go onto, over or into City property or right of ways which creates or likely will create a condition dangerous to others or may damage or destroy any property;
 - 2. Abandoning, storing, leaving, burying, repairing or burning, any item unless approved by the City, including but not limited to vehicles, appliances, furniture, machines, electronics, computers, equipment, garbage, building materials, human, animal, yard or cooking waste, petroleum products, chemicals, recyclables, ashes, wood, and household items;
 - 3. Blocking, in part or in whole, temporarily or permanently, of right-of-way;
 - 4. Any other condition as determined by the code enforcement officer;
 - 5. Any condition or use in violation of the City Unified Development Code.
- V. Unightly conditions: Visually offensive or unsightly item or condition which can be seen from the street or private or public property including but not limited to:
 - 1. Animal carcass or part thereof;
 - 2. Household fixtures and items such as appliances, toilets, mattresses, vacuum cleaners and the like;
 - 3. Machinery, equipment or tools;

4. Packing, shipping, or storage containers and materials;
 5. Garbage, debris, and refuse, whether recyclable or not;
 6. Excessive yard waste, burn waste or ashes;
 7. Human waste or sewage;
 8. Lewd matter as defined in RCW 7.48.050;
 9. Indoor furniture or outdoor furniture in disrepair;
 10. Food waste, except for composting;
 11. Vehicle undergoing repair or replacement of major part or parts, vehicle parts or accessories, vehicles not owned by the property owner advertised for sale or more than one vehicle for sale;
 12. Excessive animal waste;
 13. Excessive noxious weeds or overgrown vegetation;
 14. Iron, steel, aluminum or other metal items;
 15. Pallets, fencing parts, or wood;
 16. Plastics or other petroleum-based products or food or beverage containers;
 17. Clothing items, except for drying;
 18. Personal hygiene items;
 19. Building material visible from the street or any public or private property unless present in conjunction with a legal and permitted construction project and construction is ongoing, or in connection with a lawful business activity.
 20. Any unsightly condition as determined by the code enforcement officer.
 21. Any condition or use in violation of the City Uniform Development Code and as amended;
- W. Foul or obnoxious odor. Presence of any item or activity that produces or is likely to produce foul or obnoxious odor, including but not limited to:
1. Garbage, refuse, or debris;

2. Decomposing fauna in whole or in part, or other biological material;
3. Animal or human waste or sewage;
4. Standing water or liquid;
5. Food or cooking waste or compost;
6. Chemicals;
7. Any foul or obnoxious odor as determined by the code enforcement officer;
8. Any condition or use in violation of the City Uniform Development Code and as amended.

X. Obnoxious or excessive light or glare. Any light or glare that can be seen from the street or private or other public property that is, obnoxious or offensive, including but not limited to:

1. Overly bright light or spot light directed off of source property;
2. Strobe or pulsing light;
3. Any obnoxious or excessive artificial light as determined by code enforcement officer;
4. Any violation of the City Uniform Development Code.

Y. Obnoxious or offensive sound. Any sound that can be heard from the street or private or other public property that is obnoxious or offensive, including but not limited to:

1. Excessively loud sound;
2. Excessively repetitive sound;
3. Yelling, shouting, hooting, whistling, singing or making any other noise between 10:00 p.m. and 7:00 a.m. or at any time and place so as to disturb the quiet, comfort and repose of any person.
4. Sound which unreasonably disturbs a person;
5. Animal which makes excessively loud or repetitive sound;
6. Any loud or repetitive sound to attract or solicit people;
7. Any unreasonably loud or excessive noise from machinery, vehicles, power tools, lawn equipment and the like between 10:00pm and 7:00am, unless permitted by the City;

8. Causing horn sound except necessary warning by motor vehicle driver which shall not be unreasonably loud or harsh.
 9. Emitting any grating, squealing, or other unreasonably loud or harsh noise from any vehicle, machinery, or equipment.
 10. Using any speakers or noise amplifying equipment or creating noise to attract attention.
 11. Any sound which exceeds maximum level set by Washington Administrative Code Chapter 173-60;
 12. Any other obnoxious or offensive sound as determined by code enforcement officer;
 13. Any violation of the City Uniform Development Code.
- Z. Hazards. Presence of any condition or use that constitutes a hazard to any person or the public or presence of any condition that is reasonably likely to constitute a hazard to any person or the public, including but not limited to:
1. Open pit, hole, cistern, tank, cellar, vault or well; or unlocked or unbarred access to cistern, tank or well;
 2. Condition or use which poses a risk to any person who is expected to be on the premises of a slip or fall;
 3. Unstable soil condition;
 4. Dead, dying, infested or diseased tree or stump;
 5. Condition or use causing or likely to cause insect, rodent, bird or other pest or noxious weed infestation;
 6. Condition or use causing or likely to cause unnatural toxic mold;
 7. Pool, hot tub, or pond not enclosed in a barrier at least 4 feet high with self-closing, self-latching gate or door with latch out of a child's reach;
 8. Activity imminently hazardous to physical safety of other persons on or near the premises or to others property;
 9. Any hazard as determined by the code enforcement officer;
 10. Any violation of the City Uniform Development Code.

AA. Prostitution, human trafficking, or involuntary servitude. Every premise used for the purpose of or connected with prostitution, trafficking, or involuntary servitude.

BB. Social hosting. Every premise used for the purpose of underage drinking or drug use, regardless of whether a person over the age of 20 is present or permits the use.

CC. Environmental Nuisances:

1. Any toxic, caustic, poisonous, or other hazardous material in any form improperly created, stored, used or disposed of;
2. Any violation of any law, regulation, order, or requirement of the federal environmental protection agency, state department of ecology, or local agency who regulates the environment;
3. Any environmental nuisance as determined by the code enforcement officer;
4. Any violation of the City Uniform Development Code.

From: [Didyk, Daniel \(PacifiCorp\)](#)
To: [Robert McAndrews](#)
Subject: RE: [INTERNET] College Place Street Lights
Date: Friday, October 15, 2021 1:03:44 PM
Attachments: [image001.jpg](#)

STOP and VERIFY - This message came from outside of the City of College Place.

Hey Robert,

Here is the ball park cost estimate to add the street lights.

Add 6 new 135W LED street lights on 14' Mast arms. About **\$6,700**

Add 7 new 135W LED street lights on 14' Mast arms, install 35' pole on Whitman DR. About **\$10,000**.

These Estimates also include Flagging costs, and all new street light Allowances.

The recommended location for the street lights are to be 10% of the width of the road from the curb. The first pole we went to just NE of 3rd St is about 15' from the face of curb.

Let me know how you would like to proceed and what size lights and masts would you like.

Thank you. I hope to hear back from you soon.

Daniel Didyk

Estimator

Office # 509 522 7035

650 E Douglas Ave

Walla Walla WA 99362



From: Robert McAndrews <RMcAndrews@cpwa.us>
Sent: Friday, October 15, 2021 8:11 AM
To: Didyk, Daniel (PacifiCorp) <Daniel.Didyk@pacificorp.com>
Subject: RE: [INTERNET] College Place Street Lights

You don't often get email from rmcandrews@cpwa.us. [Learn why this is important](#)

THIS MESSAGE IS FROM AN EXTERNAL SENDER.

Look closely at the **SENDER** address. Do not open **ATTACHMENTS** unless expected. Check for **INDICATORS** of phishing. Hover over **LINKS** before clicking. [Learn to spot a phishing message](#)

Thank you!

Robert McAndrews

Public Works Director

City of College Place

625 South College Avenue

College Place, WA 99324

509.394.8526

rmcandrews@cpwa.us

From: Didyk, Daniel (PacifiCorp) <Daniel.Didyk@pacificorp.com>
Sent: Friday, October 15, 2021 8:03 AM
To: Robert McAndrews <RMcAndrews@cpwa.us>
Subject: RE: [INTERNET] College Place Street Lights

STOP and VERIFY - This message came from **outside** of the City of College Place.

Hey Robert, I have been out sick for a couple days.
I will get the ballpark cost estimates to you as soon as I can. I will add this one in as well.
Thank you.

Daniel Didyk

Estimator

Office # 509 522 7035

650 E Douglas Ave

Walla Walla WA 99362



From: Robert McAndrews <RMcAndrews@cpwa.us>

Sent: Thursday, October 7, 2021 10:18 AM

To: Didyk, Daniel (PacifiCorp) <Daniel.Didyk@pacificorp.com>

Subject: [INTERNET] College Place Street Lights

You don't often get email from rmcandrews@cpwa.us. [Learn why this is important](#)

THIS MESSAGE IS FROM AN EXTERNAL SENDER.

Look closely at the **SENDER** address. Do not open **ATTACHMENTS** unless expected. Check for **INDICATORS** of phishing. Hover over **LINKS** before clicking. [Learn to spot a phishing message](#)

Dan, thanks for meeting me earlier this week to look at the potential locations for street light additions in the City of College Place. Since we met, another location came up that we are interested in adding a light as well. Would it be possible to include the addition of a street light on pole #

357203 near 336 SW 12th St in the estimates you are putting together for us?

Thank you,

Robert McAndrews

Public Works Director

City of College Place

625 South College Avenue

College Place, WA 99324

509.394.8526

rmcandrews@cpwa.us









Lodging Tax Advisory Commission Meeting Agenda - Electronic Meeting (Thursday, November 4, 2021)

Generated by Lisa Neissl on Thursday, November 4, 2021

1. Opening Items

Procedural: 1.01 Call To Order

Chair Boyle called the meeting to order at 3:30 PM.

Information: 1.02 Roll Call

Present:

LTAC Members

Staff

Monica Boyle, Chair
Steve Owens, Columbia REA
Robert Hansen, Visit Walla Walla
Dr. Cheris Current, Vacation Rentals
City Clerk, Lisa Neissl

Absent:

Kristen Taylor, WWU Guest Rooms

2. Consent Agenda

Action (Consent): 2.01 Approve Agenda for November 4, 2021

Action (Consent), Minutes: 2.02 Approve Minutes from November 5, 2020

Action (Consent): 2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing items for approval of the Commission by a single motion. Typically the items listed under the consent agenda are the minutes from previous meetings and the agenda for the current meeting. Documentation concerning these items has been provided to all Commission Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Commission Member.

Commissioner Current made a motion to approve the consent agenda. Second by Commissioner Owens and, with no objection the motion passed.

3. Reports

Information: 3.01 Lodging Tax Funds Report

Ms. Neissl provided an overview of the lodging tax funds received and expended to date in 2021. Discussion ensued.

Information: 3.02 Request for Proposals

Ms. Neissl provided a copy of the published request for proposals. Discussion ensued.

4. Regular Agenda

Information: 4.01 Fort Walla Walla Museum Application

The Commission noted they had reviewed the application.

Commissioner Current made a motion to approve the funding request and award the funding of \$4,000 to Fort Walla Walla Museum. Second by Commissioner Hansen and the motion passed 4-0.

Information: 4.02 College Place Events Application

Ms. Neissl answered some questions regarding the funding application for College Place Events. (It was noted that a clerical error was made at the beginning of the application and the requested amount is \$12,500 as shown on the budget rather than the \$10,000 indicated at the beginning of the application.)

Commissioner Hansen made a motion to approve the funding request and award the funding of \$12,500 to the City of College Place Freedom Festival. Second by Commissioner Owens and the motion passed 4-0.

Action: 4.03 Funding Recommendation to City Council

Since the motions were made individually on the applications, there was no need to address this item.

5. Closing Items

After some discussion on the application and process, the Commission decided to meet sometime during the month of July or August to discuss the application and how the RFP will be marketed to potential applicants. The Clerk will also include reports from prior grantees in that meeting.

Procedural: 5.01 Adjourn -

Commissioner Owens made a motion to adjourn the meeting at 3:49 PM. Second by Commissioner Hansen and, with no objection, the meeting adjourned.

Approved:

Commission Chair

Attest:

City Clerk

The foregoing minutes are the official record of the Lodging Tax Advisory Committee meeting that occurred November 4, 2021. Further detail may be obtained by reviewing the actual audio recording made during this session.



WALLA WALLA UNION-BULLETIN

We Bring the Valley to You

PO Box 1358, Walla Walla, WA 99362

-Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below.
Please proof read notice carefully to check spelling and run dates, if you
need to make changes

Date: 08/31/21	Run Dates:
Account #: [REDACTED]	WW Union-Bulletin 09/08/21
Company Name: CITY OF COLLEGE PLACE	WW Union-Bulletin 09/22/21
Contact: [REDACTED]	Union-Bulletin.com 09/08/21
Address: 625 S COLLEGE AVE	Union-Bulletin.com 09/22/21
COLLEGE PLACE, WA 99324	
Telephone: (509) 529-1200	
Fax: (509) 525-5352	
Ad ID: [REDACTED]	
Start: 09/08/21	
Stop: 09/22/21	
Total Cost: \$153.50	
Ad Size: 2 x 2.931 = 5.861	
# of Lines: 23	
# of Inserts: 4	
Ad Class: 4011	
Account Rep: Judy Hudson	
Phone #: (509) 525-3302	
Email: judyhudson@wwub.com	

Request for Proposals – Lodging Tax Funds

The City of College Place is requesting proposals from parties interested in competing for estimated lodging tax funds available in the 2022 fiscal year. Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for: a. Tourism marketing; b. The marketing and operations of special events and festivals designed to attract tourists; c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

Such proposals are to be submitted using the city provided form available on the city website www.cpwa.us. Navigate to Government/Boards And Commissions/Lodging Tax Advisory Commission.

Application deadline is Tuesday, October 26th 2021 by 4:00 p.m. received electronically at Ineissl@cpwa.us or in person at City Hall, Attn: Lodging Tax Funding Application, 625 S College Ave, College Place WA 99324. Questions may be directed to Lisa Neissl, City Clerk at 509-394-8511. (Pub. Sept. 8 & 22, 2021)

Budget Report - Fund 130 Summary

Fund 130 Hotel/Motel Tax

Amount	Remark
\$ 26,025.71	Actual 2021 Beginning Balance
\$ 18,943.89	YTD 2021 Revenues
\$ 1,893.00	Estimated Additional 2021 Revenues
\$ 46,862.60	Estimated Total 2021 Revenues
\$ 13,655.35	YTD 2021 Expenditures
\$ -	Estimated Additional 2021 Expenditures
\$ 13,655.35	Estimated Total 2021 Expenditures
\$ 33,207.25	Estimated Ending Fund Balance
\$ 6,641.45	Policy 20% Reserve Minimum
\$ 26,565.80	Estimated 2022 Available Funds



Application for City of College Place Lodging Tax Funds

Application Deadline: Tuesday, October 26, 2021 by 4 p.m. received at College Place City Hall or email Ineissl@cpwa.us. To be eligible for consideration, your complete proposal must be received by the deadline.

Amount of Lodging Tax Requested: \$ 4,000

Organization/Agency Name: Fort Walla Walla Museum			
Federal Tax ID Number: 91-6070983			
Event or Activity Name (if applicable): Museum - Year Round Tourism Destination			
Contact Name and Title: Groover Snell, Operations Manager			
Mailing Address: 755 NE Myra Road	City: Walla Walla	State: WA	Zip: 99362
Phone: 509-525-7703	Email Address: groover@fwwm.org		
ELIGIBLE ENTITY  Public Agency  Non-Profit		ELIGIBLE ACTIVITY Check all that apply to this application ☐ Tourism promotion/marketing ☐ Operation of special event/festival designed to attract tourists ☒ Operation of a tourism-related facility owned or operated by a non-profit ☐ Operation and/or capital costs of a tourism-related facility owned by a municipality	

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature: 	Title: Executive Director
Printed or Typed Name: James H. Payne	Date: 10-19-2021

Application Questions

1) Provide us an overview of your tourism-related activity, event, or service.

In addition to discovering, preserving, and sharing regional heritage, Fort Walla Walla Museum promotes local economic development through tourism. With more than 20,000 square feet of exhibit space, 16 historic buildings, and dozens of events and programs, the museum is our community's best tool to generate revenue from heritage tourists. In a normal year, the museum serves visitors from all 50 states and more than 35 countries. While we were previously open to the public seven days a week, current open hours will be adjusted based on county and state mandates and our level of staffing. Through 2021 we were able to increase our hours of operation again to meet the tourist demand in Spring and Summer. At this time, the Museum is open every day except Tuesday from 10am to 5pm. Since reopening we have seen a steady stream of visitors, the great majority being from out of area. We seek funding to support the expansion of our operation to reopen for the full in 2022 and to remain open November through March. While we do not break even on these extra days, we do provide another reason for tourists to stay overnight on Sundays and throughout the slow winter season. With the difficulty of hiring and paying staff adequately in the current market, we require support to continue rebuilding our capacity. With your support we can continue to offer an attraction 362 days a year (closed January 1, Thanksgiving Day, and December 25).

2) How do your proposed services promote and enhance tourism in College Place?

Our area has been known as the Cradle of Pacific Northwest History for more than a century and for 53 years, Fort Walla Walla Museum has been the primary caretaker of that history. Offering an authentic historical setting is a key component that makes the Walla Walla Valley a successful tourism destination. Having diverse opportunities makes our valley a desirable getaway spot, especially as people are trending away from highly populated cities. Attracting more tourists to the Valley means more people using College Place lodging and spending money at local restaurants and shops. All of these activities further generate local taxes. The Museum is a one-of-a-kind attraction right by College Place and visitors often want to explore even more of our history after visiting here. This year our Board president Mike Denny presented at the Museum about his upcoming book on the history of College Place, and his lecture is recorded and accessible via our YouTube and website. We plan to help promote his book, which may drive more guests to seek out experiences in College Place.

3) Have you received lodging tax before? ☒ yes ☐ no. If yes, describe the prior success of your activity/event in attracting tourists.

Strong support from LTAC and other local grantors and supporters allowed us to open in February 2021 for weekends after restrictions relaxed. Soon after, we were able to hire an extra employee that allowed us to expand our open hours. We are now open every day but Tuesday. This has allowed us to benefit local tourism for the busy tourist season. We were able to resume some of our annual events, such as Lewis and Clark Weekend in June, Ice Cream Social in August and the Antique Truck Show in September, as well as weekly living history presentations, monthly free lectures, and a summer series of heritage skills demonstrations. These all attracted out-of-area visitors and also helped lengthen and improve the stays of tourists who came for other reasons. Taking what we learned during our temporary COVID closures, we also continue to produce digital content promoting and educating about regional history. This allows schools that can't yet make field trips to have some regional history resources and also helps supplement visitors' experiences and perhaps draw more visitors to the area.

4) Who is your target market / Where are they coming from?

In addition to enhancing the quality of life for local residents, a majority of our annual visitors originate from beyond 50 miles. We see individuals, families with young children, retired adults, and international travellers as well as wine tourists seeking to learn more about the area while resting their palates. We still expect that a growing portion of our guests will be driving here instead of flying. This includes visitors from the Seattle, Portland, Boise, Spokane, and Lewiston areas. Our many foreign visitors are generally interested in the history of the American West, specifically stories and artifacts related to agriculture, military, cowboys, and Indian people. This past year we have also seen several individuals and families re-tracing the Oregon Trail and/or the Lewis and Clark trail.

5) Describe how you will promote your event or activity.

The Museum's online footprint continues to grow with both organic and paid reach to inform new audiences of our offerings. We do this with an updated website, Facebook paid and organic, Twitter, and an email list. We rely on Visit Walla Walla as the primary Destination Marketing Organization for our area and supply them with information and provide free guided tours to travel writers, etc. We submit media releases to regional publications, run radio campaigns in regional markets, and run print ads in a 100 mile radius. Locally we distribute literature around town to inform wine tourists and hotel occupants of the nearby Museum experience.

In 2020, we initiated the production of a local heritage tourism promotion video. Supported by partnership with CMBell, the Port of Walla Walla and Visit Walla Walla, the video showcases our area's best heritage assets as part of an overall tourism destination. From the historic downtown, to the fantastic wine and food, and its many cultural heritage sites, the Walla Walla Valley has what visitors want during this time: an authentic experience in a smaller city with a diversity of tourism opportunities. Museum invested staff time to prepare script and find supporting images and assisted with video recording. This tourism promotion video will be available in several lengths to be shared across different platforms to increase tourism to our area. The video was shared and promoted in 2021 and will continue to be in 2022.

6) Is your activity/event a partnership with other organizations? Describe the collaboration with local organizations or businesses.

Fort Walla Walla Museum is an incredibly collaborative organization. We partner with many local and regional museums to put on programs, exhibits, and public presentations. We partner with Walla Walla University, Walla Walla Community College, and Whitman College, whose students often help us by sharing their knowledge and efforts as interns, and we provide resources and the space for them to learn and create. We also have close relationships with dozens of local businesses and other non-profits who provide in-kind, financial, or publicity support for events like our Ice Cream Social, which attracts many visitors interested in hands-on historical experiences. We also have close working relationships with local tribes. We also give tours and/or presentations to visiting groups and conferences on behalf of various local organizations or hotels. Our staff are very involved in local clubs and social service organizations.

7) Is this a ticketed event?

Except for occasional free events and our Museum After Hours lecture series, purchase of admission is required to enter the Museum.

8) What is the overall budget for this event/activity?

600,000

9) How will you fund this event/activity if not awarded the full amount?

We may have to restrict the number of days per week we can operate. In the past several years we have been open 7 days a week. After COVID required our temporary closure we have slowly been able to expand our hours first to 3 days a week and currently 6 days. This has been a strain on our reduced staff. We already cannot afford to pay staff enough, and in this current market it would be near impossible to attract and retain adequate staff to maintain this schedule for long. The museum being open on less busy days provides a boon to local tourism because it lengthens stays of tourists. Having the extra activity of touring the museum for two hours may cause some to stay an extra night or at least eat one more meal at a local restaurant before returning home or it may even inspire them to seek out additional heritage sites in the area. When tourists experience the history of our Valley, the memory of their visit is more deeply rooted and they will be more likely to return to this area in the future. Without full funding, we will be severely limited and will have to delay hiring and remain closed for most weekdays and possibly even terminate some employees. Our ability to provide programming and promotion will be limited.

10) What are your other funding sources for this event/activity?

Other sources of income for the Museum include admission and store revenues, membership dues, individual donations, business support, grants, and endowments. Recently many COVID relief grants and PPP have helped us remain financially stable throughout the past two challenging years. As we expect such sources to wane in 2022, it is important for us to re-establish and strengthen our traditional sources of revenue.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 15,750	☒ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 8,152	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 4,390	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 4,707	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 1,263 unpaid lodging 9,780 non-lodging	☐ Direct Count ☐ Indirect Count ☒ Representative Survey ☐ Informal Survey ☐ Structured Estimate

Description of Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Application Schedule

Application Deadline: Tuesday, October 26, 2021 by 4 p.m. received at College Place City Hall or email Ineissl@cpwa.us. To be eligible for consideration, your complete proposal must be received by the deadline.

Attachments to include:

- 1) Budget Form
- 2) If your agency is a non-profit, a copy of your agency's current non-profit corporate registration with the Washington Secretary of State.
- 3) If available, a copy of your organization's business plan (please limit to not more than two pages) and annual budget.

This proposal and all documents filed with the City are public records. The City may choose to post on its website copies of the proposals and attached documents.

Submit a PDF and one original signed copy to:

City of College Place
Lisa R. Neissl, City Clerk
625 S College Ave
College Place WA 99324
Ineissl@cpwa.us

College Place Lodging Tax Application TIMELINE FOR 2021 (2022 BUDGET)

August 30	Applications available online at www.cpwa.us
October 26	Applications due to City by 4 p.m.
October 26 – November 3	Internal Staff review and scheduled LTAC meeting to review applications
November 4	LTAC meeting to recommend applicants for 2022 funding
November 9	City Council discussion
November 23	City Council decision

City of College Place Lodging Tax Fund Overview

College Place's Lodging Tax Fund is the primary source of city funding for activities, operations, and expenditures designed to increase tourism. The city has elected to create a program to competitively award funds to eligible local entities. In addition, the city intends to maintain a reserve in the fund, and will assess on an annual basis how much of the fund to appropriate in a given year to the program.

The College Place City Council has created a Lodging Tax Advisory Commission (LTAC) to conduct an annual process to solicit and recommend Lodging Tax funded projects to the City Council.

PRIORITY will be given to tourism activities that:

- Have a demonstrated potential or high potential from the Committee's perspective to result in overnight stays by tourists in lodging establishments within the City of College Place.
 - Promote the College Place area and/or events, activities, and places in the City of College Place to potential tourists from outside Whitman County.
 - Have demonstrated or high potential from the Committee's perspective to result in documented economic benefit to College Place.
 - Have a demonstrated history or success in College Place, or are proposed by a group with a demonstrated history or high potential of success with similar activities.
 - Minimize duplication of services where appropriate and encourage cooperative marketing and/or includes an element of cooperation or partnership.
 - Provide, maintain, operate or enhance city-owned tourism facilities or infrastructure.
-

Committee Considerations

In developing its recommendations, the LTAC considers:

- The estimated amount of Lodging Tax Fund available for the coming year as provided by the City's Finance Office.
- Thoroughness and completeness of the proposal.
- Percent of the proposal request to the event/facility promotions budget and overall revenues.
- Percent of increase over prior year College Place Lodging Tax funded proposals, if any.
- Projected economic impact within the City of College Place, in particular projected overnight stays in College Place lodging establishments.
- The applicant's financial stability.
- The applicant's history of tourism promotion success.

Reporting Requirements

Organizations funded for tourism promotion or tourism-related operations will provide quarterly written reports with their funding reimbursement requests. A final written report will be provided to the LTAC and large funding recipients may be asked to make an oral presentation to the City Council near the end of the year.

Organizations funded for individual events, festivals or activities funds will provide a written and oral presentation 30 days after the event and an oral presentation to council near the end of the year.

Actual data estimated in the application table will be required at the end of the year.

State Law Excerpts

RCW 67.28.1816 – Use of Lodging Tax Fund.

Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

- a. Tourism marketing;
- b. The marketing and operations of special events and festivals designed to attract tourists;
- c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

RCW 67.28.080 – Definitions.

- "Municipality" means any county, city or town of the state of Washington.
- "Operation" includes, but is not limited to, operation, management, and marketing.
- "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or Municipal Corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.
- "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.
- "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.
- "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.
- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
112,000	individual contributions and memberships	N
146,100	grants	N
19,500	business sponsorships	N
68,300	fee/service income and store sales	N
60,100	endowment and interest income	N
155,000	grant release/grant fulfillment	N
2,000	miscellaneous income	N

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel	2,500	414,500	417,000
Administration	0	24,900	24,900
Marketing/Promotion	0	16,000	16,000
Travel	0	0	0
Consultants	0	0	0
Other (identify)	Occupancy & cost of store sales	85,500+18,800	104,300
Programming	1,500	36,300	37,800
TOTAL	4,000	596,000	600,000



Application for City of College Place Lodging Tax Funds

Application Deadline: Tuesday, October 26, 2021 by 4 p.m. received at College Place City Hall or email Ineissl@cpwa.us. To be eligible for consideration, your complete proposal must be received by the deadline.

Amount of Lodging Tax Requested: \$ 12,500

Organization/Agency Name: City of College Place			
Federal Tax ID Number: 91-6001412			
Event or Activity Name (if applicable): Freedom Festival			
Contact Name and Title: Lisa Neissl, City Clerk & (currently vacant) Deputy Clerk/Events Coordinator			
Mailing Address: 625 S College Ave	City: College Place	State: WA	Zip: 99324
Phone: 509-394-8511	Email Address: clerk@cpwa.us		
ELIGIBLE ENTITY  Public Agency  Non-Profit		ELIGIBLE ACTIVITY Check all that apply to this application ☐ Tourism promotion/marketing ☒ Operation of special event/festival designed to attract tourists ☐ Operation of a tourism-related facility owned or operated by a non-profit ☐ Operation and/or capital costs of a tourism-related facility owned by a municipality	

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature:	Title: City Clerk
Printed or Typed Name: Lisa R. Neissl	Date:

Application Questions

1) Provide us an overview of your tourism-related activity, event, or service.

Freedom Festival will be held on Sunday, July 3rd, 2022 and will be the kick off of the Independence Day Holiday for the valley. We will have craft and food vendors, kid activities, and live music.

2) How do your proposed services promote and enhance tourism in College Place?

This is a time of year many people come to the valley to visit family for the holiday. This event will encourage people to come to the valley a few days early and kick the week off here in College Place. Thus, spending more days in local lodging facilities, and more dollars at local businesses.

3) Have you received lodging tax before? ☒ yes ☐ no. If yes, describe the prior success of your activity/event in attracting tourists.

Yes, in 2019 we received funding for adding the live music to the event and it was very well received. It gave attendees something to keep them engaged throughout the evening until it was dark enough for fireworks. That, in turn, led to them spending more money with our vendors. Also, having the live music is a great marketing tool to attract people from outside the local area.

4) Who is your target market / Where are they coming from?

Aside from local residents, we will target marketing to surrounding areas such as Pendleton, Hermiston, Umatilla, Tri-Cities, LaGrande, Spokane, Seattle, Portland, etc.

5) Describe how you will promote your event or activity.

Our marketing plan will involve social media with the use of both regular and paid post advertisements, marketing in radio and news media in the target areas. In addition, we would add event specific information in the Union Bulletin Visitor Guide that is widely distributed.

6) Is your activity/event a partnership with other organizations? Describe the collaboration with local organizations or businesses.

Each year we promote local small business by offering vendor spaces to them for the event. In addition, for 2021 we partnered with Blue Zones Walla Walla Valley Project. They were going to operate a kid activity zone. (The event was unfortunately canceled.) It is our plan and hope to engage with them again for 2022.

7) Is this a ticketed event?

It is a free community event and will be managed through either sectioning or ticketing depending upon what the current COVID restrictions are.

8) What is the overall budget for this event/activity?

\$21,300 is the estimate.

9) How will you fund this event/activity if not awarded the full amount?

Parts of the event may have to be scaled back. Particularly the marketing, swag, and entertainment.

10) What are your other funding sources for this event/activity?

Private donation, labor collaboration with other organizations, and city funds.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 3000	☐ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 300	☐ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 1000	☐ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 200	☐ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 2800	☐ Direct Count ☒ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate

Description of Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

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 - Provide, maintain, operate or enhance city-owned tourism facilities or infrastructure.
-

Committee Considerations

In developing its recommendations, the LTAC considers:

- The estimated amount of Lodging Tax Fund available for the coming year as provided by the City's Finance Office.
- Thoroughness and completeness of the proposal.
- Percent of the proposal request to the event/facility promotions budget and overall revenues.
- Percent of increase over prior year College Place Lodging Tax funded proposals, if any.
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- b. The marketing and operations of special events and festivals designed to attract tourists;
- c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

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- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
5000	Private Donation	No
300	Vendor Fees	No
1000	City Staff Time	Yes
500	Blue Zone Staff Time	No

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel		1000	1000
Administration		500	500
Marketing/Promotion	3000	500	3500
Travel	0	0	0
Consultants	0	0	0
Other (identify)	1500 swag/giveaways	800 restrooms / 1000 equip rentals	
	8000 live entertainment	5000 fireworks	16,300
TOTAL	12,500	8,800	21,300

City of College Place, Washington

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING A SIX-YEAR CITYWIDE CAPITAL FACILITY PLANS FOR THE YEARS 2022 THROUGH 2027

WHEREAS, the City of College Place is a non-charter code city with powers set forth in RCW Title 35A.24.010;

WHEREAS, the City formed a Capital Facility Technical Team which has assembled the proposed Capital Facility Plan of the City of College Place. It consists of capital improvements for years 2022 through 2027 identifying the proposed locations and capacities of expanded or new capital and a plan to finance such improvements within projected funding capacities (the “Six-Year Citywide Capital Facility Program” or “CFP”); and

WHEREAS, the City previously adopted the Six-Year Street Program (RCW 35.77.010) on June 8th, 2021 by Council Resolution 21-029, and that program is incorporated into the CFP; and

WHEREAS, the City’s Park, Arbor, and Recreation Board voted unanimously to recommend to City Council adoption of the park section of the Capital Facility Plan during its _____, 2021 meeting.

WHEREAS, the City’s Economic Development, Tourism, and Events Commission voted unanimously to recommend adoption of the Capital Facility Plan during its _____ meeting.

WHEREAS, the City’s Utilities & Transportation Advisory Commission voted unanimously to recommend adoption of the Capital Facility Plan during its _____ meeting.

WHEREAS, the College Place City Council held a public hearing on the 2022 to 2027 Capital Facility Plan on _____; and

WHEREAS, updates to the six-year Capital Facility Planning documents have been posted on the city budget portal website: http://www.cpwa.us/departments/finance/budget_2022.php

NOW THEREFORE, THE CITY COUNCIL OF COLLEGE PLACE DO ORDAIN AS FOLLOWS

Section 1. Ordinance No. _____ which adopts the 2022 to 2027 Capital Facility, Plan as shown in Exhibit 2 attached to this Ordinance.

Section 2. City staff is authorized to apply for state, federal, and private foundation grants in support of the projects identified in the Citywide Capital Facility Plan.

Section 3: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 5: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

PASSED by the City Council of the City of College Place, Washington, this _____.

Norma L. Hernández, Mayor

Attest:

Lisa R. Neissl, City Clerk

Approved as to form:

Rea Culwell, City Attorney

City of College Place: Capital Facility Plan (2022 to 2027) * Many projects subject to availability of grant dollars & future development*														
Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budget	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total Project Cost	How is project funded?
Administration/Community Development														
Design - City Council Chambers Room AV Remodel, Sallyport, Jail Area, Renovation Addition.	1008	High	City Hall	Police Sallyport to move to Police Department. Renovate area to additional office space for Community Development, Administration, and Public Works. 2022: Design 2023: Construction	Budgeted	2022	\$ 80,000.00	\$ 800,000.00					\$ 880,000.00	FY 2022: ARPA Federal Grant FY 2023: Facilities Maintenance Reserve
City Council Chambers AV/OPMA Upgrade	1018	High	City Hall	Replace AV System, do needed upgrades.	Budgeted	2022	\$ 300,000.00						\$ 300,000.00	FY 2022: ARPA Federal Grant
City Hall Conference Room Furnishings	1013	Medium	City Hall	Conference room, six offices	Planned	2023		\$ 50,000.00					\$ 50,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Exterior Beam Repair	1001	Medium	City Hall		Planned	2024			\$ 35,000.00				\$ 35,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Exterior Paint	1017	Low	City Hall	Paint exterior & replace gutters.	Planned	2024			\$ 12,000.00				\$ 12,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Restroom Renovation	1015	Medium	City Hall	Replace tile, stalls, fixtures, counterlights, paint-two public, three staff.	Planned	2025				\$ 40,000.00			\$ 40,000.00	Facility Maintenance Reserve (funded by CE)
City Hall Landscaping	1002	Low	City Hall	Landscaping around City Hall campus	Planned	2026					\$ 50,000.00		\$ 50,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Parking Lot (East End Improvements)	1014	Low	City Hall	Patch, sealcoat, stripe, move dumpster, remove fence, parking stops, ADA ramp to City Hall. Also finish landscaping around City Hall and PD. Also, underground power to charging stations and remove power pole.	Planned	2026					\$ 80,000.00		\$ 80,000.00	Facility Maintenance Reserve (funded by CE)
Total: Administration/Community Development							\$ 380,000.00	\$ 850,000.00	\$ 47,000.00	\$ 40,000.00	\$ 130,000.00	\$ -	\$ 1,447,000.00	
Fire Department														
Regional Fire Training Tower Contribution	2016	High	City of WW	City 1/3 share contribution prorated over five years for replacement fire training tower. Current one isn't safe to do controlled burns in.	Budgeted	2021	\$ 64,900.00	\$ 64,900.00	\$ 64,900.00	\$ 64,900.00	\$ 64,900.00		\$ 324,500.00	Facility Maintenance Reserve (funded by CE)
Replace Exterior Staircase on East Side of Building.	2017	High	Fire Station	Replace Exterior Staircase on East side of B	Budgeted	2021	\$ 30,000.00						\$ 30,000.00	Facility Maintenance Reserve (funded by CE)
Renovate Dorm Rooms	2025	Medium	Fire Station	Renovate Dorm Rooms.	Budgeted	2022	\$ 40,000.00						\$ 40,000.00	Facility Maintenance Reserve (funded by CE)
Dorm Room Furniture	2026	Medium	Fire Station	Obtain Dorm Room Furniture	Budgeted	2022	\$ 30,000.00						\$ 30,000.00	Facilities Maintenance Reserve (funded by CE)
Water Source Heat Pump Replacement	2020	Medium	Fire Station	Replace 1 carrier Water Source Heat Pumps (unit above dorm room)	Budgeted	2022	\$ 10,000.00						\$ 10,000.00	Facilities Maintenance Reserve (funded by CE)
Water Source Heat Pump Replacement	2010	Medium	Fire Station	Replace 8 Carrier Water Source Heat Pumps.	Planned	2023		\$ 80,000.00					\$ 80,000.00	Facility Maintenance Reserve (funded by CE)
Moline Gas Heater Replacement	2011	Medium - ESCO Performance	Fire Station	Replace Moline Gas Heater 75k BTU HR Unit	Planned	2024			\$ 10,000.00				\$ 10,000.00	Facility Maintenance Reserve (funded by CE)
Gas Furnace 75000 BTU HR	2012	Medium - ESCO Performance Contracting Potential	Fire Station	Replace Gas Furnace 7500 BTU HR Carrier Unit.	Planned	2024			\$ 13,450.00				\$ 13,450.00	Facility Maintenance Reserve (funded by CE)
Hot Water Pump 2 HP	2013	Low - ESCO Performance Contracting Potential	Fire Station	Replace Baldor Hot Water Pump 2 HP	Planned	2025				\$ 2,000.00			\$ 2,000.00	Facility Maintenance Reserve (funded by CE)
Total: Fire Department							\$ 174,900.00	\$ 144,900.00	\$ 88,350.00	\$ 66,900.00	\$ 64,900.00	\$ -	\$ 539,950.00	
Police Department														

Gun Range Building	3019	High	Wastewater Treatment Plant.	Install Washroom and Roof.	Budgeted	2022	\$ 23,000.00						\$ 23,000.00	Federal ARPA Grant
Police Department: RTU Package 3 Ton Heater/Chiller	3011	Medium - ESCO Performance Contracting	Police Department	Replace 3 Ton RTU Package Unit Heater/Chiller on roof rated "F" on south side of building. North side chiller failed	Budgeted	2022	\$ 15,000.00						\$ 15,000.00	Facility Maintenance Reserve (funded by CE)
Backup Generation Design (3 Buildings)	3020	Medium	Police Department		Planned	2023		\$ 10,000.00					\$ 10,000.00	Facilities Maintenance Reserve (funded by CE)
Replace 50 Gallon Water Heater	3012	Medium - ESCO Performance	Police Department	Replace 50 Gallon Water Heater	Planned	2024			\$ 3,000.00				\$ 3,000.00	Facility Maintenance Reserve (funded by CE)
Police Department Renovation	3010	Low	Police Department	Renovate Police Department	Planned	2024			\$ 500,000.00				\$ 500,000.00	Facility Maintenance Reserve (funded by CE)
Total: Police Department							\$ 38,000.00	\$ 10,000.00	\$ 503,000.00	\$ -	\$ -	\$ -	\$ 551,000.00	
Public Works Department - Parks														
Lions Park Renovation	4001	High - But dependent upon grant dollars.	Lions Park	Dredge and reconstruct pond and Garrison Creek channel, eliminate point source pollution of storm water facility into pond. Includes irrigation plans. Engineering will be done the first half of FY 2021. Construction will be the last half of FY 2021 into FY 2022	Budgeted	2018	\$ 3,256,683.00						\$ 3,256,683.00	42.9% State RCO Grants, 15.3% Private Foundation Grants, 12.3% Ecology Funds, 29.5% City REET II
Lions Park Community Center	4006	Low	Lions Park	Replace Community Center with multipurpose facility with Community Kitchen	Planned	2023		\$ 500,000.00	\$ 2,466,799.00				\$ 2,966,799.00	100% EDA Tourism Grant Funds if Received
Harvest Meadows Park Improvements	4005	Medium	Harvest Meadows Park	Improvements include a welcome sign and picnic shelter as identified in the 2018 Park Master Plan.	Planned	2023		\$ 25,000.00					\$ 25,000.00	100% REET II Funds
Veterans Park at Homestead	4004	Low	Homestead Ave south of 4th Street	Addition of more play equipment and restroom in Park.	Planned	2025				\$ 100,000.00			\$ 100,000.00	100% Developer Fees
Park Development near Stone Creek	4003	Low	SW of College Ave & Mojonner St	Per development standards, parkland will need to be donated to City for development. Will cooperate with State RCO, College Place School District, and developer for quality regional park.	Planned	2023		\$ 500,000.00	\$ 1,500,000.00				\$ 2,000,000.00	15% REET 2, 25% RCO, 50% Developer Fees, 10% Collaboration with College Place School District
Total: Public Works Department - Parks							\$ 3,256,683.00	\$ 1,025,000.00	\$ 3,966,799.00	\$ 100,000.00	\$ -	\$ -	\$ 8,348,482.00	
Public Works Department - Stormwater														
SE Birch (4th to 6th)	5004	High	SE Birch (4th to 6th)	Stormwater Improvements from 4th to 6th at Birch. 2022: Engineering. 2023: Construction.	Budgeted	2022	\$ 179,860.00	\$ 280,140.00					\$ 460,000.00	39.1% Federal ARPA Grant Money, 60.9% Storm Utility
Street Waste Decant Facility	5003	High - But dependent upon grant dollars.	Public Works Yard	Construction of a street waste decant facility. 2022: Engineering. 2023: Construction.	Budgeted	2022	\$ 500,000.00	\$ 1,000,000.00					\$ 1,500,000.00	75% State Ecology Grant, 25% Stormwater Utility.
Outfall Replacement Program	5012	High	Around Community.	Prioritization to be determined through Stormwater Management Plan Criteria.	Planned	2023		\$ 200,000.00		\$ 200,000.00		\$ 200,000.00	\$ 600,000.00	Apply for State Department of Ecology Grant Funds for 50%. Other 50% Stormwater Utility.
Drywell Install	5022	High	Community Wide	Earmark funds to install Drywells.	Planned	2023		\$ 80,000.00		\$ 80,000.00		\$ 80,000.00	\$ 240,000.00	Apply for State Department of Ecology Grant Funds for 50%. Other 50% Stormwater Utility.
SE 12th Street (College to Larch)	6010	High	SE 12th (College to Larch)	Replace storm infrastructure on 12th from College to Larch.	Planned	2023		\$ 1,200,000.00					\$ 1,200,000.00	100% Transportation Improvement Board Grant.
Public Works Yard Stormwater Improvements.	6032	Medium	Middle of block between 4th, 6th, Birch, and Date.	Stormwater improvements at Public Works Yard.	Planned	2023		\$ 200,000.00					\$ 200,000.00	50% State Department of Ecology Grant, 50% Stormwater Utility Funds.

SW 10th Street Retrofit (College to Bade)	5005	High	SW 10th from College to Bade.	Reconstruct 10th to include stormwater infrastructure to filter water into Garrison Creek.	Planned	2024				\$ 425,000.00				\$ 425,000.00	100% Move around money. Hardship money will cover staffing. Move freed up money to this project. (Freed up money via Stormwater Capacity Hardship Grant). Also, consider
SE 12th Street (Larch to Myra)	6039	High	SE 12th (Larch to Myra)	Replace storm infrastructure on 12th from Larch Avenue to Myra.	Planned	2025					\$ 1,200,000.00			\$ 1,200,000.00	100% Transportation Improvement Board Grant.
NE Cedar Ave Storm Improvements	6007.2	High	NE Cedar from A to C Street	Stormwater Improvements along corridor.	Planned	2026						\$ 340,000.00		\$ 340,000.00	100% Hardship Grant Redirect or Legislative Appropriation.
SE Date Ave (8th to 11th)	5018	Medium	SE Date (8th to 11th)	Stormwater Retrofit on SE Date from 8th to 11th.	Planned	2027							\$ 400,000.00	\$ 400,000.00	100% Stormwater Utility.
Total: Public Works Department - Stormwater							\$ 679,860.00	\$ 2,960,140.00	\$ 425,000.00	\$ 1,480,000.00	\$ 340,000.00	\$ 680,000.00	\$ 6,565,000.00		
Public Works Department - Streets															
Installation of stop signs at Whitman/Larch.	6044	High - Developer Contribution	Whitman Drive & Larch	Installation of solar flashing stop signs on Larch at Whitman Intersection.	Budgeted	2022	\$ 10,000.00							\$ 10,000.00	100% Villages at Fort WW Developer Contribution
			- 2022: Harvest Meadows, Knapp Addition, SE Bliss Ln - 2023: SW 6th, Cedar Bend Subdivision, SW 7th, SW 8th (College to Bade) (Davis to Evans), SW 9th, SW Evans (6th to 8th), SW Davis (6th to 8th) - 2024: Autumn Meadows Subdivision, Country Estates Subdivision, Sherburne Addition, SW 10th (Birch to Date) - 2025: Highland Park Subdivision - 2026: NE C Street (Larch to Myra), Larch (C Street to SR 125)												
Chipseal Program	6018	Medium		Planned annual chip seal program	Budgeted	2022	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 360,000.00	100% REET 1 Fund
			- FY 2022 - SE 6th (College to Date) FY 2023 - SW 6th St (Davis to Evans) - FY 2024 - SE Mockingbird Ln - FY 2025 - SE Highland Park (North Leg) - FY 2026 - NE Dawson St (Myra to Westfair) - FY 2027 - NE Alden St (Criscola to Troutdale)												
Block Resurfacing Program	6059	Medium		Resurface a block of deteriorated roadway every other year. Provides a ten year fix.	Budgeted	2022	\$ 30,000.00	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 200,000.00	100% REET 1 Fund

4Bikes Project (Fourth - College to Academy, Academy - Whitman to 4th)	6029	High - Obtained TIB Complete Street Grant	4th - College Avenue to Academy Way Academy Way - 4th Street to Whitman Drive.	Continuance of cycle track on Fourth Street from Davis Street to College Avenue. Pedestrian streetlamps every 200 feet: Fourth St - College Avenue to Academy Way, Academy Way - Whitman Drive to Fourth Street.	Budgeted	2022	\$ 600,000.00							\$ 600,000.00	Awarded Transportation Improvement Board Complete Street Grant (\$500,000). Remaining funds from Street Improvement Fund. Project to be tracked in the Economic Development Fund 330.
Safewalk College Place	6048	High - 2021 / Medium - 2022, 2024, and 2026	- 2022 SW 6th and SW 8th - 2023 NE Lambert, NE Ash, SE Date - 2024 B Street 2026 1st and 3rd between Academy and Davis	Install six-foot wide sidewalk on one side of road. Dependent on obtaining a Community Development Block Grant: General Purpose. Odd number years will be funded by State TIB SP Grant if funded.	Budgeted	2022	\$ 364,000.00	\$ 476,540.00	\$ 400,000.00			\$ 600,000.00		\$ 1,840,540.00	100% CDBG General Purpose Grant Funds and easement donation from Walla Walla University. Fund 309 in FY 2023 - State Transportation Improvement Board Sidewalk Grant Funds.
Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	5006.2	High - Grant funded.	Mojonnier Rd from Grandview to College Ave	Reconstruction of Mojonnier Rd from Bluvue Ct to College Ave. Engineering (2021 to 2022 with MPO STP Grant Money) Construction in 2023.	Budgeted	2022	\$ 711,000.00	\$ 4,168,290.00						\$ 4,879,290.00	76.7% Federal Highway Bill Grant Funds, 20% MPO STP Funds , 3.3% Street Improvement Fund.
CP Broadband Project	6068	Medium	Citywide	Construction of dark fiber throughout the City of College Place (\$2 Million per square mile per Petrichor).	Budgeted	2022	\$ 1,000,000.00	\$ 3,000,000.00						\$ 4,000,000.00	5% City Match via Federal ARPA, 95% either EDA Build Back Better, Federal NTIA, State CERB, and Public Works Trust Fund Grant.
Crosswalk Improvements in front of CP Post Office	6058	Medium	500 S. College Avenue	Crosswalk improvements to include curb bump outs, Rapid Flashing Beacons, and more.	Planned	2023		\$ 90,000.00						\$ 90,000.00	Trying to pursue WSDOT Ped Grant. May go to MPO for funds. Likely 25% local match from Street Fund.
CP Downtown Parking Lot Project	6063	Low	Center of Block bordered by 8th, 6th, College, and Bade.	Construct parking lot to encourage a dense mixed-use downtown that is walkable.	Planned	2023		\$ 200,000.00	\$ 300,000.00					\$ 500,000.00	100 % Going after USDA Economic Development Grant Funds.
Stone Creek Development Intersection Signalization on College Ave by CPHS	6035	Medium - Dependent on future development.	College Avenue, south side of College Place High School.	Installation of signals at College Ave and arterial for the Stone Creek Development.	Planned	2023		\$ 365,170.00						\$ 365,170.00	This will be primarily funded by development impact fees. 25% city match likely through Street Fund.
Stone Creek Development Intersection Signalization II on College Avenue by CPHS	6064	Medium - Dependent on future development.	College Avenue, near CPHS	Installation of signals.	Planned	2023		\$ 365,170.00						\$ 365,170.00	This will be primarily funded by development impact fees. 25% local match likely through Street Fund.
9th Street	6062	Medium - Dependent on CDBG Grant Funds.	9th (College Ave to Alleyway)	Convert gravel road to pavement with curb and gutter.	Planned	2023		\$ 500,000.00						\$ 500,000.00	100 % Street Improvement Fund via CDBG - General Purpose Grant, LID, or State Grant.
SE 12th Street (College to Larch)	6010.2	High - Dependent on grant funds.	SE 12th Street from College to Larch	Street grind and overlay with water and sewer improvements on SE 12th Street from College to Larch.	Planned.	2023		\$ 2,229,430.32						\$ 2,229,430.32	90% TIB or MPO Funding, 10% Street Improvement Fund.
Pedestrian signalization at Myra Rd & Garrison Village Way	6054	Low - Dependent on WSDOT Grant and Developers	Myra Rd at Garrison Village Way	Pedestrian crossing beacon with pedestrian refuge island so folks can get to Fort Walla Walla.	Planned	2024			\$ 546,000.00					\$ 546,000.00	Likely Scenario: 20% City of WW, 20% City of CP Street Fund, 30% Developer Contrib, 30% State Grant

Rose Street Lighting	6014	Low	Rose Street from College Ave to Lambert Ave	Rose Ornamental Pedestrian Street Lights	Planned	2024			\$ 350,000.00				\$ 350,000.00	100% Transportation Improvement Board Complete Street Grant.
Heat Pump at Public Works Shop	6056	Medium	Public Works Yard	Replace Heat Pump	Planned	2024			\$ 20,000.00				\$ 20,000.00	100% Facility Maintenance Fund.
Public Works Yard Upgrade	6032	Medium	218 SE 4th St	Upgrade Public Works Yard. New pavement between buildings and gas pumps. General renovation work.	Planned	2024			\$ 400,000.00				\$ 400,000.00	100% Facility Reserve Fund.
SE Birch St (2nd to 4th)	5004.3	Medium	Birch Street from 2nd to 4th.	Reconstruct Birch Street from 2nd to 4th to include curb and gutter.	Planned	2024			\$ 100,000.00				\$ 100,000.00	100% Street Improvement Fund/REET.
12th & Larch Intersection	6011	Medium	The 12th and Larch Avenue intersection.	Identify, design and construct preferred intersection configuration.	Planned.	2025				\$ 2,053,000.00			\$ 2,053,000.00	50 % Local (City) funds from Street Improvement Fund (funded by the street fund) with 50% WSDOT or MPO Grant.
SE 12th Street (Larch to Myra)	6039	Dependent on grant funds.	SE 12th Street from Larch to Myra Rd.	Reconstruction of 12th Street from Myra Rd to Larch Ave.	Planned	2025				\$ 3,155,697.48			\$ 3,155,697.48	90% TIB or MPO Funding, 10% Street Improvement Fund.
Larch & Whitman Intersection	6015	Medium	Larch & Whitman Intersection	Intersections need to be improved for safe traffic.	Planned	2025				\$ 304,163.00			\$ 304,163.00	40% Developer Impact Fees, 40% CERB Construction Grant, 20% Street Improvement Fund
NE Cedar Avenue ("A" to "C" Street)	6007.2	Medium	NE Cedar Avenue from "A" to "C" Street	Resurface Cedar Avenue	Planned	2026					\$ 358,520.76		\$ 358,520.76	100% Legislative Appropriation
SE Dewey Dr	6022	Medium	SE Dewey Drive.	Full street and sidewalk reconstruction on Dewey Drive to include water and sewer improvements.	Planned.	2026					\$ 678,483.00		\$ 678,483.00	100% Street Improvement Fund
SE Sky Ave (12th to Scenic View)	6024	Medium	SE Sky Ave from 12th Street to Scenic View Drive.	Corridor reconstruction on SE Sky Ave from 12th Street to Scenic View Drive to include streets, sidewalks, water and sewer improvements.	Planned	2027						\$ 502,580.00	\$ 502,580.00	100% Street Improvement Fund (funded by the Street Fund), REET, Water Capital Reserve Fund, Wastewater Capital Reserve Fund
Whitman Dr Reconstruction	6043	Low - Dependent on future development.	Whitman Drive & Maple Ave	Reconstruct roadway from Academy Way to Martin Airfield to Arterial Standards. Also, includes conversion of Academy & Whitman intersection to four way stop.	Planned	2027						\$ 986,654.00	\$ 986,654.00	50% Developer Fees; 50% State TIB or Public Works Trust Fund Grants
Whitman Dr Multiuse Path Completion	6006	Low	Whitman Drive between Evans and Academy.	Assemble right of way to complete gap in multi-use path between Evans and Academy Way.	Planned	2027						\$ 80,000.00	\$ 80,000.00	90.0% MPO STP Funds and/or State RCO, 10% Local Match
Total: Public Works Department - Streets							\$ 2,775,000.00	\$ 11,484,600.32	\$ 2,211,000.00	\$ 5,607,860.48	\$ 1,732,003.76	\$ 1,664,234.00	\$ 25,474,698.56	
Public Works Department - Wastewater														
WWTP Improvements - Implementation Phase 1:	7004	High - Mandated by our Wastewater Permit, also dependent on grants.	WWTP - 501 Owens Rd	WWTP Wastewater Treatment Plant Improvements: - 2022: Headworks \$1,740,000 - 2022: Rearation and Cooling: \$150,000 - 2023: Land Treatment: \$17.9 Million	Budgeted	2022	\$ 2,000,000.00	\$ 23,000,000.00					\$ 25,000,000.00	20% Wastewater Capital Reserve; 40% Department of Ecology Grant/Loan; 40% Legislative Appropriation.
Life Station #5 Replacement	7019	High - Over Capacity and Tripping Hazard	SW 1st	Replace over capacity wastewater lift station. Engineering in FY 2022. Construction in FY 2023.	Budgeted	2022	\$ 465,000.00	\$ 1,176,500.00					\$ 1,641,500.00	100% Public Works Trust Fund (State)

Neighborhood Sewer Lining	7016	High	Across Community.	Refer to Wastewater Fiscal Sustainability Plan for Period Phasing.	Budgeted	2022	\$ 300,000.00		\$ 400,000.00		\$ 300,000.00		\$ 1,000,000.00	100% Wastewater Capital Reserve Fund.
12th Street Wastewater Replacement Project	6010.3	Medium	12th Street from College to Larch.	Wastewater replacement project below 12th Street project.	Planned	2023		\$ 270,742.00					\$ 270,742.00	100% Wastewater Capital Reserve Fund.
NE Cedar Ave Wastewater Replacement Project	6007.3	High - Dependent on grant funds.	Cedar Ave from C to A Streets	Line Sewer of NE Cedar Avenue from A to C Street.	Planned	2026					\$ 80,010.00		\$ 80,010.00	100% Legislative Appropriation
12th Street Wastewater Replacement Project (Date to Myra)	6039.3	Medium	12th Street from Myra Rd to Larch St	Wastewater Replacement Project under 12th Street project.	Planned.	2025				\$ 401,745.00			\$ 401,745.00	100% Wastewater Capital Reserve Fund.
Central Avenue Wastewater Line Project (ScenicView to Valley)	7020	Low	Central Avenue from ScenicView to Valley.	Install new sewer line to replace private line in corridor.	Planned	2027						\$ 150,000.00	\$ 150,000.00	100% Wastewater Capital Reserve Fund.
Total: Public Works Department - Wastewater							\$ 2,765,000.00	\$ 24,447,242.00	\$ 400,000.00	\$ 401,745.00	\$ 380,010.00	\$ -	\$ 28,543,997.00	
Public Works Department - Water														
Well No. 2 (No 6.) Relocation	8001	High	Whitman Drive & Maple Ave	Reconstruction of new well shaft and well-house and installation of pump, motor, controls, and appurtenant equipment and facilities to replace Well No. 2; decommissioning of existing Well No. 2. The goal is to have this well operational by end of Summer 2021. High end estimate is by Paul Cross at RH2	Budgeted	2017	\$ 2,850,000.00						\$ 2,850,000.00	State Legislative Appropriation and 20-year, 1%, 50% forgivable DWSRF Loan
Sky & 12 Water Main Replacements	8007	Medium	Sky Avenue and Alley of 12th & Mt View	Replace existing steel water main and services. Project deferred due to crazy bidding environment due to COVID.	Budgeted	2022	\$ 617,000.00						\$ 617,000.00	48.6% Federal ARPA Grant, 51.4% Water Capital Fund.
Whitman Maple Solar Array	8019	Low	Whitman & Maple Drive	The City will continue to look for grant funding to construct a solar array adjacent to Well #6. We will only pursue this project if it is grant funded.	Budgeted	2022	\$ 450,000.00						\$ 450,000.00	100% either Pacific Power Blue Sky, CREA, or State Department of Commerce Funding
6th St Water - College to Date	8011	High	6th between College	Replace water main and services	Budgeted	2022	\$ 150,000.00						\$ 150,000.00	100% Water Capital Reserve Fund.
Well #7 Development	8017	High	Teal Rd City Property.	Develop a fourth well with School District due to increased population.	Budgeted	2022	\$ 510,000.00	\$ 1,065,000.00	\$ 1,925,000.00				\$ 3,500,000.00	10% Public Works Trust Fund, 20% City Water Fund, 60% FEMA HMA Grant, 10% Developer Contribution.
Western College Place Water Storage Tank Reservoir 4 (1,000,000 Gallons)	8018	High	Martin Airfield Area	Engineering and development of 1,000,000 water storage tank to serve all of west/southwest College Place.	Budgeted	2022	\$ 350,000.00	\$ 1,000,000.00	\$ 2,150,000.00				\$ 3,500,000.00	10.0% State Public Works Trust Fund, 50.0% FEMA HMA or Fed Inf Bill, 15.0% Water Capital Fund, 10.0% Dev Contribution
Well #3 Electrical Generator	8024	High	Lamperti & Larch	Electrical Generator at Well #3	Planned	2023		\$ 500,000.00					\$ 500,000.00	75% FEMA HMA Grant, 25% City Water Fund
SE 12th St (College to Larch) Water Infrastructure Replacement Project	6010.4	Medium - Dependent on Grant Funds	SE 12th Street from College to Larch Ave.	Replace water infrastructure under SE 12th St project.	Planned	2023		\$ 617,381.00					\$ 617,381.00	100% Water Capital Reserve Fund.
SW 10th Street Retrofit (Colleg	5005.3	High	SW 10th from College	Replace water main and services on SW 10th from College to Dead End.	Planned	2024			\$ 236,643.00				\$ 236,643.00	100% Water Capital Reserve Fund.
Birch Ave Water - 2nd to 4th	8009	High	Birch between 2nd &	Replace water main & services	Planned	2024			\$ 140,000.00				\$ 140,000.00	100% Water Capital Reserve Fund.
SE 12th St (Larch to Myra) Water Infrastructure Replacement Project	6039.4	Medium - Dependent on grant funds.	SE 12th Street from Myra Rd to Larch Ave.	Replacemen water infrastructure under SE 12th St project from Date to Myra Rd.	Planned	2025				\$ 916,113.00			\$ 916,113.00	100% Water Capital Reserve Fund.

Steel (500,000 Gallon) Tower Repaint	8020	High	Water Tank in Public Works Yard	Elevated water tower from 1947 needs to be repainted. Also, pursuing FEMA Resiliency Grant to conduct seismic upgrades,	Planned	2025					\$ 1,200,000.00			\$ 1,200,000.00	75% FEMA HMA Grant, 25% City Water Fund
NE Cedar Ave Water Infrastructure Replacement Project	6007.4	High - Dependent on Ave funds.	NE Cedar Avenue from "A" to "C" Street	Replace water infrastructure below Cedar Ave project.	Planned	2026					\$ 158,000.00			\$ 158,000.00	100% Legislative Appropriation
Dewey Drive Water	6022.2	High	Dewey Drive	Replace Water main & services	Planned	2026					\$ 286,000.00			\$ 286,000.00	100% Water Capital Reserve Fund.
SE Sky Ave Water Infrastructure Replacement Project	6024.3	Medium	SE Sky Ave from 12th to SE Scenic View Dr.	Replace water infrastructure below Sky Ave project.	Planned	2027						\$ 140,850.00		\$ 140,850.00	100 % Water Capital Reserve Fund
Total: Public Works Department - Water							\$ 4,927,000.00	\$ 3,182,381.00	\$ 4,451,643.00	\$ 2,116,113.00	\$ 444,000.00	\$ 140,850.00	\$ 15,261,987.00		
Grand Total: All Capital Facility Projects							\$ 14,996,443.00	\$ 44,104,263.32	\$ 12,092,792.00	\$ 9,812,618.48	\$ 3,090,913.76	\$ 2,485,084.00	\$ 86,732,114.56		



FY 2022 TO 2027 CAPITAL FACILITY PLAN

FY 2022 TO 2027 CAPITAL FACILITY PLAN



City of College Place: 625 S. College Ave, Phone: 509-529-1200 Website: www.cpwa.us

City Council

- Norma Hernandez, Mayor
- Jerry Bobbitt, Council Position #1
- Michael Cleveland, Council Position #2
- Marge Nyhagen, Council Position #3
- Loren Peterson, Council Position #4
- Melodie Selby, Council Position #5
- Heather Schermann, Council Position #6
- Monica Boyle, Council Position #7

CFP Management Team

- Mike Rizzitiello, City Administrator
- Brian Carleton, Finance Director
- Troy Tomaras, Police Chief
- David Winter, Fire Chief
- Robert McAndrews, Public Works Director
- Jon Rickard, Community Development Director

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II. WHAT IS A CAPITAL FACILITY PLAN (CFP)?

- ▶ The Capital Facilities & Transportation Improvement Plan (CFP) is a planning tool that lists current and future City capital facilities projects. It is important to note that just because a project is listed in the CFP, it does not mean funds have been budgeted or are available. This document is a tool for current and long-term planning purposes.
- ▶ Each year the city is required by the state to adopt a CFP for planning and funding of capital projects. The CFP is a project planning tool which covers all aspects of infrastructure planning within the city. The projects included in the CFP are those that are needed to meet the concurrency requirements of the Growth Management Act (GMA), transportation projects to be included in the TIP, and other capital projects planned for the next six-year period.
- ▶ The TIP is a transportation planning tool used by the Washington State Department of Transportation (WSDOT) to allocate funding for local agency projects. The WSDOT will not fund transportation projects that are not included in the TIP. Comments received on transportation projects will apply to both the CFP and TIP.
- ▶ Staff has identified and prioritized projects for consideration by the Council. The CFP and TIP are six-year planning tools. The general approach for project selection and prioritization was based on criteria covering City Council goals, infrastructure needs, community benefits, employment impact, safety, and other factors (mandates, obligations, and outside funding). The departments evaluated the proposed projects and results are forwarded to the City Council for consideration.
- ▶ **Many projects in Capital Facility Plan are reprioritized throughout the year based on the pursuit and award outside Federal, State, and Private grant opportunities.**
- ▶ **The City is able to reconstruct and maintain Federally classified roads better because they are eligible for Federal and State grant funds. These streets include: Rose, C, Whitman, 4th, 12th, Lamperti/Mojonnier, Taumaurson, Myra, Larch, Meadowbrook, College, Academy, and Doans.**
- ▶ **All other streets are local and ineligible for Federal and State grants.**
- ▶ **Status Definitions**
 - ▶ **Budgeted:** Project will occur in Fiscal Year 2022.
 - ▶ **Planned:** Project planned for the future. City is in the process of assembling grant funds for the project.



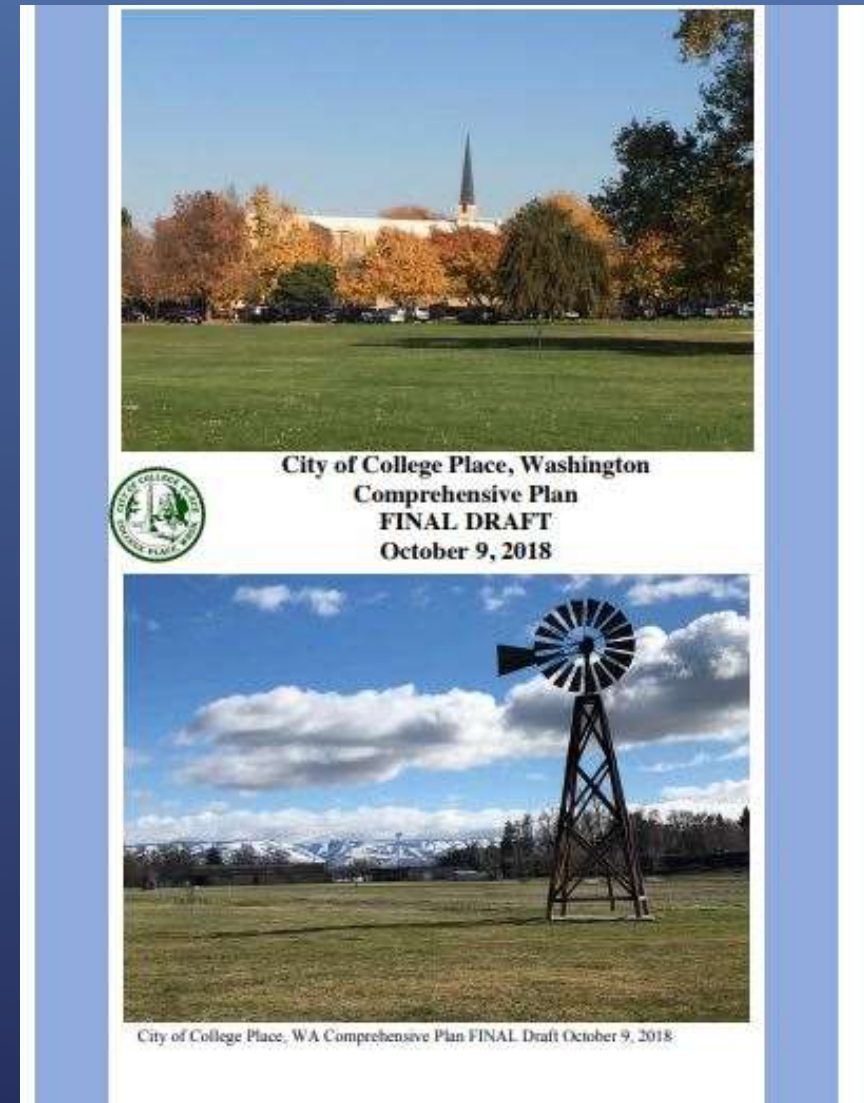
III. FY 2022 PRIORITY PROJECTS

- ▶ A. Well #6 Drinking Water Well Replacement Final Wellhouse Engineering/Start Construction: \$2,850,000.00 (Grant/Loan funded) Major construction in FY 2022.
- ▶ B. Wastewater Treatment Plant Improvement Begin Construction: \$2,000,000 (Ecology/USDA/Federal Appropriation) Most Construction in FY 2023.
- ▶ C. Regional Fire Training Tower Contribution: \$324,500 (Total over five years).
- ▶ D. 4Bikes Project: \$600,000 (TIB Grant, City)
- ▶ E. Lions Park Renovation : \$3,256,683 (REET, State RCO Grants, Sherwood Trust Grant, Partnerships)
- ▶ F. SW Mojonier Rd Reconstruction: \$711,000 (Walla Walla MPO, Federal Highway Bill) Most Construction in FY 2023.
- ▶ G. City Council Chambers AV/OPMA Upgrade: \$300,000 (Federal ARPA Grant).



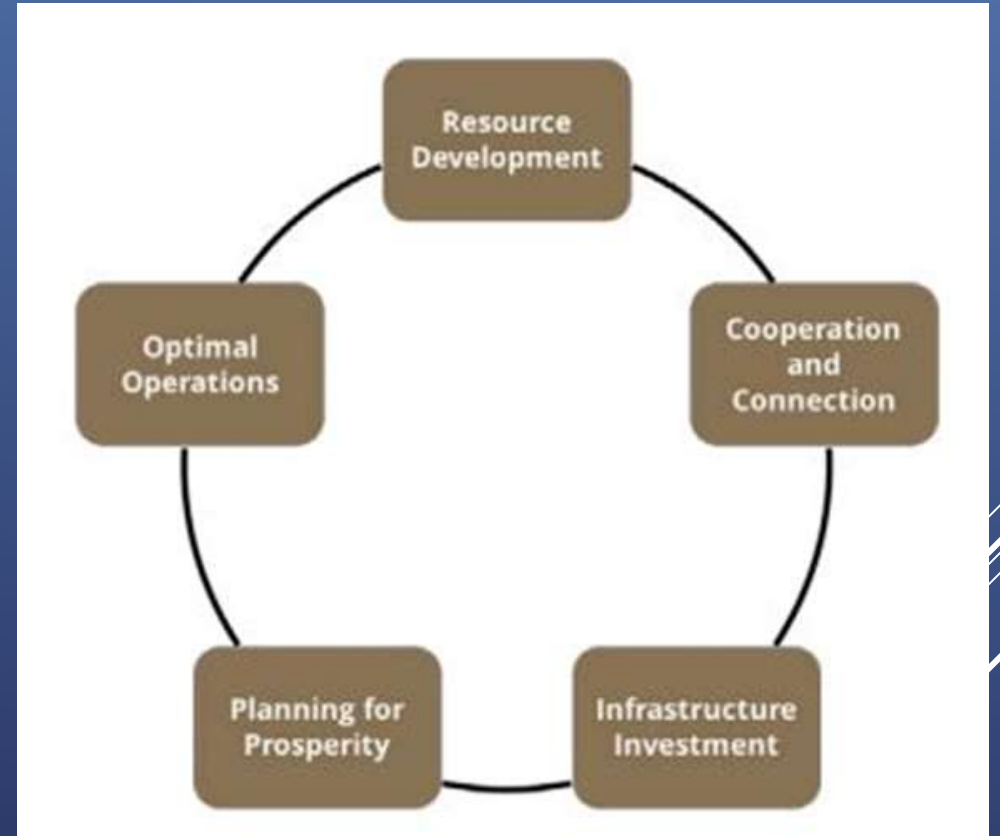
IV. 2018 COMPREHENSIVE PLAN

- Adopted by City Council on October 9th, 2018
- Aspirational goals and objectives for the City over the next twenty years.
- Mandated by the Washington State Growth Management Act.
- Goals that this Capital Facility Plan satisfies:
 - Goal #11: Maintain and improve existing utilities and services while planning for new growth and development.
 - Goal #17: Provide reliable, effective, and efficient utility services at the lowest reasonable cost, consistent with the City's aims of environmental stewardship, social equity, economic development, and the protection of public health.
 - Goal #23: Maintain the city's infrastructure so that it meets the needs of existing employers and targeted industries.



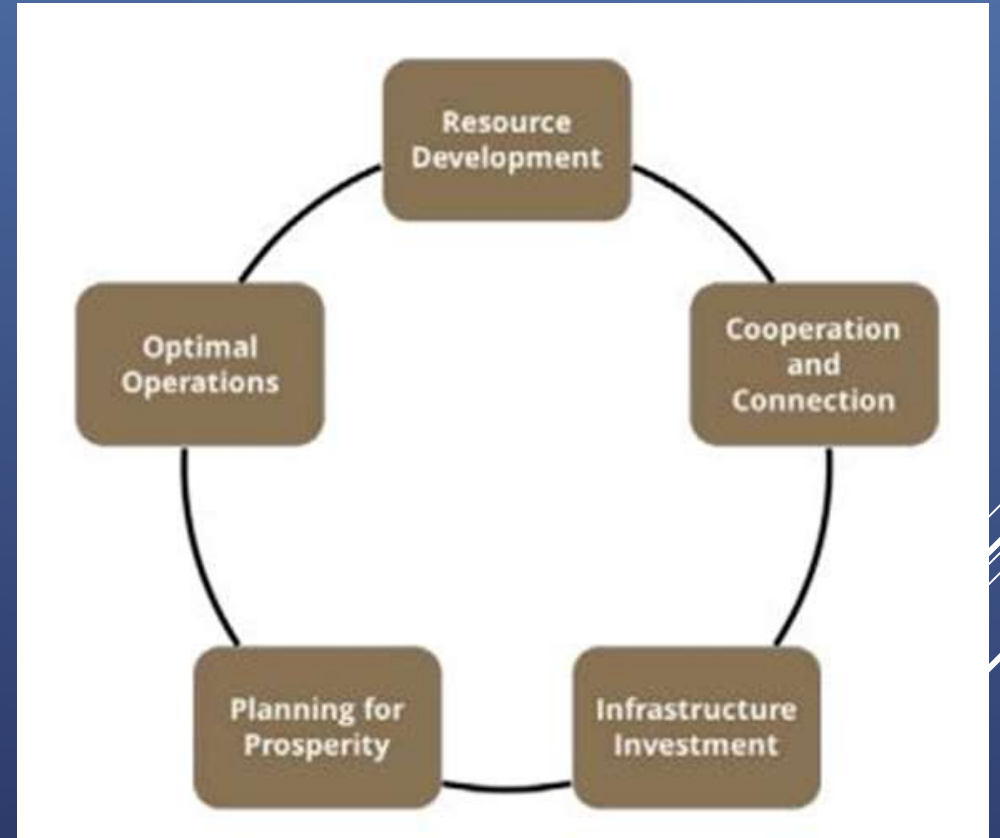
V. STRATEGIC PLAN: 2017 TO 2026

- Adopted by City Council on July 25th, 2017 and revised/adopted via Ordinance No. 19-005 on February 12th, 2019 as well as Ordinance No. 21-010 on June 22nd, 2021.
- Ten year framework for vision, values, and work plan.
- Five Tenants
 - Resource Development
 - Economic Development Strategy
 - Develop Design Standard and Mixed-Use Zone
 - Cooperation and Connection
 - Create annual community events
 - Increase outreach program
 - Increase volunteer commissions
 - Infrastructure Investment
 - Stormwater utility
 - Safe and sustainable water supply
 - Fully funded wastewater utility
 - Local streets are refurbished or rebuilt
 - Planning for Prosperity
 - Optimal Operations



V. STRATEGIC PLAN: 2017 TO 2026

- Adopted by City Council on July 25th, 2017 and revised/adopted via Ordinance No. 19-005 on February 12th, 2019 as well as Ordinance No. 21-010 on June 22nd, 2021.
- Ten year framework for vision, values, and work plan.
- Five Tenants
 - Planning for Prosperity
 - Produces and adopts a Comprehensive Plan
 - City government flexible enough to permit innovation
 - Optimal Operations
 - Staffed to nationally-recognized human resource levels
 - Construct new and modify existing City facilities based on nationally-recognized standards
 - GIS is used for comparative advantage and municipal leadership.



VI. LONG TERM FINANCIAL STRATEGY

Key Financial Principles

- ▶ Make Trade-Offs
- ▶ Do It Well
- ▶ Focus Programs on College Place Residents and Businesses
- ▶ Preserve Physical Infrastructure
- ▶ Use Unexpected One-Time Revenues for One-Time Costs or Reserves
- ▶ Invest in Employees
- ▶ Pursue Innovative Approaches to Service Delivery
- ▶ Contract In/Contract Out
- ▶ Maintain Capacity to Respond to Emerging Community Needs
- ▶ Pursue Entrepreneurial Initiatives
- ▶ Address Unfunded Liabilities
- ▶ Selectively Recover Costs
- ▶ Recognize the Connection Between the Operating and Capital Budgets.

Guidelines

- ▶ What Should the City Do Every Year, Whether the Financial Forecast is Positive or Negative?
 - ▶ Increase operating cost recovery (user fees)
 - ▶ Pursue cost sharing
- ▶ What Should the City DO in the Following Year's Budget When the Financial Forecast is Positive?
 - ▶ Assess the situation
 - ▶ Maintain adequate reserves
 - ▶ Use one-time revenues only for one-time expenses
 - ▶ Use recurring revenues for recurring costs or for one-time expenses
 - ▶ Stay faithful to City goals over the long run
 - ▶ Think carefully when considering revenue cuts
 - ▶ Think long-term
- ▶ What Should the City DO in the Following Year's Budget When the Financial Forecast is Negative?
 - ▶ Assess the situation
 - ▶ Use reserves sparingly
 - ▶ Reduce services
 - ▶ Continue to think carefully when considering tax increases
- ▶ What Should the Council Consider Before Increasing Taxes?
 - ▶ Will the increase result in programs or services that will have a quantifiable public benefit?
 - ▶ Is the tax source related and connected to the services that are to be supported by the new revenue?
 - ▶ Is the increase fully justifiable in terms of need?
 - ▶ Has every effort to educate citizens about the tax been taken in advance of the increase?
 - ▶ Are the services that are intended to be supported by the new revenue supportable into the foreseeable future?
- ▶ What Should the Council Consider Before Asking Residents to Increase Taxes?
 - ▶ Have efforts to educate residents about the tax been made?
 - ▶ Has there been ample time for residents to debate and discuss the issue?
 - ▶ Has the council taken the time to listen to residents' concerns?
 - ▶ Do our residents understand what the results will be following implementation of the new tax?

VII. CAPITAL FACILITY PLAN DEVELOPMENT & REVIEW PROCESS



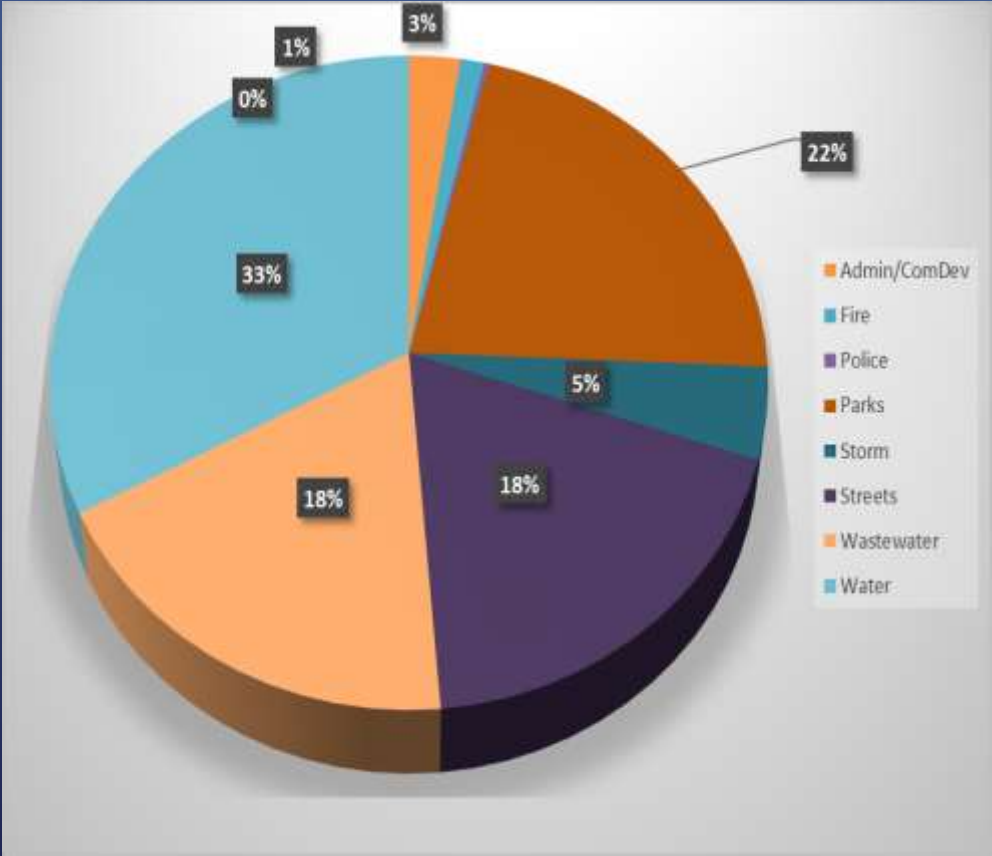
VIII. COMPLETED PROJECTS IN FY 2020

Capital Facility Projects Completed in FY 2021			
Project	Type	Description	Cost
Facility (Fire HVAC)	Fire	Rebuild ext Loop circulation pump and pm it loop.	\$ 15,000.00
Police Evidence Building	Police	Construction of evidence and storage building.	\$ 149,500.00
12th Street Parklet	Park	Trust Leadership Group 12th Street Parklet Project.	\$ 10,000.00
NE Destito Ct Stormwater Retrofit.	Storm	Fix flooding issues with new stormwater infrastructure on NE Destito Ct.	\$ 240,000.00
SE Meadowbrook Blvd Overlay	Streets	Finish up overlay on SE Meadowbrook Blvd from SR 125 to SE Lamperti St.	\$ 313,560.00
Safewalk College Place	Streets	Installation of sidewalks on SW Davis, SW Bade, and SW 12th Street.	\$ 421,530.00
FY 2021 Chipseal Program	Streets	Planned annual chip seal for 2021	\$ 60,000.00
Southwest Wastewater Trunk Line Project	Wastewater	Installation of replacement lift station and line for SW part of town.	\$ 7,587,097.00
Total			\$8,796,687.00

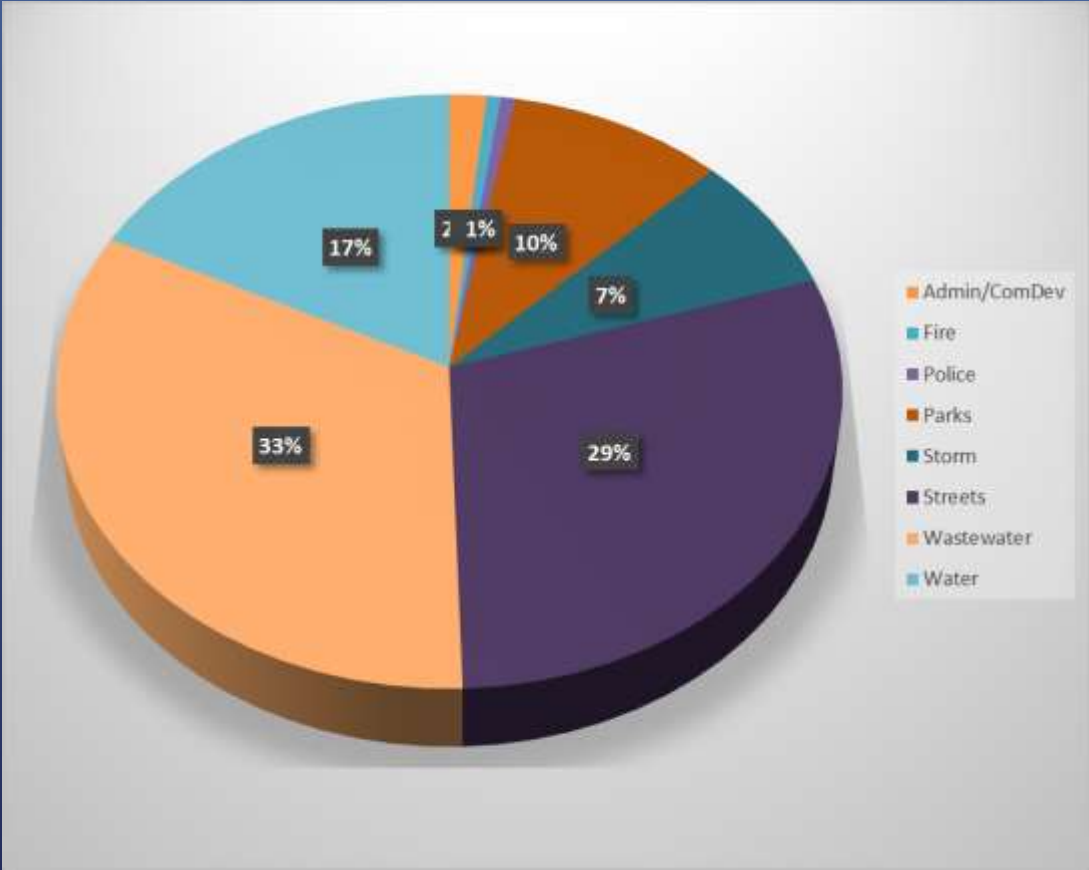


IX. CAPITAL FACILITY PLAN SUMMARY – FY 2022 VS. (2022 TO 2027)

Fiscal Year 2022

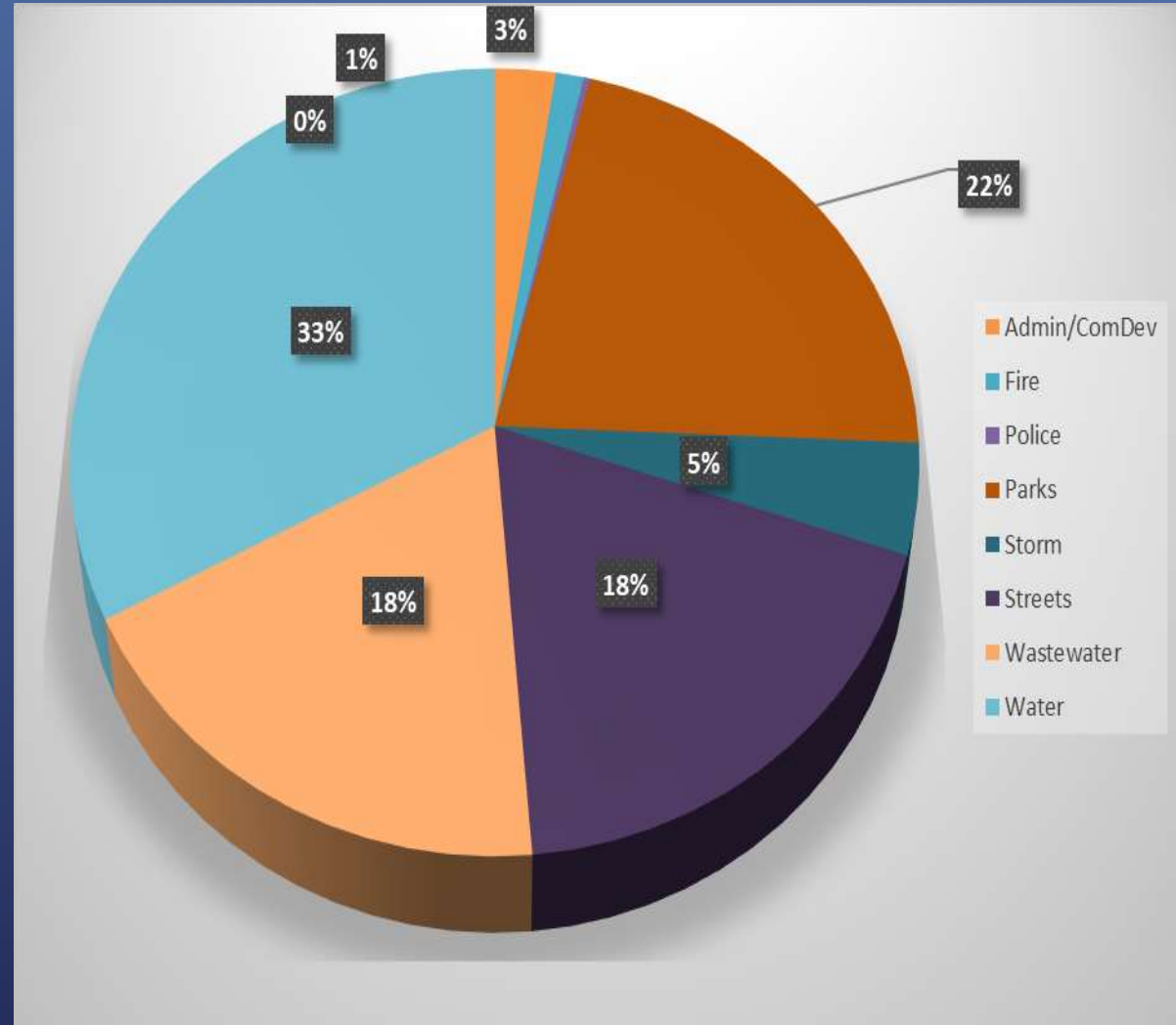


Fiscal Year 2022 to 2027



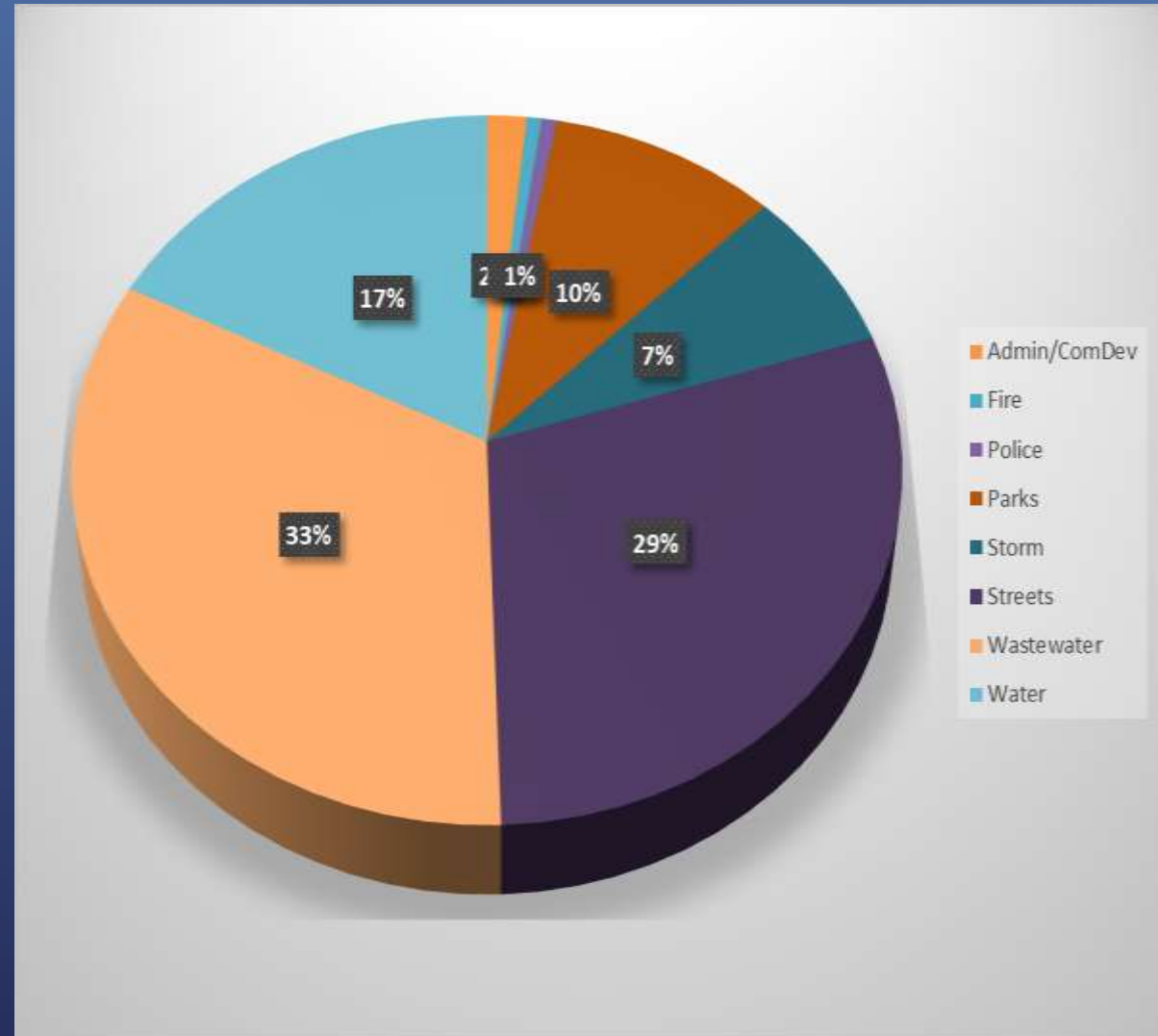
X. CAPITAL FACILITY PLAN – FY 2022

Capital Facility Plan: FY 2022	
Department	Expense
Admin/ComDev	\$ 380,000.00
Fire	\$ 174,900.00
Police	\$ 38,000.00
Parks	\$ 3,256,683.00
Storm	\$ 679,860.00
Streets	\$ 2,775,000.00
Wastewater	\$ 2,765,000.00
Water	\$ 4,927,000.00
Total	\$ 14,996,443.00



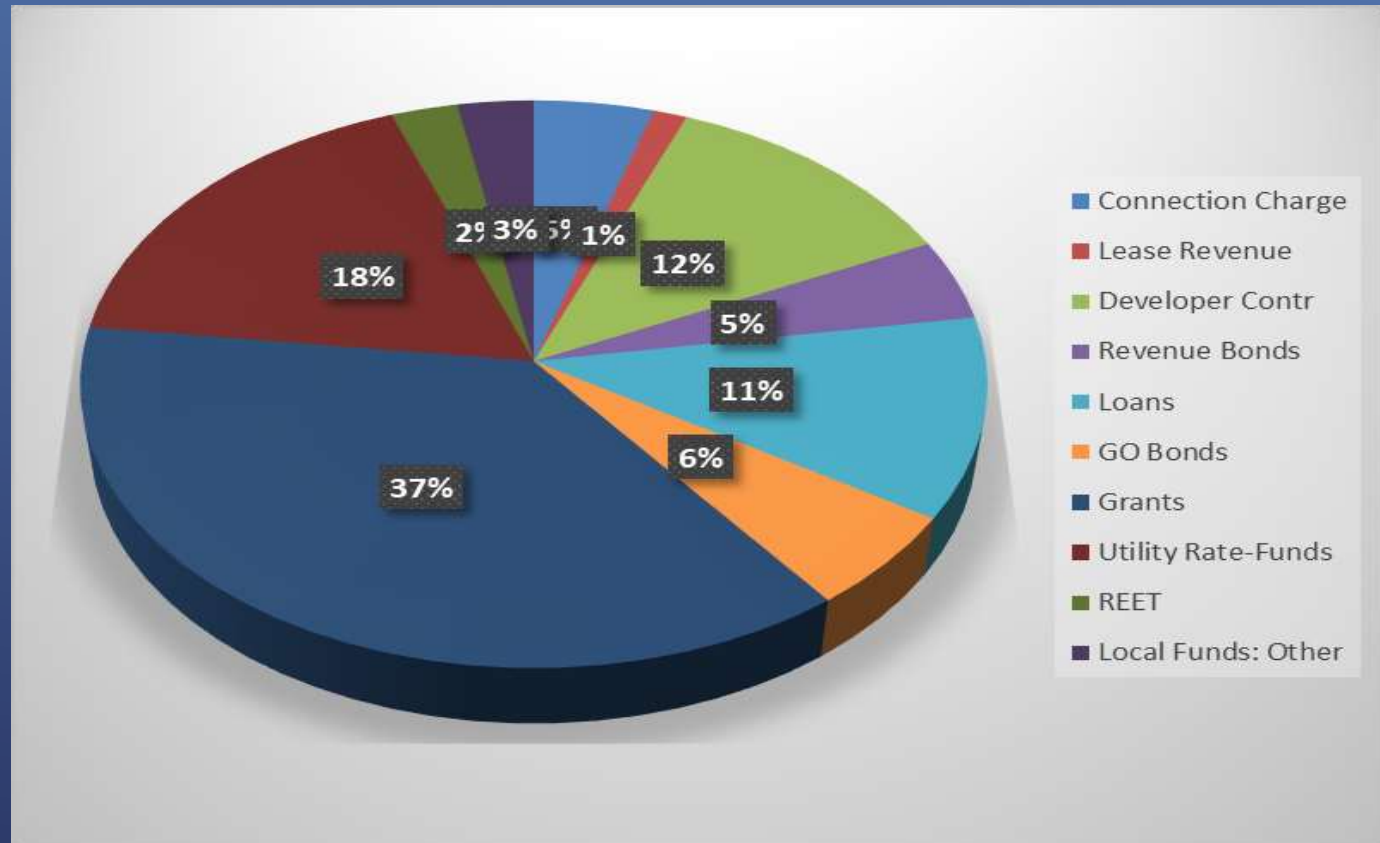
XI. CAPITAL FACILITY PLAN – FY 2022 TO 2027

Capital Facility Plan: FY 2022 to 2027	
Department	Expense
Admin/ComDev	\$ 1,447,000.00
Fire	\$ 539,950.00
Police	\$ 551,000.00
Parks	\$ 8,348,482.00
Storm	\$ 6,565,000.00
Streets	\$ 25,474,698.56
Wastewater	\$ 28,543,997.00
Water	\$ 15,261,987.00
Total	\$ 86,732,114.56



XII. ANTICIPATED REVENUE SOURCES

Revenue Projection: FY 2022 to FY 2027	
Revenue Type	Total
Connection Charge	\$ 4,047,755.00
Lease Revenue	\$ 1,140,720.00
Developer Contr	\$ 10,498,988.41
Revenue Bonds	\$ 4,000,000.00
Loans	\$ 10,061,987.20
GO Bonds	\$ 4,907,555.40
Grants	\$ 32,704,040.10
Utility Rate-Funds	\$ 15,378,477.23
REET	\$ 2,240,928.00
Local Funds: Other	\$ 2,573,600.00
Total	\$ 86,732,114.56



Revenue Narrative: The six-year Capital Facility Plan (excluding equipment replacement and Information Technology) amounts to \$86,732,114.56. Over 49% of the plan is contingent upon successful application of grants and future developer contributions. Projects driven by development will not occur unless projected development occurs.

XIII. PRIORITIZATION EXPLANATION

- ▶ All projects in the Capital Facility Plan (CFP) were assigned a prioritization value.
 - ▶ High: Project needs to happen as soon as possible. Projects to be funded by a combination of city funds, grants, and loan dollars. Infrastructure in very poor condition or solving a key deficiency in existing system.
 - ▶ Medium: Project needs to happen at some point but is not an immediate concern.
 - ▶ Low: Project driven by availability of grants or pace of development. Project will not happen without grant or projected development pattern.



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XV. CFP - FACILITIES



A. CITY HALL

- ▶ I. 2022
 - ▶ City Council Chambers Design Room AV System Install, Sallyport Design - \$80,000 (High)
 - ▶ City Council Chambers AV/OPMA Upgrade - \$300,000 (High)
- ▶ II. 2023
 - ▶ City Hall Conference Room Furnishings - \$50,000 (Medium)
 - ▶ City Hall Council Chambers/Sallyport/Jail Area Remodel - \$800,000 (High)
- ▶ III. 2024
 - ▶ City Hall Exterior Beam Repair - \$35,000 (Medium)
 - ▶ City Hall Exterior Paint - \$12,000 (Low)
- ▶ IV. 2025
 - ▶ City Hall Restroom Renovation - \$40,000 (Medium)
- ▶ V. 2026
 - ▶ City Hall Landscaping - \$50,000 (Low)
 - ▶ City Hall Parking Lot (East End Improvements) - \$80,000 (Low)



How do we pay for it?

- 100% - Federal ARPA for Council Chambers AV
- 100 % - Current Expense/Facilities Maintenance Reserve

B. FIRE DEPARTMENT

- ▶ Fire Department was constructed in 2001. Little renovation work has occurred since this time.
- ▶ I. 2022
 - ▶ Replace Exterior Staircase on East Side of Building - \$30,000 (High)
 - ▶ Regional Fire Training tower to replace outdated/dangerous one - \$64,900 estimated per year for five years at \$324,500 total to cover our proportional share. (High)
 - ▶ Renovate Dorm Rooms - \$40,000 (Medium)
 - ▶ Dorm Room Furniture - \$30,000 (Medium)
 - ▶ Water Source Heat Pump Replacement - \$10,000 (Medium)
- ▶ III. 2023
 - ▶ Water Source Heat Pump Replacement - \$80,000 (Medium – ESCO)
- ▶ IV. 2024
 - ▶ Moline Gas Heater Replacement - \$10,000 (Medium – ESCO)
 - ▶ Gas Furnace 75000 BTU HR Replacement - \$13,450 (Medium – ESCO)
- ▶ V. 2025
 - ▶ Hot Water Pump 2 HP - \$2,000 (Low – ESCO)



How do we pay for it?

- 100 % - Current Expense/Facilities Maintenance Reserve

C. POLICE DEPARTMENT

- ▶ All of Police moved into former Annex Building in 2017.
- ▶ I. 2022
 - ▶ Gun Range Building - \$23,000 (High)
 - ▶ RTU Package 3 Ton Heater/Chiller - \$15,000 (Medium)
- ▶ II. 2023
 - ▶ Backup Generation - \$10,000 (Medium – ESCO)
- ▶ III. 2024
 - ▶ Replace 50 Gallon Water Heater - \$3,000 (Medium-ESCO)
 - ▶ Police Department Renovation - \$500,000 (Low)

How do we pay for it?

- 100% - Gun Range: Federal ARPA Grant
- 100% - Current Expense/Facilities Maintenance Reserve



XVI. CFP - INFRASTRUCTURE



A. PARKS



LIONS PARK

- ▶ Prioritization: High
- ▶ Estimated Total Cost: \$3.3 Million (2022)
- ▶ Marquee Project for Walla Walla Valley Blue Zones Project
- ▶ Improvements
 - ▶ Splash Pad
 - ▶ Perimeter walking path w/ exercise equipment
 - ▶ Convert Softball to Multipurpose Field with Backstop
 - ▶ Inclusive playground
 - ▶ Restrooms



How do we pay for it?

- 42.9% State RCO Grants
- 15.3% Private Foundation Grants
- 12.3% State Ecology Funds
- 29.5% City REET II/City Funds

LIONS PARK COMMUNITY CENTER

- ▶ Prioritization: Low
- ▶ Estimated Total Cost: \$2.9 Million (2023-2024)
- ▶ Conduct design work, engineering work, and construction of replacement Community Center for 1970 one.
- ▶ Preliminary drawings and costing recently done by Design West Architects (October 2021)
- ▶ Working in concert with Park Board and CP Lions Club.
- ▶ Will only occur if awarded Federal EDA Tourism & Outdoor Rec Grant.



How do we pay for it?

- 100% Federal EDA Tourism & Outdoor Rec Grant Funds

HARVEST MEADOWS PARK

- ▶ Prioritization: Medium
- ▶ Estimated Total Cost: \$25,000 (2023)
- ▶ 0.25 city park property dating from the 1980's.
- ▶ Near intersection of Harvest & Larch.
- ▶ Installation of welcome sign and picnic shelter.



How do we pay for it?

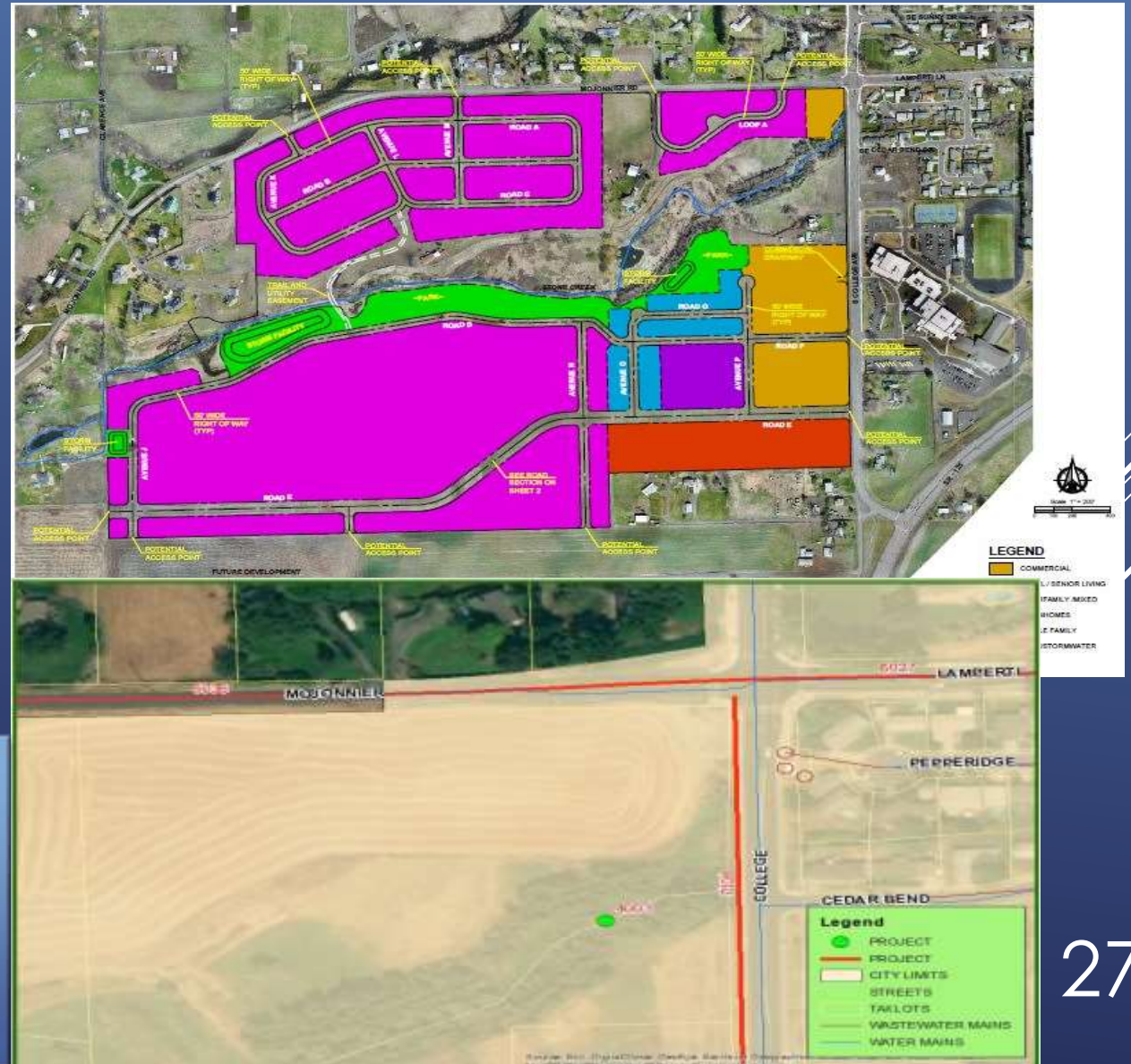
- 100% REET II Funds

PARK DEVELOPMENT @ STONE CREEK

- ▶ Prioritization: Low
- ▶ Driven by development and majority paid for by development.
- ▶ 260 Acres annexed into the City in 2017.
- ▶ Regional park concept.
- ▶ Estimated Cost: \$2,000,000 (2023-2024)
 - ▶ Along Stone Creek
 - ▶ Trails
 - ▶ Sportsplex

How do we pay for it?

- 50% Developer Impact Fee
- 25% State RCO Grants
- 15% Current Expense – Parks or REET
- 10% Partnership opportunities with CPPS



VETERANS PARK

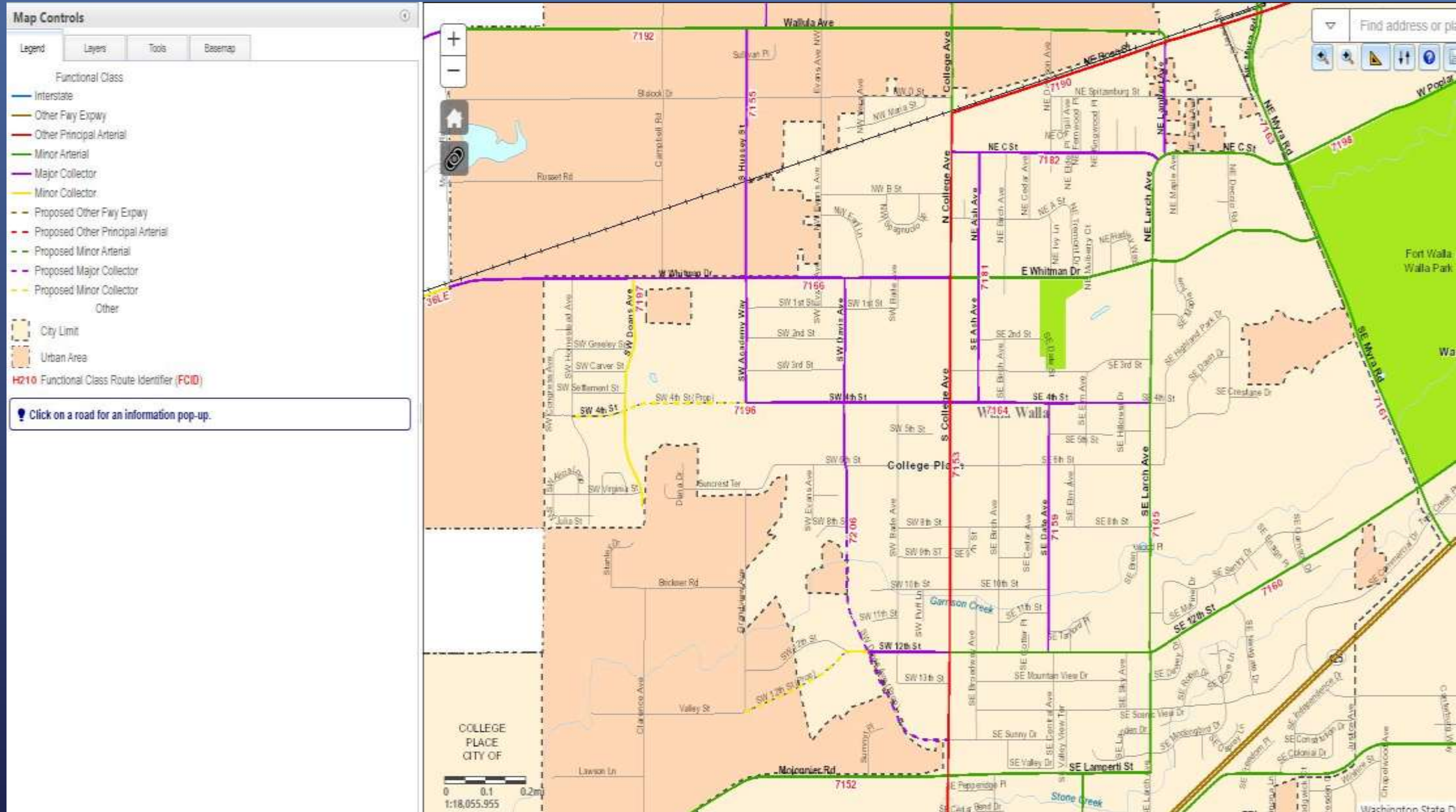
- ▶ Prioritization: Low
- ▶ Hayden Homes is donating property (1.67 acres) and playground equipment.
- ▶ However, items still missing to make it a completed park.
- ▶ Estimated Total Cost: \$100,000 (2025)
 - ▶ Developer Fees
- ▶ Improvements added by City in Future:
 - ▶ Restrooms
 - ▶ Picnic Shelter
 - ▶ Basketball Court



How do we pay for it?

- 100% Developer Fees (Martin Airfield Top Bluff)

FEDERALLY CLASSIFIED ROADWAYS



B. FULL CORRIDOR PROJECTS



What does Full Corridor Projects mean?

The roadway and certain associated utilities (water, wastewater, and storm) underneath roadway will be replaced.

SE MOJONNIER RD RECONSTRUCTION

- ▶ Prioritization: High (2022-2023)
- ▶ Road now in city limits per urban growth boundary technical amendments approved by Walla Walla County.
- ▶ Driven by speed of Stone Creek development and grant opportunities.
- ▶ Developer contribution required.
- ▶ Walla Walla Valley MPO STP Grant acquired to cover final engineering and right-of-way acquisition expense.
- ▶ Federal Highway Grant Bill money acquired for Construction.
- ▶ SE Mojonnier Rd: College Ave to Bluvue Lane.
- ▶ Reconstruct 0.64 miles of roadway.
- ▶ Eligible for TIB and State Grants.
- ▶ Estimated Cost
 - ▶ Engineering: \$711,000
 - ▶ Street: \$4,168,290
 - ▶ **Total: \$4,879,290**

How do we pay for it?

- 20.0% - Walla Walla Valley MPO Funds
- 76.7% - Federal Highway Grant Bill
- 10% - City Street Fund (CE), REET, and Partnerships



BIRCH AVE(4TH TO 6TH)

- ▶ Prioritization: High (2022-2023)
- ▶ Roadway surface bad. Curb dislodged on east side of roadway. Stormwater issues.
- ▶ Full corridor reconstruction (0.14 Miles)
- ▶ Estimated Cost (Storm): \$460,000.
 - ▶ Engineering: \$179,860 (2022).
 - ▶ Construction: \$280,140 (2023).
 - ▶ **Total: \$460,000**

How do we pay for it?

- 39.1% - Federal ARPA Grant
- 60.9% - Storm/Streets



12TH (COLLEGE TO LARCH)

- ▶ Prioritization: High (2023)
- ▶ Eligible for TIB Grants
- ▶ Full corridor reconstruction (0.50 Miles)
- ▶ Estimated Cost
 - ▶ Storm: \$1,200,000
 - ▶ Streets: \$2,229,430.32
 - ▶ Wastewater: \$270,742.00
 - ▶ Water: \$617,381.00
 - ▶ **Total: \$4,317,553.32**

How do we pay for it?

- 71.8% - State TIB UAP Grant/Fed Inf Bill/MPO
- 7.9% - City Streets Fund
- 6.3% - Wastewater Utility
- 14.3% Water Utility



10TH STREET (COLLEGE TO BADE)

- ▶ From College to Bade Avenue
- ▶ Prioritization: High (2024)
- ▶ Reconstruct 10th Street so it has curbs and storm inlets to treat stormwater draining to Garrison Creek adjacent to roadway.
- ▶ Stormwater portion funded by redirect from Stormwater Hardship Grant and Ecology Stormwater Grant.
- ▶ Utilities will cover their portion the project
- ▶ Estimated Cost
 - ▶ Storm Utility: \$425,000.00
 - ▶ Water Utility: \$236,643.00
 - ▶ **Total Cost: \$661,643**

How do we pay for it?

- 32.7% - Stormwater Utility Funds freed up from State Stormwater Hardship Capacity Grant.
- 48.1% - Streets or Ecology Grant.
- 19.2% - Water Utility

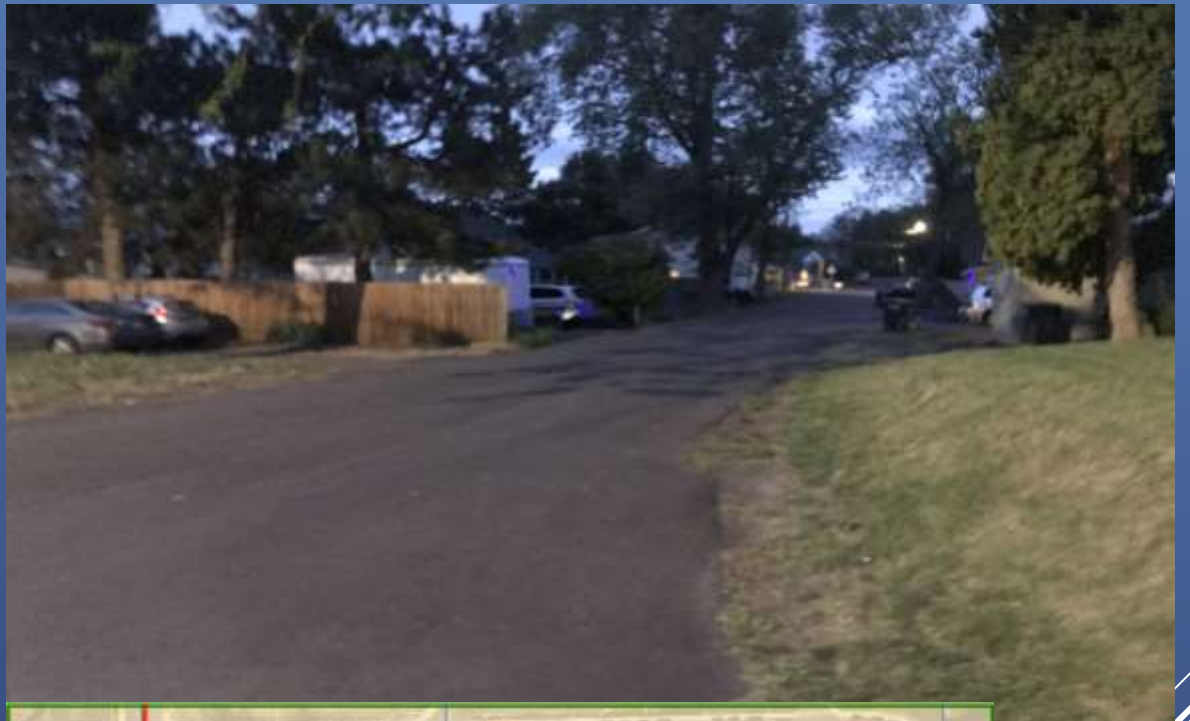


BIRCH AVE (2ND TO 4TH)

- ▶ Prioritization: Medium (2024)
- ▶ Reconstruct Birch from 2nd to 4th including replacement of water system infrastructure.
- ▶ Local funds will need to cover this.
- ▶ Full corridor reconstruction (0.12 Miles)
- ▶ Estimated Cost
 - ▶ Street: \$100,000
 - ▶ Water: \$140,000
 - ▶ **Total: \$240,000**

How do we pay for it?

- 41.7% - Street Improvement (CE) and/or debt/loan
- 58.3% Water Utility



12TH (LARCH TO MYRA RD)

- ▶ Prioritization: Medium (2025)
- ▶ Eligible for TIB Grants
- ▶ Full corridor reconstruction (0.75 Miles)
- ▶ Estimated Cost
 - ▶ Storm: \$1,200,000.00
 - ▶ Street: \$3,155,697.48
 - ▶ Wastewater: \$401,745
 - ▶ Water: \$916,113.00
 - ▶ **Total: \$5,673,555.48**

How do we pay for it?

- 69.1% - State TIB UAP Grant/Federal Grant
- 6.9% - City Streets
- 7.1% - Wastewater Utility
- 16.1% Water Utility



NE CEDAR AVE (A TO C ST)

- ▶ Prioritization: Medium (2026)
- ▶ Local Road (Doesn't qualify for State & Federal Transportation Programmatic Grants)
- ▶ Full corridor reconstruction (0.14 Miles)
- ▶ Only happen if obtain State Legislative Appropriation or State Storm Hardship Grant.
- ▶ Almost was awarded in FY 2019 & 2021 Legislature.
- ▶ Cost (2021)
 - ▶ Storm: \$340,000
 - ▶ Street: \$358,520.76
 - ▶ Wastewater: \$80,010
 - ▶ Water: \$158,000
 - ▶ **Total: \$936,530.76**

How do we pay for it?

- 100.0% - Going After State Legislative Appropriation & Storm Hardship Grant



DEWEY DRIVE

- ▶ Prioritization: Medium (2026)
- ▶ Local funds will need to cover this.
- ▶ Local Road (State & Federal grant programs don't cover local roads).
- ▶ Full corridor reconstruction (0.14 Miles)
- ▶ Estimated Cost
 - ▶ Street: \$678,483
 - ▶ Water: \$286,000
 - ▶ **Total: \$964,483**

How do we pay for it?

- 50.00% - Street Improvement (CE) and/or debt/loan
- 20.3% - REET
- 29.7% Water Utility



SKY AVE (12TH TO SCENICVIEW)

- ▶ Prioritization: Medium (2027)
- ▶ Local funds will need to cover this.
- ▶ Local Road (State and Federal Transportation Grant Programs don't cover local roads).
- ▶ Full corridor reconstruction (0.11 Miles)
- ▶ Estimated Cost
 - ▶ Street: \$502,580
 - ▶ Water: \$140,850
 - ▶ **Total: \$643,430**

How do we pay for it?

- 80.4% - Street Improvement (CE) and/or debt/loan
- 19.6% Water Utility



C. STORM PROJECTS

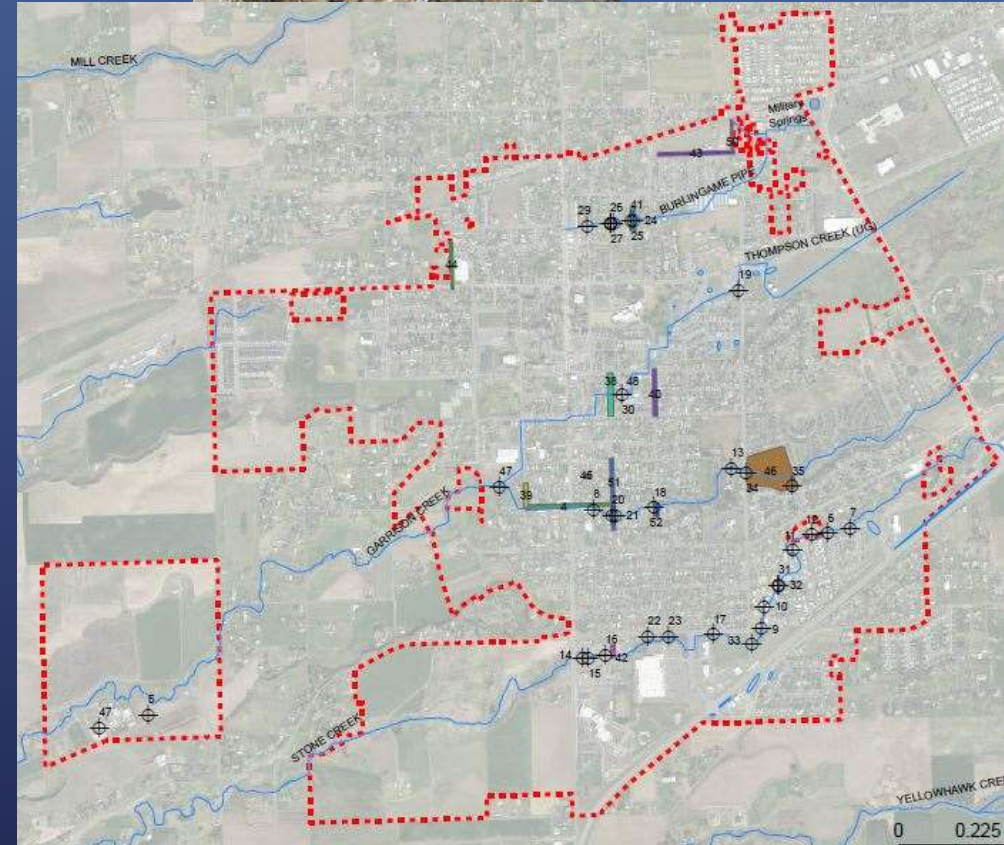


MUNICIPAL OUTFALL PROGRAM

- ▶ Need to replace various storm outfalls across the City that spills stormwater into natural water bodies so it complies with Federal and State National Pollutant Discharge Elimination System (NPDES) standards
- ▶ Prioritization: High (2020-Beyond)
- ▶ Funded 50% by State DOE Grant, 50% Storm Utility.
- ▶ \$200,000 every other year (FY 2023, 2025, and 2027)
- ▶ Locations
 - ▶ Prioritization to be determined through Stormwater Management Plan Criteria.
- ▶ Estimated Cost
 - ▶ **Total Cost: \$600,000. (FY 22-27)**

How do we pay for it?

- 50% - State Department of Ecology Grant
- 50% - Stormwater Utility



DRYWELL INSTALLATION PROGRAM

- ▶ Implementation of Aspect Consulting 2021 Drywell Study to Treat Stormwater in Central College Place to avoid having to put in large detention basin to treat the runoff.
- ▶ Prioritization: High (2022-Beyond)
- ▶ Funded 50% by State DOE Grant, 50% by State Stormwater Utility.
- ▶ \$80,000 every other year (FY 2023, FY 2025, FY 2027).
- ▶ Locations
 - ▶ Will install as City does road and sidewalk projects in the area.
- ▶ Estimated Cost
 - ▶ **Total Cost: \$240,000 (FY 22-27)**

How do we pay for it?

- 50% State DOE Grant
- 50% Stormwater Utility

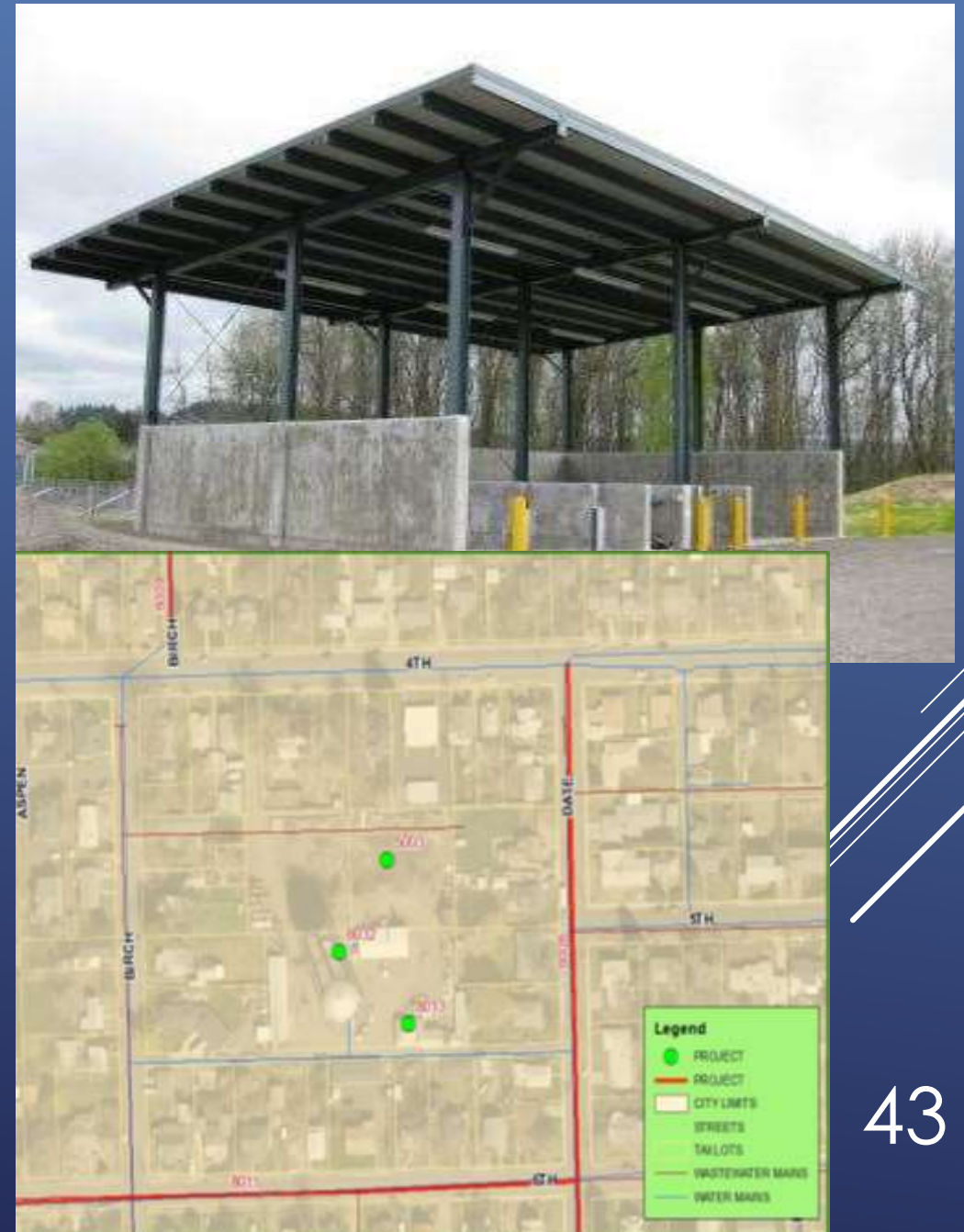


STORM DECANT FACILITY

- ▶ Needed for new Stormwater Utility operations and mandated by Eastern Washington Municipal Stormwater Manual.
- ▶ Prioritization: High (2022)
- ▶ Appropriately dispose of liquid waste generated during street sweeping, catch basin clearing and maintenance, and pipe cleaning.
- ▶ Pursue State Department of Ecology, USDA Rural Development, and other grant sources.
- ▶ Storm Decant Facility: \$1,500,000
- ▶ Additional Public Works Yard improvements to treat stormwater: \$110,000
- ▶ Estimated Cost
 - ▶ Engineering (FY 2022): \$500,000
 - ▶ Construction (FY 2023): \$1,110,000
 - ▶ **Total Cost: \$1,610,000**

How do we pay for it?

- 75% - State Ecology Grant
- 25% - City Stormwater Utility

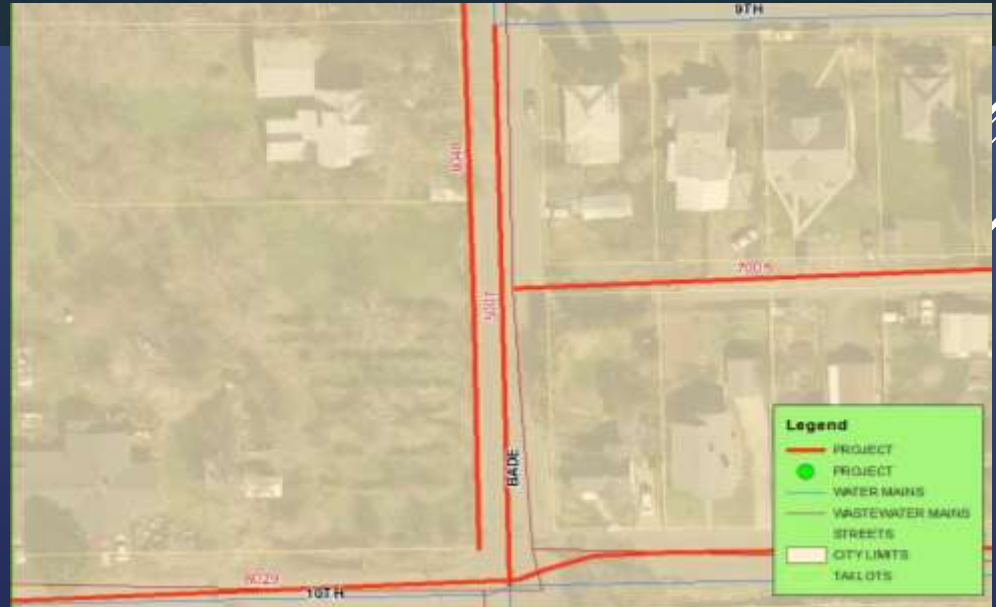


SE DATE AVE (8TH TO 11TH)

- ▶ From 8th to 11th Street
- ▶ Prioritization: Medium (2027)
- ▶ Improve stormwater infrastructure on city block so it can more properly treat runoff into Garrison Creek.
- ▶ In City/State approved Stormwater System Master Plan.
- ▶ Funded by Local Stormwater Utility.
- ▶ Estimated Cost
 - ▶ **FY 2027: \$400,000**

How do we pay for it?

- 100% Stormwater Utility



D. STREET PROJECTS



ANNUAL CHIPSEAL PROJECT

- ▶ Annual project that extends life of road by about a decade.
- ▶ Priority: High (Annually)
- ▶ **Annual expense: Around \$60,000.00 Annually/Reet I**
- ▶ 2022
 - ▶ Harvest Meadows Subdivision
 - ▶ Knapp Addition Subdivision
 - ▶ SE Bliss Lane
- ▶ 2023
 - ▶ SW 6th Street
 - ▶ Cedar Bend Subdivision
 - ▶ SW 7th Street
 - ▶ SW 8th Street (College to Bade, Davis to Evans)
 - ▶ SW 9th Street
 - ▶ SW Evans Ave (6th to 8th)
 - ▶ SW Davis (6th to 8th)
- ▶ 2024
 - ▶ Autumn Meadows Subdivision
 - ▶ Country Estates Subdivision
- ▶ 2025
 - ▶ Sherburne Addition Subdivision
 - ▶ SW 10th Street (Birch to Date)
- ▶ 2026
 - ▶ Highland Park Subdivision
 - ▶ NE C Street (Larch to Myra)
 - ▶ Larch Avenue (C Street to State Route 125)

How do we pay for it?

- 100% - REET

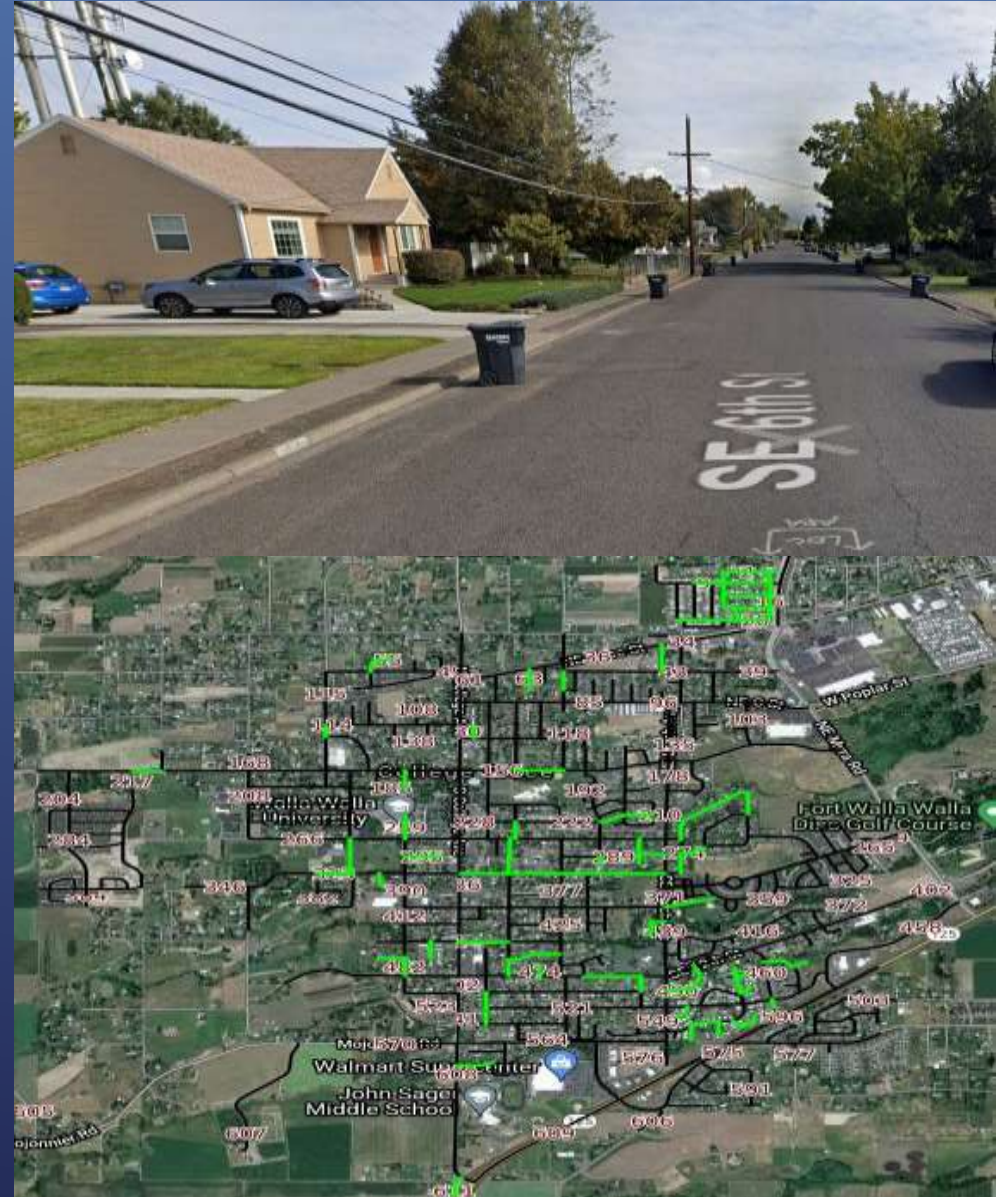


BLOCK RESURFACING PROGRAM

- ▶ Resurface one block of roadway per year. Preserves road for decade.
- ▶ Priority: Medium (Annually)
- ▶ **Annual expense: Around \$30,000 to \$35,000 Annually/Reet I**
- ▶ 2022
 - ▶ SE 6th St (College to Date)
- ▶ 2023
 - ▶ SW 6th St (Davis to Evans)
- ▶ 2024
 - ▶ SE Mockingbird Ln
- ▶ 2025
 - ▶ SE Highland Park (North Leg)
- ▶ 2026
 - ▶ NE Dawson St (Myra to Westfair)
- ▶ 2027
 - ▶ NE Alden St (Criscola to Troutdale)

How do we pay for it?

- 100% - REET



4BIKES PROJECT

- ▶ Fourth Street (College Ave to Davis St)
- ▶ Prioritization: High (2022)
- ▶ Demonstration project for Walla Walla Valley Blue Zones Project
- ▶ Awarded Transportation Improvement Board Complete Street Grant (\$500,000)
- ▶ Extend cycle track and improve sidewalks on Fourth Street from College Ave to Davis St. Also, add pedestrian street lamps every 160 to 200 feet.
- ▶ Estimated Cost
 - ▶ **FY 2022: \$600,000**

How do we pay for it?

- 83.3% - TIB Complete Street Grant
- 16.7% - Street Fund

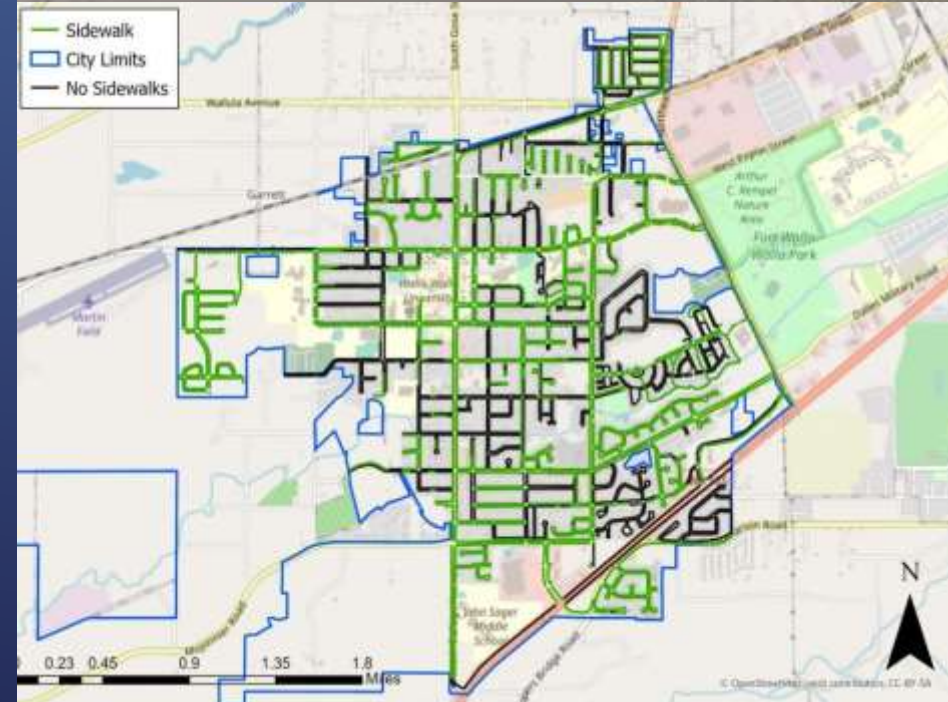


CENTRAL COLLEGE PLACE SIDEWALK PROJECT

- ▶ Prioritization: High (2022), Medium (2023, 2024, 2026)
- ▶ Will pursue CDBG – General Purpose Grants and State Transportation Improvement Board Sidewalk Program Grant to continue sidewalk work every time available.
- ▶ Following sidewalks are prioritized based on Census Block Group and Federally Classified Roadway Criteria on State Levels.
 - ▶ FY 2022: SW 6th (College to Davis) and SW 8th (College to Bade).
 - ▶ FY 2024: NW B Street (Evans to College).
 - ▶ FY 2026: SW 1st (Academy to Davis) and SW 3rd (Academy to Davis).
- ▶ Will pursue additional awards for sidewalk construction in 2023, 2024, and 2026.
- ▶ Need to acquire right-of-way for 2023, 2024, and 2026 Proposals.
- ▶ Awarded full CDBG General Purpose Grant for FY 2022.
- ▶ Estimated Cost
 - ▶ FY 2022: \$364,000
 - ▶ FY 2023: \$476,540
 - ▶ FY 2024: \$400,000
 - ▶ FY 2026: \$600,000

How do we pay for it?

- 90% - State CDBG- General Purpose Grant or State TIB Sidewalk Program Grant
- 10% - City Street Improvement Fund

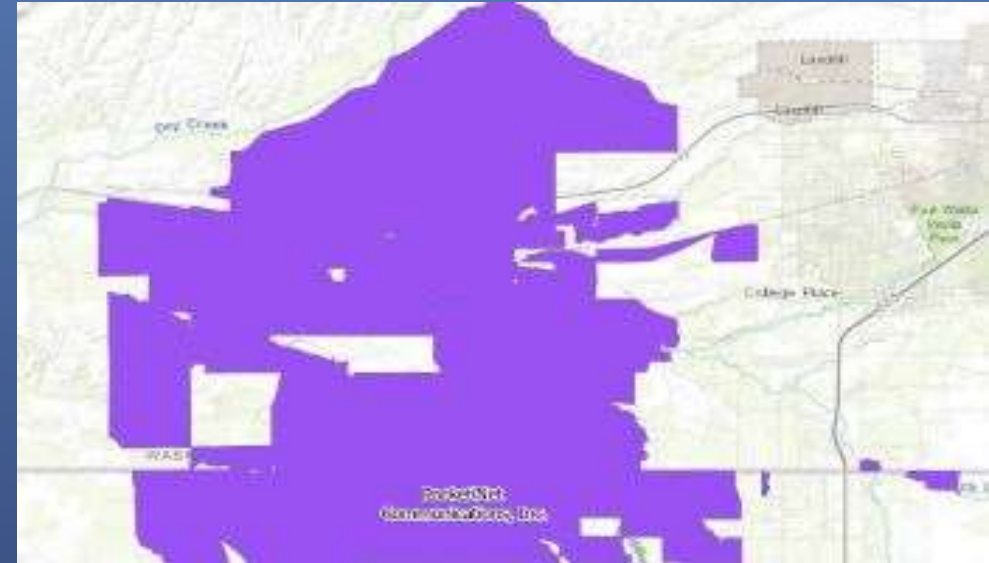


COLLEGE PLACE BROADBAND PROJECT

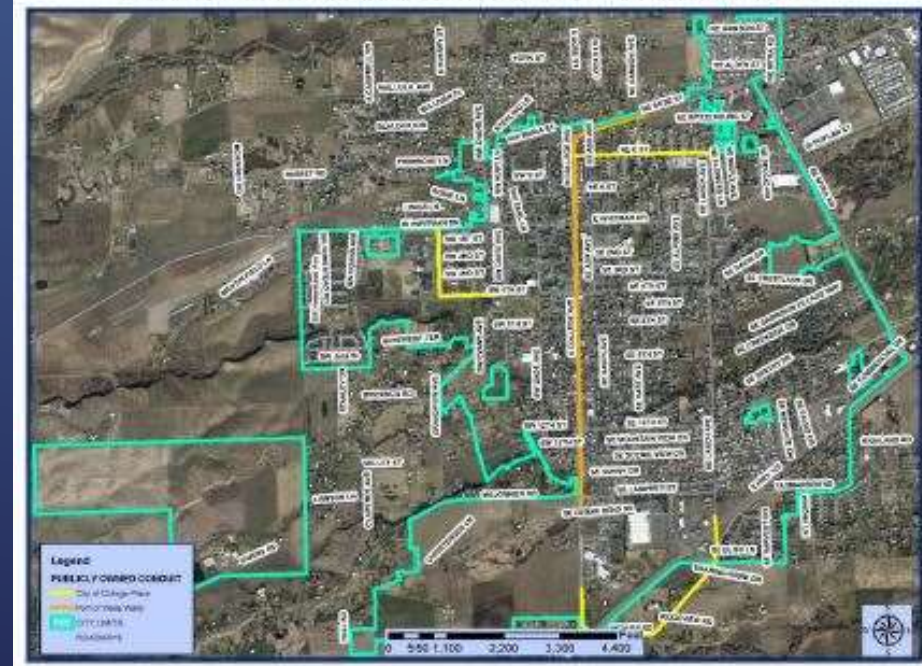
- ▶ Prioritization: High (2022-2023).
- ▶ Port of Walla Walla conducted Broadband Study for County with Petrichor in 2021. Internet speed gaps exist within the community of College Place.
- ▶ Major priority of Federal American Rescue Plan Act, Federal Infrastructure, and upcoming State Infrastructure Grant Awards is uniform Broadband Speeds and Availability.
- ▶ Planning to pursue regionally/locally Federal NTIA, Federal Economic Development Administration Build Back Better, State Public Works Trust Fund, and State Community Economic Revitalization Board Grant Funds.
- ▶ Estimated cost is approximately \$2 million per square mile.
- ▶ Estimated Cost
 - ▶ FY 2022 (Engineering): \$1,000,000
 - ▶ FY 2023 (Construction): \$3,000,000
 - ▶ **Total: \$4,000,000**

How do we pay for it?

- 95% Federal NTIA, EDA Build Back Better, State CERB, or P WTF Grant Funds or Combo.
- 5% Local City Match



PUBLICLY OWNED CONDUIT IN CITY OF COLLEGE PLACE



CP POST OFFICE CROSSWALK

- ▶ 500 S. College Avenue
- ▶ Prioritization: Medium (2023)
- ▶ Crosswalk improvements to include curb bump outs, Rapid Flashing Beacons, and more.
- ▶ Trying to obtain WSDOT Grant. Fallback is a MPO Grant. Local Road Safety Plan needed to pursue.
- ▶ Estimated Cost
 - ▶ **FY 2023: \$90,000**

How do we pay for it?

- 75.0% - WSDOT or MPO Grant
- 25.0% - City Streets (CE)



DOWNTOWN PARKING LOT

- ▶ College Avenue Corridor
- ▶ Prioritization: Low (2023 to 2024)
- ▶ Acquire land and construct parking lot to improve walkability and business climate of College Avenue.
- ▶ Will try to identify USDA Funds to do this.
- ▶ Estimated Cost
 - ▶ FY 2023 - \$200,000
 - ▶ FY 2024 - \$300,000
 - ▶ **Total - \$500,000**



How do we pay for it?

- 100.0% Federal USDA Economic Development and/or Federal EDA Grant Funds

SIGNALIZATION OF STONE CREEK DEVELOPMENT

- ▶ Prioritization: Medium (2023).
- ▶ Driven by development of Stone Creek Development.
- ▶ Developer contribution required.
- ▶ Two Stoplights needed for entryway into development and College Place High School.
- ▶ Estimated Cost
 - ▶ **FY 2023: \$730,340 / \$365,170 per intersection**

How do we pay for it?

- 75% - Developer Impact Fee/Contributions
- 25% - City Streets Contribution



SE 9TH (COLLEGE TO DEAD END)

- ▶ Prioritization: Medium (2023)
- ▶ SE 9th Street: College Ave to Dead End
- ▶ Surface 0.06 miles of gravel/dirt roadway
- ▶ Limited right-of-way. No storm facilities.
- ▶ Fully dependent on Community Development Block Grant (CDBG) – General Purpose Grant.
- ▶ WWU Engineering Student working on this project and grant writing as part of capstone.
- ▶ Only five properties have sole access from roadway.
- ▶ Estimated Cost
 - ▶ **FY 2023: \$500,000**

How do we pay for it?

- 100% - State CDBG General Purpose Grant or
- Local LID



PEDESTRIAN SIGNALIZATION AT MYRA RD & GARRISON VILLAGE WAY

- ▶ Prioritization: Low (2024).
- ▶ Dependent upon either developer contribution or WSDOT Pedestrian Safety Grant.
- ▶ Local Road Safety Plan/ADA Transition Plan will help obtain funds.
- ▶ Much pedestrian activity between Villages at Garrison Creek development and Fort Walla Walla park.
- ▶ Myra Rd has ADT of about 15,000
- ▶ Estimated Cost
 - ▶ **FY 2024: \$546,000**

How do we pay for it?

- 20% - City of Walla Walla
- 20% - City of College Place Streets
- 30% - Developer Contribution
- 30% - State Grant or HOA Partnership



PUBLIC WORKS YARD UPGRADE.

- ▶ Prioritization: Medium (2024).
- ▶ Renovate buildings in Public Works Yard. Many structures in Public Works Yard date to late 1940's
- ▶ General renovation funds for Public Works Yard (\$400,000).
- ▶ Heat Pump Needs to be replaced (\$20,000).
- ▶ Need additional storage for sensitive equipment.
- ▶ Site never properly renovated.
- ▶ ESCO Opportunity
- ▶ Local funds only.
- ▶ Estimated Cost
 - ▶ **FY 2024: \$600,000.**

How do we pay for it?

- Ultimately in Facilities Maintenance Fund
- Transfers From:
- Stormwater Utility: 33.3%
- Wastewater Utility: 33.3%
- Water Utility: 33.3%



CONTINUATION OF PEDESTRIAN LIGHTING ON ROSE STREET.

- ▶ Prioritization: Low – Grant dependent (2024).
- ▶ Qualifies for Transportation Improvement Board Complete Street Grant.
- ▶ Continue pedestrian lighting on Rose Street from Ash to Carey Ct.
- ▶ Rapid Flashing Beacon and general safety enhancements at NE Rose & Damson intersection due to Valley Transit bus stop.
- ▶ Encourage business development in corridor.
- ▶ Would only happen if obtained grant to cover majority of project.
- ▶ Eligible for TIB and State Grants.
- ▶ Estimated Cost
 - ▶ **FY 2024: \$350,000**

How do we pay for it?

- 90.0%- State Grants (TIB UAP & Complete Streets)
- 10.0% - City Street Improvement Fund



WHITMAN & LARCH INTERSECTION

- ▶ Prioritization: High (2022) Four way stop
Prioritization: Medium (2025) Stop Sign
Intersection currently functions as two-way stop. Larch is thru intersection.
- ▶ CERB Planning Grant recommended immediate conversion to four-way stop. By 2025 stoplight recommended.
- ▶ Looking at developer contributions, local funds, and TIB for improvements.
- ▶ Estimated Cost
 - ▶ **FY 2022: \$10,000 (Developer Contribution)**
 - ▶ **FY 2025: \$304,163**

How do we pay for it?

- 40% Developer Fees
- 40% State CERB Construction Grant
- 20% City Street Improvement Fund



12TH & LARCH INTERSECTION IMPROVEMENT.

- ▶ Prioritization: Medium (2025).
- ▶ Convert 12th & Larch to either a roundabout or a stoplight as recommended in State Community Economic Revitalization Board funded Study from 2018.
- ▶ Eligible for TIB, State, and Federal Grants.
- ▶ Estimated Cost
 - ▶ **FY 2025: \$2,053,000**

How do we pay for it?

- 50% - WSDOT Local Road Safety or MPO Grant
- 50% - City Street Fund (CE), Debt or Loan, and Partnerships



WHITMAN DR IMPROVEMENTS

- ▶ Prioritization: Low (2027).
- ▶ Only ½ street improvements done in 2010.
- ▶ Finish north side with curb, gutter, storm, and new pavement.
- ▶ This project will become critical as Martin Airfield is still in the City's urban growth area and development may occur out their.
- ▶ Academy Way to western City Limit by Martin Airfield. Eligible for TIB, State, and Federal Grants.
- ▶ Convert Whitman Drive & Academy Way to Four Way Stop Sign.
- ▶ Estimated Cost
 - ▶ **FY 2027: \$986,654.00**

How do we pay for it?

- 50% - Developer Impact Fee/Contributions
- 50% - State TIB Grant/UAP



WHITMAN DR MULTIUSE PATH COMPLETION

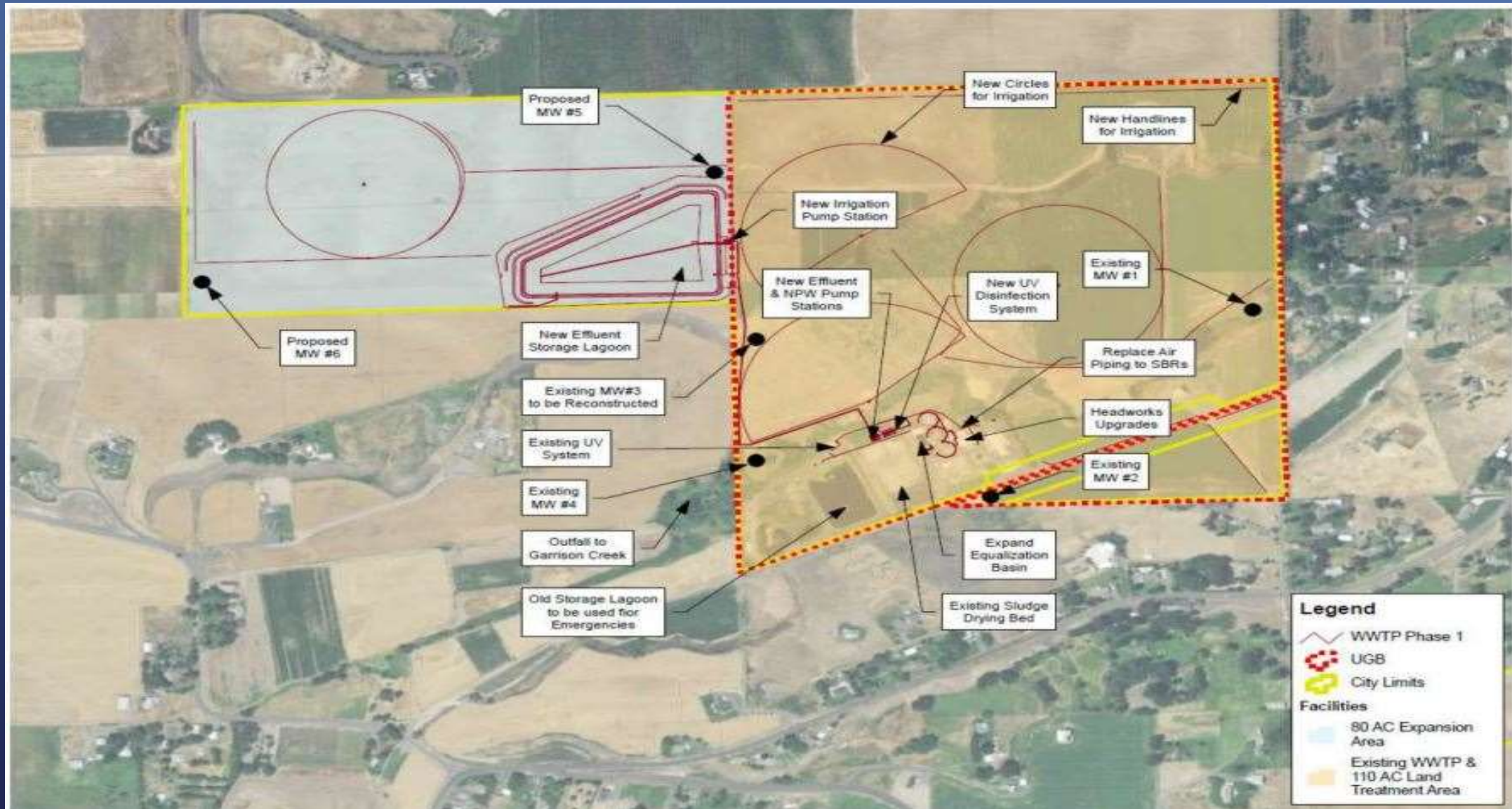
- ▶ Prioritization: Low (2027)
- ▶ Whitman Drive Multiuse Path now exists continuously for four miles from Fort Walla Walla to Whitman Monument except for a two city block gap.
- ▶ **Estimated Total Cost FY 2027: \$80,000**
 - ▶ 100% Metro Planning Agency STP or State RCO Trail Grant Funds
- ▶ Six foot wide multiuse path would be installed on south side of roadway between intersection of Davis and 609 SE Whitman Drive.

How do we pay for it?

- 90% Metro Planning Agency STP or State RCO Grant Funds
- 10% Local Match



E. WASTEWATER PROJECTS

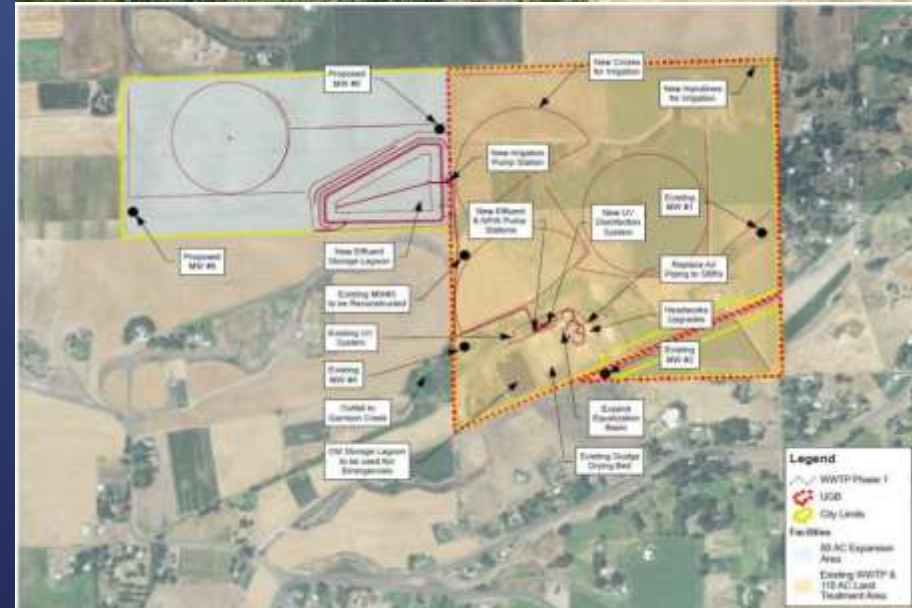


WASTEWATER TREATMENT PLANT IMPROVEMENTS – PHASE I

- ▶ Prioritization: High (2018 thru 2023)
- ▶ Project Location: Owens Rd & Mojonnier.
- ▶ Improvements needed to satisfy new NPDES Permit.
- ▶ Improvements include headworks, re-aeration and cooling, and land treatment.
- ▶ In 2019 acquired 80 acres for land treatment/basin by State Department of Natural Resources adjacent to site.
- ▶ In 2019 also awarded State Loan of \$2,500,000 for design with \$600,000 principal forgiveness.
- ▶ Funded by Combination of utility rates, Legislative Appropriation, Department of Ecology, Federal Infrastructure Bill and USDA – Rural Development.
- ▶ **Total Cost: \$25,000,000**

How do we pay for it?

- 20% Wastewater Capital Reserve
- 40% Department of Ecology Grant & Loan
- 40% Legislative Appropriation (Federal)



WASTEWATER LIFT STATION #5 REPLACEMENT

- ▶ Prioritization: High (2022)
- ▶ Project Location: SW 1st Street (632 to 529 Area)
- ▶ Replace over capacity wastewater lift station.
- ▶ Funded by State Public Works Trust Fund Grant/Loan.
- ▶ Engineering: \$465,000.00.
- ▶ Construction: \$1,176,500.00.
- ▶ **Total Cost: \$1,641,500.00**



How do we pay for it?

- 100.0% State Public Works Trust Fund

NEIGHBORHOOD SEWER LINING PROGRAM

- ▶ Prioritization: High
- ▶ Will bundle projects to let contracts every other year to achieve cost efficiencies.
- ▶ Project Location:
 - ▶ As determined by Wastewater Fiscal Sustainability Plan for Period Phasing.
- ▶ Decayed wastewater main that needs to be lined.
- ▶ Funded by Wastewater Utility
- ▶ Estimated Cost
 - ▶ **FY 2022: \$300,000**
 - ▶ **FY 2024: \$400,000**
 - ▶ **FY 2026: \$300,000**

How do we pay for it?

- 100% - Wastewater Utility



SE CENTRAL AVE WASTEWATER LINE PROJECT

- ▶ Prioritization: Low (2027)
- ▶ Project Location: SE Central Ave (ScenicView to Valley Dr.
- ▶ Replace private decayed wastewater line serving many homes with city-owned one built to city standards.
- ▶ Funded by Wastewater Utility.
- ▶ **Total Cost: \$150,000**



How do we pay for it?

- 100.0% City Wastewater Utility

F. WATER PROJECTS



WELL NO# 6. RELOCATION

- ▶ Prioritization: High (2018 - 2022)
- ▶ Project Location: City-owned land on west side of Maple St, south of Whitman Dr.
- ▶ Replacement well for a failing one near 6th & Elm.
- ▶ Well shaft is complete to depth of over 800 feet.
- ▶ Constructing well pump house. Mechanical equipment.
- ▶ Funded by Legislative Appropriation, DWSRF Grant Dollars, Water Bond, and Water Utility.
- ▶ Will be complete by end of Summer 2022
- ▶ Potential solar array adjacent to water tanks across street if can land grant funding (\$450,000)
- ▶ Remaining estimated Cost
 - ▶ **FY 2022: \$2,850,000**

How do we pay for it?

- 30% Legislative Appropriation (Secured)
- 70% DWSRF State Dept of Ecology Grant/Loan (Secured)



WATER MAIN REPLACEMENT – 12TH, SKY, & MOUNTAINVIEW

- ▶ Prioritization: High (2022)
- ▶ Project Location: Alley between 12th & Mountainview from Broadway to Sky.
- ▶ Replace existing steel water main and services.
- ▶ Project deferred due to crazy bidding environment due to COVID.
- ▶ Funded by Water Utility & Federal ARPA Grant.
- ▶ Estimated Cost (Engineering & Construction)
 - ▶ **FY 2022: \$617,000**

How do we pay for it?

- 48.6% Federal ARPA Grant/PWTF
- 51.4% Water Capital Fund



WATER MAIN REPLACEMENT – 6TH (COLLEGE TO DATE)

- ▶ Prioritization: High (2022)
- ▶ Project Location: 6th St from College Ave to Date St.
- ▶ Replace decayed water line.
- ▶ Funded by Water Utility.
- ▶ Estimated Cost
 - ▶ **FY 2022: \$150,000**

How do we pay for it?

- 100% - Water Utility or Debt/Loan



WELL NO# 7 DEVELOPMENT

- ▶ Prioritization: High (2022-2024)
- ▶ Well #7 location to be on SW Teal Rd.
- ▶ Will help supply west end of system (West of College Avenue).
- ▶ City needs additional wells to increase resiliency and be able to meet peak demand at geographically dispersed areas of town.
- ▶ Cost.
 - ▶ Engineering (FY 2022): \$510,000
 - ▶ Construction (FY 2023 and 2024): \$2,990,000
 - ▶ **Total: \$3,500,000**

How do we pay for it?

- 10% State Public Works Trust Fund
- 60% FEMA HMA Grant
- 20% City Water Fund
- 10% Developer Contribution



WEST COLLEGE PLACE WATER TOWER (RESERVOIR #4)

- ▶ Prioritization: High (2022-2024)
- ▶ Best project location is on bluff in northeast section of City Wastewater Treatment Plant property.
- ▶ Water storage tank needed to serve west section of community (West of College Avenue) as development occurs and to achieve the goal of having 48 hours of potable water storage on hand in the community.
- ▶ 1,000,000 Gallon Elevated Water Reservoir.
- ▶ Funded by combination
- ▶ Cost
 - ▶ FY 2022 –Engineering: \$350,000
 - ▶ FY 2023 to 2024 –Construction: \$3,150,000
 - ▶ **Total: \$3,500,000**



How do we pay for it?

- 10.0% - State Public Works Trust Fund
- 50.0% - FEMA HMA Grant or Fed Grant
- 15.0% - City Water Capital Fund
- 10.0% - Developer Contribution

WELL #3 ELECTRICAL GENERATOR

- ▶ Prioritization: High (2023)
- ▶ Project Location: Well #3 located on east side of SE Larch & Lamperti intersection.
- ▶ Well #3 dates back to 1967.
- ▶ The well lacks an electrical generator.
- ▶ FEMA HMA/BRIC Grant we are pursuing to cover 75% of the work.
- ▶ **FY 2023 Total: \$500,000**

How do we pay for it?

- 75.0% FEMA HMA Grant
- 25.0% City Water Fund



REPAINT CENTRAL COLLEGE PLACE WATER TOWER

- ▶ Prioritization: High (2025)
- ▶ Project Location: Public Works Yard located between Birch, Date, 4th, and 6th.
- ▶ Elevated water tank dates back to 1949.
- ▶ Central water tower is due for repainting. Higher cost since exterior paint is lead-based so will need to encase painting work in plastic.
- ▶ Water tower also needs to be seismically retrofitted and have overflow sized to current standards.
- ▶ Water utility will cover repainting cost.
- ▶ FEMA BRIC/HMA Grant we are pursuing to cover all of the overflow and seismic retrofit work.
- ▶ **FY 2025: FEMA Grant Request: \$900,000**
- ▶ **FY 2025: Water Utility: \$300,000**
- ▶ **Total: \$1,200,000**

How do we pay for it?

- 75.0% FEMA BRIC/HMA Grant
- 25.0% Water Utility



XV. TABLE OF ACRONYMS

- ▶ ADA: Americans with Disabilities Act
- ▶ AMI: Advanced Metering Infrastructure
- ▶ AMR: Automated Metering Infrastructure
- ▶ CDBG: Community Development Block Grant
- ▶ EDA: Economic Development Administration
- ▶ DNR: Department of Natural Resources
- ▶ LID: Local Improvement District
- ▶ LTGO: Limited Tax General Obligation
- ▶ PWTF: State Public Works Trust Fund
- ▶ PVC: Polyvinyl Chloride
- ▶ RCO: Recreation and Conservation Office
- ▶ REET: Real Estate Excise Taxes
- ▶ SR: State Route
- ▶ SRTS: Safe Routes to School
- ▶ TIB: Transportation Improvement Board
- ▶ UGA: Urban Growth Area
- ▶ WSDOT: Washington State Department of Transportation
- ▶ WSRB: Washington Survey and Rating Bureau
- ▶ WWTP: Wastewater Treatment Plant



City of College Place, Washington

ORDINANCE NO. 21-xxx

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING A SIX-YEAR CITYWIDE EQUIPMENT REPLACEMENT PLAN FOR THE YEARS 2022 THROUGH 2027

WHEREAS, the City of College Place is a non-charter code city with powers set forth in RCW Title 35A.24.010; and

WHEREAS, a six-year Equipment Replacement Plan is not required by any Federal, State, or Local statute but are a matter of good public policy for future planning of citywide services; and

WHEREAS, updates to the six-year Equipment Replacement Planning documents have been posted on the city budget portal website:

http://www.cpwa.us/departments/finance/budget_2022.php

NOW THEREFORE, THE CITY COUNCIL OF COLLEGE PLACE DO ORDAIN AS FOLLOWS

Section 1. Ordinance No. 21-xxx that adopts the 2022 to 2027 Equipment Replacement, Plan as shown in Exhibit 2 attached to this Ordinance.

Section 2. City staff is authorized to apply for state, federal, and private foundation grants in support of the projects identified in the Citywide Equipment Replacement Plan.

Section 3: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 5: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

PASSED by the City Council of the City of College Place, Washington, this xx day of November, 2021.

Norma L. Hernández, Mayor

Attest:

Lisa R. Neissl, City Clerk

Approved as to form:

Rea Culwell, City Attorney

City of College Place: Equipment Replacent Plan (FY 2022 to 2027) (\$5,000 ER&R Threshold)													
Name of Project	Project ID	Prioritization	Project Description	Status	First Year Budgeted	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total Project Cost	How is project funded?
Administration/Community Development													
City Hall Generator	1009	Medium	Replacement emergency backup generator for City Hall.	Budgeted	2022	\$ 200,000.00						\$ 200,000.00	Facilities Maintenance Reserve Fund (funded by CE)
Replace Vehicle #803 2011- Ford Escape	1020	Low	Replace Vehicle #803 2011 - Ford Escape Building Department	Planned	2026					\$ 35,000.00		\$ 35,000.00	Equipment Replacement Fund
Replace Vehicle #804 2011 - Ford Escape	1021	Low	Replace Vehicle #803 2011 - Ford Escape Building Department	Planned	2026					\$ 35,000.00		\$ 35,000.00	Equipment Replacement Fund
Total: Administration/Community Development						\$ 200,000.00	\$ -	\$ -	\$ -	\$ 70,000.00	\$ -	\$ 270,000.00	
Fire Department													
Turnouts	2001	High	Annual replacement of turnouts/ \$12,000 a year	Budgeted	Perpetual	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 72,000.00	Current Expense (Fire Budget)
Vehicle #UT303 Fire Marshall Vehicle Replacement	2008	High	New vehicle for Fire Marshal (Lease)	Budgeted	2022	\$ 54,000.00						\$ 54,000.00	Equipment Replacement Fund
SCBA Replacement	2006	High	These are the breathing air packs for firefighters they have a 15 year life.	Budgeted	2022	\$ 27,744.00	\$ 27,744.00	\$ 27,744.00	\$ 27,744.00			\$ 110,976.00	Current Expense (Fire Budget) and Grants
Vehicle #304 - Fire Captain's Truck (Lease)	2009	High	New pickup for Fire Dept Captain	Budgeted	2022	\$ 54,000.00						\$ 54,000.00	Equipment Replacement Fund
Vehicle E061 Brush Truck	2015	Medium	Replace 1985 Chevrolet K3500 - MOB Brush Truck	Budgeted	2022	\$ 125,000.00						\$ 125,000.00	Equipment Replacement Fund
Vehicle #A3021 Ambulance Replacement	2014	High	Replace 2001 Ford E450/Road Rescue Ambulance	Budgeted	2022	\$ 250,000.00						\$ 250,000.00	Equipment Replacement Fund
Vehicle #E3012 - Fire Truck Replacement	2007	High	Replace #E3012 Fire Truck	Budgeted	2022	\$ 700,000.00						\$ 700,000.00	100% Federal ARPA Grant
Replace #R3041 2000 Ambulance	2023	Medium	Replace 2000 Wheeled Coach Box/Chevrolet 4500 Rescue Van	Planned	2024			\$ 250,000.00				\$ 250,000.00	Equipment Replacement Fund
Total: Fire Department						\$ 1,222,744.00	\$ 39,744.00	\$ 289,744.00	\$ 39,744.00	\$ 12,000.00	\$ 12,000.00	\$ 1,615,976.00	
Police Department													
Police Vehicle Leasing Program	3005	High	Police Vehicle Leasing Program. (#401, #402, #406, #408, #410, #412, #414, and #431 Dodge Chargers picked up in 2019 and will be switched out in 2025. Replace #400 2013 Ford Sedan Interceptor and #411 Ford Escape Hybrid in 2021. Replace #407, #409, #413, #415, #416, #471, and #472 2014/2015 used State Patrol Ford Interectors in 2023. Replace #407, #409, #413, #415, #402, and #431 2014/2015 used State Patrol Ford Interceptors in 2022.	Budgeted	2019	\$ 157,127.36	\$ 157,127.36	\$ 157,127.36	\$ 157,127.36	\$ 157,127.36	\$ 157,127.36	\$ 787,655.80	Equipment Replacement Fund
Taser Replacement	3006	High	Tasers need to be replaced as they are now out of warrantee.	Budgeted	2021	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00		\$ 70,021.00	Current Expense Fund
Police Department Building Generator (3 Buildings)	3021	Medium	Generator for Police Department Building.	Planned	2023		\$ 100,000.00						Equipment Replacement Fund
Total: Police Department						\$ 174,127.36	\$ 274,127.36	\$ 174,127.36	\$ 174,127.36	\$ 174,127.36	\$ 157,127.36	\$ 857,676.80	
Public Works Department - Parks													

Vehicle #303 - Park Pickup	4009	High	Replace #303 2007 Chevrolet Flat Bed Pick Up	Budgeted	2022	\$ 37,000.00						\$ 37,000.00	Equipment Replacement Fund
Lawn Mower	4010	Medium	Replacement lawn mower.	Planned	2025				\$ 20,000.00			\$ 20,000.00	Equipment Replacement Fund
Trailer #305	4011	Low	Replacement Trailer.	Planned	2027						\$ 27,000.00	\$ 27,000.00	Equipment Replacement Fund
Total: Public Works Department - Parks						\$ 37,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	\$ 27,000.00	\$ 84,000.00	
Public Works Department - Stormwater													
Replace Vehicle #901/#701	5019	High	Replace Vehicle #901/#701 1999 Serco Vactor/Jetter Sewer Truck	Budgeted	2022	\$ 750,000.00						\$ 750,000.00	85% Ecology SFAP Grant, 15% Equipment Replacement Fund
Replace Vehicle #920	5021	Medium	Replace Vehicle #920 Ford E450 Box Van (Sewer Camera System)	Planned	2023		\$ 200,000.00					\$ 200,000.00	Equipment Replacement Fund
Replace Vehicle #970	5009	Medium	Replace Vehicle #970 2014 - Ford Explorer	Planned	2023		\$ 35,000.00					\$ 35,000.00	Equipment Replacement Fund
Total: Public Works Department - Stormwater						\$ 750,000.00	\$ 235,000.00	\$ -	\$ -	\$ -	\$ -	\$ 985,000.00	
Public Works Department - Streets													
Vehicle #501	6020	Medium	Replace #501 1996 Ford Super Duty Stellar Truck	Budgeted	2022	\$ 90,000.00						\$ 90,000.00	100% Federal ARPA Grant
Vehicle #542 - Flusher	6031	Medium	Replace Vehicle #542 1992 Ford L8000 3,000 gallon Street Flusher Truck	Budgeted	2022	\$ 250,000.00						\$ 250,000.00	Equipment Replacement Fund
Vehicle #504	6030	Low	Replace Vehicle #5404 2008 - Chevrolet 1500 Pick Up	Planned	2023		\$ 37,000.00					\$ 37,000.00	Equipment Replacement Fund
Replace Vehicle #910	6065	Medium	Replace Vehicle #910 2003-Ford F550 Utility Truck	Planned	2023		\$ 37,000.00					\$ 37,000.00	Equipment Replacement Fund
Vehicle #547 - Tilt Trailer Replacement	6037	Low	Replace Vehicle #547 Walton 20,000 lb Tilt Trailer	Planned	2024			\$ 20,000.00				\$ 20,000.00	Equipment Replacement Fund
Vehicle #507 - Bucket Truck	6034	Low	Replace Vehicle #507 Ford F550 Utility Bucket Truck	Planned	2025				\$ 150,000.00			\$ 150,000.00	Equipment Replacement Fund
Vehicle #211 Replacement	6061	Low	Vehicle #211 Replacement - 2007 Napa Shop Air Compressor	Planned	2026					\$ 11,000.00		\$ 11,000.00	Equipment Replacement Fund
Replace Trailer #512	6066	Low	Replace Trailer #512	Planned	2027						\$ 12,000.00	\$ 12,000.00	Equipment Replacement Fund
Replace #529 Tractor	6067	Low	Replace #529 Tractor	Planned	2027						\$ 47,000.00	\$ 47,000.00	Equipment Replacement Fund
Total: Public Works Department - Streets						\$ 340,000.00	\$ 74,000.00	\$ 20,000.00	\$ 150,000.00	\$ 11,000.00	\$ 59,000.00	\$ 654,000.00	
Public Works Department - Wastewater (Moving all items in here to all inclusive contract with Jacobs Group - WWTP Operator)													
Jacobs Contract Addendum Cost (Equipment Portion)	7018	High	The equipment portion of the Jacobs contract addendum will put all equipment needs on Jacobs Group, the Wastewater Treatment Plant operator.	Budgeted	2020	\$ 116,884.08	\$ 118,052.92	\$ 119,233.45	\$ 120,425.78	\$ 121,630.04	\$ 122,846.34	\$ 719,072.62	Wastewater Capital Reserve Fund
Total: Public Works Department - Wastewater						\$ 116,884.08	\$ 118,052.92	\$ 119,233.45	\$ 120,425.78	\$ 121,630.04	\$ 122,846.34	\$ 719,072.62	
Public Works Department - Water													
Vehicle #603	8010	High	Replace Vehicle #603 2006 - Chevrolet Pick Up	Budgeted	2022	\$ 37,000.00						\$ 37,000.00	Water Capital Reserve Fund
Vehicle #601 - Utility Truck	8013	Low	Replace Vehicle #601 2003 - Ford F550 Utility Truck	Planned	2023		\$ 37,000.00					\$ 37,000.00	Water Capital Reserve Fund
Total: Public Works Department - Water						\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -	\$ 74,000.00	
Grand Total: All Equipment Replacements						\$ 2,877,755.44	\$ 777,924.28	\$ 603,104.81	\$ 504,297.14	\$ 388,757.40	\$ 377,973.70	\$ 5,259,725.42	



FISCAL YEAR 2022 TO 2027 EQUIPMENT REPLACEMENT PLAN



FY 2022 TO 2027 EQUIPMENT REPLACEMENT PLAN



City of College Place: 625 S. College Ave, Phone: 509-529-1200, Website: www.cpwa.us

City Council

- Norma Hernandez, Mayor
- Jerry Bobbitt, Council Position #1
- Michael Cleveland, Council Position #2
- Marge Nyhagen, Council Position #3
- Loren Peterson, Council Position #4
- Melodie Selby, Council Position #5
- Heather Scherrmann, Council Position #6
- Monica Boyle, Council Position #7

ER&R Management Team

- Mike Rizzitiello, City Administrator
- Brian Carleton, Finance Director
- DaShari Cinnamon, Deputy Finance Director
- Robert McAndrews, Public Works Director
- Jeff Goodson, Fleet Manager
- Troy Tomaras, Police Chief
- David Winter, Fire Chief

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II. WHAT IS AN EQUIPMENT REPLACEMENT PLAN?

- A six-year plan of replacements for vehicles and other types of operational equipment over a value of \$5,000
- City working toward funding depreciation on equipment. Still short on some items (ex: Fire Truck replacement)
- Across ALL departments.
- Status Column
 - Budgeted: Means expense will occur in FY 2022.
 - Budgeted – COVID Delay: Means expense could be delayed if revenues don't come in as projected.
 - Planned: Means expenditure will likely occur in the FY 2022 to 2027 planning period and City is actively pursuing/assembling funds to make it happen.



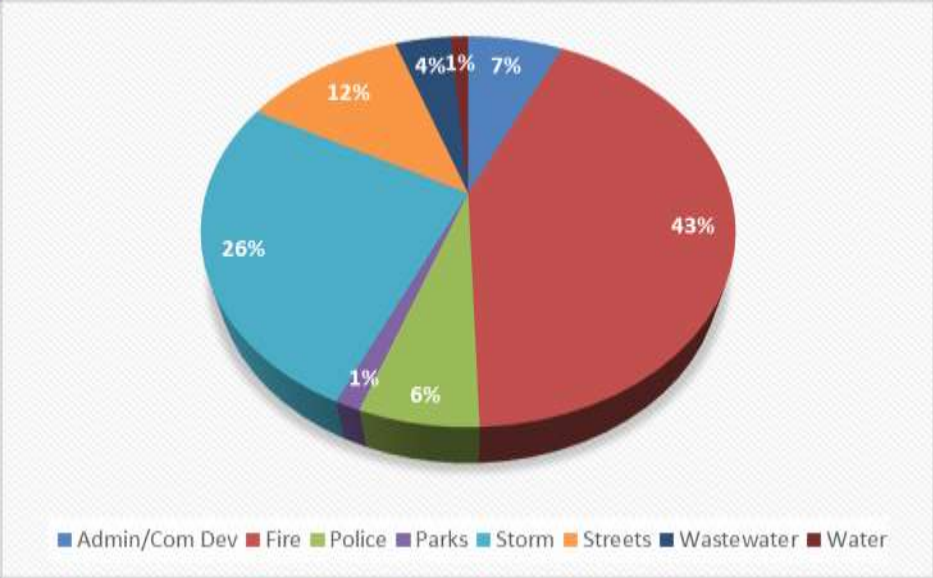
III. COMPLETED FY 2022 EQUIPMENT REPLACEMENTS

Completed Equipment Replacement Plan: FY 2020		
Name	Department	Cost
Turnout Replacement	Fire	\$ 12,000.00
SCBA Replacement	Fire	\$ 27,744.00
Vehicle #804 - Radar Trailer	Police	\$ 27,744.00
Police Officer Vehicle Leasing (Six Dodge Chargers)	Police	\$ 72,520.32
Taser Replacement	Police	\$ 17,000.00
Replacement #509 Grader	Streets	\$ 160,000.00
Jacobs Contract Addendum for Wastewater Treatment Plant Equipment	Wastewater	\$ 191,000.00
Vehicle #603	Water	\$ 37,000.00
Total		\$ 545,008.32

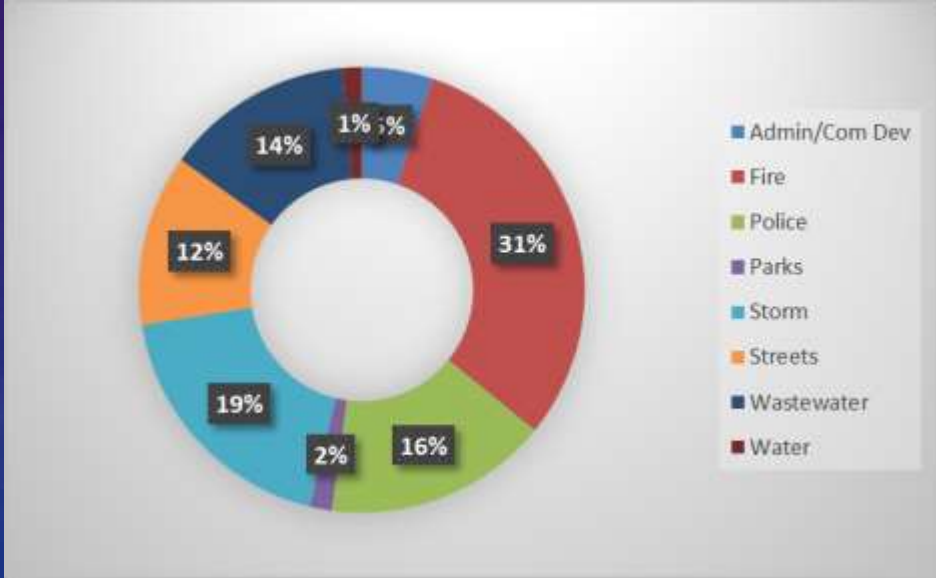


IV. EQUIPMENT REPLACEMENT PLAN SUMMARY

Fiscal Year 2022

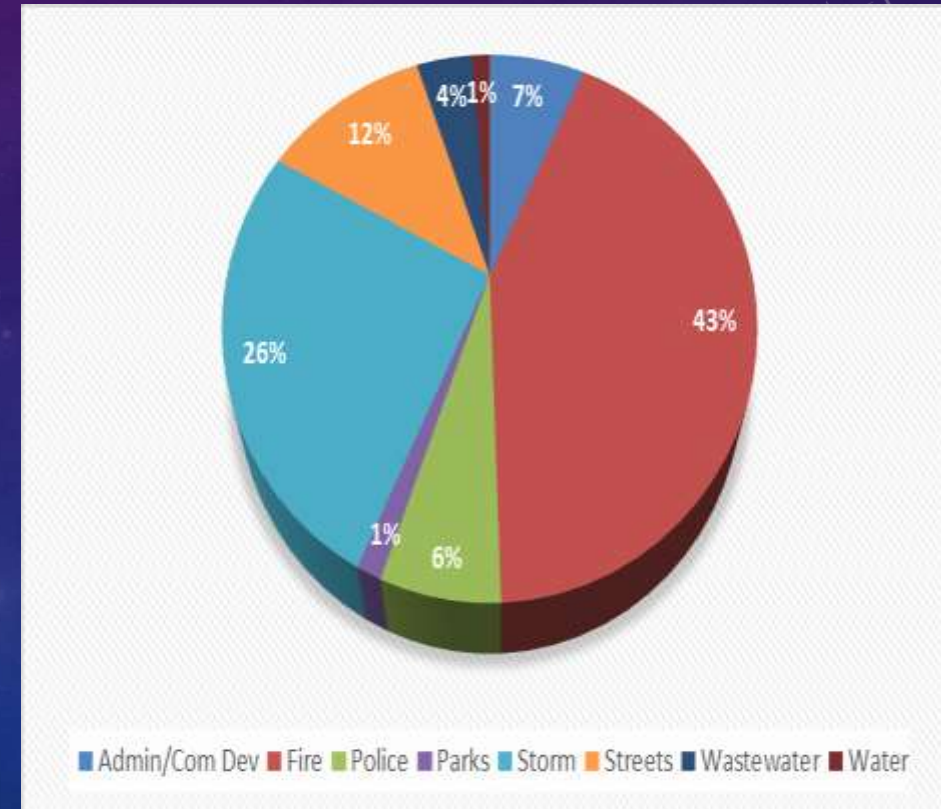


Fiscal Years 2022 to 2027



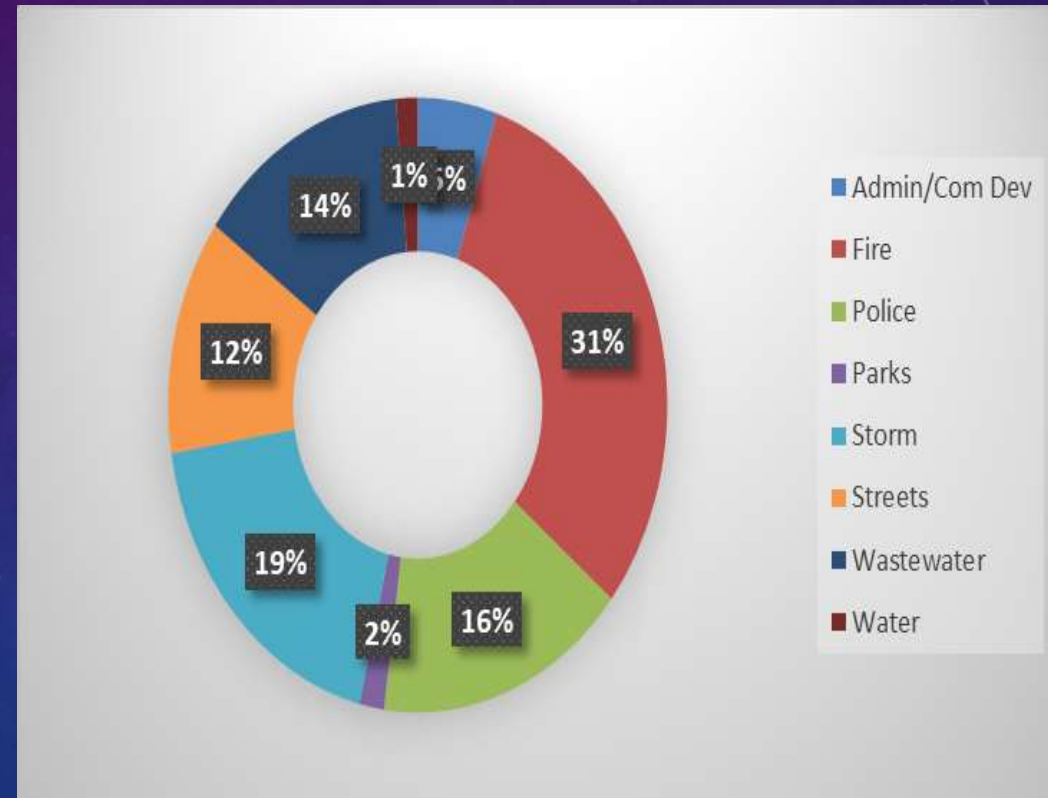
V. EQUIPMENT REPLACEMENT PLAN SUMMARY: FISCAL YEAR 2022

Equipment Replacement Plan: FY 2022	
Department	Total
Admin/Com Dev	\$ 200,000.00
Fire	\$ 1,222,744.00
Police	\$ 174,127.36
Parks	\$ 37,000.00
Storm	\$ 750,000.00
Streets	\$ 340,000.00
Wastewater	\$ 116,884.08
Water	\$ 37,000.00
Total	\$ 2,877,755.44



VI. EQUIPMENT REPLACEMENT PLAN SUMMARY: FISCAL YEAR 2022 TO 2027

Equipment Replacement Plan: FY 2022 to 2027	
Department	Total
Admin/Com Dev	\$ 270,000.00
Fire	\$ 1,615,976.00
Police	\$ 857,676.80
Parks	\$ 84,000.00
Storm	\$ 985,000.00
Streets	\$ 654,000.00
Wastewater	\$ 719,072.62
Water	\$ 74,000.00
Total	\$ 5,259,725.42



VII. PRIORITIZATION EXPLANATION

- Priority established to determine importance of equipment replacement.
- Three ratings: High, Medium, and Low.
- High: Equipment Replacement must happen. Needed for safe city operations or to maintain city insurance/fire insurance ratings. Equipment is at the end of its useful life.
- Medium: Equipment Replacement needed if fiscal capacity allows. Equipment is nearing the end of its useful life or is at the end of its useful life but not used daily. Will be prioritized if receive grant or outside financial resources.
- Low: Equipment not prioritized for replacement immediately unless the City identifies grant funding directly applicable for equipment.



VIII. EQUIPMENT REPLACEMENTS



A. ADMINISTRATION/COMMUNITY DEVELOPMENT

- Equipment needs for the operations of Administration, Finance, Community Development, and general City Hall Operations.
- Replacement emergency backup generator properly sized for electrical load of City Hall structure.
 - FY 2022: Engineering/Acquisition of Generator - \$200,000
 - FY 2026: Replace Vehicles #803 & 804 in Building Department - \$35,000 a piece/\$70,000 total
 - Estimated Total: \$270,000



B. FIRE DEPARTMENT

- Equipment needed for operations of the Fire Suppression/Basic Life Support Ambulance functions of the City.
- Replacement Turnouts: \$12,000 Annually.
- Replace SCBA's thru 2025: \$27,744 Annually.
- FY 2022
 - Replace Fire Marshall Vehicle: \$54,000
 - Replace Fire Captain Vehicle: \$54,000
 - Vehicle #E061 Brush Truck: \$125,000
 - Vehicle #A3021 Ambulance: \$250,000
 - Vehicle #E3012 – Fire Truck Replacement: \$700,000 (ARPA Grant)
- FY 2024
 - Replace Vehicle #R3041 2000 Ambulance: \$250,000
- **Six Year Estimated Total: \$1,615,976**



C. POLICE DEPARTMENT

- Equipment needed for operations of the Police, Code Enforcement, and Animal Control functions of the City.
- Police vehicle leasing replacement program in effect.
- Entire Fleet Leased by FY 2022 (14 Vehicles).
- FY 2022 through 2027
 - With that annual cost of leases is \$157,127.36 for fourteen (14) vehicles.
- **Six Year Estimated Total: \$857,676.80**



D. PUBLIC WORKS: PARKS DIVISION

- Equipment needed for operations of the park maintenance functions of the City.
- FY 2022
 - Replace Park Pickup Vehicle #303: \$37,000.
- FY 2025
 - Replace lawn mower: \$20,000.
- FY 2027
 - Trailer #305 Replacement Trailer: \$27,000.
- **Six Year Estimated Total: \$84,000**



E. PUBLIC WORKS: STORMWATER DIVISION

- Equipment needed for operations of the stormwater functions of the City.
- FY 2022
 - Replace Vehicle #901/#701 (Old Wastewater Treatment Plant Vector (Ecology Grant 85% Cost): \$750,000.
- FY 2023
 - Replace Vehicle #920 Ford E450 Box Van: \$200,000
 - Replace Vehicle #970 2014 Ford Explorer: \$35,000
- **Total Estimated Cost: \$985,000**



F. PUBLIC WORKS: STREETS DIVISION

- Equipment needed for operations of the street functions of the City.
- FY 2022:
 - Vehicle #501 Stellar with Plow attachment (Federal ARPA Grant): \$90,000.
 - Replacement Flusher: \$250,000.
- FY 2023:
 - Replace Vehicle #504 Chevrolet 1500 Pick Up: \$37,000.
 - Replace Vehicle #910 Utility Truck: \$37,000.
- FY 2024:
 - Replace Vehicle \$547 Walton 20,000 Tilt Trailer: \$20,000.
- FY 2025:
 - Replace Vehicle #507 Bucket Truck: \$150,000.
- FY 2026
 - Replace Vehicle #211 Shop Air Compressor: \$11,000.
- FY 2027
 - Replace Trailer #512: \$12,000.
 - Replace #529 Tractor: \$47,000.
- **Total Estimated Cost: \$654,000.**



G. PUBLIC WORKS: WASTEWATER DIVISION

- Equipment needed for operations of the wastewater treatment plant and collection system functions of the City.
- Wastewater Treatment Plant (WWTP) operations contracted out to Jacobs Group.
- Jacobs Group provided us with a number to shift wastewater equipment replacement to them starting in FY 2020: \$for all inclusive equipment including vector.
- 1% inflationary factor for this contract built into Equipment Replacement Plan year-to-year.



H. PUBLIC WORKS: WATER DIVISION

- Equipment needed for operations of the water treatment and distribution functions of the City.
- FY 2022:
 - New Vehicle #603 Pickup: \$37,000.
- FY 2023:
 - Replacement Vehicle #601 Utility Truck: \$37,000.
- **Total estimated cost: \$74,000.**





2022 TO 2027 EQUIPMENT REPLACEMENT PLAN

City of College Place: Equipment Replacent Plan (FY 2022 to 2027) (\$5,000 ER&R Threshold)													
Name of Project	Project ID	Prioritization	Project Description	Status	First Year Budgeted	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total Project Cost	How is project funded?
Administration/Community Development													
City Hall Generator	1009	Medium	Replacement emergency backup generator for City Hall.	Budgeted	2022	\$ 200,000.00						\$ 200,000.00	Facilities Maintenance Reserve Fund (funded by CE)
Replace Vehicle #803 2011- Ford Escape	1020	Low	Replace Vehicle #803 2011 - Ford Escape Building Department	Planned	2026					\$ 35,000.00		\$ 35,000.00	Equipment Replacement Fund
Replace Vehicle #804 2011 - Ford Escape	1021	Low	Replace Vehicle #803 2011 - Ford Escape Building Department	Planned	2026					\$ 35,000.00		\$ 35,000.00	Equipment Replacement Fund
Total: Administration/Community Development						\$ 200,000.00	\$ -	\$ -	\$ -	\$ 70,000.00	\$ -	\$ 270,000.00	
Fire Department													
Turnouts	2001	High	Annual replacement of turnouts/ \$12,000 a year	Budgeted	Perpetual	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 72,000.00	Current Expense (Fire Budget)
Vehicle #UT303 Fire Marshall Vehicle Replacement	2008	High	New vehicle for Fire Marshal (Lease)	Budgeted	2022	\$ 54,000.00						\$ 54,000.00	Equipment Replacement Fund
SCBA Replacement	2006	High	These are the breathing air packs for firefighters they have a 15 year life.	Budgeted	2022	\$ 27,744.00	\$ 27,744.00	\$ 27,744.00	\$ 27,744.00			\$ 110,976.00	Current Expense (Fire Budget) and Grants
Vehicle #304 - Fire Captain's Truck (Lease)	2009	High	New pickup for Fire Dept Captain	Budgeted	2022	\$ 54,000.00						\$ 54,000.00	Equipment Replacement Fund
Vehicle E061 Brush Truck	2015	Medium	Replace 1985 Chevrolet K3500 - MOB Brush Truck	Budgeted	2022	\$ 125,000.00						\$ 125,000.00	Equipment Replacement Fund
Vehicle #A3021 Ambulance Replacement	2014	High	Replace 2001 Ford E450/Road Rescue Ambulance	Budgeted	2022	\$ 250,000.00						\$ 250,000.00	Equipment Replacement Fund
Vehicle #E3012 - Fire Truck Replacement	2007	High	Replace #E3012 Fire Truck	Budgeted	2022	\$ 700,000.00						\$ 700,000.00	100% Federal ARPA Grant
Replace #R3041 2000 Ambulance	2023	Medium	Replace 2000 Wheeled Coach Box/Chevrolet 4500 Rescue Van	Planned	2024			\$ 250,000.00				\$ 250,000.00	Equipment Replacement Fund
Total: Fire Department						\$ 1,222,744.00	\$ 39,744.00	\$ 289,744.00	\$ 39,744.00	\$ 12,000.00	\$ 12,000.00	\$ 1,615,976.00	
Police Department													
Police Vehicle Leasing Program	3005	High	Police Vehicle Leasing Program. (#401, #402, #406, #408, #410, #412, #414, and #431 Dodge Chargers picked up in 2019 and will be switched out in 2025. Replace #400 2013 Ford Sedan Interceptor and #411 Ford Escape Hybrid in 2021. Replace #407, #409, #413, #415, #416, #471, and #472 2014/2015 used State Patrol Ford Interectors in 2023. Replace #407, #409, #413, #415, #402, and #431 2014/2015 used State Patrol Ford Interceptors in 2022.	Budgeted	2019	\$ 157,127.36	\$ 157,127.36	\$ 157,127.36	\$ 157,127.36	\$ 157,127.36	\$ 157,127.36	\$ 787,655.80	Equipment Replacement Fund
Taser Replacement	3006	High	Tasers need to be replaced as they are now out of warrantee.	Budgeted	2021	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,000.00		\$ 70,021.00	Current Expense Fund
Police Department Building Generator (3 Buildings)	3021	Medium	Generator for Police Department Building.	Planned	2023		\$ 100,000.00						Equipment Replacement Fund
Total: Police Department						\$ 174,127.36	\$ 274,127.36	\$ 174,127.36	\$ 174,127.36	\$ 174,127.36	\$ 157,127.36	\$ 857,676.80	
Public Works Department - Parks													

Vehicle #303 - Park Pickup	4009	High	Replace #303 2007 Chevrolet Flat Bed Pick Up	Budgeted	2022	\$ 37,000.00						\$ 37,000.00	Equipment Replacement Fund
Lawn Mower	4010	Medium	Replacement lawn mower.	Planned	2025				\$ 20,000.00			\$ 20,000.00	Equipment Replacement Fund
Trailer #305	4011	Low	Replacement Trailer.	Planned	2027						\$ 27,000.00	\$ 27,000.00	Equipment Replacement Fund
Total: Public Works Department - Parks						\$ 37,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	\$ 27,000.00	\$ 84,000.00	
Public Works Department - Stormwater													
Replace Vehicle #901/#701	5019	High	Replace Vehicle #901/#701 1999 Serco Vactor/Jetter Sewer Truck	Budgeted	2022	\$ 750,000.00						\$ 750,000.00	85% Ecology SFAP Grant, 15% Equipment Replacement Fund
Replace Vehicle #920	5021	Medium	Replace Vehicle #920 Ford E450 Box Van (Sewer Camera System)	Planned	2023		\$ 200,000.00					\$ 200,000.00	Equipment Replacement Fund
Replace Vehicle #970	5009	Medium	Replace Vehicle #970 2014 - Ford Explorer	Planned	2023		\$ 35,000.00					\$ 35,000.00	Equipment Replacement Fund
Total: Public Works Department - Stormwater						\$ 750,000.00	\$ 235,000.00	\$ -	\$ -	\$ -	\$ -	\$ 985,000.00	
Public Works Department - Streets													
Vehicle #501	6020	Medium	Replace #501 1996 Ford Super Duty Stellar Truck	Budgeted	2022	\$ 90,000.00						\$ 90,000.00	100% Federal ARPA Grant
Vehicle #542 - Flusher	6031	Medium	Replace Vehicle #542 1992 Ford L8000 3,000 gallon Street Flusher Truck	Budgeted	2022	\$ 250,000.00						\$ 250,000.00	Equipment Replacement Fund
Vehicle #504	6030	Low	Replace Vehicle #5404 2008 - Chevrolet 1500 Pick Up	Planned	2023		\$ 37,000.00					\$ 37,000.00	Equipment Replacement Fund
Replace Vehicle #910	6065	Medium	Replace Vehicle #910 2003-Ford F550 Utility Truck	Planned	2023		\$ 37,000.00					\$ 37,000.00	Equipment Replacement Fund
Vehicle #547 - Tilt Trailer Replacement	6037	Low	Replace Vehicle #547 Walton 20,000 lb Tilt Trailer	Planned	2024			\$ 20,000.00				\$ 20,000.00	Equipment Replacement Fund
Vehicle #507 - Bucket Truck	6034	Low	Replace Vehicle #507 Ford F550 Utility Bucket Truck	Planned	2025				\$ 150,000.00			\$ 150,000.00	Equipment Replacement Fund
Vehicle #211 Replacement	211	Low	Vehicle #211 Replacement - 2007 Napa Shop Air Compressor	Planned	2026					\$ 11,000.00		\$ 11,000.00	Equipment Replacement Fund
Replace Trailer #512	6066	Low	Replace Trailer #512	Planned	2027						\$ 12,000.00	\$ 12,000.00	Equipment Replacement Fund
Replace #529 Tractor	6067	Low	Replace #529 Tractor	Planned	2027						\$ 47,000.00	\$ 47,000.00	Equipment Replacement Fund
Total: Public Works Department - Streets						\$ 340,000.00	\$ 74,000.00	\$ 20,000.00	\$ 150,000.00	\$ 11,000.00	\$ 59,000.00	\$ 654,000.00	
Public Works Department - Wastewater (Moving all items in here to all inclusive contract with Jacobs Group - WWTP Operator)													
Jacobs Contract Addendum Cost (Equipment Portion)	7018	High	The equipment portion of the Jacobs contract addendum will put all equipment needs on Jacobs Group, the Wastewater Treatment Plant operator.	Budgeted	2020	\$ 116,884.08	\$ 118,052.92	\$ 119,233.45	\$ 120,425.78	\$ 121,630.04	\$ 122,846.34	\$ 719,072.62	Wastewater Capital Reserve Fund
Total: Public Works Department - Wastewater						\$ 116,884.08	\$ 118,052.92	\$ 119,233.45	\$ 120,425.78	\$ 121,630.04	\$ 122,846.34	\$ 719,072.62	
Public Works Department - Water													
Vehicle #603	8010	High	Replace Vehicle #603 2006 - Chevrolet Pick Up	Budgeted	2022	\$ 37,000.00						\$ 37,000.00	Water Capital Reserve Fund
Vehicle #601 - Utility Truck	8013	Low	Replace Vehicle #601 2003 - Ford F550 Utility Truck	Planned	2023		\$ 37,000.00					\$ 37,000.00	Water Capital Reserve Fund
Total: Public Works Department - Water						\$ 37,000.00	\$ 37,000.00	\$ -	\$ -	\$ -	\$ -	\$ 74,000.00	
Grand Total: All Equipment Replacements						\$ 2,877,755.44	\$ 777,924.28	\$ 603,104.81	\$ 504,297.14	\$ 388,757.40	\$ 377,973.70	\$ 5,259,725.42	

City of College Place: 2022 to 2027 Information Technology Plan

[illegible]

BoardDocs - Maintenance	1043	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Annual maintenance on BoardDocs software used for City Council and Advisory Board agendas/minutes.	Software	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 42,000.00
Zoom	1044	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance expense for e-conferencing software for City Council and Commission meetings.	Software	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 24,000.00
ESRI Business Analyst	1045	High	Budgeted	Technology Reserve	Maintenance expense on software to pull economic development data and reports	Software	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 9,600.00
Intermountain Education Service District (IMESD) IT Staff Support	1030	High	Budgeted	Technology Reserve	Outsource information technology staffing to IMESD for 12 hours a week. Available 24/7 though.	Staffing	\$ 63,036.00	\$ 64,296.72	\$ 65,582.65	\$ 66,894.31	\$ 68,232.19	\$ 69,596.84	\$ 397,638.71
Association of Washington Cities GIS Consortium: Tier I Membership	1058	Medium	Budgeted	Technology Reserve	Lower to Tier 1 membership since we obtained PHIMA Grant where JUB compiled our GIS data.	Staffing	\$ 3,200.00	\$ 3,232.00	\$ 3,264.32	\$ 3,296.96	\$ 3,329.93	\$ 3,363.23	\$ 19,686.45
Server Replacement	1025	Low	Planned	Technology Reserve	Replace server acquired in 2019. Will age out by FY 2026.	Hardware					\$ 21,000.00		\$ 21,000.00
Computers	1032	High - Replacement	Planned	Technology Reserve	Computer Replacement Plan (Seven Year Schedule) .	Hardware	\$ 1,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00		\$ 9,000.00
Microsoft Office Update	1026	Low	Planned	Technology Reserve	Proposed citywide upgrade of Microsoft Office in FY 2024.	Software	\$ -	\$ -	\$ -	\$ 13,000.00			\$ 13,000.00
Administration: Total							\$ 265,923.00	\$ 158,815.72	\$ 159,133.97	\$ 173,478.27	\$ 181,849.13	\$ 161,247.07	\$ 1,100,447.16
Community Development													
4k - 65" TV	1050	High	Budgeted	Technology Reserve	View electronic plans in full scale. Streamline plan review process.	Hardware	\$ 1,900.00		\$ 2,000.00				\$ 3,900.00
Bluebeam	1051	High	Budgeted	Technology Reserve	Streamline plan review process.	Software	\$ 4,600.00	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	\$ 9,850.00
Azavar - Short Term Vacation Rental Software Maintenance Expense	1047	High - Maintenance	Budgeted	Technology Reserve	Software utilized for short term vacation rental registration	Software	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 3,000.00
Survey Monkey	1049	Medium	Budgeted	Technology Reserve	Software to allow city staff to put together surveys on various topics. Unlimited participants can take surveys.	Software	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 18,000.00
Computers	1046	High - Replacement	Planned	Technology Reserve	Computer Replacement Plan (Seven Year Schedule).	Hardware		\$ 1,000.00		\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 5,000.00
ERP System with Finance (Community Development)	1048	Medium	Planned	Technology Reserve	Maintenance expense on Community Development/Permitting Portal	Software		\$ 64,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	\$ 160,000.00
Community Development: Total							\$ 10,000.00	\$ 69,550.00	\$ 30,550.00	\$ 29,550.00	\$ 29,550.00	\$ 30,550.00	\$ 199,750.00
Fire													
Computers	2019	High - Replacement	Budgeted	Technology Reserve	Computer Replacement Plan (Seven Year Schedule).	Hardware				\$ 2,000.00		\$ 2,000.00	\$ 4,000.00
Firehouse Software Replacement	2022	High - Existing Maintenance	Budgeted	Current Expense	another company. Will need to pay upgrade cost.	Software	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$ 60,000.00
Portable Radio Replacement	2021	High - Replacement	Planned	Current Expense	Replacement radios for Fire Department. Covered by 50% grant match from State Department of Natural Resources.	Hardware		\$ 19,500.00		\$ 19,500.00		\$ 19,500.00	\$ 58,500.00
Fire: Total							\$ 10,000.00	\$ 29,500.00	\$ 10,000.00	\$ 31,500.00	\$ 10,000.00	\$ 31,500.00	\$ 122,500.00
Police													
Body Cameras, Redaction Software, and Replacement Tasers with Warantee	3014	High	Budgeted	Tech Reserve - Body Cameras; Current Expense - Tasers	New body cameras to use to capture interactions with the public for officer/resident safety. Redaction Software. Also, replacement tasers since current ones	Hardware	\$ 21,792.86	\$ 21,792.86	\$ 21,792.86	\$ 21,792.86	\$ 14,772.00	\$ 14,772.00	\$ 116,715.44

Security Camera - City Parks	3015	Medium	Budgeted	Forfeited Proceeds	Install Cameras in following areas: 2022 - Lamperti/Meadowbrook, 2024 - Whitman Dr/Academy Way, 2026 - 12th/Larch Intersection	Hardware	\$ 9,000.00		\$ 9,000.00		\$ 9,000.00		\$ 27,000.00
Computers	3016	High - Replacement	Budgeted	Technology Reserve	Computer Replacement Plan (Seven Year Schedule).	Hardware	\$ 2,000.00	\$ 1,000.00	\$ 13,500.00	\$ 15,000.00	\$ 3,000.00	\$ 2,500.00	\$ 37,000.00
NetMotion	3018	High - Existing Maintenance	Budgeted	Current Expense	Software renewal for Net Motion	Software	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 5,670.00
Copier Replacement	3013	Medium - Replacement	Planned	Technology Reserve	Replacement Police Copier.	Hardware		\$ 13,000.00					\$ 13,000.00
Police: Total							\$ 33,737.86	\$ 36,737.86	\$ 45,237.86	\$ 37,737.86	\$ 27,717.00	\$ 18,217.00	\$ 199,385.44
Public Works													
Backflow Testing Software	8021	High	Budgeted	Water Utility	Backflow testing software to replace software that is no longer supported.	Software	\$ 10,000.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 47,500.00
Iworq Asset ManagementSoftware Maintenance	8022	High - Existing Maintenance	Budgeted	Utilities	Software maintenance for software used for Asset Management.	Software	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	\$ 63,000.00
ESRI ArcGIS - Maintenance	8023	High - Existing Maintenance	Budgeted	Utilities	Annual software maintenance on ESRI ArcGIS software.	Software	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 20,000.00
Autodesk Civil 3D Software	5025	High	Budgeted	Utilities	Annual Software Subscription	Software	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 15,000.00
Computers	8021	High - Replacement	Planned	Technology Reserve	Computer Replacement Plan (Seven Year Schedule).	Hardware	\$ 2,000.00		\$ 1,000.00		\$ 3,000.00	\$ 3,000.00	\$ 9,000.00
Public Works: Total							\$ 28,000.00	\$ 23,500.00	\$ 25,000.00	\$ 24,000.00	\$ 27,000.00	\$ 27,000.00	\$ 154,500.00
Total Cost							\$ 347,660.86	\$ 318,103.58	\$ 269,921.83	\$ 296,266.13	\$ 276,116.13	\$ 268,514.07	\$ 1,776,582.60



FY 2022 TO 2027 IT PLAN

FY 2021 TO 2026 INFORMATION TECHNOLOGY PLAN



City Council

- Norma Hernandez, Mayor
- Jerry Bobbitt, Council Position #1
- Michael Cleveland, Council Position #2
- Marge Nyhagen, Council Position #3
- Loren Peterson, Council Position #4
- Melodie Selby, Council Position #5
- Heather Scherrmann, Council Position #6
- Monica Boyle, Council Position #7

IT Plan Management Team

- Mike Rizzitiello, City Administrator
- Brian Carleton, Finance Director
- Jeremy Lasater, IMESD (Network Administrator)
- Lisa Neissl, City Clerk
- Shawn Doering, Human Resources Manager
- Jon Rickard, Community Development Director
- Troy Tomaras, Police Chief
- David Winter, Fire Chief
- Robert McAndrews, Public Works Director

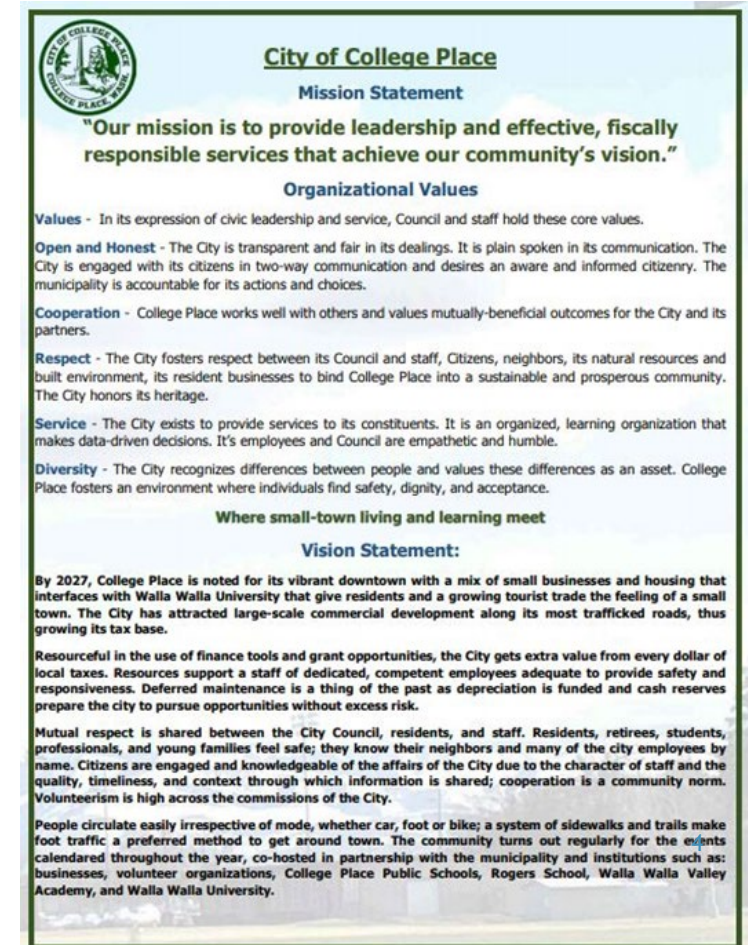
I. TABLE OF CONTENTS

- II. Methodology:
- III. Principles:
- IV. Existing Environment:
- V. IT Expense Timeline:
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- IX. Prioritization:
- X. Departmental Projects:
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 - C. Fire:
 - D. Police:
 - E. Public Works:
- Appendix A: Six-Year IT Plan Summary Sheet:
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II. METHODOLOGY

- Mission: To provide leadership and effective, fiscally responsible services that achieve our community's vision.
- Values: Open and Honest, Cooperation, Respect, Service, and Diversity.
- Administration recognizes the need to implement tools/process improvements to help prioritize business technology projects through the City.
- Prioritization is done through Technology Governance.
- Technology governance is a process for making technology investment decisions that meet the City's business needs and are consistent with its strategic goals.
- Department heads with consultation of our IT contractor Intermountain Education Service District (IMESD) and the City Administrator proposed technology investments consistent with efficient, effective, transparent, governance.
- Finance Director, City Administrator, and Mayor work at funding proposals with best investment payback within the resources of the budget.
- Proposal goes to City Council via budget for ultimate approval.
- Payback can include: efficiencies (staff, process), ecustomer service, and financial.
- Status
 - Budgeted: Expense will occur in Fiscal Year 2022.
 - Planned: Expense will occur sometime in Fiscal Year 2022 to 2027 planning period. The City is actively assembling funding.



III. PRINCIPLES

- This work plan will be used to assist in the achievement of the City's business objectives to guide the City's efforts toward a clearly defined vision. The framework consists of the following initiatives:
 - Customer Service & Governance
 - Process & Workflow Improvements
 - Transparency & Accountability
 - Security & Privacy
 - Information Management
 - Records Management
 - Enterprise Systems
 - eGovernment & Citizen Interaction
 - Mobile Workforce
 - Innovative Ideas & Workforce Empowerment



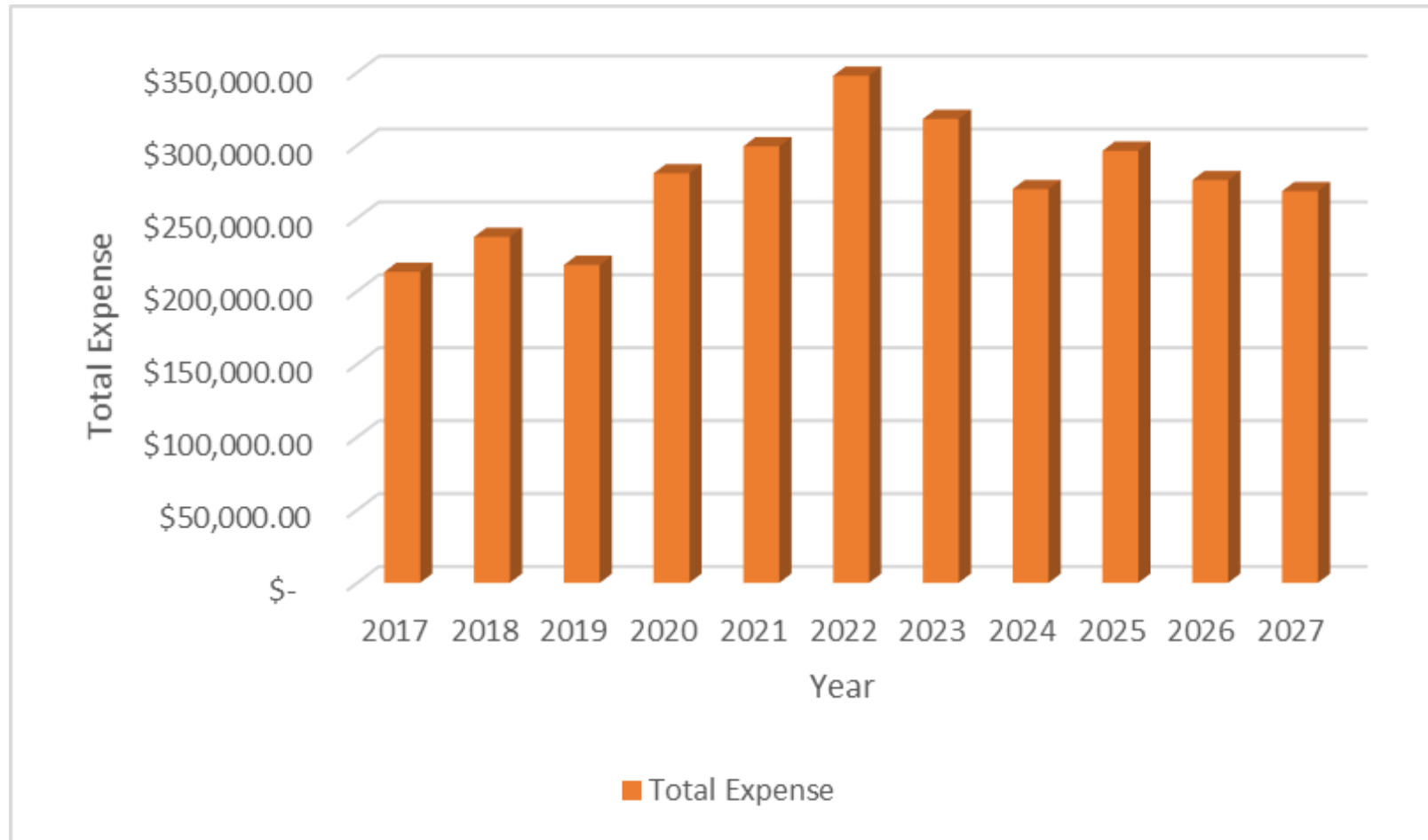
IV. EXISTING ENVIRONMENT

- Dell Computing equipment comprises most of the City network.
- City Hall & Police Department servers have all been replaced in 2020 and 2018 respectively. Dell servers. On seven year replacement cycle.
- Acquired Vipre software in 2020 to improve cybersecurity across the network.
- In 2021 provided our contribution with City of Walla Walla and Walla Walla County to replace outdated servers which run the shared 911 system at Rose/2nd. Trying to phase out Dell Optiplex 780, 790 computers across organization dating over a decade old.
- Replacement computer terminals are Dell Optiplex 7010.
- Working toward a seven-year replacement schedule on computer terminals. (This year we have caught up to a normal attrition of five computers organization wide a year)
- New computers come with seven-year warranties.
- Council Chambers will be remodeled with ARPA grant money which will permit upgrade to AV system to permit hybrid meetings in accordance with State OPMA rulings. This project is in Capital Facility Plan.
- Software on the local server include Bias, Microsoft Office, GIS, Xpress Bill Pay, Firehouse, Net Motion.
- Cloud environment software includes ESRI Business Analyst, Revize website solution, Qwestica, ArchiveSocial, Iworq, Surveymonkey, BoardDocs, Zoom, Smarsh, ESRI Business Analyst, Next Request, Document Locator.
- Looking to source a cross departmental ERP system this year (Bias, Qwestica, Iworq, potentially Document Locator).



V. IT EXPENSE TIMELINE

Information Technology Expense: Total	
Year	Total Expense
2017	\$ 213,217.44
2018	\$ 237,185.42
2019	\$ 217,942.33
2020	\$ 280,836.00
2021	\$ 299,240.58
2022	\$ 347,660.86
2023	\$ 318,103.58
2024	\$ 269,921.83
2025	\$ 296,266.13
2026	\$ 276,116.13
2027	\$ 268,514.07



VI. FISCAL YEAR 2021 COMPLETED PROJECTS

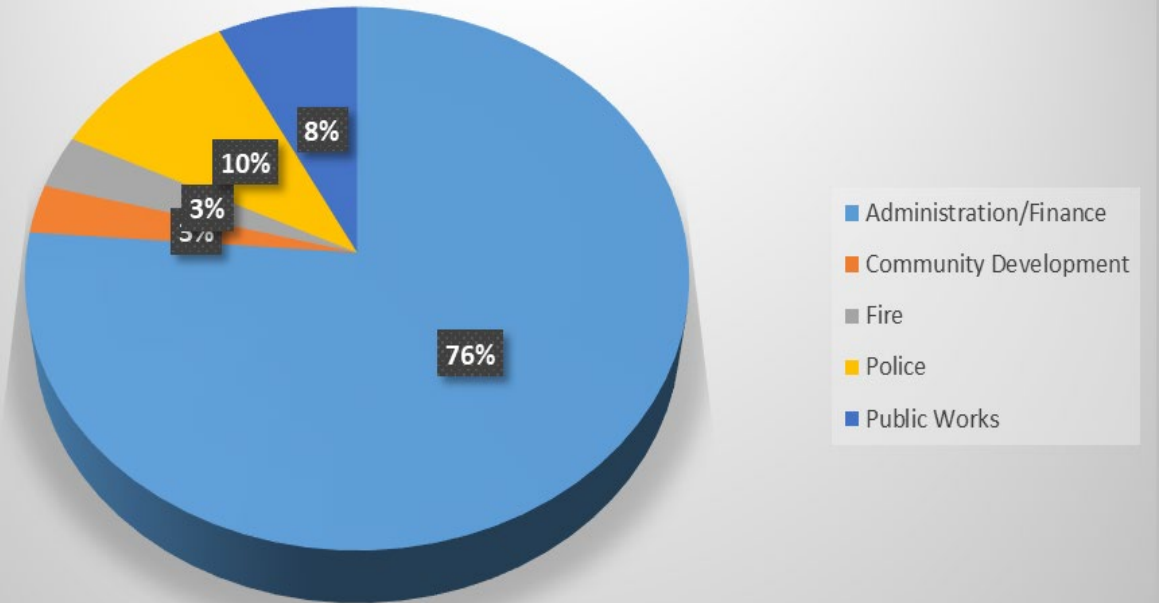
Completed Fiscal Year 2021 Projects			
Project	Classification	Description	2021
Server Memory/RAM	Hardware	Funds to pay for server memory augmentation as servers become full.	\$ 500.00
Computer Replacements	Hardware	Computer replacements per replacement plan. Each computer terminal has useful life of seven years.	\$ 12,000.00
MDT's	Hardware	Needed for Fire Department.	\$ 6,000.00
Portable Radio Replacement	Hardware	Replacement radios for Fire Department. Covered by 50% grant match from State Department of Natural Resources.	\$ 19,500.00
Vipre Security	Software	Additional cybersecurity feature to protect the network.	\$ 500.00
Revize Website	Software	Cloud based website provider. Annual maintenance agreement.	\$ 6,000.00
BoardDocs	Software	Maintenance agreement for cloud based City Council agenda packet portal and set up for boards and commissions.	\$ 6,000.00
Bias	Software	Annual software maintenance agreement for city finance and building permit software.	\$ 12,688.00
Firehouse	Software	Annual software maintenance agreement for city Fire Department/Ambulance.	\$ 7,500.00
Document Locator	Software	Software maintenance on paperless Accounts Payable software solution.	\$ 4,000.00
ArchiveSocial	Software	Maintenance expense for social media metadata recording program.	\$ 5,000.00
Smash	Software	Maintenance expense for cell phone Metadata program	\$ 5,000.00
ESRI GIS	Software	Software maintenance for Geographic Information System licenses as well as cloud software credits.	\$ 3,000.00
ESRI Business Analyst	Software	Annual software maintenance agreement for ESRI Business Analyst. Allows staff to pull market reports for economic development clients.	\$ 1,500.00
NextRequest	Software	Maintenance agreement for digital paperless public records request portal.	\$ 4,250.00
NetMotion	Software	Software maintenance for network access for remote Police Department laptops. Got additional licenses with State COVID Grant to allow for remote work.	\$ 945.00

Project	Classification	Description	2021
Questica	Software	Maintenance agreement for paperless budget proposal and budget book software.	\$ 12,000.00
Iworq - Asset Management, Stormwater, and Pavements	Software	Paid for with DWSRF Loan/Grant Funds. Asset Management System.	\$ 10,500.00
Iworq - Community Development Portal	Software	Paid for with State COVID 19 response grant. Allows e-services for Community Development.	\$ 11,800.00
Neogov	Software	Maintenance Expense for program which automates recruitment & Onboarding process and ensure compliance and eforms	\$ 11,687.00
Localgov	Software	Implementation of short term vacation rental software.	\$ 500.00
ArchiveSocial	Software	Software which allows metadata for Social Media.	\$ 5,000.00
SurveyMonkey	Software	Maintenance Agreement on digital community survey software.	\$ 1,188.00
Security Cameras	Software	Acquisition of three Security Lines ipod4 security cameras for Veterans Park, 12th & College, and College & Whitman.	\$ 24,600.00
Xpress Bill Pay/Echeck/Autoread - Water Utility	Software	Annual maintenance agreement for software to enable online bill pay for the water utility.	\$ 5,585.00
Xpress Bill Pay/Echeck/Autoread - Wastewater Utility	Software	Annual maintenance agreement for software to enable online bill pay for the wastewater utility.	\$ 7,415.00
Body Cameras, Redaction Software, and Replacement Tasers with Warantee	Software	New body cameras to use to capture interactions with the public for officer/resident safety. Redaction Software. Also, replacement tasers since current ones are out of warranty. (\$17,000 a year for Taser portion in Equipment Replacement)	\$ 30,182.58
Server Replacement - Dispatch/911	Hardware	Proportional share of replacement of server, New World, CAD software for dispatch.	\$ 16,600.00
AWC GIS Consortium	Staffing	Pooled consortium of twenty State of Washington Cities that complete GIS projects together via AWC and consultant Rio Analytics.	\$ 6,500.00
IMESD Support	Staffing	Cost for twelve hours a week of staff support from Intermountain Education Service District as well as computer backups/antivirus protection.	\$ 61,800.00
Total Expense			\$ 299,240.58

VII. FY 2022 EXPENSE

FY 2022 Information Technology Expense	
Department	Expense
Administration/Finance	\$ 264,923.00
Community Development	\$ 10,000.00
Fire	\$ 11,000.00
Police	\$ 35,737.86
Public Works	\$ 26,000.00
Total	\$ 347,660.86

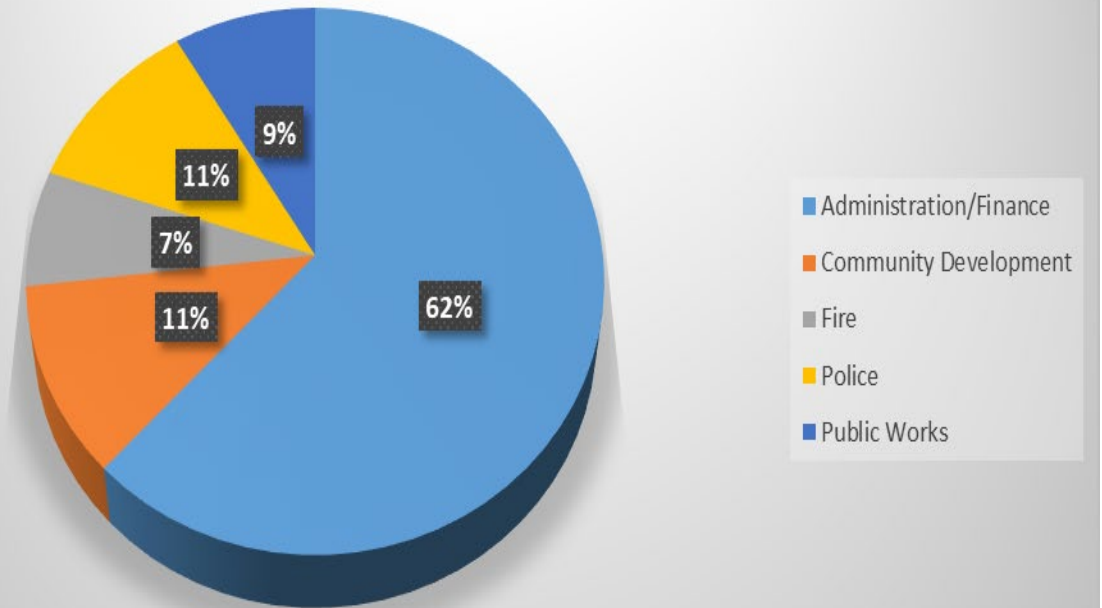
FY 2021 Information Technology Expense



VIII. FY 2022 TO 2027 INFORMATION TECHNOLOGY EXPENSE

FY 2022 to 2027 Information Technology Expense	
Department	Expense
Administration/Finance	\$ 1,100,447.16
Community Development	\$ 199,750.00
Fire	\$ 122,500.00
Police	\$ 199,385.44
Public Works	\$ 154,500.00
Total	\$ 1,776,582.60

FY 2021 to 2026 Information Technology Expense



IX. PRIORITIZATION

- High: Project is integral to city operations. Also, adds to transparency and accountability within the community.
- Medium: Project would yield significant efficiencies in the city organization or allow eCityHall services.
- Low: Project would yield efficiencies but is cost prohibitive. Will be funded either through saving Reserve money or grant funding.



X. DEPARTMENTAL PROJECTS



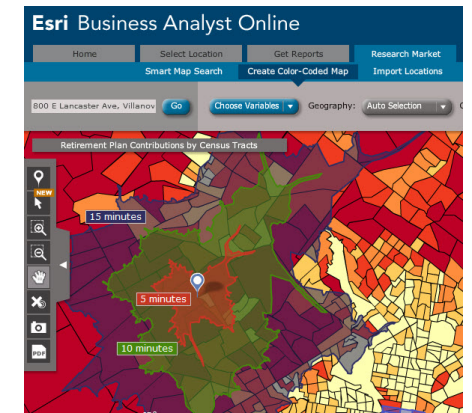
A. ADMINISTRATION & FINANCE (GENERAL GOVERNMENT)

- 2022
 - Continue Seven Year Computer Replacement Plan (High)
 - Council Chambers to be retrofitted with proper AV equipment for hybrid meetings that follow OPMA requirements (in CFP and funded with Federal ARPA Grant dollars).
 - Replacement Finance ERP system that could also handle Community Development Onboarding (Replace Bias, Questica, Iworq, and potentially Document Locator): \$100,000 first year/\$40,000 years after maintenance cost.
 - City Hall Copier Replacement: \$13,000 (Medium)
 - Acquire KnowBe4 software (Phishing Testing): \$3,000 annually (High)
- 2026
 - Replace City Hall Server acquired last year: \$20,000 (Low)
- Staffing
 - Intermountain Education Service District (IMESD) 12 hours a week on call: \$63,036.00
 - Association of Washington Cities GIS Consortium (Lower to Tier I since obtained PHIMA GIS Grant that cleaned up our data): \$3,200



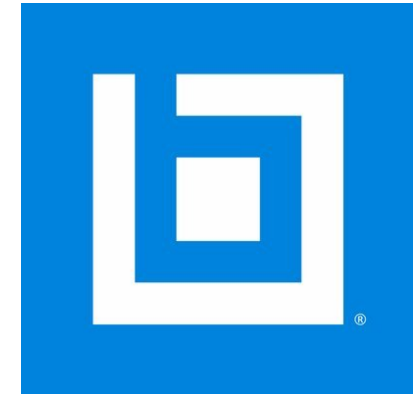
A. ADMINISTRATION & FINANCE (GENERAL GOVERNMENT)

- Annual Software Maintenance Agreements (High)
 - ArchiveSocial (<https://archivesocial.com/>) – Social media Metadata: \$5,000
 - Bias Financial (<https://www.biasonline.com/>) – Financial Database: \$12,700 (Last Year – to replace with new ERP).
 - BoardDocs (<http://boarddocs.com/>) – Paperless City Boards & Commissions: \$7,000
 - Document Locator (<https://www.documentlocator.com/>) – Paperless Accounts Payable: \$4,000
 - ESRI Business Analyst (<https://www.esri.com/en-us/arcgis/products/arcgis-business-analyst/overview>) – Economic Development Reports: \$1,600
 - Neogov (<https://www.neogov.com/>) – Paperless Human Resource: \$5,600+\$3,587(forms).
 - NextRequest (<https://www.nextrequest.com/>) – Paperless Public Records Request: \$5,000
 - Questica (<https://www.questica.com/>) – Paperless budgeting and budget book: \$12,000 (Last Year – to replace with new ERP).
 - Revize (<https://www.revize.com/>) – Website provider: \$6,000
 - Smarsh (<https://www.smarsh.com/>) – Cell Phone Metadata: \$5,000
 - Vipre (<https://www.vipre.com/>) – Cybersecurity: \$500
 - XpressBillPay (<https://www.xpressbillpay.com/#/>) – Online Bill Pay: \$4,600
 - Zoom (<https://zoom.us/>) – Online Meetings: \$4,000



B. COMMUNITY DEVELOPMENT

- Computer Replacement Plan: Seven Year
- Bluebeam (Markup Building Plans with several users): \$4,600 onboard/\$1,050 maintenance
- 65" TV (Development Team can jointly review plans: \$1,900 (2022); \$2,000 (2024 onward maintenance)
- ERP System Onboard for Community Development: \$64,000 Onboard Estimate (2023); \$24,000 (2024 – onward maintenance)
- Annual Software Maintenance Agreements
 - Azavar Local Gov (<https://www.localgov.org/localgov-powered-by-azavar-government-solutions>) – Short Term Vacation Rental: \$500
 - SurveyMonkey (<https://www.surveymonkey.com/>) – Community Engagement Surveys: \$3,000 (additional seats needed due to new software security protocols).



C. FIRE DEPARTMENT

- Computer Replacement Plan – Seven Year
- Firehouse Software Maintenance (<https://www.firehousesoftware.com/>) – Will need to upgrade to new software since Firehouse was bought out by new software provider.



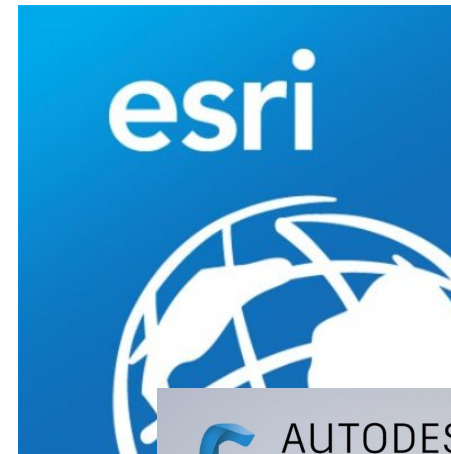
D. POLICE DEPARTMENT

- Acquisition of Body Cameras and Redaction Software – Axon (<https://www.axon.com/>): \$21,792.86 thereafter parsed out taser portion to equipment replacement (2022 -)
- Security Cameras SecurityLines (<https://securitylines.us/>) – Remote cameras: \$9,000/piece (Funded by Forfeited Proceeds or Wildhorse Grant)
 - 2022 – Meadowbrook/Lamperti
 - 2024 – Whitman/Academy Way
 - 2026 – 12th & Larch
- Computer Replacement Plan: Seven Years
- NetMotion (<https://www.netmotionsoftware.com/>) – Remote login for Police computers for accreditation: \$945/annually



E. PUBLIC WORKS DEPARTMENT

- Computer Replacement Plan: Seven Year
- Acquire 1 license of Autodesk Civil 3D for Engineering Tech: \$3,000.
- Software Maintenance
 - Iworq (<https://www.iworq.com/>) – Asset Management, Stormwater Management, Pavement Management, Work Orders, and Backflow: \$10,500/maintenance
 - ESRI GIS (<https://www.esri.com/en-us/home>) – GIS maintenance and service credits: \$3,000





City of College Place, Washington

ORDINANCE NO. 21-xxx

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING A SIX-YEAR CITYWIDE INFORMATION TECHNOLOGY PLAN FOR THE YEARS 2022 THROUGH 2027

WHEREAS, the City of College Place is a non-charter code city with powers set forth in RCW Title 35A.24.010; and

WHEREAS, a six-year Information Technology Plan is not required by any Federal, State, or Local statute but are a matter of good public policy for future planning of citywide services; and

WHEREAS, updates to the six-year Information technology Planning documents have been posted on the city budget portal website:

http://www.cpxa.us/departments/finance/budget_2022.php

NOW THEREFORE, THE CITY COUNCIL OF COLLEGE PLACE DO ORDAIN AS FOLLOWS

Section 1. Ordinance No. 21-xxx that adopts the 2022 to 2027 Information Technology, Plan as shown in Exhibit 2 attached to this Ordinance.

Section 2. City staff is authorized to apply for state, federal, and private foundation grants in support of the projects identified in the Citywide Information Technology Plan.

Section 3: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 5: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

PASSED by the City Council of the City of College Place, Washington, this xx day of November, 2021.

Norma L. Hernández, Mayor

Attest:

Lisa R. Neissl, City Clerk

Approved as to form:

Rea Culwell, City Attorney