

Tuesday, October 11, 2022
City Council Meeting - Hybrid (In-Person & Electronic)

7:00 P.M.

#2105 Regular City Council Meeting - Hybrid (In-Person & Electronic)

In-Person at City Hall, 625 S College Avenue, College Place Washington

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/84051116881>

Or you may call this number to listen: 1-669-900-9128 ID# 840 5111 6881 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1. Opening Items.

Subject :	1.01 Call To Order
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernández will call the meeting to order.

Subject :	1.02 Roll Call
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Norma L. Hernández

Paul T. Jessup,

Michael Cleveland,

Tito Espinoza Jr.,

Council Members Loren Peterson,

Monica Boyle

Public Content

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

Meeting Protocol for Public Comment:

When submitting public comments, include the following information 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

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

Verbal Public Comments may be made during the meeting:

- In-person at the meeting location - provided at the beginning of each agenda.
- Telephone comment - Call 1-669-900-9128, entering the meeting ID (provided at beginning of agenda) and raise 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 \(224 KB\)](#)

2. Consent Agenda.

Subject :	2.01 AB 22211 - Approve Agenda for October 11, 2022
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. 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 :	2.02 AB 22212 - Approve Council Minutes from September 27, 2022
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes
Minutes :	View Minutes for Sep 27, 2022 - City Council Meeting - Hybrid (In-Person & Electro

File Attachments

[2022-09-27_Council_Minutes_Draft.pdf \(708 KB\)](#)

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 :	2.03 AB 22213 - Approve Council Workshop Minutes from October 4, 2022
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes
Minutes :	View Minutes for Oct 4, 2022 - City Council Workshop - Hybrid (In-Person & Electr

Public Content

Historical Perspective:

Information for Consideration:

File Attachments

[2022-10-04_Council_Workshop_Minutes_Draft.pdf \(682 KB\)](#)

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 :	2.04 Excuse Absence of Council Member Boyle
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Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. 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 :	2.05 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 :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. 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.

3. Presentations.

Subject :	3.01 AB 22214 - College Place - Walla Walla Wastewater Treatment Consolidation Feasibility Study Draft - Mr. Fazzari
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category :	3. Presentations.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

The City's Wastewater Discharge Permit needs to be renewed and the State Department of Ecology is in the process of doing so.

Information for Consideration:

The renewal will require Phase 1 improvements in the order to meet more stringent permit requirements. That cost is estimated at \$26 million. The threat of Phase 2 and 3 improvements do loom over the City with future permit renewals which would be five years or more away. The issue is that those Phases are driven by a not quantifiable Federal/State PCB rule where when it is quantified could eventually push us out of discharge to Garrison Creek and could cost north of \$60 million per phase. Thus, utilizing grant funds we conducted a cursory level regionalization study with the City of Walla Walla and Port of Walla Walla. Key takeaways:

1. It is possible.
2. Initial cost to regionalize would be about the same as the cost to do the Phase 1 improvements: \$26 mil
3. Benefits: =Would keep us out of ever doing a Phase 2 or 3 ourselves, would need to be factored into WW improvements.
4. Drawbacks: Flexibilities, Control, Work to Create equitable sewer district, etc.

City On Call Engineer Alex Fazzari will be present at Tuesday, October 11th meeting to give presentation and answer questions. The City does have a funding offer from State Department of Ecology. The nuts and bolts of the financing is \$13 million loan and \$13 million grant between sources. We have to determine weather to take offer as it exists and get direction with offer of either full Phase 1 or subdued Phase 1 with infrastructure built into to convey sewage to Walla Walla Plant.

File Attachments

[RegionalStudy_20220916.pdf \(2.145 KB\)](#)

[RegionalWWTPStudy_CollegePlaceCouncil_20221011.pdf \(276 KB\)](#)

Subject :	3.02 AB 22215 - Annual Unified Development Code Update - Mr. Rickard
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	3. Presentations.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

In 2019 the City adopted a new Unified Development Code codified in Title 14 of the municipal code. Annually, the Planning Commission reviews the Comprehensive Plan and Development Regulations and may make recommended changes to the City Council.

Information for Consideration:

Over the past year the Planning Commission has been working on potential amendments to the College Place Unified Development Code with a specific interest in amendments that are intended to increase the supply of housing consistent with the Walla Walla Regional Housing Action Plan that was adopted by the City Council. A new chapter is proposed to guide the approval of master planned developments in all zoning districts. And lastly, housekeeping items that include technical amendments to Title 14 and the Official Zoning Map.

Environmental review was conducted and a DNS issued. The proposed amendments were sent to the WA State Department of Commerce, as required. Public Notice was published in the Union Bulletin on July 14, August 11, and September 6, 2022.

A public hearing was held on September 20th that resulted in the Planning Commission recommending approval, 5-0.

File Attachments

[College Place OZM Draft Technical Adjustments 09-14-22.pdf \(5,858 KB\)](#)

[DNS College Place Development Regs 2022.07.14.pdf \(245 KB\)](#)

[DOC-Submittal-Receipt-Email-2022-S-4135.pdf \(468 KB\)](#)

[Exhibit A Potential UDC Amendments Public Review Draft 06-03-22 REV 09-16-22.pdf \(270 KB\)](#)

[Planning Commission Public Hearing Memo 09-14-22.pdf \(110 KB\)](#)

[SEPA Checklist 06-06-22.pdf \(393 KB\)](#)

[UB.Affidavit.2022-07-14_08-11_09-6_Notice_Of_Planning_Commission_Public_Hearing.pdf \(98 KB\)](#)

Subject :	3.03 AB 22216 - City of College Place Arbor Day Draft Proclamation - Mayor Hernandez
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	3. Presentations.
Access :	Public
Type :	Discussion, Information

File Attachments

[CityofCP_ArborDay.pdf \(300 KB\)](#)

Subject :	3.04 AB 22217 - Indigenous Peoples Day Draft Proclamation - Mayor Hernandez
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	3. Presentations.
Access :	Public
Type :	Discussion, Information

File Attachments

[Proclamation_IndigenousPeopleDay.pdf \(69 KB\)](#)

Subject :	3.05 AB 22218 - Italian American Month Draft Proclamation - Mayor Hernandez
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	3. Presentations.
Access :	Public
Type :	Discussion, Information

File Attachments

[Proclamation_ItalianAmericanMonth.pdf \(68 KB\)](#)

4. Public Hearings. - None

Subject :	4.01 Procedure for Public Testimony
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	4. Public Hearings. - None
Access :	Public
Type :	Procedural

Public Content

Hybrid 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 several ways:

Written:

- Testimony may be submitted in writing to the City Clerk at Clerk@cpwa.usno later than 4:00 PM on the Friday before the meeting date to be included in the meeting packet for inclusion in the record. *Be sure to put "public hearing testimony" in the subject line of your email.*

Verbal:

- Live, In-person testimony at the meeting location - provided at the beginning of each agenda.
- Live, Virtual testimony -Join using theZoom Attendee link (provided at beginning of agenda) and raise your hand when comments are requested.
- Live, Telephone testimony - Call1-669-900-9128, entering the meeting ID (provided at beginning of agenda) and raise your hand (*9 to raise hand, *6 to mute/un-mute) when comments are requested.

5. Action Items.

Subject :	5.01 AB 22219 - VESPER Project - Downtown Catalyst Incentive Application - Mr. Rizzitiello
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adopt Resolution 22-071 which awards full Downtown Catalyst Incentive to VESPER Development.

Public Content

Historical Perspective:

On July 18th, 2022 the City received an application for the Downtown Catalyst Incentive (CPMC 3.50) from Rod Shearer for the VESPER development to be located on the southwest corner of 8th Street & College Avenue.

Information for Consideration:

The Downtown Catalyst Incentive is applicable to developments in the College Avenue Downtown Mixed-Use Zone if the development has at least two stories, and has at least five residential dwelling units or 3,000 sq ft of commercial area. This project has the residential component. It meets the qualifying criteria of encouraging redevelopment of underdeveloped sites and promoting development adjacent to College Avenue.

The incentive can cover either partial or full costs of SEPA, civil plan review, building permit, and grading depending upon the findings of the EDTEC and the concurrence of City Council. The code for the Downtown Catalyst Incentive allows for one project per year within the Downtown Mixed-Use Zone along College Avenue.

The EDTEC recommended granting full waiver under the Downtown Catalyst Incentive (\$10,000) during its September 12th, 2022 meeting.

This item was introduced to City Council during the September 27th, 2022 meeting.

File Attachments

[002 - Vespr Site Plan.pdf \(4,649 KB\)](#)

[003 - Vespr SEPA.pdf \(564 KB\)](#)

[20-001.pdf \(3,029 KB\)](#)

[2022-07-15 Vespr Rendering.pdf \(1,350 KB\)](#)

[Catalyst Incentive Application \(003\).pdf \(270 KB\)](#)

[NOA - Vespr Apartment Bldg - 806 S Colleg Ave - 2022.08.30.pdf \(614 KB\)](#)

[Res_No_22-071_Downtown_Catalyst_Incentive_VESPER_Development.pdf \(150 KB\)](#)

Subject :	5.02 AB 22220 - Resolution of Support for Ecology Water Quality Financial Assistance Grant Program - SE Birch (4th to 6th) - Mr. Rizzitiello
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public

Type :

Action

Recommended Action :

Motion to adopt Resolution No. 22-072 which support's the City's grant application to the State Department of Ecology Water Quality Financial Assistance Program for SE Birch Ave (4th to 6th) Stormwater Improvements.

Public Content

Historical Perspective:

The College Place City Council adopted #21-018 Capital Facility Plan during the November 23rd 2021 City Council meeting. This project is within it as well as the recently adopted and State approved Stormwater Master Plan.

Information for Consideration:

The City is planning to construct one of the projects identified in the Ecology approved 2020 Stormwater Master Plan. The proposed improvements are part of the City's Storm Water Master Plan and the City's Capital Improvement Plans. Design is currently underway on this project and is funded with City funds. The goal is to improve water quality in Thompson Creek. Water quality improvements to Thompson Creek will be provided in two ways.

The first being the elimination of untreated roadway runoff into Thompson Creek from SE Birch Ave between SE 4th Street and SE 6th Street. SE Birch Avenue roadway runoff currently discharges directly to Thompson Creek without any treatment. Currently there is one catch basin that collects and discharges all of the east side of the roadway into the Creek. On the west side there are holes cut through the curb that allow direct discharge without even the benefit of a catch basin silting basin. If funded, this project will provide a system of catch basins and manholes to collect SE Birch surface water and provide treatment including oil-water separators and infiltration BMP treatment. In order to collect and treat the surface water, minor adjustments to roadway grade and curb-line will be needed. Therefore, the entire roadway will need to be re-graded and new curb/gutter installed to direct the drainage to the proper location. The City commissioned a study in 2021 that identified this project as a good location for infiltration trenches. The City also proposes to make roadway improvements using City funds to improve pedestrian safety - these roadway improvements are itemized in the Non-Participating Roadway Schedule provided in this application. This work will include adding sidewalk and ADA ramps on one side of the roadway. The Storm Drainage Improvement Schedule includes the work directly associated with the water quality improvements to Thompson Creek.

The second water quality improvement will be the elimination of untreated surface runoff from the open ditch of Thompson Creek from SE Birch Avenue to SE College Ave. Thompson Creek will be diverted and piped from mid-block of SE Birch (SE 4th to SE 6th) south to SE 6th Street then west to SE College Avenue to connect to the existing regional system. This will eliminate xxx feet of open ditch and overland flow through residential neighborhood thus eliminating the opportunity for pollutants from surface runoff to reach Thompson Creek.

File Attachments

[Map.JPG \(158 KB\)](#)

[Ordinance_CFP_21-018.pdf \(844 KB\)](#)

[Res_No_22-072_Ecology_Water_Quality_Combined_Assistance_Program_SE_Birch.pdf \(149 KB\)](#)

Subject :

5.03 AB 22221 - Resolution of Support for Ecology Water Quality Financial Assistance Grant Program - NW Earl Ln

	Design - Mr. Rizzitiello
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adopt Resolution No. 22-073 which support's the City's grant application to the State Department of Ecology Water Quality Financial Assistance Program for NW Earl Ln Design.

Public Content

Historical Perspective:

The College Place City Council adopted #21-018 Capital Facility Plan during the November 23rd 2021 City Council meeting. This project is within it as well as the recently adopted and State approved Stormwater Master Plan.

Information for Consideration:

This project was identified as Project No. 6 on the City's 2020 Stormwater Master Plan. A portion of this project was addressed by a project in 2021, however the second half of the project remains to be designed and constructed. Currently, there is a poorly functioning stormwater collection system with a failed underground infiltration system. Flooding in this area currently results in untreated runoff draining into the Burlingame pipe which drains into Garrison Creek - a tributary of the Walla Walla River. The NW Earl storm project will include installation of a biofilter for stormwater treatment and discharge into a new underground injection control (UIC) device in accordance with the Washington Department of Ecologys stormwater guidelines. It is estimated that the construction cost will be approximately \$250,000, but that will be confirmed during the design. This funding request is for \$70,000 for the design phase of this project.

File Attachments

[Map.JPG \(110 KB\)](#)

[Res_No_22-073_Ecology_Water_Quality_Combined_Assistance_Program_NW_Earl_Ln.pdf \(147 KB\)](#)

Subject :	5.04 AB 22222 - Resolution of Support for Ecology Water Quality Financial Assistance Grant Program - SW 10th Street (College to Bade) Design Work - Mr. Rizzitiello
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adopt Resolution No. 22-074 which support's the City's grant application to the State Department of Ecology Water Quality Financial Assistance Program for SW 10th Street (College to Bade) Design Work.

Public Content

Historical Perspective:

The College Place City Council adopted #21-018 Capital Facility Plan during the November 23rd 2021 City Council meeting. This project is within it as well as the recently adopted and State approved Stormwater Master Plan.

Information for Consideration:

This request is for funding of the design phase services. The SW/SE 10th Street project was identified as project number 4 on the 2020 Stormwater Master Plan. SW/SE 10th Street includes approximately 1,200 lineal feet of roadway that directly sheet flows stormwater runoff into Garrison Creek. To protect the water quality of Garrison Creek, improvements to SW/SE 10th Street are necessary. These improvements would generally include curb and gutter, roadway restoration, stormwater conveyance, storm drainage manholes, catch basins and water quality structures before discharge of stormwater to Garrison Creek. The project was broken into two phases. Phase 1 is between Birch/College Ave. and Phase 2 is between College Ave. /westerly end of SW 10th. Phase 1 (SE 10th Street) was recently completed while Phase 2 (SW 10th Street) is scheduled for design in 2023 and construction in 2024. These improvements are estimated at \$850,000 of construction cost; however, the cost will be refined during the design process.

The effective life for these water quality improvements is between 5 to 20 years (WSDOT, 2014) with an estimated maintenance cost of \$2,400 per year (EPA, 1999). Inspection of the system shall be completed annually, and maintenance shall be completed as necessary and determined during the inspection.

File Attachments

[Map.JPG \(115 KB\)](#)

[Res_No_22-074_Ecology_Water_Quality_Combined_Assistance_Program_SW_10th.pdf \(148 KB\)](#)

Subject :	5.05 AB 22223 - Contract with Stowe Strategies to conduct Tax Increment Finance (TIF) Study Proposal - Mr. Rizzitiello
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adopt Resolution 22-075 which authorizes City Administrator to sign Tax Increment Financing (TIF) Planning & Prospectus Contract with Stowe Development & Strategies not to exceed \$58,500.

Public Content

Historical Perspective:

The State finally permitted Cities to adopt Tax Increment Financing Districts as an economic development strategy via ESHB 1189/RCW 39.114 adopted and codified May 10th, 2021. The City Council adopted Resolution #22-005 in February 2022 to permit studying this concept.

Information for Consideration:

The document and process to enact TIF has ended up being a little more onerous than anticipated especially with existing city staffing levels. The City needs to get a full proposal before the State's Treasurers Office by the June 1st cutoff to do TIF within the next fiscal year. City staff would like to contract with Stowe Strategies to make this work happen. The project timeframe and associated tasks is outlined on Page 10. Step 1 (Task 1 and 2) would occur within FY 2022. Step 2 (Tasks 3 thru 7) would take in FY 2023. This financing strategy is a primary one examined to install public infrastructure to assist economic development/community in the Downtown and Southwest sectors of the community.

File Attachments

[COLLEGE PLACE TIF SEPTEMBER 12 2022.pdf \(4,814 KB\)](#)

[Res_No_22-005_Permission_to_Pursue_TIF_2022-02-08.pdf \(283 KB\)](#)

[TIF PPP.pdf \(3,580 KB\)](#)

[Res_No_22-075_TIF_Study_Stowe_Development_and_Strategies.pdf \(153 KB\)](#)

Subject :	5.06 AB 22224 - Resolution of Support for Federal Department of Transportation: Reconnecting Communities Grant - SR 125 Corridor (Myra to College) Planning - Mr. Rizzitiello
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adopt Resolution No. 22-076 which support's the City's grant application to the Federal Department of Transportation Connected Communities Program for SR 125 Corridor (Myra to College) Planning Project.

Public Content

Historical Perspective:

This grant program was created as part of the Federal Bipartisan Infrastructure law Legislation of last year.

Information for Consideration:

This grant program is brand new to Federal Department of Transportation. The premise of the program is Reconnecting Communities where divided highways run through them. In the recent past the City has received citizen concerns pertaining to the perceived need for sound walls in certain sections (Just west of Commercial Drive to Larch) and for additional pedestrian crossings via pedestrian bridge or other means. The grant we are applying for would pay for a planning study in which we can have a consultant conduct outreach and recommend treatment options for the corridor that connect communities on both sides yet preserves safety. Resident concerns relayed to the City in past years.

- a) Speed along corridor
- b) Perceived noise along corridor, requesting sound walls
- c) Additional ways for pedestrians to get across corridor to other side (Larch to Tamaurson)

If the study found that improvements are in deed warranted we could submit for an implementation grant after council acceptance of planning study. This program is funded for next five years. The cost match for implementation would be 80% Federal, 20% Local. For this Planning grant we are able to count the Local Road Safety Plan and ADA Transition Plan efforts as the local match which would mean the planning study would be 100% grant funded if awarded. The Washington State Department of Transportation is supportive of such efforts and will be issuing a letter of support.

Grant website is here: <https://www.transportation.gov/grants/reconnecting-communities>

File Attachments

[GrantProgramSummary.pdf \(295 KB\)](#)

[Map.JPG \(203 KB\)](#)

[Res_No_22-076_Federal_DOT_Reconnecting_Communities_SR125.pdf \(147 KB\)](#)

Subject :	5.07 AB 22225 - Walla Walla County Emergency Management Interlocal Agreement Update - Mr. Rizzitiello
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adopt Resolution #22-077 which adopts 2022 Interlocal Agreement for Emergency Management Services through Walla Walla County.

Public Content

Historical Perspective:

The City has an Interlocal Agreement with Walla Walla County for Emergency Management Services.

Information for Consideration:

Changes are outlined in record of changes document. Key changes are references to rcw's, added incident command verbage, augmented language to quorums of Emergency Management Executive Board and striking language about chemical stockpiles since Umatilla Chemical Depot program is no longer in effect.

File Attachments

[2022 Interlocal Agreement.pdf \(137 KB\)](#)

[2022 Interlocal Agreement Record of Changes.pdf \(167 KB\)](#)

[2022 Interlocal Agreement Memo.pdf \(204 KB\)](#)

[Res_No_22-077_Walla_Walla_County_Interlocal_Emergency_Management_Services.pdf \(145 KB\)](#)

6. Administrative Reports.

Subject :	6.01 AB 22226 - Draft FY 2023 to 2028 Capital Facility Plan - Mr. Rizzitiello
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category :	6. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

City staff put together six-year capital facility, equipment replacement, and information technology plans every year. This item was presented at length during the October 4th, 2022 City Council workshop.

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.

File Attachments

[2023Budget_CFP_Draft2023to2028_EarlyDraftBooklet.pdf \(5.077 KB\)](#)
[2023Budget_CFP_Draft2023to2028_InitialRendition - 9.2.22.pdf \(167 KB\)](#)
[Draft Ordinance CPF 2023-2028.pdf \(113 KB\)](#)
[Early IT Plan .pdf \(519 KB\)](#)

Subject :	6.02 AB 22227 - Draft FY 2023 to 2028 Equipment Replacement Plan - Mr. Rizzitiello
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	6. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

City staff put together six-year capital facility, equipment replacement, and information technology plans every year. This item was presented at length during the October 4th, 2022 City Council Workshop.

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.

File Attachments

[2023Budget_SixYearPlans_ERR_Booklet_LateSeptemberRendition.pdf \(2,860 KB\)](#)
[2023Budget_SixYearPlans_ERR_Booklet_LateSeptemberRendition.pptx \(20,394 KB\)](#)
[2023to2028ERR_EarlyDraft.pdf \(111 KB\)](#)
[Draft_Ordinance_Equipment_Replacement_Plan_2023-2028.pdf \(131 KB\)](#)

Subject : 6.03 AB 22228 - Draft FY 2023 to 2028 Information Technology Plan - Mr. Rizzitiello

Meeting : Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 6. Administrative 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. This item was reviewed at length during the October 4th, 2022 City Council workshop.

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 2023 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. Tyler implementation is a large expenditure but will be consolidating softwares/costs for Finance, Public Works, and Community Development.

From a staffing perspective the City will continue to contract with the Intermountain Education Service District for 16 hours a week of service and as a Tier I member with the Association of Washington Cities GIS Consortium.

File Attachments

[Early IT Plan .pdf \(519 KB\)](#)
[ITPlan_Booklet.pdf \(2,172 KB\)](#)
[Draft_Ordinance_Information_Technology_Plan_2023-2028.pdf \(110 KB\)](#)

Subject : 6.04 AB 22229 - Draft Fiscal Year 2023 State & Legislative Agenda - Mr. Rizzitiello

Meeting : Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 6. 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 (Construction) at \$26.0 million.
- Western CP Water System Improvements(Construction) at \$4.0 million for Well #7 and \$5.5 million for elevated tank.
- Stormwater Decant Facility (Construction) at \$918,000
- SW Mojonier Rd College to Bluvue (Construction) at \$9.3 million.

File Attachments

[Legislative_2023_DraftStateAgenda.pdf \(229 KB\)](#)

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

7. Informational Reports. - None

8. Executive Session. - None

9. Closing Items.

Subject :	9.01 Good of the Order?
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	9. Closing Items.
Access :	Public
Type :	Discussion, Information
Subject :	9.02 Conclusion - Motion to Conclude the Meeting.
Meeting :	Oct 11, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	9. Closing Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to conclude the meeting

City Council Meeting - Hybrid (In-Person & Electronic) (Tuesday, September 27, 2022)*Generated by Sherri St Clair on Tuesday, September 27, 2022***1. Opening Items.**Procedural: 1.01 Call To Order**Mayor Hernández called the meeting to order at 7:00 PM.**Procedural: 1.02 Roll Call

PRESENT:

Mayor - Norma L. Hernández

Council Members – Paul Jessup, Michael Cleveland, Tito Espinoza Jr., Loren Peterson, Melodie Williams, Heather Schermann, Monica Boyle

Administrator, Mike Rizzitiello; City Attorney, Rea Culwell; Finance Director, Brian Carleton; HR Manager, Shawn Doering; City Clerk, Sherri St. Clair

Staff -

MEMBERS EXCUSED:

MEMBERS ABSENT:

Procedural: 1.03 Pledge of AllegianceInformation: 1.04 Public Comment - None**2. Consent Agenda.**Action (Consent): 2.01 AB 22202 - Approve Agenda for September 27, 2022Action (Consent), Minutes: 2.02 AB 22203 - Approve Council Minutes from September 13, 2022Action (Consent): 2.03 AB 22204 - August 2022 Check Register and FinancialsAction (Consent): 2.04 AB 22205 - Heart Monitor UpgradeAction (Consent): 2.05 AB 22206 - Purchase of Used Flusher TruckAction (Consent): 2.06 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 Shermann made a motion to approve the consent agenda. Second by Member Cleveland and the motion passed 7-0.****3. Presentations.**Discussion, Information: 3.01 AB 22207 - 2023 Preliminary Budget Revenues -

Mr. Carleton provided a presentation on the 2023 Preliminary Budget Revenues outlining the major projected revenue sources.

Discussion ensued.

Upon recommendation, Mr. Carleton informed the Council that the presentation will be updated to include a subtotal for all revenue items listed under the 001 Fund account as well as acronym

explanations.

4. Public Hearings - None

5. Action Items.

Action: 5.01 AB 22208 - ADA Transition Plan (Public Rights-of-Way) -

Mr. Rizzitiello informed the commission that due to the City's increased population, the City will be likely be required to have an ADA Transition Plan next year to prioritize areas of the City where sidewalks need upgraded. After a 30 day public comment period, the City had not received any feedback.

Discussion ensued.

Council Member Boyle made a motion to adopt Resolution #22-070 which authorizes the College Place ADA Transition Plan. Second by Member Williams and the motion passed 7-0.

6. Administrative Reports.

Discussion, Information: 6.01 AB 22209 - VESPR Project - Downtown Catalyst Incentive Application -

Mr. Rizzitiello informed the council that the City had received an application for the Downtown Catalyst Incentive from Rod Shearer. Mr. Shearer would like to complete the VESPR project on the corner of College Avenue and 8th Street which would be a three story, 24 unit, market rate apartment complex compiled of one and two bedroom apartments. Mr. Rizzitiello informed the council that the College Place Economic Development, Tourism, and Events Committee would like to award the full amount of the incentive to this project.

Discussion ensued.

Council Member Williams recommended that the developer have electricity available in the parking lot for tenants to charge electric vehicles.

7. Informational Reports.

Information: 7.01 AB 22210 - CPPD Monthly Report

8. Executive Session - None

9. Closing Items.

Discussion, Information: 9.01 Good of the Order?

Council Member Peterson informed the Commission that the Walla Walla University is having their Longest Table Event this weekend and inquired as to the presence of police officers blocking the area. Mr. Rizzitiello informed the council that the university applied for a special event permit and precautions have been taken and will be in place for this event.

Action: 9.02 Conclusion -

Member Williams made a motion to conclude the meeting. Second by Member Boyle, and with no objection, the meeting concluded at 8:13 PM.

Approved:

Norma L. Hernández – Mayor

Attest:

Sherri St. Clair – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred September 27, 2022. Further detail may be obtained by reviewing the actual audio recording made during this session.

City Council Workshop - Hybrid (In-Person & Electronic) (Tuesday, October 4, 2022)*Generated by Sherri St Clair on Tuesday, October 4, 2022***1. Opening Items.****Procedural: 1.01 Call To Order****Mayor Hernández called the meeting to order at 5:30 PM.****Procedural: 1.02 Roll Call****PRESENT:**

Mayor - Norma L. Hernández

Council Members - Paul Jessup, Michael Cleveland, Tito Espinoza Jr., Loren Peterson (left at 7:02 PM), Melody Williams, Monica Boyle

Administrator, Mike Rizzitiello; Finance Director, Brian Carleton; Deputy Finance Director, DaShari Schmick; Public Works

Staff - Director, Robert McAndrews; City Clerk, Sherri St. Clair

MEMBERS EXCUSED: Heather Schermann

MEMBERS ABSENT:

Procedural: 1.03 Pledge of Allegiance**Information: 1.04 Public Comment - None****2. Workshop Topics.****Discussion, Information: 2.01 MyCivic App Presentation -**

Ms. Schmick gave a presentation on the MyCivic App by Tyler Technologies for the City of College Place and informed the council that the app is still under construction and not currently live. Ms. Schmick explained that Tyler Technologies took the information from the City's website and created an app that will allow users to access the information such as government, places to explore, payments and renewals, events, news, businesses and the business directory, and issue reporting. Ms. Schmick went into further detail to explain the features within the app.

Discussion ensued.

Discussion, Information: 2.02 Draft FY 2023 to 2028 Capital Facility Plan -

Mr. Rizzitiello presented the Draft FY 2023 to 2028 Capital facility Plan (CFP). Mr. Rizzitiello outlined the fiscal year 2023 Priority Projects, 2018 Comprehensive Plan, 2017-2026 Strategic Plan, the development and review process of the CFP, and financial information associated with the CFP. Mr. Rizzitiello went into further detail explaining the prioritization of projects over the next six years.

Discussion ensued.

Discussion, Information: 2.03 Draft FY 2023 to 2028 Equipment Replacement Plan -

Mr. Rizzitiello presented the Draft FY 2023 to 2028 Equipment Replacement Plan. Mr. Rizzitiello explained the equipment that has been replaced in 2022 as well as financial ratios for the 2023 fiscal

year and 6 year replacement terms. Mr. Rizzitiello went into further detail explaining the replacement needs across the City's departments.

Discussion ensued.

Discussion, Information: 2.04 Draft FY 2023 to 2028 Information Technology Plan -

Mr. Rizzitiello explained to the council that the Draft FY 2023 to 2028 Information Technology(IT) Plan includes IT maintenance, the implementation of Tyler Technologies, and to change the City's asset management to Tyler Technologies as well.

Discussion, Information: 2.05 Draft Fiscal Year 2023 State & Legislative Agenda -

Mr. Rizzitiello presented the Draft Fiscal Year 2023 State & Legislative Agenda outlining the City's priority improvements to the Wastewater Treatment Plant, Western College Place Water System, the Stormwater Decant Facility, and SW Mojonier Road reconstruction. Mr. Rizzitiello also explained the key issues regarding economic development and infrastructure, general government, and public safety and human services.

Discussion, Information: 2.06 Contract with Stowe Strategies to conduct Tax Increment Finance Study Proposal -

Mr. Rizzitiello informed the council that due to staffing issues, the City would like to contract with Stowe Strategies to conduct a Tax Increment Finance (TIF) Study. Mr. Stowe informed the council that Stowe Strategies works with cities to address redevelopment and commercial projects. Mr. Stowe explained to the council that Stowe Strategies would evaluate College Place to see if TIF would be beneficial to the City, examine different areas of the City for TIF creation, and prepare the project analysis for the State Treasurers Office. Mr. Rizzitiello informed the council that the project analysis is due by June 1st and Stowe Strategies could have it completed by the deadline.

Discussion ensued.

Discussion, Information: 2.07 College Place - Walla Walla Wastewater Treatment Consolidation Feasibility Study Draft -

Mr. Rizzitiello asked the council to review the Walla Walla Valley Wastewater Feasibility Study by the next council meeting as the City's Engineer, Alex Fazzari will be present to ask questions regarding the study.

Discussion ensued.

Discussion, Information: 2.08 Budget Survey Results -

Mr. Rizzitiello presented the current City economics and the City Services and Budget survey results.

Discussion ensued.

Discussion, Information: 2.09 FY 2023 Early Draft Budget -

Mr. Carleton presented the FY 2023 Early Draft Budget to the council.

Discussion ensued.

3. Closing Items.

Information: 3.01 Good of the Order -

Mayor Hernández informed the council and city staff that the group council picture needs to be updated.

Action: 3.02 Conclusion -

Member Cleveland made a motion to conclude the meeting. Second by Member Boyle, and with no object, the meeting concluded at 8:28 PM.

Approved:

Norma L. Hernández –
Mayor

Attest:

Sherri St. Clair – City Clerk

The foregoing minutes are the official record of the City Council Workshop that occurred October 4, 2022. Further detail may be obtained by reviewing the actual audio recording made during this session.

PREPARED FOR: CITY OF COLLEGE PLACE

IN PARTNERSHIP WITH: CITY OF WALLA WALLA
PORT OF WALLA WALLA

WALLA WALLA VALLEY REGIONAL WASTEWATER FEASIBILITY STUDY



SEPTEMBER 2022



J-U-B ENGINEERS, INC.



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

J-U-B FAMILY OF COMPANIES

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Abbreviations and Acronyms

ADF	Average Daily Flow	O&M	Operation and Maintenance
ADWF	Average Dry Weather Flow	OSHA	Occupational Safety and Health Administration
AOR	Actual Oxygen Requirement	PDF	Peak Day Flow
AWWF	Average Wet Weather Flow	PF	Peaking Factor
BOD	Biochemical Oxygen Demand	PHF	Peak Hourly Flow
CCTV	Closed-Circuit Television	POTW	Publicly Owned Treatment Work
cf (CF)	Cubic Feet	PVC	Polyvinyl Chloride
cfs	Cubic Feet Per Second	PWTF	Public Works Trust Fund
CIP	Capital Improvement Plan	SCS	US Department of Agriculture Soil Conservation Service (Now RD)
D	Depth	SEPA	State Environmental Policy Act
EA	Each	SERP	State Environmental Review Process
ECY	Washington Department of Ecology	sf (SF)	Square Feet
EPA	U.S. Environmental Protection Agency	SIU	Significant Industrial User
ERU	Equivalent Residential Unit	SRF	State Revolving Loan Fund
ESA	Endangered Species Act	SS	Stainless Steel
fpm	Feet Per Minute	TDH	Total Dynamic Head
fps	Feet Per Second	TKN	Total Kjeldahl Nitrogen
ft	Feet	TMDL	Total Maximum Daily Load
gpcd	Gallons per Capita Day	TSS	Total Suspended Solids
gpd	Gallons Per Day	UGA	Urban Growth Area
gph	Gallons Per Hour	USGS	United States Geological Survey
gpm	gallons per minute	V (vol)	Volume
I/I	Inflow and Infiltration	VFD	Variable Frequency Drive
L	Length	W	Width
LF	Linear Feet	WQS	Water Quality Standards
LS	Lump Sum	WWTP	Wastewater Treatment Plant
M	Million		
MACP	Manhole Assessment Certification Program		
MDF	Maximum/Minimum Daily Flow		
MG	Million Gallons		
Mgal	Million Gallons		
mgd (MGD)	Million Gallons per Day		
AMSL (msl)	Above Mean Sea Level		
N/A	Not Available or Not Applicable		
NOAA	National Oceanic and Atmospheric Administration		
NPDES	National Pollutant Discharge Elimination System		

Chapter 1

Introduction

Chapter 1 - Introduction

1.1. Background

The purpose of this Study is to evaluate the feasibility of a Regional wastewater treatment solution that could benefit the City of College Place, City of Walla Walla, and Port of Walla Walla. Both Walla Walla and College Place are on the cusp of significant improvements to their Wastewater Treatment Plant (WWTP) facilities; therefore, right now represents a unique time to consider a partnership.

The City of College Place is currently awaiting the issuance of a new discharge permit for their WWTP. The existing permit includes a compliance schedule with a milestone to construct improvements to their WWTP by December 31, 2023. The Phase 1 improvements have already been designed and are approved by Ecology and waiting for bidding and then construction to commence. The estimated construction cost is \$26M. Ecology has offered a funding package for construction that consists of \$10M in grant funding and a \$16M low-interest loan. The City must decide by end of 2022 whether to accept this funding offer and move forward with Phase 1. In the meantime, the City has been evaluating the feasibility of partnering with Walla Walla on a Regional solution. The reasons that College Place is considering this include trying to minimize rate impacts to ratepayers and avoiding the need for future planned upgrades to the WWTP. If the future discharge permit updates include new regulations for ammonia limits – this could trigger the Phase 2 upgrades which were estimated at \$15M in 2019 dollars. If and/or when the future discharge permit updates include new regulations for PCBs – this could trigger the Phase 3 upgrades which were estimated at \$27M in 2019 dollars.

The City of Walla Walla is currently constructing rehabilitation upgrades to their WWTP at a cost of \$7M – funded by a PWTF loan. Future upgrades have been identified in their General Sewer Plan which add up to approximately \$18M – and are expected to be implemented in two phases in 2026 and 2029. The General Sewer Plan projected that their WWTP would reach capacity in 2027; therefore, the City is planning to commence a Facility Plan to study the improvements necessary for the next 20 years of growth. The construction of a wastewater pre-treatment system on the waste stream of one of the City's largest industrial wastewater dischargers seems to have resulted in a significant decrease of the loading at the WWTP; however, this is based on only two months of data and many more months are needed to prove consistency. This recent reduction in loading seems to have provided some welcome relief to the WWTP; however, the City must embark upon a Facility Plan study soon in order to properly plan for growth. The City of Walla Walla is considering a regional system because of the favorable economies of scale to add capacity and the potential of spreading the cost over a larger customer base.

The Port of Walla Walla currently operates both the water and wastewater collection system at the Airport Industrial Park. Sewage is collected in the Port's collection system and then passes through a flume before being discharged into Walla Walla's collection system. The City of Walla Walla assesses a sewage bill to the Port based upon what is measured at the flume. The City of Walla Walla recently implemented a strong waste surcharge on several large industrial wastewater users in their system and the Port was identified as one of those. Because of the significant increase in sewer fees, the Port is evaluating alternative management strategies. The Port is participating in the regional study because their alternative management strategies could impact flows and loads into the City of Walla Walla's WWTP.

This Study evaluates the feasibility of a Regional wastewater treatment solution that could benefit each of the three entities. This is a cursory feasibility study, and if considered viable, further evaluation(s) and facility planning will be required.

Chapter 2

Water Rights Considerations

Chapter 2 - Water Rights Considerations

2.1. Walla Walla WWTP Water Rights

In the case of the Walla Walla WWTP, two irrigation districts have water rights claims on the effluent. The effluent is discharged into Mill Creek during the non-growing season and is discharged to the irrigation districts during the growing season. Therefore, the WWTP must meet Class A reuse criteria in order to provide it to the irrigation districts. If the WWTP were to be relocated, the pumping costs for getting the water to the irrigation district would increase. Because of this water rights issue, the likelihood of the Walla Walla WWTP being relocated to a new location is low.

2.2. College Place WWTP Water Rights Impairment Analysis

The College Place WWTP irrigates City-owned crops during the growing season and discharges to Garrison Creek during the non-growing season. As part of the 2018 Facility Plan, one of the alternatives that the City evaluated was eliminating the winter-time discharge to Garrison Creek via a reclamation permit – which necessitated a water rights impairment analysis in order to determine if any water rights were relying upon the discharge to Garrison Creek. The impairment analysis concluded that all water rights on Garrison Creek pre-dated the discharge of the WWTP into Garrison Creek; therefore, no water rights on Garrison Creek would be impaired if the WWTP ceased discharging effluent into the creek. However, there is a minimum flow criterion in the Walla Walla River that could be impaired if the City ceased discharging effluent in the non-growing season. Therefore, any regional wastewater solution should include College Place effluent continuing to be discharged into the Walla Walla River during the non-growing season.

2.3. Regional Alternative Water Rights Impairment Potential

Considering these water rights restrictions, one possible alternative is to pump sewage (or treated effluent) from College Place to the Walla Walla WWTP – because the effluent would be discharged into Mill Creek – which leads to the Walla Walla River – thereby meeting College Place’s need to contribute to the minimum flow requirements. Eric Hartwig, the Watermaster for the Washington Department of Ecology Water Resources Department, has reviewed the College Place impairment report for the WWTP effluent discharge and agrees that it appears to be sound in its findings and is adequate to ensure that there will not be impairment of existing water rights (email from Eric Hartwig dated May 24, 2022). Therefore, this is the alternative that will be considered in this Study – pumping sewage from College Place to the Walla Walla WWTP.

Chapter 3

College Place Conceptual Design

Chapter 3 - College Place Conceptual Design

3.1. Introduction

The regional treatment concept is based on College Place pumping their wastewater to the Walla Walla WWTP where it will be treated and discharged. Another option could be pumping effluent from College Place to the Walla Walla WWTP for disinfection and disposal. This could involve year-round pumping or possibly even pumping only when necessary. The Walla Walla plant is larger than the College Place treatment plant so it can accept the additional flow more easily.

This chapter establishes the flows and loads on which this evaluation is based and identifies the facilities needed to get the wastewater to the Walla Walla WWTP. The projected flows and loads for 2027 are used because the data are readily available from other reports and it is the last year for which flow and load projections have been made for Walla Walla.

Evaluation criteria are not the same as design criteria. The evaluation criteria are taken from current conditions and are used to evaluate the feasibility of the project. If this project proceeds into planning, careful consideration must be given to developing appropriate design criteria.

3.2. College Place Flows and Loads

The flows and loads were extrapolated for the year 2027 from the February 2021 College Place Phase 1 WWTP Improvements – Design Technical Memorandum and WWTP daily data. The criteria are summarized below in Table 3.1.

Table 3.1 – College Place Flows and Loads

Parameter	2027 Projected From College Place ¹
Flow (mgd)	
Annual Average	1.16
Peak Day	2.21
Peak Hour	3.59
BOD5	
Average Daily, ppd	2,067
Maximum Month, ppd	3,197
Peak Day	7,083
TSS	
Average Daily, ppd	2,340
Maximum Month	3,472
Peak Day	6,430

Parameter	2027 Projected From College Place ¹
TKN	
Average Daily, ppd	504
Maximum Month, ppd	771
Peak Day	1,228

1. Interpolated from City of College Place WWTP Phase 1 Basis of Design, TM2 WWTP Influent Design Criteria.

3.3. Preliminary Treatment and Equalization

Wastewater entering the College Place WWTP will receive preliminary treatment consisting of screening and grit removal in the existing headworks. The 2018 Facility Plan identified work that needed to be done on the headworks for continued operations. Those improvements will still be necessary if the regionalization plan is implemented. The headworks improvements are:

- replace the influent screen. New screen to have ¼" bar spacing
- provide a screenings washer compactor
- replace the grit classifier
- replace the manual bar rack. New bar rack to have 3/8" bar spacing
- replace the heating and ventilation system
- replace lights, outlets and other corroded electrical
- replace the overhead door
- replace the hollow metal doors and frames and door hardware
- paint the room interior
- replace Local Control Panel HW
- and appurtenances: piping, gratings, handrails, etc.

After preliminary treatment the existing influent pump station will pump the wastewater into the SBR tanks, just as it currently does. The influent pump station does not require any improvements.

The existing sequencing batch reactor (SBR) tanks will be used to store the wastewater until it is pumped to Walla Walla. While it is stored, it will be aerated using the existing aeration system. Aeration will reduce odor potential from the storage tanks (converted SBR tanks). Additional odor control measures may be necessary (covered tank and foul air treatment).

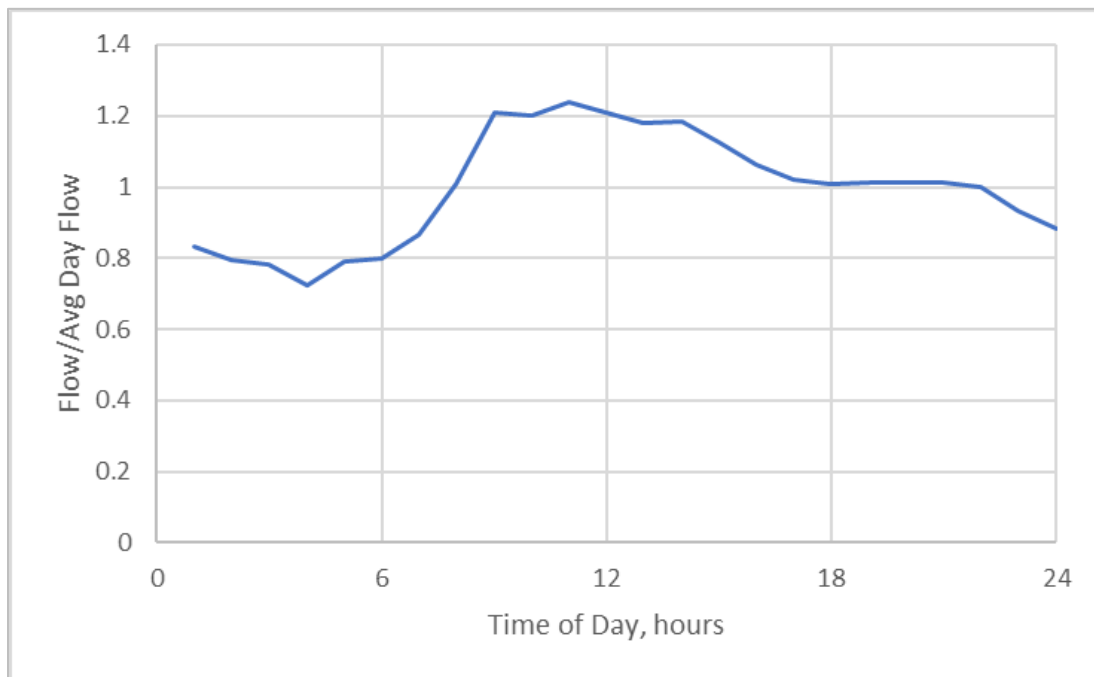
The Phase 1 WWTP Improvements identified work that needs to be done on the aeration system. Those improvements will still be necessary if the regionalization plan is implemented since the storage tanks will be aerated.

Flow will be pumped out of the SBRs with the objective of creating steady influent flow at the Walla Walla WWTP. To do this efficiently, the SCADA systems of both WWTPs should be linked.

The following analysis is an example that demonstrates the concept of how the flow being pumped from College Place could impact Walla Walla.

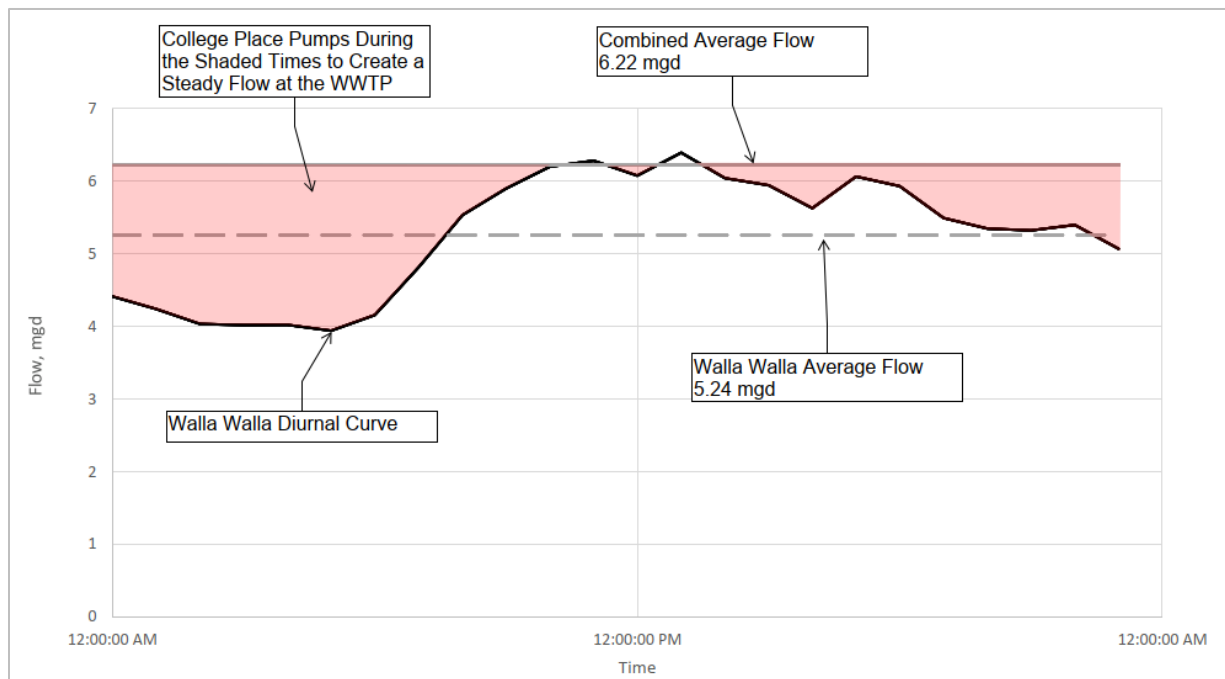
The College Place Facility Plan identified March 18, 2018 as a peak day flow event. It was used to create a normalized hydrograph (the hourly flow divided by the average flow) shown in **Figure 3.1**. The normalized hydrograph can be applied to any flow. For this evaluation it was applied to an average day flow of 1.16 mgd from College Place.

Figure 3.1 Normalized Intraday hydrograph for College Place.



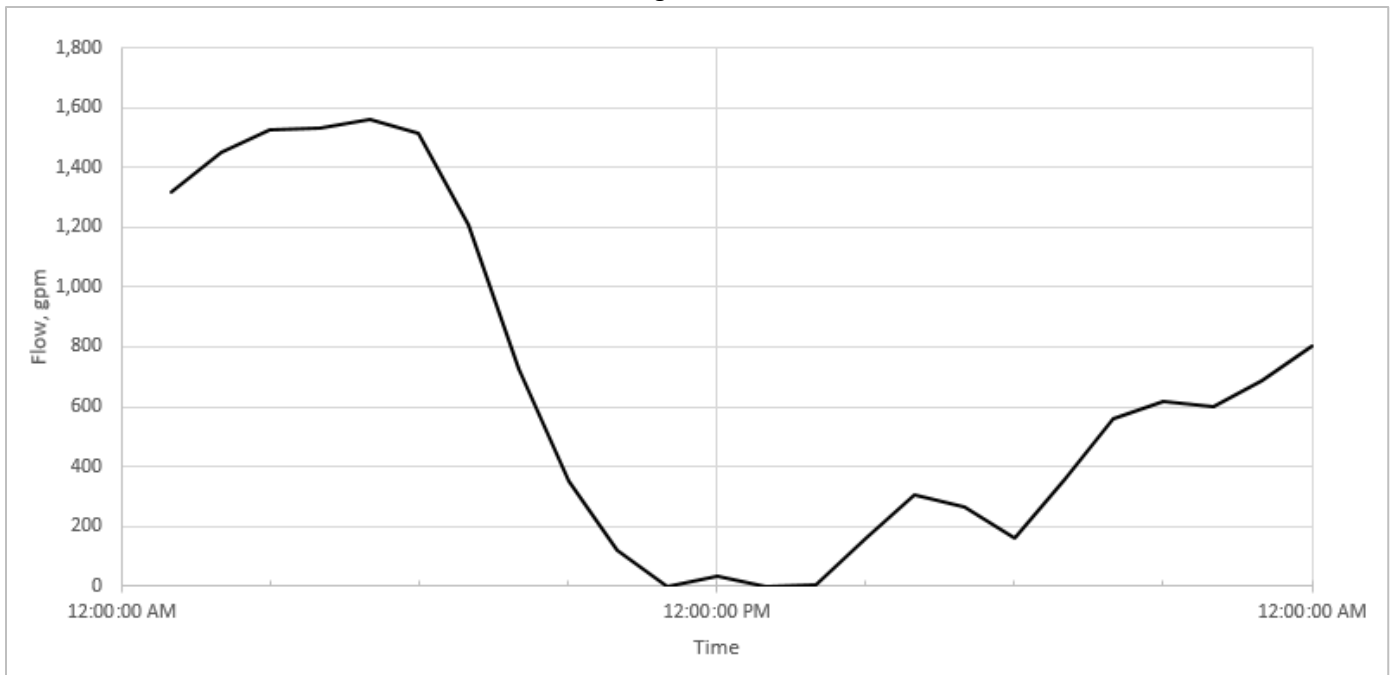
A similar hydrograph was created from Walla Walla WWTP influent data. **Figure 3.2** shows graphically how flow from College Place can be used to equalize flow at Walla Walla by “filling in” the periods of low flow at the Walla Walla treatment plant. This graph depicts the concept, but, there will be some combined peaks that will occur due to pumping constraints – as we will likely want some minimum flow at all times in the forcemain. These combined peaks will affect the sizing of the systems at Walla Walla. However, equalizing the influent flow improves the operability of the treatment plant that often results in improved performance.

Figure 3.2



The flow rate needed from College Place to achieve the nearly steady state flow at Walla Walla's WWTP is shown in **Figure 3.3**.

Figure 3.3



3.4. Pump Station

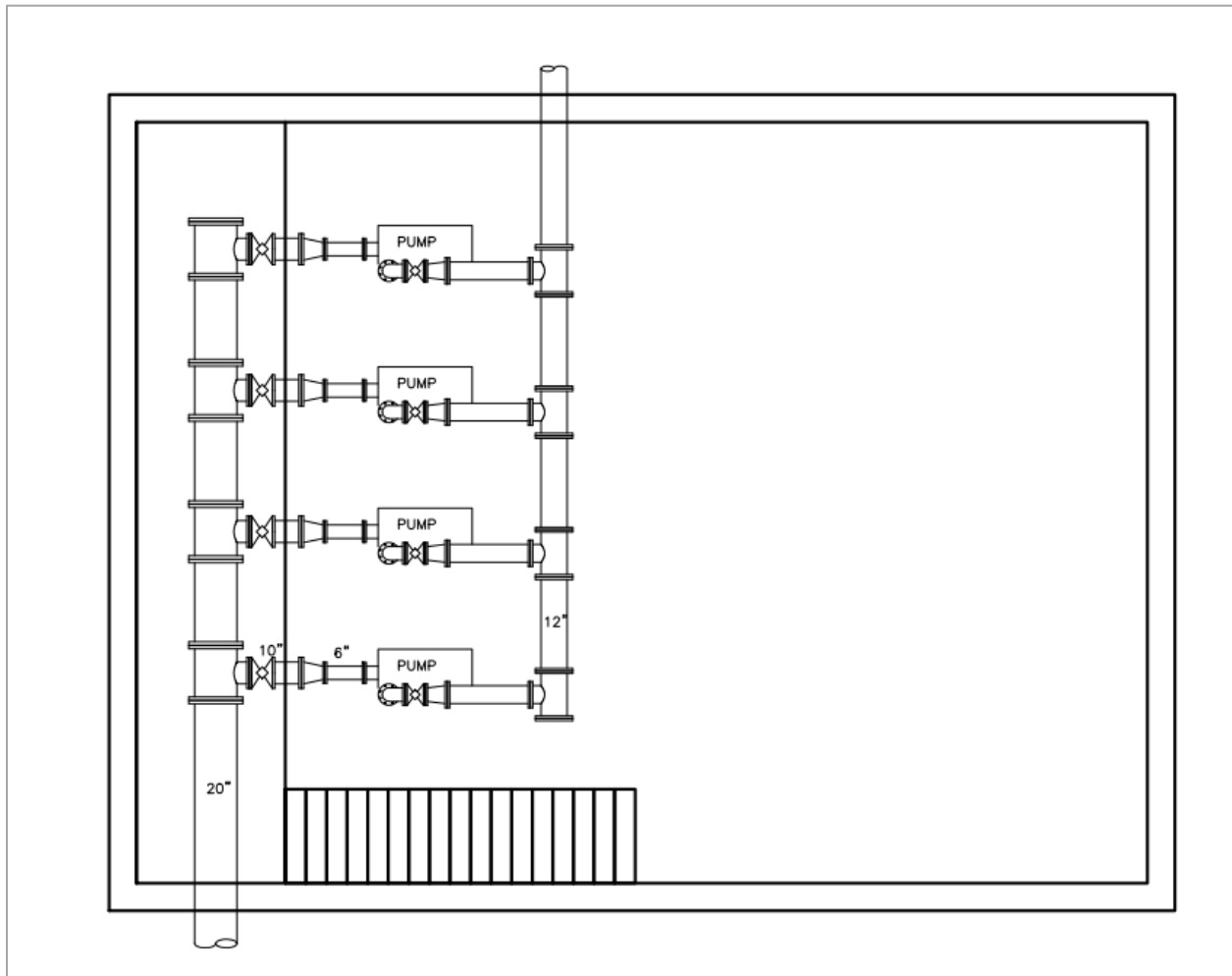
A new pump station would be constructed to pump the wastewater from the SBR tanks, to the Walla Walla WWTP for treatment and discharge.

Several pump station configurations were discussed with the City of College Place. They were:

1. Set submersible pumps inside the SBRs,
2. Construct a new submersible or wet/dry pit pump station,
3. Construct a dry pit pump station inside the existing filter building.

The City favored constructing a dry pit pump station inside the existing filter building. If this regionalization plan is implemented, the filter building would no longer be needed. Therefore, it makes good use of existing facilities. A concept layout is shown in **Figure 3.4**.

Figure 3.4 Pump Station concept design.



If it is decided that it would be favorable to keep the filter building in operation, then constructing a new building for the pump station would be necessary. If carried forward, this should be evaluated further during preliminary design.

3.5. Pumping Effluent

Another option to consider is keeping the College Place WWTP operational and only pumping effluent to the Walla Walla WWTP. This would allow the College Place WWTP to continue land applying effluent during the growing season and only pump treated effluent to Walla Walla in lieu of discharge to Garrison Creek. The effluent could be introduced at the Walla Walla WWTP just upstream of the filtration and disinfection steps.

3.6. Forcemain

Two potential routes for a forcemain from the College Place WWTP to the Walla Walla WWTP were considered. Route A (Figure 3.5) is longer but goes directly from the College Place WWTP to the Walla Walla WWTP. It would discharge directly into the headworks. The elevation difference between the College Place WWTP (bottom of the SBR EL 715) and the headworks at the Walla Walla WWTP (EL 865) is approximately 150 feet.

Route B (Figure 3.6) is from the College Place WWTP to the end of the Myra trunk line located at 12th Avenue and Myra Road. The trunk line is owned by the City of Walla Walla. It discharges into the influent pump station at WWTP. The influent pump station would then repump the flow to the headworks.

The existing capacity of the Myra trunk line is about 3 mgd (2015 General Sewer Plan, Figure A-6). The elevation difference between the College Place WWTP and the Myra trunk line (EL 850) is approximately 135 feet.

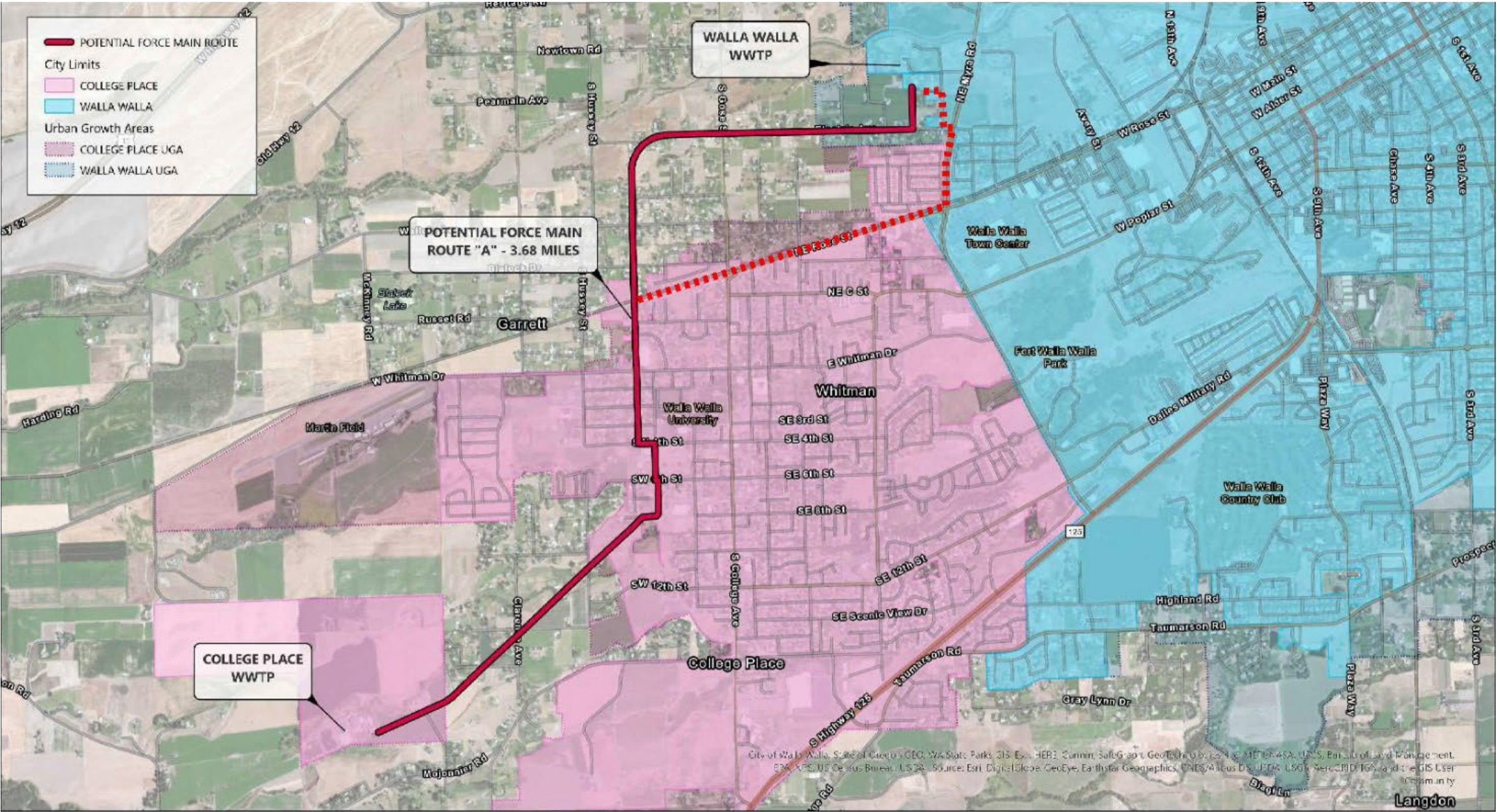
In meetings, the City of Walla Walla indicated they prefer Route A, whereas the City of College Place preferred Route B. Both Cities expressed a desire to keep the forcemain route within City boundaries and not in the County; however, that is not possible. Walla Walla prefers Route A because it does not reduce the capacities of the Myra Trunk line and the WWTP Influent Pump Station and it reduces the risk associated with repumping the flow through the Influent Pump Station.

College Place prefers Route B because it is shorter and the roadway for part of the route is planned to be re-constructed. Before proceeding with Route B, the condition of the Myra trunk pipe should be evaluated in a CCTV survey and the available capacity needs to be evaluated in greater detail.

From Figure 3.3 the peak flow required for pumping is approximately 1,600 gpm. Assuming Route A and a 16-in forcemain the pumping head is approximately 182-feet.

Constructing dual forcemains should be considered for improved reliability and redundancy as part of the preliminary engineering report.

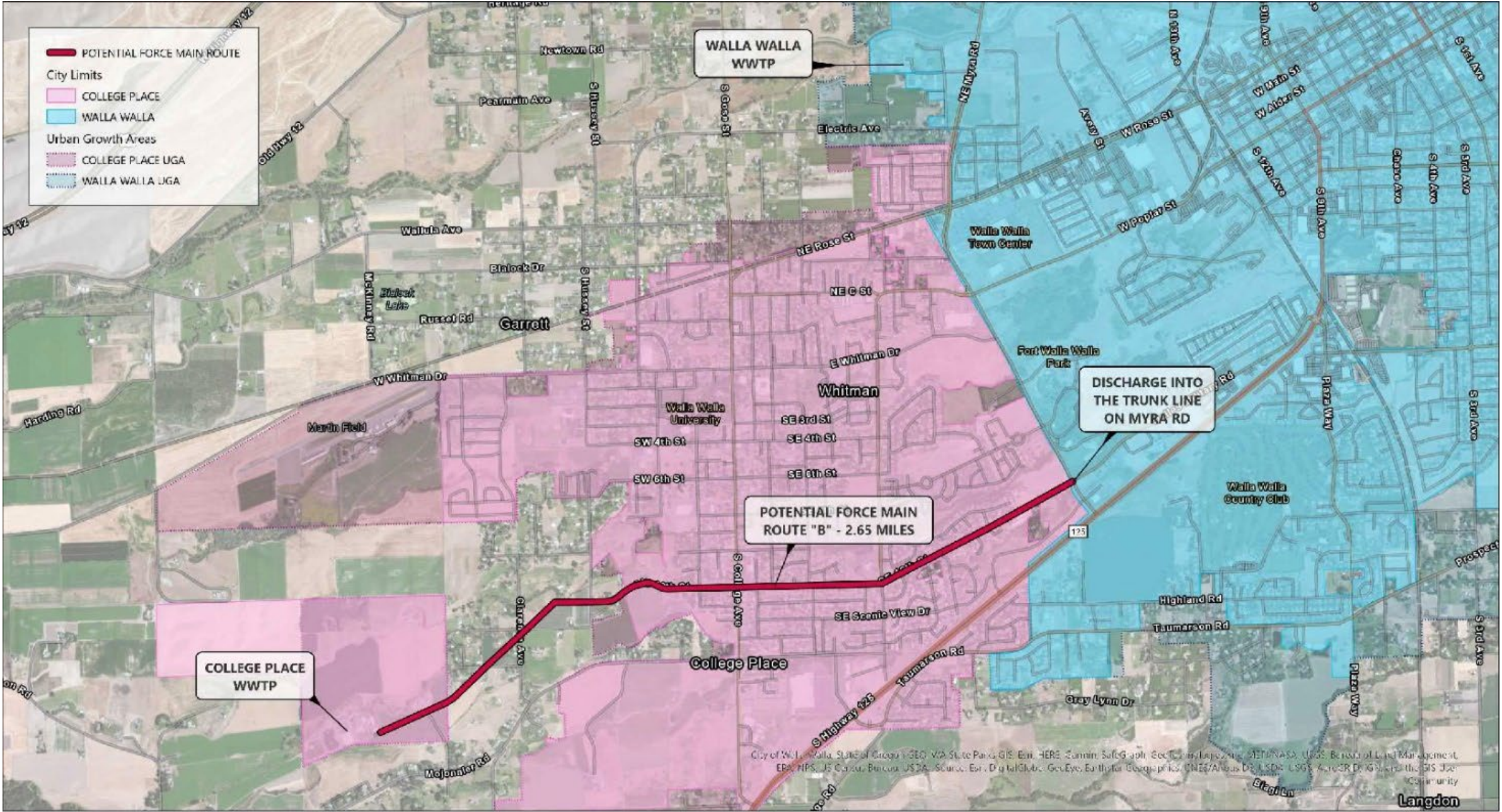
Figure 3.5 Potential Forcemain Route A



POTENTIAL FORCE MAIN ROUTE "A"- 3.68 MILES
College Place, WA



Figure 3.6 Potential Forcemain Route B



POTENTIAL FORCE MAIN ROUTE "B"- 2.65 MILES

College Place, WA



3.7. Planning Level Cost Opinion

A planning level cost opinion for the preliminary treatment, aeration, and equalization improvements that were previously planned in Phase 1, a pump station, tank covers with odor control and the forcemain is approximately \$20 million. This presumes that the pump station will be built inside of the existing filter building – if it is decided to leave the filter building operational, then a new building will be needed to house the pumping equipment at an additional cost of about \$1M. If dual forcemains are desired for redundancy, it could increase the cost of the project by an additional 15%.

This cost opinion does not include the costs of upgrades at the Walla Walla WWTP that College Place may be expected to participate in.

Operation and maintenance costs are not included in this evaluation. Expectations are that they would decrease at College Place but increase at Walla Walla.

If this alternative is carried forward, additional preliminary engineering will be necessary to refine this option and the cost opinion.

Chapter 4

Walla Walla WWTP

Chapter 4 - Walla Walla WWTP

4.1. Impact of Additional Flows and Loads

This feasibility study considered flows and loads for the year 2027 because that is the last year for which flow and load projections have been made for Walla Walla. The waste load projections for Walla Walla come from Addendum No. 1 to the 2015 General Sewer Plan Update, July 2021 (the 2021 General Sewer Plan Update). Since then, industrial pretreatment has lowered the influent BOD load, but more long-term data is necessary to be confident in those results.

The combined flows and loads of College Place and Walla Walla are compared to the capacity of the Walla Walla WWTP in **Table 4.1**. The combined loads will exceed the treatment plant capacity for BOD5, TSS and TKN. If treated effluent from College Place is pumped to Walla Walla, then it would only add to the flows but not the loads.

Table 4.1 Regional Facility Flows and Loads

Parameter	2027 Projected From College Place ⁽¹⁾	2027 Projected From Walla Walla ⁽²⁾	2027 Total Projected Loading (College Place + Walla Walla)	Walla Walla WWTP Capacity	Surplus (Deficit) Capacity
Flow (mgd)					
Annual Average	1.16	5.26	6.42	7.9	1.48
Maximum Month					
Peak Day	2.21	8.57	10.78	---	---
Peak Hour	3.59	16.92	20.51	20.90 ⁽⁴⁾	0.39
BOD5					
Average Daily, ppd	2,067	10,394	12,461	---	---
Maximum Month, ppd	3,197	12,953	16,150	12,664 ⁽³⁾	(3,486)
Peak Day	7,083	27,453	34,536	---	---
TSS					
Average Daily, ppd	2,340	7,489	9,829	---	---
Maximum Month	3,472	10,513	13,985	10,815 ⁽⁴⁾	(3,170)
Peak Day	6,430	23,177	29,607	---	---
TKN					
Average Daily, ppd	504	993	1497	---	---
Maximum Month, ppd	771	1,354	2,125	1,871 ⁽⁴⁾	(254)
Peak Day	1,228	2,417	3,645	---	---

1. Interpolated from City of College Place WWTP Phase 1 Basis of Design, TM2 WWTP Influent Design Criteria.

2. From the City of Walla Walla General Sewer Plan Update, 7-14-2021.

3. 2021 Capacity evaluation report by JUB Engineers, Inc.

4. NPDES Permit part S4.A.

Part S4.B of the Walla Walla NPDES Permit requires that a plan and schedule for maintaining adequate capacity be submitted to the Department of Ecology when the waste load reaches 85% of the design capacity for 3 consecutive month or when the projected increase would reach design capacity within five years.

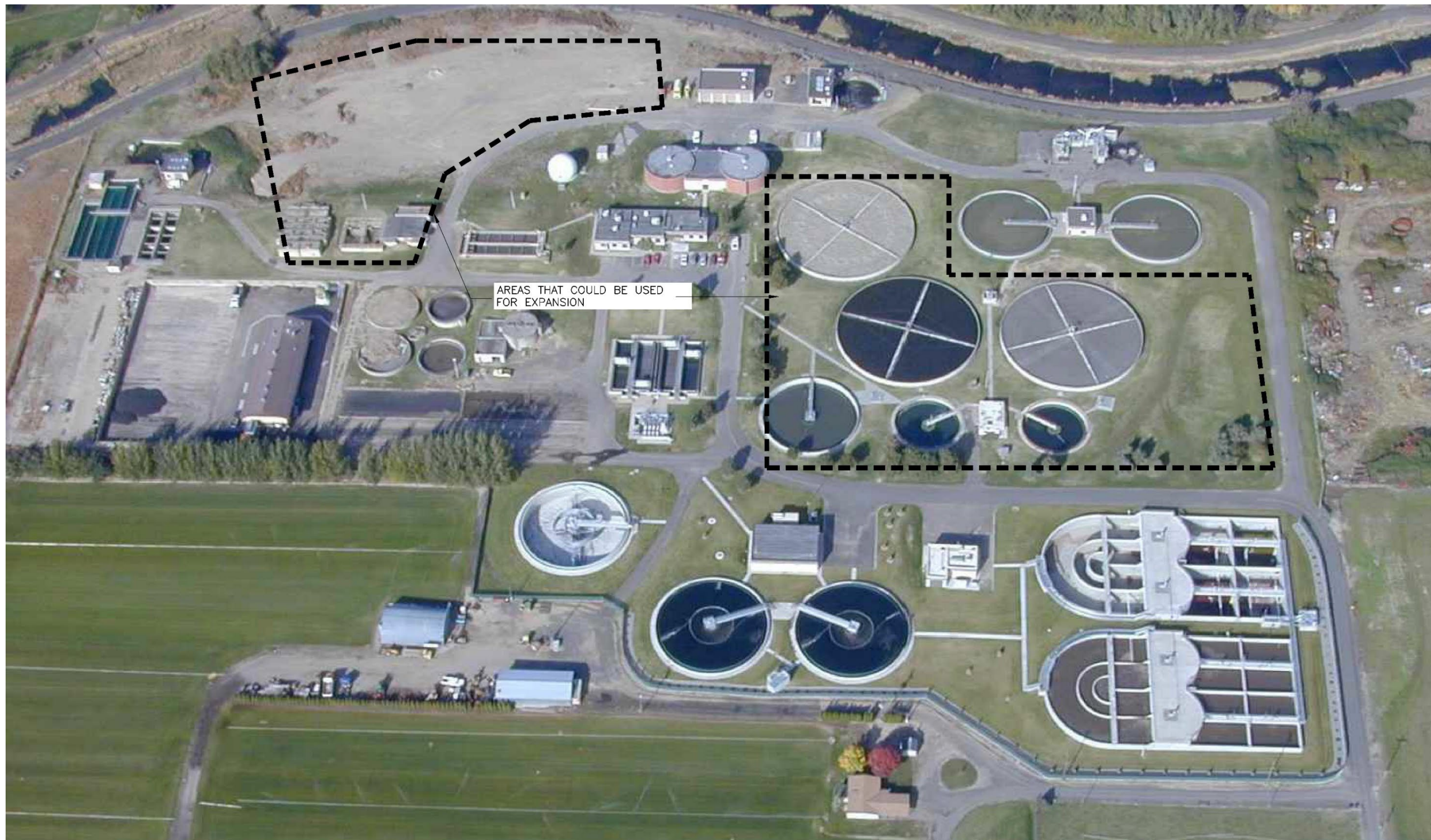
As previously mentioned, one of the significant industrial users has recently constructed pre-treatment facilities that appear to have dramatically reduced loading to the WWTP. However, there are only three months of data. Several more months of data should be gathered – including operation over the winter-time months – to provide more confidence in the results.

To comply with the planning requirement of the NPDES Permit and to include the results of the recently constructed pre-treatment facilities, we recommend that a Facility Plan be started in 2023.

A Facility Plan is a long-term planning document that typically considers the next 20-years. It has been 40-years since the last Facility Plan was completed. Walla Walla is planning to begin a new Facility Plan in 2023; therefore, the decision to regionalize or not should be made before the Facility Plan is started so that College Place can be included in the planning. **Figure 4.1** shows areas available inside the plant boundaries that could be used for expansion. There are also vacant lands to the west and south of the WWTP that could be purchased by the City for expansion. The ability to expand the plant is something that will be further evaluated in the Facility Plan. The division of cost between the two entities is yet to be determined.

As previously mentioned, one option to consider is pumping treated effluent from College Place to the Walla Walla WWTP for filtration, disinfection, and disposal. This could be an attractive near-term solution until additional load treatment capacity is evaluated at the Walla Walla WWTP. This would preclude the need for the large storage pond and irrigation pump station currently planned in the College Place WWTP Phase 1 improvements. Ultimately, this could provide flexibility of operating the College Place WWTP as a satellite treatment facility and provide options for effluent disposal.

Figure 4.1 The Walla Walla WWTP showing areas inside the plant that could be used for expansion. There is also vacant land east and west of the plant.



Chapter 5

Port of Walla Walla Strong Waste Management Options

Chapter 5 - Port of Walla Walla Strong Waste Management

5.1. Introduction

The Port of Walla Walla (Port) Airport Industrial Park serves a variety of commercial businesses located within the Port boundaries. The Port provides the businesses with potable water and wastewater collection utility service. Potable water is pumped from groundwater wells located on port property and distributed to individual users via a network of pressurized potable water pipes. Wastewater is collected from each individual user via a network of gravity pipes that flow together into a main trunk that discharges through a flume into the City of Walla Walla's wastewater collection system and flows to the City's wastewater treatment plant for treatment and disposal. The Port discharges an estimated 22,381 gallons of wastewater per day (8 million gallons per year) with an average Biochemical Oxygen Demand (BOD) of 1,855 mg/l (standard deviation of 1068 mg/l).

The City of Walla Walla considers the Port as a single entity and bills the Port for wastewater conveyance, treatment and disposal services. The Port's combined wastewater flow exceeds the City's definition of a significant industrial user (SIU) due to the annual volume of wastewater flow being greater than 120,000 gallons and/or have an organic strength greater than 300 mg/l of BOD which triggers a "high-strength" category¹. In lieu of requiring dischargers to treat high-strength wastewater to bring the BOD down to less than 300 mg/l, the City offers the option to dischargers to pay a high-strength waste surcharge fee to cover the extra cost to treat and manage high-strength wastewater.

In 2021 The City's fee, assessed on the port, was \$3529.7 per million gallons to treat the flow plus a 9.3% high strength surcharge of \$328.26 per million gallons, and \$922.00 per million gallons to convey the flow – for a total bill of about \$55,500 in 2021. In 2022, the City changed how the strong waste fee is calculated and is instead basing it entirely on wastewater volume – a cost of \$8.048 per thousand gallons. Based on 2021, the Port anticipated that this would approximately double their annual bill; however, some apparently erroneous flume readings from 2021 seem to have affected that projection and the realized bill to date in 2022 is lower than projected. The high-strength waste charge is scheduled to increase about 39% each year from 2023-2027 – which will ultimately result in about a 5x increase over the 2022 rates. The City is in the process of re-evaluating the high-strength rate structure and proposed increases.

The Port's wastewater qualifies as an SIU due to the commercial/industrial nature of some businesses causing 100 percent of the Ports flow to incur surcharge fees. The surcharge fees are causing economic impacts to Port tenants and having a negative effect on business development. The Port seeks alternative wastewater management strategies that could lower overall operating costs. Alternative strategies are reviewed in this chapter.

5.2. Wastewater Production

Daily Port wastewater production was estimated by reviewing the wastewater flume data for 2020 and 2021. The data set has many erroneously high readings, likely recorded when the flume was plugged;

¹ Chapter 13.03.435 (Ord. 2021-39 § 5, 2021)

therefore, data points were eliminated if the daily value was more than 200% higher than the preceding 7-day average. The remaining data set is shown in Figure 5.1. Peak flows are likely caused by a significant volume of stormwater entering the collections system through illicit means (roof drains, surface runoff connections, etc.) The Port is working toward eliminating connections that allow stormwater to enter the system. Flow data from individual users is not known since flow is only measured at the Port's discharge flume.

High peak flows remain in the data set as well as sudden drops in production (See around 5-29-21). The sudden drop in flow readings was likely caused by flume clogging and reading artificially high.

The data set has some anomalies that need to be vetted prior to use for planning or design purposes. For example, there was only one occurrence of daily flow greater than 80,000 gpd as seen in the flow histogram in Figure 5.2. If the Port can eliminate high flow anomalies, management alternatives would not have to consider infrastructure to deal with high flows nor would the Port pay the City for flow that should not be in the system (stormwater) or flow that was never there (plugged flume).

Figure 5.1 Daily Wastewater Flow Flume Data

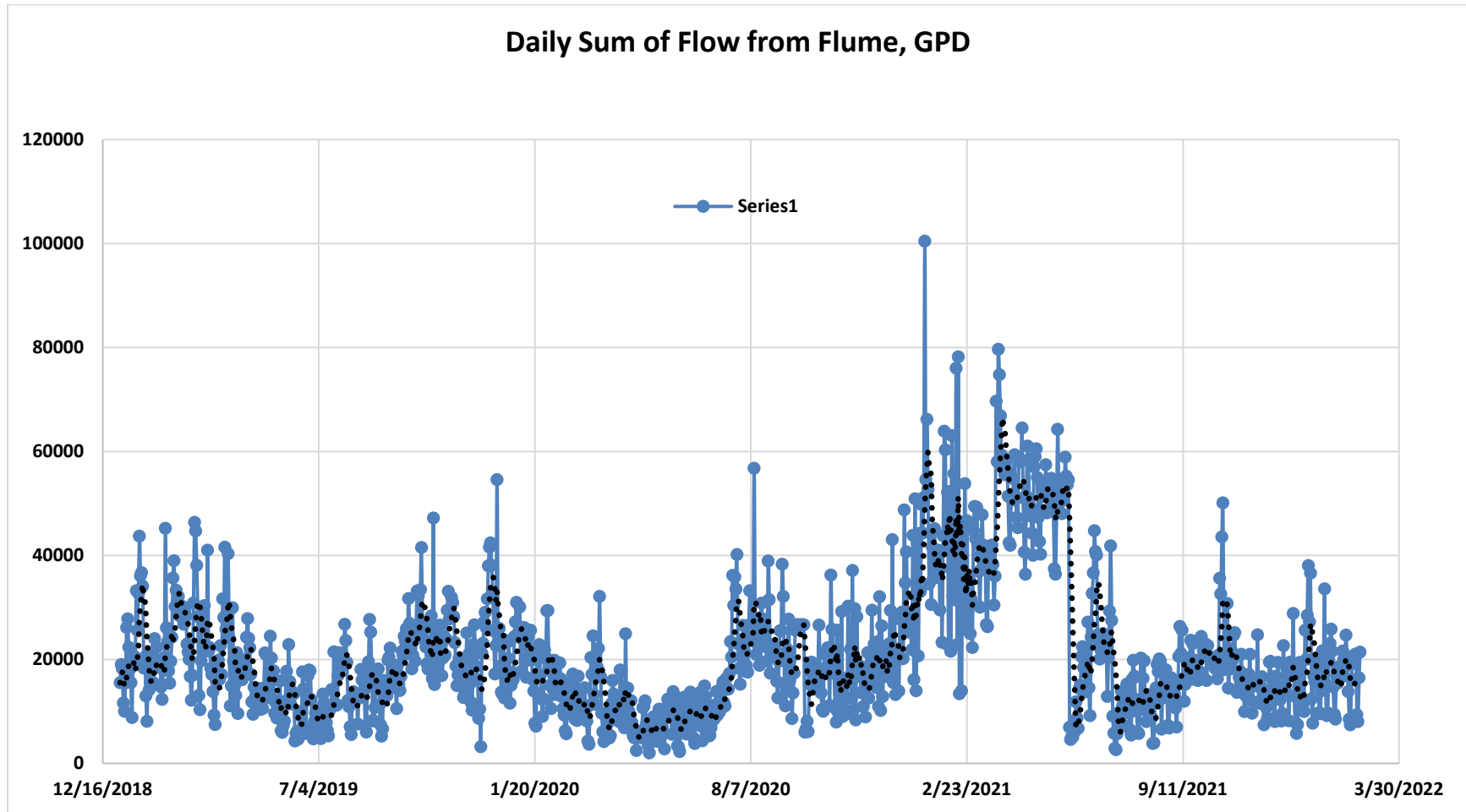
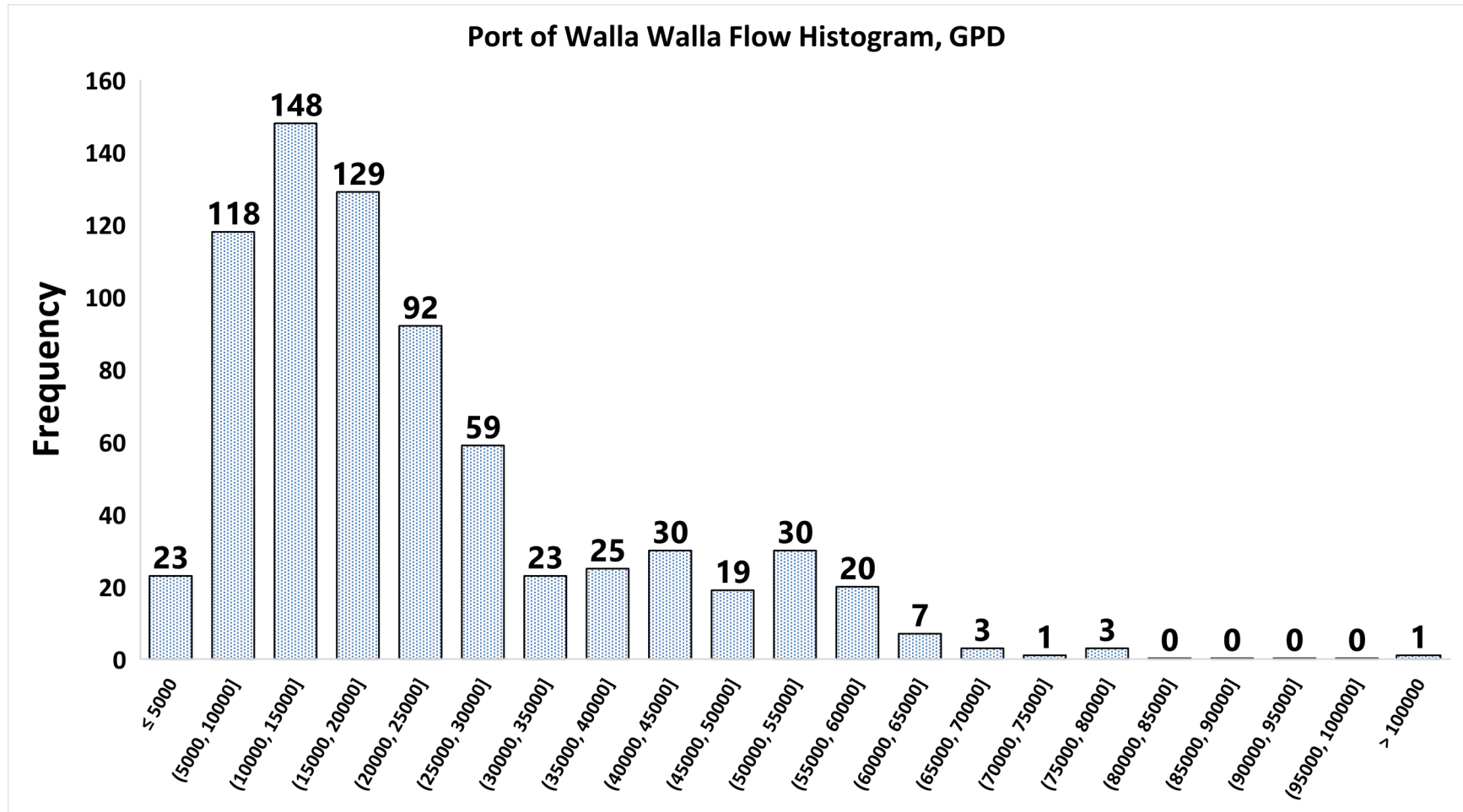


Figure 5.2 – Wastewater Flow Histogram (2X outliers eliminated)



In summary, using the 2020 & 2021 data, as conditioned above, wastewater production parameters are reported in Table 5-1.

Table 5.1 – Port of Walla Walla Flows and Loads

Parameter	2020 - 21
Flow (gallons/day)	
Annual Average	22,381
Maximum Month	55,600
Peak Day	100,500
BOD5	
Average Daily, ppd	363
Peak Day, ppd	1,510
TSS	
Average Daily, ppd	303
Peak Day, ppd	1,476

5.3. Potable Water Use

Potable water use was reviewed to correlate water use with wastewater production and to confirm the peak wastewater flows resulted from a plugged flume or rain. Daily Port potable water use was estimated by reviewing well production data for 2020 and 2021. The data set had many blanks since the well flow meter is not recorded every day; therefore, the 7-day running average was used to estimate water use. Flow trends are typically lower between November and May and higher between June and October as shown in Figure 5.3. Wastewater production is loosely correlated with potable water use during the non-irrigation season as shown in Figure 5.4. Peak wastewater flow is not correlated with potable water use suggesting peak wastewater flows are from a plugged flume or rain. The data set has some anomalies that need to be vetted prior to use for planning or design purposes.

Figure 5.3 – Estimated Daily Potable Water Use, 7-day Average.

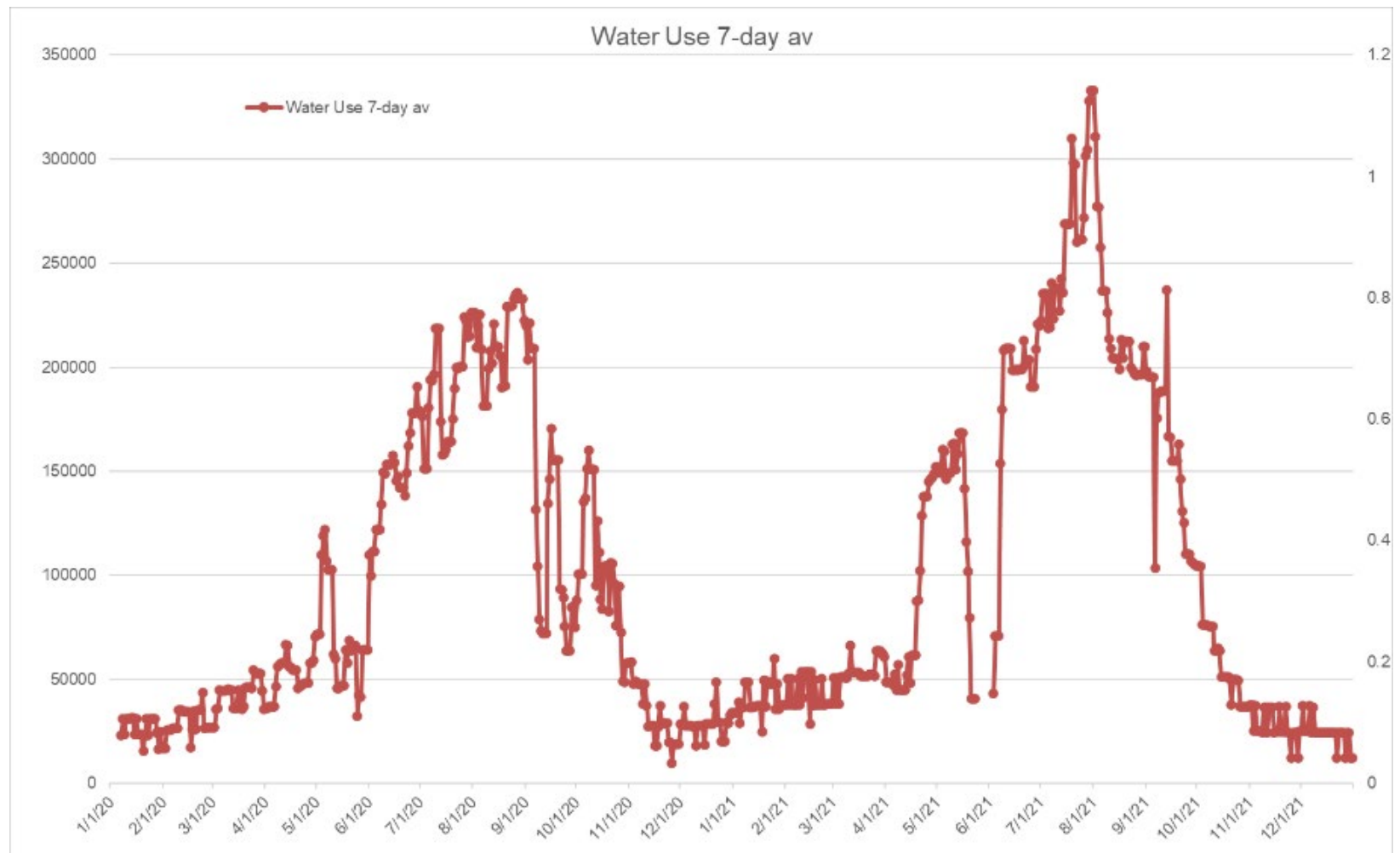
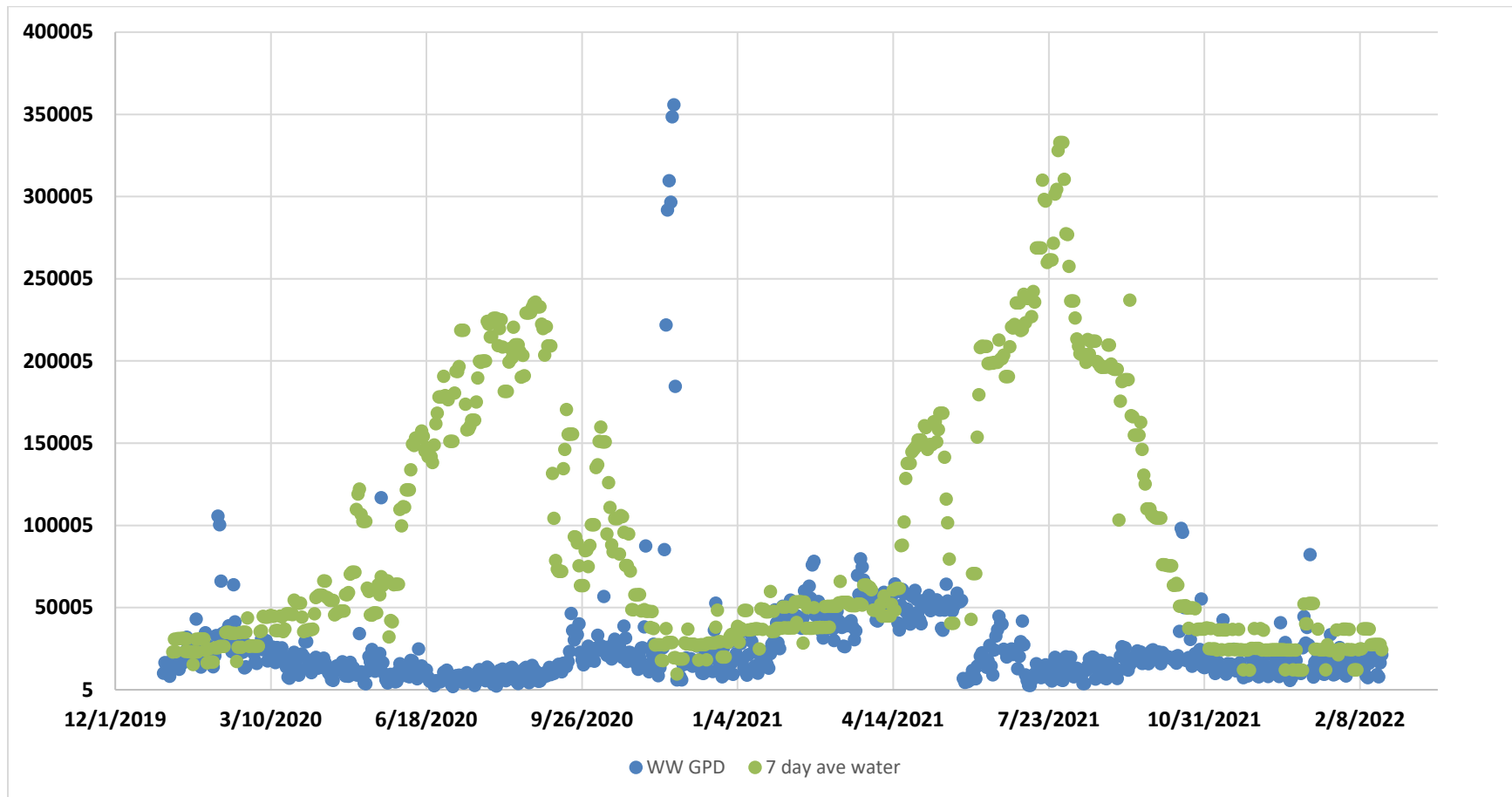


Figure 5.4 – Potable Water Use and Wastewater Production



See Table 5.2 for a list of the Ports highest volume potable water users for 2020 and 2021 based on meter readings.

Table 5.2 - Port of Walla Walla Highest Potable Water Users, 2020 & 2021

2020 Highest Dischargers			2021 Highest Dischargers		
User	Gallons/yr	% of Total	User	Gallons/yr	% of Total
Dunham Cellars	2,211,088	16%	Dunham Cellars	2,078,836	15%
Litz	1,810,908	13%	Litz	1,190,899	9%
WWCC Vineyard	893,860	6%	WWCC Vineyard	933,569	7%
McGregor	886,380	6%	McGregor	886,442	6%
Tate	806,344	6%	Tate	676,987	5%
WSDOT	667,216	5%	Tamarack	640,332	5%
Wilbur Ellis	623,084	4%	WSDOT	633,600	5%
Devona	520,608	4%	Wilbur Ellis	570,016	4%
Public Works	457,776	3%	COE-725 E St-1	552,062	4%
Burwood Brewing	420,376	3%	Public Works	543,086	4%
Life Flight	409,904	3%	Devona	484,738	3%
COE-725 E St-1	406,912	3%	Burwood Brewing	483,990	3%
WW Roastery LLC	379,984	3%	Life Flight	482,494	3%
BTB Winery	293,216	2%	Roastery	466,036	3%
Blaze King	281,248	2%	BTB Winery	395,719	3%
Frito Lay/Ecova	234,872	2%	Blaze King	270,795	2%
Sky Runners Corporation	187,000	1.3%	Sky Runners Corporation	236,384	1.7%
United Parcel Service	184,008	1.3%	Reiff	166,816	1.2%
Nelson Construction	164,560	1.2%	Adamant	150,358	1.1%
W/2 Vans	160,820	1.2%	Five Star Cellars	142,878	1.0%
Reiff Fiberglass Mfg Co	159,324	1.1%	Elegante Cellars, LLC	135,397	1.0%
Five Star Cellars, Inc.	152,592	1.1%	Grab	129,413	0.9%
Buty Winery, LLC	141,372	1.0%	Gorge Aviation	124,925	0.9%
Elegante Cellars, LLC	123,420	0.9%	Syzygy	122,681	0.9%

5.4. Wastewater Management Alternatives

J-U-B met with Port officials to review different wastewater management options that could reduce the overall fee impact of high strength wastewater. Several options were discussed. Four alternative management strategies were vetted for further consideration:

1. City of Walla Walla Manages Individual Port Discharges.
2. Discharge Wastewater During Low Flow Hours at a Reduced Rate.
3. Construct an Industrial Wastewater Treatment Plant to Lower BOD.
4. Implement Best Management Practices (BMPs) to Reduce Flow and Lower Strength. The Port stated BMPs should be implemented at each tenant where there is potential to reduce wastewater flow and strength regardless other options implemented. Therefore, this option was not discussed further.

Alternatives 1, 2 and 3 are discussed below.

Alternative 1 – Defer Sewer Service to City

This alternative “turns over” the Port’s wastewater facilities to the City of Walla Walla (City) for long term operation and management. In addition to maintaining the sewer lines, the City would extend their industrial pre-treatment program to the entire Airport Industrial Park for individual assessment, management and billing. All the Airport Industrial Park tenants would become customers of the City’s sewer system. This would require providing the City with water service meter data so that the City could determine sewer flows to assess monthly sewer rates to all of the Airport Industrial Park tenants; therefore, this will likely require installation of water service meter reading equipment so that the City would have access to the water service meter data. As an added benefit, this water service meter data could be shared with the Port to aid in water system billing for the tenants. The Port and City would likely need to develop an agreement to compensate the City for the effort in gathering, processing, and sharing the water service meter data.

Many Port tenants would not be considered a significant industrial user and would only be charge the typical monthly sewer rate from the City. However, larger dischargers will be subject to the City’s industrial pre-treatment program and the higher surcharge rates. Individual tenant wastewater discharge is not measured; however, potable water use is often correlated to wastewater discharged and used as a surrogate. In the Port’s case, the pre-treatment program may impact up to 24 Port tenants that use more than 120,000 gallons of potable water per year (see Table 5.2 above). However, the data in Table 5.2 are not correlated to wastewater. Tenants that use potable water not discharged to the sewer (irrigation) may be overrepresented in Table 5.2. The City and Port tenants would work together to correlate wastewater flow. The Port has estimated that only their two largest producers are likely to qualify as a significant industrial user.

Deferring sewer services to the City of Walla Walla will likely have a net zero cost impact to the Port since the City’s cost for service will be billed directly to the Port’s tenants. The Port’s administrative efforts will move away from individual tenant billing to providing the City with potable water use data unless the City reads the water meters directly.

Alternative 2 – Pumping at Night

Sewer service customers pay to have full access to the City's wastewater facilities, which means they can produce and flush wastewater 24 hours a day 365 days a year. Most citizens utilize the City's facilities around the same time since general lifestyle trends for Walla Walla residences are similar *i.e.*, we all get up, eat, work, and go to bed within a few hours of each other. The City's wastewater facilities experience large flow increases as people become active in the morning and active in the late afternoon. Wastewater flow significantly drops in the night between 10 p.m. and 4 a.m. as people rest. This alternative would take advantage of the unused nighttime capacity by storing wastewater during the day and discharging it to the City at night. Pumping at night should cost significantly less since the Port would not have 24-hour/365-day access. The Cost would have to be negotiated with the City.

The Port would need to decide how much of the daily flow to capture and pump at night which will determine how large the storage tank would need to be. For example, using the last two years to model and eliminating the peak flows greater than 80,000 gallons per day, The Port could:

- Capture 100% of the flow by installing an 80,000-gallon tank
- Capture 75% of the flow by installing a 30,800-gallon tank
- Capture 50% of the flow by installing a 20,500-gallon tank

Alternatively, the Port could store only flow from the SIUs which would decrease the required storage volume. The Port would have to work with the SIU to determine how much storage is needed.

As noted above, the Port experiences periodic high flow. Short duration peak flows have been correlated to high intensity rain fall events which suggest direct stormwater connections to the Ports wastewater collection system. The Port could reduce the volume of storage by eliminating rain inflow to the sewer system.

An economic analysis that vetted the cost to install different size tanks compared to the cost saved would determine the viable tank size. Additionally, the economics of removing stormwater flow from the collections system as well as building storage for only the largest industrial producers should be analyzed.

Alternative 2 would require the following major components:

- Raw wastewater diversion structure
- Raw wastewater pump station
- Storage tanks, with overflow piping
 - 31,000 gallons, or
 - 80,000 gallons
- Storage tank mixing
- Storage tank drainage system
- Yard piping
- Odor Control
- Electrical and SCADA control

The cost for 31,000 gallons of storage and 80,000 gallons of storage is estimated to be \$1.1 million and \$1.8 million, respectively.

Alternative 3 – Port Owned Wastewater Treatment Plant

For this alternative, the Port would separate the industrial wastewater from the sanitary sewer and construct a wastewater treatment plant to treat the industrial wastewater while continuing to send the sanitary sewer to the City. This alternative would likely target the SIUs in order to minimize the cost of a new industrial wastewater collection system. Separating out the sanitary sewer and only treating the industrial wastewater results in less stringent regulatory requirements due to the lack of human pathogens that potentially could be in domestic wastewater. Provided that the treatment system can reliably achieve clean effluent, the Port could utilize the effluent for a variety of reuse options – including irrigation.

Alternative 3 has following major treatment components:

- Packaged WWTP
- Building
- Diversion structure
- Raw wastewater pump station

The wastewater treatment plant and ancillary equipment is expected to cost \$3.2 million dollars. The cost to discharge to a surface water is expected to add \$3,400,000 and the cost to develop a reuse system is expected to cost \$1,600,000. The Cost to implement Alternative 3 ranges from \$4,800,000 to \$6,600,000 for a reuse system or surface water discharge, respectively.

It should be noted that Alternative 3 will require qualified personnel to manage the WWTP and the reuse system.

Chapter 6

Regionalization Issues

Chapter 6 - Regionalization Issues

6.1. College Place Perspective

Pumping sewage from College Place to the Walla Walla WWTP appears to be a feasible option from an engineering perspective. For College Place, this would result in lower capital cost compared to the WWTP Phase 1 Upgrades; however, the amount that College Place would need to cost share with Walla Walla for the Walla Walla WWTP upgrades has yet to be determined. It would eliminate the need for a discharge permit and the cost associated with future upgrades to the College Place WWTP. The unused land and assets at the WWTP could be repurposed.

The potential drawback is a reliance on Walla Walla for wastewater treatment and disposal. Prior to committing, agreements would need to be put in place to identify a rate structure and establish fairness regarding future upgrades and growth allowances. One scenario would be for College Place to be considered a customer of Walla Walla. Another scenario could be the formation of a joint sewer district. These arrangement and agreements could take years to develop.

Another variation to consider is pumping treated effluent from College Place to Walla Walla. Instead of building the irrigation storage pump and pump station as currently identified in the Phase 1 Upgrades project, the City would instead build a pump station and pipeline to the Walla Walla WWTP for effluent disposal.

It should be noted that if College Place elects to pursue a regional option, the current funding offer from Ecology (\$10M grant, \$16M loan) could change – based upon a phone call with Ecology on August 1, 2022. Additional discussion with Ecology to understand the ramifications is recommended.

6.2. Walla Walla Perspective

Pumping sewage from College Place to the Walla Walla WWTP could immediately push the Walla Walla WWTP to capacity. Recent pre-treatment improvements by a Significant Industrial User (SIU) seem to have successfully freed up capacity; but several additional months of data are necessary to gain confidence in the results. There are currently \$18M of improvements planned at the Walla Walla WWTP that may need to occur sooner than expected upon connection of College Place. Moreover, the upcoming Facility Plan could identify even more upgrades that would be necessary. A Facility Plan is recommended to project flows/loads for the next twenty years and identify a long-term capital improvement plan.

Because the College Place sewage would be pumped during off-peak periods, it would maximize use of the existing assets. The off-site equalization storage would even out peaks and result in more constant loading of the plant. A larger customer base would also lessen the per connection charge for any planned upgrades in the future.

Pumping treated effluent from College Place to the Walla Walla WWTP might be an attractive near-term option until additional load treatment capacity can be constructed at the Walla Walla WWTP.

6.3. Regional Project

If College Place decides to pursue this regionalization concept, then they will need to notify Ecology so that the Phase 1 Upgrades project plan can be modified. It is presumed that the current funding package could be accepted and the headworks and SBR air piping could be constructed soon while we continue to evaluate the regional option.

A Facility Plan must be completed at the Walla Walla WWTP in order to determine exactly what upgrades will be necessary. It is likely that it will be a minimum of the \$18M in already planned upgrades in addition to the projects identified from the Facility Plan effort. Depending on which of the three alternatives are selected for the Port of Walla Walla, it could add another \$7M of cost to the regional project.

6.4. Next Steps

The regionalization concept was discussed at a Joint Council Workshop on August 22, 2022. Both councils agreed that the regionalization plan has merit and deserves further consideration. The following action items were identified:

- Meet with Ecology in September to ask if additional time can be offered to further evaluate the regionalization option.
- Meet with metropolitan areas that have recently formed sewer districts to learn more about the process of forming a sewer district.
- Engage a consultant to evaluate rate impacts of the regionalization concept.
- Engage legal counsels to assist in vetting sewer district formation and development of agreements.
- Commission a Facility Plan for the Walla Walla WWTP

Works Cited

J-U-B Engineers, Inc. *City of College Place Wastewater Treatment Plant Facility Plan*. September 2018.

J-U-B Engineers, Inc. *City of College Place Wastewater Treatment Plant Facility Plan Amendment No. 1*. October 2019.

J-U-B Engineers, Inc. *City of College Place Wastewater Treatment Plant Facility Plan Amendment No. 2*. December 2019.

Walla Walla Valley Regional Wastewater Feasibility Study

College Place Council Presentation
October 11, 2022

Agenda

- Status Update
- Key Decision Points for Council

Where We Are Today – College Place

- College Place WWTP
 - Compliance schedule to construct WWTP Phase 1 Upgrades by 2024
 - Phase 2 (\$15M, 2039) and Phase 3 (\$27M, 2049) could be triggered if permit changes in future
 - Design is complete and approved – ready for bid
 - Ecology funding package - \$13.5 M grant, \$16M loan
 - City needs to decide by end of 2022 whether to accept funding offer and build Phase 1 or pursue Regional Solution

Where We Are Today – Walla Walla

- Walla Walla WWTP
 - Currently constructing rehab upgrades – funded by PWTF - \$7M
 - Future upgrades identified in General Sewer Plan - \$18M (2026, 2029)
 - Projected to reach capacity in 2027; therefore, planning to begin a Facility Plan to look at 20 years of growth
 - Recent industrial pretreatment project has significantly reduced loading

Where We Are Today - Port

- Port of Walla Walla
 - Concerned with impact of high strength waste charges
 - All tenants subject to high-strength surcharge due to two wineries because wastewater is combined

Regional Problems to Solve

- Port concerned with recent high strength waste charges from City of Walla Walla
- Walla Walla has several WWTP upgrades planned over next several years
- College Place WWTP Phase 1 project will require rate increases
- Legislature may be willing to fund a “Regional Solution”

Water Rights Considerations

- Water rights impairment
 - Walla Walla WWTP – required to provide effluent to irrigation districts
 - College Place WWTP – Required to discharge effluent in winter to Walla Walla River
- Pumping College Place sewer (or treated effluent) to Walla Walla is potentially feasible solution
 - Effluent would still get to Walla Walla River; therefore, no water rights impairment

Scope of Regional Study

Three key elements

1. College Place - Feasibility and cost to pump College Place sewage to Walla Walla
2. Walla Walla - Impact of additional flow/load on WWTP
3. Port - Identify solutions for Port industrial wastewater

College Place Focus of Study

- ID potential forcemain route
 - Two routes evaluated
- Develop cost opinion
 - About **half** the **same** cost of Phase 1 Upgrades
- Evaluated feasibility for storage and pumping at night
 - Can utilize influent screens, grit chamber, and storage available in SBRs to store during day and pump to WWTP at night during low flow period at Walla Walla WWTP
 - **Need to add covers and odor control at SBR tanks for storing untreated sewage**
 - **Could also continue to operate plant as-is and pump treated effluent to Walla Walla in lieu of discharge to Garrison Creek**

Pumping Sewage to Walla Walla – College Place Perspective

- Pros
 - Lower capital cost than WWTP Phase 1 project
 - Eliminates discharge permit for College Place
 - Land/assets at existing WWTP could be repurposed
 - Jacobs currently operating both plants
 - Economies of scale – more people paying for projects and operations
- Cons
 - Rely on Walla Walla for wastewater treatment and disposal
 - Would need to resolve rate structure for fairness regarding fees and future upgrades
 - Would need to resolve concerns regarding limiting growth by limiting access to wastewater treatment
 - Pushes Walla Walla WWTP to capacity for BOD load
 - Grant amount of Ecology funding offer would change

Pumping Treated Effluent to Walla Walla – College Place Perspective

- Pros
 - Eliminates Garrison Creek discharge for College Place (No Phase 2 and 3 upgrades)
 - Walla Walla likely has immediate capacity at plant to handle treated effluent
 - Jacobs currently operating both plants
 - Flexibility to send effluent to Walla Walla at any time of year
 - Retain some autonomy by continuing to operate WWTP while evaluating Regional options with Walla Walla
 - If do form Regional Sewer Utility, can decide in future whether to continue to operate College Place WWTP or pump sewage to Walla Walla through same pipeline.
- Cons
 - Rely on Walla Walla for wastewater disposal
 - PCB issues will likely require upgrades to Walla Walla filtration system in future
 - Would need to resolve rate structure for fairness regarding fees and future upgrades
 - Would need to resolve concerns regarding limiting growth by limiting access to wastewater treatment
 - Cost of continuing to operate existing WWTP

Pumping Sewage to Walla Walla – Walla Walla Perspective

- Pros
 - Regional Solution potentially attractive for legislative funding
 - Economies of scale – more people paying for projects and operations
 - Sewage from College Place could be metered in during low-flow periods to maximize use of assets and even out peaks – offsite equalization storage
 - Jacobs currently operating both plants
- Cons
 - Pushes Walla Walla WWTP to capacity for BOD load
 - Additional administrative burden

Pumping Treated Effluent to Walla Walla – Walla Walla Perspective

- Pros
 - Regional Solution potentially attractive for legislative funding
 - Economies of scale – more people paying for projects and operations
 - Treated effluent from College Place would have less of an effect on current capacity than sewage
 - Jacobs currently operating both plants
- Cons
 - Additional flow at filters and UV
 - Additional administrative burden

Walla Walla Focus of Study

- Evaluate options for where forcemain should discharge
 - Two options evaluated
- Evaluate impact on WWTP capacity
 - Add about 20% to flow/load
 - Pushes to capacity for BOD load
- Summarize timing impacts of planned improvements
 - Facility Plan needed to evaluate entire plant and plan for 20 years of growth
 - Projects identified for 2026/2029 will be triggered sooner
 - Regionalization decision needs to be made before Facility Plan and before new NPDES permit is issued by Ecology

Port Focus of Study

- Three viable alternatives
 1. Port tenants become City sewer customers
 - The large users pay the surcharge and remainder pays typical City rates
 - City implements pre-treatment program
 2. Centralized storage and pumping at night
 3. Separate collection system (sanitary vs ind) and build industrial treatment plant and reuse the industrial effluent

Regional Project

- Ecology funding offer for College Place WWTP Phase 1 could be used to pay for lift station and College Place WWTP upgrades
- Regional Project could include:
 - Walla Walla WWTP upgrades
 - Infrastructure at Port for industrial wastewater
- Regional solutions are attractive for legislative funding

Schedule for Study

- Draft report was submitted in September.
- Waiting for comments from staff and may have workshop to discuss.
- College Place will need to decide by end of year whether to accept Ecology funding offer for WWTP Phase 1 or not.
- Walla Walla will need to decide about Regionalization prior to initiating Facility Plan

Key Decision Points for Councils

- To Regionalize or not to Regionalize?
- Will College Place be a customer of the Walla Walla WWTP?
 - Rates, Connection fees?
 - Flow/load allocations/limits and Agreements?
- Formation of sewer district?
 - Examples:
 - Raymond and South Bend Regional Wastewater District
 - Clark Regional Wastewater District
 - Separate bills for collection system and treatment?
 - Evaluate which portion of current rates are for collection vs treatment?
 - Rate study to determine how rates might look?

Moving Forward

- Regionalizing seems to have promise in the future but will take more time to carefully vet.
 - Joint Council Workshop action items to visit recently formed sewer districts, evaluate rate impacts, independent legal counsel review
- College Place has excellent funding offer from Ecology
- One option is to accept \$26M funding offer with caveat that will spend money intended for storage pond/UV/irrigation on a pump station/pipeline to Walla Walla instead.
 - Would have 5 years to spend the \$26M
 - Construct improvements to WWTP headworks/air piping in 2023
 - Design pump station/pipeline to Walla Walla in 2023/2024 (using available budget in design funding offer from 2020)
 - Construct pump station/pipeline to Walla Walla in 2025/2026
- Continue discussions on forming Regional Sewer District
 - Temporary agreement to accept treated effluent in mean time?

Questions, Comments?

Official Zoning Map
Public Review Draft



CITY OF COLLEGE PLACE
WASHINGTON

Approved: October 9, 2018 (Ordinance 18-023).
Amended November 24, 2020 (Ordinance No. 20-021).
Amended November 23, 2021 (Ordinance No. 21-017).
Potential Amendments: August 31, 2022.

LEGEND

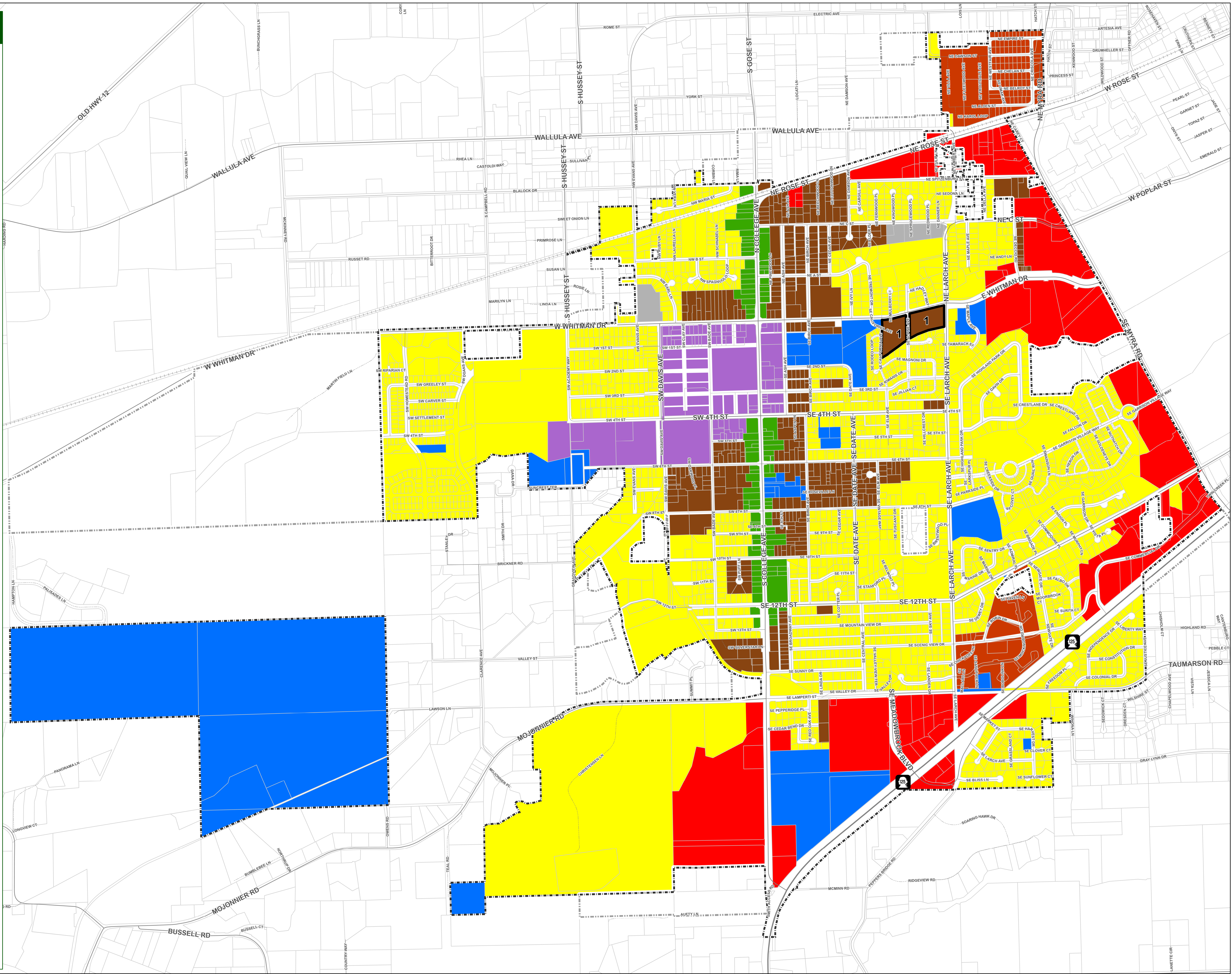
Zoning Designations

- Downtown Mixed Use (DMU)
- General Commercial (GC)
- Light Industrial (LI)
- Multi-Family Residential (MFR)
- Manufactured Home Park (MHP)
- Public Use (PU)
- Single Family Residential (SFR)
- University District (UD)

- City Limits
- UGA
- Proposed Revision
- Tax Parcels

Potential Revisions Under City Review

1. Technical correction to align zoning with current land use and Future Land Use Map designation (SFR to MFR).



WAC 197-11-970 DETERMINATION OF NONSIGNIFICANCE (DNS)

Description of Proposal: *The City of College Place intends to make amendments to the City's Unified Development Code (CPMC Title 14) in accordance with the provisions of the Washington State Growth Management Act. The principal revisions include:*

1. *Amendments intended to increase the supply of housing consistent with the recommendations of the Walla Walla Regional Housing Action Plan, including:*
 - a. *Eliminating the maximum lot coverage standard in the Single Family Residential (SFR) and Multi-Family Residential (MFR) zoning districts.*
 - b. *Permitting duplexes to be constructed on the same sized lots as single-family residences (6,000 SF) in the Single Family Residential (SFR) zoning district.*
 - c. *Eliminating the maximum density standard in the Multi-Family Residential zoning district so that the maximum density is determined based on compliance with the applicable development standards including building height, setbacks, lot coverage, parking, landscaping, building codes, and the like, as is the case in the Downtown Mixed-Use, General Commercial, and the University zoning districts.*
 - d. *Revising the standards applicable to mixed-use developments in the General Commercial zoning district.*
 - e. *Allowing multi-family housing as a permitted use in the General Commercial zoning district without being a part of a mixed-use development.*
2. *Adding a new Chapter 14.100 to guide the approval of master planned developments in all zoning districts.*

Proponent: City of College Place
Community Development Department
625 S College Ave
College Place, WA 99324

Location of Proposal: The City of College Place

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: July 28, 2022

Responsible official: Jonathan J Rickard
Position/title: Community Development Director
Phone: 509-394-8524
Address: 625 S College Ave, College Place WA 99324

July 14, 2022
Date


Signature

City of College Place, Washington
Ordinance 22-xxx Exhibit A
Potential Amendments to the Unified Development Code
June 3, 2022

The following amendments are under review by the College Place Planning Commission. Following a public hearing, the Planning Commission will consider all comments and make a recommendation to the City Council. If approved by the City Council, the College Place Municipal Code Title 14 Unified Development Code would be amended to include the following highlighted provisions:

Section 14.50.030 Table of Permitted Uses

	<i>SFR</i>	<i>MFR</i>	<i>MHP</i>	<i>DMU</i> (3)	<i>GC</i>	<i>LI</i> (2)	<i>UD</i> (4)	<i>PU</i>	
<i>Dwelling units (3+), Multiple</i>		<i>P</i>		<i>P</i>	<u><i>P</i></u>		<i>P</i>		
<i>Dwelling unit, Single</i>	<i>P</i>	<i>P</i>	<i>A</i> <u><i>(9)</i></u>	(5)			(5)		
<i>Dwelling units (duplex), Two</i>	<i>P</i>	<i>P</i>		(5)			(5)		

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

A. Table 14.60.030 Density, Dimension, Area, Height, and Setback Standards.

<i>Zoning District</i>	<i>Maximum Density (DU/acre) (15)</i>	<i>Minimum Lot Size (sq. ft.) (1)</i>	<i>Minimum Lot Width (4)</i>	<i>Maximum Building Height (2)</i>	<i>Maximum Lot Coverage (4)</i>	<i>Setbacks</i>		
						<i>Front Yard (3)</i>	<i>Side Yard (3)</i>	<i>Rear Yard (3)</i>
<i>Single-Family Residential (SFR)</i>	7	6,000 <i>(5)(6)(7)</i>	60' (6)	35'	35% <i>(5)</i>	20' (7)	5' (9)	20' (8)
<i>Multi-Family Residential (MFR)</i>	34 (16)	<i>None (6)(7)</i>	50' (6)	35'	<i>35%</i>	20' (7)	5' (9) (10)	15' (8) (10)
<i>Downtown Mixed-Use (DMU)</i>	(16)	<i>None (11)</i>	50'	<i>None</i>	100%	<i>None (12)</i>	<i>None</i>	<i>None</i>
<i>General Commercial (GC)</i>	(16)	<i>None (11)</i>	50'	<i>None</i>	100%	<i>None</i>	<i>None (13)</i>	<i>None (13)</i>
<i>Light Industrial (LI)</i>		<i>None (11)</i>	50'	<i>None</i>	100%	<i>None</i>	<i>None (14)</i>	<i>None (14)</i>
<i>University District (UD)</i>	(16)	<i>None (11)</i>	50'	<i>None</i>	100%	<i>None</i>	<i>None</i>	<i>None</i>
<i>Public Uses (PU)</i>		<i>None</i>	50'	<i>None</i>	100%	<i>None</i>	<i>None</i>	<i>None</i>

City of College Place, Washington
Ordinance 22-xxx Exhibit A
Potential Amendments to the Unified Development Code
June 3, 2022

Table Footnotes:

- (1) Critical areas and their buffers shall not be included in lot size, ~~and lot coverage~~ calculations.
- a. ~~The maximum lot coverage requirement shall include the footprint of all buildings.~~
- (2) Building heights are measured from the average elevation of the proposed finished grade around the building to the highest point of a flat roof and to the mean height between eaves and ridge of a pitched roof or to the mean height of any parapet or false front.
- (3) Building setbacks shall be from property lines, or from critical area buffers when present.
- a. Buildings must also be set back 2' from easements.
- b. No building, or foundation may encroach into a setback or easement.
- c. Ramps, or other devices necessary for access for the disabled and elderly, which meet Washington State Rules and Regulations for Barrier Free Design, may be permitted in all required setbacks.
- (4) Lot width means the dimension of the lot ~~line~~ at the front property line, unless otherwise provided in this Title. ~~street; or, in an irregularly shaped lot, the dimension across the lot at the building setback line; or, in a corner lot, the narrow dimension of the lot at a street or building setback line~~
- (5) ~~For duplexes:~~
- a. ~~The minimum lot size is 7,500 square feet.~~
- b. ~~The maximum lot coverage is 45%.~~
- (6) 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.
- (7) Garages must be set back at least 20' from the front property line, but setback for the residential portion of buildings may be reduced to 15', if:
- a. The single-family residence includes a front porch open on three sides and is at least four feet deep; or
- b. A 5' wide or larger planter strip is installed along the street frontage in accordance with City standards.

City of College Place, Washington
Ordinance 22-xxx Exhibit A
Potential Amendments to the Unified Development Code
June 3, 2022

- (8) Accessory buildings may be located in the rear yard setback up to 5 feet from the property line.
- (9) On corner lots, the exterior side yard setback ~~from the street~~ shall be at least 15 feet from the property line.
- (10) Multi-story buildings adjacent to single-family residences and parcels in the Single-Family Residential Zone (SFR):
 - a. The setback shall be equal to or exceed the height of the building at the eave, not to exceed 20 feet; and
 - b. The rear of the building shall be setback from the property line a distance greater than or equal to the height of the building at the eave, not to exceed 20 feet.
- (11) There is no minimum lot size, provided that the density, lot width, setback, building height, building separation, and lot coverage requirements can be met.
- (12) The maximum front yard setback shall be 10 feet and 15 feet on corner lots.
- (13) No setback is required, except when abutting a SFR, MFR, or PUD district, then the following landscaped buffers shall be required in accordance with the provisions of CPMC 14.60.040 Landscaping, Fences and Visibility Standards.
 - a. Side yard: 10 feet.
 - b. Rear yard: 15 feet.
- (14) No setback required except when abutting a SFR, MFR, or PUD then a landscaped buffer equal to the height of the building at eave shall be required in accordance with the provisions of CPMC 14.60.040 Landscaping, Fences and Visibility Standards.
- (15) The maximum density for a specific parcel may be calculated as follows, provided that the achieved density will be based on compliance with the provisions of this Title, including minimum lot size, lot width, required improvements, etc.:
 - a. Single Family Residential: $\text{parcel size (square feet)} / 43,560 * 7$ (results ending in .51 or greater may be rounded up).
 - ~~b. Multi Family Residential: $\text{parcel size (square feet)} / 43,560 * 12$ (results ending in .51 or greater may be rounded up).~~
- (16) The maximum density shall be determined based on compliance with the applicable development standards including building height, setbacks, lot coverage, parking, landscaping, building codes, and the like.

Section 14.60.180 Housing Standards.

- G. *Mixed-Use Commercial and Residential Development.* Residential and commercial uses may be permitted in the same development as a part of a “vertical” mixed use (housing above ground floor commercial) or a “horizontal” mixed use (housing and commercial permitted on the ground floor in buildings) ~~not fronting the street~~, in accordance with the following standards:

~~All buildings fronting streets shall have commercial and/or office uses on the ground floor. All residential uses shall be above the ground floor.~~

~~The building and site layout shall be designed to maximize the amount of commercial/office uses on the ground floor, as determined by the City.~~

~~This vertical mixed-use requirement may be waived for certain buildings based on a finding by the City that topography precludes access to that building from the street.~~

~~Buildings not fronting streets need not contain commercial or office uses, based on a finding by the City that the building and site layout has been designed to reasonably maximize commercial and office uses.~~

3. All required off-street vehicle parking, including surface lots and garages, shall be oriented to alleys, placed underground, placed in structures above the ground floor, or located in parking areas located behind or to the side of the building; except that side-yards facing a street (i.e., corner yards) shall not be used for surface parking. All garage entrances facing a street (e.g., underground or structured parking) shall be recessed behind the front building elevation by a minimum of 4 feet. On corner lots, garage entrances should be oriented to a side-street (i.e., away from the arterial or collector street) when access cannot be provided from an alley.
4. A minimum of ~~1,000~~ 400 square feet per dwelling unit shall be designated and permanently reserved as usable common open space in multi-family dwellings with 10 or more units or the voluntary payment to the City in lieu of the permanent reservation of usable open space consistent with the provisions of Section 14.90.040- I. 5.
5. All ground-floor housing units shall have front or rear patios or decks measuring at least 35 square feet. Ground-floor housing means the housing unit entrance (front or rear) is within 5 feet of the finished ground elevation (i.e., after grading and landscaping).
6. A minimum of 75 percent of all upper-floor housing units shall have balconies or porches measuring at least 35 square feet. Upper-floor housing means housing units which are more than 5 feet above the finished grade.
7. Private open space areas shall be oriented toward common open space areas and away from adjacent single-family residences, trash receptacles, parking, and driveways to the greatest extent practicable. See CPMC 14.60.040 Landscaping for additional requirements.
8. All common areas (e.g., walkways, drives, courtyards, private alleys, parking courts, etc.), private stormwater facilities, and building exteriors shall be maintained by the property owner, a homeowner’s or property owner’s association, or other legal entity approved by the City.

~~10.9.~~ The documents creating a homeowners' or property owners association, as regulated by State law, and/or any other documents establishing the maintenance responsibilities for common areas shall be subject to City review and approval by the Community Development Director or his/her designee in consultation with the City Attorney. Such documents may be required to be recorded with the County and to run with the land.

New Chapter 14.100 Master Planned Developments

Sections:

14.100.010 Introduction.

14.100.020 Applications.

14.100.030 Additional Uses and Alternative Development Standards.

14.100.040 Approval Criteria.

14.100.050 Approved Master Planned Development.

14.100.060 Development Agreement(s).

14.100.070 Modifications to Approved Master Plans.

14.100.010 Introduction. The purpose of a Master Planned Development is to promote attractive and efficient developments that incorporate a variety of uses, densities and/or building types, provide for economy of shared services and facilities, protects environmentally sensitive areas, encourage the development of public uses and public amenities, and provide flexibility in design and building placement.

A. A Master Planned Development is intended to:

- 1. Promote consistency with the goals, policies, and objectives of the College Place Comprehensive Plan.**
- 2. Promote economic development, job creation, private investment, and increased housing opportunities.**
- 3. Facilitate the development of larger areas in an integrated manner.**
- 4. Provide certainty regarding the character, timing, and conditions for developments, including phased developments while at the same time providing a degree of flexibility to respond to changes in market and economic conditions.**
- 5. Provide needed infrastructure in an orderly, timely, and fiscally responsible manner.**
- 6. Preserve or enhance natural amenities, features, and environmentally sensitive areas.**
- 7. Promote the planning and development of sites in a manner that avoids and minimizes potential adverse environmental impacts and that ensures appropriate mitigation.**
- 8. Provides for integrated and efficient processing of multiple applications.**

9. Provides for infrastructure cost sharing and cost recovery agreements in a predictable manner.

10. Encourage environmentally sustainable development.

B. A Master Planned Development may take the form of a residential, commercial, industrial, or mixed-use development. Each is intended to accommodate and facilitate larger-scale development designed to accomplish integrated and flexible site planning. A Master Planned Development may be permitted in any zoning district subject to specific findings that the master site plan and development scheme are compatible with the general land use patterns of the Comprehensive Plan.

C. The City shall, in consultation with the Project Sponsor, determine whether a proposed development is eligible for consideration as a Master Planned Development.

1. This eligibility determination shall be made by the Mayor or his/her designee.

2. This eligibility determination shall include, but is not limited to, consideration of the following criteria:

a. The relative size of the proposed development, generally 10-acres or more.

b. There are unique or unusual circumstances that make the consideration of the proposed development utilizing the traditional procedures and standards impractical.

c. The proposed development is a mixed-use project.

d. The presence of environmentally sensitive areas that warrant a higher level of public review.

e. The processing of the application(s) as a Master Planned Development is in the public interest.

3. This eligibility determination shall be at the sole discretion of the City and is not subject to appeal.

4. Proposed developments that are determined to not be eligible for consideration as a Master Planned Development shall be processed in accordance with the provisions of Chapter 14.30 and of the standards of the applicable zoning district.

D. Applicants for Master Planned Development will be encouraged to utilize unique and innovative facilities that encourage the efficient and economical use of the land; promote a sound system for traffic and pedestrian circulation; promote open space and use of natural and/or developed amenities; and provide an architecturally attractive, durable, and energy efficient development.

E. The City Administrator or his/her designee is authorized to make such administrative code provisions as may be necessary to implement this Chapter.

14.100.020 Applications. Applications for Master Planned Development shall be in a format prescribed by the City and typically should include the following information:

A. A proposed Master Site Plan and supporting drawings and narrative that includes:

1. The project boundaries.
2. All existing parcels within the proposed Master Planned Development.
3. All land within 300' of the master planned development including existing uses, zoning, and future land use designations.
4. Existing conditions and features such as topography, critical areas, public facilities and improvements, land uses and buildings.
5. Areas proposed for development and a description of the type of development proposed in each area.
6. Proposed primary uses and ancillary uses.
7. Areas not suitable for development and/or that may be subject to special restrictions, such as critical areas.
8. Existing roads, proposed access points, and proposed road corridors.

B. Existing and proposed public utilities including projected utility needs.

C. Proposed modifications to City standards.

D. Proposed schedules and plans for development including proposed phasing plans.

E. Proposed measures to be incorporated into the design and implementation of the Master Site Plan to avoid, minimize, and mitigate potential adverse impacts including impacts to Critical Areas where applicable.

F. A completed SEPA checklist for the proposed Master Planned Development shall be submitted, provided that the City may require that additional technical studies and/or an environmental impact statement be completed. The technical studies may include, but is not limited to the following:

1. Traffic impact analysis.
2. Utility analysis
3. Stormwater analysis.
4. Geotechnical studies.

5. Critical Area reports; and

6. A more detailed analysis of potentially significant issues as identified during the SEPA environmental checklist review.

G. A title report prepared no more than 30 days before the date the application is submitted.

14.100.030 Additional Uses and Alternative Development Standards. Proposed Master Planned Developments shall comply with the applicable use restrictions and development standards of the zoning district in which it is located, provided that:

A. In addition to the uses permitted in the zoning district in which the proposed Master Planned Development is located, the City may approve other uses based on a finding that they are consistent with the City's Comprehensive Plan, are compatible with the uses permitted in the underlying zoning district and will not adversely affect the public health and safety.

1. This may include, but is not limited to mixed-use developments, provided that the additional uses are compatible with the primary uses of the underlying zoning district. (For instance, a mixed-use development may be proposed for property zoned Light Industrial, provided that the additional uses such as commercial or residential uses are compatible with the light industrial uses proposed for the site).

B. As an alternative to the City's adopted development standards, the City may approve development standards and additional uses based on a finding that the alternative standards will not adversely affect the public health and safety and are:

1. Functionally equivalent or superior to the required standards; or

2. Consistent with the City's Comprehensive Plan; or

3. Necessary to address unique or unusual circumstances; or

4. In the public interest.

14.100.40 Review and Approval.

A. The City shall take the following steps in the review and potential approval of applications for master planned developments.

1. Informal discussions between the Project Sponsor and the City to determine if the proposed development is eligible for consideration as a Master Planned Development.

2. The City Administrator may designate the Community Development Director or a consultant to serve as the Project Manager and SEPA Responsible Official for processing applications for the proposed Master Planned Development.

3. Execution of a cost-recovery agreement with the Project Sponsor so that the City may recover all costs incurred prior to the submission of a Master Planned Development application and

- in conjunction with the review, processing, and upon approval implementation of the Master Planned Development.
4. Pre-application meeting with the City's Development Review Team. This will include, but is not limited to:
 - a. Further discussion of the proposed development and the eligibility for consideration as a Master Planned Development.
 - b. Identification of potential challenges and opportunities to be addressed by the Project Sponsor.
 - c. Application requirements and the process for the review of the application materials.
 - d. Plans for the phased implementation of the Master Planned Development.
 - e. Funding strategies for infrastructure improvements including potential grants and loans, cost sharing agreements, and cost recovery agreements.
 5. The City shall prepare and provide the Project Sponsor with a written summary of the pre-application meeting. This shall include the determination of eligibility for consideration as a master planned development.
 6. Upon submittal of an application(s) for a master planned development, the City shall conduct a review to determine if the application is complete and ready for processing. The City shall notify the Applicant that:
 - a. The Application(s) is complete and ready for processing; or
 - b. The Application(s) is not complete and shall identify the additional information that must be submitted.

The determination that an application is complete and ready for processing shall not preclude the City from requesting additional information necessary to support the review of the application(s) and the subsequent Consistency Determination.
 7. Preparation and distribution of a Notice of Application.
 - a. The City may make and include in this notice a preliminary SEPA Threshold Determination.
 8. The designated Project Manager, in consultation with the City Development Review Team, shall review the application materials and public comments and shall determine if the proposed development is consistent with the provisions of the College Place Comprehensive Plan, the College Place Municipal Code and of this Chapter. During this review, the City may:
 - a. Discuss with the Applicant potential modifications to the proposed development and/or the proposed standards.

- b. Identify potential mitigating measures and conditions of approval.
 - c. Identify the City's willingness to enter into cost recovery or cost sharing agreements and any details thereto.
9. The Designated Project Manager shall prepare and distribute a staff report to the City Hearings Examiner and a public hearing notice that includes:
- a. SEPA Threshold Determination.
 - b. A preliminary determination of consistency.
 - c. Recommended mitigating measures and conditions of approval.
 - d. The deadlines and methods for submitting public comments.
 - e. The date and time of a public hearing to be conducted by the Hearings Examiner.
10. The City may prepare and include with the staff report a draft development agreement for public review and comment. If a draft development agreement is not distributed at this time, it shall be subject to public review and comment following the approval of the master plan including a public hearing conducted by the City Council.
11. The City Hearings Examiner shall conduct a public hearing, and upon consideration of the staff report and all public comments received, prepare recommended findings of fact, conclusions of law, and a decision including recommended conditionals of approval.
- a. The City Planning Commission may review the Staff Report and submit comments to the Hearings Examiner regarding the consistency of the proposed development with the College Place Comprehensive Plan.
12. The City Council shall review the recommendations of the Hearings Examiner and may:
- a. Approve the Master Planned Development as recommended.
 - b. Modify and approve the Master Planned Development.
 - c. Remand the Master Planned Development to the City Development Review for further analysis and/or to the Hearings Examiner for further public review and comment and the preparation of a revised recommendation.
 - d. Not approve the proposed Master Planned Development.
13. The Project Manager shall issue a Notice of Decision. This shall include, but is not limited to:
- a. Documentation of the final decision and if applicable a summary of the conditions of approval.

b. Identification of the appeal process.

c. If applicable, a summary description of the next steps in implementing the approved master plan. This summary will also address whether the Applicant can proceed to final plat application on any phase(s) of the project.

F. The City may approve a Master Planned Development based on findings that:

1. The proposed development demonstrates the economic and efficient use of land and provides for an integrated and consistent development plan for the site.

2. The proposed development includes features that will avoid and minimize potential adverse impacts and that promotes development that is consistent with the College Place Comprehensive Plan.

a. Potential off-site impacts including noise, shading, glare, and traffic have been identified and mitigation incorporated to the extent reasonable and practical.

3. The proposed layout of the site, the location of permitted uses, and the proposed development standards, including landscaping, parking, access and circulation, building heights, setbacks, and permitted densities promotes compatible development and limits or mitigates potential conflicts between the Master Planned Development and adjacent uses.

4. There will be adequate infrastructure capacity available by the time each phase of development is completed.

5. Consideration has been given to “low impact development” stormwater concepts.

6. The proposed development is designed and includes appropriate consideration of open spaces and transportation corridors, designs of street and public open spaces the appropriate dedication of lands for public facilities, and results in the functional and visual appearance of an integrated project.

7. The proposed development meets or exceeds the standards and requirements of the City’s regulations to preserve and protect Critical Areas.

8. The proposed development includes performance standard, phasing requirements, and financial guarantees to ensure that implementing actions are consistent with the approved plans and expected outcomes.

9. The proposed development will not adversely affect the public health, safety, or welfare.

14.100.050 Approved Master Planned Development. An approved Master Planned Development shall consist of a master site plan and shall specify all terms and conditions of approval and shall specify permitted uses, development standards, cost sharing and recovery agreements between the parties, and phased implementation plans.

14.100.060 Development Agreement(s). The City and Applicant may execute, in accordance with the provisions of State law, a development agreement(s) to implement the provisions of the approved Master Planned Development and related permits and approvals. This agreement shall be binding on all property owners within the Master Planned Development and their successors and shall require that development of the subject property be consistent with and implement the provisions of the approved Master Planned Development.

A. This Development Agreement may specify:

1. The terms and conditions of approval.
2. The terms and conditions of any vested rights of the approved Master Planned Development.
3. The terms and conditions of any cost sharing and/or cost recovery agreements
4. The phasing plans for implementation to include whether any phase(s) of the project can move directly to final plat application.
5. The duration of the agreement.
6. Mutually agreed obligations of the Project Sponsor and the City.

14.38.070 Modification to Master Plans. Proposed modifications to an approved Master Plan shall be submitted in writing for the City review.

- A. Modifications that do not substantially change the nature or level of use or that do not require a new environmental review, may be considered minor amendments and shall be subject to administrative review.
- B. Modifications that result in a substantial change of use, that substantially change the nature or level of activity, or that require the need for additional environmental review, shall be considered a major modification and shall be subject to review and approval in the same manner as the original master plan was approved.
- C. The City may impose additional conditions or requirements in conjunction with the approval of proposed modifications.

G. R. Dohrn and Associates

Memorandum

Date: September 14, 2022

To: College Place Planning Commission

From: Gregg Dohrn and Jon Rickard

Subject: September 20, 2022, Planning Commission Meeting

On Tuesday September 20, 2022, the Planning Commission will be conducting a public hearing to receive comments on potential amendments to the College Place Unified Development Code. A copy of these amendments is attached and in general terms includes the following:

1. Amendments intended to increase the supply of housing consistent with the recommendations of the Walla Walla Regional Housing Action Plan.
 - a. Eliminating the maximum lot coverage standard in the Single Family Residential (SFR) and Multi-Family Residential (MFR) zoning districts.
 - b. Permitting duplexes to be constructed on the same sized lots as single-family residences (6,000 SF) in the Single Family Residential (SFR) zoning district.
 - c. Eliminating the maximum density standard of 31 dwelling units to the acre (DUA) in the Multi-Family Residential zoning district so that the maximum density is determined based on compliance with the applicable development standards including building height, setbacks, lot coverage, parking, landscaping, building codes, and the like, as is the case in the Downtown Mixed-Use, General Commercial, and the University zoning districts.
2. A new Chapter 14.100 to guide the approval of master planned developments in all zoning districts.
3. Housekeeping amendments including:
 - a. Clarifying that on corner lots the required side yard setbacks shall be measured from the property line.
 - b. Clarifying that a manager or caretaker residence is permitted as an accessory use in the Manufactured Home Park zoning district.
 - c. Clarifying how lot width is measured.

G. R. Dohrn and Associates

We will also present at the public hearing a technical adjustment to the Official Zoning Map to align the zoning of two parcels with their current use as assisted living facilities and their designation as Multi-Family Residential on the Future Land Use Map (See attached Official Zoning Map). These two parcels were previously zoned Planned Unit Development (PUD), and they should have been zoned Multi-Family Residential when that zoning district was eliminated.

Following the public hearing, there will be an opportunity for the Planning Commission to discuss the public comments and to make a recommendation to the City Council.

CITY OF COLLEGE PLACE, WASHINGTON
ENVIRONMENTAL CHECKLIST
POTENTIAL AMENDMENTS TO THE CITY'S UNIFIED DEVELOPMENT CODE
JUNE 3, 2022

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 the City's Development Regulations.

This environmental review assesses the potential environmental impacts associated with potential amendments to the City's Unified Development Code (UDC) to further implement strategies to increase housing supply in the community consistent with the provisions of the Walla Walla Regional Housing Action Plan. In addition, a new Chapter to the UDC has been proposed to guide the adoption of master planned developments in all zoning districts. Minor housekeeping amendments have also been included. 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 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, Community Development Director
City of College Place
625 College Avenue
College Place, WA 99324
509-394-8524*

4. Date checklist prepared:

June 3, 2022

5. Agency requesting checklist:

City of College Place

6. Proposed timing or schedule (including phasing, if applicable):

CITY OF COLLEGE PLACE, WASHINGTON
ENVIRONMENTAL CHECKLIST
PROPOSED 2022 AMENDMENTS TO THE CITY'S UNIFIED DEVELOPMENT CODE
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The City staff in consultation with the Planning Commission has reviewed and prepared potential amendments to the College Place Unified Development Code for possible consideration by the City Council in August or September of 2022 (See Exhibit A). The principal revisions include:

- a. *Amendments intended to increase the supply of housing consistent with the recommendations of the Walla Walla Regional Housing Action Plan, including:*
 - (1) *Eliminating the maximum lot coverage standard in the Single Family Residential (SFR) and Multi-Family Residential (MFR) zoning districts.*
 - (2) *Permitting duplexes to be constructed on the same sized lots as single-family residences (6,000 SF) in the Single Family Residential (SFR) zoning district.*
 - (3) *Eliminating the maximum density standard of 31 dwelling units to the acre (DUA) in the Multi-Family Residential zoning district so that the maximum density is determined based on compliance with the applicable development standards including building height, setbacks, lot coverage, parking, landscaping, building codes, and the like, as is the case in the Downtown Mixed-Use, General Commercial, and the University zoning districts.*
 - (4) *Revising the standards applicable to mixed-use developments in the General Commercial zoning district.*
 - (5) *Potentially allowing multi-family housing as a permitted use in the General Commercial zoning district without being a part of a mixed-use development.*
- b. *A new Chapter 14.100 to guide the approval of master planned developments in all zoning districts.*
- c. *Housekeeping amendments including:*
 - (1) *Clarifying that on corner lots the required side yard setbacks shall be measured from the property line.*
 - (2) *Clarifying that a manager or caretaker residence is permitted as an accessory use in the Manufactured Home Park zoning district.*
 - (3) *Clarifying how lot width is measured.*

The City will be requesting an expedited review of these proposed revisions by the Department of Commerce. It is anticipated that the City Planning Commission will conduct a public hearing on the proposed amendments to the Unified Development Code at its regularly scheduled meeting on July 19, 2022. The City Planning Commission will review then all comments received and make a recommendation to the City Council. Final action by the City Council is anticipated in August or September of 2022.

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 is assessing potential amendments to the Unified Development Code and the Official Zoning Map necessary for Project Sponsors to participate in the Multi-Family Tax Exemption Program as recently authorized by the State Legislature.

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The City has also initiated a process with the City of Walla Walla and Walla Walla County to review and update the County-wide Planning Policies with a particular emphasis on affordable housing.

The City will continue to review the provisions of the Unified Development Code on an annual basis and may periodically consider revisions as appropriate.

- 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 conducted for specific development proposals submitted subsequent to the adoption of these potential amendments to the Unified Development Code.

- 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.**

No applications are pending for governmental approval.

- 10. List any government approvals or permits that will be needed for your proposal, if known.**

The proposed amendments to the Unified Development Code are subject to review and approval by the 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.**

In 2018 the City completed a GMA mandated review and update of its Comprehensive Plan. The City then initiated a public process to review and update its development regulations in accordance with the provisions of the updated Comprehensive Plan. As a part of this review process, the development regulations were consolidated and reformatted into a single chapter of the College Place Municipal Code, now referred to as the College Place Unified Development Code (UDC).

In 2021 the City reviewed and adopted amendments to the Comprehensive Plan and the Unified Development Code proposed by a Task Force of the Community Council to address concerns about the potential conversion of mobile home and manufactured home communities and the displacement of vulnerable low-income and elderly residents.

In 2020 and 2021 the City was an active participant in the preparation and adoption of a Housing Action Plan for the Walla Walla Region. In 2022, City Staff and the College Place Planning Commission reviewed the policy recommendations contained in the Housing Action Plan and found that the City's Unified Development Code already included many of the recommendations. The remaining recommendations were evaluated along with two supplemental housing strategies and further amendments to the UDC have been prepared for public review and comment. These amendments are intended to increase the supply of housing and include:

- a. Eliminating the maximum lot coverage standard in the Single Family Residential (SFR) and Multi-Family Residential (MFR) zoning districts.*

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Currently no more than 35% of a lot may be covered by buildings in the Single Family Residential (SFR) and the Multi-Family Residential (MFR) zoning districts. There are no maximum lot coverage provisions in any other zoning district. Storm water management calculations in these residential zoning districts assume 100% lot coverage even though setback requirements typically result in no more than 50% coverage of a standard residential lot. Eliminating the lot coverage standard in the residential zoning districts will provide opportunities for more efficient use of land and greater potential for the construction of accessory dwelling units (ADUs) and duplexes.

- b. Permitting duplexes to be constructed on the same sized lots as single-family residences (6,000 SF) in the Single Family Residential (SFR) zoning district.*

Currently, the minimum lot size in the Single Family Residential (SFR) zoning district is 6,000 SF and the construction of a duplex requires a lot of at least 7,000 SF. Duplexes however may be smaller in size than a single-family residence, a large family may have more occupants than a duplex designed for small families such as an elderly couple, and a single-family residence with an ADU is just a different form of a duplex. This proposed amendment applies the 6,000 SF minimum lot size equally to all housing types and removes a potential barrier to the construction of duplexes.

- c. Eliminating the maximum density standard of 31 dwelling units to the acre (DUA) in the Multi-Family Residential zoning district so that the maximum density is determined based on compliance with the applicable development standards including building height, setbacks, lot coverage, parking, landscaping, building codes, and the like.*
- d. This is consistent with how the maximum density is determined in the Downtown Mixed-Use, General Commercial, and the University zoning districts and is intended to provide Project Sponsors with greater flexibility in design.*
- e. Potentially allowing multi-family housing as a permitted use in the General Commercial zoning district without being a part of a mixed-use development and/or revising the standards applicable to mixed-use developments in the General Commercial zoning district.*

These potential amendments are still under active review by the Planning Commission. Currently, multi-family housing (3+ units) is permitted outright in the Multi-Family Residential (MFR), the Downtown Mixed Use (DMU), and the University (UD) zoning districts. Multi-family housing is also permitted in the General Commercial zoning district, but only as part of a mixed-use development that includes commercial uses and that comply with the following development standards (UDC 14.60.180 Housing Standards). These development standards are based on standards adopted in communities similar to College Place and are well reasoned. However, there has been little interest in the marketplace for this type of development in many communities, and long vacant commercial parcels in College Place remain vacant. As a result, the Planning Commission is considering allowing the construction of multi-family housing in the General Commercial (GC) zoning district as a permitted use without being a part of a mixed-use development. It can be argued that this would provide Project Sponsors with greater flexibility in determining the highest and best use of land and more development sites to increase the supply of housing. There is a concern however that this could result in the buildout of vacant and underdeveloped commercial properties and no capacity for additional commercial development to serve the community or to provide the tax base necessary maintain established level of service standards. This could be mitigated by the expansion of the College Place UGA to include properties fronting SR 125 that are within the cities water and sewer service boundaries and highly suitable for commercial development, but this would require cooperation and support from the County.

Revisions have also been prepared that may provide Project Sponsors with more flexibility in designing mixed use developments in the General Commercial zoning district. This includes allowing residential uses on the ground floor of buildings, reducing the usable open space requirement, and allowing for payments in lieu of permanent reservations of open space.

The Planning Commission will carefully consider the public comments on this potential amendment as it decides whether to recommend this amendment to the City Council.

The City has also prepared a new Chapter of the UDC to guide the preparation and adoption of master planned developments in all zoning districts. Under the proposed amendments, a master planned development may take the form of a residential, commercial, industrial, or mixed-use development. Each is intended to accommodate and facilitate larger-scale development designed to accomplish integrated and flexible site planning. A master planned development may be permitted in any zoning district subject to specific findings that the master site plan and development scheme are compatible with the general land use patterns of the Comprehensive Plan. The eligibility criteria to determine if a proposed development may qualify as a master planned development include consideration of the following criteria:

- a. The relative size of the proposed development, generally 10-acres or more.*
- b. There are unique or unusual circumstances that make the consideration of the proposed development utilizing the traditional procedures and standards impractical.*
- c. The proposed development is a mixed-use project.*
- d. The presence of environmentally sensitive areas that warrant a higher level of public review.*
- e. The processing of the application(s) as a master planned development is in the public interest.*

Proposed master planned developments would be subject to environmental review and would comply with the City regulations to protect environmentally sensitive areas. Master planned developments would be subject to review by the City's Development Review Team. In addition, there would be two opportunities for public review and comment, as well as a hearing before the City Hearings Examiner. The Hearings Examiner would then prepare findings of fact, conclusions of law, and a recommendation to the City Council to approve, not approve, or approve subject to recommended conditions of approval the proposed master planned development. Upon approval, there would likely be a draft development agreement prepared, distributed for public review and comment, and submitted for City Council review and approval. This development agreement would document the obligations of the Project Sponsor and the City in the form of a contract and would be used guide the development of the site.

- 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.**

The amended College Place Unified Development Code will apply to all lands within the City's jurisdiction.

B. ENVIRONMENTAL ELEMENTS

1. Earth

- a. General description of the site:

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 Unified Development Code includes standards that will govern future land clearing and development activities in a further effort to prevent erosion from occurring. No changes to these regulations are proposed.

- 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 Unified Development Code includes standards to control erosion and to manage storm water runoff as well as standards to govern development activities near geological hazard areas. No changes to these regulations are proposed.

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 proposed Unified Development Code includes environmental review procedures that will protect air quality. No changes to these regulations are proposed.

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.

There are no jurisdictional shorelines in the City of College Place.

- 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:

- 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. 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

d. Proposed measures to reduce or control surface, ground, and runoff water impacts, if any:

The proposed UDC applies provisions to protect critical aquifer recharge areas city-wide. In addition, the City has adopted the Eastern Washington Storm Water Manual prepared by the Washington State Department of Ecology. No changes to these regulations are proposed.

4. Plants

a. Check or circle types of vegetation found on the site:

N/A

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 Unified Development Code includes provisions to encourage the design of new developments in a manner to avoid or minimize potential adverse impacts on environmentally sensitive areas. No changes to these regulations are proposed and the proposed master planned development provisions further support these provisions.

5. Animals

- a. Circle any birds and animals which have been observed on or near the site or are known to be on or near the site:

N/A

- b. List any threatened or endangered species known to be on or near the site.

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). Note: The preferred habitat of this species is dense riparian forests, which are not present in the City.*
- *Columbia River DPS bull trout (Salvelinus Confluentus) (Threatened).*

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 Washington State Department of Fish and Wildlife Priority Habitats and Species website identifies records of federally listed species known to occur in the area. The Ferruginous Hawk is listed at the state level as Threatened.

- c. Is the site part of a migration route? If so, explain.

The City is within the Pacific Flyway for migratory birds.

- d. Proposed measures to preserve or enhance wildlife, if any:

The proposed Unified Development Code includes updated regulations and procedures to protect critical Areas and wildlife habitat. No changes to these regulations are proposed and the proposed master planned development provisions further support these provisions.

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 Unified Development Code includes 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 Unified Development Code includes environmental review procedures to reduce or control noise impacts. No changes to these regulations are proposed. No changes to these regulations are proposed and the proposed master planned development provisions further support these provisions.

8. Land and shoreline use

- a. What is the current use of the site and adjacent properties?

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 site been used for agriculture? If so, describe.

There are approximately 20 parcels in the City that are being used for agricultural purposes.

- c. Describe any structures on the site.

N/A

- d. Will any structures be demolished? If so, what?

N/A

- d. What is the current zoning classification of the site?

The Unified Development Code implements the following zoning districts:

- *Single Family Residential.*
- *Manufactured Home Park.*
- *Multi-Family Residential.*
- *General Commercial.*
- *Light Industrial.*
- *Downtown Mixed-Use.*
- *University District; and*
- *Public Use.*

- e. What is the current comprehensive plan designation of the site?

The City's Future Land Use Map contains the following designations:

- *Single Family Residential.*
- *Multiple Family Residential.*
- *Commercial.*
- *Light Industrial.*
- *College Avenue District.*
- *Walla Walla University; and*
- *Public Uses.*

- 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 Unified Development Code. No changes to these regulations are proposed.

- *Critical aquifer recharge areas.*
- *Wetlands.*
- *Frequently flooded areas.*
- *Geologically hazardous areas; and*
- *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 proposed housing related amendments are consistent with the Walla Walla Regional Housing Action Plan adopted by the City Council in 2021. The proposed new chapter to guide the approval of master planned developments includes specific provisions to address compatibility of land uses.

9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

The proposed housing related amendments are intended to increase the supply of housing in the community with a particular emphasis on affordable housing.

- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

N/A

- c. Proposed measures to reduce or control housing impacts, if any:

The proposed amendments to the Unified Development Code includes several new provisions to increase housing opportunities in the community, including:

- *Eliminating the maximum lot coverage requirement in the residential zoning districts.*
- *Allowing duplexes to be built on 6,000 SF lots the same as single family residences.*
- *Eliminating the maximum density standard in the Multiple-Family zoning district so that the maximum density is determined based on compliance with the applicable development standards including building height, setbacks, lot coverage, parking, landscaping, building codes, and the like, as is the case in the Downtown Mixed-Use, General Commercial, and the University zoning districts.*
- *Potentially allowing multi-family housing to be built in the General Commercial zoning district without having to be part of a mixed-use development.*
- *Potentially revising the standards for mixed-use developments in the General Commercial zoning district to give Project Sponsors greater flexibility in design.*
- *Encouraging master planned developments which may allow of a mix of uses to be built on larger parcels in phases.*

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:

The master planned development standards include provisions to facilitate the development of larger areas in an integrated manner.

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 proposed Unified Development Code includes simplified standards to more effectively prevent, reduce, or control light and glare impacts. No changes to these regulations are proposed.

12. Recreation

- a. What designated and informal recreational opportunities are in the immediate vicinity?

-Kiwanis Park.
-Lions Park.
-Harvest Meadows Park; and
-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 proposed master planned development standards amendments include provisions that encourage the preservation of open space and the development of recreational opportunities.

13. Historic and cultural preservation

- a. Are there any places or objects listed on, or proposed for, national, state, or local preservation registers known to be on or next to the site? If so, generally describe.

N/A

- b. Generally, describe any landmarks or evidence of historic, archaeological, scientific, or cultural importance known to be on or next to the site.

N/A

- c. Proposed measures to reduce or control impacts, if any:

The Unified Development Code includes updated procedures and standards to protect historic properties. No changes to these regulations are proposed.

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 system map in the Comprehensive Plan.

- b. Is site currently served by public transit? If not, what is the approximate distance to the nearest transit stop?

N/A

- c. How many parking spaces would the completed project have? How many would the project eliminate?

N/A.

- d. Will the proposal require any new roads or streets, or improvements to existing roads or streets, not including driveways? If so, generally describe (indicate whether public or private).

N/A

- e. Will the project use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

N/A

- f. How many vehicular trips per day would be generated by the completed project? If known, indicate when peak volumes would occur.

N/A

- g. Proposed measures to reduce or control transportation impacts, if any:

The Unified Development Code includes updated environmental review procedures and revisions to the City road standards to reduce or control transportation impacts. No changes to these regulations are proposed. No changes to these regulations are proposed and the proposed master planned development provisions further support these standards.

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.

N/A

16. Utilities

- a. Describe utilities currently available at the site:

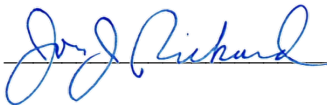
The City provides a full range of municipal services which are complemented by two electrical service providers, private telephone, and private natural gas providers.

- 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: Jonathan J Rickard

Position and Agency/Organization: Community Development Director

Date Submitted: June 6, 2022

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?**

It would not. The Unified Development Code includes updated 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. No changes to these regulations are proposed.

- 2. How would the proposal be likely to affect plants, animals, fish, or marine life?**

No changes to the City's environmental regulations are proposed.

- 3. How would the proposal be likely to deplete energy or natural resources?**

It would not.

- 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?**

No changes to these regulations are proposed and the proposed master planned development standards further support these provisions.

- 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?**

The proposed amendments are intended to support the development of additional housing in the community and the proposed master planned development regulations include land use compatibility standards.

- 6. How would the proposal be likely to increase demands on transportation or public services and utilities?**

The proposed housing standards are not anticipated to increase demand for these services. The master planned development regulations include provisions to address any increases in demand.

- 7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.**

No conflicts have been identified. The proposed housing amendments are consistent with the recommendations in the Walla Walla Regional Housing Action Plan.



WALLA WALLA
UNION-BULLETIN
We Bring the Valley to You

AFFIDAVIT OF PUBLICATION

Lisa Neissl
City Of College Place
625 S College Ave
College Place WA 99324

STATE OF WASHINGTON, COUNTIES OF WALLA WALLA

The undersigned, on oath states that he/she is an authorized representative of Walla Walla Union-Bulletin, Inc., publisher of the Walla Walla Union-Bulletin, of general circulation published daily in Walla Walla County, State of Washington. The Walla Walla Union-Bulletin has been approved as a legal newspaper by orders of the Superior Court of Walla Walla County.

The notice, in the exact form annexed, was published in the regular and entire issue of said paper or papers and distributed to its subscribers during all of the said period.

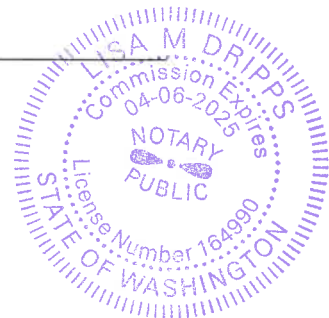
07/14/2022, 08/11/2022, 09/06/2022

Agent JACKIE CHAPMAN Signature Jackie Chapman

Subscribed and sworn to before me on September 7, 2022
Lisa M. Driggs

(Notary Signature) Notary Public in and for the State of Washington, residing at Yakima

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Customer No: 22369
PO #:



Publication Cost: \$589.68
Order No: 34481
Customer No: 22369
PO #:

**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 Development Regulations 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 197-11-340(2). 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 live at 625 S College Avenue and via Zoom.us on **September 20, 2022 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 5:00 PM on September 20, 2022** 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/86519228912>

Zoom ID: 865 1922 8912

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 workshop on October 11th and that action by the City Council is expected to be taken during the October 11th or 25th 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.

(34481) July 14, August 11 and September 6, 2022



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: 2022-S-4135

Submittal Date Time: 07/08/2022

Submittal Information

Jurisdiction City of College Place
Submittal Type Request for Expedited Review / Notice of Intent to Adopt
Amendment Type Amendment
Amendment Type Development Regulation Amendment

Amendment Information

Brief Description

Proposed amendments to the City's Unified Development Code (CPMC Title 14) in accordance with the provisions of the Washington State Growth Management Act.

☐ Yes, this is a part of the 8-year periodic update schedule, required under RCW 36.70A.130.

Anticipated/Proposed Date of Adoption 10/11/2022

Attachments

Attachment Type	File Name	Upload Date
Development Regulation Amendment - Draft	Exhibit A Potential UDC Amendments Public Review Draft 06-03-22.pdf	07/08/2022 12:08 PM
SEPA Materials	SEPA Checklist 06-06-22.pdf	07/08/2022 12:08 PM
SEPA Materials	DNS College Place Development Regs 2022.07.08.pdf	07/08/2022 12:09 PM
Public Notice	Public.Notice.2022.07.14.pdf	07/08/2022 12:09 PM

Contact Information

Prefix Mr.
First Name Jon
Last Name Rickard

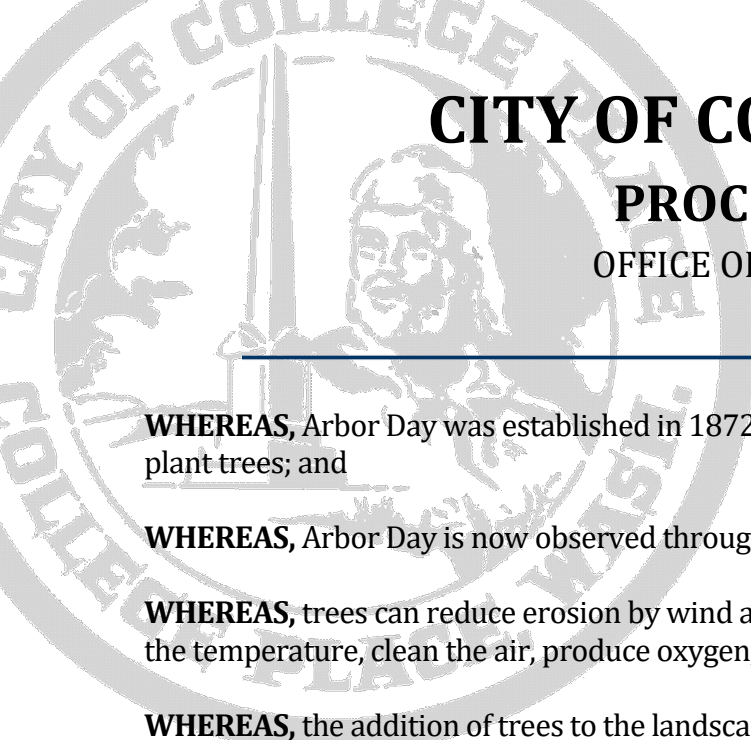
Title	Community Development Director
Work	(509) 394-8524
Cell	
Email	jrickard@cpwa.us

☐ 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

The seal of the City of College Place, Washington, is a circular emblem. It features a central figure, likely a Native American, holding a bow and arrow. The text "CITY OF COLLEGE PLACE" is written around the top inner edge, and "WASHINGTON" is written around the bottom inner edge.

CITY OF COLLEGE PLACE

PROCLAMATION

OFFICE OF THE MAYOR

WHEREAS, Arbor Day was established in 1872 by J. Sterling Morton of Nebraska as a day set aside to plant trees; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce erosion by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

WHEREAS, the addition of trees to the landscape has been shown to stimulate economic development; and

WHEREAS, the City of College Place recognizes that trees and parks are important to enhance the beauty of the City, and actively encourages the planting and care of trees throughout the City; and

NOW THEREFORE,

I, Norma L. Hernandez, Mayor of the City of College Place, Washington, do hereby proclaim October 25th, 2022

COLLEGE PLACE ARBOR DAY

and appeal to the residents of College Place to celebrate Arbor Day by attending a tree planting ceremony at 10:30 a.m. on Tuesday, October 25th, 2022 at Kiwanis Park with Davis Elementary School students. I further encourage residents to plant and care for the trees in College Place for the well-being of this and future generations.

Given under my hand and seal as Mayor of the City of College Place, Washington, this 11th day of October, 2022.

Norma L. Hernandez, Mayor

**A PROCLAMATION
IN RECOGNITION OF
OCTOBER 12TH, 2022 IS INDIGENOUS PEOPLE'S DAY**

WHEREAS, the City of College Place recognizes Indigenous people have lived upon this land since time immemorial and values the progress our society has accomplished through the contributions of the Indigenous people's culture; and

WHEREAS, natives and non-natives have shared this community for hundreds of years and the indigenous people have provided us friendship, guidance, and protection; and

WHEREAS, other cities and communities locally and around the Country, have declared their own Indigenous Peoples Day; and

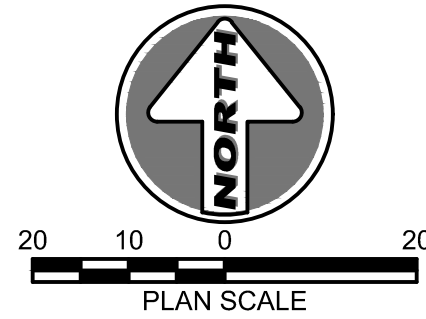
WHEREAS, the City of College Place acknowledges and honors the rich culture, heritage, and achievements of First Nations, Walla Walla, Umatilla, and Cayuse peoples in our valley; and

WHEREAS, the City of College Place is committed to being a more just, equitable, and welcoming city for the many people who call College Place home, and recognizes its shared responsibility to honor our nation's indigenous roots, history, traditions, and cultural contributions;

NOW THEREFORE BE IT RESOLVED, I, Norma L. Hernandez, Mayor of the City of College Place, Washington do hereby proclaim October 12th as Indigenous People's Day and urge all residents to respect and honor our diverse community and celebrate and continue to build a culture of inclusiveness and acceptance.

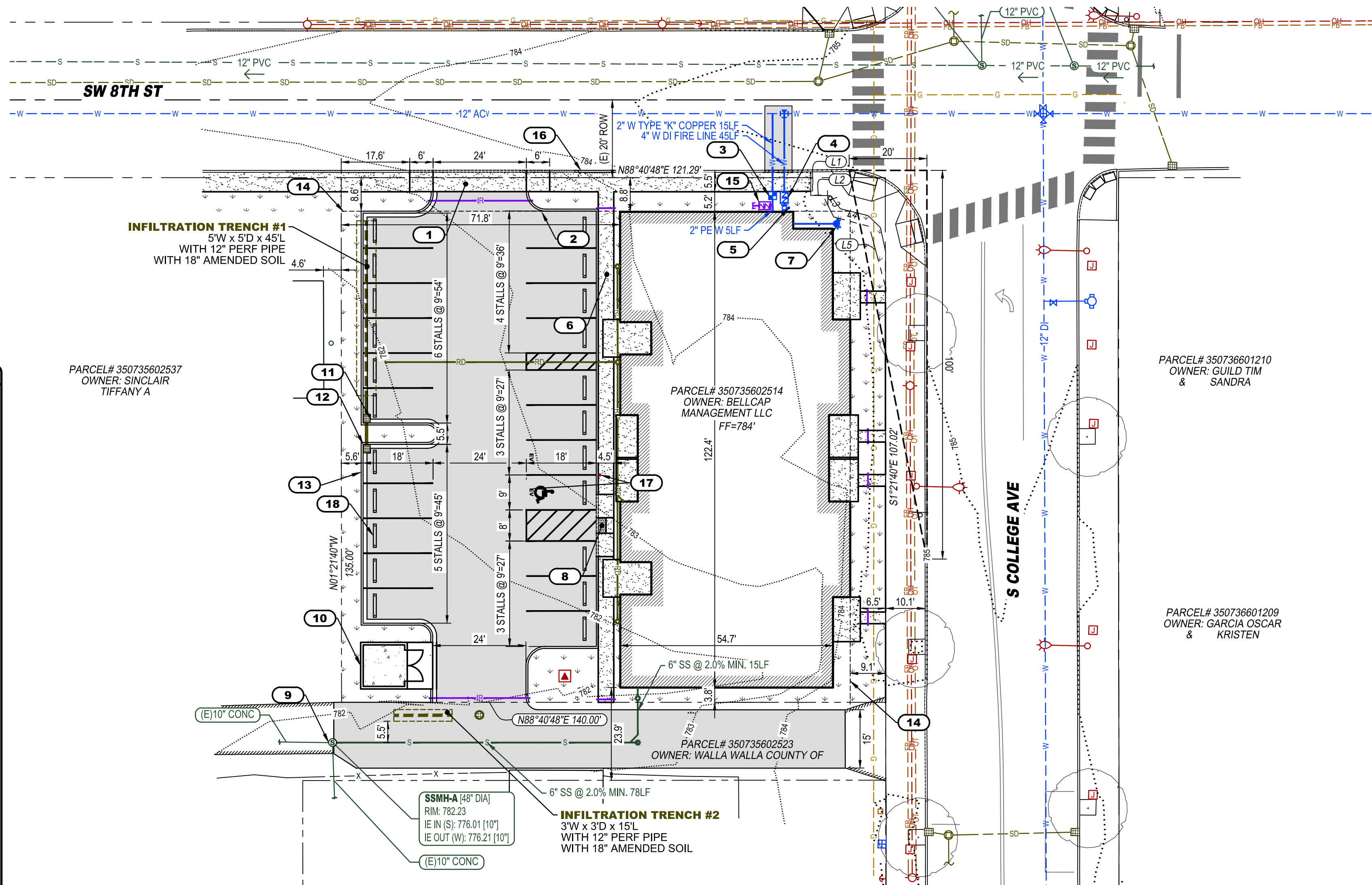
Dated this 11th day of October, 2022

Norma L. Hernandez, Mayor



VESPR APARTMENTS

A PORTION OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 7 NORTH, RANGE 35 EAST, W.M.
CITY OF COLLEGE PLACE, WALLA WALLA COUNTY, WASHINGTON



PRELIMINARY SITE PLAN
SCALE: 1"=20'

KEY NOTES

- 24' RESIDENTIAL DRIVEWAY PER COCP STD DWG 110.11 (MODIFIED)
- 6" TRAFFIC CURB.
- 2" WATER METER PER COCP STD DWG 210.22 AND WATER SERVICE PER 210.05 AND 210.06
- FIRE LINE DCDA.
- PIV
- 6" MONOLITHIC CURB AND SIDEWALK 2% MAX CROSS SLOPE, 5% MAX LONGITUDINAL SLOPE.
- FDC.
- ADA SIDEWALK RAMP TYPE A PER COCP STD DWG 110.30
- 6" SS SERVICE TO CONNECT TO EXISTING SSMH. IE IN (E) 776.31 [6"].
- EXTERIOR TRASH ENCLOSURE.
- CB-2 48"Ø CATCH BASIN W/DOWNTURNED ELBOW
- CB-1 24"Ø CATCH BASIN
- 6" CURB AND GUTTER.
- PROPOSED SETBACK.
- IRRIGATION DCVA PER COCP STD DWG 220.03
- REMOVE DRIVEWAY CURB CUT AND REPLACE WITH STANDARD CURB SECTION PER COCP STD DWG 110.17
- ELECTRIC VEHICLE INFRASTRUCTURE PER WAC 51-50-0429.
- PLACE CONCRETE BUMPER 3' BACK FROM END OF PARKING STALL AND ANCHOR WITH REBAR STAKES. TYPICAL, 22 EA.

LEGEND

DESCRIPTION	EXISTING	PROPOSED	DESCRIPTION	EXISTING	PROPOSED
CENTER LINE	---	---	COMMUNICATIONS		
EASEMENT	---	---	TELEPHONE RISER	[Symbol]	[Symbol]
PHASE LINE	---	---	CATCH BASIN	[Symbol]	[Symbol]
PROPERTY LINE	---	---	CUBIC FEET	[Symbol]	[Symbol]
RIGHT OF WAY	---	---	CUBIC FEET PER SECOND	[Symbol]	[Symbol]
SECTION LINE	---	---	CLEANOUT	[Symbol]	[Symbol]
CONTOUR MAJOR	---	---	CONNECTION	[Symbol]	[Symbol]
CONTOUR MINOR	---	---	CONTINUOUS	[Symbol]	[Symbol]
PAVEMENT	---	---	CRUSHED SURFACE BASE COURSE	[Symbol]	[Symbol]
CONCRETE	---	---	CRUSHED SURFACE TOP COURSE	[Symbol]	[Symbol]
GRAVEL EDGE	---	---	CY CUBIC YARD	[Symbol]	[Symbol]
GRADE BREAK	---	---	DCVA DOUBLE CHECK VALVE ASSEMBLY	[Symbol]	[Symbol]
SWALE	---	---	DI DUCTILE IRON	[Symbol]	[Symbol]
CABLE	---	---	DTL DETAIL	[Symbol]	[Symbol]
GAS	---	---	E, EXST EAST, EXISTING	[Symbol]	[Symbol]
IRRIGATION	---	---	EG EXISTING GRADE	[Symbol]	[Symbol]
JOINT TRENCH	---	---	EL ELEVATION	[Symbol]	[Symbol]
POWER OVERHEAD	---	---	ESMT EASEMENT	[Symbol]	[Symbol]
POWER BURIED	---	---	FF FINISHED FLOOR	[Symbol]	[Symbol]
ROOF DRAIN	---	---	FG FINISHED GRADE	[Symbol]	[Symbol]
SEWER	---	---	FH FIRE HYDRANT	[Symbol]	[Symbol]
STORM	---	---	FIP FEMALE IRON PIPE	[Symbol]	[Symbol]
STORM INFILTRATION	---	---	FL FLOW LINE / FLANGE(D)	[Symbol]	[Symbol]
TELEPHONE	---	---	STD STANDARD	[Symbol]	[Symbol]
WATER	---	---	FT FEET	[Symbol]	[Symbol]
FENCE	---	---	GB GRADE BREAK	[Symbol]	[Symbol]
SILT FENCE	---	---	H, HORZ HORIZONTAL	[Symbol]	[Symbol]
LANDSCAPING	---	---	HMA HOT MIXED ASPHALT	[Symbol]	[Symbol]
POWER / LIGHTING			HP HIGH POINT	[Symbol]	[Symbol]
DISCONNECT	[Symbol]	[Symbol]	IE, INV INVERT ELEVATION	[Symbol]	[Symbol]
JUNCTION BOX	[Symbol]	[Symbol]	IF IRRIGATION FITTING	[Symbol]	[Symbol]
PULL BOX / HAND HOLE	[Symbol]	[Symbol]	IR IRRIGATION	[Symbol]	[Symbol]
METER	[Symbol]	[Symbol]	L LEFT / LENGTH	[Symbol]	[Symbol]
TRANSFORMER	[Symbol]	[Symbol]	LF LINEAL FEET	[Symbol]	[Symbol]
Vault	[Symbol]	[Symbol]	MAX MAXIMUM	[Symbol]	[Symbol]
UTILITY POLE	[Symbol]	[Symbol]	ME MATCH EXISTING	[Symbol]	[Symbol]
PARKING LOT LIGHT	[Symbol]	[Symbol]	MH MANHOLE	[Symbol]	[Symbol]
STREET LIGHT	[Symbol]	[Symbol]	MIN MINIMUM	[Symbol]	[Symbol]
			MP MALE IRON PIPE	[Symbol]	[Symbol]
			MJ MECHANICAL JOINT	[Symbol]	[Symbol]
			MUTCD MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES	[Symbol]	[Symbol]
			N NORTH	[Symbol]	[Symbol]
			OC ON CENTER	[Symbol]	[Symbol]
			P, PWR POWER	[Symbol]	[Symbol]
			PC POINT OF CURVATURE INTERSECT	[Symbol]	[Symbol]
			PE POLYETHYLENE	[Symbol]	[Symbol]
			PL PROPERTY LINE	[Symbol]	[Symbol]
			PT POINT NUMBER, POINT OF TANGENCY	[Symbol]	[Symbol]
			R RADIUS, RIGHT	[Symbol]	[Symbol]
			RFCA RESTRAINED FLANGED COUPLING	[Symbol]	[Symbol]
			ADAPTER	[Symbol]	[Symbol]
			RP RADIUS POINT	[Symbol]	[Symbol]
			RPBA REDUCED PRESSURE BACKFLOW	[Symbol]	[Symbol]
			ASSEMBLY	[Symbol]	[Symbol]
			R / W RIGHT OF WAY	[Symbol]	[Symbol]
			S SOUTH, SEWER, SLOPE	[Symbol]	[Symbol]
			SD STORM DRAIN	[Symbol]	[Symbol]
			SDMH STORM DRAIN MANHOLE	[Symbol]	[Symbol]
			SF SQUARE FEET	[Symbol]	[Symbol]
			SI STREET OR STATION INTERSECTION	[Symbol]	[Symbol]
			SL STREET LIGHT	[Symbol]	[Symbol]
			SPEC SPECIFICATION	[Symbol]	[Symbol]
			SS SANITARY SEWER	[Symbol]	[Symbol]
			SSMH SANITARY SEWER MANHOLE	[Symbol]	[Symbol]
			STA STATION	[Symbol]	[Symbol]
			STD STANDARD	[Symbol]	[Symbol]
			S / W SIDEWALK	[Symbol]	[Symbol]
			TA TOP OF ASPHALT	[Symbol]	[Symbol]
			TBC TOP BACK OF CURB	[Symbol]	[Symbol]
			TBM TEMPORARY BENCHMARK	[Symbol]	[Symbol]
			TC TOP OF CONCRETE	[Symbol]	[Symbol]
			TG TOP OF GRAVEL	[Symbol]	[Symbol]
			TEL TELEPHONE	[Symbol]	[Symbol]
			TYP TYPICAL	[Symbol]	[Symbol]
			UIC UNDERGROUND INJECTION CONTROL	[Symbol]	[Symbol]
			UTIL UTILITY	[Symbol]	[Symbol]
			V, VERT VERTICAL	[Symbol]	[Symbol]
			W, WTR WEST, WATER	[Symbol]	[Symbol]
			WF WATER FITTING	[Symbol]	[Symbol]
			WM WATER METER	[Symbol]	[Symbol]
			WSPCS WASHINGTON STATE PLANE COORDINATE SYSTEM	[Symbol]	[Symbol]

ABBREVIATIONS

AP ANGLE POINT	MUTCD MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES
BM BENCHMARK	N NORTH
CL CENTERLINE	OC ON CENTER
C CURVE	P, PWR POWER
CB CATCH BASIN	PC POINT OF CURVATURE INTERSECT
CF CUBIC FEET	PE POLYETHYLENE
CFS CUBIC FEET PER SECOND	PL PROPERTY LINE
CO CLEANOUT	PT POINT NUMBER, POINT OF TANGENCY
CONN CONNECTION	R RADIUS, RIGHT
CONT CONTINUOUS	RFCA RESTRAINED FLANGED COUPLING
CSBC CRUSHED SURFACE BASE COURSE	ADAPTER
CSTC CRUSHED SURFACE TOP COURSE	RP RADIUS POINT
CY CUBIC YARD	RPBA REDUCED PRESSURE BACKFLOW
DCVA DOUBLE CHECK VALVE ASSEMBLY	ASSEMBLY
DI DUCTILE IRON	R / W RIGHT OF WAY
DTL DETAIL	S SOUTH, SEWER, SLOPE
E, EXST EAST, EXISTING	SD STORM DRAIN
EG EXISTING GRADE	SDMH STORM DRAIN MANHOLE
EL ELEVATION	SF SQUARE FEET
ESMT EASEMENT	SI STREET OR STATION INTERSECTION
FF FINISHED FLOOR	SL STREET LIGHT
FG FINISHED GRADE	SPEC SPECIFICATION
FH FIRE HYDRANT	SS SANITARY SEWER
FIP FEMALE IRON PIPE	SSMH SANITARY SEWER MANHOLE
FL FLOW LINE / FLANGE(D)	STA STATION
FND FOUND (SURVEY RELATED)	STD STANDARD
FT FEET	S / W SIDEWALK
GB GRADE BREAK	TA TOP OF ASPHALT
H, HORZ HORIZONTAL	TBC TOP BACK OF CURB
HMA HOT MIXED ASPHALT	TBM TEMPORARY BENCHMARK
HP HIGH POINT	TC TOP OF CONCRETE
IE, INV INVERT ELEVATION	TG TOP OF GRAVEL
IF IRRIGATION FITTING	TEL TELEPHONE
IR IRRIGATION	TYP TYPICAL
L LEFT / LENGTH	UIC UNDERGROUND INJECTION CONTROL
LF LINEAL FEET	UTIL UTILITY
MAX MAXIMUM	V, VERT VERTICAL
ME MATCH EXISTING	W, WTR WEST, WATER
MH MANHOLE	WF WATER FITTING
MIN MINIMUM	WM WATER METER
MP MALE IRON PIPE	WSPCS WASHINGTON STATE PLANE COORDINATE SYSTEM
MJ MECHANICAL JOINT	

LINE DATA

LINE	LENGTH	DIRECTION
L1	4.51'	S01°19'05.73"E
L2	2.66'	N88°40'54.27"E
L3	6.27'	S27°51'55.73"E
L4	9.45'	S76°19'05.73"E
L5	15.96'	S16°21'39.73"E

VICINITY MAP



SURVEYOR

AHBL
JOHN BECKER 509-380-5883
5804 ROAD 90, SUITE H
PASCO, WA 99301

DATUM - BENCHMARK

HORIZONTAL DATUM: NAD83 WSPCS,
SOUTH ZONE
VERTICAL DATUM: NAVD88
BENCHMARK: -

REFERENCE MATERIALS

- TOPOGRAPHIC SURVEY, REFERENCE#2220174.50, DATED 03-03-2022, AHBL
- CITY OF COLLEGE PLACE STANDARD DETAILS.
- EXISTING UTILITY LOCATION INFORMATION:
 - POWER MAP, RECEIVED 05-03-2022, COLUMBIA REA
 - GAS MAP, RECEIVED 05-06-2022, CASCADE NATURAL GAS
 - FIBER OPTIC MAP, RECEIVED 05-03-2022, POCKETINET
 - PHONE MAP, RECEIVED 05-02-2022, LUMEN
- GEOTECHNICAL REPORT, REFERENCE#PU22049A, DATED 06-14-2022, GEOPROFESSIONAL INNOVATION (GPI)

CITY ENGINEER APPROVAL

SIGNATURE / DATE

EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE AND MAY BE INCOMPLETE. CONTRACTOR TO VERIFY LOCATIONS WITH UTILITY COMPANIES AND/OR PRIVATE UTILITY LOCATOR PRIOR TO TRENCHING

CALL 2 BUSINESS DAYS BEFORE YOU DIG: 811

Client/Project Information
VESPR APARTMENTS
PRELIMINARY SITE PLAN
806 S COLLEGE AVE, COLLEGE PLACE, WA 99324

Client/Project Information
SHEARER CONSTRUCTION
RSHEARER@SHEARERANDASSOCIATES.COM
19300 NE 117TH AVE, SUITE 100, BATTLEGROUND, WA 98664

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Drawing Name

Date

06-24-2022

Project Number

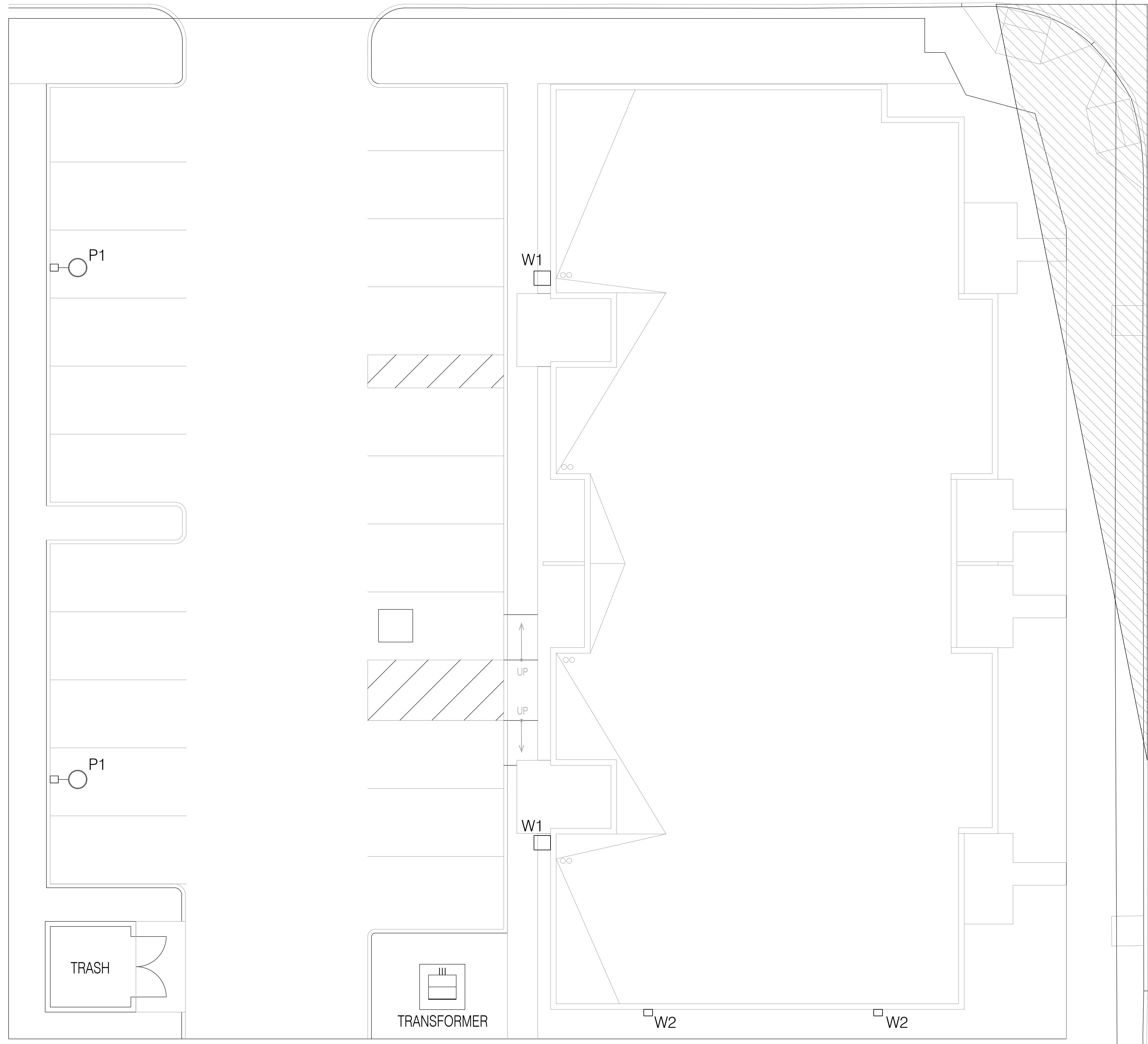
22-027.1

Sheet Number

C1P

HARMIS
ENGINEERING, INC.
1632 W Sylvester Street, Pasco WA 99301 | 509-547-2679 | HarnisEngineering.com
Drawn By: DJL
Designed By: JCB
Checked By: JCB
File Path: P:\2022\2027 Vespr Apartments College Place\Drawings\Site Plan\04 Prelim.dwg
Date: 06/24/2022
Time: 1:40:27 PM

***A PORTION OF THE NE 1/4 OF THE SE 1/4 OF SEC. 35, TWN. 7 N., RGE. 35 E. W.M.
CITY OF COLLEGE PLACE, WALLA WALLA COUNTY, WASHINGTON.***



1 SITE LIGHTING LAYOUT
SCALE: 1/8" = 1'-0"

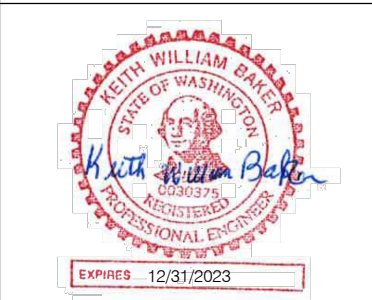
Schedule							
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lumens Per Lamp	Wattage
	P1	2	Lithonia Lighting	ESX1 LED P4 40K R3	Area Pole @ 20'	25034.04	189.98
	W1	2	Lithonia Lighting	TWX2 LED P2 50K	TWX2 LED WITH P2 - PERFORMANCE PACKAGE, 5000K	4425.771	32.1262
	W2	2	Lithonia Lighting	WPX1 LED P2 50K Mvolt	WPX1 LED wallpack 3000lm 5000K color temperature 120-277 Volts	2954.392	23.68

2 LIGHTING LEGEND

806 VESPR APARTMENTS
806 S COLLEGE PLACE
COLLEGE PLACE, WA 99324
SITE LIGHTING LAYOUT

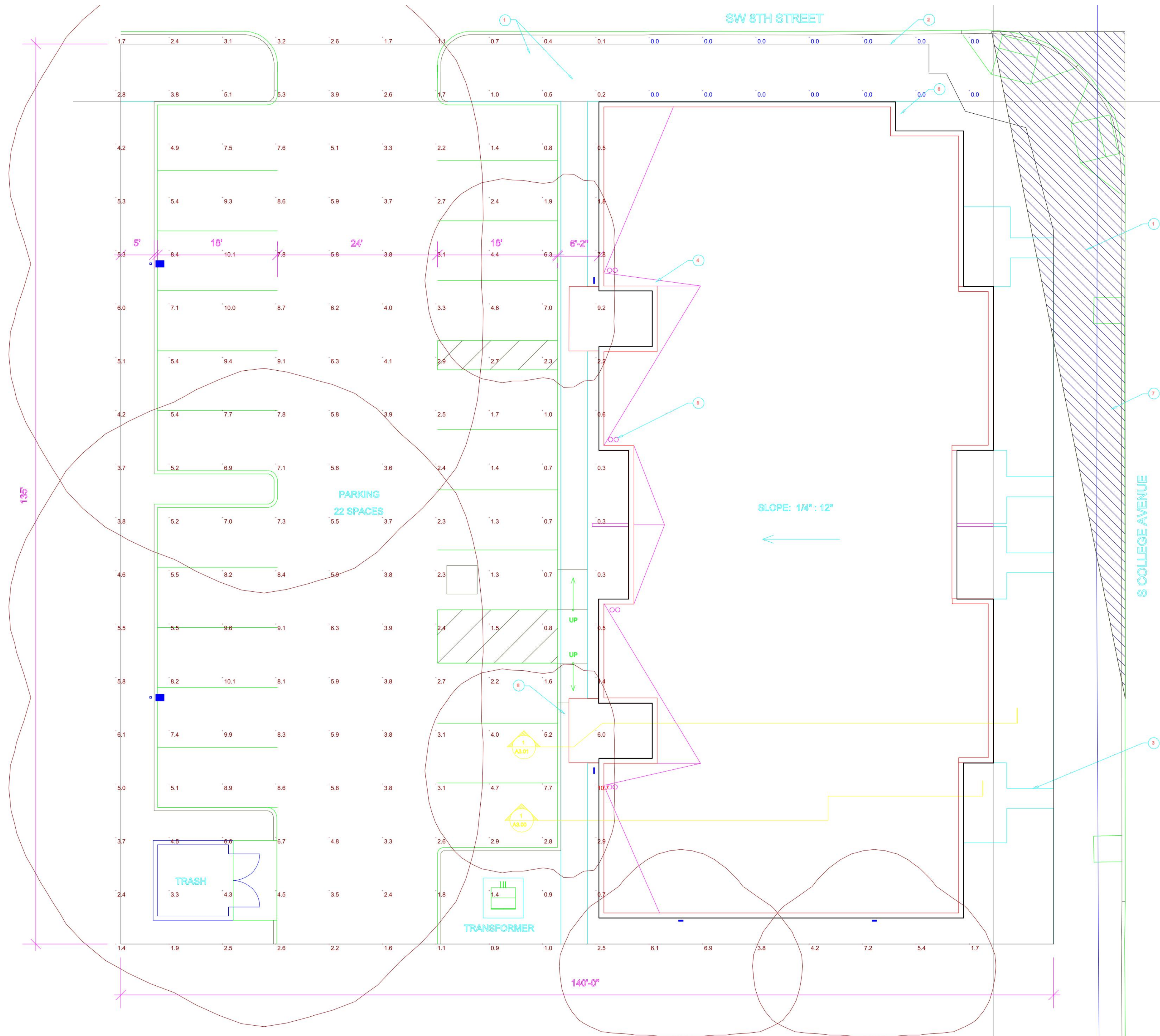
DATE: 06/30/2022

PROJECT No.:



EI.0

SHEETS: 1 OF 2



1 LIGHTING PHOTOMETRIC LAYOUT
SCALE: 1/8" = 1'-0"

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Parking Lot	+	4.0 fc	10.7 fc	0.0 fc	N/A	N/A

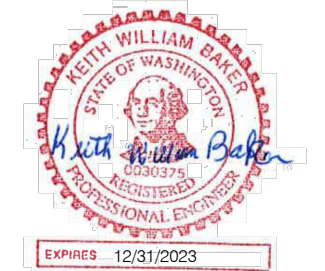
Schedule						
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lumens Per Lamp Wattage
	P1	2	Lithonia Lighting	ESX1 LED P4 40K R3	Area Pole @ 20'	25034.04 189.98
	W1	2	Lithonia Lighting	TWX2 LED P2 50K	TWX2 LED WITH P2 - PERFORMANCE PACKAGE, 5000K	4425.771 32.1262
	W2	2	Lithonia Lighting	WPX1 LED P2 50K Mvolt	WPX1 LED wallpack 3000lm 5000K color temperature 120-277 Volts	2954.392 23.68

2 LIGHTING LEGEND

806 VESPR APARTMENTS
806 S COLLEGE PLACE
COLLEGE PLACE, WA 99324
SITE PHOTOMETRIC LAYOUT

DATE: 06/30/2022

PROJECT NO.:



EI.1

SHEETS: 2 OF 2

SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals: [\[help\]](#)

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the [SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS \(part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. Background [\[help\]](#)

1. Name of proposed project, if applicable: [\[help\]](#)

Vespr Apartments

2. Name of applicant: [\[help\]](#)

Jason Froelich

3. Address and phone number of applicant and contact person: [\[help\]](#)

1632 W Sylvester Street, Pasco, WA 993301

4. Date checklist prepared: [\[help\]](#)

06/22/2022

5. Agency requesting checklist: [\[help\]](#)

City of College Place

6. Proposed timing or schedule (including phasing, if applicable): [\[help\]](#)

Plans will be submitted for review in late June and construction will begin in October

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. [\[help\]](#)

No

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. [\[help\]](#)

None.

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. [\[help\]](#)

No.

10. List any government approvals or permits that will be needed for your proposal, if known.

[\[help\]](#)

Building permit and right of way permit.

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.) [\[help\]](#)

The project includes construction of a 24-unit apartment building and associated parking on the corner of College Avenue and SW 8th Street in College Place, WA.

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.

NW1/4 SE ¼ of Section 35, Township 7 North, Range 35 East, W.M. 806 S College Ave, College Place, WA 99324.

B. ENVIRONMENTAL ELEMENTS [\[help\]](#)

1. Earth [\[help\]](#)

a. General description of the site: [\[help\]](#)

(circle one): Flat, rolling, hilly, steep slopes, mountainous, other _____

b. What is the steepest slope on the site (approximate percent slope)? [\[help\]](#)
4%

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 agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. [\[help\]](#)

Silt (ML), silty gravel with cobbles (GM), and uncontrolled silt fill (ML)

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. [\[help\]](#)

None known.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill. [\[help\]](#)

No major grading operations are planned for the site. The site is currently covered in local grasses, which will be stripped and removed from the site. The majority of the site will be paved or be covered by the building footprint.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. [\[help\]](#)

Erosion could occur from wind during the construction process.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? [\[help\]](#)

Approximately 84% of the project will be covered with impervious surfaces after the project.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: [\[help\]](#)

Follow BMPs during construction including dust control plan, silt fences around disturbed areas, and stabilization when construction is complete.

2. Air [\[help\]](#)

a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. [\[help\]](#)

Dust and emissions from construction equipment during construction. Emissions from vehicles of residential occupants once construction is completed.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. [\[help\]](#)

No.

c. Proposed measures to reduce or control emissions or other impacts to air, if any: [\[help\]](#)

None.

3. **Water** [\[help\]](#)

a. Surface Water:

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. [\[help\]](#)

No.

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. [\[help\]](#)

No.

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. [\[help\]](#)

None.

4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. [\[help\]](#)

No.

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. [\[help\]](#)

No.

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. [\[help\]](#)

No.

b. Ground Water:

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. [\[help\]](#)

No.

- 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. [\[help\]](#)

None.

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. [\[help\]](#)

Infiltration trenches or gravel-filled trenches will be used to store and infiltrate runoff.

- 2) Could waste materials enter ground or surface waters? If so, generally describe. [\[help\]](#)

No.

- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. [\[help\]](#)

No. All stormwater will remain on site and infiltrated.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any: [\[help\]](#)

None.

4. **Plants** [\[help\]](#)

a. Check the types of vegetation found on the site: [\[help\]](#)

____deciduous tree: alder, maple, aspen, other
____evergreen tree: fir, cedar, pine, other
____shrubs
___x___grass
____pasture
____crop or grain

- _____ Orchards, vineyards or other permanent crops.
- _____ 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? [\[help\]](#)

The entire site (0.43 acres) will be cleared of vegetation. On-site vegetation includes local grasses.

c. List threatened and endangered species known to be on or near the site. [\[help\]](#)

None known.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: [\[help\]](#)

There will be a 5' landscape buffer over the site's frontage with SW 8th street and College Avenue, as well as around the parking lot.

e. List all noxious weeds and invasive species known to be on or near the site. [\[help\]](#)

None are known.

5. **Animals** [\[help\]](#)

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. [\[help\]](#)

Examples include:

birds: hawk, heron, eagle, songbirds, other:
 mammals: deer, bear, elk, beaver, other:
 fish: bass, salmon, trout, herring, shellfish, other _____

Regional and migratory birds.

b. List any threatened and endangered species known to be on or near the site. [\[help\]](#)

None known.

c. Is the site part of a migration route? If so, explain. [\[help\]](#)

Yes, Walla Walla is within the Pacific Flyway for migratory birds.

d. Proposed measures to preserve or enhance wildlife, if any:

None.

e. List any invasive animal species known to be on or near the site. [\[help\]](#)

None known.

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. [\[help\]](#)

Electric for lights and controls, gas for heating.

b. Would your project affect the potential use of solar energy by adjacent properties?
If so, generally describe. [\[help\]](#)

No.

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: [\[help\]](#)

Requirements of the Energy Code will be followed.

7. Environmental Health [\[help\]](#)

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. [\[help\]](#)

1) Describe any known or possible contamination at the site from present or past uses.

None known.

2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

None known.

3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. [\[help\]](#)

A gas service may be extended into the property from a main along College Avenue.

4) Describe special emergency services that might be required. [\[help\]](#)

Fire, ambulance, and police.

5) Proposed measures to reduce or control environmental health hazards, if any: [\[help\]](#)

None.

b. Noise [\[help\]](#)

1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? [\[help\]](#)

None.

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. [\[help\]](#)

Traffic entering and exiting the site from the residents of the 24 dwellings.

3) Proposed measures to reduce or control noise impacts, if any: [\[help\]](#)

None.

8. Land and Shoreline Use [\[help\]](#)

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. [\[help\]](#)

Single family residences are located north, west, and south of the project site. East of the site is College Avenue, across which is mixed residential and commercial.

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? [\[help\]](#)

Site has not been used as farmlands or working forest lands.

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: [\[help\]](#)

No.

c. Describe any structures on the site. [\[help\]](#)

None.

d. Will any structures be demolished? If so, what? [\[help\]](#)

No.

e. What is the current zoning classification of the site? [\[help\]](#)

Downtown Mixed Use.

f. What is the current comprehensive plan designation of the site? [\[help\]](#)

Downtown Mixed Use.

g. If applicable, what is the current shoreline master program designation of the site? [\[help\]](#)

None.

h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

[\[help\]](#)

The City has classified the site as being in the Gravel Aquifer critical area and Wind Erosion critical area.

i. Approximately how many people would reside or work in the completed project? [\[help\]](#)

At least 24 people will reside in the completed project.

j. Approximately how many people would the completed project displace? [\[help\]](#)

None.

k. Proposed measures to avoid or reduce displacement impacts, if any: [\[help\]](#)

None.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: [\[help\]](#)

None.

m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any: [\[help\]](#)

None.

9. Housing [\[help\]](#)

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. [\[help\]](#)

24 units.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. [\[help\]](#)

None.

c. Proposed measures to reduce or control housing impacts, if any: [\[help\]](#)

None.

10. Aesthetics [\[help\]](#)

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? [\[help\]](#)

The building will be 36' tall. The principle exterior building material is brick.

- b. What views in the immediate vicinity would be altered or obstructed? [\[help\]](#)

None.

- b. Proposed measures to reduce or control aesthetic impacts, if any: [\[help\]](#)

None.

11. Light and Glare [\[help\]](#)

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? [\[help\]](#)

Light from parking lot lighting, façade and landscape lighting during night time.

- b. Could light or glare from the finished project be a safety hazard or interfere with views? [\[help\]](#)

No.

- c. What existing off-site sources of light or glare may affect your proposal? [\[help\]](#)

Street lighting from College Avenue will likely be of higher intensity than the on-site lighting.

- d. Proposed measures to reduce or control light and glare impacts, if any: [\[help\]](#)

None.

12. Recreation [\[help\]](#)

- a. What designated and informal recreational opportunities are in the immediate vicinity? [\[help\]](#)

There are play fields 1,200 feet to the northwest.

- b. Would the proposed project displace any existing recreational uses? If so, describe. [\[help\]](#)

No.

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: [\[help\]](#)

None.

13. Historic and cultural preservation [\[help\]](#)

- 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. [\[help\]](#)

No.

- 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. [\[help\]](#)

None known.

- 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. [\[help\]](#)

None.

- 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. [\[help\]](#)

If any items of historic, cultural, or archaeological significance are uncovered during construction, the work will be stopped and the appropriate authorities notified.

14. **Transportation** [\[help\]](#)

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. [\[help\]](#)

Vehicle ccess from SW 8th Street and pedestrian access from College Avenue.

- 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? [\[help\]](#)

The site is served by Route 1 of the Valley Transit System.

- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? [\[help\]](#)

22 parking stalls will be constructed along with the building.

- 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). [\[help\]](#)

A driveway will be constructed for vehicle access to SW 8th Street.

- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. [\[help\]](#)

No.

- 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? [\[help\]](#)

Institute of Transportation Engineers (ITE) Trip Generation Manual, 10th Edition was used to determine that the project will generate 131 trips per day and 10 peak hour trips.

ITE Land Use Code 221 – Multifamily Housing (Mid-Rise)

Average daily trips: 24 dwellings x 5.44 trips per dwelling = 131 trips

PM Peak hour trips: 24 dwellings x .41 trips per dwelling = 10 trips

- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe. [\[help\]](#)

No.

- h. Proposed measures to reduce or control transportation impacts, if any: [\[help\]](#)

None.

15. Public Services [\[help\]](#)

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. [\[help\]](#)

Yes, more activity and people on the site will increase the likelihood for needing general services.

- b. Proposed measures to reduce or control direct impacts on public services, if any. [\[help\]](#)

None.

16. Utilities [\[help\]](#)

- a. Circle utilities currently available at the site: [\[help\]](#)

electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other _____

- 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.

Water – City of College Place

Sewer – City of College Place

Power – Columbia REA

Gas – Cascade Natural Gas

Communications - Lumen

C. Signature [\[help\]](#)

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 Jason Froelich

Position and Agency/Organization Harms Engineering, Inc.

Date Submitted: 06/29/2022

D. supplemental sheet for nonproject actions [\[help\]](#)

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

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?

Proposed measures to avoid or reduce such increases are:

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

3. How would the proposal be likely to deplete energy or natural resources?

Proposed measures to protect or conserve energy and natural resources are:

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?

Proposed measures to protect such resources or to avoid or reduce impacts are:

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?

Proposed measures to avoid or reduce shoreline and land use impacts are:

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

Proposed measures to reduce or respond to such demand(s) are:

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

City of College Place, Washington

ORDINANCE NO. 20-001

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON TO CREATE CHAPTER 3.50: DOWNTOWN CATALYST INCENTIVE IN THE COLLEGE PLACE MUNICIPAL CODE.

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the City fully reconstructed College Avenue in 2016 helping to achieve the vision of making the corridor a walkable Downtown mixed-use District; and

Whereas, the Economic Development, Tourism, and Events Commission (EDTEC) felt that some type of incentive program is needed to jump start development in the College Avenue Downtown Corridor ; and

Whereas, after several meetings the EDTEC decided to recommend this Downtown Catalyst Incentive proposal to City Council at its November 4th, 2019 meeting; and

Now therefore, the City Council of the City of College Place do hereby Ordain as follows:

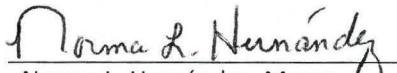
Section 1: Creation of Chapter 3.50: Downtown Catalyst Incentive outlined in Exhibit 1 in the College Place Municipal Code.

Section 2: 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 3: 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 4: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

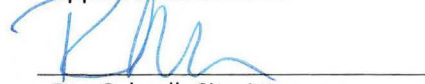
PASSED by the City Council of the City of College Place, Washington, this 14th day of January, 2020.


Norma L. Hernández, Mayor

Attest:


Lisa R. Neissl, City Clerk

Approved as to form:


Rea Culwell, City Attorney

Chapter 3.50**DOWNTOWN CATALYST INCENTIVE**

Sections:

- 3.50.010 Purpose and intent.
- 3.50.020 Downtown catalyst criteria.
- 3.50.030 Catalyst benefit area.
- 3.50.040 Process.
- 3.50.050 Limitations.
- 3.50.060 Catalyst Review Committee.
- 3.50.070 Scoring categories.
- 3.50.080 Catalyst project designation.

3.50.010 Purpose and intent.

A. The City of College Place seeks to establish a time-limited incentive for promoting the development of significant mixed-use buildings within the downtown core, for the purpose of catalyzing further development and redevelopment within the area.

B. Up to one project which meet the minimum requirements of this program, including minimum thresholds for size, number of residential units, architectural design, parking configuration, and a four-element scoring system, shall be eligible for a waiver of partial or all City fees specified in CPMC 3.50.020 (A).

C. The intent of the catalyst incentive is to restore and enhance College Place's downtown core, and encourage key goals for development downtown, by:

1. Diversifying residential housing options with an emphasis on increasing the numbers of townhouses, condominiums, and apartment units within the downtown core;
2. Promoting development adjacent to College Avenue and areas adjacent to Walla Walla University;
3. Increased public space;
4. Encouraging redevelopment of nonconforming or underdeveloped sites;
5. Increasing art in the public space;
6. Supporting the assemblage of small lots that cannot be efficiently redeveloped on an individual basis;

D. Catalyst projects shall be exempted from the special height limits described in CPMC Title 14; provided, that structures satisfy the Downtown Design Standards. Height restrictions required by the shoreline master program shall be maintained.

3.50.020 Downtown catalyst criteria.

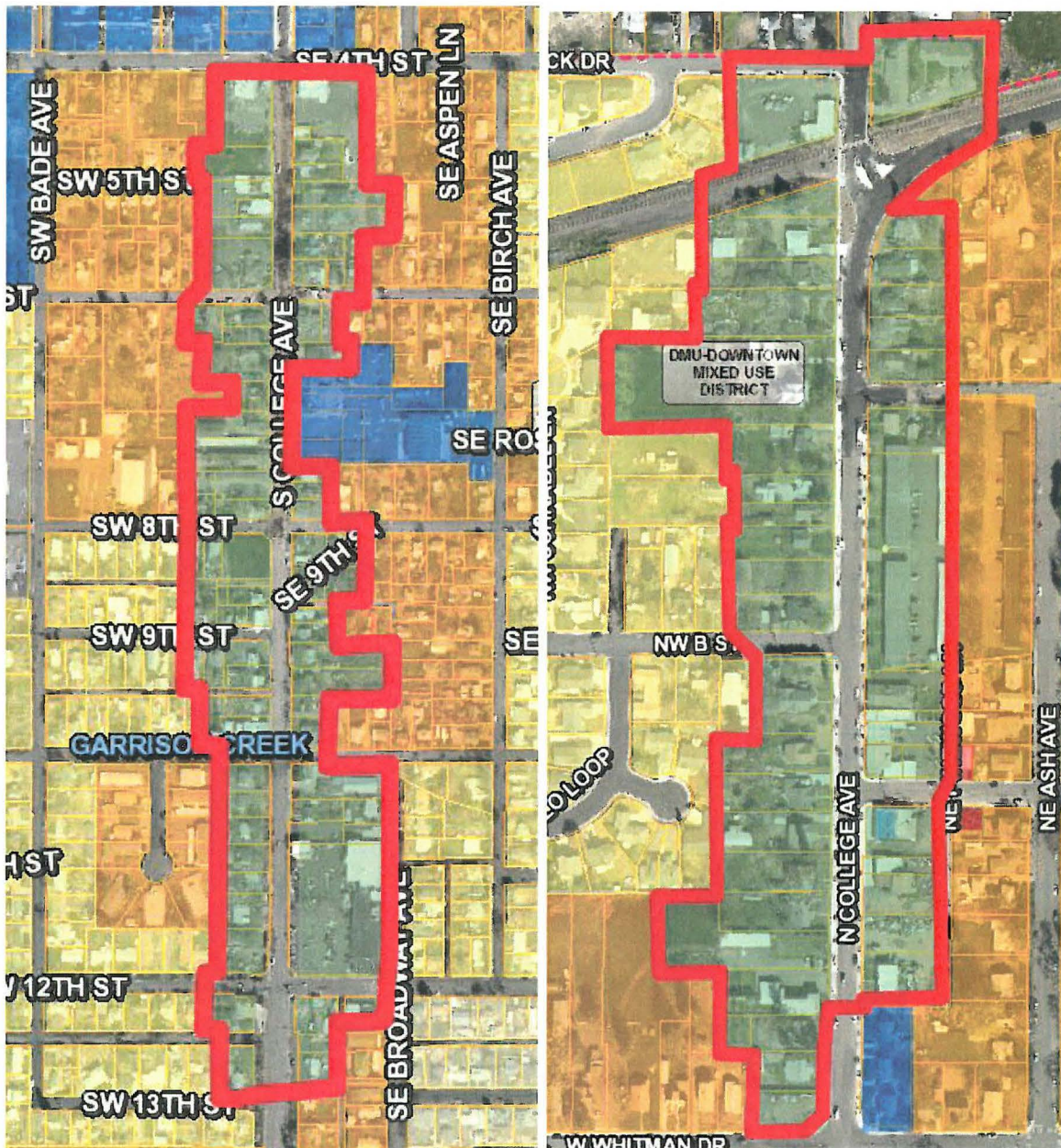
A. The City of College Place may waive partial or full administrative (SEPA, civil plan review, building permit, grading) and impact for up to one development project that meet all of the following criteria. The development project must consist of:

1. A minimum of two stories.
2. A minimum of 5 residential dwelling units.
3. A minimum of 3,000 square feet of first floor commercial area.
4. New construction or renovation equaling at least 50% of assessed value of existing structure.

5. All required on-site parking shall be placed within the footprint of the building and/or on private property behind the building, with no off-street parking credits for residential uses.
6. Architecture complies with Downtown Design Standards, in the judgment of the Community Development Director.
7. Projects maximizing the goals established by CPMC 3.50.010, as well as CPMC 3.50.070, which are listed below:
 - a. Public benefit.
 - b. Architectural design.
 - c. Site design.
 - d. Catalyst effectiveness.
8. Development must be initiated within six-months of being awarded Catalyst Incentive, in order to be eligible, and must demonstrate a plan to complete construction within two years after award of Catalyst Incentive. For the purposes of this section, initiated shall mean the issuance of either a grading permit for full civil work associated with the project, or, in the absence of a grading permit, the issuance of a building permit representing all or a majority of the total square footage for the proposed development.
9. A maximum of one development project a fiscal year shall be eligible for this incentive, processed based on the timing of the submittal of complete application and the applicant's ability to demonstrate adequate capital/funding to complete the project.
10. Following designation as a catalyst project, material changes to catalyst projects shall not be allowed without prior review by the Economic Development, Tourism, and Events Commission (EDTEC). For the purposes of this section, substantive changes shall mean any of the following:
 - a. A 10 percent change in the number of residential units or to the gross size of the commercial area;
 - b. Disclosure of a phased development approach not identified in the original application materials;
 - c. A substantive change, in the judgment of the Community Development Director, to elements for which the development was scored pursuant to CPMC Title 14, the Downtown Design Standards, or to purpose and intent categories for which points have been awarded, regardless of whether such points would have altered the projects eligibility as a catalyst development; or
 - d. The increase or decrease of roof height by more than 10 percent.

3.50.030 Catalyst benefit area.

The catalyst benefit area shall include all properties in the Downtown Mixed Use Zone which are the highlighted properties in the maps below.



3.50.040 Process.

A. Application. Applicants wishing to participate in the program shall schedule a preapplication meeting with City staff. The applicant shall complete an intent to develop a downtown catalyst project form by the close of the last business day in May. The applicant shall submit that form together with a site plan review application to the Community Development Department. Applications shall be accepted on a rolling basis within the five-month application period from January through May of each year. Those applications, and only those applications, that are submitted prior to the close of this application period will be reviewed and considered for the incentive. At the close of the application period, the City may consider a one-time extension to the application period only if less than three eligible projects are proposed.

B. Technical Review. The City shall then conduct a Technical Review Committee meeting consisting of City staff including the Community Development Director, Building Official, Fire Marshal, Public Works Director, and City Engineer, to review the proposed development based on typical City regulations, and to verify that the

application conforms to the catalyst incentive criteria listed in CPMC 3.50.020. The City will endeavor to expedite reviews of these catalyst projects. The Technical Review Committee may conduct its reviews on a rolling basis during the five-month application period.

C. The EDTEC shall review and score all applications, and shall determine which applications are eligible for the catalyst incentive benefit. The EDTEC shall seek to complete its review within 30 days of the receiving the application from the Technical Review Committee and all applications are considered complete by the City, subject to change depending upon the accuracy of the development application.

D. Certification. Once the EDTEC identifies eligible proposals, the Commission shall forward its recommendation to the City Council for consideration and certification. Those proposals that are approved by the City Council shall be certified as catalyst projects.

3.50.050 Limitations.

This catalyst program shall not be interpreted as a guarantee of City approval of any development project, nor shall the program imply additional flexibility from the City in the form of development standards, street vacations, environmental protection, building code or life safety requirements, architectural or site design, or any other regulation. The catalyst program represents a broad public purpose that will benefit the College Place community, intended to restore and enhance College Place's College Avenue Downtown core.

3.50.060 Economic Development, Tourism, and Events Commission.

A. The EDTEC shall consider all catalyst applications and will select one application per year as being eligible for a full or partial waiver of fees. The goal of the EDTEC will be to evaluate projects based upon the scoring criteria described in CPMC 3.50.070.

B. Following technical review of eligible applications by City staff, and following the close of the application period, the EDTEC shall be provided a technical review of each project's eligibility by City staff. City staff will score each project on automatic bonus points based on seven critical criteria described in CPMC 3.50.010(C). Bonus points will be full points or none for each of the seven criteria, with no judgment or partial consideration by staff. Each applicant shall be given the opportunity to present their project before the EDTEC, and Commission members shall be authorized to ask technical questions of the applicant.

C. Each EDTEC member shall score the project independently, based upon the four categories listed in CPMC 3.50.070(A). Nothing shall prevent EDTEC members from discussing the elements of the project at a public meeting amongst themselves prior to scoring the project. Each EDTEC member may award up to 10 points for each category, assigning no more than 40 points total per project, per committee member, or a total of 200 points per project, and 240 points maximum per project when points associated with the critical criteria (CPMC 3.50.010(C)) are included.

D. Following the independent scoring exercise, the EDTEC members shall provide their scoring sheets to City staff, who shall then tabulate all scores and announce the results, with the scores of individual members remaining confidential. The score sheets are subject to the Public Records Act, the meetings are subject to the Open Public Meetings Act

E. The three projects with the highest scores above 190 combined points shall be forwarded to the City Council for final consideration. The Council shall review the scores of the EDTEC and shall be authorized to allow members of the public, staff and the applicant to speak on the subject. The City Council shall then be authorized to approve (certify) or deny the recommendations of the EDTEC. Those application(s) that is/are approved shall be invited to enter into a catalyst development agreement as described in CPMC 3.50.080(A).

F. If less than three projects score above 190, any projects scoring between 170 and 190 points shall be invited to modify their proposals based on feedback from the Committee. The Commission may allow up to three weeks (21 days) for applicants to submit modified project(s) for review. The commission shall seek to review these modifications within three weeks (21 days) of resubmittal.

3.50.070 Scoring categories.

A. The EDTEC shall evaluate eligible projects based on the four categories described below. In evaluating projects, EDTEC members shall seek to identify points based on the general compliance with the category itself; there is not a specific number of points that must be provided for compliance or noncompliance with any one element described in the category.

Points shall be based on the following scale: 0 = no attempt, 3 = moderate attempt at one category aspect, 5 = moderate attempts at two category aspects, 7 = good attempt at two aspects or excellent attempt at one category aspect, 10 = good attempt at three or more aspects and/or excellent attempt at one or more aspects.

1. Public Benefit. In what manner does the development directly benefit the public? The EDTEC may consider public benefits derived from the land use or types of land use proposed, the density of the development, and any amenities that are enhanced or made available to the public as a result of the development. Examples of public benefit could include, but are not limited to: inclusion of affordable housing units; expansion or incorporation of recreation areas; public gathering areas, whether as part of a business or as a designated open space; publicly viewable art.
2. Architectural Design. Does the development reflect design details or include architectural concepts that are compatible with the vision for the downtown core? Or, does the design of the buildings create an unwelcoming impression that may tend to limit further development in the surrounding area? Examples of desired architectural design include but are not limited to: development which incorporates tasteful, unique, and iconic elements; development which includes low impact or energy-efficient design; development which expands and enhances the City's skyline.
3. Site Design. Has the applicant arranged the development site in a manner that effectively takes advantage of public space, including adjacent public or private rights-of-way? Or, does the site limit interaction with the general public? Examples of desired site design could include but are not limited to: orientation to Garrison Creek, Blue Mountains, and the southern sun; engagement with the adjacent street; full use of the subject property; on-site parking in excess of minimum City requirements, integration of stormwater requirements with site design, and other elements.
4. Catalyst Effectiveness. If developed, is there a reasonable expectation that given favorable market and growth conditions, this project would have a direct positive impact on the surrounding area, as measured by additional development, increased investment in existing buildings or businesses, etc.? Examples of catalyst effectiveness could include but are not limited to: development on or in close proximity to College Avenue and the traditional downtown core; the redevelopment of properties that have remained vacant or underdeveloped for a prolonged period of time; development of properties in close proximity to other catalyst projects or emerging areas; removal of nonconforming buildings or uses; consolidation of small properties; expansion or extension of infrastructure that may support future development; inclusion of housing units.

B. Staff shall award automatic bonus points for the following key goals, with no grading or judgment:

1. Project has a residential component on the second story or above.
2. Fronting College Avenue.
3. Art dedicated to the City as Public Art. Public Art in this section shall be governed by [College Place Municipal Code 12.28-Public Art.](#)
4. Public Space

Examples: courtyard, plaza, or landscaped open space with a minimum of 100 square feet, public parking equal to at least 10 percent more than the sum of the total required residential parking and any additional mixed use or commercial parking required by code.
5. Redevelopment of a site with existing improvements.
6. Assemblage of smaller sites.

7. LEED Gold or higher.

3.50.080 Catalyst project designation.

- A. The EDTEC may recommend approval of one application per fiscal year as a downtown catalyst project, and the City Council shall consider whether to certify those projects as a downtown catalyst. The applicant and the City shall enter into an agreement through which the City will waive all or partial City fees; provided, that the applicant can meet the construction deadlines identified in the agreement.
- B. With the exception of serious injury or an act of nature, should the applicant fail to meet the construction deadlines the agreement shall be considered null and void, and the applicant shall be required to either reapply for a catalyst incentive, shall pay the current fees owing, or shall cancel the project.
- C. Applications that have failed to meet construction deadlines as specified in the catalyst agreement shall lose project vesting with regard to this program. Should other eligible projects be proposed prior to the applicant regaining vesting, these projects may be incorporated into the program, superseding the prior vesting of those applications that have lost vested status within the program.



VESPR
College Place, Washington
July 2022



Downtown Catalyst Incentive Application

Community Development Department

625 S College Avenue, College Place, WA 99324 (509)529-1200 planbuild@cpwa.us

PROJECT LOCATION:				DATE RECEIVED:			
Site Address:		806 S COLLEGE AVE					
Parcel Number:		350735602514					
PROPERTY OWNER:							
Name:		Vesper LLC		Day Phone:		360-666-5600	
Mailing Address:		19300 NE 112th Ave. Suite 100 Battle Ground, WA 98604					
E-mail:		rshearer@shearerandassociates.com		Cell Phone:		360-772-1648	
APPLICANT:				☒ Owner ☐ Contractor ☐ Tenant ☐ Other			
Name:		Rod J. Shearer		Day Phone:		360-666-5600	
Mailing Address:		19300 NE 112th Ave. Suite 100 Battle Ground, WA 98604					
E-mail:		rshearer@shearerandassociates.com		Cell Phone:		360-772-1648	
CONTACT PERSON:				☒ Owner ☐ Contractor ☐ Tenant ☐ Other			
Name:		Rod J. Shearer		Day Phone:		360-666-5600	
Mailing Address:		19300 NE 112th Ave. Suite 100 Battle Ground, WA 98604					
E-mail:		rshearer@shearerandassociates.com		Cell Phone:		360-772-1648	
DESIGN PROFESSIONAL:				☐ Owner ☒ Contractor ☐ Tenant ☐ Other			
Name:		Studio 3 Architecture		Day Phone:		503-390-6500	
Mailing Address:		275 Court St. NE Salem, Or 97301					
E-mail:		Gene@studio4architecture.com		Cell Phone:			
CONTRACTOR:							
Name:		Shearer Construction		Day Phone:		360-666-5600	
Mailing Address:		19300 NE 112th Ave. Suite 100 Battle Ground, WA 98604					
E-mail:		rshearer@shearerandassociates.com		Cell Phone:		360-772-1648	
Contractor License No:		SHEARAI940NN		Expiration Date:		8/15/12	
Business License No:				Expiration Date:			
TO BE COMPLETED BY STAFF:							
Department	Date Approved	Authorized by:	Department	Date Approved	Authorized by:		
Planning			Fire				
Public Works			Building				
Engineering							
Occupancy Classification(s):			Type Construction:				
Setbacks:	FRONT:	SIDES: /	REAR:	Critical Areas Present:	☐ Yes	☐ No	
19.24.020 Minor Project Amendment Approved				☐ Yes ☐ No	Site Plan Fee:	☐ Yes ☐ No	
Lot Coverage:		Sq. Ft. /	Lot size	= Max lot coverage (not to exceed 35%)			

Property Address: 806 S College Ave, College Place, WA 99324					
PROJECT INFORMATION:					
Description of Work: Project includes a three-story, wood construction 24 unit multi family apartments. The design unit layout and dimensions are for maximum flexibility and efficiency. Unit mix includes 15 one bedroom, one bath and 9 two bedroom and two bath units. Interior finishes include: solid surface counter tops, stainless steel appliances, washer/dryer and other modern finishes. Exterior facade is visually appealing and supportive of College Place downtown design standards. Materials include: concrete siding, paneling, brick, architectural windows and exterior metal decks.					
Project Valuation (Based on Fair Market Value of Labor and Materials):					
Existing Use:		None		Proposed Use: Multi - Family	
Total Existing Area (sq./ft.)		18,681		Total New Area (sq./ft.) 20,025 Sq. Ft.	
Lot Size: 0.4289 Acres		First Floor Sq. Ft.		6,675 Sq. Ft.	
Building Type:		Type of Project:		Second Floor Sq. Ft. 6,675 Sq. Ft.	
☐	RESIDENTIAL	☒	New	☐	Repair
☐	COMMERCIAL	☐	Alteration	☐	Other
☒	MULTI-FAMILY	☐	Addition	Third Floor Sq. Ft. 6,675 Sq. Ft.	
☐	PUBLIC	☐	Accessory	Basement Sq. Ft. na	
☐	MFH	☐	Tenant Improvement	Porches/Garages Sq. Ft.	
Fire Sprinkler ☒ Yes ☐ No				Dwelling Units: 24	
LENDER INFORMATION: Self-Financed ☐ Yes ☐ No					
If you checked "NO" - Information must be provided for projects valued over \$5,000 per RCW 19.27.095.					
Name of Lender (or) Bonding Company:				Phone No:	
Complete Address:					
PERSON PERFORMING THE WORK:					
☒ I am currently registered and properly licensed as a CONTRACTOR or SPECIALTY CONTRACTOR as defined under RCW 18.27.010 and 18.27.110 and am legally qualified to perform the work sought by this permit; or ☒ I am an AUTHORIZED AGENT of the property owner and all work will be done by a properly licensed contractor or a specialty contractor as defined under RCW 18.27.010 and 18.27.110 and is legally qualified to perform the work sought by this permit; or: ☐ I am EXEMPT from the requirements of the Contractor Registration laws, per RCW 18.27.090 , and will abide by all provisions and conditions of the exemption as stated. I will do all of my own work or use all registered and licensed contractors and/or specialty contractors in connection with the work to be performed under the permit applied herein.					
For information about Contractor Licensing and Registration Requirements, please contact the Washington State Department of Labor & Industries at 1-800-647-0982 (or) www.lni.wa.gov (or) www.lni.wa.gov/TradesLicensing/Contractors/HireCon/ .					
APPLICANT CERTIFICATION:					
* I certify that I am the owner of the property described above (or) the owner(s) authorized agent and I have been given express permission by the owner(s) of the property to submit this application for permit and that I am authorized by the owner(s) of this property to perform the work for which the application is made and I comply with the requirements of the Washington State Contractors Act, per RCW 18.27. I certify that to the best of my knowledge, the information submitted in support of this permit application is true and correct. I certify that I will comply with all applicable City of College Place state and federal regulations and laws pertaining to the work authorized by the issuance of a permit. I understand that issuance of this permit does not remove the owner's responsibility for compliance with state or federal laws regulating construction, land use or environmental laws.					
Signature of Applicant: Owner (or) Authorized Agent				Date: 07-18-2022	
Print Name: Rod Shearer					
NOTICE: An application for a permit for any proposed work shall be deemed to have been abandoned (and expire) 180 days after the date of filing unless such application has been pursued in good faith or a permit has been issued.					



NOTICE OF APPLICATION
DETERMINATION OF COMPLETENESS/CONSISTENCY
COMPLIANCE WITH STATE ENVIRONMENTAL POLICY ACT
NOTICE OF PUBLIC COMMENT
NOTICE OF PUBLIC HEARING

Community Development Department
625 South College Avenue
College Place, WA 99324
509-394-8524

Notice is hereby given on this date, August 30, 2022 that the application/proposal described in this notice has been filed with the City of College Place Community Development Department. The application/proposal may be reviewed on the City of College Place Public Notice page at https://www.cywa.us/departments/planning/public_notice.php

Proposal: Construction of a three story 24-unit apartment building and associated parking on the corner of College Avenue and SW 8th Street in College Place, WA.

Name of Applicant: Vespr LLC
19300 NE 112th Avenue Suite 100
Vancouver, WA 98604

Date of Application: June 30, 2022

Date of Completeness/Consistency: July 28, 2022

Notice of Application: August 30, 2022

Location of Project: 806 S College Ave, College Place, WA 99324

Comprehensive Land Use Designation: College Avenue District

Zoning Designation: DMU – Downtown Mixed Use

Public Comment Period: Comments upon this proposal must be submitted in writing to the City of College Place Community Development Department at 625 South College Ave., College Place, WA 99324 or emailed to jrickard@cpwa.us. Comments must be received before 5:00 p.m. on the following date: **September 13, 2022**. The responsible official may issue a SEPA threshold determination after that date without an additional comment period. For additional information please contact the Community Development Director, Jon Rickard at 509-394-8524.

Public Hearing: This project is subject to procedures for Type 2 review therefore no public hearing is required. The Community Development Director issues decisions for Type 2 reviews.

The City of College Place has made a preliminary determination of consistency for this proposal. The proposal is subject to development regulations contained in the College Place Municipal Code, International Building Code, International Fire Code, and College Place Standard Specifications. The following permits and /or studies are required: Grading Permit; Building Permit; Right-of-Way Permit; City Water and Sewer Permits; Notice of Intent (NOI) application for Construction Stormwater General Permit (DOE); Stormwater Report; Soils Investigation; and Trip Generation Letter.

The following existing environmental documents may be used to evaluate this proposal: The 2018 City of College Place Comprehensive Plan and subsequent updates; The Supplemental Environmental Impact Statement for the College Place 2003 Comprehensive Plan; Conceptual Site Plan – 6/24/2022; SEPA Checklist – 6/29/2022; Geotechnical Investigation – 6/14/2022; Trip Generation Letter – 6/28/2022; Stormwater Report – 6/28/2022; and Architectural Rendering – 7/2022.

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.

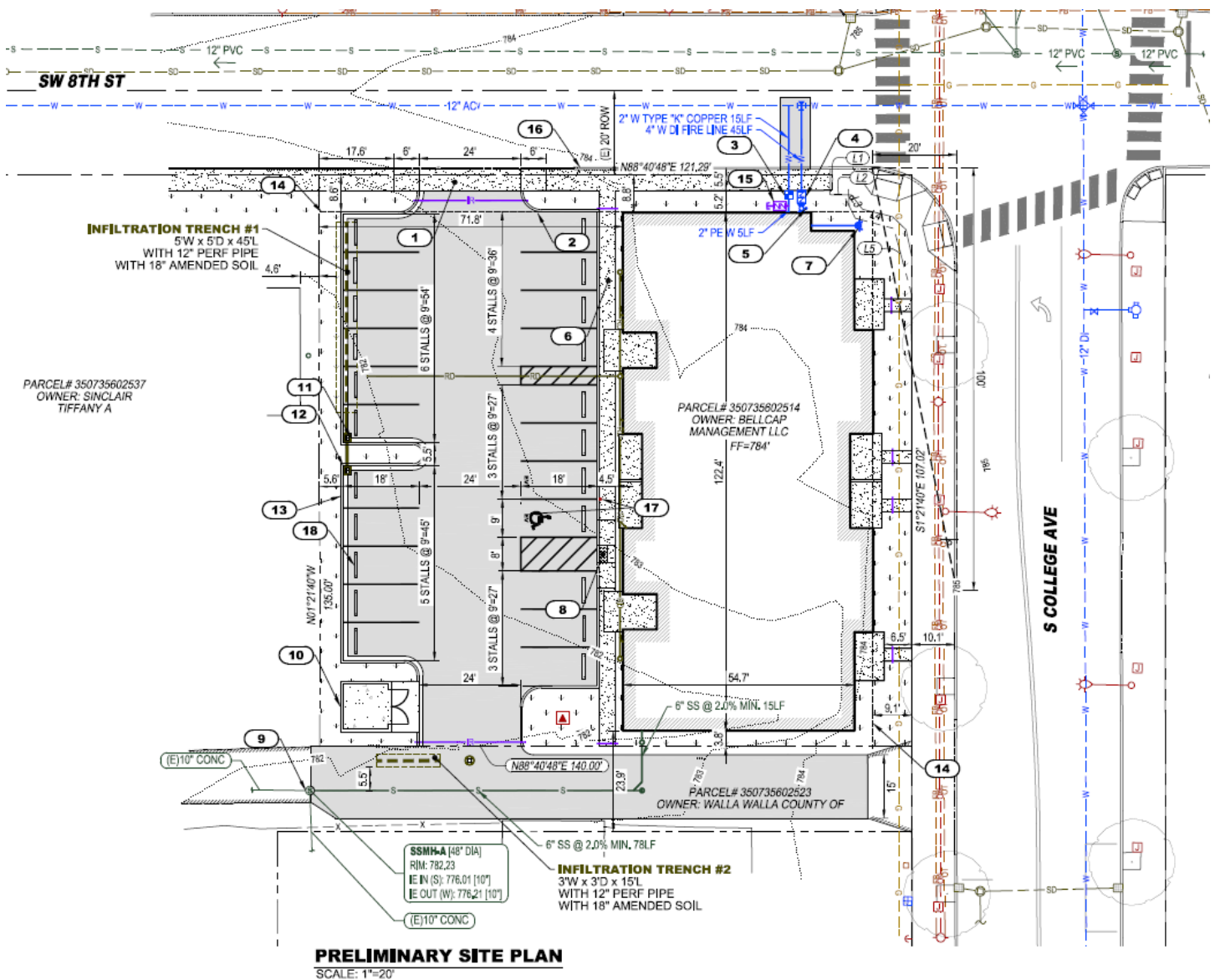
A final decision on the application will be made within 90 days of the date of completeness/consistency.

Documents, proposal, and supplemental documents are available for review at the College Place City Hall, Monday through Thursday 8:00 a.m. to 5:00 p.m., and Friday, 8:00 a.m. to 4:00 p.m. and on the project webpage at

https://www.cpwa.us/government/806_vespr_apartment_building.php

All interested person and parties may comment on the application, receive notice of and participate in any hearings and request a copy of decision(s) made on the proposal by making a request to the College Place Community Development Department. Appeals shall be made to the Hearing Examiner within 14 days of the date of the recommendation or decision of the matter being appealed. Appeals must be made in accordance with Section 14.30.200 of the College Place Municipal Code.

PRELIMINARY SITE PLAN



**A PROCLAMATION
IN RECOGNITION OF
OCTOBER as ITALIAN AMERICAN HERITAGE MONTH**

WHEREAS, College Place's Italian American community has contributed greatly to the cultural fabric and demographic landscape of this diverse city since its earliest days; and

WHEREAS, Italians began migrating to the United States in 1880, and today there are more than 26 million Americans of Italian descent in the country; and

WHEREAS, the City of College Place is home to a proud and vibrant Italian American community that has undoubtedly impacted culture and industry; and

NOW THEREFORE BE IT RESOLVED, I, Norma L. Hernandez, Mayor of the City of College Place, Washington, do hereby proclaim October 2022 to Italian American Heritage Month in College Place and encourage all residents to join in celebrating the many contributions of Italian Americans.

Dated this 11th day of October, 2022

Norma L. Hernandez, Mayor

City of College Place, Washington
RESOLUTION NO. 22-071

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING AWARDING THE DOWNTOWN CATALYST INCENTIVE TO VESPER DEVELOPMENT C/O ROD SHEARER LOCATED AT 806 SOUTH COLLEGE AVENUE.

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the Downtown Catalyst Incentive was created by the College Place City Council via Ordinance #20-001 on January 14th, 2020 to spur reinvestment into the Downtown College Avenue corridor; and

Whereas, the incentive allows for a waiver of grading, building permit, and SEPA fees for one project a year as long as it meets criteria set forth in College Place Municipal Code 3.50.020; and

Whereas, VESPER Development c/o Mr. Rod Shearer submitted an application for this incentive on July 18th, 2022; and

Whereas, upon thorough staff review the application was furnished to the Economic Development, Tourism, and Events Commission for review and they recommended granting full waiver during its September 12th, 2022 meeting; and

Whereas, this was presented to City Council during the September 12th and October 11th, 2022 meetings

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

1. Granting Vesper Development c/o Mr. Rod Shearer full incentive allowed in the Downtown Catalyst Incentive Municipal Code 3.50 as long as plans and conditions are followed in document submittals accompanying this agenda bill.

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.

PASSED by the City Council of the City of College Place, Washington, this 11th day of October, 2022.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk



SE 4th St

SE 4th St

SE 4th St

SE Birch Ave

Aspen Ln

Salon
op

ABC Christian
Book Store
Christian book store

Butler Carpet Cleaning

College Place Public
Works Office

City Shop Alley

City Shop Alley

SE 6th St

SE Birch Ave

Fresh Lime
\$\$

College Place

City of College Place, Washington

ORDINANCE NO. 21-018

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 October 22nd, 2021 meeting.

WHEREAS, the City’s Economic Development, Tourism, and Events Commission voted unanimously to recommend adoption of the Capital Facility Plan during its November 1st, 2021 meeting.

WHEREAS, the City’s Utilities & Transportation Advisory Commission voted unanimously to recommend adoption of the Capital Facility Plan during its November 8th, 2021 meeting.

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. 21-018 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 23rd day of November 2021.

DocuSigned by:

Norma L. Hernández

Norma L. Hernández, Mayor

Attest:

DocuSigned by:

Lisa R. Neissl

Lisa R. Neissl, City Clerk

Approved as to form:

DocuSigned by:

Rea Culwell

Rea Culwell, City Attorney

Passed 11-23-2021
Published 11-26-2021
Effective 11-30-2021

Exhibit 2

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 Building	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 & Mojonnier 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		

City of College Place, Washington
RESOLUTION NO. 22-072

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING SUPPORT OF GRANT APPLICATION TO THE STATE DEPARTMENT OF ECOLOGY WATER QUALITY COMBINED FINANCIAL ASSISTANCE GRANT PROGRAM FOR SE BIRCH AVENUE (4TH TO 6TH STREET) STORMWATER/WATER QUALITY IMPROVEMENTS

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the State of Washington Department of Ecology Water Quality Combined Financial Assistance Program is conducting a call for projects pertaining their grant program; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Directs the City Administrator or designee to pursue grant application to the State Department of Ecology Water Quality Combined Financial Assistance Grant Program for the SE Birch Avenue (4th to 6th) Stormwater/Water Quality Improvement Project.

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.

PASSED by the City Council of the City of College Place, Washington, this 11th day of October, 2022.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk

Country Acres Villa

Earl Ln

NW Evans Ave

Rack &
Maintenance Source

NW Evans Ave

Earl Ln

Earl Ln

W Whitman Dr

W Whitman Dr

W Whitman Dr

SW Davis Ave

SW Evans Ave

SW Clay Ave

City of College Place, Washington
RESOLUTION NO. 22-073

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING SUPPORT OF GRANT APPLICATION TO THE STATE DEPARTMENT OF ECOLOGY WATER QUALITY COMBINED FINANCIAL ASSISTANCE GRANT PROGRAM FOR NW EARL LN STORMWATER IMPROVEMENT DESIGN WORK

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the State of Washington Department of Ecology Water Quality Combined Financial Assistance Program is conducting a call for projects pertaining their grant program; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Directs the City Administrator or designee to pursue grant application to the State Department of Ecology Water Quality Combined Financial Assistance Grant Program for the NW Earl Ln Stormwater Improvement Design Work.

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.

PASSED by the City Council of the City of College Place, Washington, this 11th day of October, 2022.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk



SW Davis Ave

SW 10th St

SW 10th St

SW 10th St

SE 10th St

SW Bade Ave

SW Puff Ln

S College Ave

SW 11th St

Xtend Computer Services

The Empire

College Pl
Mini-Stora

City of College Place, Washington
RESOLUTION NO. 22-074

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING SUPPORT OF GRANT APPLICATION TO THE STATE DEPARTMENT OF ECOLOGY WATER QUALITY COMBINED FINANCIAL ASSISTANCE GRANT PROGRAM FOR SW 10th STREET (COLLEGE TO BADE) STORMWATER IMPROVEMENT DESIGN WORK

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the State of Washington Department of Ecology Water Quality Combined Financial Assistance Program is conducting a call for projects pertaining their grant program; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Directs the City Administrator or designee to pursue grant application to the State Department of Ecology Water Quality Combined Financial Assistance Grant Program for the SW 10th Street (College to Bade) Stormwater Improvement Design Work.

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.

PASSED by the City Council of the City of College Place, Washington, this 11th day of October, 2022.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk

CITY OF COLLEGE PLACE



In Association with:

ECONorthwest
ECONOMICS • FINANCE • PLANNING

Tax Increment Financing Consultant Proposal

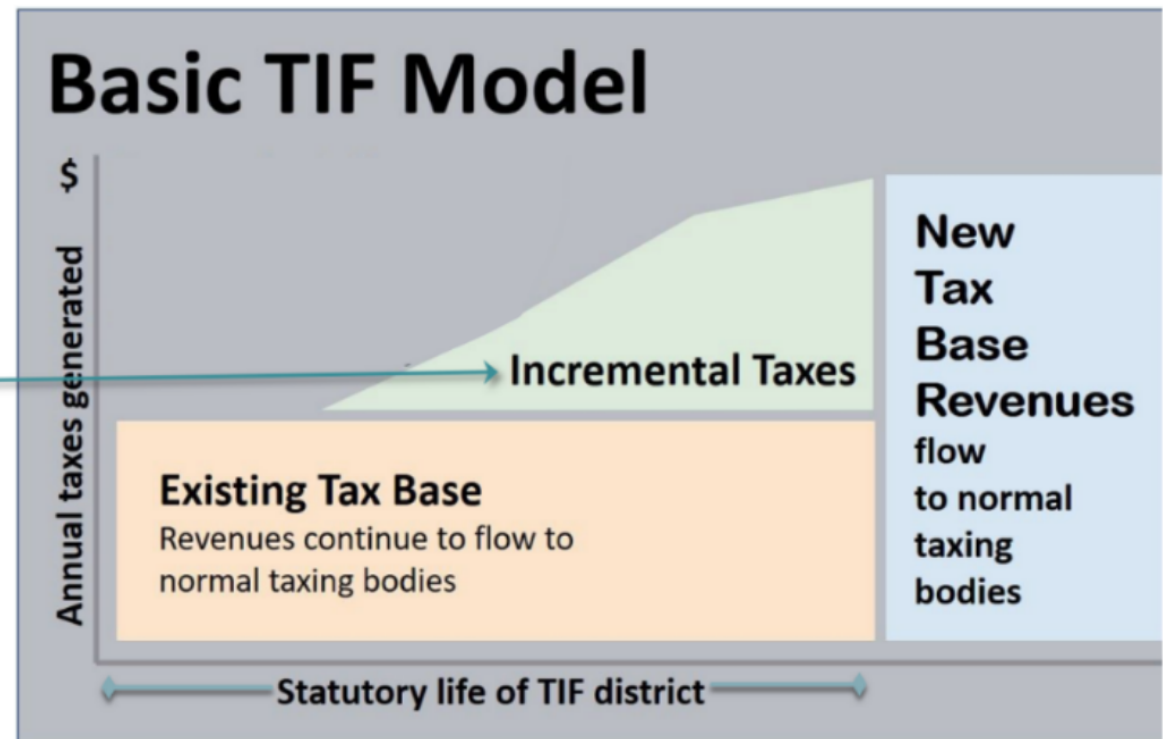
☎ 206.999.1099
✉ Bob@stowed.com | 🌐 www.Stowed.com
15117 Main Street, Suite 205 PMB #131
Mill Creek, WA 98012

TIF can be an important tool allowing public agencies to make targeted infrastructure investments to spur economic development

Generally, TIF captures property taxes generated from the increased assessed valuation on the site that results from private development following infrastructure investment.

Revenues from **REGULAR** property taxes assessed against the **Increment Value** only, are captured:

- ✓ To pay “public improvement costs”
- ✓ To repay bonds issued for “public improvements”



Source: Power Point Presentation to Washington Ports, WEDA, WCMA, and other groups about TIF.

September 12, 2022



Mike Rizzitiello, City Administrator
City of College Place
625 College Avenue
College Place, WA 99324

Submitted via email to: MRizzitiello@cpwa.us

Dear Mike,

Thank you for the opportunity to submit our proposal to conduct tax increment financing analysis and implementation plan for the Stone Creek and Downtown area's of College Place. Washington's new TIF law (ESHB 1189) is a meaningful improvement from past versions of tax increment financing in Washington. However, it also requires careful consideration and preparation of materials to move the program forward to creation.

We have significant experience helping public agencies identify implementable strategies and actions to unlock the value of a their properties or study areas and help them create successful public-private partnerships that achieve outstanding results.

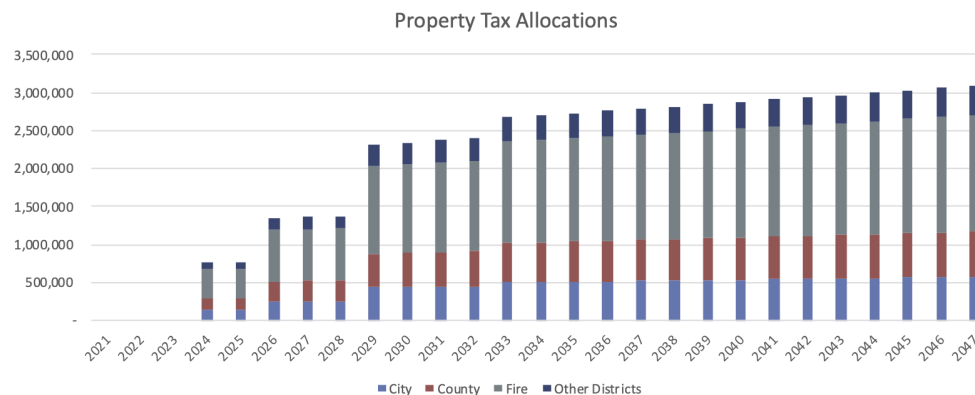
My firm, Stowe Development & Strategies provides an added benefit and differentiator in that I have successfully served as a city manager for over 30 years and have guided two large downtown planning and economic development efforts in the cities of Mill Creek and Bothell. These public-private partnership developments required rigorous analysis to ensure that public investments and resources produced an acceptable return and viable development. I have considerable experience leading successful planning processes and financial assessments, creating development visions with executable strategies to achieve the desired development, and have directed and negotiated real estate transactions exceeding sixty million dollars generating over five-hundred million in capital investment to date. I will serve as the project manager for this important project.

City of X	.9139
Y County	.9849
Fire District	.9518
Transit	.1971
Port	.1732
Library District	.4362
PUD	.1002

EXCLUDE voter-approved school district levies

EXCLUDE state property tax levy

$$\begin{array}{l} \text{Total 4.75} \\ \text{Levy Rate} \\ \times \\ \$121 \\ \text{million} \\ \div \\ \$1000 \end{array} \rightarrow \$574,750$$



Source: Power Point Presentation Provided by Stowe Development & Strategies to Washington Ports, WEDA, WCMA, and other groups about TIF.



Our team includes:

- **Stowe Development & Strategies.** An advisory economic and community development firm specializing in public-private partnerships that have achieved memorable and successful results. Stowe Development & Strategies will serve as the lead firm for this project.
- **ECONothwest.** A leading economic and fiscal analysis firm serving the Northwest. Morgan Shook has worked on every form of tax increment financing in Washington state and brings his knowledge of land development, infrastructure funding, and taxation to the project.

We believe our proposal provides a comprehensive and thorough approach to creating the City's first tax increment area (TIA). Our approach to the work is built on decades of experience in both land development and tax increment financing. Additionally, we are working on several TIA's in Washington State allowing us to advance the project quickly and efficiently in terms of cost control.

We also believe there is not a more qualified team to ensure that any tax increment area is created and managed in accordance with the new law to maximize the public benefits derived from the investment of property tax dollars.

On behalf of our team, thank you for considering this proposal. Please contact me with any questions. I can be reached at 206.999.1099 or Bob@stowedes.com. We look forward to hearing from you.

Warm Regards,



Stowe Development & Strategies
Robert S. Stowe
Principal

Proposed Approach & Tasks

Our team proposes a two-step approach to evaluating and establishing a Tax Increment Area (TIA) for the City of College Place. We will work alongside City staff and any steering committee to advance an eligible and viable TIA project that meets the requirements and intent of the new law. Our team is working on several TIF projects across the State and we have decades of experience in managing similar project components as part of a larger planning process, including master plans, corridor plans, sub-area plans, revitalization plans, and infrastructure improvement plans.

Our team's two-step approach is design to provide a predicable sequence of actions to deliver a targeted and high value TIF Strategy and Implementation Plan.

Step 1: TIF Strategy

Goals:

- Identify and assess potential targeted TIF infrastructure improvements in collaboration with the City.
- Evaluate several potential TIA's leading to preliminary TIA
- Prepare preliminary But-For-Requirement Analysis
- Project preliminary TIF revenues available to support the City's identified targeted public improvements.

Step 2: TIF Implementation & Report

Goals:

- Prepare and submit the Project Analysis Report to the Office of the State Treasurer including a comparison of scenarios with the proposed public improvements and without the proposed public improvements: The But-For-Requirement.
- Recommend potential refinements to the TIA as needed.
- Refine TIF Revenues.
- Prepare potential financing plan based on selected targeted improvements.
- Create and manage the Public Briefings, including reaching out to impacted taxing districts.
- Create the TIA Ordinance for Council Consideration.

Task 1: Project Startup & Project Management

1.1 Research, Refine Scope, & Launch. We will continue our review of relevant studies, plans, reports, and analysis related to development of the envisioned development and anticipated infrastructure necessary to support such development. Our first meeting objectives will be to:

- Introduction of the team;
- Confirmation of project objectives and goals
- Identification of a TIF Committee (TIF-C);
- Refinement of project scope and approach (as needed);
- Team information sharing regarding existing conditions, issues, constraints; and opportunities.

1.2 Project Management. Bob Stowe of Stowe Development & Strategies will serve as the Project Manager for this project. We will collaborate and coordinate our work with City staff. We will set up a regular times to coordinate with the TIF-C through teleconference/video conference check- ins. For planning purposes, we have assumed ten check-in meetings over the duration of the project. We will work closely and in partnership with the TIF-C to communicate progress and anticipate any potential challenges. We will provide monthly progress reports in addition to the deliverables described as part of Step 1 and Step 2. *Note: Project Management activities and budget have been allocated in both Step 1 and Step 2.*

Task 2: Identify Preliminary Development Program, TIA, But-For-Requirement, and TIF Revenues

2.1 Development Program. We will work with City staff or a TIF Steering Committee to create 3 different development programs that will be used to project TIF revenues if certain public infrastructure (identified by the City) were funded by TIF. SDS will create an aggressive, moderate, and conservative development program as part of this work. SDS may also meet with identified property owners interested in developing their property to gain a higher level of confidence for each development .

2.2 District Boundaries. We will identify two or three potential TIA's that lead to a preliminary TIA boundary that maximizes potential revenue, achieves the City's private development objectives, funds the needed infrastructure, manages the City's debt risk, and successfully implements a TIA. We understand that the City has interest of examining a potential TIA in the Stone Creek area and also a TIA that supports its Downtown. As part of a sensitivity analysis, we will evaluate a smaller, targeted TIA and a larger TIA for comparison purposes. This work would also evaluate any for the lesser of 20% of the assessed value of the jurisdiction or \$200 million formation threshold established by State statute.

2.3 But-For-Requirement. We will conduct a preliminary analysis for the But-For-Requirement (nexus between public improvements and TIF revenue) as part of the Step 1 work. A more detailed analysis will be conducted as part of Step 2.

2.4 TIF Revenue: We will prepare a preliminary analysis of TIF revenue available to support the City's identified targeted public improvements.

Step 1 Deliverables:

- **TIF Strategy Memorandum and Presentation:** This report would specify eligible infrastructure projects, future development, and projected tax revenues. We will also present this information to the City Council and address any questions related to TIF.

Task 3: Project Management. Project management activities identified in Task 1.2 will continue throughout Step 2.

Task 4: Prepare Project Analysis Report. The team will prepare a “Project Analysis Report” to submit to the Office of the State Treasurer (OST). Based on prior work with the OST, we anticipate submitting a draft report to the OST followed by a final report based on their comments. The report will be consistent with all required elements of the law. City staff will have the opportunity to review draft materials before they are final. The Project Analysis Report will support the critical findings needed to create a subsequent ordinance for the TIA formation. Below are some of the key elements of the Project Analysis.

4.1 Refine TIA and But-For-Requirement Analysis. Building off the work in Step 1, we will refine and further develop the nexus between the proposed infrastructure and the envisioned development as well as adjust the TIA based on anticipated development, potential preservation of a second TIA formation, and City interests.

4.2 Refine TIF Revenues. We will update and refine the projected TIF revenues based on known development interests, changes in the market place that may impact the proposed development timing and scope, targeted infrastructure improvements, and any TIA changes. We will also identify other revenues that likely will be generated from the development (e.g., one-time and on-going sales tax). Finally, we will also conduct some sensitivity testing of the key financial assumptions used to project TIF revenues.

4.3 Estimate of Future Job Creation: This work would estimate construction and ongoing job impacts from public improvements and private sector development.

4.4 Prepare Financing Plan. Based on the identified targeted public improvements, we will project TIF revenues over a term acceptable by the City (TIF legislation allows the issuance of debt up to 25 years) based on the City’s cost of capital (bond issuance, bank financing, or other financing means) over the identified term from which to utilize TIF property tax revenues. We will also consider the timing of any debt issuance to reduce City risk as much as possible. We will also prepare a Risk Assessment and Mitigation Plan evaluating other revenues sources (both from the anticipated development and other sources) that could be used to support any infrastructure debt if the anticipated development does not occur as planned.

Task 5 Impact Assessment and Mitigation. We will assess if the proposed TIA will impact affordable housing, local business community, local schools districts or the local fire service and if so, propose mitigation measures to address impacts in accordance with the TIF law. The SDS team has deep expertise in intergovernmental relations to support the City in providing a mitigation approach consistent with the state law. We have included a modest amount of time for any specific mitigation agreement that may be necessary and the budget may need to be adjusted based on actual need.

Task 6: Create and Manage Public Briefing. Before creating the TIA, the City must hold at least two public briefings for the community on the TIF project. The consultant team will be responsible for noticing the meeting (both on City and other media channels), creating the meeting content, and assisting in managing the public briefing process. Given the newness of the TIF law, we recommend the City conduct some initial and early outreach to affected taxing jurisdictions to educate them about the TIF law and the benefits of its use by the City. Targeted outreach to any adversely impacted jurisdictions. Some additional outreach to the Walla Walla County Assessor on implementation of the law is recommended as well. We have included a modest amount of time for this item and may need to be adjusted based on actual need.

Task 7: Prepare TIA Formation Ordinance. The consultant team will prepare an ordinance authorizing the TIA formation along with a presentation to the City Council. Key findings will be drawn from analysis in Steps 1 and 2 and subsequently submitted in the Project Analysis Report.

Step 2 Deliverables:

- **TIF Project Analysis Report:** This report would be submitted to the Office of the State Treasurer for review and comment.
- **TIA Increment Area Formation:** This would include the TIA, revenue estimate, financing plan, public improvement description, mitigation assessment, public briefings, and ordinance.

CITY OF COLLEGE PLACE

Bob Stowe, SDS

- Project Manager
- Strategic Direction Lead
- But-For-Requirement Lead
- Infrastructure Needs/Finance Plan Lead
- Public Briefings/Mitigation Support
- Ordinance/Council Presentation Lead

Morgan Shook, ECONW

- Economic Analysis/TIF Revenues
- Job Creation Assessment
- Strategic Direction Support
- Project Analysis Report
- Finance Plan Support
- Ordinance/Council Presentation Support

Available Resources

We have assembled a highly-skilled team of experts with unique expertise working with public sector clients on conducting a TIF analysis and developing an implementation plan to be successful. Bob Stowe of Stowe Development & Strategies will lead the project with support from Morgan Shook of ECONorthwest.

This team exemplifies the deep level of expertise, knowledge, reliability, and client focus that the City expects. This combined experience means that our team can provide knowledgeable, timely, and cost-efficient support to meet the City's development goals. The team also includes support staff who can be deployed as needed to ensure high responsiveness and cost-effective support across functions in all areas of the project scope if necessary.

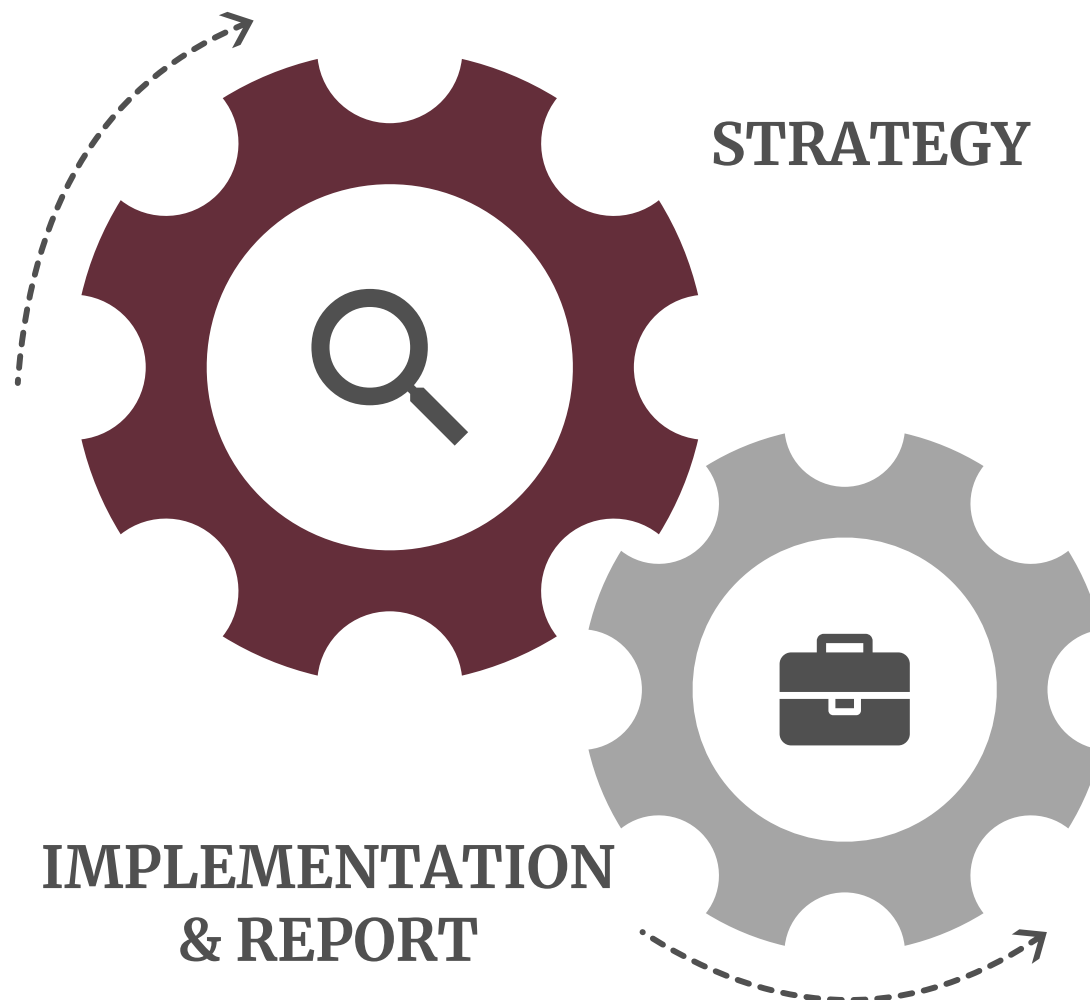
Schedule

We anticipate it will take 45 to 60 days, (depending on the schedules of staff and/or committee members) to complete Step 1 and another 60 days can be complete Step 2, plus the 90 days review period of the Office of the State Treasurer. ESHB 1189 establishes that the next earliest time period for a TIA to go into effect would be June 1, 2023.

Fee

We will manage the project through acceptance by the City. A total fee of \$58,500, which includes \$15,500 for Step 1 and \$43,000 for Step 2. We are flexible about project scope and activities and are open to working with you to modify our approach and fee based on project needs. We believe that our team offers tremendous value and can accomplish your ambitious goals and scope for this project.

Task 1 - Project Startup & Project Management	\$3,500
Task 2 - Dev. Prog, Infrastructure, But-For Analysis, TIA, & Revenues	\$12,000
Task 3 - Project Management	\$5,500
Task 4 - Prepare Project Analysis Report	\$27,000
Task 5 - Impact Assessment & Mitigation	\$2,000
Task 6 - Create and Manage Public Briefings	\$5,000
Task 7 - Prepare TIA Formation Ordinance/Presentation	\$3,500
TOTAL	\$58,500



Team Experience & Skills



We offer strategic real estate development consulting services to cities, higher educational institutions and development clients. If you want to expand your city's economic base, revitalize its downtown, redevelop a college campus, or guide your community to a greater sense of place for business to prosper and families to enjoy – we can help you achieve these goals. In these challenging economic times especially, our clients need the proven experience and guidance of a trusted economic developer and partner who understands how to build community support for these kinds of projects. They want someone who understands the political process and needs of its elected and appointed officials; and who's succeeded in both good times and bad.

No two cities or developments are alike. This means every project needs its own new answers. We offer our clients many different economic tools and strategies. They are drawn to our proven track record, our creativity and the many ways we can leverage available resources and capabilities.

Bob Stowe is the principal and founder of Stowe Development & Strategies —a company he formed in 2016 to help public sector clients succeed with their economic and community development interests. He has built a strong reputation as a real estate and community development strategist, and an execution specialist providing a knife-edge focus helping his clients achieve their economic and community development goals. Bob understands the importance of public-private partnerships in developing great and sustainable places that supply private sector jobs and create a sense of community.

Because the oxygen of development is capital and without it nothing can happen, he excels in aligning public and private sector interests to create an environment that will support the desired development with the capital to sustain it.



ECONorthwest specializes in the application of economic and financial principles and methods to the evaluation of public policies and investments. Incorporated in 1974, ECONorthwest has completed more than 2,500 projects for public and private clients. Our personnel have advanced degrees and decades of work experience in planning, development, economics, finance, and public policy. Our analysis is informed by an understanding of local, regional, and national economies, as well as market trends, demographics, and business and job dynamics.

We understand the trade-offs of competing tax and fee systems and can weigh the effects of proposed reforms on firms, individuals, and overall economic efficiency, equity, and stability. ECONorthwest has helped numerous clients clarify state and local budgets while providing policymakers with a stronger budgetary foundation for decision-making. We help our clients plan for future growth, effectively leverage public tools and resources, and make sound decisions. ECONorthwest has extensive experience with the local government estimating, evaluating, and implementing tools to fund infrastructure.

"As City Manager of Bothell, Bob envisioned and lead one of the success stories of revitalization in the Country. His adeptness blended the adroitness for public policy with the entrepreneurialism ability to attract developers, users and tenants, public support and capital.

The initial phase of a new City Hall, repositioning and saving the Anderson School by partnering with McMenamens, creating additional parking which encouraged further development was a well-conceived strategic move. He knew that a successful first phase was key to his City's Downtown success story.

Bob is a winner".

Robert Holmes, Developer and Real Estate Consultant
THG, LLC
Seattle, Washington

"Bob Stowe and Stowe Development & Strategies is my go-to solution to helping communities make their economic and growth plans a reality. He and his team's unique and detailed approach to engaging the community in the process is the secret sauce that makes his approach work. I highly recommend Bob and Stowe Development & Strategies to any community looking to deliver game-changing results".

Tom Hoban, co-founder
The Coast Group of Companies (Commercial Real Estate)
Everett, Washington

What people say about us

"Bob is recognized as a visionary leader and exceptional talent in economic development having led efforts in both Mill Creek and Bothell to transform those communities respective downtown's into thriving and vibrant centers of prosperity. As both a City Manager and consultant, Bob's creative and innovative approach to economic development is why Lakewood has chosen him to help us revitalize our Pacific Highway commercial corridor. We have found his expertise, entrepreneurial approach and understanding of public-private partnerships to be invaluable".

John Caufield, City Manager
City of Lakewood, Washington

"Bob has been a trusted advisor on all things economic development. His vast economic development (and city manager) experience and past accomplishments make him a credible, knowledgeable advisor to the Council as well. He negotiated two favorable purchase and sale agreements quickly and developed a thorough request for qualifications (RFQ) process for recruiting a well-qualified developer partner – he wrote the RFQ and oversaw the interview, background check and selection process. We were thrilled to have nine excellent developers submit a RFQ! Bob has great follow-through, is always available, and knows how to balance driving for results in a highly political environment. I highly recommend working with him!"

Julie Underwood, City Manager (former)
City of Mercer Island, Washington



Bob Stowe, Principal – Stowe Development & Strategies

With 33 years of experience in progressive community transformations, Bob is one of the Northwest's most innovative and entrepreneurial real estate and community developers. He uses sound long-range fiscal planning skills and has achieved enviable results in leading redevelopment efforts from the dream stage to construction. This is true for projects large and small, straightforward and complex. Bob's understanding of Washington's State's new TIF legislation, experience with similar project funding streams, and his ability to create partnerships and agreements with other agencies, make him an ideal project manager and team member for the City of College Place TIF analysis and implementation.

Bob has been responsible for leading, managing, coordinating, and implementing a wide variety of complex and multi-faceted projects including: TIF project management and analysis; vision concepts; master plans; sub-area plans; redevelopment/revitalization plans; comprehensive plans; property acquisition; surplus property sales; development agreements; public infrastructure and facility improvements; Transit Orientated Developments; RFQ/RFP process design; federal and state grant application and administration, to name a few. Bob is an excellent communicator and facilitator with the ability to coordinate and aligning the interest of multiple agencies and stakeholders.

Bob was the City Manager for the City of Bothell, Washington from 2005 to 2016 where he was the architect and leader of Washington's largest and most successful publicly-led downtown revitalization. Under Bob's leadership, this project utilized a local infrastructure financing tool award (AKA TIF light) as part of the funding package that stimulated private investment of over \$300 million, a very big step in achieving the City's 25-year goal of \$650 million in just a few years, and during the worst recession in recent history. Bob's excellent project management and leadership skills successfully guided the development of approximately \$150 million in public sector improvements (relocation of SR-522, new streets, storm water system, parks, environmental clean-up, etc.) identified as necessary to achieve the revitalization vision. The massive public development plan and schedule also needed to align with private sector purchase of surplus land from the City, environmental remediation, public streets to be developed by the private sector, and on-site mixed-use development. Precise scheduling, communication and the ability to respond to changing conditions were skills that Bob successfully delivered on this project. It's important to note that the public sector improvements included close coordination and work with multiple public agencies. Furthermore, the City's revitalization vision and public sector investments were identified many years in advance of any actual construction and redevelopment, requiring Bob to manage the budgets of various projects with aged cost estimates and yet still create a revitalization project that successfully survived and flourished through and after the recession.

Before arriving in Bothell, Bob was the City Manager for the City of Mill Creek for nine years and helped lead development of the award-winning Mill Creek Town Center in the early 2000s. His first downtown transformation project began with the revitalization of Downtown Dayton in the late 1980s.

The hallmark of Bob's effort is his commitment to create well designed and environmentally sustainable places where people want to live, work, and come together to celebrate. Bob has tackled the most difficult and complex projects, achieving the redevelopment and economic dreams of several communities with his failure is not an option approach.

EDUCATION

- MBA, Albers School Of Business & Economics, Seattle University (with honors)
- BA, Urban and Regional Planning, Eastern Washington University

HONORS AND AWARDS

- 2011 Washington City/County Management Association – Award for Excellence
- 2011 Governors Smart Communities Award
- 2011 Association of Washington Cities Municipal Excellence in Economic Development
- 2011 Puget Sound Regional Council Vision 2040 Award
- 2007 Governors Smart Communities Award
- 2006 Washington City/County Management Association – Program Excellence Award for Innovations in Local Government
- 2003 Washington City/County Management Association – Award for Skill in Intergovernmental Cooperation
- 1998 Washington City/County Management Association – Award for Skill in Intergovernmental Cooperation
- 1997 Washington City/County Management Association – Program Excellence Award for Innovations in Local Government

McMenamins Anderson School,

Bothell, WA | 90,000 SF Adaptive Re-Use

Bob Stowe directed this massive undertaking to turn the former school and adjacent run-down pool property into as catalyst development for Downtown Bothell as part of the Bothell Landing Redevelopment. Project included converting 72 classrooms in the main school structure into hotel rooms, construction of an on-site brewery, movie theater, day spa, warm salt water pool, restaurants, bars and event spaces, and public gardens planted throughout the property.



Sample Projects and References

Vision & Transformation

Stowe Development & Strategies
Bothell, Washington

Bothell's Downtown revitalization is Washington's State's largest and most successful publicly-led downtown revitalization projects. Bob Stowe was the City Manager for the City of Bothell, Washington from January 2005 to mid 2016 where he was the architect and leader of this award-winning development whereby over 25 acres was assembled under City ownership for municipal amenities and the remaining property (approximately 18 acres) sold for private mixed-use development. **Early revenue from LIFT (AKA TIF Light), created the necessary momentum for success.**

Under Bob's leadership, this project stimulated private investment of over \$300 million, a very big step in achieving the City's 25-year goal of \$650 million. The fact that nearly half that goal was reached in just a few years, during the Great Recession, and with leverage from public/private collaboration, made it all the more remarkable.

Contact: Mark Lamb, former Mayor and Council member (2004-2014) – 206.290.4618
mark@northcreeklaw.com



Transit Oriented Development

Stowe Development & Strategies
Kirkland, Washington

Stowe Development & Strategies (SDS) is leading and positioning the Kingsgate Park and Ride, an 8 acre site, into a Transit Oriented Development (TOD) in Kirkland Washington. The Kingsgate Park and Ride is currently owned by the Washington State Department of Transportation (WSDOT).

SDS is working collaboration with WSDOT, City of Kirkland, Sound Transit, King County Metro, and ARCH (A Regional Coalition for Housing) to create a model for future transit oriented developments on State owned property. The proposed TOD has been designed with the goal of achieving significant affordable housing along with supporting multimodal transportation infrastructure provide multiple public benefits, including maintaining parking capacity for transit riders, and adding market rate housing, and commercial development.

Contact: Anthony Buckley, Director
Washington State Department of Transportation –
360.705.7039
BuckleA@wsdot.wa.gov



New Mixed-Use Vision

Stowe Development & Strategies
Lakewood, Washington

Since 2017, Stowe Development & Strategies (SDS) has guided the City of Lakewood to develop a new vision for redevelopment of 35 acres along Pacific Highway. The vision for this area, called Lakewood Landing, is for new high quality mixed-use development offering retail, office, and housing. Lakewood Landing requires the aggregation of the current Washington State Department of Transportation (WSDOT) maintenance site and 10 private parcels.

We helped the City negotiate an agreement with WSDOT allowing the City to market and to facilitate the sale of the WSDOT property along with any abutting properties. We are currently working with the multiple property owners to gain their preliminary support to market and sell their individual properties to a prospective purchaser/ developer. **Recently, SDS and ECONorthwest prepared a TIF revenue analysis for the City as a potential funding option for public improvements.**

Contact: John Caulfield, City Manager, City of Lakewood, WA. - 253.983.7703
Jcaulfield@cityoflakewood.us



- 85th Street Area Station **TIF Analysis**, City of Kirkland, WA (in-progress)
- Chambers Bay Old Mill Site **TIF Analysis**, Pierce County/Town of Steilacoom, WA (in-progress)
- Broadmoor Mixed-Use Destination Development Strategies, **TIF Analysis** and Development Agreement Negotiations (in-progress), Pasco, Washington
- City of Washougal Downtown **TIF Analysis**, City of Washougal, WA (in-progress)
- Parkland Spanaway Business Corridor Study, Pierce County.
- Osborn Community Visioning Process & Facilitation, City of Leavenworth, Washington
- Lake Stevens Civic Center (City Hall & Library) Public Private Partnership Plan and Development, Lake Stevens, Washington
- Mercer Island Transit Oriented Development, Mercer Island, Washington
- Quil Ceda Village Master Plan & Strategies, Quil Ceda Village, Washington
- Webster University, Strategic Real Estate Development, United States & Europe
- Bremerton Eastside Employment Center Market Analysis, Redevelopment & Subarea Plan, Planned Action EIS, Bremerton, Washington
- Tjerne Place Vision and Redevelopment (in-progress), City of Monroe, Washington
- Fifth Street Campus Redevelopment, Chelan County PUD, Port of Chelan, City of Wenatchee, Washington
- Amazon HQ2 Proposal, Tulalip Tribes, Washington
- Economic Development Strategies for Downtown Sub-Area Plan, City of Lake Stevens, Washington
- Economic Development Strategies and Actions, City of Shoreline, Washington
- Metro Everett & Other Economic Development Strategies and Actions, City of Everett, Washington
- Downtown Economic Development Plan and Strategies, City of Mount Vernon, Washington
- Downtown Economic Development Strategies and Actions, City of North Bend, Washington
- Strategic Development Advisor, University of Washington Bothell, Washington
- New Town Center, City of Mill Creek, Washington



Morgan Shook, Partner – ECONorthwest



Morgan Shook is a Senior Policy and Economic Analyst working in real estate, land use, and transportation economics, and finance. He has deep expertise in economic, market and financial analytics that he brought to bear in business, enterprise, and policy settings. Morgan has worked for a range of government, business, and non-profit clients to advance their missions that in diverse set areas and topics.

Morgan has worked on every form of tax increment financing in Washington including Community Revitalization Financing, Local Infrastructure Financing Tool, Local Revitalization Financing (LRF), Landscape Conservation and Local Infrastructure Program, as well as the recently passed Tax Increment Financing bill in the 2021 legislative session.

Before joining ECONorthwest, Morgan worked in biotechnology development at the Institute for Systems Biology, and health disparities research at the University of Chicago. Morgan recently served on the Seattle Planning Commission.

Education

- M.U.R.P., Portland State University
- B.S. Molecular Biology, University of Puget Sound
- Certificate in Commercial Real Estate Development, University of Washington Extension

Areas of Expertise

- Economic Development
- Affordable Housing
- Land Use Planning
- Market & Feasibility Analysis
- Infrastructure & Finance Funding
- Transit-Oriented Development

Project Experience

Northwestern staff have completed tax increment financing feasibility and implementation reports for jurisdictions in Washington over the last 15 years. This includes specifying eligible and viable projects as well as estimating potential TIF proceeds. This includes the following projects

- | | |
|--|---|
| <ul style="list-style-type: none"> • Community Revitalization Financing, City of Spokane • Local Infrastructure Financing Tool, City of Puyallup • Local Revitalization Financing (two increment areas), City of Puyallup • Local Revitalization Financing(two increment areas), City of Renton • Landscape Conservation Local Infrastructure Program, City of Seattle • Landscape Conservation Local Infrastructure Program, City of Tacoma | <ul style="list-style-type: none"> • Landscape Conservation Local Infrastructure Program, City of Bellevue • Landscape Conservation Local Infrastructure Program, City of Shoreline • Landscape Conservation Local Infrastructure Program, City of Tukwila • Landscape Conservation Local Infrastructure Program, City of Mountlake Terrace • Landscape Conservation Local Infrastructure Program, City of Arlington |
|--|---|



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Mill Creek, WA 98012

ECONorthwest

ECONOMICS • FINANCE • PLANNING

City of College Place, Washington
RESOLUTION NO. 22-075

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING AUTHORIZATION OF A CONTRACT WITH STOWE DEVELOPMENT FOR \$58,500 TO CONDUCT TAX INCREMENT FINANCING PROSPECTUS WORK.

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the State adopted ESHB 1189/RCW 39.114 which allows for Tax Increment Financing (TIF) as an economic development program on May 10th, 2021; and

Whereas, the City Council adopted Resolution #22-005 which granted permission to study this concept to further economic development in the City during its February 8th, 2022 meeting; and

Whereas, staff capacity and technical requirements of the state necessitate the City hire a consultant to put together community outreach campaign and a prospectus for the State Treasurer's Office to investigate the pursuit of TIF; and

Whereas, Stowe Strategies has been involved in the development of TIF plans in Pasco, Vancouver, and other Washington State jurisdictions; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Permit the City Administrator to sign a contract with Stowe Development & Strategies for Tax Increment Financing Planning and Prospectus work not to exceed \$58,500 in the proposal.

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.

PASSED by the City Council of the City of College Place, Washington, this 11th day of October, 2022.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk

TAX INCREMENT FINANCING HB 1189



- Economic development tool available to cities
- **Authorizes City as a taxing district to collect more money than it would otherwise be able to do under the law**
- City finances (typically) investment into infrastructure
- Infrastructure:
 - increases assessed value of property
 - Spurs private development = increases assessed value
- City captures ALL of additional tax revenue from increased assessed value
- Additional tax revenue pays for cost (debt) of infrastructure

TAX INCREMENT FINANCING history



- TIF is available in all but 1 state in US
- WA first attempt in 1982 diverted funds from public schools = unconstitutional
- WA legislature created several versions of TIF using sales tax (vs. real property tax)
 - Not used due to reliance on state funds
 - Funds depleted
 - legislators believed “handout to developers”

TIF is Different



- Constitutional = doesn't take monies for schools
- Uniform property tax = doesn't increase tax rate
- Funds used for public benefit (city owned infrastructure)

Growth pays for Growth



TIF is method of allocating portion of property taxes to finance public improvements in designated areas

Parcel A: Undeveloped or Underdeveloped Site

Assessed valuation of \$1M
X 2.25 levy rate per \$1000 AV
= \$2,250 local taxes paid

Parcel B: Developed Site

Assessed valuation of \$20M
x 2.25 levy rate per \$1000 AV
= \$45,000 local taxes paid

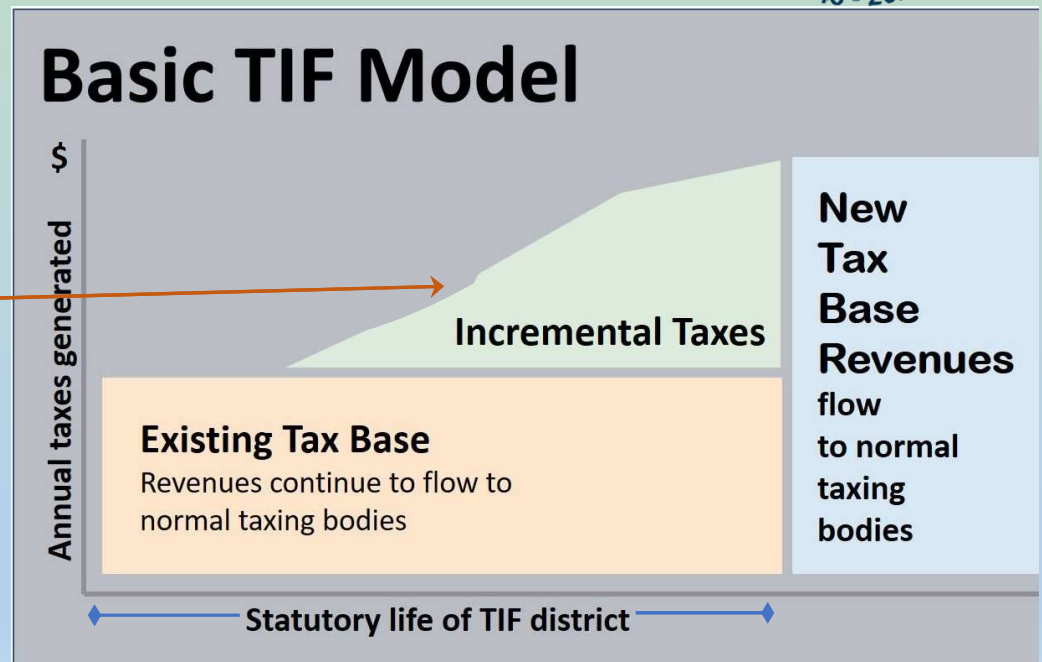


TIF FINANCING

Generally, TIF captures property taxes generated from the increased assessed valuation on the site that results from private development following infrastructure investment.

Only revenues from **REGULAR** property taxes assessed against the **Increment Value** are captured:

- ✓ To pay “**public improvement costs**”
- ✓ To **repay bonds** issued for “public improvements”



PROSPECTIVE TIF AREAS



- Stone Creek/Downtown
 - Fill any gaps on SW Mojonier reconstruction;
 - Assist in paying for east-west roadway in middle of SC development;
 - Stoplight at College Place High School, east-west road, and College Avenue;
 - WWTP improvements;
 - Acquire land on College Avenue for shared parking lot to relax parking requirements on College Avenue to attract more small businesses in the downtown area.
- Myra & Rose
 - Zone to encourage property acquisition and/or infrastructure development to facilitate development of vacant commercially zoned properties in the area.
 - Whitman & Myra area (Price property)
 - NE Rose Street (Gugliemelli property)
- Martin Airfield
 - Fringe properties zoned Industrial Surrounding Airfield but lacking infrastructure.

But For TIF



- Intent of legislation:
 - But for investment in infrastructure, private development would otherwise not happen
 - NOT intended to only build infrastructure with “hopes” of development
 - Must pass “but for” test

Eligible Infrastructure Improvements



- Street & road construction
- Water & sewer system construction & improvements
- Sidewalks & other non-motorized transportation improvements
- Street lights
- Parking & other transit facilities
- Park & community/recreation areas
- Stormwater management systems
- Electric & broadband services
- Mitigation of brownfields
- Purchasing, rehabilitating, retrofitting for energy efficiency & constructing housing for purpose of creating or preserving long-term affordable housing
- Purchasing, rehabilitating, retrofitting for energy efficiency, and constructing child care facilities serving low-income, homeless or foster care children & youth
- Providing maintenance & security for public improvements
- Historic preservation activities RCW 35.21.395

TIF REQUIREMENTS



- City ordinance
 - designating increment area &
 - identifying public improvements to be financed
 - whether bonds will be issued
- 2 active Increment Areas (can't overlap)
- Increment Areas assessed value $\leq$ \$200M OR $<$ 20% of total AV, whichever is less
- Can't add improvements or change boundary
- Must include deadline for construction will begin
- Can only receive TIF revenues for period necessary to pay cost of improvements
- If local government finances improvements, increment area must be retired no more than 25 years after adoption of ordinance

Project Analysis



- Must prepare prior to ordinance; subject to state treasury (90-day) review

Highlights:

- Description of expected private development within IA, including scenario comparison with & without proposed public improvements
- Assessment of impacts & any necessary mitigation to address:
 - Affordable and low-income housing
 - Local business community
 - Local school districts
 - Local fire service

Required Outreach



- Hold two public briefings exclusively on project;
- Submit project analysis to state treasurer for review;
- Publish notice in public newspaper;
- Notice to county treasurer, county assessor, and governing body of each taxing district where increment area is located.

TIF CALCULATION



Pre:

- each taxing district collects:
levy + 1% + new construction

Post:

- each taxing district collects:
levy + 1% + new construction + TIF growth

TIF growth = district's previous year's levy rate X growth in assessed valuation in IA

(excludes "new construction" in IA – no "double dipping")

New construction from within IA added to each taxing district's levy when constructed.

TIF TAXES



- Applies to local property taxes only
- Limited to amount needed to fund public improvements (outlined in ordinance)
- Excess TIF revenue allocated back to taxing districts pro rata

IMPACT ON TAXING DISTRICT



- Tax collected = budgeted amount (prior slide) PLUS levy rate applied to assessed value in TIF IA
- ALL PLUS amount goes directly to City to pay for infrastructure
- At retirement of TIF, all value added becomes the tax base (good for all taxing districts)
- **BUT FOR test is crucial**
- buy in from taxing districts (e.g. Port) good idea

IMPACT ON TAXING DISTRICT (cont.)



BUT FOR test is crucial:

- If development would have occurred WITHOUT TIF, then using TIF is taking away potential future revenues from taxing districts
- Need to focus on underdeveloped, (for whatever reason) & strive for construction to begin w/in 5 years

TAXPAYER IMPACTS



- Levy rate in IA & outside IA remain same
- Minimal impacts on taxpayers outside taxing district
- Developer pays same levy rate as any other taxpayer
- Developer pays more \$\$\$ because assessed value is rising

DEBT ISSUANCE & TIF



- GO Bonds
 - Expected primary method
 - Creates “indebtedness” counts against City’s debt capacity
 - No state backstop & no guarantee increased value
 - City must repay debt regardless of revenues generated Levy rate in IA & outside IA remain same
- Revenue Bonds
 - Authorized, but not expected to be widely used
 - must be payable solely from revenue generated by the public facility located in IA & government operated

POLICY CONSIDERATIONS



- Risk tolerance?
 - What happens if private development doesn't happen?
- Debt level supported?
 - Realistic revenue prediction v. "cost" of financing
- Time frame and opportunities?
 - Consider conservative structure:
 - Realistic revenue prediction
 - Build in a buffer – flexible retirement/early call
- Partnership with private developer

INITIAL COST CONSIDERATION



- \$10k - \$75k consultation
 - Identify IA
 - Prepare some or all of required Project Analysis (to be reviewed by State Treasurer)

PROJECT ANALYSIS



- Objectives
- Boundaries & duration of IA
- Expected private development (with & without public improvements)
- Description of public improvements
- Certified assessed value of real property in IA & estimated increment value & tax revenue allocations
- Estimated jobs created
- Assessment of impacts (affordable housing, business community, school district, fire service)

EXAMPLE



- City wants to create new mixed-use development
- New/upgrade infrastructure needed to support development
- Current lease rates for commercial & residential development not sufficient to support construction costs
- City prepares Project Analysis with desired development both with and without TIF support
- City identifies “significant barrier” to proposed development is cost of infrastructure

BUT FOR TEST - EXAMPLE



Initial Tests:

- Lack of growth and/or history of development
- Unusual or additional development expenses

Secondary Tests:

- Market/gap analysis
- Developer commitment

DEVELOPMENT PLAN - EXAMPLE



Construction timing:

- 1st Phase
 - 2023: 50 units of multi-family
 - 2023: 300 parking spaces
 - 2023: 10,000 sqft of retail space
 - 2025: 50 units of multi-family
- 2nd Phase
 - 2028: 75 units of multi-family
 - 2028: 5,000 sqft of retail space
- 3rd & Final Phase:
 - 2032: 30,000 sqft office/entertainment space

EXAMPLE: TIF REVENUES IN IA: \$20M OF INCREASED AV IN 2024



City	.91
County	.98
EMS Levy	.19
Port	.17
EXCLUDE voter-approved school district levies	
EXCLUDE state property tax levy	

Total 2.25
Levy Rate
X
\$20 million
÷
\$1000

\$49,000

ADDITIONAL TAX REVENUE

- Sales tax
- Utility tax
- Other



QUESTIONS?

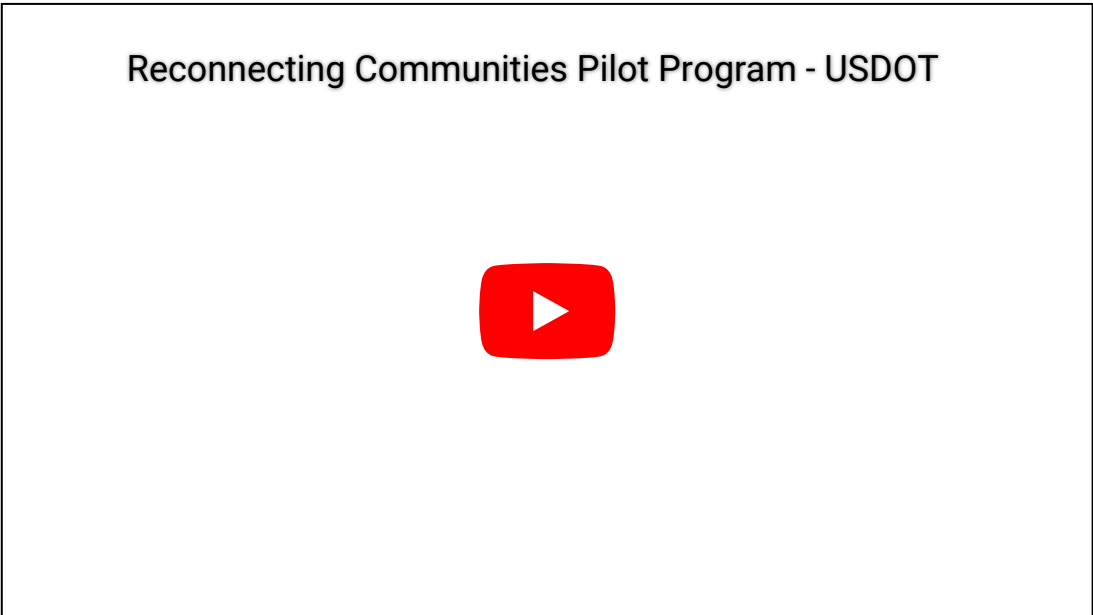


Grants
Reconnecting Communities Pilot Program
Announcement
Notice of Funding Opportunity
Key Information Table for Applicants - Form
How to Apply
Highlights of Changes to the FY22 RCP Notice of Funding Opportunity
Understanding Non-Federal Match for the RCP Program
Additional Guidance
Webinars
FAQs
Resources
Fact Sheet

Reconnecting Communities Pilot Program – Planning Grants and Capital Construction Grants

- Reconnecting Communities Pilot Program – Planning Grants and Capital Construction Grants (Spanish): [Programa piloto “Reconnecting communities \(Reconectar comunidades”:](#) [subvenciones de planificación y subvenciones para construcción de obras de infraestructura\).](#)
- Reconnecting Communities Pilot Program – Planning Grants and Capital Construction Grants (Mandarin): [重新连通社区试点计划 - 规划拨款和基本建设拨款](#)

Secretary Buttigieg Introduces the RCP Program



The [Bipartisan Infrastructure Law \(BIL\)](#) established the new Reconnecting Communities Pilot (RCP) discretionary grant program, funded with \$1 billion over the next 5 years.

It is the first-ever Federal program dedicated to reconnecting communities that were previously cut off from economic opportunities by transportation infrastructure. Funding supports planning grants and capital construction grants, as well as technical assistance, to restore community connectivity through the removal, retrofit, mitigation, or replacement of eligible transportation infrastructure facilities.

Reconnecting Communities Grant Opportunity Alert: Inaccessible Workspace in Grants.gov

On October 3, the RCP program team deleted the original grants.gov package (for both planning and capital construction grants) and replaced it with two distinct packages for: 1) planning grant applications and 2) capital construction grant applications. DOT has not changed application requirements for the grant opportunity but has restructured the availability of forms. The RCP team made the change in order to improve application data processing.

If you created a workspace prior to October 4 in grants.gov for the RCP program, you must create a new workspace. You will then submit a single set of forms under the planning grant or capital construction grant package. Read more about this issue [here](#).

Amended FY22 Notice of Funding Opportunity (NOFO) is open now through Thursday, October 13, 2022

The [FY22 Notice of Funding Opportunity \(NOFO\) for the Reconnecting Communities Program](#) is available now on the DOT website. It was amended on September 30, 2022 to include technical corrections to the Key Information Table and is live on Grants.gov.

The deadline for applications is 11:59 PM EDT on Thursday, October 13, 2022. All applications **must** be submitted through [grants.gov](#). Search for "Reconnecting Communities" or Opportunity Number: DOT-RCP-FY22-01.

Review [highlights of changes to the FY22 Reconnecting Communities Pilot Program NOFO](#) .

Access the amended [Key Information Table](#) in fillable PDF format for submission with your application in Grants.gov.

If you wish to receive updates about the program, [sign up for email updates](#).

You may send questions to [ReconnectingCommunities@dot.gov](#).

... .

View past webinar recordings and content at the [RCP webinars page](#).

What is an Eligible Facility?

A highway, including a road, street, or parkway or other transportation facility, such as a rail line, that creates a barrier to community connectivity, including barriers to mobility, access, or economic development, due to high speeds, grade separations, or other design factors.

Funding Available

Fiscal Year	2022	2023	2024	2025	2026	5-Year Total
Planning	\$50M	\$50M	\$50M	\$50M	\$50M	\$250M
Capital Construction	\$145M	\$148M	\$150M	\$152M	\$155M	\$750M
Total Authorized Amount	\$195M	\$198M	\$200M	\$202M	\$205M	\$1,000M

Planning Grants

Planning grants may be used to study the feasibility and impacts of removing, retrofitting, or mitigating an existing eligible facility or to conduct planning activities necessary to design a project to remove, retrofit, or mitigate an existing eligible facility.

Who is eligible to apply for planning grant funding?

- States
- Units of local government
- Federally recognized Tribal governments
- Metropolitan planning organizations
- Nonprofit organizations

Eligible planning activities

- Planning studies of: current traffic patterns on the eligible facility proposed for removal, retrofit, or mitigation and the surrounding street network; transportation network capacity; alternative roadway designs or other uses for the right-of-way; impacts to the mobility of freight and people; impacts to the safety of the traveling public; cost; anticipated economic impacts and environmental impacts both human and natural.
- Public engagement activities to provide the public opportunities to provide input into a plan to remove and convert an eligible facility.
- Other transportation planning activities required in advance of a project to remove, retrofit, or mitigate an existing eligible facility to restore community connectivity, as determined by DOT.

Technical Assistance

The Department must prioritize technical assistance to economically disadvantaged communities. The Department anticipates focusing its technical assistance on recipients that demonstrate need as underserved, overburdened, and disadvantaged communities.

Technical assistance is for building organizational or community capacity to engage in transportation planning and to identify innovative solutions to infrastructure challenges, including reconnecting communities that are bifurcated by eligible facilities or lack safe, reliable, and affordable transportation options.

Capital Construction Grants

Capital construction grants may be used for projects for which all necessary studies and other planning activities have been completed to remove, retrofit, mitigate, or to replace an existing eligible facility.

Who is eligible to apply for capital construction grant funding?

Eligible applicants for Capital Construction Grants are:

- the Facility Owner or
- Eligible applicants to Planning Grants may submit the application for a Capital Construction Grant, as long as the Owner of the eligible transportation facility is a joint applicant, with evidence of endorsing the application.

Eligible capital construction projects

- Removal, retrofit, or mitigation of an existing eligible facility.
- Replacement of an eligible facility with a new facility that restores community connectivity and is sensitive to the context of the surrounding community.
- Preliminary and detailed design activities and associated environmental studies; predevelopment / preconstruction; permitting activities including the completion of the National Environmental Policy Act (NEPA) process; delivering community benefits and the mitigation of impacts identified through the NEPA process or other planning and project development for the capital construction project.

What should I think about in developing an application?

Restoring community connectivity and eliminating barriers to mobility, access or economic development opportunities are key components of this program. As such, these are important issues for your community to consider in determining whether and how to best develop an application for

funding.

For prospective applicants new to seeking funding from the Federal government:

- Consult “Grants 101” on [GRANTS.GOV](https://www.grants.gov), the [Applicant Toolkit for Competitive Funding Programs at USDOT](#), and [FHWA Technical Assistance / Local Support](#) if your organization is new to applying for and administering federal assistance.
- It is best to start early. All applicants will need to obtain a Unique Entity Identifier (UEI) through GSA to apply for grant opportunities in grants.gov. On April 4, the federal government stopped using Dun & Bradstreet’s proprietary Data Universal Numbering System (DUNS) to identify contractors and grantees and began exclusively using the UEI. The process of obtaining a UEI can take up to a month, so applicants are encouraged to apply for the UEI now. If you previously had a DUNS number, your UEI has already been created and is available to view in [SAM.gov](https://sam.gov).

If you are interested in applying for a planning grant, technical assistance or a capital construction grant, you could:

- Begin to identify your community’s challenges related to connectivity and barriers. This includes transportation barriers that make it difficult for community members of all ages and abilities to safely reach daily destinations like schools, jobs, grocery stores, parks, and healthcare services. Related challenges may include land use, environmental, housing, economic development, and health and safety conditions related to transportation facilities that divide communities.
- Consider whether eligible facilities are located in underserved, overburdened, or disadvantaged communities. These communities may bear a greater burden from transportation infrastructure such as fatal and serious injury crashes, air and noise pollution or other public health impacts, broader community safety issues, or sustained community disinvestment. Also consider whether the infrastructure facility contributed to past community hardship including displacing historic populations, contributing to racial or economic segregation, or negatively impacting important cultural, historical, or sacred community assets.
- Determine if there is motivation across the community to collaboratively address these barriers and explore solutions. Consider how to best serve the surrounding community and take a comprehensive approach to transformative solutions, including but not limited to mobility and access, land use, housing, arts and culture, place-making, transportation, including public transportation, and environmental remediation, if applicable.
- Start identifying who should be involved. Partners could include government stakeholders (e.g., with jurisdiction for transportation, including public transportation, land development, housing, health), community members, community-based organizations, local institutions and major employers, businesses that serve the community, adjacent property owners, and other private sector entities.
- Consider how to engage a broad range of community members, specifically those who live, work, and recreate in and around the project area. This could include those with historical ties to the project area who may be underrepresented in decision-making, including transportation decision-making.
- Review the broad range of opportunities outlined in the [White House Guidebook to the Bipartisan Infrastructure Law for State, Local, Tribal, and Territorial Governments and Other Partners](#), [USDOT funding and financing opportunities](#), and upcoming [USDOT NOFOs](#) available to support reconnecting your community.
- Consult the [Federal Highway Administration and Federal Transit Administration’s Transportation Planning Capacity Building Program](#) and the [Community Impact Assessment](#) resource pages.

Facility owners and partners seeking funding for a capital construction grant for an established project, could also:

- Ensure that prerequisite feasibility studies and other planning activities have been completed.
- Review existing planned projects for consistency with the Long-Range Statewide Transportation Plan, planned projects in your Metropolitan Long-Range Transportation Plan (if applicable), and the Statewide Transportation Improvement Program to assess if any projects could be eligible candidates for the RCP Program.
- Consider how to engage a broad range of community members, specifically those who live, work, and recreate in the project area, who have historical ties to the project area, and who may be underrepresented in local decision-making, including transportation decision-making.
- Consult with those who may partner in developing community outreach, communications, construction mitigation, and anti-displacement plans to proactively align, leverage and identify additional resources that can support reconnecting and stabilizing communities during and after construction.
- Review the broad range of opportunities outlined in the [White House Guidebook to the Bipartisan Infrastructure Law for State, Local, Tribal, and Territorial Governments and Other Partners](#), [USDOT funding and financing opportunities](#), and upcoming [USDOT NOFOs](#) available to support reconnecting your community.
- Consult the Federal Highway Administration's resource pages on [Context Sensitive Solutions and Design](#).

Email Updates

To sign up for updates, please enter your contact information below.

★Email Address

Submit

Last updated: Thursday, October 6, 2022

U.S. DEPARTMENT OF TRANSPORTATION

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- PHMSA

RESEARCH AND TECHNOLOGY

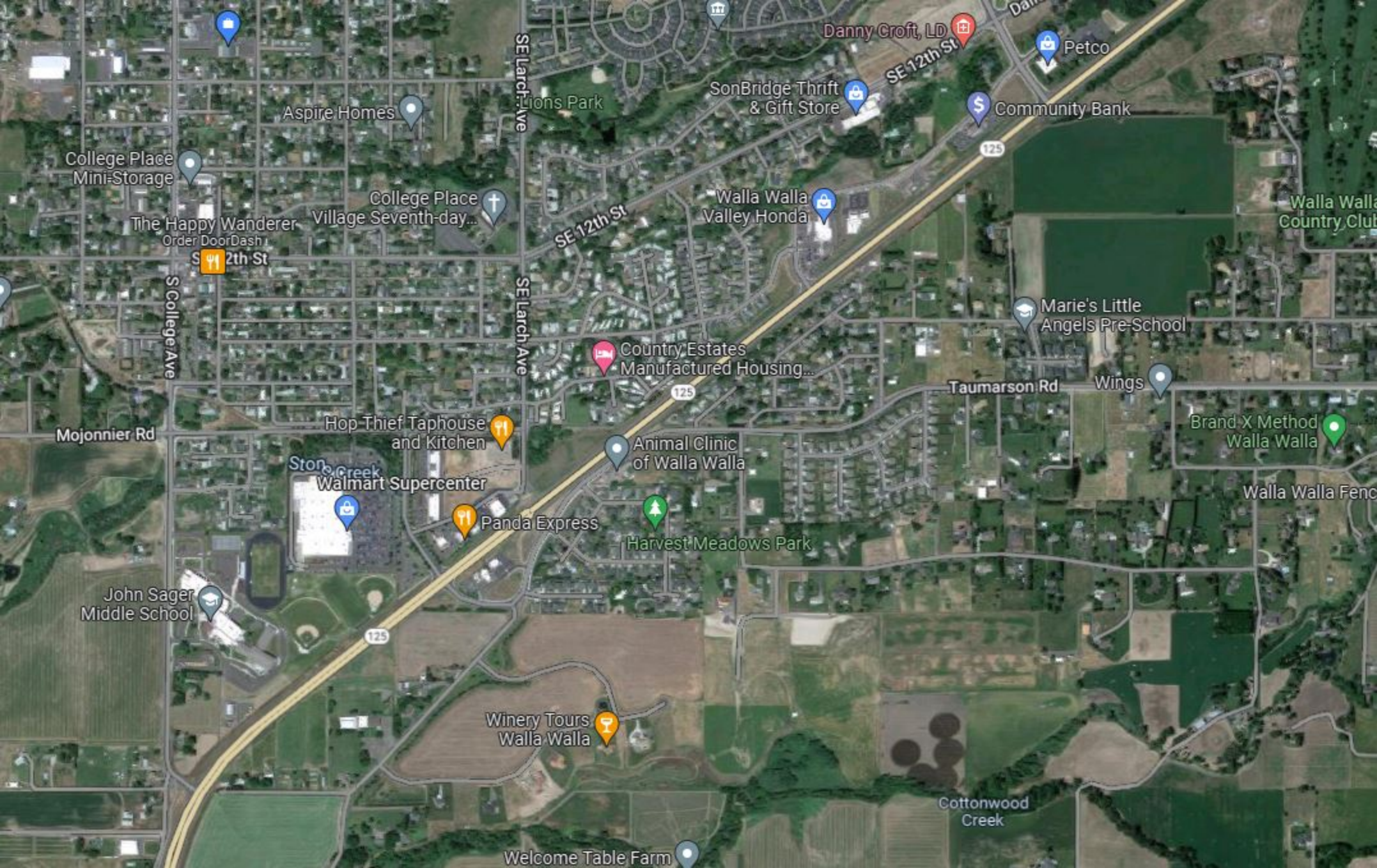
- Office of the Assistant Secretary for Research and Technology
- Bureau of Transportation Statistics
- Volpe Center
- Ask-A-Librarian

PRIORITIES

- Bipartisan Infrastructure Law
- Climate and Sustainability
- Equity
- Safety
- Transformation

POLICIES, RIGHTS, AND LEGAL

- USA.gov
- Privacy Policy
- FOIA
- Budget and Performance
- No FEAR Act
- Cummings Act Notices
- Ethics
- Web Policies and Notices
- Vulnerability Disclosure Policy
- Accessibility



City of College Place, Washington
RESOLUTION NO. 22-076

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING SUPPORT OF APPLICATION TO THE FEDERAL DEPARTMENT OF TRANSPORTATION RECONNECTING COMMUNITIES PLANNING PILOT GRANT PROGRAM FOR THE SR 125 CORRIDOR (MYRA ROAD TO COLLEGE AVENUE)

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the Federal Department of Transportation has created the Reconnecting Communities Pilot Grant program out of the Bipartisan Infrastructure Legislation that has planning and implementation subgrant elements; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Directs the City Administrator or designee to pursue grant application to the Federal Department of Transportation Reconnecting Communities Pilot Grant Program for the SR 125 Corridor Planning Project (Myra Road to College Avenue).

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.

PASSED by the City Council of the City of College Place, Washington, this 11th day of October, 2022.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair
City Clerk

INTERLOCAL AGREEMENT FOR WALLA WALLA COUNTY
EMERGENCY MANAGEMENT DEPARTMENT

THIS AGREEMENT was revised and entered into this July 19, 2022, by and between the County of Walla Walla, a Municipal corporation of the State of Washington, hereinafter referred to as "County" and the Cities of College Place, Prescott, Waitsburg, and Walla Walla, Municipal corporations of the State of Washington, hereinafter referred to as "Cities".

WITNESSETH:

WHEREAS, [RCW 38.52.070](#) directs local governments to establish and organize an emergency management organization and provides for a local emergency management organization in which two or more political subdivisions may join for the establishment and operation thereof, and

WHEREAS, the Board of County Commissioners of Walla Walla County, Washington, has agreed to manage the joint operation of an emergency management organization as provided by RCW 38.52.070. and

WHEREAS, the declared purposes of this agreement are to provide for the preparation and carrying out of plans, including mock or practice drills, for the protection of persons and property within this county in the event of a disaster, and to provide for the coordination of the emergency functions of this county with all other public agencies and affected private persons, corporations, and organizations, and

WHEREAS, any expenditures made in connection with such emergency management activities, including mutual aid activities, and mock or practice drills, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of Walla Walla County and its participating Cities, and

WHEREAS, the term "emergency management" denotes activities relating to the preparation for and the carrying out of all emergency functions to mitigate, prepare for, respond to, and recover from emergencies and disasters that have the potential to severely affect people, property, the environment and the economic vitality of Walla Walla County and the Cities. And to aid victims suffering from injury or damage, resulting from disasters caused by all hazards, whether natural, technological, or human caused, and to provide support for search and rescue operations for persons and property in distress, and

WHEREAS, these functions are to include, but are not limited to, firefighting, law enforcement, emergency medical, radiological, chemical and other special weapons defense, evacuation of persons from stricken areas, emergency transportation, existing or properly assigned functions of plant protection, temporary restoration of public utility services and other functions related to civilian protection, together with all other activities necessary or incidental to the preparation for and carrying out of the foregoing functions, and

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS TO BE PERFORMED BY THE PARTIES, IT IS AGREED AS FOLLOWS:

1. CONTINUATION:

- (A) There will continue to be a joint local organization for emergency management, to be composed of Walla Walla County, Washington, and its participating incorporated cities and town, which is known as the “Walla Walla County Emergency Management Department.” The Department is under the supervision of the Walla Walla Board of County Commissioners.
- (B) This joint organization shall continue its existence upon approval of this agreement by the Board of Walla Walla County Commissioners. Thereafter any incorporated city or town within Walla Walla County may become a participating member upon the adoption of a resolution by its legislative body to that effect and agreeing to the provisions hereof and the deposit with the Director of Walla Walla County Emergency Management of a duly executed copy of this agreement.
- (C) If a political subdivision declines to contribute its fair and equitable share to said joint emergency management organization, in accordance with RCW 38.52.070 (I) it is directed to otherwise establish its own emergency management organization as required by said RCW and to comply with statutory guidelines for its operation.
- (D) The operation of said joint organization shall be conducted through county administrative offices. There is to be continued a special pooled fund to be administered by the Treasurer of Walla Walla County, which fund is known as the “Walla Walla County Emergency Management Fund,” into which are deposited all funds received for the account of this joint organization and from which shall be paid all-proper claims as allowed by the Board of Walla Walla County Commissioners in accordance with [RCW 36.22.050](#) and any other applicable statutes.
- (E) The participating members' contributions to the Emergency Management Fund shall be based in proportion to the assessed property valuations of the Emergency Management budget that is not reimbursed by the Federal or State Government. The proportion of assessed property valuations shall be calculated annually as part of the Emergency Management budget preparation with current figures from the Walla Walla County Assessor. The charges shall be payable annually or semi-annually, within 30 days of the beginning of each calendar half. In the event of an emergency resulting in the necessity of carrying out of emergency functions for the preservation and protection of lives and/or property, the cost of emergency functions above and beyond the permanent staff and facilities of the Emergency Management Department shall be borne by the participating member or members affected by such emergency and promptly remitted to the Emergency Management Fund, provided that the Director shall obtain approval of the executive head of the affected political subdivision at the earliest opportunity. If in any case the Emergency

Management Executive Board cannot agree upon the proper division of cost, the matter shall be referred to the State Emergency Management Council¹ for arbitration. Its decision shall be binding.

- (F) An annual budget shall be prepared by the Director, subject to the approval of the EMEB, for final adoption by the Walla Walla County Commissioners.
- (G) The Emergency Management Department may accept gifts, grants, or loans of money, equipment or services from any lawful source and perform all functions authorized by law to be performed by departments of emergency management.
- (H) Each party to this agreement shall to the extent of the law, indemnify and hold harmless each of the other parties, their officers, agents, contractors, servants, and employees and any and all claims of third parties from any and all liability for such losses, expenses, damages, personal injury or death arising out of assistance rendered pursuant to this agreement. All such claims and related rights are hereby expressly waived.

2. EMERGENCY MANAGEMENT EXECUTIVE BOARD (EMEB):

- (A) Membership. In accordance with RCW 38.52.070, the Walla Walla County Emergency Management Executive Board (EMEB) shall consist of the County Commissioners, the mayors of each participating incorporated city, the Walla Walla City Manager, the College Place City Administrator, and the Waitsburg City Administrator for a total of ten voting members. The Chair of the Board of County Commissioners shall serve as Chair of the EMEB. The Director shall be an ex-officio, non-voting member and shall serve as Vice-Chair. Mayors may appoint another council member to represent their jurisdiction.
- (B) Powers and Duties. The EMEB shall perform all duties imposed by statute upon executive heads of emergency management departments. It shall review and recommend for adoption emergency management and mutual aid plans and agreements and such resolutions and rules and regulations as are necessary to implement such plans and agreements. It shall do all things herein provided and/or reasonably necessary to the accomplishments of the purposes hereof.
- (C) Incident Command System. It is understood that the Incident Command System (ICS) will be utilized for multiagency/multi-jurisdiction operations. The Incident Command System establishes common standards in organization, terminology, and procedures; and provides a means (unified command) for the establishment of a common set of incident objectives and strategies during multiagency/multijurisdictional operations while maintaining individual agency/jurisdiction authority, responsibility, and accountability. The Incident Commander (IC) assumes the primary leadership function at the incident location.

¹ <https://mil.wa.gov/emergency-management-council>

- (D) EMEB Chair Powers and Duties. In the event of a disaster declared by the Governor of the State of Washington as provided by law, the EMEB Chair shall be empowered and may designate staff to:
- (1) Make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such disaster provided the following procedures are followed.
 - (2) When the EMEB Chair determines it is necessary to request the assistance of a party or parties to this agreement, under the terms of this agreement, the EMEB Chair is authorized to do so. The EMEB Chair shall through communication with the Incident Commander or the authorized subordinates take the following actions:
 - (a) Determine, in consultation with the Emergency Management Director and/or the Incident Commander, if existing mutual aid agreements can provide needed resources.
 - (b) Identify the exact mission to be assigned in accordance with the detailed plans and procedures of operation drawn in accordance with this agreement by the Incident Commander.
 - (c) In the event no Incident Commander or authorized subordinate is available, the EMEB Chair may authorize an agency, personnel, vehicles, and equipment as needed to address a declared emergency.
 - (d) Such actions must be confirmed at the earliest practicable time by the EMEB.
 - (3) Within the constraints above, require the services of any county or city officer or employee to command the aid of as many citizens as he/she considers necessary in the execution of his/her duties such persons being entitled to all privileges, benefits, and immunities as are provided by Chapter 38.52 RCW and federal and state emergency management regulations for registered emergency workers.
 - (4) Execute all of the special powers conferred upon him/her by this agreement or by resolution adopted pursuant thereto, by powers conferred upon him/her by statute, or by agreements approved by the EMEB or by other lawful authorities.
- (E) Quorum and Meetings. Those members of the EMEB present shall constitute a quorum for the transaction of emergency management business at any regularly scheduled meeting. Any meeting in which a budget is to be adopted or a financial obligation is to be assessed to a member thereof shall require a quorum of 6 members of the EMEB at the first meeting convened for that purpose. If a quorum is not present, a special meeting will be called two (2) weeks after the scheduled meeting where it may be voted on by the members present regardless of a six-person quorum being present. The EMEB shall meet on a quarterly basis to review the Emergency Management organization and plans. Meeting dates and times

will be published by the Emergency Management Department prior to each meeting. Other meetings of the EMEB shall be called by the Chair or Vice-Chair or by a majority of the members of the EMEB. Any EMEB member may call emergency meetings with adequate notice to all members.

- (F) Division, Services and Staff. The EMEB shall prescribe divisions and services, assign functions, duties and powers as it deems appropriate. Insofar as possible, the form of organization, titles and terminology shall conform to the recommendations of the federal government and the Emergency Management Division of the State of Washington.

3. LOCAL EMERGENCY PLANNING COMMITTEE (LEPC):

- (A) The Local Emergency Planning Committee (LEPC) may be composed of representatives and users from organizations such as:
- (1) All Law Enforcement Agencies within the County
 - (2) All Fire Departments and Districts
 - (3) All Hospitals
 - (4) County Coroner
 - (5) County and City Public Works Departments
 - (6) County Health Officer
 - (7) All City/County Ambulances
 - (8) City and County Building Officials
 - (9) County Emergency Medical Services Director
 - (10) Valley Transit
 - (11) Volunteer Organizations such as American Red Cross, Amateur Radio, Civil Air Patrol, Salvation Army etc.
 - (12) Utility Company Representatives
 - (13) Tier Two Facility Representatives (facilities which store hazardous materials which meet the Emergency Planning & Community Right-to-Know Act (EPCRA), Title III of the Superfund Amendments and Reauthorization Act (SARA) reporting requirements)
 - (14) Other Representatives as Designated by the LEPC
- (B) The LEPC shall assist and cooperate with the Director of Emergency Management in the development of emergency plans, exercises, and training operations. The LEPC shall meet quarterly unless the Emergency Management Director calls additional or less frequent meetings.
- (C) The Emergency Management Communications Advisory Board (EMCAB), made up of public safety agencies including fire and law enforcement, shall provide advisory services to Walla Walla County Emergency Management Department. The advisory council will assist, advise and cooperate with the Director of EMD in the development of budget, plans,

exercises, training and special projects related to mitigation, preparedness, response and recovery. Advice and recommendations from the advisory council will be forwarded by the Director of Emergency Management to the EMEB for final decision.

4. DIRECTOR OF EMERGENCY MANAGEMENT POWERS AND DUTIES:

- (A) The Director shall be responsible for the Walla Walla County Emergency Management Department and the coordination and development of the overall emergency management activities. The Director shall report to the Board of County Commissioners for general management of the Department and to the Chair of the EMEB during emergency situations. The Director shall employ staff to carry out the day-to-day functions of the Department.
- (B) Subject to the directions of the EMEB, the Director is hereby empowered and directed to:
 - (1) Employ and supervise staff per Walla Walla County employment contracts and policies.
 - (2) Direct coordination and cooperation between divisions, services jurisdiction, and to resolve questions of authority and responsibility that may arise between them.
 - (3) Designate and direct staff in accomplishing the following:
 - (a) Coordinate the efforts of the emergency management organization for the accomplishment of the purposes of this agreement.
 - (b) As required by RCW 38.52.030(3), prepare and maintain a Comprehensive Emergency Management Plan (CEMP) for Walla Walla County and its participating cities and towns, conforming to the state emergency management plans and programs.
 - (c) Represent the emergency management organization in all dealings with public or private agencies during a disaster or emergency as well as during the recovery phase.
 - (d) Keep and maintain an inventory of all goods, supplies and equipment of the Emergency Management Department or in its custody including federal excess property on loan to the department, with said inventory to specify the location of each item listed thereon.

5. SERVICES TO BE PROVIDED TO PARTICIPATING JURISDICTIONS:

The Walla Walla County Department of Emergency Management shall provide service, equipment and personnel to participating political jurisdictions to assist them in effecting emergency operational plans and programs, to include the following:

- (A) Provide an emergency management organization to coordinate operational activities and to minimize death, injury and damages for periods before, during and after an enemy attack, natural disaster or man-caused disaster.

- (B) Provide a Comprehensive Emergency Management Plan (CEMP) that provides guidance, policies and lists responsibilities for mitigation, response, preparedness and recovery from a disaster.
- (C) Coordinate local emergency management planning with the Federal Government, State of Washington, neighboring counties, military organizations and other support agencies.
- (D) Coordinate with and assist jurisdictions and agencies in preparing, updating and executing mutual aid agreements.
- (E) Provide for the effective utilization of resources within or from outside these jurisdictions to minimize the effects of disaster and to request assistance as needed through established emergency management channels.
- (F) Recruit, register and identify emergency workers and provide for compensation coverage for volunteers who suffer injury or equipment loss as a result of emergency management duty.
- (G) Establish and maintain training and public information programs.
- (H) Identify protection measures for the population against the hazards of radioactivity and release of hazardous materials through the development of relocation and shelter in place programs.
- (I) Provide emergency disaster control and coordination through the designated Emergency Coordination Center.
- (J) Develop a system for warning the general public and to provide for information and guidance to the general public.
- (K) Ensure that local communications systems can be utilized to the maximum extent practicable during emergencies and that a capability can be maintained for communicating with the State Emergency Operations Center.
- (L) Provide support for search and rescue operations.
- (M) Provide normal office procedures, correspondence and inventories.

6. DURATION:

This agreement shall remain in full force and effect for a period of five (5) years from date of adoption by the Walla Walla County Board of Commissioners. This agreement shall be deemed to be in force unless notice is received from any party at least six (6) months prior to a requested termination date.

7. WITHDRAWAL OR CANCELLATION:

Any participating party to this agreement shall have the right to withdraw from this agreement by providing six-month written notice, which shall be effective at 11:59 PM on December 31st of the year in which the notice of withdrawal is tendered. Notice shall be delivered to the Director.

Withdrawal by Walla Walla County shall constitute cancellation of this agreement in its entirety. Withdrawal by any other party will not trigger a termination of this Agreement for the other parties.

PROPERTY DISPOSAL UPON WITHDRAWAL OR AGREEMENT CANCELLATION:

- (A) No real property ownership or acquisition is anticipated. Property, for purpose of this section, refers to personal property only.
- (B) Federal or State-owned properties shall be disbursed in accordance with appropriate federal or state guidelines.
- (C) Items loaned to the Emergency Management Department by a participating member shall be returned to that member upon that member's withdrawal from this agreement, upon this agreement's cancellation, or upon the expiration of this agreement.

8. SAVINGS CLAUSE:

If any provisions of this Agreement are held to be contrary to law by a court of competent jurisdiction or governmental administrative agency having authority over its provisions, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions of this Agreement will continue in full force and effect.



Walla Walla County

Emergency Management Department

27 N. 2nd Avenue

Walla Walla, Washington 99362

Phone: (509) 524-2900 • Fax: (509) 524-2910

www.wwemd.info

LIZ JESSEE

Director

PATRICK PURCELL

Coordinator

Memo

To: Emergency Management Executive Board Members
From: Liz Jessee
Date: July 22, 2022
Re: Adoption of Emergency Management Interlocal Agreement

I am requesting adoption by resolution of the 2022 Interlocal Agreement for Walla Walla. The agreement will replace the Interlocal Agreement dated January 17, 2017.

As discussed at the July 19, 2022, Emergency Management Executive Board (EMEB) meeting, the existing agreement was due for its every 5-year review and required a few revisions. A quorum was present and EMEB unanimously agreed to move forward with adoption of the revised agreement.

Changes made to the document are listed in the ***2022 Interlocal Agreement Record of Changes***.

As noted on Page 2, Section 1(B) of the Interlocal Agreement, each of the participatory cities in this agreement will adopt the agreement separately, subsequent to adoption by the Board of Walla Walla County Commissioners (BOCC). The BOCC will adopt the updated agreement at their August 1, 2022, meeting.

If you have any questions or concerns about the Interlocal Agreement revisions, please contact me at 509.524.2902, or ljesssee@co.walla-walla.wa.us.

2022 Interlocal Agreement Record of Changes

<i>DESCRIPTION OF CHANGE</i>	<i>SECTION</i>	<i>PAGE</i>
Link to RCW 38.52.070 imbedded into document	Introduction	Page 1
'incorporated cities and towns' changed to 'Cities'	Introduction	Page 1
Definition of "emergency management" updated to align with language in RCW 38.52.010 (8)	Introduction	Page 1
'RCW 38.51.52.070 (1)' corrected to 'RCW 38.52.070 (1)' Link to RCW 38.52.070 (1) imbedded into document	1. <u>CONTINUATION</u> (C)	Page 2
Link to RCW 36.22.050 imbedded into document	1. <u>CONTINUATION</u> (D)	Page 2
Added: 'The proportion of assessed property valuations shall be calculated annually as part of the Emergency Management budget preparation with current figures from the Walla Walla County Assessor.'	1. <u>CONTINUATION</u> (E)	Page 2
Changed terms of payment of interlocal fees from 10 days to 30 days	1. <u>CONTINUATION</u> (E)	Page 2
Added footnote with webpage of the State Emergency Management Council	1. <u>CONTINUATION</u> (E)	Page 3
Added Incident Command System verbiage	2. <u>EMERGENCY MANAGEMENT EXECUTIVE BOARD (EMEB)</u> (C)	Page 3
Updated EMEB Chair request for assistance verbiage to include consultation with Emergency Management Incident Commander (IC) consultation and eliminate functions performed on scene by IC during a disaster.	2. <u>EMERGENCY MANAGEMENT EXECUTIVE BOARD (EMEB)</u> (D)(2)	Page 4
Changed 'State law' to 'Chapter 38.52 RCW and federal and state emergency management regulations' to match language in RCW	2. <u>EMERGENCY MANAGEMENT EXECUTIVE BOARD (EMEB)</u> (D)(3)	Page 4
Updated language for Quorum and Meetings: Any meeting in which a budget is to be adopted or a financial obligation is to be assessed to a member thereof shall require a quorum of 6 members of the EMEB at the first meeting convened for that purpose. If	2. <u>EMERGENCY MANAGEMENT EXECUTIVE BOARD (EMEB)</u> (E)	Page 4

<i>DESCRIPTION OF CHANGE</i>	<i>SECTION</i>	<i>PAGE</i>
a quorum is not present, a special meeting will be called two (2) weeks after the scheduled meeting where it may be voted on by the members present regardless of a six-person quorum being present.		
Removed references to Emergency Management Council (EMC) and replaced with Local Emergency Planning Committee.	3. <u>LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)</u>	Page 5
Added reference to RCW 38.52.030 (3) requiring CEMP.	4. <u>DIRECTOR OF EMERGENCY MANAGEMENT POWERS AND DUTIES</u>	Page 6
Removed 'chemical stockpile disposal' since CSEPP program is no longer at the Umatilla Chemical Depot	5. <u>SERVICES TO BE PROVIDED TO PARTICIPATING JURISDICTIONS</u> (H)	Page 7

REFERENCES

Chapter [38.52](#) RCW – EMERGENCY MANAGEMENT

RCW [38.52.070](#) Local organizations and joint local organizations authorized – Establish, operation – Emergency powers, procedures – Communications plans.

City of College Place, Washington
RESOLUTION NO. 22-077

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING AUTHORIZING MAYOR TO SIGN INTERLOCAL AGREEMENT WITH WALLA WALLA COUNTY FOR THE 2022 EMERGENCY MANAGEMENT SERVICES.

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, Interlocal Agreements are allowable between governments through RCW 39.34; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Permit the Mayor to sign Interlocal Agreement with Walla Walla County for 2022 Emergency Management Services.

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.

PASSED by the City Council of the City of College Place, Washington, this 11th day of October, 2022.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk



FY 2023 TO 2028 CAPITAL FACILITY PLAN

FY 2023 TO 2028 CAPITAL FACILITY PLAN



City of College Place: 625 S. College Ave, Phone: 509-529-1200 Website: www.cpwa.us

City Council

- Norma Hernandez, Mayor
- Paul Jessup, Council Position #1
- Michael Cleveland, Council Position #2
- TJ Espinoza, Council Position #3
- Loren Peterson, Council Position #4
- Melodie Williams, 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

I. TABLE OF CONTENTS

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- ▶ V. Strategic Plan: Pg 7
- ▶ VI. Long Term Financial Plan: Pg 9
- ▶ VII. Review Process: Pg 10
- ▶ VIII. Completed FY 21 Projects: Pg 11
- ▶ IX. CFP Summary (FY 22 vs. six-year): Pg 12
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 - ▶ D. Street: Pg 45
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- ▶ Appendix A. Capital Facility Plan Summary Table: Pg 78



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 2023.
 - ▶ **Planned:** Project planned for the future. City is in the process of assembling grant funds for the project.



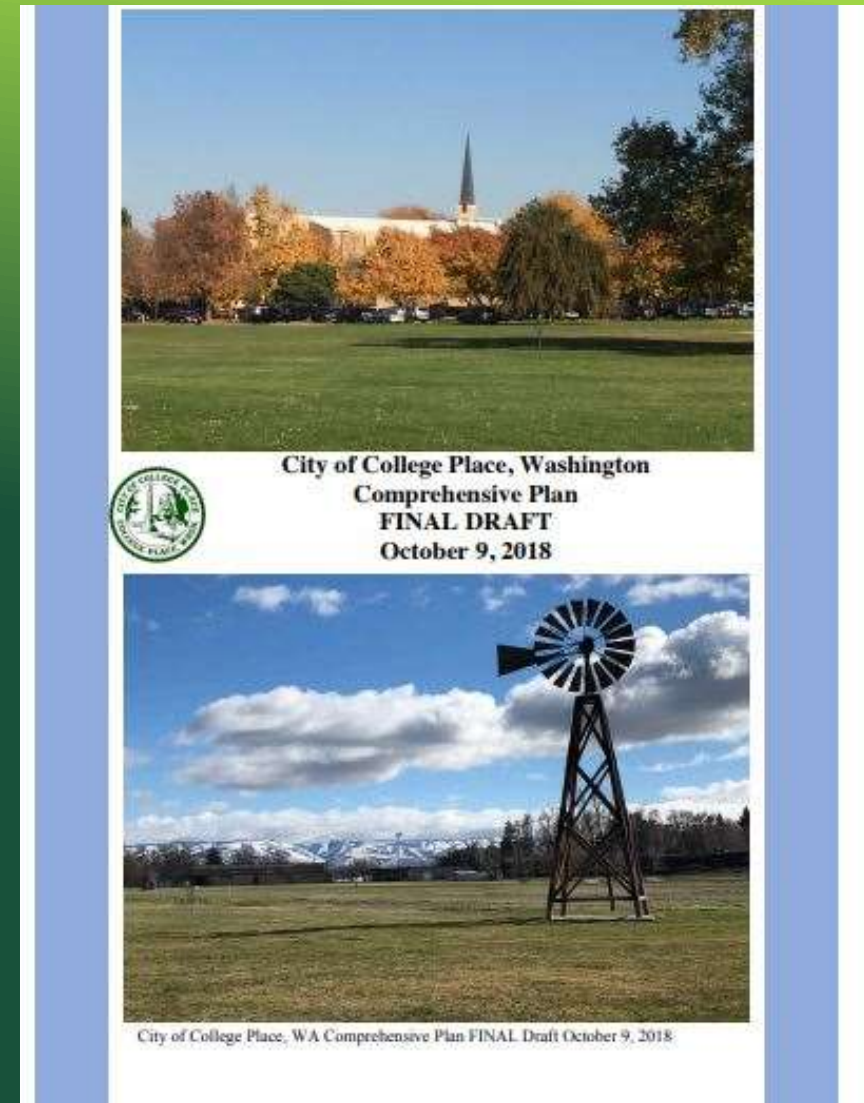
III. FY 2023 PRIORITY PROJECTS

- ▶ A. Wastewater: Wastewater Treatment Plant Improvement Phase 1 Construction: \$26,000,000 (Ecology/USDA/Federal Appropriation)
- ▶ B. Current Expense: Lions Park Renovation : \$5,127,359 (REET,State RCO Grants, Sherwood Trust Grant, Ecology Grant, Partnerships)
- ▶ C. Current Expense/Streets: SW Mojonner Rd Reconstruction: \$711,000 (Walla Walla MPO, City Street Improvement Fund/TIF Federal Highway Bill) Most Construction in FY 2024.
- ▶ D. Storm: Street Waste Decant Facility \$114,750 (Ecology Storm Grant-Construction in 2024).
- ▶ E. Wastewater: Lift Station #5 Replacement: \$1,740,000 (State Public Works Trust Fund).
- ▶ F. Water: High Priority Water Main Replacements: \$450,000 (Water Capital Fund).



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

August

- Department Head Capital Facility Proposals to Administration

September

- Administration prepares draft prioritization of projects.
- Estimate Revenues by Funding Source.
- Draft Capital Facility Plan Booklet Released on website

October

- Announcements in City Newsletter and Social Media.
- City Council: Public Works Committee Meeting
- City Council Workshop
- City Council Presentations
- Advisory Committee Presentations

November

- Advisory Committee Presentations
- City Council Workshop
- City Council presentations
- City Council Public Hearing
- Estimated passage at November 22nd, 2022 City Council meeting

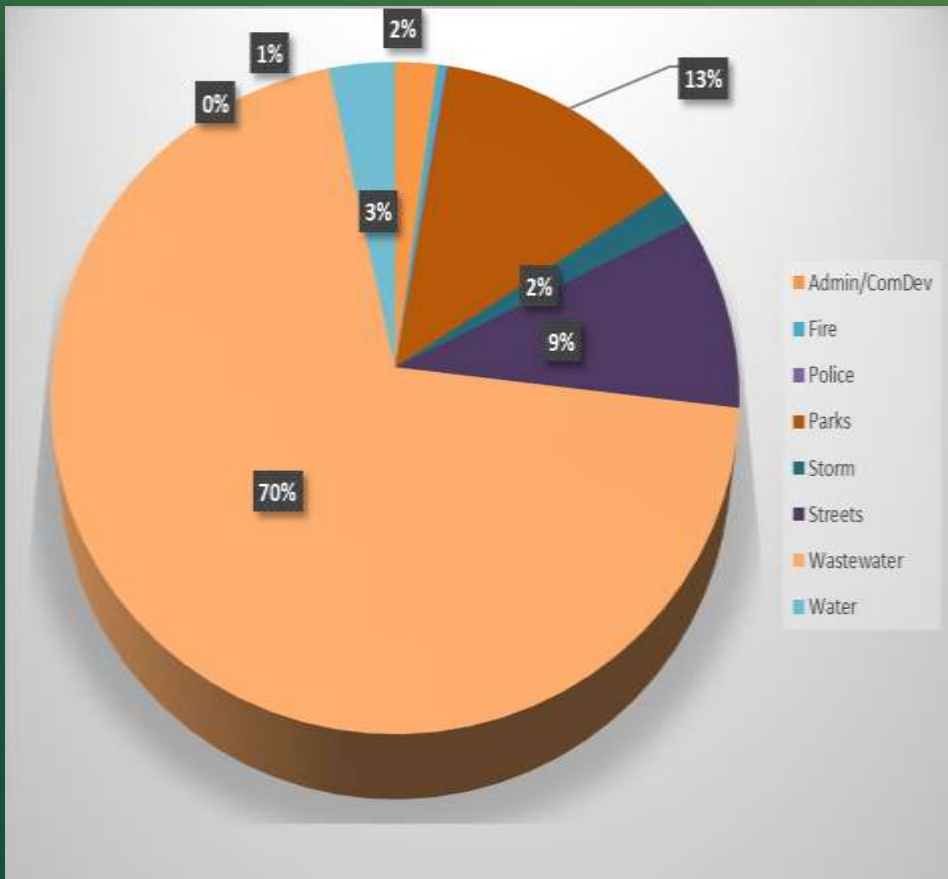
VIII. COMPLETED PROJECTS IN FY 2022

Capital Facility Projects Completed in FY 2022			
Project	Type	Description	Cost
Regional Fire Training Tower Contribution	Fire	Construction of new fire training tower shared by District 4 and City of Walla Walla.	\$ 64,900.00
Gun Range Building	Police	Install Washroom and roof.	\$ 23,000.00
Installation of stop signs at Whitman & Larch.	Streets	Install four way stop at Whitman and Larch.	\$ 10,000.00
FY 2022 Chipseal Program	Streets	Knapp Addition and Harvest Meadows Neighborhoods.	\$ 60,000.00
FY 2022 Block Resurfacing	Streets	Resurface SE Sky Avenue.	\$ 30,000.00
4Bikes Project	Streets	Install pedestrian streetlamps and cycle track on SW 4th Street.	\$ 600,000.00
Neighborhood Sewer Lining	Wastewater	Sewer lining neighborhoods around College Place.	\$ 300,000.00
Well #2 Replacement	Water	Replace Well #2 with new well.	\$ 2,850,000.00
Sky & 12th Water Main Replacement	Water	Replace decayed water main at Sky, 12th, Mountainview Neighborhood.	\$ 617,000.00
Whitman Maple Solar Array	Water	Installation of solar array adjacent to east side tanks.	\$ 450,000.00
Total			\$5,004,900.00

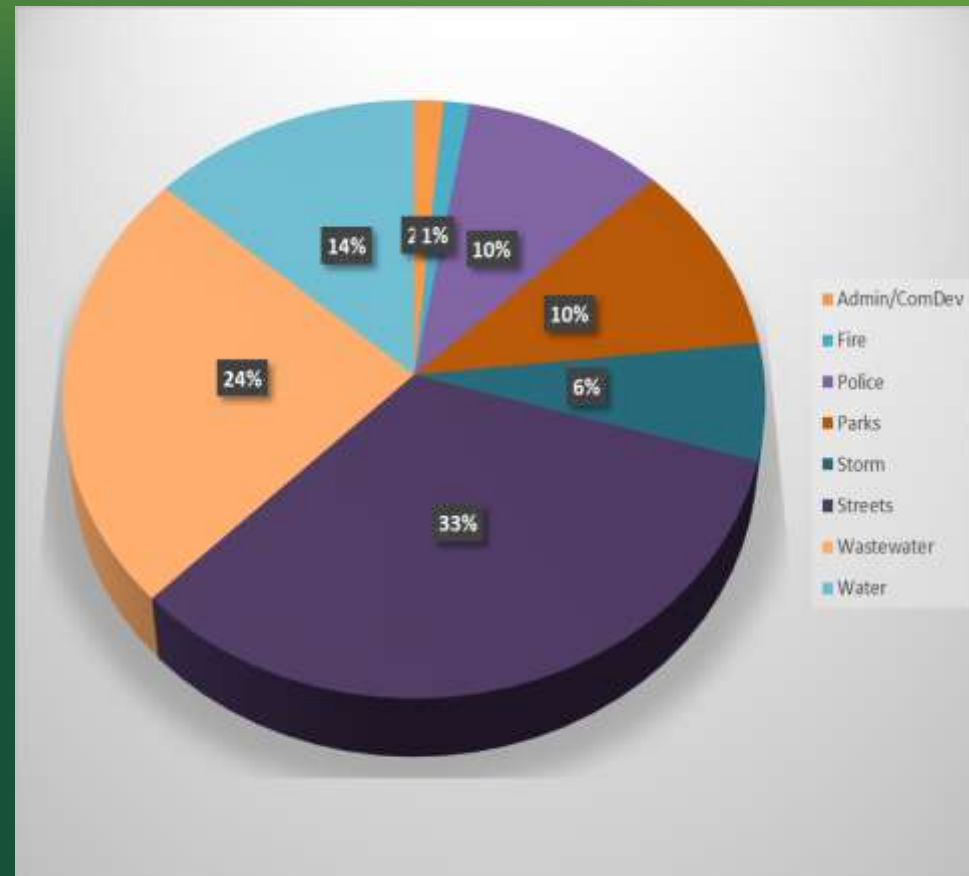


IX. CAPITAL FACILITY PLAN SUMMARY – FY 2023 VS. (2023 TO 2028)

Fiscal Year 2023

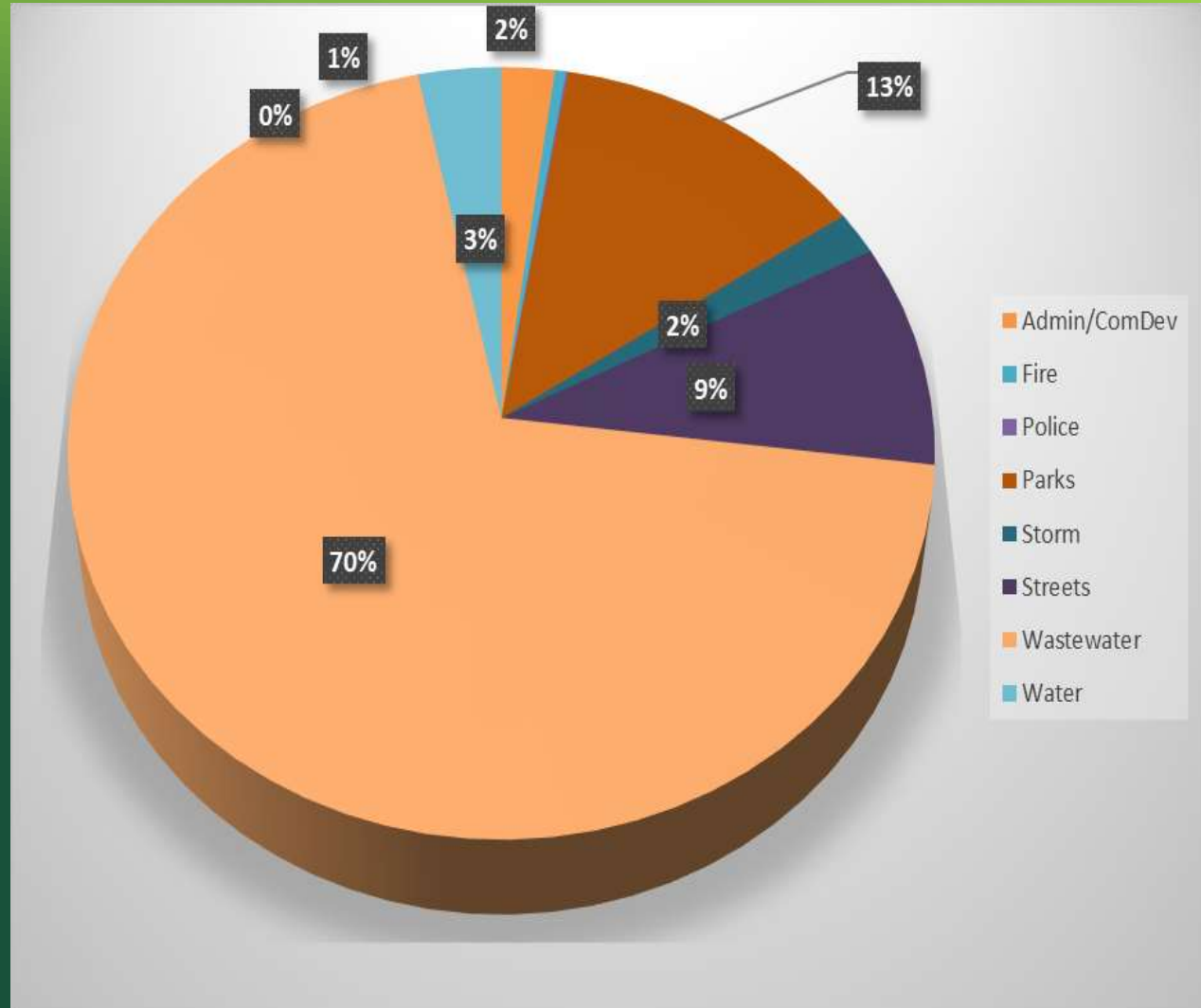


Fiscal Year 2023 to 2028



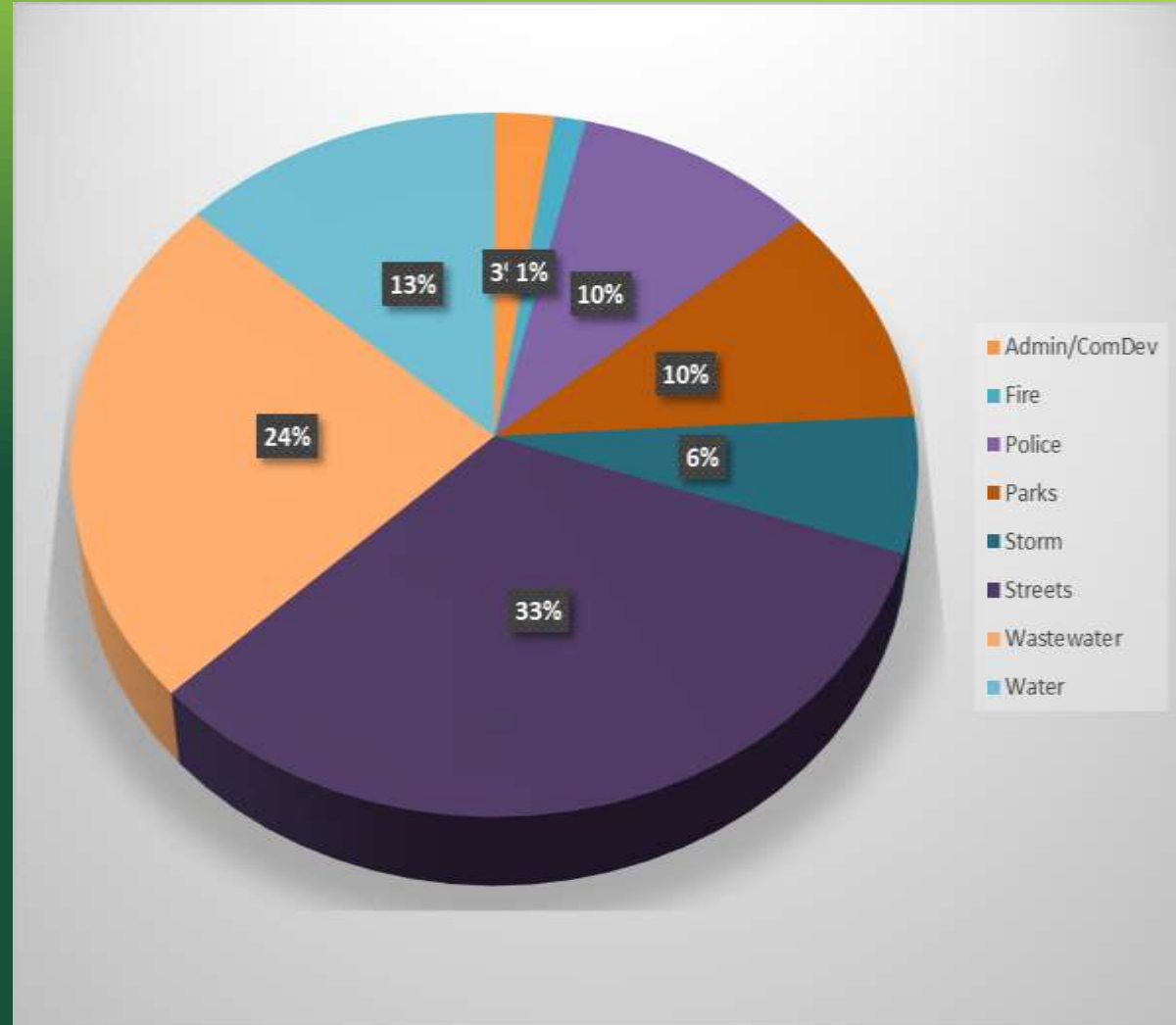
X. CAPITAL FACILITY PLAN – FY 2023

Capital Facility Plan: FY 2023	
Department	Expense
Admin/ComDev	\$ 765,000.00
Fire	\$ 124,900.00
Police	\$ 34,400.00
Parks	\$ 5,152,359.00
Storm	\$ 736,750.00
Streets	\$ 3,756,767.00
Wastewater	\$ 27,740,000.00
Water	\$ 1,350,000.00
Total	\$ 39,660,176.00



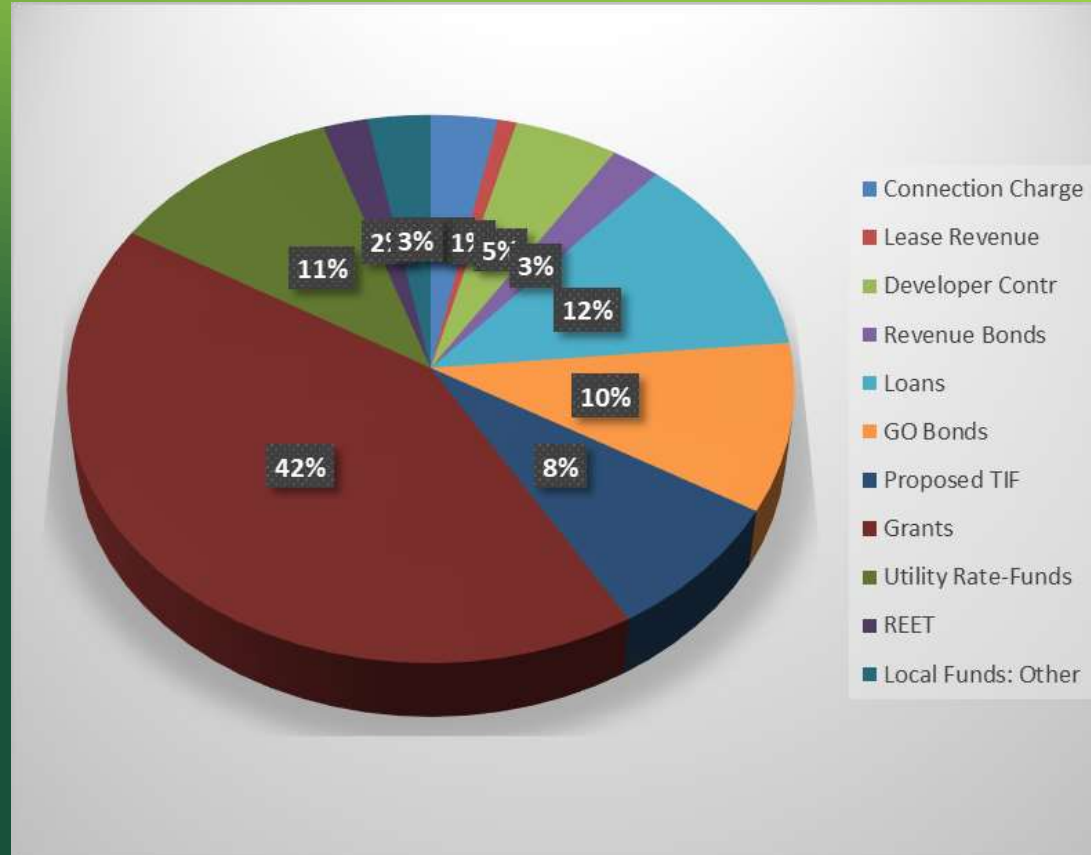
XI. CAPITAL FACILITY PLAN – FY 2023 TO 2028

Capital Facility Plan: FY 2023 to 2028	
Department	Expense
Admin/ComDev	\$ 3,134,269.00
Fire	\$ 1,677,268.80
Police	\$ 12,739,643.00
Parks	\$ 13,177,359.00
Storm	\$ 7,988,816.00
Streets	\$ 41,460,657.46
Wastewater	\$ 30,419,162.92
Water	\$ 17,041,255.01
Total	\$ 127,638,431.19



XII. ANTICIPATED REVENUE SOURCES

Revenue Projection: FY 2023 to FY 2028	
Revenue Type	Total
Connection Charge	\$ 4,047,755.00
Lease Revenue	\$ 1,140,720.00
Developer Contr	\$ 6,297,614.50
Revenue Bonds	\$ 2,998,626.09
Loans	\$ 15,245,080.00
GO Bonds	\$ 12,534,400.00
Proposed TIF	\$ 10,178,387.00
Grants	\$ 53,256,804.50
Utility Rate-Funds	\$ 14,212,392.07
REET	\$ 2,700,000.00
Local Funds: Other	\$ 5,026,652.03
Total	\$ 127,638,431.19



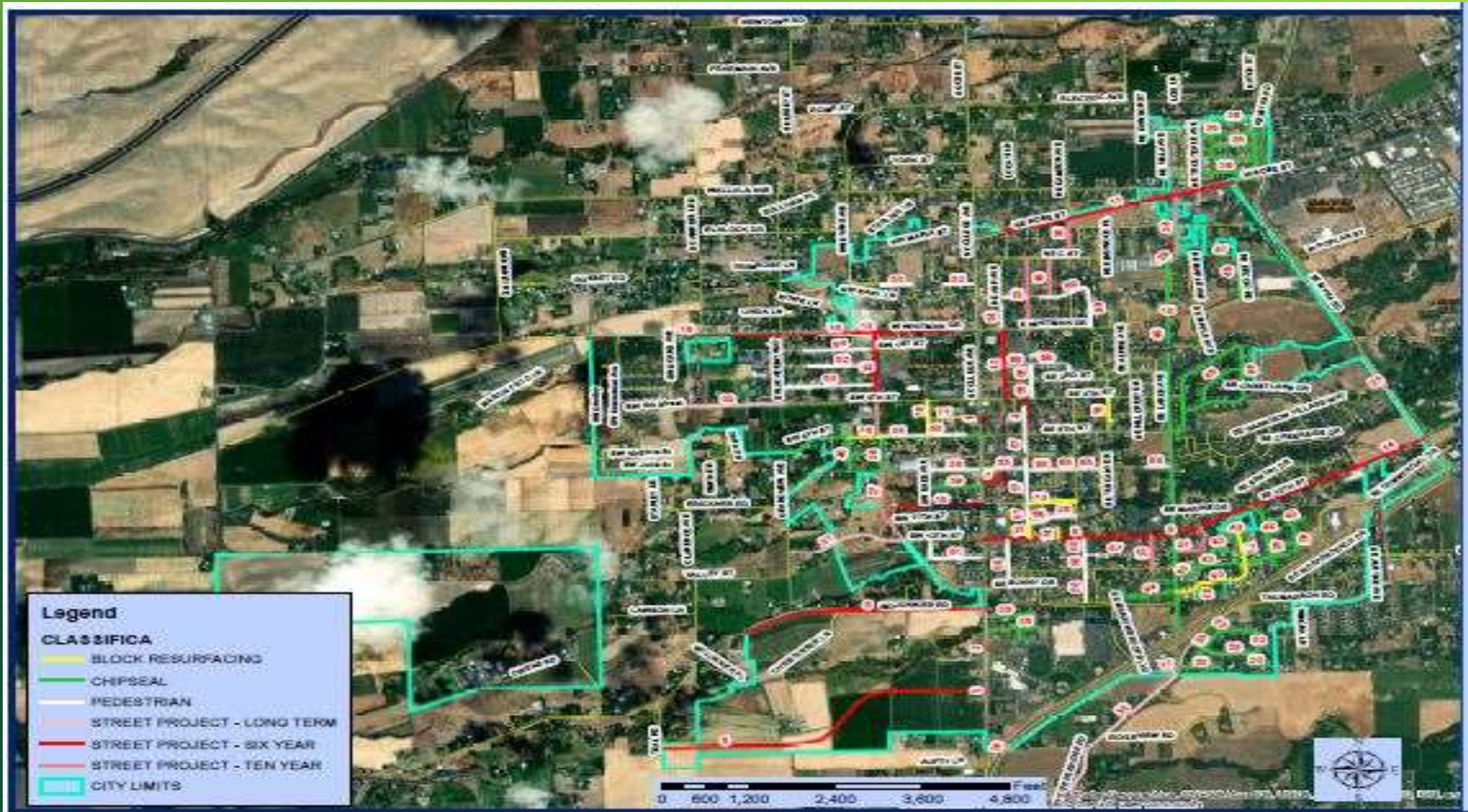
Revenue Narrative: The six-year Capital Facility Plan (excluding equipment replacement and Information Technology) amounts to \$127,638,431.19. Over 53% of the plan is contingent upon successful application of grants and future developer contributions. Projects driven by development will not occur unless projected development occurs.

XIII. PRIORITIZATION EXPLANATION

- ▶ All projects in the Capital Facility Plan (CFP) were assigned a prioritization value.
- ▶ **Prioritization is very important this year due to supply chain and inflation issues. The City will prioritize High priority projects and others will be done as funds permit.**
 - ▶ 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.



XIV. CAPITAL FACILITY PLAN SIX YEAR MAP



XV. CFP - FACILITIES



A. CITY HALL

- ▶ I. 2023
 - ▶ City Council Chambers Design Room AV System Install, Sallyport Design - \$700,000 (High)
 - ▶ Municipal Sidewalk ADA - \$40,000 (Medium)
 - ▶ Arborvitae/Tree Maintenance - \$25,000 (Low)
- ▶ II. 2024
 - ▶ City Hall Sallyport Conversion - \$2,000,000 (High)
 - ▶ City Hall Conference Room Furnishings - \$54,268 (Low)
- ▶ III. 2025
 - ▶ City Hall Parking Lot - \$82,000 (Low)
- ▶ IV. 2026
 - ▶ City Hall Exterior Beam Repair - \$37,989 (Low)
 - ▶ City Hall Exterior Paint - \$13,025 (Low)
 - ▶ City Hall Restroom Renovation - \$43,416 (Low)
- ▶ V. 2027
 - ▶ City Hall Landscaping - \$54,269 (Low)



How do we pay for it?

- 100% - Federal ARPA for Council Chambers AV
- 90% Councilmanic GO Bond for City Hall Sallyport Project
- Remainder of projects funded by Facilities Maintenance Reserve which is transfer from Current Expense

B. FIRE DEPARTMENT

- ▶ Fire Department was constructed in 2001. Little renovation work has occurred since this time.
- ▶ I. 2022 to 2026
 - ▶ Regional Fire Training Tower Contribution - \$64,900 a year (High)
- ▶ III. 2023
 - ▶ Replace Exterior Staircase on East Side of Building - \$35,000 (High)
- ▶ IV. 2024
 - ▶ Fire Station HVAC and Lighting Rehab - \$1,277,266.80 (Medium)
 - ▶ Renovate Dorm Rooms - \$45,944 (Medium)
 - ▶ Dorm Room Furniture - \$34,458 (Medium)



How do we pay for it?

- 100 % - Current Expense/Facilities Maintenance Reserve for everything else
- 50% - Facilities Maintenance for Fire Station HVAC Rehab Project
- 50% State & Federal Grants for Fire Station HVAC Rehab Project

C. POLICE DEPARTMENT

- ▶ All of Police moved into former Annex Building in 2017. For growing city the existing building has trouble meeting existing needs. It is a converted automotive shop and apartment complex.
- ▶ I. 2023
 - ▶ Replacement Police Department Study - \$34,400 (Medium)
- ▶ II. 2024
 - ▶ Police Department HVAC and Lighting Upgrades \$205,243 (Low – Will Happen if Decide to Not Proceed with New Building)
- ▶ III. 2025
 - ▶ Replacement Police Department Building - \$12,500,000 (Medium)

How do we pay for it?

- 100% - Replacement Police Bldg: Voter Approved Bond
 - 100% - Everything Else: Current Expense/Facilities Maintenance Reserve



XVI. CFP - INFRASTRUCTURE



A. PARKS



LIONS PARK

- ▶ Prioritization: High
- ▶ Estimated Total Cost: \$5.1 Million (2023)
- ▶ 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?

- 28.0% State RCO Grants
- 10.0% Sherwood Trust Grant
- 25.0% City REET II Funds
- 16.0% State Ecology Storm Grant
- 1.0% Private Donations
- 10.0% Federal Grants
- 1.0% Blue Zone Pursued Grants
- 1.0% Potential Columbia REA Grant

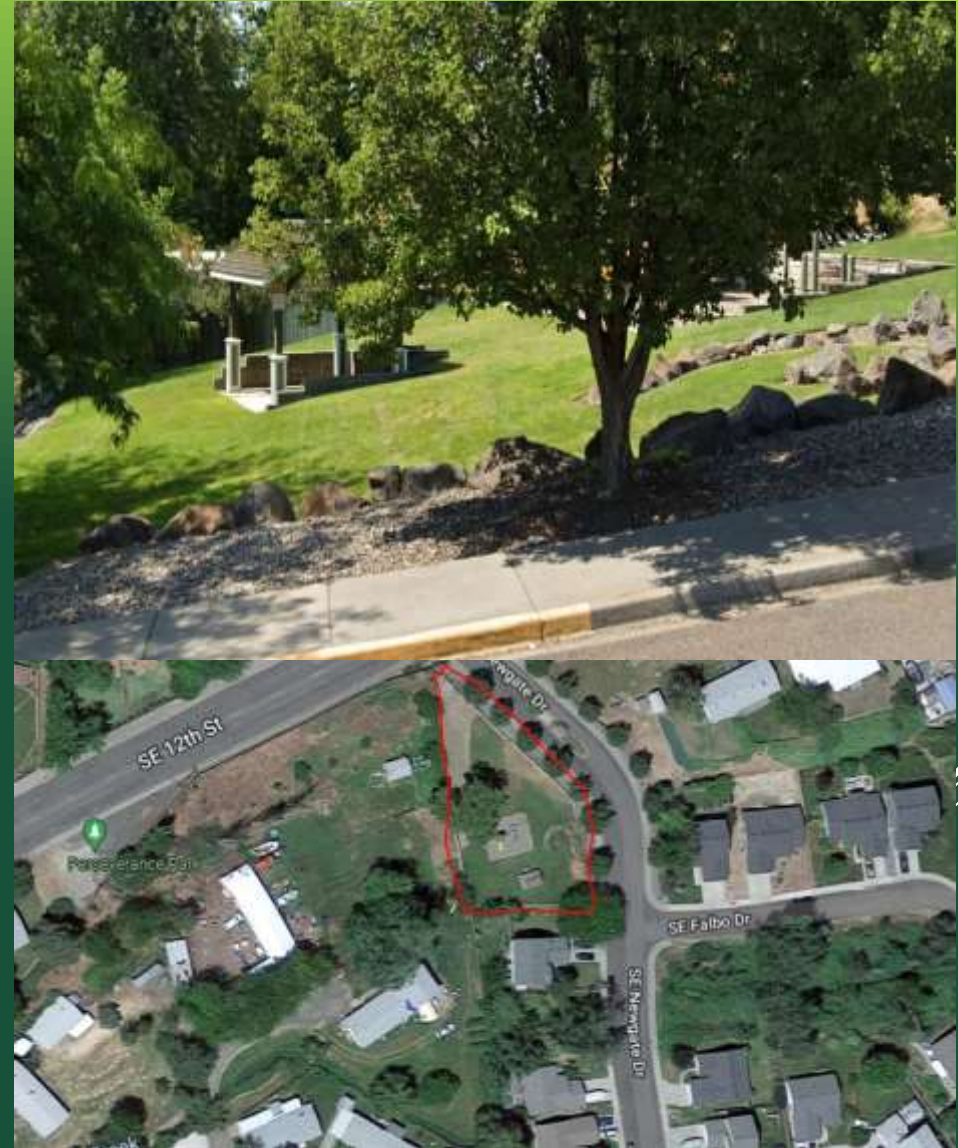


AUTUMN MEADOWS PARK

- ▶ Prioritization: High
- ▶ Estimated Total Cost: \$175,000 (2023-2025)
 - ▶ Engineering: \$25,000 (2023)
 - ▶ Construction: \$150,000 (2025)
- ▶ City acquired private Homeowners Association Park since Autumn Meadows HOA petitioned City to allow it through Private to Public Code. They are paying costs to upgrade to City standards and then City takes over. Process finishes in 2022.
- ▶ Below 12th Street & Newgate intersection.
- ▶ Potential to link to Perseverance Park (12th Street Parklet).
- ▶ Park Board is deliberating what assets should be included in park rehab.

How do we pay for it?

- 14.3% Autumn Meadows HOA LID
- 42.85% City REET II Funds
- 42.85% State RCO Grant Funds



KIWANIS PARK REHAB

- ▶ Prioritization: Low
- ▶ Estimated Total Cost: \$200,000 (2024)
- ▶ Park was rehabbed in 2017.
- ▶ This project entails replacement of sprinklers in northern portion of park and lighting for Pickleball/Basketball Area.
- ▶ Intersection of SE 3rd & Date Streets.

How do we pay for it?

- 50.0% City REET II Funds
- 50.0% State RCO/Commerce Grant Funds



HARVEST MEADOWS PARK

- ▶ Prioritization: Low
- ▶ Estimated Total Cost: \$25,000 (2024)
- ▶ 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



VETERANS PARK

- ▶ Prioritization: Low
- ▶ Hayden Homes developed park property in late 2019.
- ▶ Estimated Total Cost: \$350,000 (2024-2025)
- ▶ Improvements added by City in Future:
 - ▶ Restrooms
 - ▶ Picnic Shelter
 - ▶ Basketball Court
 - ▶ Pickleball
 - ▶ Sledding?

How do we pay for it?

- 50.0% State RCO Grant
- 25.0% City REET II Funds
- 25.0% Developer Impact Fees

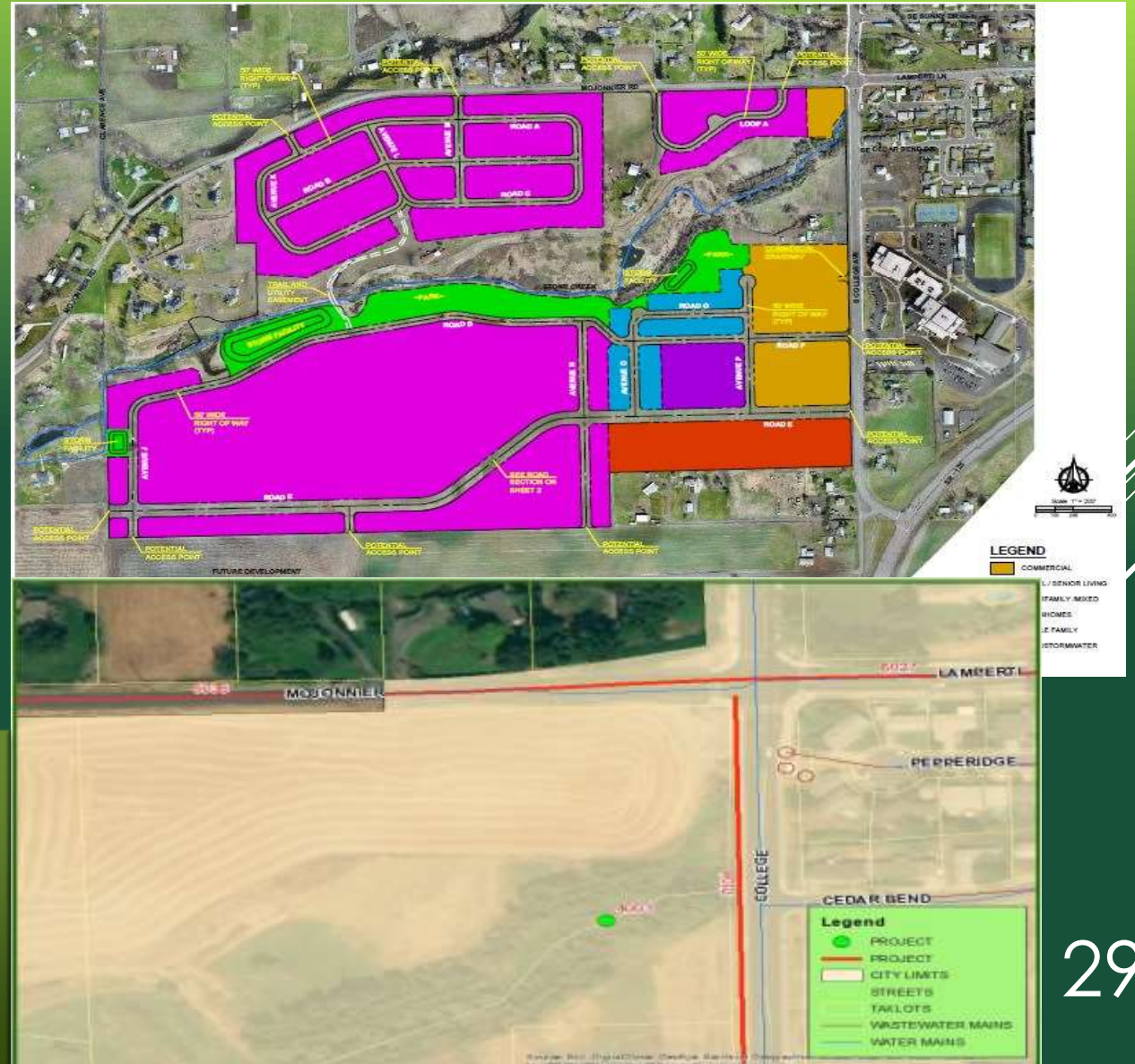


PARK DEVELOPMENT @ STONE CREEK

- ▶ Prioritization: Low
- ▶ Driven by development and majority paid for by development.
- ▶ 260 Acres annexed into the City in 2017.
- ▶ Residential developer closed on western 2/3 of site in early 2022.
- ▶ Regional park concept.
- ▶ Estimated Cost: \$4,000,000 (2025-2026)
 - ▶ Along Stone Creek
 - ▶ Trails
 - ▶ Sportsplex

How do we pay for it?

- 50.0% Developer Impact Fees
- 25.0% State RCO Grants
- 12.5% College Place Public Schools
- 12.5% City REET II



LIONS PARK COMMUNITY CENTER

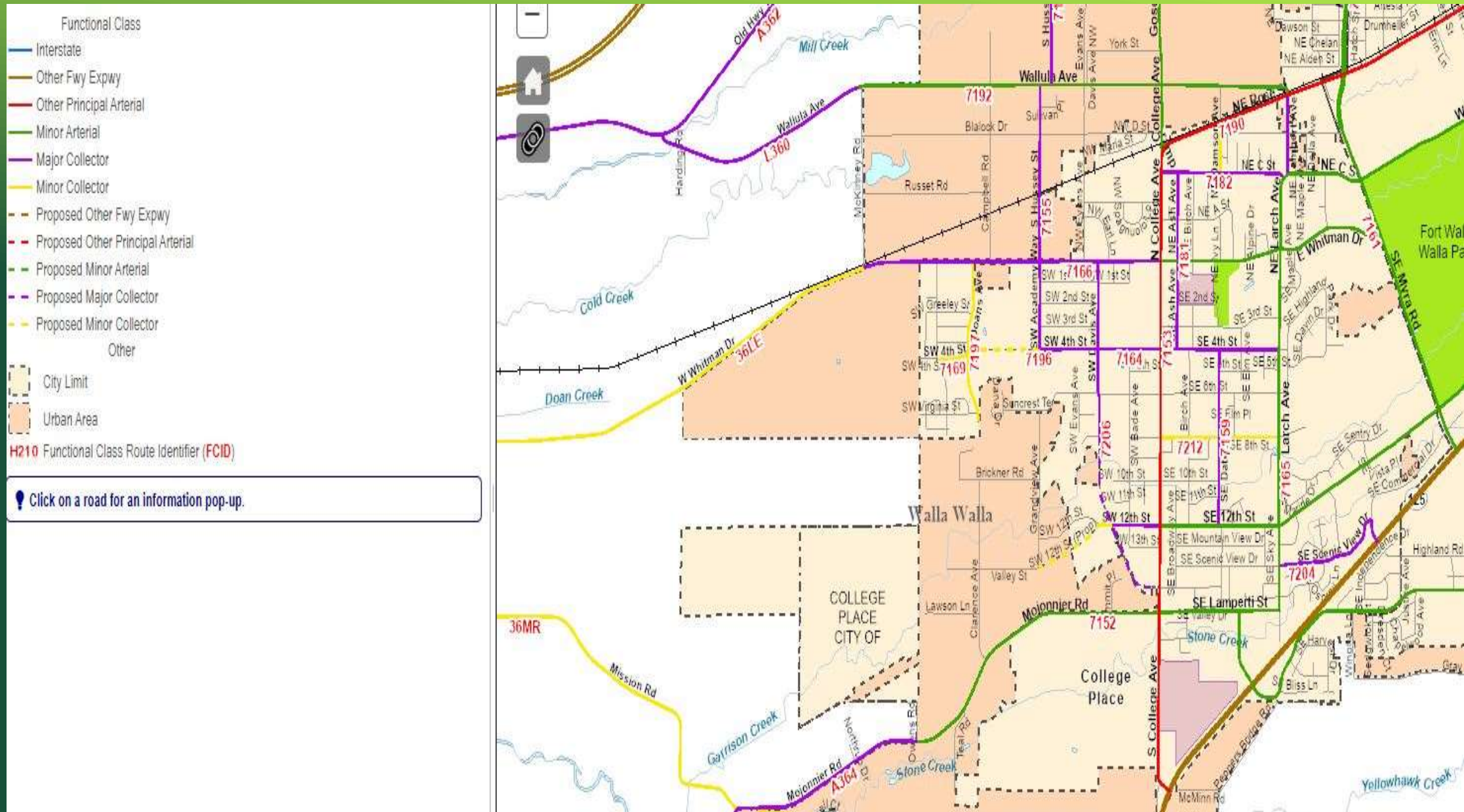
- ▶ Prioritization: Low
- ▶ Estimated Total Cost: \$3.3 Million (2025-2026)
- ▶ Conduct design work, engineering work, and construction of replacement Community Center for 1970 one.
- ▶ Preliminary drawings and costing recently done by Design West Architects (October 2021)
- ▶ Working in concert with Park Board , College Place Lions Club, and Walla Walla Rural Library District
- ▶ Will only occur if awarded outside grant funds and/or partnerships.



How do we pay for it?

- 25.0% State Legislative Appropriation
- 25.0% State Community Facility Grant
- 25.0% Creative District Funding/Partnerships
- 25.0% City Current Expense

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 (2023 - 2024)
- ▶ Road now in city limits per urban growth boundary technical amendments approved by Walla Walla County.
- ▶ Driven by speed of Stone Creek development, new school, and grant opportunities.
- ▶ Developer contribution required.
- ▶ Walla Walla Valley MPO STP Grant acquired to partially cover final engineering and right-of-way acquisition expense.
- ▶ Federal Highway Grant Bill money acquired for partial 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?

- 7.6% - Walla Walla Valley MPO Funds
- 15.5% - Federal Highway Grant Bill
- 23.2% State Transportation Improvement Board
- 53.7% - City Proposed TIF and Partnerships



BIRCH AVE(4TH TO 6TH)

- ▶ Prioritization: High (2023-2024)
- ▶ Roadway surface bad. Curb dislodged on east side of roadway. Stormwater issues.
- ▶ Full corridor reconstruction (0.14 Miles)
- ▶ Estimated Cost:
 - ▶ Engineering: \$102,000 (2023).
 - ▶ Construction: \$1,405,000 (2024).
 - ▶ **Total: \$1,507,000**

How do we pay for it?

- 7.3% Federal ARPA Grant
- 20.0% City Stormwater Utility
- 72.7% State Ecology Grant



12TH (COLLEGE TO LARCH)

- ▶ Prioritization: Medium (2025)
- ▶ State Federally Classified Route
- ▶ Eligible for Federal and State Grants
- ▶ Full corridor reconstruction (0.50 Miles)
- ▶ Estimated Cost
 - ▶ Storm: \$1,302,452.00
 - ▶ Streets: \$2,518,242.82
 - ▶ Wastewater: \$237,005
 - ▶ Water: \$617,381.00
 - ▶ **Total: \$4,675,080.82**

How do we pay for it?

- 73.4% State TIB UAP Grant/Fed Inf Bill/MPO
- 8.3% City Streets Fund
- 5.1% Wastewater Utility
- 13.2% Water Utility

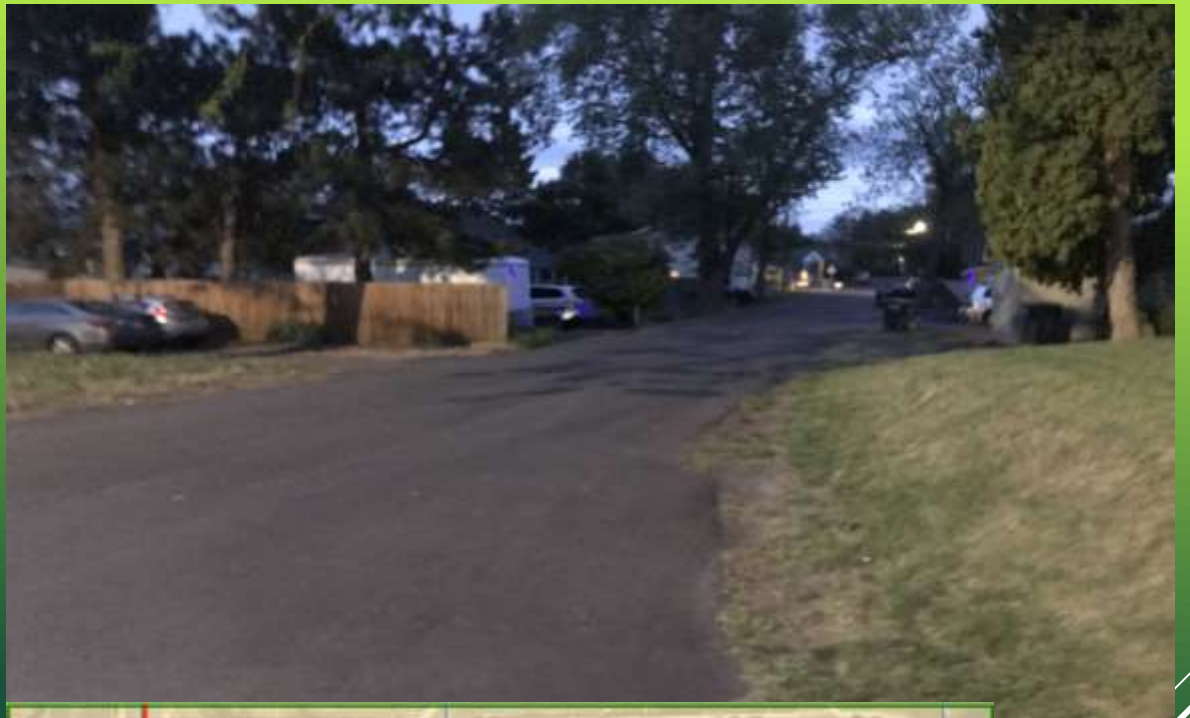


BIRCH AVE (2ND TO 4TH)

- ▶ 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 (2027)
- ▶ Federally Classified Road
- ▶ Eligible for TIB Grants
- ▶ Full corridor reconstruction (0.75 Miles)
- ▶ Estimated Cost
 - ▶ Storm: \$1,365,100.00
 - ▶ Street: \$3,353,887.93
 - ▶ Wastewater: \$426,974.92
 - ▶ Water: \$916,113.00
 - ▶ **Total: \$6,062,075.85**

How do we pay for it?

- 70.1% - State TIB UAP Grant/Federal Grant
- 7.8% - City Streets
- 7.0% - Wastewater Utility
- 15.1% Water Utility



DEWEY DRIVE

- ▶ Prioritization: Low (2028)
- ▶ 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: \$721,092.30
 - ▶ Water: \$286,000
 - ▶ **Total: \$1,007,092.30**

How do we pay for it?

- 71.60% - Street Improvement (CE) and/or debt/loan
- 28.4% Water Utility



C. STORM PROJECTS



STORM DECANT FACILITY

- ▶ Needed for new Stormwater Utility operations and mandated by Eastern Washington Municipal Stormwater Manual.
- ▶ Prioritization: High (2023-2024)
- ▶ 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 2023): \$114,750
 - ▶ Construction (FY 2023): \$803,250
 - ▶ **Total Cost: \$918,000**

How do we pay for it?

- 80% - State Ecology Grant
- 20% - City Stormwater Utility

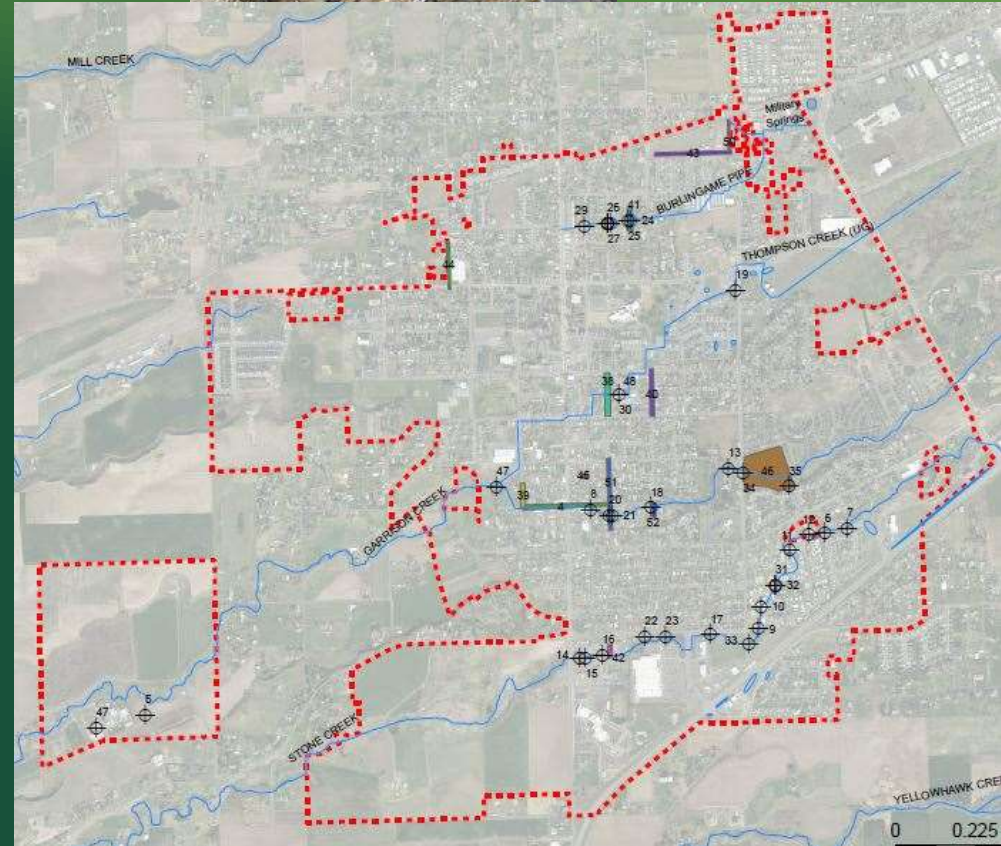


MUNICIPAL OUTFALL PROGRAM

- ▶ 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.
- ▶ \$250,000 every other year (FY 2023, 2025, and 2027)
- ▶ Locations
 - ▶ Prioritization to be determined through Stormwater Management Plan Criteria.
- ▶ Estimated Cost
 - ▶ **Total Cost: \$750,000. (FY 23-28)**

How do we pay for it?

- 50% - State Department of Ecology Grant
- 50% - Stormwater Utility

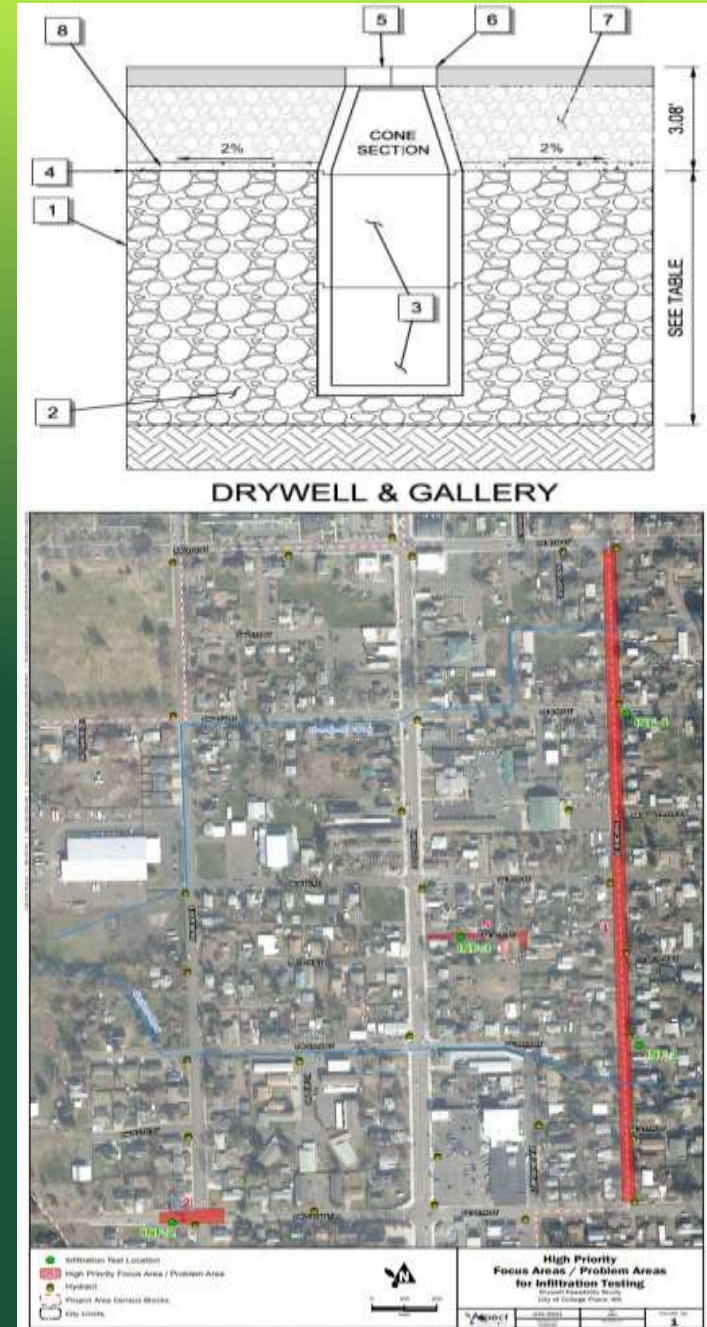


DRYWELL INSTALLATION PROGRAM

- ▶ 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.
- ▶ \$99,930 every other year (FY 2024, FY 2026, FY 2028).
- ▶ Locations
 - ▶ Will install as City does road and sidewalk projects in the area.
- ▶ Estimated Cost
 - ▶ **Total Cost: \$299,790 (FY 23-28)**

How do we pay for it?

- 50% State DOE Grant
- 50% Stormwater Utility



NW EARL LANE STORMWATER

- ▶ From Whitman Drive to Evans Avenue
- ▶ Prioritization: Medium (2023-2024)
- ▶ Design and construct stormwater infiltration system. Design in 2023 and construct in 2024.
- ▶ Project originally in Capital Facility Plan for FY 2019 and 2020 but was delayed due to cost overruns on NW Destito Ct.
- ▶ Estimated Cost
 - ▶ Engineering (2023): \$70,000
 - ▶ Construction (2024): \$250,000
 - ▶ **Total Cost: \$320,000**

How do we pay for it?

- 50.0% - Stormwater Utility Funds freed up from State Stormwater Hardship Capacity Grant.
- 50.0% - Ecology Grant.



10TH STREET (COLLEGE TO BADE)

- ▶ From College to Bade Avenue
- ▶ Prioritization: Medium (2026)
- ▶ 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.
- ▶ Estimated Cost
 - ▶ **Total Cost: \$483,474**

How do we pay for it?

- 100.0% - Stormwater Utility Funds freed up from State Stormwater Hardship Capacity Grant/Ecology Grant.



NE CEDAR AVE (A TO C ST)

- ▶ Prioritization: Low (2028)
- ▶ Stormwater improvements along block to treat flows going into Military Springs.
- ▶ Only happen if obtain State Legislative Appropriation or State Storm Hardship Grant.
- ▶ Almost was awarded in FY 2019 & 2021 Legislature.
- ▶ Cost
 - ▶ **Total: \$387,000**

How do we pay for it?

- 100.0% - Going After State Legislative Appropriation & Storm Hardship Grant

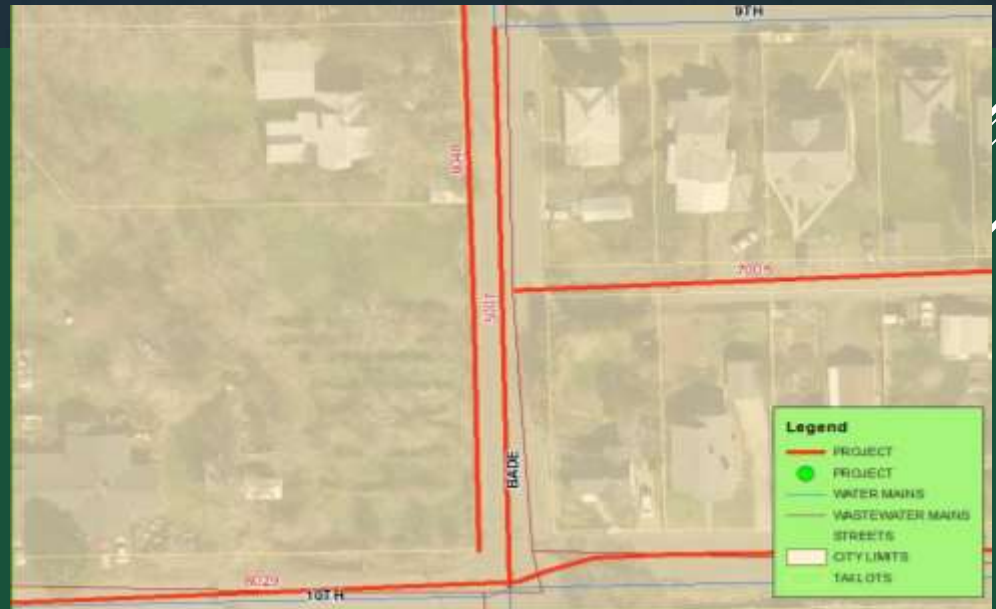


SE DATE AVE (8TH TO 11TH)

- ▶ From 8th to 11th Street
- ▶ Prioritization: Low (2028)
- ▶ 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
 - ▶ **Total: \$456,000**

How do we pay for it?

- 100% Stormwater Utility



D. STREET PROJECTS

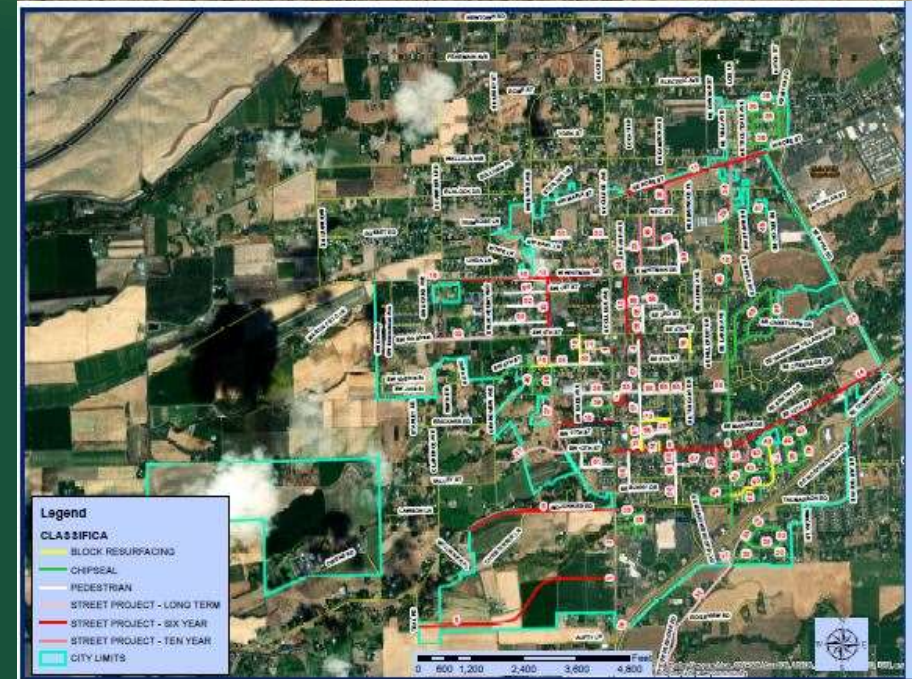


ANNUAL CHIPSEAL PROJECT

- ▶ Annual project that extends life of road by about a decade.
- ▶ Priority: High (Annually)
- ▶ **Annual expense: Around \$75,000.00 Annually/Reet I**
- ▶ 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
- ▶ 2025
 - ▶ Country Estates Subdivision
 - ▶ Sherburne Addition Subdivision
 - ▶ SW 10th Street (Birch to Date)
 - ▶ Highland Park Subdivision
- ▶ 2026
 - ▶ NE C Street (Larch to Myra)
 - ▶ Larch Avenue (C Street to State Route 125)
- ▶ 2027
 - ▶ Sunset Villa

How do we pay for it?

- 100% - REET

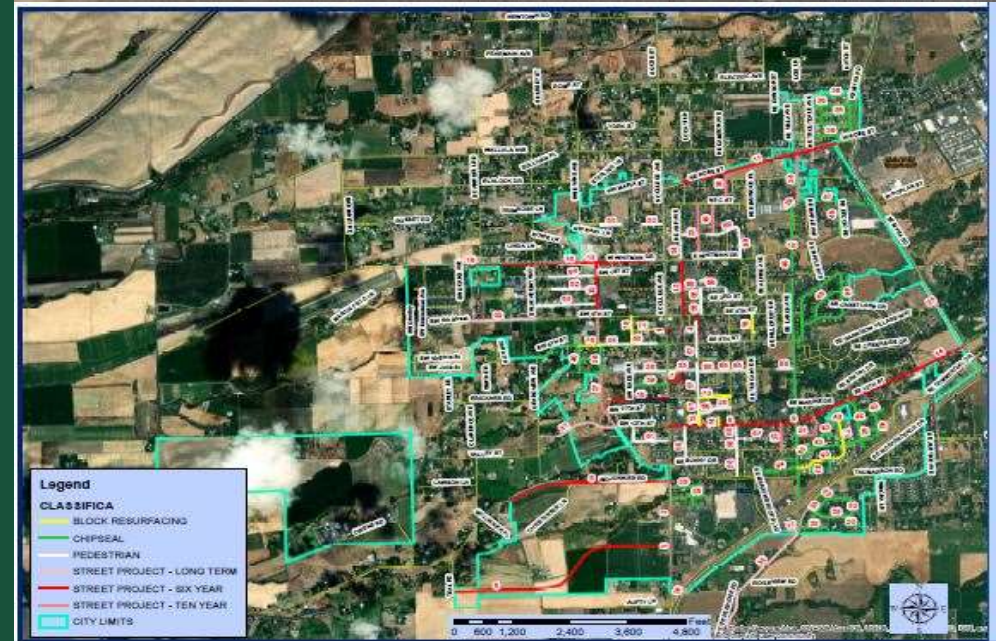


BLOCK RESURFACING PROGRAM

- ▶ Resurface one block of roadway per year. Preserves road for decade.
- ▶ Priority: High (Annually)
- ▶ **Annual expense: Around \$32,000 to \$34,000 Annually/Reet I**
- ▶ 2023
 - ▶ SE 6th St (College to Date)
- ▶ 2024
 - ▶ SW 6th St (Davis to Evans)
- ▶ 2025
 - ▶ SE Mockingbird Ln
- ▶ 2026
 - ▶ SE Highland Park (North Leg)
- ▶ 2027
 - ▶ NE Dawson St (Myra to Westfair)
- ▶ 2028
 - ▶ NE Alden St (Criscola to Troutdale)

How do we pay for it?

- 100% - REET



CENTRAL COLLEGE PLACE SIDEWALK PROJECT

- ▶ Prioritization: High (2023), Medium (2023, 2024, 2025, and 2027)
- ▶ 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 2023: SW 6th (College to Davis) and SW 8th (College to Bade).
 - ▶ FY 2024: NW B Street (Evans to College), NE Ash (A to Whitman).
 - ▶ FY 2025: SE 8th and SE Birch
 - ▶ FY 2027: SE Central and Broadway
- ▶ CDBG funds awarded for FY 2023
- ▶ Will pursue State CDBG awards for other years.
- ▶ Need to acquire right-of-way for 2024, 2025, and 2027 Proposals.
- ▶ Estimated Cost
 - ▶ **FY 2023: \$364,000**
 - ▶ **FY 2024: \$752,112**
 - ▶ **FY 2025: \$750,000**
 - ▶ **FY 2027: \$750,000**
- ▶ **Total Cost: \$2,616,112**

How do we pay for it?

- 85% - State CDBG- General Purpose Grant or State TIB Sidewalk Program Grant
- 15% - City Street Improvement Fund



CP POST OFFICE CROSSWALK

- ▶ 500 S. College Avenue
- ▶ Prioritization: High (Dependent Upon Grants (2023))
- ▶ Federally Classified Road.
- ▶ In adopted City Local Road Safety Plan.
- ▶ Crosswalk improvements to include curb bump outs, Rapid Flashing Beacons, and more.
- ▶ Trying to obtain WSDOT and State TIB Grant. Fallback is a MPO Grant. Estimated Cost
 - ▶ **FY 2023: \$178,360**

How do we pay for it?

- 90.0% - WSDOT, TIB, or MPO Grant
- 10.0% - City Streets (CE)



DOWNTOWN PARKING LOT

- ▶ College Avenue Corridor (13th to 4th)
- ▶ Prioritization: High – Depending upon success of grants and formation of City TIF.
- ▶ Acquire land and construct parking lot to improve walkability and business climate of College Avenue.
- ▶ Parking spot requirement deters investment in Downtown core.
- ▶ Likely four satellite parking lots needed throughout corridor.
- ▶ Will try to form City Tax Increment Financing District and pursue grants to make this happen.
- ▶ Estimated Cost
 - ▶ Engineering (2023): \$61,954
 - ▶ Parking Lot 1 & 2 Construction (2024): \$712,468
 - ▶ Engineering (2025): \$50,240
 - ▶ Parking Lot 3 & 4 Construction (2026): \$577,758
 - ▶ **Total - \$1,402,420**



How do we pay for it?

- 100.0% Proposed City Tax Increment Financing District and/or Grants.

SIGNALIZATION OF STONE CREEK/LAKESIDE DEVELOPMENT

- ▶ Prioritization: Medium (2023-2024).
- ▶ Driven by development of Stone Creek/Lakeside Development.
- ▶ Developer contribution required.
- ▶ Stoplight needed for entryway into development and College Place High School.
- ▶ Estimated Cost
 - ▶ Engineering (2023): \$72,099
 - ▶ Construction (2024): \$1,045,437
- ▶ **Total: \$1,117,536**

How do we pay for it?

- 50% Proposed City TIF District
- 50% Developer Contribution



EAST-WEST ROAD IN STONE CREEK/LAKESIDE DEVELOPMENT

- ▶ Prioritization: Medium (2023-2025).
- ▶ Driven by development of Stone Creek/Lakeside Development as well as new public intermediate school.
- ▶ Developer contribution required.
- ▶ East-West road will be developed with bike lanes and sidewalks.
- ▶ Proposed road will go from College Avenue to Teal Rd.
- ▶ Right-of-Way Easement is secured.
- ▶ Estimated Cost
 - ▶ Engineering (2023): \$569,557
 - ▶ Construction (2024-2025): \$6,550,904
- ▶ **Total: \$7,120,461**

How do we pay for it?

- 50% Proposed City TIF District
- 50% Developer Contribution (Lakeside, CPPS, etc)



NORTHEAST COLLEGE PLACE ACTIVE TRANSPORTATION PROJECT

- ▶ Prioritization: Medium – Dependent on grants (2023)
- ▶ Improvements on Federally Classified Roads
- ▶ Reconstruct NE Damson (Cargill to Rose) to include sidewalks.
- ▶ Rapid Flashing Beacon crossing at NE Rose & Damson
- ▶ Pedestrian Streetlamps every 180 ft on south side of NE Rose (Ash to Carey).
- ▶ Restripe NE Rose (Lambert to Carey).
- ▶ Estimated Cost
 - ▶ **Total: \$800,000**

How do we pay for it?

- 95.0% State Transportation Improvement Board, Federal S4, other grant funding.
- 5.0% City Street Improvement Fund



SE 9TH (COLLEGE TO DEAD END)

- ▶ Prioritization: Low (2024)
- ▶ 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
 - ▶ **Total: \$585,200**

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 which City now has.
- ▶ Much pedestrian activity between Villages at Garrison Creek development and Fort Walla Walla park.
- ▶ Myra Rd has ADT of about 15,000
- ▶ Estimated Cost
 - ▶ **Total: \$585,200**

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: High (2023, 2028)
- ▶ Renovate buildings in Public Works Yard. Many structures in Public Works Yard date to late 1940's. Do ESCO Work.
- ▶ FY 2023: Replace furnace and building controls. Upgrade lighting and heat pump.
- ▶ FY 2025: Architecture/Engineering for correctly sized replacement yard at site that is less intrusive for residents.
- ▶ FY 2028: Construct replacement yard.
- ▶ Estimated Cost
 - ▶ FY 2023 ESCO Renovation Improvements: \$892,797
 - ▶ FY 2025 Architecture/Engineering New Facility: \$500,000
 - ▶ FY 2028: Construction: \$5,000,000
- ▶ **Total Cost: \$6,392,797**

How do we pay for it?

- 25.0% FEMA HMA Grant/Homeland Security Grant
- 10.0% Pacific Power Rebates
- 21.7% Water Fund
- 21.6% Wastewater Fund
- 21.7% Stormwater Fund



WHITMAN & LARCH INTERSECTION

- ▶ Low (2026) 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
 - ▶ **Total: \$323,264.39**

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 (2027).
- ▶ Convert 12th & Larch to either a roundabout or a stoplight as recommended in State Community Economic Revitalization Board funded Study from 2018.
- ▶ Federally Classified Route/Intersection
- ▶ Eligible for TIB, State, and Federal Grants.
- ▶ Estimated Cost
 - ▶ **Total: \$2,181,930**

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.
- ▶ Estimated Cost
 - ▶ **Total: 1,048,616.70**

How do we pay for it?

- 50% - Developer Impact Fee/Contributions
- 50% - State TIB Grant/UAP



WHITMAN DR MULTIUSE PATH COMPLETION

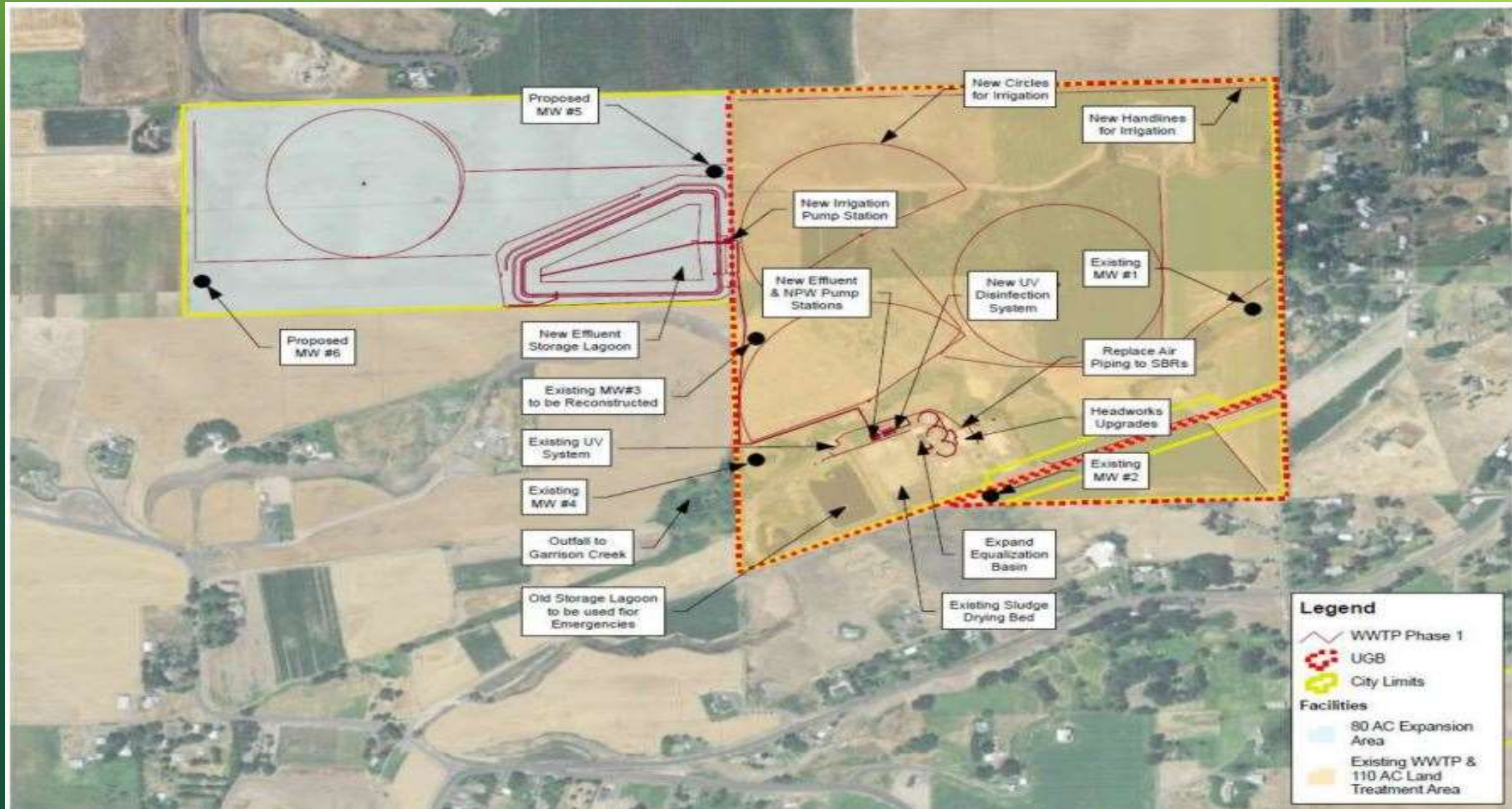
- ▶ Prioritization: Low (2027)
- ▶ Whitman Drive Multiuse Path now exists continuously for four miles from Fort Walla Walla to Whitman Monument except for a two city block gap.
- ▶ **Estimated Total Cost: \$200,000**
 - ▶ 100% Metro Planning Agency STP or State RCO Trail Grant Funds
- ▶ Six foot wide 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

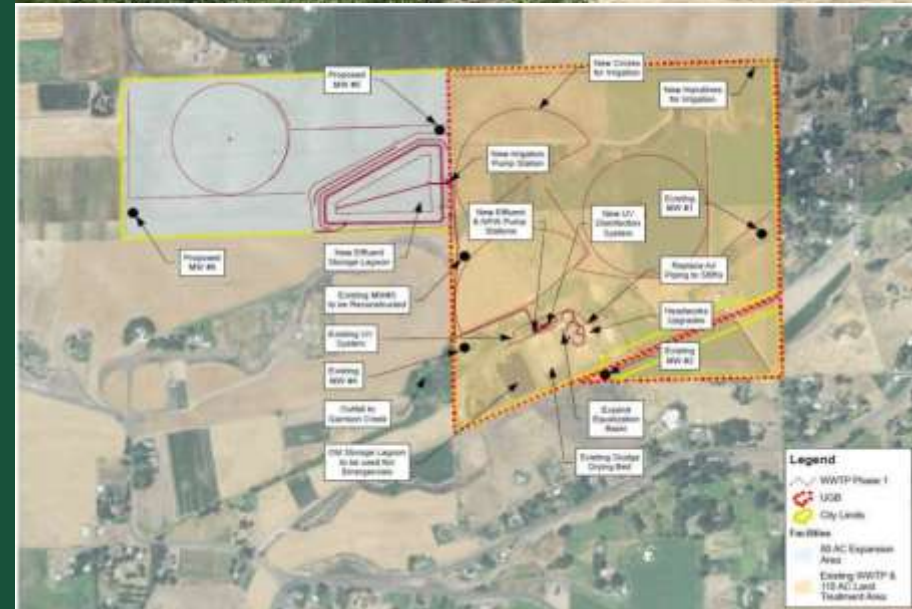


WASTEWATER TREATMENT PLANT IMPROVEMENTS – PHASE I

- ▶ Prioritization: High (2023)
- ▶ Project Location: Owens Rd & Mojonnier.
- ▶ Improvements needed to satisfy new NPDES Permit.
- ▶ Improvements include headworks, reparation 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.
- ▶ Per Ecology, Phase 1 improvements must be underway by 2023.
- ▶ Investigating regionalization with City of Walla Walla.
- ▶ **Total Cost: \$26,000,000**

How do we pay for it?

- 13.5% Federal Earmark Grant
- 38.5% State Ecology Hardship Grant
- 48.0% State Ecology Subsidized Loan/City Wastewater Fund



WASTEWATER LIFT STATION #5 REPLACEMENT

- ▶ Prioritization: High (2023)
- ▶ Project Location: SW 1st Street (632 to 529 Area)
- ▶ Replace over capacity wastewater lift station.
- ▶ City is relocating lift station to properly on south side of road and building conventional building.
- ▶ Funded by State Public Works Trust Fund Grant/Loan.
- ▶ Engineering: \$465,000.
- ▶ Construction: \$1,275,000.
- ▶ **Total Cost: \$1,740,000**



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 2024: \$379,000
 - ▶ FY 2026: \$370,000
 - ▶ FY 2028: \$400,000
- ▶ **Total Cost: \$1,149,000**

How do we pay for it?

- 100% - Wastewater Capital Reserve



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: \$455,942**



How do we pay for it?

- 100.0% City Wastewater Utility

F. WATER PROJECTS



HIGH PRIORITY WATER MAIN REPLACEMENT PROGRAM

- ▶ Prioritization: High (2023 to Beyond)
- ▶ Replacement of critical neighborhood water lines in decayed condition identified in adopted 2022 Water System Plan.
- ▶ Locations
 - ▶ FY 2023: SE 6th (College to Date)
 - ▶ FY 2025 engineering /2026 construction: SW 4th & 5th (College to Bade)
 - ▶ FY 2027 engineering/2028 construction: SE 8th & SE Elm
- ▶ Funded by Water Utility.
- ▶ Estimated Cost
 - ▶ FY 2023: \$450,000
 - ▶ FY 2025: \$100,000
 - ▶ FY 2026: \$700,000
 - ▶ FY 2027: \$100,000
 - ▶ FY 2028: \$450,000
- ▶ **Total: \$1,800,000**

How do we pay for it?

- 100% - Water Utility



WELL NO# 7 DEVELOPMENT

- ▶ Prioritization: High (2023-2025)
- ▶ 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 2023): \$200,000
 - ▶ Construction (FY 2024 and 2025): \$3,836,000
 - ▶ **Total: \$4,036,000**

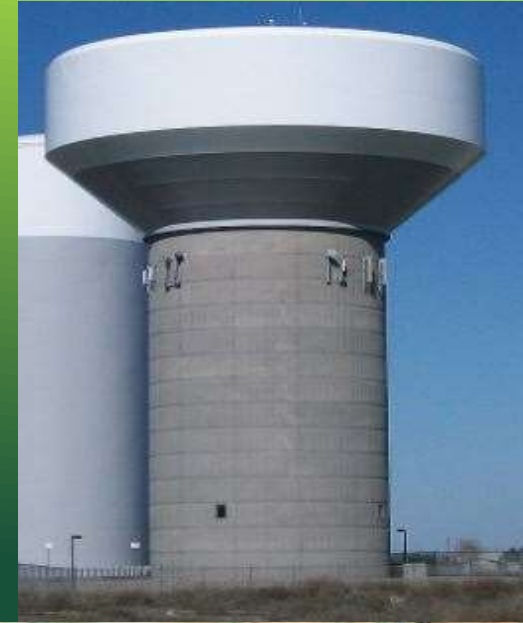
How do we pay for it?

- 10% State Public Works Trust Fund
- 60% FEMA HMA Grant
- 20% City Water Fund
- 10% Developer Contribution



WEST COLLEGE PLACE WATER TOWER (RESERVOIR #4) & TRANSMISSION MAIN

- ▶ Prioritization: High (2023-2024)
- ▶ 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.
- ▶ Transmission main to connect tower to water system.
- ▶ Cost
 - ▶ FY 2023 –Engineering: \$450,000
 - ▶ FY 2024 –Construction: \$5,185,000
 - ▶ **Total: \$5,635,000**



How do we pay for it?

- 12.0% - State Public Works Trust Fund
- 50.0% - FEMA HMA Grant or State Dept of Health Grant
- 15.0% - City Water Capital Fund
- 25.0% - Developer Contribution

WELL #3 ELECTRICAL GENERATOR

- ▶ Prioritization: Medium (2024)
- ▶ 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.
- ▶ **Total: \$311,400**

How do we pay for it?

- 75.0% FEMA HMA Grant
- 25.0% City Water Fund



REPAINT CENTRAL COLLEGE PLACE WATER TOWER

- ▶ Prioritization: High (2023 to 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 2023: \$250,000**
 - ▶ **FY 2024: \$1,524,000**
 - ▶ **FY 2025: \$1,275,361.01**
- ▶ **Total: \$3,049,361.01**

How do we pay for it?

- 75.0% FEMA BRIC/HMA Grant
- 25.0% Water Utility



MEDIUM PRIORITY NEIGHBORHOOD WATER MAIN REPLACEMENT PROGRAM

- ▶ Prioritization: Medium (2026-2028)
 - ▶ Replacement of critical neighborhood water lines in decayed condition identified in adopted 2022 Water System Plan.
 - ▶ Locations
 - ▶ FY 2026: NE Lambert (Rose to C)
 - ▶ FY 2027: SW 8th (College to Bade)
 - ▶ FY 2028: SE Robin (Scenic View to Mockingbird)
 - ▶ Funded by Water Utility.
 - ▶ Estimated Cost
 - ▶ FY 2026: \$317,000
 - ▶ FY 2027: \$10,000
 - ▶ FY 2028: \$63,000
 - ▶ **Total: \$390,000**
- 

How do we pay for it?

- 100% - 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: Capital Facility Plan (2023 to 2028) * Many projects subject to availability of grant dollars & future development*														
Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total Project Cost	How is project funded?
Administration/Community Development														
Council Chambers AV Upgrade, Dias, etc	1008	High	City Hall	Upgrade AV system in Council Chambers. Dias and general Council Chambers Upgrade. Might Be Done in 2022 but might not. (Carryover)	Budgeted	2022	\$ 700,000.00						\$ 700,000.00	FY 2022-2023: 100% ARPA Federal Grant.
Municipal Campus ADA Sidewalk Compliance	1020	Medium	City Hall	Update sidewalks at Municipal Campus to be ADA Compliant.	Budgeted	2023	\$ 40,000.00						\$ 40,000.00	50% Mitigation Grant from Risk Management, 50% Facility Maintenance Reserve.
City Hall Landscaping	1002	Low	City Hall	FY 2023 - Remove arborvitae and install low maintenance vegetation/plant Christmas tree. FY 2027 - Landscaping around City Hall campus.	Planned	2023	\$ 25,000.00				\$ 54,269.00		\$ 79,269.00	Facilities Maintenance Reserve (funded by CE)
City Hall Sallyport Conversion	1018	High	City Hall	Convert former Sallyport to Offices. City Admin Office, Conf Room, Mayor Office.FY 2024 Construction.	Planned	2024		\$ 2,000,000.00					\$ 2,000,000.00	Facilities Maintenace Fund - 10% Councilmanic General Debt - 90%
City Hall Conference Room Furnishings	1013	Low	City Hall	Conference room, eight offices, break room.	Planned	2024		\$ 100,000.00					\$ 100,000.00	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	2025			\$ 100,000.00				\$ 100,000.00	Facility Maintenance Reserve (funded by CE) Also, ESCO Savings (10%)
City Hall Exterior Beam Repair	1001	Low	City Hall		Planned	2026				\$ 40,000.00			\$ 40,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Exterior Paint	1017	Low	City Hall	Paint exterior & replace gutters.	Planned	2026				\$ 15,000.00			\$ 15,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Restroom Renovation	1015	Low	City Hall	Replace tile, stalls, fixtures, counterlights, paint-two public, three staff.	Planned	2026				\$ 60,000.00			\$ 60,000.00	Facility Maintenance Reserve (funded by CE)
Total: Administration/Community Development							\$ 765,000.00	\$ 2,100,000.00	\$ 100,000.00	\$ 115,000.00	\$ 54,269.00	\$ -	\$ 3,134,269.00	
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			\$ 259,600.00	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	2023	\$ 60,000.00						\$ 60,000.00	Facility Maintenance Reserve (funded by CE)
Renovate Dorm Rooms	2025	Medium	Fire Station	Renovate Dorm Rooms.	Budgeted	2024		\$ 45,944.00					\$ 45,944.00	Facility Maintenance Reserve (funded by CE)
Dorm Room Furniture	2026	Medium	Fire Station	Obtain Dorm Room Furniture	Budgeted	2024		\$ 34,458.00					\$ 34,458.00	Facilities Maintenance Reserve (funded by CE)
Fire Station HVAC and Lighting Rehab	2010	Medium	Fire Station	Replace boiler, water to air heat exchangers, cooling tower, and makeup air unit with high effeciency equipment. Replacement building control system. Also, high efficiency lighting.	Planned	2024		\$ 1,277,266.80					\$ 1,277,266.80	25% - State Commerce Efficiency Grants, 25% - FEMA HM Grant, 50% Facility Maintenance
Total: Fire Department							\$ 124,900.00	\$ 1,422,568.80	\$ 64,900.00	\$ 64,900.00	\$ -	\$ -	\$ 1,677,268.80	
Police Department														
Police Department: HVAC, Lighting, and Generator Upgrades	3011	Low	Police Department	Replace existing rooftop unit serving the south side of the Police Station with high efficiency unit. Install new building controls. Replace and retrofit lighting with new high efficiency LED Fixtures.	Planned - Won't happen if Replacement PD occurs.	2024		\$ 205,243.00					\$ 205,243.00	25% State/FEMA Homeland Security Grant, 10% Pacific Power Rebate, 65% Facilities Maintenance.

Replacement Police Department	3010	Medium	Police Department	Work to build a replacement Police Station.	Budgeted	2023	\$ 34,400.00		\$ 12,500,000.00				\$ 12,534,400.00	Engineering in FY 2023 paid for by 100% Facilities Maintenance. Building in FY 2025 would be paid for by voter approved debt.
Total: Police Department							\$ 34,400.00	\$ 205,243.00	\$ 12,500,000.00	\$ -	\$ -	\$ -	\$ 12,739,643.00	
Public Works Department - Parks														
Lions Park Renovation	4001	High	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	\$ 5,127,359.00						\$ 5,127,359.00	28% State RCO Grants, 10% Sherwood Trust Grant, 25% City Funds through REET II and CE if needed, 16% Ecology Grant, 1% Private, 10% Potential Fed Grants, 8% Port .09, 1% Blue Zone Pursued Grants, 1% Potential Columbia Grant
Autumn Meadows Park Improvement	4007	High	Autumn Meadows Park on Newgate.	City is taking over park from HOA with HOA giving City funds to improve infrastructure (roads, etc) to city standard.	Budgeted	2023	\$ 25,000.00		\$ 150,000.00				\$ 175,000.00	2023 money from HOA funds, 2024 will be 50% City REET II, 50% State RCO.
Kiwanis Park	4008	Low	Kiwanis Park	Replace sprinkler in northern part of park. Add lighting for Basketball/Pickleball Area.	Planned	2024		\$ 200,000.00					\$ 200,000.00	50% State Commerce/RCO Grants, 50% City REET II
Harvest Meadows Park Improvements	4005	Low	Harvest Meadows Park	Improvements include a welcome sign and picnic shelter as identified in the 2018 Park Master Plan.	Planned	2024		\$ 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	2024		\$ 50,000.00	\$ 300,000.00				\$ 350,000.00	50% State RCO Grant, 25% City REET II, 25% Developer
Park Development near Stone Creek	4003	Low	SW of College Ave & Mojonnier 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	2024		\$ 500,000.00	\$ 3,500,000.00				\$ 4,000,000.00	50% Developer Fees, 25% State RCO Grants, 12.5% CPPS, 12.5% City REET II
Lions Park Community Center	4006	Low	Lions Park	Replace Community Center with multipurpose facility with Community Kitchen	Planned	2025			\$ 300,000.00	\$ 3,000,000.00			\$ 3,300,000.00	25% Legislative Appropriation Attempt, 25% State Community Facility Grant, 25% Creative District Funding, 25% City Current Expense
Total: Public Works Department - Parks							\$ 5,152,359.00	\$ 775,000.00	\$ 4,250,000.00	\$ 3,000,000.00	\$ -	\$ -	\$ 13,177,359.00	
Public Works Department - Stormwater														
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	\$ 114,750.00	\$ 803,250.00					\$ 918,000.00	80% State Ecology Grant, 20% Stormwater Utility.
SE Birch (4th to 6th)	5004	Medium	SE Birch (4th to 6th)	Stormwater Improvements from 4th to 6th at Birch. 2022: Engineering. 2023: Construction.	Budgeted	2023	\$ 102,000.00	\$ 1,405,000.00					\$ 1,507,000.00	7.3% ARPA Road Project Unspecified, 20.0% City Stormwater Utility, 72.7% State Ecology Grant Funding.
Outfall Replacement Program	5012	High	Around Community.	Prioritization to be determined through Stormwater Management Plan Criteria.	Budgeted	2023	\$ 250,000.00		\$ 250,000.00		\$ 250,000.00		\$ 750,000.00	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	2024		\$ 99,930.00		\$ 99,930.00		\$ 99,930.00	\$ 299,790.00	Apply for State Department of Ecology Grant Funds for 50%. Other 50% Stormwater Utility.
Public Works Yard Stormwater Improvements.	6032	Low	Middle of block between 4th, 6th, Birch, and Date.	Stormwater improvements at Public Works Yard.	Budgeted	2023	\$ 200,000.00						\$ 200,000.00	50% State Department of Ecology Grant, 50% Stormwater Utility Funds.
NW Earl Ln Stormwater Improvements	6069	Medium	NW Earl Lane between Evans and Whitman	Design and construct stormwater infiltration system. Design in 2023. Construct in 2024.	Budgeted	2023	\$ 70,000.00	\$ 250,000.00					\$ 320,000.00	50% Storm Utility, 50% State DOE Grant.
SE 12th Street (College to Larch)	6010	Medium	SE 12th (College to Larch)	Replace storm infrastructure on 12th from College to Larch.	Planned	2025			\$ 1,302,452.00				\$ 1,302,452.00	90% State Transportation Improvement Board Grant, 10% City Streets Fund

SW 10th Street Retrofit (College to Bade)	5005	Medium	SW 10th from College to Bade.	Reconstruct 10th to include stormwater infrastructure to filter water into Garrison Creek.	Planned	2026					\$ 483,474.00			\$ 483,474.00	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 applying for Ecology Stormwater Grant.
SE 12th Street (Larch to Myra)	6039	Medium	SE 12th (Larch to Myra)	Replace storm infrastructure on 12th from Larch Avenue to Myra.	Planned	2027					\$ 1,365,100.00			\$ 1,365,100.00	90% State Transportation Improvement Board Grant, 10% City Streets Fund
NE Cedar Ave Storm Improvements	6007.2	Low	NE Cedar from A to C Street	Stormwater Improvements along corridor.	Planned	2028						\$ 387,000.00	\$ 387,000.00		100% Hardship Grant Redirect or Legislative Appropriation.
SE Date Ave (8th to 11th)	5018	Low	SE Date (8th to 11th)	Stormwater Retrofit on SE Date from 8th to 11th.	Planned	2028						\$ 456,000.00	\$ 456,000.00		100% Stormwater Utility.
Total: Public Works Department - Stormwater							\$ 736,750.00	\$ 2,558,180.00	\$ 1,552,452.00	\$ 583,404.00	\$ 1,615,100.00	\$ 942,930.00	\$ 7,988,816.00		
Public Works Department - Streets															
Chipseal Program	6018	High	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) 2027 Sunset Villa	Planned annual chip seal program	Budgeted	2023	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 450,000.00	100% REET 1 Fund
Block Resurfacing Program	6059	High	FY 2023 - SE 6th (College to Date) FY 2024 - SW 6th St (Davis to Evans) FY 2025 - SE Mockingbird Ln FY 2026 - SE Highland Park (North Leg) FY 2027 - NE Dawson St (Myra to Westfair) FY 2028 - NE Alden St (Criscola to Troutdale)	Resurface a block of deteriorated roadway every other year. Provides a ten year fix.	Budgeted	2023	\$ 32,000.00	\$ 32,000.00	\$ 32,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 198,000.00	100% REET 1 Fund
Safewalk College Place	6048	High - Dependent upon grants.	2023 SW 6th and SW 8th 2024 NW B Street, NE Ash 2025 SE 8th and SE Birch 2027 SE Central and Broadway	Install six-foot wide sidewalk on one side of road. Dependent on obtaining a Community Development Block Grant: General Purpose or State Transportation Improvement Board Active Transportation Grant	Budgeted	2023	\$ 364,000.00	\$ 752,112.00	\$ 750,000.00		\$ 750,000.00			\$ 2,616,112.00	85% CDBG General Purpose Grant or TIB ATP Funds and easement donation from Walla Walla University. 15% - City Streets
Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	5006.2	High	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	2023	\$ 711,000.00	\$ 8,602,937.00						\$ 9,313,937.00	7.6% Federal MPO 2021 Grant,15.5% Federal Transportation Earmark Grant, 23.2% State Transportation Improvement Board UAP Grant Proposed, 53.7% Local TIF or other fiscal resources.
Crosswalk Improvements in front of CP Post Office	6058	High - Dependent upon grants.	500 S. College Avenue	Crosswalk improvements to include curb bump outs, Rapid Flashing Beacons, and more.	Planned	2023	\$ 178,360.00							\$ 178,360.00	90.0% Attempt through State TIB ATP Grant Program, 10.0% City Streets Fund
CP Downtown Parking Lot Project	6063	Medium	South College Avenue Corridor from 4th to 13th	Construct parking lot to encourage a dense mixed-use downtown that is walkable.	Planned	2023	\$ 61,954.00	\$ 712,468.00	\$ 50,240.00	\$ 577,758.00				\$ 1,402,420.00	100% - Tax Increment Financing
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	\$ 72,099.00	\$ 1,045,437.00						\$ 1,117,536.00	50% Tax Increment Financing, 50% Charge back with Developer Impact Fees on Lakeside
East-West Road to Connect to Lakeside and New School	6063	Medium - Dependent on future development.	East West Road south of Mojonnier	New East-West Road to connect College Avenue High School to Teal Rd and New School	Planned	2023	\$ 569,557.00	\$ 3,275,452.00	\$ 3,275,452.00					\$ 7,120,461.00	50% - Tax Increment Financing, 50% Charge back with Developer Impact Fees on Lakeside, CPPS, and others.

Northeast College Place Active Transportation Project	6014	Medium - Dependent Upon grants.	NE Damson (Rose to Cargill), Street Lamps on NE Rose (Carey to Ash) every 360 feet,	Resurface and add sidewalk on NE Damson (Rose to Cargill). RFB at Rose/Damson. Ped streetlamps on south side of roadway of NE Rose every 360 feet from Carey to Ash.	Planned	2023	\$ 800,000.00						\$ 800,000.00	95.0% TIB UAP Grant, Federal S4 Grant, or TIB Complete Street Grant, 5% - City match from Streets.
Public Works Yard Improvements	6032	High	218 SE 4th St	FY 2023: Replace furnace and building controls. Also, upgrade lighting. Heat pump, etc Also, future needs assessment. FY 2025: Engineering and Architecture Plans for upgraded facility. FY 2028: Construction for facility.	Planned	2023	\$ 892,797.00		\$ 500,000.00			\$ 5,000,000.00	\$ 6,392,797.00	25% FEMA HMA Grnt/Homeland Security Grant, 10% Pac Power Rebates, 21.7% Water, 21.7% Wastewater, 21.7% Storm
9th Street	6062	Low- Dependent on CDBG Grant Funds.	9th (College Ave to Alleyway)	Convert gravel road to pavement with curb and gutter.	Planned	2024		\$ 585,200.00					\$ 585,200.00	100 % Street Improvement Fund via CDBG - General Purpose Grant, LID, or State Grant.
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		\$ 580,289.26					\$ 580,289.26	Likely Scenario: 20% City of WW, 20% City of CP Street Fund, 30% Developer Contrib, 30% State Grant
SE 12th Street (College to Larch)	6010.2	Medium - 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.	2025			\$ 2,518,242.82				\$ 2,518,242.82	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	2026				\$ 323,264.69			\$ 323,264.69	40% Developer Impact Fees, 40% WSDOT Safety Grants, 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	2028						\$ 358,520.76	\$ 358,520.76	100% Legislative Appropriation
12th & Larch Intersection	6011	Medium	The 12th and Larch Avenue intersection.	Identify, design and construct preferred intersection configuration.	Planned.	2027					\$ 2,181,930.00		\$ 2,181,930.00	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	Medium - Dependent on grant funds.	SE 12th Street from Larch to Myra Rd.	Reconstruction of 12th Street from Myra Rd to Larch Ave.	Planned	2027					\$ 3,353,877.93		\$ 3,353,877.93	90% TIB or MPO Funding, 10% Street Improvement 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					\$ 1,048,616.70		\$ 1,048,616.70	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					\$ 200,000.00		\$ 200,000.00	90.0% MPO STP Funds and/or State RCO, 10% Local Match
SE Dewey Dr	6022	Low	SE Dewey Drive.	Full street and sidewalk reconstruction on Dewey Drive to include water and sewer improvements.	Planned.	2028						\$ 721,092.30	\$ 721,092.30	100% Street Improvement Fund
Total: Public Works Department - Streets							\$ 3,756,767.00	\$ 15,660,895.26	\$ 7,200,934.82	\$ 1,010,022.69	\$ 7,643,424.63	\$ 6,188,613.06	\$ 41,460,657.46	
Public Works Department - Wastewater (From Adopted Wastewater Plan)														
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: - 2023: Either WWTP Phase 1 Improvements (Whats shown) or we proceed with Regionalization if workable	Budgeted	2023	\$ 26,000,000.00						\$ 26,000,000.00	13.5% Federal Earmark Grant, 38.5% State Ecology Hardship Grant, 48.0% State Ecology Subsidized Loan/City Wasteater Fund
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	2023	\$ 1,740,000.00						\$ 1,740,000.00	100% Public Works Trust Fund (State)
Neighborhood Sewer Lining	7016	High	Across Community.	Refer to Wastewater Fiscal Sustainability Plan for Period Phasing.	Planned	2023		\$ 379,000.00		\$ 370,000.00		\$ 400,000.00	\$ 1,149,000.00	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	2025			\$ 237,005.00				\$ 237,005.00	100% Wastewater Capital Reserve Fund.
12th Street Wastewater Replacement Project (Larch to Myra)	6039.3	Medium	12th Street from Myra Rd to Larch St	Wastewater Replacement Project under 12th Street project.	Planned.	2027					\$ 426,974.92		\$ 426,974.92	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					\$ 455,942.00		\$ 455,942.00	100% Wastewater Capital Reserve Fund.
SE Dewey Dr Sewer		Low			Planned	2028						\$ 410,241.00	\$ 410,241.00	100% Wastewater Capital Reserve Fund.
Total: Public Works Department - Wastewater							\$ 27,740,000.00	\$ 379,000.00	\$ 237,005.00	\$ 370,000.00	\$ 882,916.92	\$ 810,241.00	\$ 30,419,162.92	
Public Works Department - Water (From Adopted Water Plan)														
High Priority Water Main Replacement Program	8011	High	Spots Identified in Water System Plan - 2023 6th Street from College to Date. - 2025/2026 4th & 5th Date Design in 2025 and construction in 2026. - 2027 and 2028 8th & Elm Design in 2027 and construction in 2028. FY 2023 construction part of project maybe punted to FY 2024.	Replace water main and services	Budgeted	2023	\$ 450,000.00		\$ 100,000.00	\$ 700,000.00	\$ 100,000.00	\$ 450,000.00	\$ 1,800,000.00	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	\$ 200,000.00	\$ 1,000,000.00	\$ 2,836,000.00				\$ 4,036,000.00	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	2023	\$ 250,000.00	\$ 2,486,000.00					\$ 2,736,000.00	10.0% State Public Works Trust Fund, 50.0% FEMA HMA or Fed Inf Bill, 15.0% Water Capital Fund, 10.0% Dev Contribution
Reservoir 4 Transmission Main Project	8021	High	Mojonnier Rd	Transmission Main to connect tower to system.	Budgeted	2023	\$ 200,000.00	\$ 2,699,000.00					\$ 2,899,000.00	12.0% Public Works Trust Fund, 50.0% Department of Health Grant, 25.0% Developer Fees, 25.0% Water Capital Reserve Fund
Well #3 Electrical Generator	8024	Medium	Lamperti & Larch	Electrical Generator at Well #3	Planned	2024		\$ 311,400.00					\$ 311,400.00	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	2025			\$ 617,381.00				\$ 617,381.00	100% Water Capital Reserve Fund.
Reservoir #1 Repaint, Overflow, and Seismic Retrofit	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,	Budgeted	2023	\$ 250,000.00	\$ 1,524,000.00	\$ 1,275,361.01				\$ 3,049,361.01	75% FEMA HMA Grant, 25% City Water Fund
NE Lambert 12" Water Replacement	8025	Medium	NE Lambert Street (Rose to C).	Replace decayed 12" line.	Planned	2026				\$ 317,000.00			\$ 317,000.00	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	2027					\$ 916,113.00		\$ 916,113.00	100% Water Capital Reserve Fund.
SW 8th Street 8" Water Main Replacement	8026	Low	SW 8th (College to Bade)	Replace decayed line as cited in adopted City Water System Plan.	Planned	2027					\$ 10,000.00		\$ 10,000.00	100% Water Capital Reserve Fund.
SE Robin 8" Water Main Replacement	8027	Low	SE Robin Drive - Country Estates	Replace decayed line as cited in adopted City Water System Plan.	Planned	2028						\$ 63,000.00	\$ 63,000.00	100% Water Capital Reserve Fund.
Dewey Drive Water	6022.2	Low	Dewey Drive	Replace Water main & services	Planned	2028						\$ 286,000.00	\$ 286,000.00	100% Water Capital Reserve Fund.
Total: Public Works Department - Water							\$ 1,350,000.00	\$ 8,020,400.00	\$ 4,828,742.01	\$ 1,017,000.00	\$ 1,026,113.00	\$ 799,000.00	\$ 17,041,255.01	
Grand Total: All Capital Facility Projects							\$ 39,660,176.00	\$ 31,121,287.06	\$ 30,734,033.83	\$ 6,160,326.69	\$ 11,221,823.55	\$ 8,740,784.06	\$ 127,638,431.19	

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 2023 THROUGH 2028

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 2023 through 2028 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 May 10th, 2022 by Council Resolution 22-043, 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 _____, 2022 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 2023 to 2028 Capital Facility Plan on _____; and

WHEREAS, updates to the six-year Capital Facility Planning documents have been posted on the city budget portal website: https://www.cpwa.us/departments/finance/budget_2023.php

NOW THEREFORE, THE CITY COUNCIL OF COLLEGE PLACE DO ORDAIN AS FOLLOWS

Section 1. Ordinance No. _____ which adopts the 2023 to 2028 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:

Approved as to form:

Sherri St. Clair, City Clerk

Rea Culwell, City Attorney

City of College Place: 2023 to 2028 Information Technology Plan													
Project	Number	Prioritization	Status	Fund	Rationale	Type	2023	2024	2025	2026	2027	2028	Total
Administration/Finance (General Government - Cost Center) split between Current Expense and Utilities													
Server Memory/RAM	1023	High	Budgeted	Technology Reserve	Funds to pay for server memory augmentation as servers become full.	Hardware	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 3,000.00
Large Document Scanner	1055	Medium	Budgeted	Technology Reserve	Large Document Scanner	Hardware	\$ 2,500.00						\$ 2,500.00
Security Software (Vipre/Upgrade to Cloudstrike)	1027	High - Existing Maintenance	Budgeted	Technology Reserve	Maintenance expense on security software enhancement needed to lock down network and prevent cybersecurity threats.	Software	\$ 791.00	\$ 791.00	\$ 791.00	\$ 791.00	\$ 791.00	\$ 791.00	\$ 4,746.00
Revize Website	1028	High - Existing Maintenance	Budgeted	Technology Reserve	Annual maintenance on city website.	Software	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 36,000.00
DocLocator - Maintenance	1029	High - Existing Maintenance	Budgeted	Technology Reserve	Annual maintenance on software program used for paperless Accounts Payable/Receivable. Will be phased out with implementation of Tyler.	Software	\$ 7,300.00						\$ 7,300.00
Bias	1034	High - Existing Maintenance	Budgeted	Technology Reserve	Annual software maintenance for City finance and building permitting software.Tyler should go live by end of FY 2023.	Software	\$ 13,888.00						\$ 13,888.00
XPressBillPay/Webcheck Maintenance	1035	High - Existing Maintenance	Budgeted		Annual software maintenance for epay for residents to submit utility payment online. Will merge with Tyler once implemented.	Software	\$ 15,000.00						\$ 15,000.00
Tyler	1037	High	Budgeted	Technology Reserve	In 2022 we did a RSQ for a company to provide Asset Management, Finance, and Community Development Software services. Tyler won bid.	Software	\$ 55,416.00	\$ 55,416.00	\$ 55,416.00	\$ 57,445.92	\$ 57,445.92	\$ 57,445.92	\$ 338,585.76
Canva Pro	1051	High - Existing Maintenance	Budgeted	Professional Services	Advertising Software for Special Events.	Software	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 1,200.00
Adobe Creative Cloud	1052	High - Existing Maintenance	Budgeted	Professional Services	Needed to make professional documents	Software	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	\$ 780.00
ArchiveSocial	1038	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance expense for social media metadata recording program.	Software	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 36,000.00
Smash	1039	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance expense for cell phone Metadata program	Software	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00	\$ 31,800.00
Municode/Munidocs	1056	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance and Support for Municode Website.	Software	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 9,600.00
KNowBe4	1053	High	Budgeted	Tech Reserve	Integrated Security Awareness Training and Simulated Phishing platform to manage IT security concerns like social engineering.	Software	\$ 2,661.00	\$ 2,661.00	\$ 2,661.00	\$ 2,661.00	\$ 2,661.00	\$ 2,661.00	\$ 15,966.00
Neogov - Standard	1040	High - Existing Maintenance	Budgeted	Technology Reserve	Maintenance Expense for program which automates recruitment & Onboarding process and ensure compliance	Software	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 40,200.00
Neogov - HR E-Forms	1041	Medium	Budgeted	Technology Reserve	Eform module addition to existing software to augment paperless capabilities of HR	Software	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	\$ 23,400.00
NextRequest	1042	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance expense on a program that allows ease of use public records requests and creates automatic reports that satisfy	Software	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 33,000.00
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	\$ 16,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 91,000.00
Zoom	1044	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance expense for econferencing software for City Council and Commission meetings.	Software	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 25,500.00
ESRI Business Analyst	1045	High	Budgeted	Technology Reserve	Maintenance expense on software to pull economic development data and reports	Software	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 18,000.00
Docusign		Medium	Budgeted	Technology Reserve	Maintenance on Docusign Software.	Software	\$ 13,740.00	\$ 13,740.00	\$ 13,740.00	\$ 13,740.00	\$ 13,740.00	\$ 13,740.00	\$ 82,440.00
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	\$ 90,307.00	\$ 92,113.14	\$ 93,955.40	\$ 95,834.51	\$ 97,751.20	\$ 99,706.23	\$ 569,667.48

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	\$ 3,232.00	\$ 3,264.32	\$ 3,296.96	\$ 3,329.93	\$ 3,363.23	\$ 3,396.86	\$ 19,883.31
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	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 2,000.00	\$ 18,000.00
Move to Office 365 Environment	1026	High	Budgeted	Technology Reserve	Moving to Office 365 G3 will allow more effective remote working options and better security for city documents.	Software	\$ 30,600.00	\$ 30,600.00	\$ 30,600.00	\$ 30,600.00	\$ 30,600.00	\$ 30,600.00	\$ 183,600.00
Wifi @ Community Parks	1059	High	Budgeted	Technology Reserve	Wifi internet access at Lions Park, Kiwanis Park, Veterans Park, and Municipal Campus	Internet	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 14,400.00
Administration: Total							\$ 295,515.00	\$ 258,665.46	\$ 262,540.37	\$ 287,482.36	\$ 269,432.35	\$ 268,421.01	\$ 1,642,056.55
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	\$ 6,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 16,000.00
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	Budgeted	Technology Reserve	Maintenance expense on Community Development/Permitting Portal	Software	\$ 12,248.00	\$ 12,248.00	\$ 12,248.00	\$ 12,248.00	\$ 12,248.00	\$ 12,248.00	\$ 73,488.00
Community Development: Total							\$ 24,648.00	\$ 17,748.00	\$ 20,748.00	\$ 18,748.00	\$ 19,748.00	\$ 17,748.00	\$ 119,388.00
Fire													
Computers	2019	High - Replacement	Budgeted	Technology Reserve	Computer Replacement Plan (Seven Year Schedule).	Hardware			\$ 2,000.00		\$ 2,000.00	\$ 3,000.00	\$ 7,000.00
Firehouse Software Replacement	2022	High - Existing Maintenance	Budgeted	Current Expense	Firehouse Software got bought out by another company. Will need to pay upgrade cost.	Software	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$ 72,000.00
WSRB Software	2023	High	Budgeted	Current Expense	Required software for reporting of fire incidents.	Software	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$ 12,000.00
Portable Radio Replacement	2021	High - Replacement	Budgeted	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							\$ 33,500.00	\$ 14,000.00	\$ 35,500.00	\$ 14,000.00	\$ 35,500.00	\$ 17,000.00	\$ 149,500.00
Police													
Body Cameras, Redaction Software, and Replacement Tasers with Warantee	3014	High	Budgeted	Tech Reserve - Body Cameras; Current Expense - Tasers	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	Hardware	\$ 38,000.00	\$ 38,000.00	\$ 38,000.00	\$ 14,772.00	\$ 14,772.00	\$ 22,000.00	\$ 165,544.00
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). FY 2023 is two new computers for new Mental Health Professional (Grant Funded) and the new Officer.	Hardware	\$ 4,000.00	\$ 13,500.00	\$ 15,000.00	\$ 3,000.00	\$ 2,500.00	\$ 1,000.00	\$ 39,000.00
NetMotion	3018	High - Existing Maintenance	Budgeted	Current Expense	Software renewal for Net Motion	Software	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 10,200.00

Copier Replacement	3013	Medium - Replacement	Budgeted	Technology Reserve	Replacement Police Copier.	Hardware	\$ 13,000.00							\$ 13,000.00
Police: Total							\$ 56,700.00	\$ 62,200.00	\$ 54,700.00	\$ 28,472.00	\$ 18,972.00	\$ 33,700.00	\$ 254,744.00	
Public Works														
Syncta Backflow	8021	High	Budgeted	Water Utility	Backflow testing software to replace software that is no longer supported.	Software	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 55,200.00	
Tyler Asset Management (Working on quote, to replace Iworq)	8022	High - Existing Maintenance	Budgeted	Utilities	Need to migrate to Tyler for Asset Management so it matches other modules.	Software	\$ 26,428.00	\$ 1,673.00	\$ 1,673.00	\$ 1,673.00	\$ 1,673.00	\$ 1,673.00	\$ 34,793.00	
ESRI ArcGIS - Maintenance	8023	High - Existing Maintenance	Budgeted	Utilities	Annual software maintenance on ESRI ArcGIS software.	Software	\$ 3,234.00	\$ 3,234.00	\$ 3,234.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ 19,602.00	
Autodesk Civil 3D Software	5025	High	Budgeted	Utilities	Annual Software Subscription	Software	\$ 2,650.00	\$ 2,650.00	\$ 2,650.00	\$ 2,650.00	\$ 2,650.00	\$ 2,650.00	\$ 15,900.00	
Computers	8021	High - Replacement	Planned	Technology Reserve	Computer Replacement Plan (Seven Year Schedule).	Hardware		\$ 1,000.00		\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ 9,000.00	
Public Works: Total							\$ 41,512.00	\$ 17,757.00	\$ 16,757.00	\$ 19,823.00	\$ 19,823.00	\$ 18,823.00	\$ 134,495.00	
Total Cost							\$ 451,875.00	\$ 370,370.46	\$ 390,245.37	\$ 368,525.36	\$ 363,475.35	\$ 355,692.01	\$ 2,300,183.55	



FISCAL YEAR 2023 TO 2028 EQUIPMENT REPLACEMENT PLAN



FY 2023 TO 2028 EQUIPMENT REPLACEMENT PLAN



City of College Place: 625 S. College Ave, Phone: 509-529-1200, Website: www.cpwa.us

City Council

- Norma Hernandez, Mayor
- Paul Jessup, Council Position #1
- Michael Cleveland, Council Position #2
- TJ Espinoza, Council Position #3
- Loren Peterson, Council Position #4
- Melodie Williams, Council Position #5
- Heather Schermann, Council Position #6
- Monica Boyle, Council Position #7

ER&R Management Team

- Mike Rizzitiello, City Administrator
- Brian Carleton, Finance Director
- DaShari Schmick, 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
- Across ALL departments.
- **Continued inflationary and supply chain issues will effect implementation of this plan.**
- Status Column
 - Budgeted: Means expense will occur in FY 2023.
 - Budgeted –Delay: Means expense could be delayed if revenues don't come in as projected.
 - Planned: Means expenditure will likely occur in the FY 2023 to 2028 planning period and City is actively pursuing/assembling funds to make it happen.



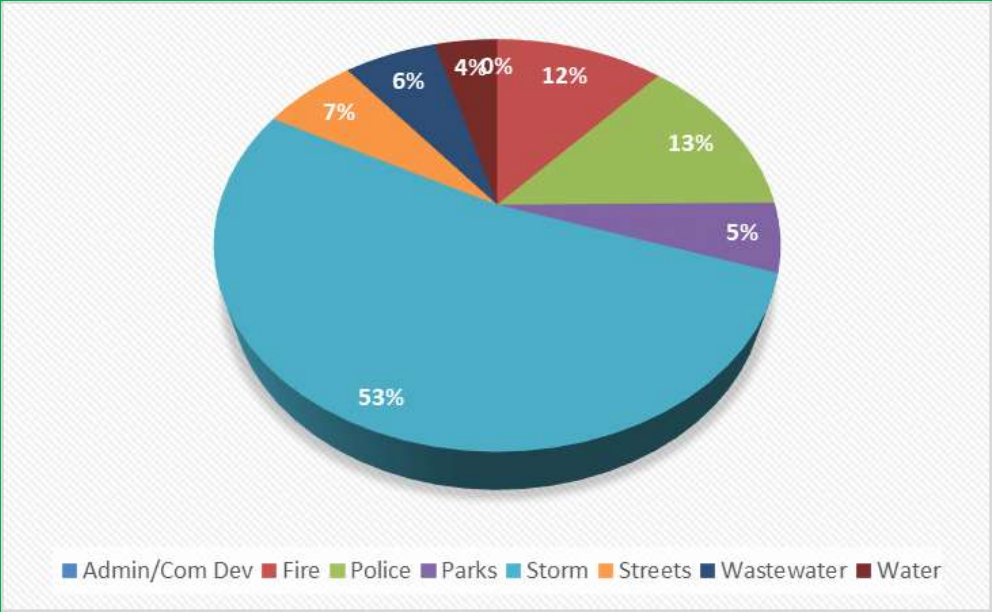
III. COMPLETED FY 2022 EQUIPMENT REPLACEMENTS

Completed Equipment Replacement Plan: FY 2022		
Name	Department	Cost
SCBA Replacement	Fire	\$ 140,000.00
Turnout Replacement	Fire	\$ 40,000.00
#UT303 Fire Marshall Vehicle	Fire	\$ 54,000.00
#UT304 Fire Captain Truck	Fire	\$ 54,000.00
Vehicle #A3021 Ambulance	Fire	\$ 250,000.00
Vehicle #E3012 Fire Truck	Fire - On Order	\$ 700,000.00
Police Leasing Program	Police	\$ 157,127.36
Vehicle #303 Park Pickup	Parks	\$ 37,000.00
Vehicle #501 Stellar	Streets	\$ 90,000.00
Vehicle #542 Flusher	STreets	\$ 250,000.00
Jacobs Contract Addendum for Wastewater Treatment Plant Equipment	Wastewater	\$ 116,884.08
Vehicle #603 Pickup	Water	\$ 37,000.00
Total		\$ 1,926,011.44

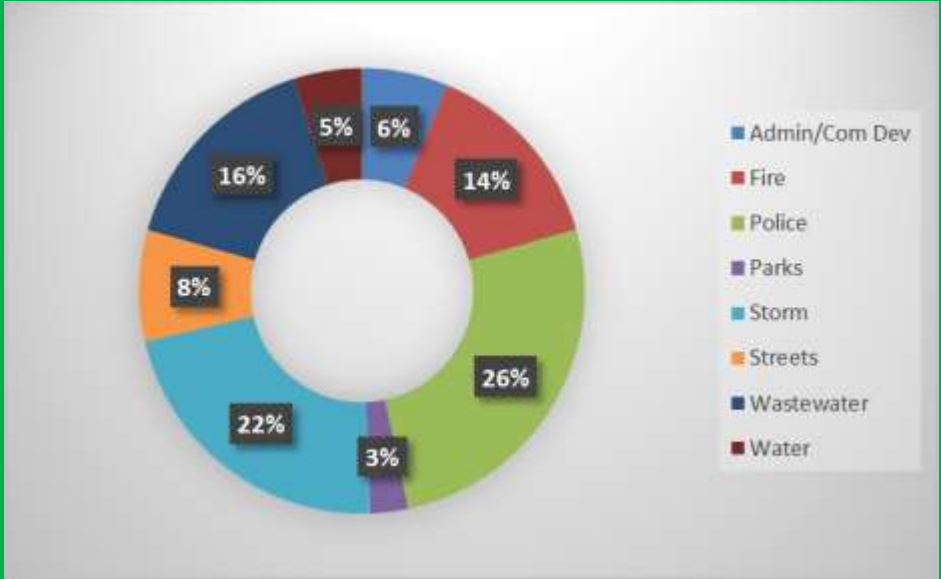


IV. EQUIPMENT REPLACEMENT PLAN SUMMARY

Fiscal Year 2023

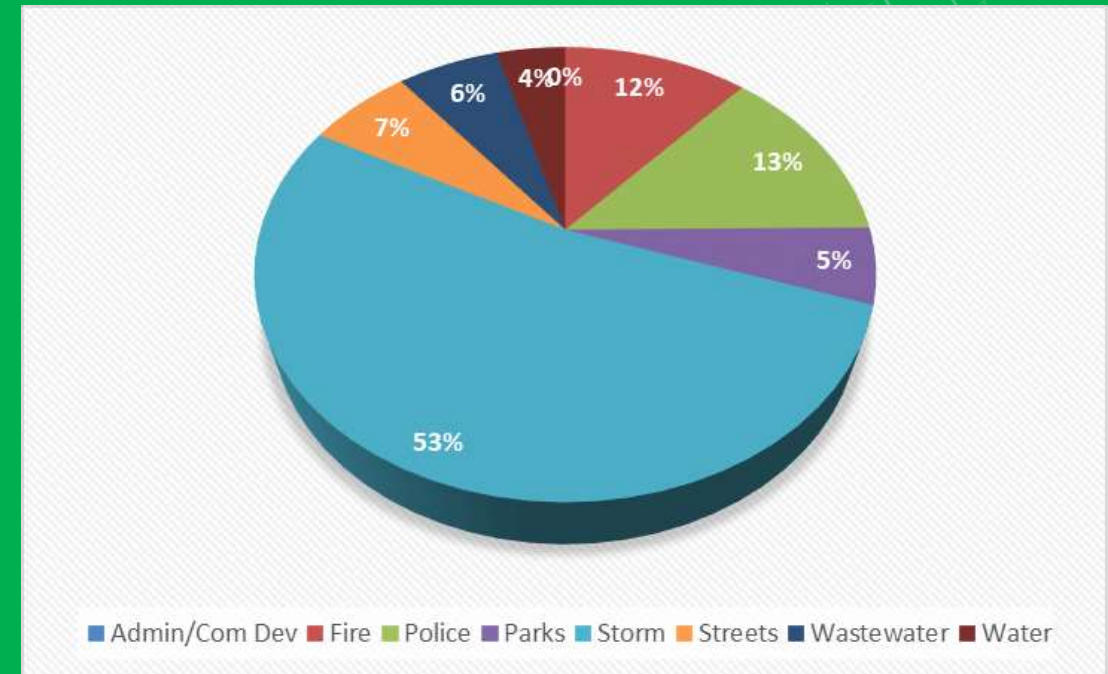


Fiscal Years 2023 to 2028



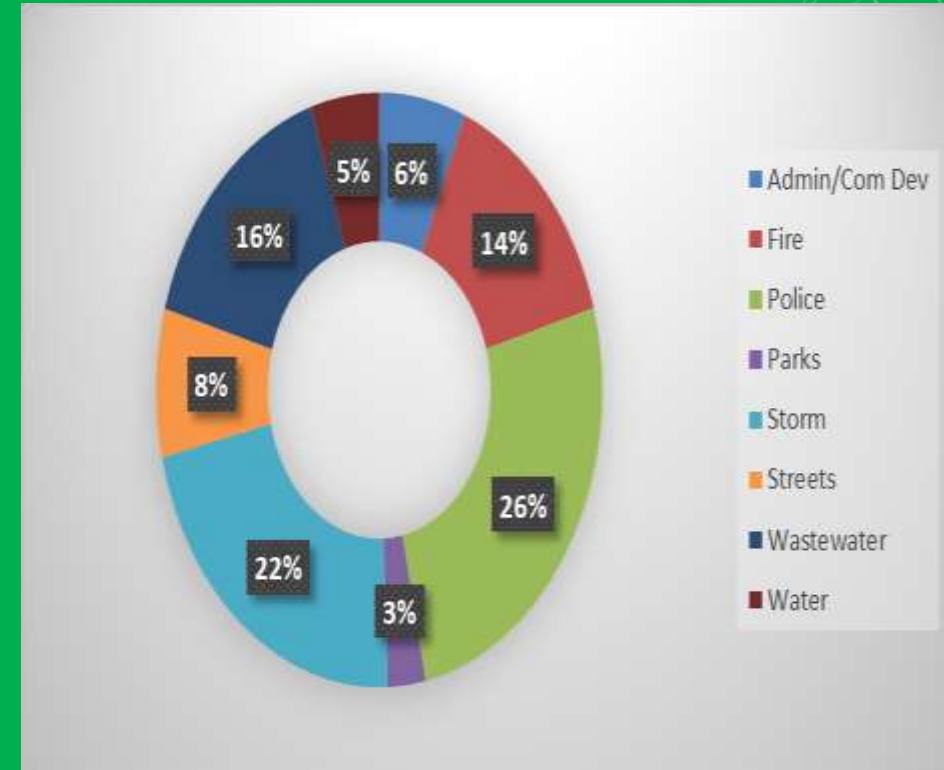
V. EQUIPMENT REPLACEMENT PLAN SUMMARY: FISCAL YEAR 2022

Equipment Replacement Plan: FY 2023	
Department	Total
Admin/Com Dev	\$ -
Fire	\$ 215,000.00
Police	\$ 245,350.74
Parks	\$ 100,000.00
Storm	\$ 975,000.00
Streets	\$ 120,000.00
Wastewater	\$ 118,052.92
Water	\$ 80,000.00
Total	\$ 1,853,403.66



VI. EQUIPMENT REPLACEMENT PLAN SUMMARY: FISCAL YEAR 2023 TO 2028

Equipment Replacement Plan: FY 2023 to 2028	
Department	Total
Admin/Com Dev	\$ 290,000.00
Fire	\$ 665,000.00
Police	\$ 1,213,214.44
Parks	\$ 127,000.00
Storm	\$ 1,020,000.00
Streets	\$ 375,000.00
Wastewater	\$ 726,263.34
Water	\$ 230,000.00
Total	\$ 4,646,477.78



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 2024: Engineering/Acquisition of Generator - \$200,000
 - FY 2026: Replace Vehicles #803 & 804 in Building Department - \$45,000 a piece/\$90,000 total
 - Estimated Total: \$290,000



B. FIRE DEPARTMENT

- Equipment needed for operations of the Fire Suppression/Basic Life Support Ambulance functions of the City.
- Replacement Turnouts: \$40,000 Annually.
- FY 2023
 - Vehicle #E061 Brush Truck: \$175,000
- FY 2024
 - Replace Vehicle #R3041 2000 Ambulance: \$250,000
- **Six Year Estimated Total: \$665,000**



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 will add one more for SRO).
- FY 2023 through 2028
 - With that annual cost of leases is \$168,350.74 for fifteen (15) vehicles.
 - Taser Payments (2021 through 2026): \$17,000/year
- FY 2023
 - Replace #411 Ford Escape with Used Vehicle: \$30,000
 - Replace #473 Speed Radar Trailer: \$30,000
- FY 2024
 - Replace #448 SEO Pickup: \$65,000
- **Six Year Estimated Total: \$1,213,214.44**



D. PUBLIC WORKS: PARKS DIVISION

- Equipment needed for operations of the park maintenance functions of the City.
- FY 2023
 - Replace lawn mower: \$100,000 (park efficiency)
- FY 2027
 - Trailer #305 Replacement Trailer: \$27,000.
- **Six Year Estimated Total: \$127,000**



E. PUBLIC WORKS: STORMWATER DIVISION

- Equipment needed for operations of the stormwater functions of the City.
- FY 2023
 - Replace Vehicle #901/#701 (Old Wastewater Treatment Plant Vector (Ecology Grant 100% Cost): \$750,000.
 - Replace Vehicle #920 Ford E450 Box Van: \$225,000.
- FY 2024
 - Replace Vehicle #970 2014 Ford Explorer: \$45,000
- **Total Estimated Cost: \$1,020,000**



F. PUBLIC WORKS: STREETS DIVISION

- Equipment needed for operations of the street functions of the City.
- FY 2023:
 - Replace Vehicle #504 Chevrolet 1500 Pick Up: \$60,000.
 - Replace Vehicle #910 Utility Truck: \$60,000.
- FY 2024:
 - Replace Vehicle \$547 Walton 20,000 Tilt Trailer: \$30,000.
- 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.
 - Replace #519 Walk Behind Paint Sprayer: \$5,000
- **Total Estimated Cost: \$375,000**



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 2023:
 - Replacement Vehicle #601 Utility Truck: \$37,000.
- FY 2027
 - Replace #607 Backhoe: \$150,000
- **Total estimated cost: \$230,000**



The background is a solid green color with a pattern of semi-transparent, overlapping circles of various sizes, creating a bokeh effect. On the left side, there are faint, light green circular patterns that resemble technical drawings or gauges, with some numerical markings like 150, 160, 170, 180, 190, 200, 210, 220, 230, 240, 250, and 260. The main title is centered in a large, white, sans-serif font.

2023 TO 2028 EQUIPMENT REPLACEMENT PLAN

City of College Place: Capital Facility Plan (2023 to 2028) * Many projects subject to availability of grant dollars & future development*														
Name of Project	Project ID	Prioritization	Project Location	Project Description	Status	Year Budgete	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total Project Cost	How is project funded?
Administration/Community Development														
Council Chambers AV Upgrade, Dias, etc	1008	High	City Hall	Upgrade AV system in Council Chambers. Dias and general Council Chambers Upgrade. Might Be Done in 2022 but might not. (Carryover)	Budgeted	2022	\$ 700,000.00						\$ 700,000.00	FY 2022-2023: 100% ARPA Federal Grant.
Municipal Campus ADA Sidewalk Compliance	1020	Medium	City Hall	Update sidewalks at Municipal Campus to be ADA Compliant.	Budgeted	2023	\$ 40,000.00						\$ 40,000.00	50% Mitigation Grant from Risk Management, 50% Facility Maintenance Reserve.
City Hall Landscaping	1002	Low	City Hall	FY 2023 - Remove arborvitae and install low maintenance vegetation/plant Christmas tree. FY 2027 - Landscaping around City Hall campus.	Planned	2023	\$ 25,000.00				\$ 54,269.00		\$ 79,269.00	Facilities Maintenance Reserve (funded by CE)
City Hall Sallyport Conversion	1018	High	City Hall	Convert former Sallyport to Offices. City Admin Office, Conf Room, Mayor Office.FY 2024 Construction.	Planned	2024		\$ 2,000,000.00					\$ 2,000,000.00	Facilities Maintenace Fund - 10% Councilmanic General Debt - 90%
City Hall Conference Room Furnishings	1013	Low	City Hall	Conference room, eight offices, break room.	Planned	2024		\$ 100,000.00					\$ 100,000.00	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	2025			\$ 100,000.00				\$ 100,000.00	Facility Maintenance Reserve (funded by CE) Also, ESCO Savings (10%)
City Hall Exterior Beam Repair	1001	Low	City Hall		Planned	2026				\$ 40,000.00			\$ 40,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Exterior Paint	1017	Low	City Hall	Paint exterior & replace gutters.	Planned	2026				\$ 15,000.00			\$ 15,000.00	Facilities Maintenance Reserve (funded by CE)
City Hall Restroom Renovation	1015	Low	City Hall	Replace tile, stalls, fixtures, counterlights, paint-two public, three staff.	Planned	2026				\$ 60,000.00			\$ 60,000.00	Facility Maintenance Reserve (funded by CE)
Total: Administration/Community Development							\$ 765,000.00	\$ 2,100,000.00	\$ 100,000.00	\$ 115,000.00	\$ 54,269.00	\$ -	\$ 3,134,269.00	
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			\$ 259,600.00	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	2023	\$ 60,000.00						\$ 60,000.00	Facility Maintenance Reserve (funded by CE)
Renovate Dorm Rooms	2025	Medium	Fire Station	Renovate Dorm Rooms.	Budgeted	2024		\$ 45,944.00					\$ 45,944.00	Facility Maintenance Reserve (funded by CE)
Dorm Room Furniture	2026	Medium	Fire Station	Obtain Dorm Room Furniture	Budgeted	2024		\$ 34,458.00					\$ 34,458.00	Facilities Maintenance Reserve (funded by CE)
Fire Station HVAC and Lighting Rehab	2010	Medium	Fire Station	Replace boiler, water to air heat exchangers, cooling tower, and makeup air unit with high effeciency equipment. Replacement building control system. Also, high efficiency lighting.	Planned	2024		\$ 1,277,266.80					\$ 1,277,266.80	25% - State Commerce Efficiency Grants, 25% - FEMA HM Grant, 50% Facility Maintenance
Total: Fire Department							\$ 124,900.00	\$ 1,422,568.80	\$ 64,900.00	\$ 64,900.00	\$ -	\$ -	\$ 1,677,268.80	
Police Department														
Police Department: HVAC, Lighting, and Generator Upgrades	3011	Low	Police Department	Replace existing rooftop unit serving the south side of the Police Station with high efficiency unit. Install new building controls. Replace and retrofit lighting with new high efficiency LED Fixtures.	Planned - Won't happen if Replacement PD occurs.	2024		\$ 205,243.00					\$ 205,243.00	25% State/FEMA Homeland Security Grant, 10% Pacific Power Rebate, 65% Facilities Maintenance.

Replacement Police Department	3010	Medium	Police Department	Work to build a replacement Police Station.	Budgeted	2023	\$ 34,400.00		\$ 12,500,000.00				\$ 12,534,400.00	Engineering in FY 2023 paid for by 100% Facilities Maintenance. Building in FY 2025 would be paid for by voter approved debt.
Total: Police Department							\$ 34,400.00	\$ 205,243.00	\$ 12,500,000.00	\$ -	\$ -	\$ -	\$ 12,739,643.00	
Public Works Department - Parks														
Lions Park Renovation	4001	High	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	\$ 5,127,359.00						\$ 5,127,359.00	28% State RCO Grants, 10% Sherwood Trust Grant, 25% City Funds through REET II and CE if needed, 16% Ecology Grant, 1% Private, 10% Potential Fed Grants, 8% Port .09, 1% Blue Zone Pursued Grants, 1% Potential Columbia Grant
Autumn Meadows Park Improvement	4007	High	Autumn Meadows Park on Newgate.	City is taking over park from HOA with HOA giving City funds to improve infrastructure (roads, etc) to city standard.	Budgeted	2023	\$ 25,000.00		\$ 150,000.00				\$ 175,000.00	2023 money from HOA funds, 2024 will be 50% City REET II, 50% State RCO.
Kiwanis Park	4008	Low	Kiwanis Park	Replace sprinkler in northern part of park. Add lighting for Basketball/Pickleball Area.	Planned	2024		\$ 200,000.00					\$ 200,000.00	50% State Commerce/RCO Grants, 50% City REET II
Harvest Meadows Park Improvements	4005	Low	Harvest Meadows Park	Improvements include a welcome sign and picnic shelter as identified in the 2018 Park Master Plan.	Planned	2024		\$ 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	2024		\$ 50,000.00	\$ 300,000.00				\$ 350,000.00	50% State RCO Grant, 25% City REET II, 25% Developer
Park Development near Stone Creek	4003	Low	SW of College Ave & Mojonnier 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	2024		\$ 500,000.00	\$ 3,500,000.00				\$ 4,000,000.00	50% Developer Fees, 25% State RCO Grants, 12.5% CPPS, 12.5% City REET II
Lions Park Community Center	4006	Low	Lions Park	Replace Community Center with multipurpose facility with Community Kitchen	Planned	2025			\$ 300,000.00	\$ 3,000,000.00			\$ 3,300,000.00	25% Legislative Appropriation Attempt, 25% State Community Facility Grant, 25% Creative District Funding, 25% City Current Expense
Total: Public Works Department - Parks							\$ 5,152,359.00	\$ 775,000.00	\$ 4,250,000.00	\$ 3,000,000.00	\$ -	\$ -	\$ 13,177,359.00	
Public Works Department - Stormwater														
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	\$ 114,750.00	\$ 803,250.00					\$ 918,000.00	80% State Ecology Grant, 20% Stormwater Utility.
SE Birch (4th to 6th)	5004	Medium	SE Birch (4th to 6th)	Stormwater Improvements from 4th to 6th at Birch. 2022: Engineering. 2023: Construction.	Budgeted	2023	\$ 102,000.00	\$ 1,405,000.00					\$ 1,507,000.00	7.3% ARPA Road Project Unspecified, 20.0% City Stormwater Utility, 72.7% State Ecology Grant Funding.
Outfall Replacement Program	5012	High	Around Community.	Prioritization to be determined through Stormwater Management Plan Criteria.	Budgeted	2023	\$ 250,000.00		\$ 250,000.00		\$ 250,000.00		\$ 750,000.00	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	2024		\$ 99,930.00		\$ 99,930.00		\$ 99,930.00	\$ 299,790.00	Apply for State Department of Ecology Grant Funds for 50%. Other 50% Stormwater Utility.
Public Works Yard Stormwater Improvements.	6032	Low	Middle of block between 4th, 6th, Birch, and Date.	Stormwater improvements at Public Works Yard.	Budgeted	2023	\$ 200,000.00						\$ 200,000.00	50% State Department of Ecology Grant, 50% Stormwater Utility Funds.
NW Earl Ln Stormwater Improvements	6069	Medium	NW Earl Lane between Evans and Whitman	Design and construct stormwater infiltration system. Design in 2023. Construct in 2024.	Budgeted	2023	\$ 70,000.00	\$ 250,000.00					\$ 320,000.00	50% Storm Utility, 50% State DOE Grant.
SE 12th Street (College to Larch)	6010	Medium	SE 12th (College to Larch)	Replace storm infrastructure on 12th from College to Larch.	Planned	2025			\$ 1,302,452.00				\$ 1,302,452.00	90% State Transportation Improvement Board Grant, 10% City Streets Fund

SW 10th Street Retrofit (College to Bade)	5005	Medium	SW 10th from College to Bade.	Reconstruct 10th to include stormwater infrastructure to filter water into Garrison Creek.	Planned	2026					\$ 483,474.00			\$ 483,474.00	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 applying for Ecology Stormwater Grant.
SE 12th Street (Larch to Myra)	6039	Medium	SE 12th (Larch to Myra)	Replace storm infrastructure on 12th from Larch Avenue to Myra.	Planned	2027					\$ 1,365,100.00			\$ 1,365,100.00	90% State Transportation Improvement Board Grant, 10% City Streets Fund
NE Cedar Ave Storm Improvements	6007.2	Low	NE Cedar from A to C Street	Stormwater Improvements along corridor.	Planned	2028						\$ 387,000.00	\$ 387,000.00		100% Hardship Grant Redirect or Legislative Appropriation.
SE Date Ave (8th to 11th)	5018	Low	SE Date (8th to 11th)	Stormwater Retrofit on SE Date from 8th to 11th.	Planned	2028						\$ 456,000.00	\$ 456,000.00		100% Stormwater Utility.
Total: Public Works Department - Stormwater							\$ 736,750.00	\$ 2,558,180.00	\$ 1,552,452.00	\$ 583,404.00	\$ 1,615,100.00	\$ 942,930.00	\$ 7,988,816.00		
Public Works Department - Streets															
Chipseal Program	6018	High	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) 2027 Sunset Villa	Planned annual chip seal program	Budgeted	2023	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 450,000.00	100% REET 1 Fund	
Block Resurfacing Program	6059	High	FY 2023 - SE 6th (College to Date) FY 2024 - SW 6th St (Davis to Evans) FY 2025 - SE Mockingbird Ln FY 2026 - SE Highland Park (North Leg) FY 2027 - NE Dawson St (Myra to Westfair) FY 2028 - NE Alden St (Criscola to Troutdale)	Resurface a block of deteriorated roadway every other year. Provides a ten year fix.	Budgeted	2023	\$ 32,000.00	\$ 32,000.00	\$ 32,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 198,000.00	100% REET 1 Fund	
Safewalk College Place	6048	High - Dependent upon grants.	2023 SW 6th and SW 8th 2024 NW B Street, NE Ash 2025 SE 8th and SE Birch 2027 SE Central and Broadway	Install six-foot wide sidewalk on one side of road. Dependent on obtaining a Community Development Block Grant: General Purpose or State Transportation Improvement Board Active Transportation Grant	Budgeted	2023	\$ 364,000.00	\$ 752,112.00	\$ 750,000.00		\$ 750,000.00		\$ 2,616,112.00	85% CDBG General Purpose Grant or TIB ATP Funds and easement donation from Walla Walla University. 15% - City Streets	
Mojonnier Rd Reconstruction (Bluvue Ln to College Ave)	5006.2	High	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	2023	\$ 711,000.00	\$ 8,602,937.00					\$ 9,313,937.00	7.6% Federal MPO 2021 Grant,15.5% Federal Transportation Earmark Grant, 23.2% State Transportation Improvement Board UAP Grant Proposed, 53.7% Local TIF or other fiscal resources.	
Crosswalk Improvements in front of CP Post Office	6058	High - Dependent upon grants.	500 S. College Avenue	Crosswalk improvements to include curb bump outs, Rapid Flashing Beacons, and more.	Planned	2023	\$ 178,360.00						\$ 178,360.00	90.0% Attempt through State TIB ATP Grant Program, 10.0% City Streets Fund	
CP Downtown Parking Lot Project	6063	Medium	South College Avenue Corridor from 4th to 13th	Construct parking lot to encourage a dense mixed-use downtown that is walkable.	Planned	2023	\$ 61,954.00	\$ 712,468.00	\$ 50,240.00	\$ 577,758.00			\$ 1,402,420.00	100% - Tax Increment Financing	
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	\$ 72,099.00	\$ 1,045,437.00					\$ 1,117,536.00	50% Tax Increment Financing, 50% Charge back with Developer Impact Fees on Lakeside	
East-West Road to Connect to Lakeside and New School	6063	Medium - Dependent on future development.	East West Road south of Mojonnier	New East-West Road to connect College Avenue High School to Teal Rd and New School	Planned	2023	\$ 569,557.00	\$ 3,275,452.00	\$ 3,275,452.00				\$ 7,120,461.00	50% - Tax Increment Financing, 50% Charge back with Developer Impact Fees on Lakeside, CPPS, and others.	

Northeast College Place Active Transportation Project	6014	Medium - Dependent Upon grants.	NE Damson (Rose to Cargill), Street Lamps on NE Rose (Carey to Ash) every 360 feet,	Resurface and add sidewalk on NE Damson (Rose to Cargill). RFB at Rose/Damson. Ped streetlamps on south side of roadway of NE Rose every 360 feet from Carey to Ash.	Planned	2023	\$ 800,000.00						\$ 800,000.00	95.0% TIB UAP Grant, Federal S4 Grant, or TIB Complete Street Grant, 5% - City match from Streets.
Public Works Yard Improvements	6032	High	218 SE 4th St	FY 2023: Replace furnace and building controls. Also, upgrade lighting. Heat pump, etc Also, future needs assessment. FY 2025: Engineering and Architecture Plans for upgraded facility. FY 2028: Construction for facility.	Planned	2023	\$ 892,797.00		\$ 500,000.00			\$ 5,000,000.00	\$ 6,392,797.00	25% FEMA HMA Grnt/Homeland Security Grant, 10% Pac Power Rebates, 21.7% Water, 21.7% Wastewater, 21.7% Storm
9th Street	6062	Low- Dependent on CDBG Grant Funds.	9th (College Ave to Alleyway)	Convert gravel road to pavement with curb and gutter.	Planned	2024		\$ 585,200.00					\$ 585,200.00	100 % Street Improvement Fund via CDBG - General Purpose Grant, LID, or State Grant.
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		\$ 580,289.26					\$ 580,289.26	Likely Scenario: 20% City of WW, 20% City of CP Street Fund, 30% Developer Contrib, 30% State Grant
SE 12th Street (College to Larch)	6010.2	Medium - 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.	2025			\$ 2,518,242.82				\$ 2,518,242.82	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	2026				\$ 323,264.69			\$ 323,264.69	40% Developer Impact Fees, 40% WSDOT Safety Grants, 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	2028						\$ 358,520.76	\$ 358,520.76	100% Legislative Appropriation
12th & Larch Intersection	6011	Medium	The 12th and Larch Avenue intersection.	Identify, design and construct preferred intersection configuration.	Planned.	2027					\$ 2,181,930.00		\$ 2,181,930.00	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	Medium - Dependent on grant funds.	SE 12th Street from Larch to Myra Rd.	Reconstruction of 12th Street from Myra Rd to Larch Ave.	Planned	2027					\$ 3,353,877.93		\$ 3,353,877.93	90% TIB or MPO Funding, 10% Street Improvement 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					\$ 1,048,616.70		\$ 1,048,616.70	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					\$ 200,000.00		\$ 200,000.00	90.0% MPO STP Funds and/or State RCO, 10% Local Match
SE Dewey Dr	6022	Low	SE Dewey Drive.	Full street and sidewalk reconstruction on Dewey Drive to include water and sewer improvements.	Planned.	2028						\$ 721,092.30	\$ 721,092.30	100% Street Improvement Fund
Total: Public Works Department - Streets							\$ 3,756,767.00	\$ 15,660,895.26	\$ 7,200,934.82	\$ 1,010,022.69	\$ 7,643,424.63	\$ 6,188,613.06	\$ 41,460,657.46	
Public Works Department - Wastewater (From Adopted Wastewater Plan)														
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: - 2023: Either WWTP Phase 1 Improvements (Whats shown) or we proceed with Regionalization if workable	Budgeted	2023	\$ 26,000,000.00						\$ 26,000,000.00	13.5% Federal Earmark Grant, 38.5% State Ecology Hardship Grant, 48.0% State Ecology Subsidized Loan/City Wasteater Fund
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	2023	\$ 1,740,000.00						\$ 1,740,000.00	100% Public Works Trust Fund (State)
Neighborhood Sewer Lining	7016	High	Across Community.	Refer to Wastewater Fiscal Sustainability Plan for Period Phasing.	Planned	2023		\$ 379,000.00		\$ 370,000.00		\$ 400,000.00	\$ 1,149,000.00	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	2025			\$ 237,005.00				\$ 237,005.00	100% Wastewater Capital Reserve Fund.
12th Street Wastewater Replacement Project (Larch to Myra)	6039.3	Medium	12th Street from Myra Rd to Larch St	Wastewater Replacement Project under 12th Street project.	Planned.	2027					\$ 426,974.92		\$ 426,974.92	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					\$ 455,942.00		\$ 455,942.00	100% Wastewater Capital Reserve Fund.
SE Dewey Dr Sewer		Low			Planned	2028						\$ 410,241.00	\$ 410,241.00	100% Wastewater Capital Reserve Fund.
Total: Public Works Department - Wastewater							\$ 27,740,000.00	\$ 379,000.00	\$ 237,005.00	\$ 370,000.00	\$ 882,916.92	\$ 810,241.00	\$ 30,419,162.92	
Public Works Department - Water (From Adopted Water Plan)														
High Priority Water Main Replacement Program	8011	High	Spots Identified in Water System Plan - 2023 6th Street from College to Date. - 2025/2026 4th & 5th Date Design in 2025 and construction in 2026. - 2027 and 2028 8th & Elm Design in 2027 and construction in 2028. FY 2023 construction part of project maybe punted to FY 2024.	Replace water main and services	Budgeted	2023	\$ 450,000.00		\$ 100,000.00	\$ 700,000.00	\$ 100,000.00	\$ 450,000.00	\$ 1,800,000.00	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	\$ 200,000.00	\$ 1,000,000.00	\$ 2,836,000.00				\$ 4,036,000.00	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	2023	\$ 250,000.00	\$ 2,486,000.00					\$ 2,736,000.00	10.0% State Public Works Trust Fund, 50.0% FEMA HMA or Fed Inf Bill, 15.0% Water Capital Fund, 10.0% Dev Contribution
Reservoir 4 Transmission Main Project	8021	High	Mojonnier Rd	Transmission Main to connect tower to system.	Budgeted	2023	\$ 200,000.00	\$ 2,699,000.00					\$ 2,899,000.00	12.0% Public Works Trust Fund, 50.0% Department of Health Grant, 25.0% Developer Fees, 25.0% Water Capital Reserve Fund
Well #3 Electrical Generator	8024	Medium	Lamperti & Larch	Electrical Generator at Well #3	Planned	2024		\$ 311,400.00					\$ 311,400.00	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	2025			\$ 617,381.00				\$ 617,381.00	100% Water Capital Reserve Fund.
Reservoir #1 Repaint, Overflow, and Seismic Retrofit	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,	Budgeted	2023	\$ 250,000.00	\$ 1,524,000.00	\$ 1,275,361.01				\$ 3,049,361.01	75% FEMA HMA Grant, 25% City Water Fund
NE Lambert 12" Water Replacement	8025	Medium	NE Lambert Street (Rose to C).	Replace decayed 12" line.	Planned	2026				\$ 317,000.00			\$ 317,000.00	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	2027					\$ 916,113.00		\$ 916,113.00	100% Water Capital Reserve Fund.
SW 8th Street 8" Water Main Replacement	8026	Low	SW 8th (College to Bade)	Replace decayed line as cited in adopted City Water System Plan.	Planned	2027					\$ 10,000.00		\$ 10,000.00	100% Water Capital Reserve Fund.
SE Robin 8" Water Main Replacement	8027	Low	SE Robin Drive - Country Estates	Replace decayed line as cited in adopted City Water System Plan.	Planned	2028						\$ 63,000.00	\$ 63,000.00	100% Water Capital Reserve Fund.
Dewey Drive Water	6022.2	Low	Dewey Drive	Replace Water main & services	Planned	2028						\$ 286,000.00	\$ 286,000.00	100% Water Capital Reserve Fund.
Total: Public Works Department - Water							\$ 1,350,000.00	\$ 8,020,400.00	\$ 4,828,742.01	\$ 1,017,000.00	\$ 1,026,113.00	\$ 799,000.00	\$ 17,041,255.01	
Grand Total: All Capital Facility Projects							\$ 39,660,176.00	\$ 31,121,287.06	\$ 30,734,033.83	\$ 6,160,326.69	\$ 11,221,823.55	\$ 8,740,784.06	\$ 127,638,431.19	

City of College Place, Washington

ORDINANCE NO. 22-xxx

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING A SIX-YEAR CITYWIDE EQUIPMENT REPLACEMENT PLAN FOR THE YEARS 2023 THROUGH 2028

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:

https://www.cpwa.us/departments/finance/budget_2023.php

NOW THEREFORE, THE CITY COUNCIL OF COLLEGE PLACE DO ORDAIN AS FOLLOWS

Section 1. Ordinance No. 22-xxx that adopts the 2023 to 2028 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 day of , 2022.

Norma L. Hernández, Mayor

Attest:

Sherri St. Clair, City Clerk

Approved as to form:

Rea Culwell, City Attorney



FISCAL YEAR 2023 TO 2028 EQUIPMENT REPLACEMENT PLAN



FY 2023 TO 2028 EQUIPMENT REPLACEMENT PLAN



City of College Place: 625 S. College Ave, Phone: 509-529-1200, Website: www.cpwa.us

City Council

- Norma Hernandez, Mayor
- Paul Jessup, Council Position #1
- Michael Cleveland, Council Position #2
- TJ Espinoza, Council Position #3
- Loren Peterson, Council Position #4
- Melodie Williams, Council Position #5
- Heather Schermann, Council Position #6
- Monica Boyle, Council Position #7

ER&R Management Team

- Mike Rizzitiello, City Administrator
- Brian Carleton, Finance Director
- DaShari Schmick, 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
- Across ALL departments.
- **Continued inflationary and supply chain issues will effect implementation of this plan.**
- Status Column
 - Budgeted: Means expense will occur in FY 2023.
 - Budgeted –Delay: Means expense could be delayed if revenues don't come in as projected.
 - Planned: Means expenditure will likely occur in the FY 2023 to 2028 planning period and City is actively pursuing/assembling funds to make it happen.



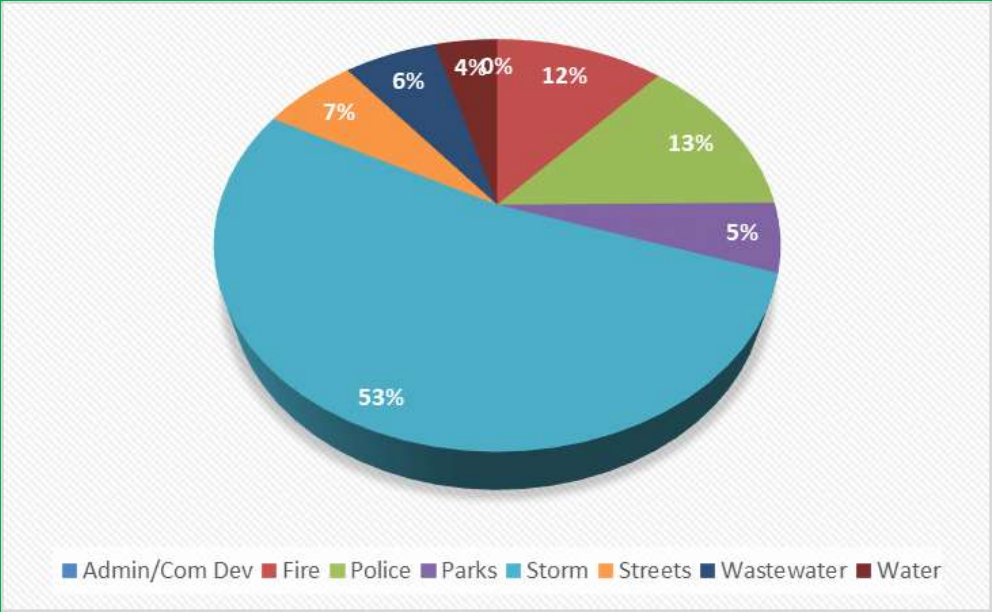
III. COMPLETED FY 2022 EQUIPMENT REPLACEMENTS

Completed Equipment Replacement Plan: FY 2022		
Name	Department	Cost
SCBA Replacement	Fire	\$ 140,000.00
Turnout Replacement	Fire	\$ 40,000.00
#UT303 Fire Marshall Vehicle	Fire	\$ 54,000.00
#UT304 Fire Captain Truck	Fire	\$ 54,000.00
Vehicle #A3021 Ambulance	Fire	\$ 250,000.00
Vehicle #E3012 Fire Truck	Fire - On Order	\$ 700,000.00
Police Leasing Program	Police	\$ 157,127.36
Vehicle #303 Park Pickup	Parks	\$ 37,000.00
Vehicle #501 Stellar	Streets	\$ 90,000.00
Vehicle #542 Flusher	STreets	\$ 250,000.00
Jacobs Contract Addendum for Wastewater Treatment Plant Equipment	Wastewater	\$ 116,884.08
Vehicle #603 Pickup	Water	\$ 37,000.00
Total		\$ 1,926,011.44

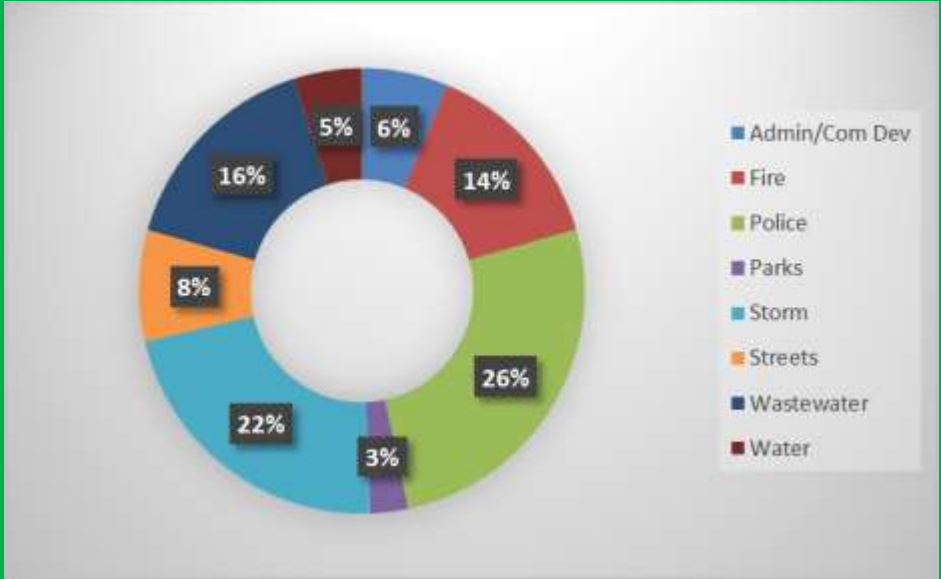


IV. EQUIPMENT REPLACEMENT PLAN SUMMARY

Fiscal Year 2023

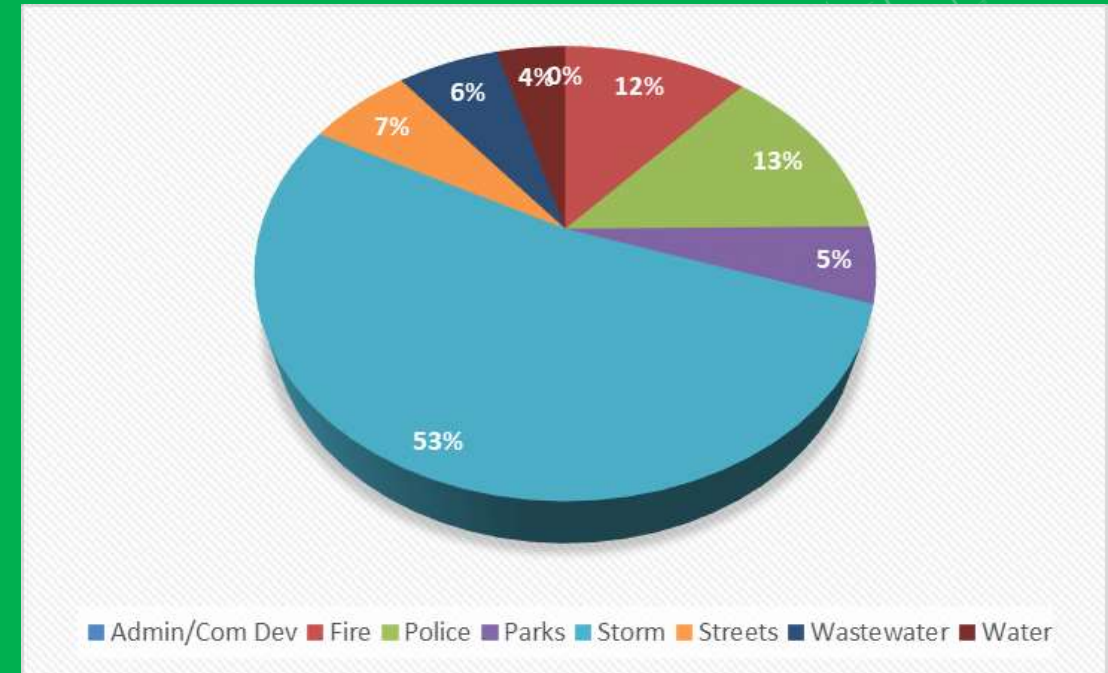


Fiscal Years 2023 to 2028



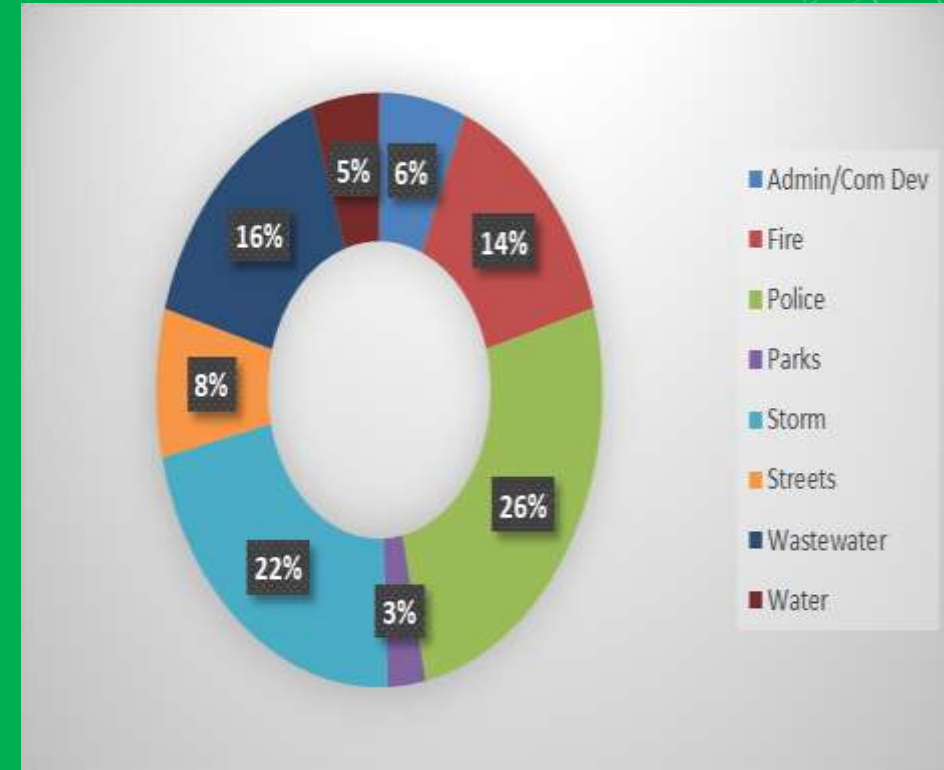
V. EQUIPMENT REPLACEMENT PLAN SUMMARY: FISCAL YEAR 2022

Equipment Replacement Plan: FY 2023	
Department	Total
Admin/Com Dev	\$ -
Fire	\$ 215,000.00
Police	\$ 245,350.74
Parks	\$ 100,000.00
Storm	\$ 975,000.00
Streets	\$ 120,000.00
Wastewater	\$ 118,052.92
Water	\$ 80,000.00
Total	\$ 1,853,403.66



VI. EQUIPMENT REPLACEMENT PLAN SUMMARY: FISCAL YEAR 2023 TO 2028

Equipment Replacement Plan: FY 2023 to 2028	
Department	Total
Admin/Com Dev	\$ 290,000.00
Fire	\$ 665,000.00
Police	\$ 1,213,214.44
Parks	\$ 127,000.00
Storm	\$ 1,020,000.00
Streets	\$ 375,000.00
Wastewater	\$ 726,263.34
Water	\$ 230,000.00
Total	\$ 4,646,477.78



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 2024: Engineering/Acquisition of Generator - \$200,000
 - FY 2026: Replace Vehicles #803 & 804 in Building Department - \$45,000 a piece/\$90,000 total
 - Estimated Total: \$290,000



B. FIRE DEPARTMENT

- Equipment needed for operations of the Fire Suppression/Basic Life Support Ambulance functions of the City.
- Replacement Turnouts: \$40,000 Annually.
- FY 2023
 - Vehicle #E061 Brush Truck: \$175,000
- FY 2024
 - Replace Vehicle #R3041 2000 Ambulance: \$250,000
- **Six Year Estimated Total: \$665,000**



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 will add one more for SRO).
- FY 2023 through 2028
 - With that annual cost of leases is \$168,350.74 for fifteen (15) vehicles.
 - Taser Payments (2021 through 2026): \$17,000/year
- FY 2023
 - Replace #411 Ford Escape with Used Vehicle: \$30,000
 - Replace #473 Speed Radar Trailer: \$30,000
- FY 2024
 - Replace #448 SEO Pickup: \$65,000
- **Six Year Estimated Total: \$1,213,214.44**



D. PUBLIC WORKS: PARKS DIVISION

- Equipment needed for operations of the park maintenance functions of the City.
- FY 2023
 - Replace lawn mower: \$100,000 (park efficiency)
- FY 2027
 - Trailer #305 Replacement Trailer: \$27,000.
- **Six Year Estimated Total: \$127,000**



E. PUBLIC WORKS: STORMWATER DIVISION

- Equipment needed for operations of the stormwater functions of the City.
- FY 2023
 - Replace Vehicle #901/#701 (Old Wastewater Treatment Plant Vector (Ecology Grant 100% Cost): \$750,000.
 - Replace Vehicle #920 Ford E450 Box Van: \$225,000.
- FY 2024
 - Replace Vehicle #970 2014 Ford Explorer: \$45,000
- **Total Estimated Cost: \$1,020,000**



F. PUBLIC WORKS: STREETS DIVISION

- Equipment needed for operations of the street functions of the City.
- FY 2023:
 - Replace Vehicle #504 Chevrolet 1500 Pick Up: \$60,000.
 - Replace Vehicle #910 Utility Truck: \$60,000.
- FY 2024:
 - Replace Vehicle \$547 Walton 20,000 Tilt Trailer: \$30,000.
- 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.
 - Replace #519 Walk Behind Paint Sprayer: \$5,000
- **Total Estimated Cost: \$375,000**



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 2023:
 - Replacement Vehicle #601 Utility Truck: \$37,000.
- FY 2027
 - Replace #607 Backhoe: \$150,000
- **Total estimated cost: \$230,000**



The background is a solid green color with a pattern of overlapping circles and arcs in various shades of green. On the left side, there is a vertical scale with numbers ranging from 140 to 260 in increments of 10. The numbers are white and positioned along a curved line. There are also several circular arrows and dashed lines scattered across the background, suggesting a technical or scientific theme.

2023 TO 2028 EQUIPMENT REPLACEMENT PLAN

City of College Place, Washington

ORDINANCE NO. 22-xxx

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING A SIX-YEAR CITYWIDE INFORMATION TECHNOLOGY PLAN FOR THE YEARS 2023 THROUGH 2028

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:

https://www.cpwa.us/departments/finance/budget_2023.php

NOW THEREFORE, THE CITY COUNCIL OF COLLEGE PLACE DO ORDAIN AS FOLLOWS

Section 1. Ordinance No. 22-xxx that adopts the 2023 to 2028 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 day of , 2022.

Norma L. Hernández, Mayor

Attest:

Sherri St. Clair, City Clerk

Approved as to form:

Rea Culwell, City Attorney

City of College Place: 2023 to 2028 Information Technology Plan													
Project	Number	Prioritization	Status	Fund	Rationale	Type	2023	2024	2025	2026	2027	2028	Total
Administration/Finance (General Government - Cost Center) split between Current Expense and Utilities													
Server Memory/RAM	1023	High	Budgeted	Technology Reserve	Funds to pay for server memory augmentation as servers become full.	Hardware	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 3,000.00
Large Document Scanner	1055	Medium	Budgeted	Technology Reserve	Large Document Scanner	Hardware	\$ 2,500.00						\$ 2,500.00
Security Software (Vipre/Upgrade to Cloudstrike)	1027	High - Existing Maintenance	Budgeted	Technology Reserve	Maintenance expense on security software enhancement needed to lock down network and prevent cybersecurity threats.	Software	\$ 791.00	\$ 791.00	\$ 791.00	\$ 791.00	\$ 791.00	\$ 791.00	\$ 4,746.00
Revize Website	1028	High - Existing Maintenance	Budgeted	Technology Reserve	Annual maintenance on city website.	Software	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 36,000.00
DocLocator - Maintenance	1029	High - Existing Maintenance	Budgeted	Technology Reserve	Annual maintenance on software program used for paperless Accounts Payable/Receivable. Will be phased out with implementation of Tyler.	Software	\$ 7,300.00						\$ 7,300.00
Bias	1034	High - Existing Maintenance	Budgeted	Technology Reserve	Annual software maintenance for City finance and building permitting software.Tyler should go live by end of FY 2023.	Software	\$ 13,888.00						\$ 13,888.00
XPressBillPay/Webcheck Maintenance	1035	High - Existing Maintenance	Budgeted		Annual software maintenance for epay for residents to submit utility payment online. Will merge with Tyler once implemented.	Software	\$ 15,000.00						\$ 15,000.00
Tyler	1037	High	Budgeted	Technology Reserve	In 2022 we did a RSQ for a company to provide Asset Management, Finance, and Community Development Software services. Tyler won bid.	Software	\$ 55,416.00	\$ 55,416.00	\$ 55,416.00	\$ 57,445.92	\$ 57,445.92	\$ 57,445.92	\$ 338,585.76
Canva Pro	1051	High - Existing Maintenance	Budgeted	Professional Services	Advertising Software for Special Events.	Software	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 1,200.00
Adobe Creative Cloud	1052	High - Existing Maintenance	Budgeted	Professional Services	Needed to make professional documents	Software	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	\$ 130.00	\$ 780.00
ArchiveSocial	1038	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance expense for social media metadata recording program.	Software	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 36,000.00
Smash	1039	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance expense for cell phone Metadata program	Software	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00	\$ 31,800.00
Municode/Munidocs	1056	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance and Support for Municode Website.	Software	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 9,600.00
KNowBe4	1053	High	Budgeted	Tech Reserve	Integrated Security Awareness Training and Simulated Phishing platform to manage IT security concerns like social engineering.	Software	\$ 2,661.00	\$ 2,661.00	\$ 2,661.00	\$ 2,661.00	\$ 2,661.00	\$ 2,661.00	\$ 15,966.00
Neogov - Standard	1040	High - Existing Maintenance	Budgeted	Technology Reserve	Maintenance Expense for program which automates recruitment & Onboarding process and ensure compliance	Software	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 40,200.00
Neogov - HR E-Forms	1041	Medium	Budgeted	Technology Reserve	Eform module addition to existing software to augment paperless capabilities of HR	Software	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	\$ 23,400.00
NextRequest	1042	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance expense on a program that allows ease of use public records requests and creates automatic reports that satisfy	Software	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 33,000.00
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	\$ 16,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 91,000.00
Zoom	1044	High - Existing Maintenance	Budgeted	Clerk - Professional Services	Maintenance expense for econferencing software for City Council and Commission meetings.	Software	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 4,250.00	\$ 25,500.00
ESRI Business Analyst	1045	High	Budgeted	Technology Reserve	Maintenance expense on software to pull economic development data and reports	Software	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 18,000.00
Docusign		Medium	Budgeted	Technology Reserve	Maintenance on Docusign Software.	Software	\$ 13,740.00	\$ 13,740.00	\$ 13,740.00	\$ 13,740.00	\$ 13,740.00	\$ 13,740.00	\$ 82,440.00
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	\$ 90,307.00	\$ 92,113.14	\$ 93,955.40	\$ 95,834.51	\$ 97,751.20	\$ 99,706.23	\$ 569,667.48

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Copier Replacement	3013	Medium - Replacement	Budgeted	Technology Reserve	Replacement Police Copier.	Hardware	\$ 13,000.00						\$ 13,000.00
Police: Total							\$ 56,700.00	\$ 62,200.00	\$ 54,700.00	\$ 28,472.00	\$ 18,972.00	\$ 33,700.00	\$ 254,744.00
Public Works													
Syncta Backflow	8021	High	Budgeted	Water Utility	Backflow testing software to replace software that is no longer supported.	Software	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	\$ 55,200.00
Tyler Asset Management (Working on quote, to replace Iworq)	8022	High - Existing Maintenance	Budgeted	Utilities	Need to migrate to Tyler for Asset Management so it matches other modules.	Software	\$ 26,428.00	\$ 1,673.00	\$ 1,673.00	\$ 1,673.00	\$ 1,673.00	\$ 1,673.00	\$ 34,793.00
ESRI ArcGIS - Maintenance	8023	High - Existing Maintenance	Budgeted	Utilities	Annual software maintenance on ESRI ArcGIS software.	Software	\$ 3,234.00	\$ 3,234.00	\$ 3,234.00	\$ 3,300.00	\$ 3,300.00	\$ 3,300.00	\$ 19,602.00
Autodesk Civil 3D Software	5025	High	Budgeted	Utilities	Annual Software Subscription	Software	\$ 2,650.00	\$ 2,650.00	\$ 2,650.00	\$ 2,650.00	\$ 2,650.00	\$ 2,650.00	\$ 15,900.00
Computers	8021	High - Replacement	Planned	Technology Reserve	Computer Replacement Plan (Seven Year Schedule).	Hardware		\$ 1,000.00		\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ 9,000.00
Public Works: Total							\$ 41,512.00	\$ 17,757.00	\$ 16,757.00	\$ 19,823.00	\$ 19,823.00	\$ 18,823.00	\$ 134,495.00
Total Cost							\$ 451,875.00	\$ 370,370.46	\$ 390,245.37	\$ 368,525.36	\$ 363,475.35	\$ 355,692.01	\$ 2,300,183.55



FY 2023 TO 2028 IT PLAN

FY 2023 TO 2028 INFORMATION TECHNOLOGY PLAN



City Council

- Norma Hernandez, Mayor
- Paul Jessup, Council Position #1
- Michael Cleveland, Council Position #2
- TJ Espinoza, Council Position #3
- Loren Peterson, Council Position #4
- Melodie Williams, 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)
- Sherri St. Clair, 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

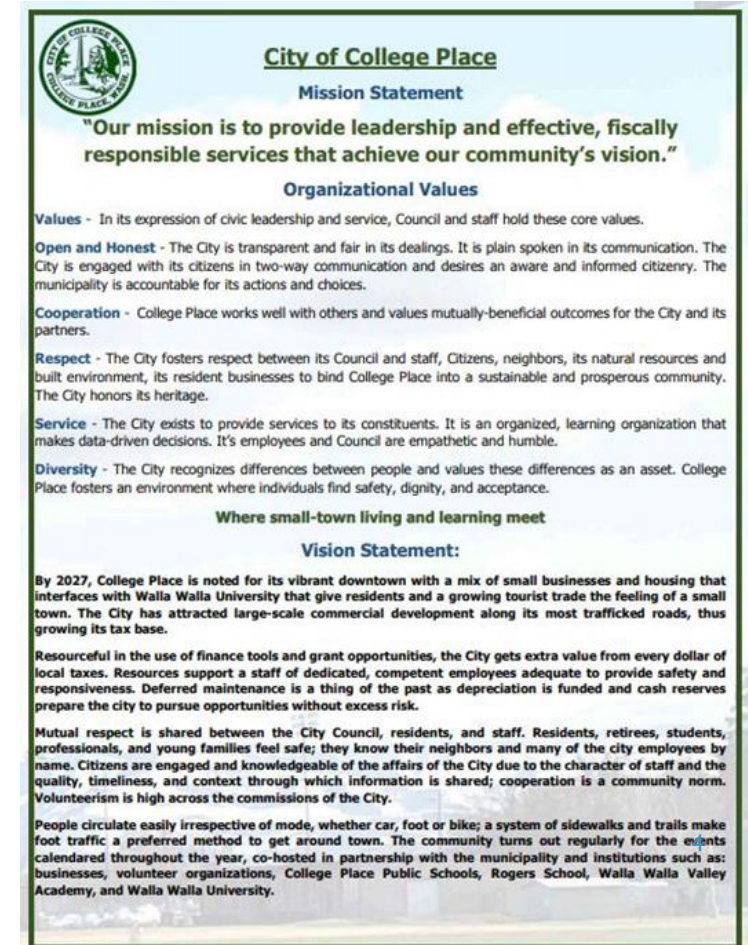
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- Appendix B: Computer Replacement Plan:



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), customer service, and financial.
- **Increasing software maintenance costs due to corporate buyouts of software vendors, inflation, and significant contractor increase making IT budgets a challenge.**
- Status
 - Budgeted: Expense will occur in Fiscal Year 2023.
 - Planned: Expense will occur sometime in Fiscal Year 2023 to 2028 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



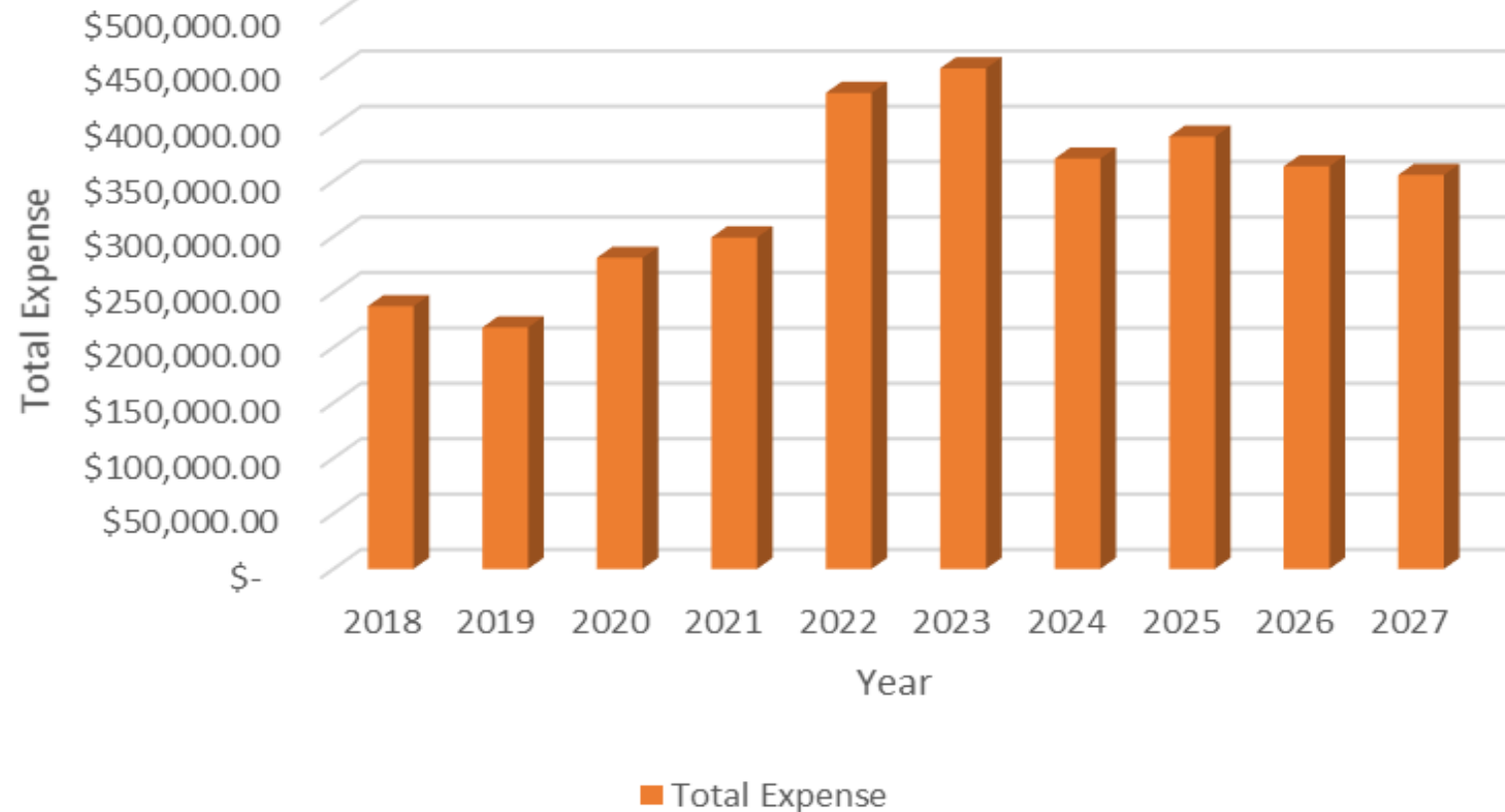
IV. EXISTING ENVIRONMENT

- 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.
- Replacement computer terminals are newest Dell Optiplex models.
- 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.
- Acquired some surplus Dell Optiplex 900's from Rural Library District to cover additional units needed for remote work.
- Council Chambers will be remodeled with ARPA/Facilities Maintenance 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, ArchiveSocial, Iworq, Surveymonkey, BoardDocs, Zoom, Smarsh, ESRI Business Analyst, Next Request, Tyler, odocument Locator.
- Big project for FY 2023 is implementation of Tyler CRM (311 Tool, Finance, Utilities, Budgeting, Community Development/Permitting, and Public Works Asset Management.



V. IT EXPENSE TIMELINE

Information Technology Expense: Total	
Year	Total Expense
2018	\$ 237,185.42
2019	\$ 217,942.33
2020	\$ 280,836.00
2021	\$ 299,240.58
2022	\$ 429,719.86
2023	\$ 451,875.00
2024	\$ 370,370.46
2025	\$ 390,245.37
2026	\$ 363,475.35
2027	\$ 355,692.01



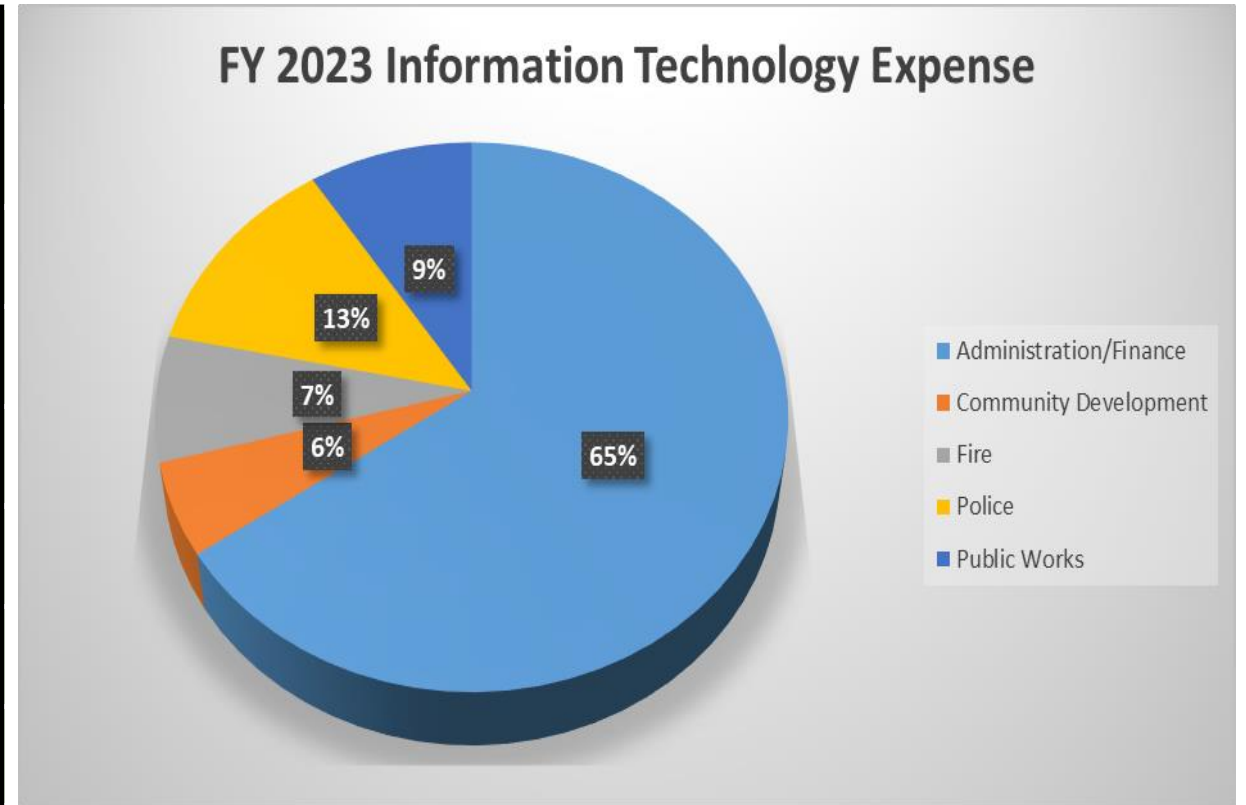
VI. FISCAL YEAR 2022 COMPLETED PROJECTS

Completed Fiscal Year 2022 Projects			
Project	Classification	Description	2022 Cost
Server Memory/RAM	Hardware	Funds to pay for server memory augmentation as servers become full.	\$ 500.00
Copier Replacement - City Hall	Hardware	Copier replacement.	\$ 13,000.00
Computer Replacements	Hardware	Computer replacements per replacement plan. Each computer terminal has useful life of seven years.	\$ 7,000.00
Vipre Security Software	Software	Maintenance expense on security software enhancement needed to lock down network and prevent cybersecurity threats.	\$ 500.00
XpressBillPay/Webcheck Maintenance	Software	Annual software maintenance for epay for residents to submit utility payment online	\$ 4,600.00
Questica	Software	This software would automate creating budget reports and booklets. Also, comes with an open budgeting portal for the public.	\$ 12,000.00
MDT's	Hardware	Needed for Fire Department.	\$ 6,000.00
Tyler Implementation	Software	Annual software maintenance for epay for residents to submit utility payment online	\$ 100,000.00
Canva Pro	Software	Advertising software for Special Events.	\$ 400.00
Adobe Creative Cloud	Software	Professional documents.	\$ 400.00
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.	\$ 7,000.00
Bias	Software	Annual software maintenance agreement for city finance and building permit software.	\$ 12,900.00
Firehouse	Software	Annual software maintenance agreement for city Fire Department/Ambulance.	\$ 10,000.00
Document Locator	Software	Software maintenance on paperless Accounts Payable software solution.	\$ 4,000.00
Municode	Software	Maintenance and Support for Municode.	\$ 1,600.00
KnowBe4	Software	Integrated Security Awareness Training and Simulated Phishing platform to manage IT security concerns like social engineering, phishing and ransomware attacks	\$ 3,000.00
Zoom	Software	Maintenance expense for conferencing software for City Council and Commission meetings.	\$ 4,000.00

ESRI GIS	Software	Software maintenance for Geographic Information System licenses as well as cloud software credits.	\$ 3,000.00
Autodesk Civil 3D	Software	Engineering Plans	\$ 2,500.00
ESRI Business Analyst	Software	Annual software maintenance agreement for ESRI Business Analyst. Allows staff to pull market reports for economic development clients.	\$ 1,600.00
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
Questica	Software	Maintenance agreement for paperless budget proposal and budget book software.	\$ 12,000.00
Backflow Software	Software	Backflow testing software.	\$ 10,000.00
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 eServices for Community Development.	\$ 11,800.00
Neogov	Software	Maintenance Expense for program which automates recruitment & Onboarding process and ensure compliance and eforms	\$ 9,187.00
Localgov	Software	Implementation of short term vacation rental software.	\$ 500.00
ArchiveSocial	Software	Software which allows metadata for Social Media.	\$ 5,000.00
Smash	Software	Cell phone metadata program.	\$ 5,000.00
Azavar Short Term Renta Software	Software	Software for short term rental registration.	\$ 500.00
SurveyMonkey	Software	Maintenance Agreement on digital community survey software.	\$ 3,000.00
Security Cameras	Software	Security cameras at Home Depot and Walmart areas.	\$ 18,000.00
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)	\$ 21,792.86
Net Motion	Software	Renewal for PD/Network Security software	\$ 945.00
Server Replacement - Dispatch/911	Hardware	Pay 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 Flo Analytics.	\$ 3,200.00
IMESD Support	Staffing	Cost for twelve hours a week of staff support from Intermountain Education Service District as well as computer backups/antivirus protection.	\$ 90,000.00
Total Expense			\$ 429,719.86

VII. FY 2023 EXPENSE

FY 2023 Information Technology Expense	
Department	Expense
Administration/Finance	\$ 295,515.00
Community Development	\$ 24,648.00
Fire	\$ 33,500.00
Police	\$ 56,700.00
Public Works	\$ 41,512.00
Total	\$ 451,875.00

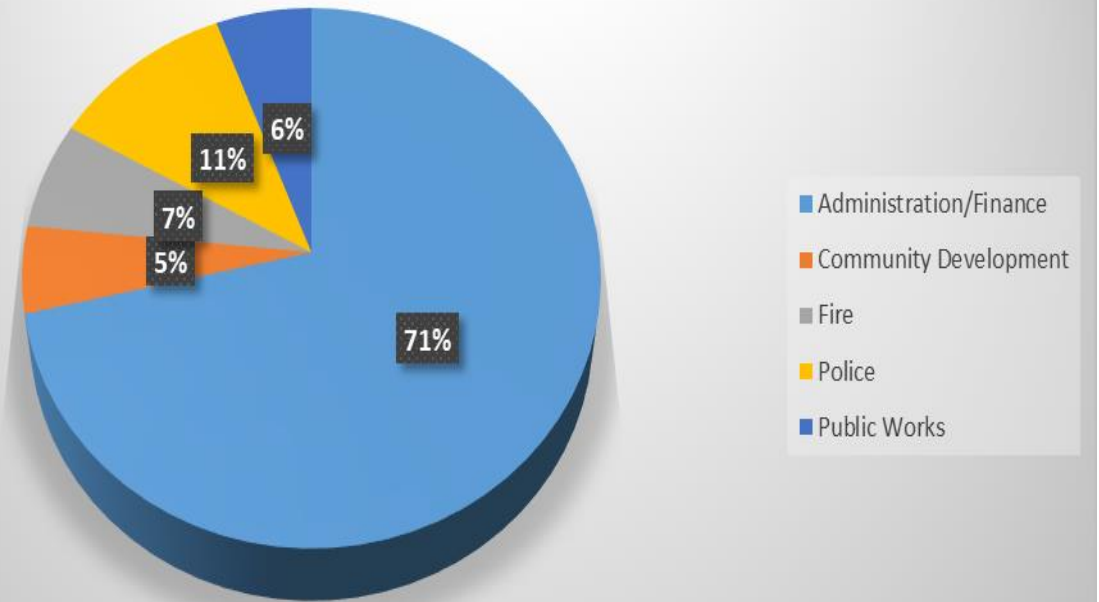


VIII. FY 2023 TO 2028 INFORMATION TECHNOLOGY EXPENSE

FY 2023 to 2028 Information Technology Expense

Department	Expense
Administration/Finance	\$ 1,642,056.55
Community Development	\$ 119,388.00
Fire	\$ 149,500.00
Police	\$ 254,744.00
Public Works	\$ 134,495.00
Total	\$ 2,300,183.55

FY 2023 to 2028 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.

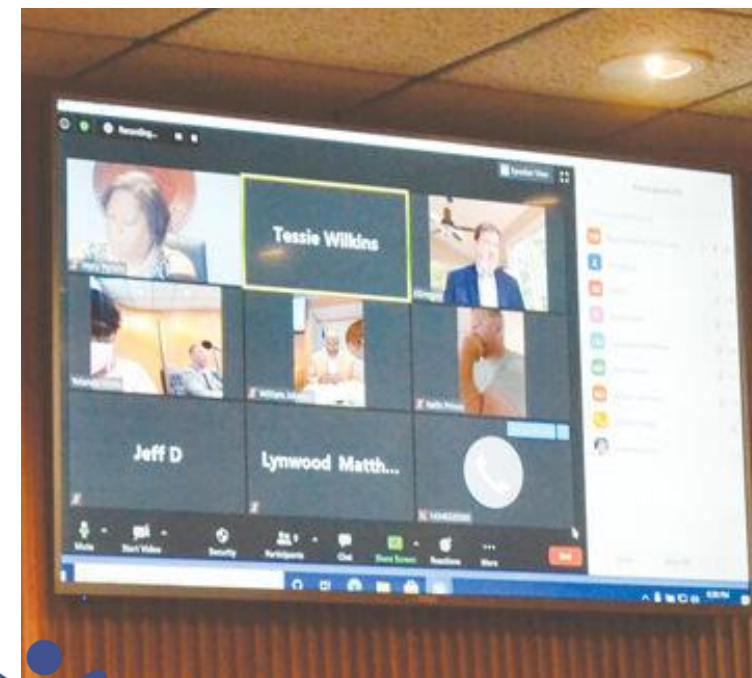


X. DEPARTMENTAL PROJECTS



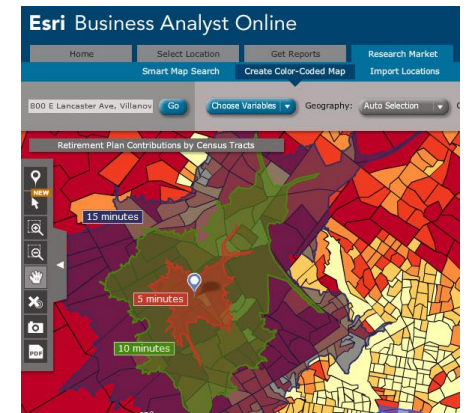
A. ADMINISTRATION & FINANCE (GENERAL GOVERNMENT)

- 2023
 - 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). Move to advance Boarddocs to allow voting.
 - Implementation of Tyler ERP/CRM system to cover Finance, Utility Billing, Community Development, Asset Management, Online Payments, Grants: \$67,664 in 2023 and beyond.
 - Retirement of several software after implementation: Iworq, DocLocator, Questica, Bias, and Xpress Bill Pay/Webcheck. Will remove approximately \$47,000 in software cost FY 2024 and beyond.
 - Move from Microsoft Office 2016 to Office 365 organization wide (help with security and remote work): \$30,600
 - Upgrade/Refresh of city website included with no extra charges in Revize contract for 2022/2023.
- 2026
 - Replace City Hall Server acquired last year: \$21,000 (Low)
- Staffing
 - Intermountain Education Service District (IMESD) 16 hours a week on call: \$90,307.
 - Association of Washington Cities GIS Consortium (Lower to Tier I since obtained PHIMA GIS Grant that cleaned up our data): \$3,232
 - Pocketinet wifi community hubs at Municipal Campus, Lions Park, Kiwanis Park, and Veterans Park: \$2,400 a year.



A. ADMINISTRATION & FINANCE (GENERAL GOVERNMENT)

- Annual Software Maintenance Agreements (High)
 - ArchiveSocial (<https://archivesocial.com/>) – Social media Metadata: \$6,000
 - Bias Financial (<https://www.biasonline.com/>) – Financial Database: \$13,888 (Last Year – to replace with new ERP).
 - BoardDocs (<http://boarddocs.com/>) – Paperless City Boards & Commissions/Voting: \$16,000
 - Document Locator (<https://www.documentlocator.com/>) – Paperless Accounts Payable: \$7,300
 - ESRI Business Analyst (<https://www.esri.com/en-us/arcgis/products/arcgis-business-analyst/overview>) – Economic Development Reports: \$3,000
 - Neogov (<https://www.neogov.com/>) – Paperless Human Resource: \$6,700+\$3,900(forms).
 - NextRequest (<https://www.nextrequest.com/>) – Paperless Public Records Request: \$5,500
 - Revize (<https://www.revize.com/>) – Website provider: \$6,000
 - Smarsh (<https://www.smarsh.com/>) – Cell Phone Metadata: \$5,300
 - Vipre (<https://www.vipre.com/>) – Cybersecurity: \$791
 - XpressBillPay (<https://www.xpressbillpay.com/#/>) – Online Bill Pay: \$15,000
 - Zoom (<https://zoom.us/>) – Online Meetings: \$4,250
 - DocuSign (<https://www.docusign.com/>) – Online document signing: \$13,740
 - Adobe Creative Cloud (<https://www.adobe.com/creativecloud.html>) – Document Graphics: \$130
 - Canva (<https://www.canva.com/>) – Professional Designs: \$200



B. COMMUNITY DEVELOPMENT

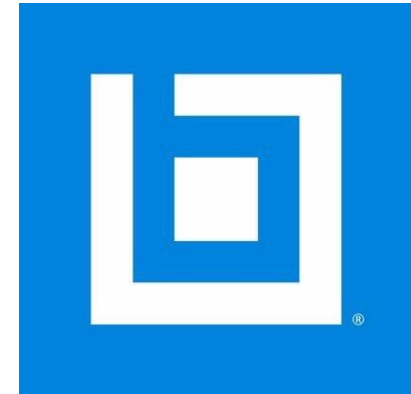
- Computer Replacement Plan: Seven Year
- Bluebeam (Markup Building Plans with several users): \$6,000 onboard/\$2,000 maintenance
- 65" TV (Development Team can jointly review plans: \$1,900 (2022); \$2,000 (2024))
- Tyler ERP Onboard (2023) for Community Development: \$12,248 Annually
- Annual Software 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).



SurveyMonkey®



tyler
community



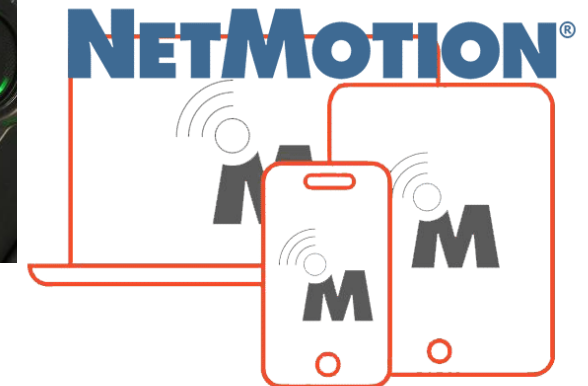
C. FIRE DEPARTMENT

- 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 ESRO: \$12,000/Annually
- WSRB Software for reporting calls to State: \$2,000/Annually



D. POLICE DEPARTMENT

- Acquisition of Body Cameras and Redaction Software – Axon (<https://www.axon.com/>): \$38,000 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
 - Two new computers for grant-funded Mental Health professional and the Police Officer.
- NetMotion (<https://www.netmotionsoftware.com/>) – Remote login for Police and other computers for accreditation: \$1,700/annually



E. PUBLIC WORKS DEPARTMENT

- Computer Replacement Plan: Seven Year
- Implementation of Tyler Asset Management System : \$26,428 first year/\$1,673 Annually. Acquire 1 license of Autodesk Civil 3D for Engineering Tech: \$3,000.
- Software Maintenance
 - Autodesk Civil 3D: \$2,650/Annually
 - Syncta Backflow: \$9,200 Annually
 - ESRI GIS (<https://www.esri.com/en-us/home>) – GIS maintenance and service credits: \$3,000







2023 State Legislative Agenda

Quick Facts

- Population: 9,902 (2022)
- Median Household Income: \$49,406 (2016-2020 ACS)
- Poverty Rate: 11.6% (2016-2020 ACS)
- Median Housing Value: \$205,500 (2016-2020 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 2022 legislative session. As we look toward the 2023 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 **\$26.0 million** dollars over the next two years to satisfy new conditions of a state wastewater permit. Which will mean constructing a large storage pond or infrastructure to convey treated effluent to Walla Walla.

Western CP Water System Improvements



1 mil gallon water tank and additional well needed for supply and resiliency of system. Estimated cost is **\$4.0 million for Well #7** and **\$5.5 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 **\$918,000**.

SW Mojonier (College to Bluvue)



Reconstruction of 1.0 miles of roadway including underground utilities at: **\$9.3 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 affordable broadband installation in areas with service gaps.
- **SUPPORT** - Proactive approach to create new tools, incentives, and revenues that cities can use to help increase housing supply and address affordability.
- **SUPPORT** - Sustainable transportation funding that recognizes unique challenges of rural communities including maintenance of existing infrastructure.
- **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** – Alternate compliance paths for wastewater systems regarding PCB's.

General Government

- **SUPPORT** – Reform of the Growth Management Act pertaining to UGA's, SEPA, and permitting.
- **SUPPORT** – Increased funding to the Housing Trust Fund including support for cities.
- **SUPPORT** – A structural modification in property tax statutes to the annual growth to an inflationary index rather than to the one percent limit.
- **SUPPORT** – Updates to the Public Records Act to address extraordinary litigation.
- **SUPPORT** – Permanent policy that allows cities to have the option for fully virtual meetings without a physical location.
- **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.
- **OPPOSE** – Zoning preemption by State. Create flexibility and incentives to assist cities.
- **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.

Public Safety/Human Services

- **SUPPORT** - Increase in funding for the Basic Law Enforcement Academy (BLEA).
- **SUPPORT** – Policies that expand access to childcare all over the State of Washington.
- **SUPPORT** – Direct funding for cities to administer diversion programs related to misdemeanor drug possession cases handled by city law enforcement.
- **SUPPORT** – Additional investments to help cities with costs resulting from the Blake decision that changed how possession of controlled substances is handled by the criminal justice system.
- **SUPPORT** – Clarifications of the ability to conduct vehicular pursuits.
- **SUPPORT** - Creating greater access to behavioral health services including substance abuse treatment and dual diagnosis treatment facilities.
- **SUPPORT** – Continued state funding to help communities establish alternative response programs.

The City supports the Association of Washington Cities Legislative Agenda.

City of College Place, Washington

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF COLLEGE PLACE, WASHINGTON, ADOPTING 2023
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 2023 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 2023 state legislative session outlined in Exhibit 2 of this agenda bill.
2. The City of College Place hereby adopts the legislative priorities for the 2023 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 , 2022.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk