

Tuesday, December 13, 2022
City Council Meeting - Hybrid (In-Person & Electronic)

7:00 P.M.

#2109 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/85031553940>

Or you may call this number to listen: 1-669-900-9128 ID# 850 3155 3940 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1. Opening Items.

Subject :	1.01 Call To Order
Meeting :	Dec 13, 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 :	Dec 13, 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,

Melodie Williams,
Heather Schermann,
Monica Boyle

Administrator, Mike Rizzitiello;
City Attorney, Rea Culwell
Finance Director, Brian Carleton;
Public Works Director, Robert McAndrews;

Staff Police Chief, Troy Tomaras;
Fire Chief, David Winter;
Community Development Director, Jon Rickard;
HR Manager, Shawn Doering;
City Clerk, Sherri St. Clair

Subject : 1.03 Pledge of Allegiance
Meeting : Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category : 1. Opening Items.
Access : Public
Type : Procedural

Public Content

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

Subject : 1.04 Public Comment -
Meeting : Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category : 1. Opening Items.
Access : Public
Type : Information

Public Content

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

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 22269 - Approve Agenda for December 13, 2022
Meeting :	Dec 13, 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 22270 - Approve Council Minutes from November 22, 2022
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes
Minutes :	View Minutes for Nov 22, 2022 - City Council Meeting - Hybrid (In-Person & Electro

File Attachments

[2022-11-22_Council_Meeting_Minutes_Draft_BoardDocs@ LT Plus.pdf \(788 KB\)](#)

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 22271 - Approve Council Workshop Minutes from December 6, 2022
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes
Minutes :	View Minutes for Dec 6, 2022 - City Council Workshop - Hybrid (In-Person & Electr

File Attachments

[2022-12-06_Council_Workshop_Minutes_Draft_BoardDocs@ LT Plus.pdf \(731 KB\)](#)

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 AB 22272 - 2023 LTAC Funding Recommendations - Ms. St. Clair
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public

Type :

Action (Consent)

Recommended Action :

Motion to approve LTAC funding recommendations for 2023 to the City of College Place in the amount of \$14,500.00, to the Power House Theatre of Walla Walla in the amount of \$1,000.00, to the Fort Walla Walla Museum in the amount of \$4,500.00, and to United Way of the Blue Mountains in the amount of \$7,923.

Public Content

To be included in expenditures for Fund 130 in the 2023 Budget.

Historical Perspective:

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

Information for Consideration:

A Request for Proposals was published in the UB and on social media with a due date of October 25th, 2022. Four proposals were received.

One from the City of College Place Freedom Festival in the amount of \$14,500 for marketing, swag, and live entertainment.

One from Power House Theatre of Walla Walla in the amount of \$1,000 for marketing/promotion.

One from Fort Walla Walla Museum in the amount of \$4,500 for personnel and programming.

One from United Way of the Blue Mountains in the amount of \$7,923 for marketing/promotion, travel, and food /beverage/materials.

Total of all funding requests: \$27,923.00

The Lodging Tax Advisory Commission reviewed and recommends approval of the four applications in the amounts requested.

File Attachments

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

[City of College Place-Application for City of College Place Lodging Tax Funds-Final Fillable Form-2023 Signed.pdf \(507 KB\)](#)

[Fort Walla Walla Articles of Incorporation.pdf \(61 KB\)](#)

[Fort Walla Walla LTAC Application Complete.pdf \(313 KB\)](#)

[Fort Walla Walla Profit and Loss Budget Overview.pdf \(25 KB\)](#)

[Fund 130 Hotel-Motel YTD Report.pdf \(11 KB\)](#)

[PHTWW Buisness Plan 2025 Final.pdf \(189 KB\)](#)

[2016 PHTWW Business License.pdf \(275 KB\)](#)

[2022 Budget.pdf \(71 KB\)](#)

[2022-08-14_ & 2022-08-28 Lodging Tax Funds Request For Proposals-AD36790.pdf \(108 KB\)](#)

[2022-11-3 LTAC Minutes Draft BoardDocs® LT Plus.pdf \(699 KB\)](#)

[Application for City of College Place Lodging Tax Funds UWBM.pdf \(4.427 KB\)](#)

[Application from Power House Theatre Walla Walla for City of College Place Lodging Tax Funds 20](#)

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 AB 22273 - 2023 - 2025 Police Department Labor Agreement - Ms. Doering
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the Police Department Agreement by and between the City of College Place, Washington and Teamsters Local Union No. 839 as presented.

Public Content

Information for Consideration:

Notable changes to the current contract:

Wage Increase

2023 - 5%

2024 - 5%

2025 - 4%

Incentive Pay

FTO 3%

Firearms 3%

SWAT (1 position) 1%

SRO 1%

EVOC 1%

Taser/less than Lethal 1%

Use of force/Defensive Tactics 1%

Education Incentive - effective 2024

AA - 2%

BA - 4%

*Maximum of two specialties per Officer.

Longevity - 3% of base wage at years 10, 15, 20, and 25, not compounding

Holiday - Added Juneteenth

Deferred Compensation - 1% employer match

Equipment Allowance - \$300 per year (was every other year)

New police officers were not allowed to use earned vacation prior to completing 12 months of employment, updated to six months.

File Attachments

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 :	2.06 Excuse Absence of Council Member Boyle
Meeting :	Dec 13, 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 :	2.07 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.
Meeting :	Dec 13, 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 22274 - Oath of Office for Officer Kyle Barker - Police Chief Tomaras
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	3. Presentations.
Access :	Public
Type :	Information

Public Content

Information for Consideration:

Officer Kyle Barker has completed all training required to become a fully commissioned Peace Officer for the City of College Place. Kyle completed five months of training at the Basic Law Enforcement Academy in Burien and 12 weeks of field training. Kyle has met all of the requirements by the State of Washington to become a fully sworn member of the CPPD. Additionally, Kyle grew up in Walla Walla and is excited to serve his community.

File Attachments

[Kyle Barker OATH OF OFFICE CPPD 2022.pdf \(68 KB\)](#)

4. Public Hearings.

Subject :	4.01 Procedure for Public Testimony
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	4. Public Hearings.
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.us no 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.

Subject :	4.02 AB 22275 - Franchise Agreement with Ziply Fiber Public Hearing - Mr. Rizzitiello
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	4. Public Hearings.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

The Ziply Franchise was approved for the City of Walla Walla at their August 10th, 2022 meeting. This item was reviewed during the December 6th, 2022 City Council Workshop.

Information for Consideration:

Ziply Fiber has petitioned the City for a non-exclusive franchise to operate telecommunications services in the City of College Place. The franchise follows Title 20 of our Municipal Code governing Franchises and mirrors similar franchises with Pocketinet, Charter, and Lumen. Expected buildout will be in throughout 2023.

File Attachments

[Draft Franchise Agreement Ziply - College Place.pdf \(583 KB\)](#)

5. Action Items.

Subject :	5.01 AB 22276 - Approval of Community Grant Application & Process - Mr. Rizzitiello
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public

Type :

Action

Recommended Action :

Motion to adopt Resolution #22-086 which approves the application and process for Community Grants Program.

Public Content

Historical Perspective:

The City Council created a Community Grant Program in 2020. In 2020 the program funded the City's contribution into Providence St. Mary's obtaining the COVID Cepheid machine. In 2022 projects were funded from Blue Mountain Action Council, Walla Walla University - Enactus & Center for Humanitarian Engagement, and Walla Walla Valley Academy.

Information for Consideration:

This concept was borrowed from what exists in the City of Ellensburg. The premise is to encourage community partnerships and innovation to improve the quality of life for residents in the Community. Please review the application and let staff know if edits are needed. Staff is prepping this program for a FY 2023 call for projects.

File Attachments

[Res_No_22-086_Community_Grants_Program_2022-12-13.pdf \(146 KB\)](#)

[Council_CommunityGrantProgram_2023_Application.pdf \(642 KB\)](#)

[Ellensburg_2018_Resolution.pdf \(112 KB\)](#)

[Res_No_22-028_FY_2022_Community_Grant_Program_2022-03-22.pdf \(330 KB\)](#)

Subject :

5.02 AB 22277 - Administrative Fees Resolution Update - Mr. Carleton

Meeting :

Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category :

5. Action Items.

Access :

Public

Type :

Action

Recommended Action :

Motion to authorize Resolution No. 22-087 adopting the updated City fees and charges for 2023.

Public Content

Historical Perspective:

This resolution is typically updated annually for changes to fees. The only update needed at this time is the change in the Utility rates as approved in 2023 budget. The last update was approved in June 2022.

Information for Consideration:

This Resolution includes changes to the following fees:

Sec 10H. 13.04.400(A) Water Charges:

1) Monthly residential base charge per unit - \$41.52 (\$40.02)

- 2) Monthly business base charge per unit - \$58.13 (\$56.03)
- 3) Consumption charge per 1,000 gallons - \$ 1.71 (\$1.65)

Sec 11C. 13.08.485(B, E) Wastewater Base Charges: Per Unit Charge

- 1) Monthly residential base charge per unit - \$51.26 (\$49.50)
- 2) Monthly small flow nonresidential base charge - \$51.26 (\$49.50)
- 3) Monthly unmetered account base charge per unit - \$51.26 (\$49.50)

Sec 11D. 13.08.485(B, E) Wastewater Consumption Charge: Per 1,000 gallons of consumption over 3,000 gallons consumed per month. (Large flow nonresidential customers are not given an unpaid consumption allowance.)

- 1) Monthly residential consumption charge per 1,000 gallons - \$4.90 (\$4.73)
- 2) Monthly small flow nonresidential consumption charge per 1,000 gallons - \$4.90 (\$4.73)
- 3) Monthly large flow nonresidential consumption charge per 1,000 gallons - \$8.90 (\$8.60)
- 4) Monthly unmetered account consumption charge - \$4.90 (\$4.73) for each calculated average of 1,000 gallons of consumption in accordance with 13.08.485(E).

Sec 12A. 13.15.070(C) Storm and Surface Water Charges

- 1) Monthly residential charge per account - \$9.95 (\$9.75)
- 2) Monthly non-residential charge per ESU - \$9.95 (\$9.75)
- 3) Monthly charge with credit per ESU - \$7.10 (\$6.96)

Sec 13A. 13.16.070(B) Utility Fee: Classifications

- 1) Single Family Residential (including single unit mobile home) - \$4.56/unit (\$2.28)
- 2) Multiple Family (including duplex, triplex, ect.) - \$5.44/unit (\$2.72)
- 3) Commercial/Retail/Industrial (based on calculation method in Section 13.16.070(C) - \$5.10/ERU (\$2.55)
- 4) Assisted Living/Nursing Home (based on calculation method in Section 13.16.070(C) - \$37.34/ERU (\$18.67)
- 5) Public/College/Schools (based on calculation method in Section 13.16.070(C) - \$4.84/ERU (\$2.42)

File Attachments

[Res_No_22-087_2023_Fees_Resolution.pdf \(261 KB\)](#)

Subject :	5.03 AB 22278 - Addition of Chapter 3.52 Multifamily Tax Exemption to the College Place Municipal Code - Mr. Rizzitiello
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adopt Ordinance #22-022 which adds Chapter 3.52 Multifamily Tax Exemption to the College Place Municipal Code.

Public Content

Historical Perspective:

During the 2021 State Legislative Session members changed the laws surrounding the Multifamily Housing Tax Exemption to permit all cities to utilize the program through 2026. This item was introduced to the EDTEC on September 12th, 2022 and they voted to recommend this to City Council during their November 14th, 2022 meeting.

Information for Consideration:

This program is to foster creation of affordable multifamily housing in urban centers or areas primed for multifamily development. The incentive allows for either a eight year, twelve year, or twenty year property tax exemption on multifamily units dependent upon the number of units designated for affordable housing. In order to offer the program as an incentive to developers the City must develop a code and designate priority geographic areas to offer it in. The State has now released a MFTE handbook, sample code, and forms. The draft documents as well as geographic recommendation is attached.

File Attachments

[Ord_No_22-022_Multifamily_Tax_Exemption_2022-12-13.pdf \(132 KB\)](#)

[!Walla Walla HAP Final Report 7.21.pdf \(4.626 KB\)](#)

[20211207 2021-Legislative-Changes_MFTE \(2\).pdf \(479 KB\)](#)

[DraftOrdinance.pdf \(553 KB\)](#)

[EconomicDevelopment_Projects_MFTE_DraftCode.pdf \(199 KB\)](#)

[EconomicDevelopment_Projects_MFTE_DraftForms_Appendix_B.pdf \(372 KB\)](#)

[GIS_EconomicDevelopment_MFTE.pdf \(4,281 KB\)](#)

[MFTE_Draft_Ordinance.pdf \(132 KB\)](#)

[Planning Commission Memo on Affordable Housing 02-08-22.pdf \(226 KB\)](#)

Subject :	5.04 AB 22279 - Franchise Agreement with Ziply Fiber - Mr. Rizzitiello
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adopt Ordinance #22-023 which authorizes non-exclusive franchise with Ziply Fiber.

Public Content

Historical Perspective:

The Ziply Franchise was approved for the City of Walla Walla at their August 10th, 2022 meeting. This item was reviewed during the December 6th, 2022 City Council Workshop.

Information for Consideration:

Ziply Fiber has petitioned the City for a non-exclusive franchise to operate telecommunications services in the City of College Place. The franchise follows Title 20 of our Municipal Code governing Franchises and mirrors similar franchises with Pocketinet, Charter, and Lumen. Expected buildout will be in throughout 2023.

File Attachments

[Ord_No_22-023_Ziply_Fiber_Franchise_Agreement_2022-12-13.pdf \(263 KB\)](#)

[Draft Franchise Agreement Ziply - College Place.pdf \(583 KB\)](#)

Subject : 5.05 AB 22280 - Annual Unified Development Code Update - Mr. Rickard

Meeting : Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 5. Action Items.

Access : Public

Type : Action

Recommended Action : Motion to approve Ordinance 22-024 Amending CPMC Title 14.

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 - Determination of Non Significance 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. The proposed changes were presented to Council on October 11, 2022.

File Attachments

[Ord_No_22-024_Amending_CPMC_Title_14_2022-12-13.pdf \(177 KB\)](#)

[Ord_No_22-024_Exhibit_A_UDC_Amendments_12-08-22B.pdf \(275 KB\)](#)

[Ord_No_22-024_Exhibit_B_MPD_12-08-22B.pdf \(244 KB\)](#)

[Ord_No_22-024_Exhibit_C_Amended_OZM_12-08-22.pdf \(5.858 KB\)](#)

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

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

[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 : 5.06 AB 22281 - Final Amendment of the 2022 Budget - Mr. Carleton

Meeting : Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to approve the 2022 Amended Budget Ordinance No. 22-025.

Public Content

Historical Perspective:

Should it be discovered that there is an insufficient appropriations balance remaining to meet expenditure obligations, a budget amendment will be necessary and must be adopted prior to the end of the year (December 31st).

Information for Consideration:

We are required by state law to amend our budget to absorb any expenditures in excess of the original expenditure budget adopted for each fund.

The City Council has the authority under RCW 35A.33.120 to amend the budget with a simple majority vote and there is no statutory requirement for a public hearing in this case.

File Attachments

[Ord_No_22-025_2022_Budget_Amendment_2022-12-13.pdf.pdf \(140 KB\)](#)

[2022 Amendment Detail 12-13-2022.pdf \(41 KB\)](#)

[Ord_No_21-024_2022_Budget_Final_2021-12-14.pdf \(330 KB\)](#)

[Ord_No_22-006_2022_Budget_Amendment_2022-04-26.pdf.pdf \(202 KB\)](#)

Subject :	5.07 AB 22282 - Fiscal Year 2023 Budget - Mr. Carleton
Meeting :	Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adopt Ordinance No. 22-026 for the FY 2023 Budget.

Public Content

Information for Consideration:

Finance Director Brian Carleton will review the Fiscal Year 2023 Budget Proposal. Salient points of this proposal are within the budget message document.

File Attachments

[Ord_No_22-026_2023_Budget_Final_2022-12-13.pdf \(143 KB\)](#)

[2023 Budget 12-13-2022.pdf \(1.000 KB\)](#)
[2023Budget_DraftBudgetMessage_Final.pdf \(160 KB\)](#)
[2023 Final Budget_Presentation_12-13-2022.pdf \(1.258 KB\)](#)

Subject : 5.08 AB 22283 - Cancellation of the December 27th Council Meeting and the January 3rd Council Workshop

Meeting : Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 5. Action Items.

Access : Public

Type : Action

Recommended Action : Motion to Cancel the December 27, 2022 Council Meeting and the January 3, 2023 Council Workshop.

Public Content

If the 2023 Budget is passed, there is not a need to have another meeting before the first regular meeting in January 2023.

6. Administrative Reports.

Subject : 6.01 AB 22284 - Hotel Feasibility Market Study - Mr. Rizzitiello

Meeting : Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 6. Administrative Reports.

Access : Public

Type : Discussion, Information

Public Content

Historical Perspective:

Hoteliers require this study to determine viability for a market. This study was reviewed at the November meeting.

Information for Consideration:

Our City market is viable and can support around two hotels (60 to 70 rooms).

File Attachments

[College Place, WA Proforma.pdf \(835 KB\)](#)
[College Place, WA.pdf \(9.843 KB\)](#)

7. Informational Reports.

Subject : 7.01 AB 22285 - CPPD Monthly Report

Meeting : Dec 13, 2022 - City Council Meeting - Hybrid (In-

Person & Electronic)

Category :

7. Informational Reports.

Access :

Public

Type :

Information

File Attachments

[Daily Incident Log 11 2022.pdf \(3,924 KB\)](#)

[Incident Activity Report 11 2022.pdf \(3,010 KB\)](#)

Subject :

7.02 AB 22286 - Community Development Monthly Report

Meeting :

Dec 13, 2022 - City Council Meeting - Hybrid (In-Person & Electronic)

Category :

7. Informational Reports.

Access :

Public

Type :

Information

File Attachments

[11-2022 CP Building Permit Report.pdf \(25 KB\)](#)

[11-2022 Facility Report.pdf \(142 KB\)](#)

[11-2022 Inspection Report Hoffer.pdf \(78 KB\)](#)

[11-2022 Inspections Report Hall.pdf \(78 KB\)](#)

[11-2022 Permit Report CP Year to Date All.pdf \(259 KB\)](#)

[HBA.Statistics.Walla.Walla.Area.11.2022.pdf \(15 KB\)](#)

[HBA.Walla.Walla.Area.11-2022.pdf \(21 KB\)](#)

8. Executive Session. - None

9. Closing Items.

Subject :

9.01 Good of the Order?

Meeting :

Dec 13, 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 :

Dec 13, 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, November 22, 2022)

Generated by Sherri St Clair on Tuesday, November 22, 2022

1. Opening Items.**Procedural: 1.01 Call To Order**

Mayor Hernández called the meeting to order at 7:01 PM.

Procedural: 1.02 Roll Call**PRESENT:**

Mayor - Norma L. Hernández

Council Members – Paul Jessup, Tito Espinoza Jr., Loren Peterson (arrived at 7:14 PM), 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 -

Also Present Rebecca Francik - Basin Disposal

MEMBERS EXCUSED: Melodie Williams; Michael Cleveland

MEMBERS ABSENT:

Procedural: 1.03 Pledge of Allegiance**Information: 1.04 Public Comment -**

Elizabeth Grocian of 883 Mockingbird Drive provided a public comment of appreciation regarding Councils decision to restore mobile home park zoning.

2. Consent Agenda.

Action (Consent): 2.01 AB 22257 - Approve Agenda for November 22, 2022

Action (Consent), Minutes: 2.02 AB 22258 - Approve Council Minutes November 8, 2022

Action (Consent), Excuse Absence of Council Member Williams and Council Member Cleveland

Action (Consent): 2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the 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 Jessup made a motion to approve the consent agenda. Second by Member Schermann and the motion passed 4-0.

3. Presentations -

Discussion, Information: 3.01 AB 22259 - Basin Disposal Update -

Rebecca Francik of Basin Disposal presented the 2022 College Place annual report.

Discussion ensued.

4. Public Hearings.

Procedural: 4.01 Procedure for Public Testimony

Discussion, Information: 4.02 AB 22260 - FY 2023 to 2028 Capital Facility Plan -

Mr. Rizzitiello informed the Council that over half of the projects within the Capital Facility Plan (CFP) are reliant on grant funding and assistance from the development community. In addition, Mr. Rizzitiello informed the Council that the first year projects are more concrete whereas the remaining five years are for planning purposes. Mr. Rizzitiello provided a brief an overview of the projects within the 2023-2028 CFP. Mr. Rizzitiello also noted that the only project that may incur changes is lift station number 5 and the Council will be advised if changes in the project plan arise.

Discussion ensued.

Mayor Hernández opened the public hearing at 7:44 PM

Testimony: None.

Council Member Peterson made a motion to close the public hearing at 7:45 PM. Second by Council Member Schermann and the motion passed 5-0.

Discussion, Information: 4.03 AB 22261 - Fiscal Year 2023 Final Budget Hearing -

Mr. Carleton gave a presentation on the Fiscal Year 2023 Final Budget. Mr. Carleton informed the Council that since the last presentation of the budget there are two categories of changes that have been made. One change is an update to payroll for the Police Department Union and Fire Department Volunteer Benefits. The second change is the addition cost of the City Hall Design Plans of \$192,000.

Discussion ensued.

Mayor Hernández opened the public hearing at 8:08 PM.

Testimony: None.

Council Member Boyle made a motion to close the public hearing at 8:09 PM. Second by Council Member Jessup and the motion passed 5-0.

5. Action Items.

Action: 5.01 AB 22262 - FY 2023 to 2028 Capital Facility Plan -

Mr. Rizzitiello informed the Council that the CFP is just under \$40 million. The primary construction projects are Lion's Park, Lift Station #5, and the Wastewater Treatment Plant. There are several engineering preparation projects.

Council Member Espinoza made a motion to adopt Ordinance #22-019 which authorizes the FY 2023 to 2028 Capital Facility Plan. Second by Member Boyle and the motion passed 5-0.

Action: 5.02 AB 22263 - FY 2023 to 2028 Equipment Replacement Plan -

Mr. Rizzitiello provided an overview of the main items across each department within the 2023-2028 Equipment Replacement Plan.

Council Member Jessup made a motion to adopt Ordinance #22-020 which authorizes the Fiscal Year 2023 to 2028 Equipment Replacement Plan. Second by Member Peterson and the motion passed 5-0.

Action: 5.03 AB 22264 - FY 2023-2028 Information Technology Plan -

Mr. Rizzitiello informed the Council that the largest upcoming expenditure is the implementation of Tyler Technologies. In addition, Mr. Rizzitiello noted that many of the expenditures within the plan are for routine maintenance and future expenditures for police surveillance.

Council Member Boyle made a motion to adopt Ordinance #22-021 which enacts the FY 2023 to 2028 Information Technology Plan. Second by Schermann and the motion passed 5-0.

Action: 5.04 AB 22265 - Resolution of Support for Application into Federal Department of Transportation Thriving Communities Technical Assistance Program -

Mr. Rizzitiello informed the Council that the City would like to apply for the Thriving Communities Technical Assistance Program. Mr. Rizzitiello provided an overview of the program.

Council Member Jessup made a motion to adopt Resolution No. 22-085 which support's the City's application into the Federal Department of Transportation Thriving Communities Technical Assistance Program. Second by Member Schermann and the motion passed 5-0.

6. Administrative Reports.Discussion, Information: 6.01 AB 22266 - LTAC Recommendations -

Ms. St. Clair presented the Lodging Tax Advisory Commission (LTAC) funding recommendations to the Council. Ms. St. Clair provided an overview of the Hotel/Motel Tax 130 Fund Budget Report, the applications received by the City, the request for proposals publication affidavit, and the LTAC recommendations to City Council.

Discussion ensued.

7. Informational Reports.Information: 7.01 AB 22267 - CPPD Monthly ReportInformation: 7:02 AB 22268 - Community Development Monthly Report**8. Executive Session - None****9. Closing Items.**Discussion, Information: 9.01 Good of the Order?

Mr. Rizzitiello informed the Council that Rob Roscoe from Washington Cities Insurance Authority will be giving a presentation on Council Do's and Don'ts at the December 6, 2022 Council Workshop and asked members of the Council to attend.

Action: 9.02 Conclusion - Motion to Conclude the Meeting.

Council Member Boyle made a motion to conclude the meeting. Second by Member Jessup and with no objection, the meeting concluded at 8:26 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 November 22, 2022. Further detail may be obtained by reviewing the actual audio recording made during this session.

City Council Workshop - Hybrid (In-Person & Electronic) (Tuesday, December 6, 2022)*Generated by Sherri St Clair on Tuesday, December 6, 2022***1. Opening Items.**Procedural: 1.01 Call To Order**Mayor Hernández called the workshop to order at 5:31 PM.**Procedural: 1.02 Roll Call

PRESENT:

Mayor - Norma L. Hernández

Council Members – Paul Jessup, Michael Cleveland, Loren Peterson, Melodie Williams (arrived at 5:37 PM), Heather Schermann, and Monica Boyle

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

Staff -

Also Present Washington Cities Insurance Authority Deputy Director, Rob Roscoe
Tito Espinoza Jr.

MEMBERS EXCUSED:

MEMBERS ABSENT:

Procedural: 1.03 Pledge of AllegianceInformation: 1.04 Public Comment - None**2. Workshop Topics.**Discussion, Information: 2.01 Council Do's and Don'ts Presentation -

Mr. Roscoe gave a presentation on Council Do's and Don'ts. Mr. Roscoe explained what Washington Cities Insurance Authority is, the services it provides to the City, and information on avoiding liability.

Discussion ensued.

Discussion, Information: 2.02 Fiscal Year 2023 Final Workshop Budget Presentation -

Mr. Carleton presented the Fiscal Year 2023 Final Workshop Budget Presentation. Mr. Carleton reported that there have been no changes to the Budget since its presentation at the November 22, 2022 council meeting. Mr. Carleton provided a brief overview of the budget to the Council.

Discussion, Information: 2.03 Multifamily Tax Exemption -

Mr. Rizzitiello informed the Council that recently the City has become eligible to offer a multifamily tax exemption. Mr. Rizzitiello provided an overview of the program and outlined areas of the City that would be eligible. Mr. Rizzitiello informed the Council that this item was recommended for adoption by the Economic Development, Tourism, and Events Commission at the November 14, 2022 meeting and that this item will be on the December 13, 2022 Council Meeting agenda as an action item.

Discussion, Information: 2.04 Draft Franchise Agreement with Ziply Fiber -

Mr. Rizzitiello informed the Council that Ziply Fiber has petitioned a non-exclusive franchise agreement to operate telecommunications within the City of College Place.

3. Closing Items.

Procedural: 3.01 Conclusion

Mayor Hernández concluded the workshop at 6:33 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 December 6, 2022. Further detail may be obtained by reviewing the actual audio recording made during this session.



STATE OF
WASHINGTON

BUSINESS LICENSE

Nonprofit Corporation

POWER HOUSE THEATRE WALLA WALLA
POWER HOUSE THEATRE WALLA WALLA, INC
111 N 6TH AVE
WALLA WALLA, WA 99362-1728

Unified Business ID #: 603622841

Business ID #: 001

Location: 0001

TAX REGISTRATION - ACTIVE

REGISTERED TRADE NAMES:

POWER HOUSE THEATRE WALLA WALLA, INC

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

STATE OF WASHINGTON

UBI: 603622841 001 0001

POWER HOUSE THEATRE WALLA
WALLA
POWER HOUSE THEATRE WALLA
WALLA, INC
111 N 6TH AVE
WALLA WALLA, WA 99362-1728

TAX REGISTRATION - ACTIVE

Gesa Power House Theatre 2022 Budget

Jan - Dec 22 Budget

Ordinary Income/Expense

Income

Total Concessions	46,500.00
Total Contributed Revenue	751,510.00
Total Rental Events (Other Items)	31,000.00
Total Program Income	24,100.00
Total Productions	173,500.00
Total Rent	56,000.00
Total Income	1,082,610.00
Gross Profit	1,082,610.00

Expense

Total Fundraising Events	65,000.00
Total Marketing	118,400.00
Total Overhead	417,250.00
Total Productions	145,200.00
Total Rental Events	70,500.00
Total Expense	816,350.00

Net Ordinary Income	266,260.00
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Net Income	266,260.00
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Notes:

- \$2,000 was budgeted for In-Kind Donations and is included in Total Contributed Revenue

- 17% of Total Overhead is Administrative Overhead for Executive Director

- Grants and foundation revenue were not specifically lined out in this budget as we couldn't project or guarantee them at the time of budget approval. Annually we seek LTAC funding from government agencies, foundation donations, and other grants. Contributed revenue includes revenue from memberships, sponsorships, Adopt a Seat, and community contributions.



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.

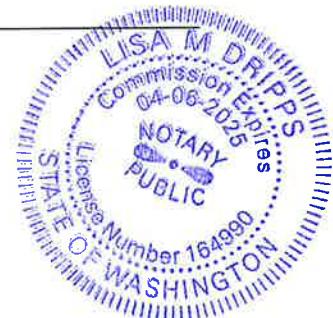
The notice, in the exact form annexed, was published in the regular and entire issue of said paper or papers and distributed to its subscribers during all of the said period.

08/14/2022, 08/28/2022

Agent JACKIE CHAPMAN Signature Jackie Chapman

Subscribed and sworn to before me on August 31, 2022
Lisa M. Driggs
(Notary Signature) Notary Public in and for the State of Washington, residing at Yakima

Publication Cost: \$180.69
Order No: 36790
Customer No: 22369
PO #:



**Lodging Tax Funds –
Request for Proposals**

The City of College Place is requesting proposals from parties interested in competing for estimated lodging tax funds available in the 2023 fiscal year. Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for: a. Tourism marketing; b. The marketing and operations of special events and festivals designed to attract tourists; c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

Such proposals are to be submitted using the city provided form available on the city website www.cpwa.us. Navigate to Government/Boards And Commissions / Lodging Tax Advisory Commission. Application deadline is Tuesday, October 25th 2022 by 4:00 p.m. received electronically at clerk@cpwa.us or in person at City Hall, Attn: Lodging Tax Funding Application, 625 S College Ave, College Place WA 99324. Questions may be directed to Lisa Neissl, City Clerk at 509-394-8511.

(36790) August 14 and 28,
2022

Publication Cost: \$180.69
Order No: 36790
Customer No: 22369
PO #:

Lodging Tax Advisory Commission Meeting - Hybrid (In-Person & Electronic) (Thursday, November 3, 2022)

Generated by Sherri St Clair on Thursday, November 3, 2022

1. Opening Items

Procedural: 1.01 Call To Order

Chair Boyle called the meeting to order at 3:31 PM.

Information: 1.02 Roll Call

Present:

LTAC Members

Monica Boyle, Chair
Steve Owens, Columbia REA
Dr. Cheris Current, Vacation Rentals

Staff

Sherri St. Clair, City Clerk

Absent:

Jon Nickell, Walla Walla University

2. Consent Agenda

Action (Consent): 2.01 Approve Agenda for November 3, 2022

Action (Consent): 2.02 Approve Minutes from August 4, 2022

Action (Consent): 2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Planning Commission by a single motion. Most of the items listed under the consent agenda have gone through previous review either at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Planning Commission and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Commission member.

Member Owens made a motion to approve the consent agenda. Second by Member Current and the motion passed 3-0.

3. Reports

Information: 3.01 Lodging Tax Funds Report -

Ms. Boyle read the budget report for the Fund 130 Hotel/Motel Tax to the Commission.

Information: 3.02 Request for Proposals -

Ms. Boyle informed the Commission that the ad proof for the Lodging Tax Funds Request for Proposals was included in the agenda.

4. Regular Agenda

Information: 4.01 City of College Place Events Application -

Ms. Boyle informed the Commission that the City of College Place submitted an application for \$14,500 for funding for the 2023 Freedom Festival.

Discussion ensued.

Information: 4.02 Power House Theatre of Walla Walla Application -

Ms. Boyle informed the Commission that the Power House Theatre of Walla Walla submitted an application for \$1,000 for general operations of all of their events.

Information: 4.03 Fort Walla Walla Museum Application -

Ms. Boyle informed the Commission that Fort Walla Walla museum submitted an application for \$4,500.

Discussion ensued.

Information: 4.04 United Way of the Blue Mountains Application -

Ms. Boyle informed the Commission that United Way of the Blue Mountains submitted an application for \$7,923 for funding for the United Way Cornhole Tournament and Community Campaign Kickoff event.

Discussion ensued.

Action: 4.05 Funding Recommendation to City Council -

The Commission would like to add the requirement that upon acceptance of lodging tax funds, each organization must report an expense breakdown on how the funds were spent. This report would be due within 30 days after the event or prior to December 31st, whichever comes first.

Discussion ensued.

Member Current made a motion to approve the funding request and award the funding of \$14,500 to the City of College Place Freedom Festival. Second by Member Owens and the motion passed 3-0.

Member Current made a motion to approve the funding request and award the funding of \$1,000 to the Power House Theatre of Walla Walla. Second by Member Owens and the motion passed 3-0.

Member Current made a motion to approve the funding request and award the funding of \$4,500 to the Fort Walla Walla Museum. Second by Member Owens and the motion passed 3-0.

Member Owens made a motion to approve the funding request and award the funding of \$7,923 to United Way of the Blue Mountains. Second by Member Current and the motion passed 3-0.

5. Closing Items

Procedural: 5.01 Conclude -

Member Owens made a motion to conclude the meeting at 4:06 PM. Second by Member Current, and with no object the meeting concluded.

Approved:

Monica Boyle - Commission Chair

Attest:

Sherri St. Clair - City Clerk

The foregoing minutes are the official record of the Lodging Tax Advisory Committee meeting that occurred November 3, 2022. Further detail may be obtained by reviewing the actual audio recording made during this session.

Draft



Application for City of College Place Lodging Tax Funds

Application Deadline: Tuesday, October 25, 2022 by 4 p.m. received at College Place City Hall or email clerk@cpwa.us. To be eligible for consideration, your complete proposal must be received by the deadline.

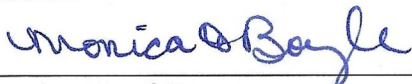
Amount of Lodging Tax Requested: \$ 7,923

Organization/Agency Name: United Way of the Blue Mountains			
Federal Tax ID Number: 91-0730322			
Event or Activity Name (if applicable): United Way Cornhole Tournament and Community Campaign Kickoff Celebration			
Contact Name and Title: Monica Boyle, Director of Development			
Mailing Address: PO Box 1134	City: Walla Walla	State: WA	Zip: 99362
Phone: 509.540.7435	Email Address: monica@uwbluemt.org		
ELIGIBLE ENTITY ☐ Public Agency ☒ Non-Profit		ELIGIBLE ACTIVITY Check all that apply to this application ☒ Tourism promotion/marketing ☒ Operation of special event/festival designed to attract tourists ☐ Operation of a tourism-related facility owned or operated by a non-profit ☐ Operation and/or capital costs of a tourism-related facility owned by a municipality	

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature: 	Title: Director of Development
Printed or Typed Name: Monica Boyle	Date: 10/17/2022

Application Questions

1) Provide us an overview of your tourism-related activity, event, or service.

United Way of the Blue Mountains is planning our first annual Cornhole Tournament & Community Campaign Kickoff Celebration for September 10, 2023 at Yellowhawk Resort. The event will host a full cornhole tournament with prizes and an auction, local food, wine and beer options, as well as an opportunity for attendees to hear about the impact United Way is making across our region, with an invitation to donate and support our annual community giving campaign.

2) How do your proposed services promote and enhance tourism in College Place?

The cornhole tournament will be promoted both locally, as well as out of the area in an effort to bring tourists into the area to participate. Local wineries and other businesses participating in the event will be asked to share the event with their mailing lists and club members, and will also be posted in all of our region's event calendars.

3) Have you received lodging tax before? ☐ yes ☒ no. If yes, describe the prior success of your activity/event in attracting tourists.

4) Who is your target market / Where are they coming from?

Our target market are individuals looking for a fun activity with low-level competition, and a purpose.

5) Describe how you will promote your event or activity.

The event will be advertised through social media, print media press releases, direct mail and e-newsletter distributions, television segment and promotion, as well as all regional event calendars and event calendars hosted by local hotels.

6) Is your activity/event a partnership with other organizations? Describe the collaboration with local organizations or businesses.

This event will partner United Way with local schools, Washington State Penitentiary's Sustainability Practices Lab, and local businesses for event volunteers, and the construction of the cornhole sets.

7) Is this a ticketed event?

Cornhole tournament will be registration required, general entry will require ticket purchase.

8) What is the overall budget for this event/activity?

\$22,638

9) How will you fund this event/activity if not awarded the full amount?

This is a fundraising event to help raise dollars to help United Way of the Blue Mountains fulfill our promise of building Successful Students Cradle Through Career; Healthy People & Thriving Communities; and Disaster Recovery across the Walla Walla valley. We hope to have all event expenses covered in grant and sponsor funds, so that all direct event revenue can be invested into our community impact. If grant funds are not received, a percentage of funds raised would be used to cover these expenses.

10) What are your other funding sources for this event/activity?

Community partnerships provide donated items, as well as sponsorships from local businesses.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 300	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☒ Informal Survey ☐ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 75	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☒ Informal Survey ☐ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 20	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☒ Informal Survey ☐ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 50	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☒ Informal Survey ☐ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 250	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☒ Informal Survey ☐ Structured Estimate

Description of Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
1,500	Walla Walla Valley Honda	Yes
500	Baker Boyer Bank	Yes
1500	Columbia REA	Yes
2,000	CDJR of Walla Walla	No
5,000	United Way Board Investment	Yes
500	Yellowhawk Resort	Yes

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel		3,500	3,500
Administration		1,500	1,500
Marketing/Promotion	750		750
Travel	125	125	250
Consultants			
Other (identify)			
Food/Beverage/Materials	7,048	9,590	16,638
TOTAL	7923	14715	22,638



WASHINGTON
Secretary of State
Corporations & Charities Division

Filed
Secretary of State
State of Washington
Date Filed: 06/06/2022
Effective Date: 06/06/2022
Registration No: 1105865

Charity Renewal

ORGANIZATION INFORMATION

Organization Name:

UNITED WAY OF THE BLUE MOUNTAINS

Registration Number :

1105865

Purpose/Mission of the Organization:

UNITED WAY OF THE BLUE MOUNTAINS EMPOWERS DONORS, VOLUNTEERS, ADVOCATES AND AGENCIES TO IMPROVE THE HEALTH, EDUCATION AND FINANCIAL STABILITY OF EVERY PERSON IN BAKER, COLUMBIA, MORROW, UMATILLA, UNION AND WALLA WALLA COUNTIES.

FEIN Number:

91-0730322

Federal Tax-Exempt Status:

Yes

Federal Status Type:

501(c)(3)

UBI Number:

601 140 466

Is this Charitable Organization associated with any Corporation or LLC?-

Yes

Organizational Structure:

Jurisdiction:

WASHINGTON

CONTACT INFORMATION

Organization Email:

INFO@UNITEDWAYWW.ORG

Confirm Organization Email:

INFO@UNITEDWAYWW.ORG

Organization Website:

WWW.UWBLUEMT.ORG

Is Foreign Contact:

No

Country Code:

1

Phone Number:

5095291183

Ext:

Mailing Address:

PO BOX 1134, WALLA WALLA, WA, 99362-0022, USA

Street Address:

13 1/2 EAST MAIN STREET, SUITE 202, WALLA WALLA COUNTY, WALLA WALLA, WA, 99362-3011, USA

Do you use any other addresses for Solicitation -
No

FINANCIAL INFORMATION

Accounting year beginning date:

07/01/2020

Accounting year ending date:

06/30/2021

Beginning Gross Assets:

\$520,452.00

Ending Gross Assets:

\$678,412.00

Revenue

Gross Contributions from Solicitations:

\$486,904.00

Gross Revenue from All Other sources:

\$88,660.00

Total Dollar Value of Gross Receipts:

\$575,564.00

Expenses

Gross Expenditures from Program Services:

\$299,841.00

Total Gross from All Expenditures:

\$368,104.00

Percent to Program Services:

81%

FINANCIAL HISTORY

Fiscal Begin Date	Fiscal End Date	Begin Assets	Revenue	Program Services	Expenses	End Assets	% To Program Services
07/01/2019	06/30/2020	\$332,312.00	\$399,890.00	\$315,626.00	\$368,104.00	\$520,452.00	86%
07/01/2018	06/30/2019	\$301,358.00	\$356,701.00	\$284,435.00	\$325,747.00	\$332,312.00	87%
07/01/2017	06/30/2018	\$252,054.00	\$476,567.00	\$328,380.00	\$388,673.00	\$301,358.00	84%
07/01/2016	06/30/2017	\$246,731.00	\$441,996.00	\$326,652.00	\$400,758.00	\$252,054.00	82%
07/01/2015	06/30/2016	\$153,157.00	\$583,688.00	\$370,691.00	\$462,805.00	\$246,731.00	80%
07/01/2014	06/30/2015	\$155,642.00	\$490,476.00	\$408,585.00	\$505,271.00	\$153,157.00	81%
07/01/2013	06/30/2014	\$90,939.00	\$451,835.00	\$276,877.00	\$387,132.00	\$155,642.00	72%
07/01/2012	06/30/2013	\$487,193.00	\$481,726.00	\$394,496.00	\$489,916.00	\$441,670.00	81%
07/01/2011	06/30/2012	\$490,744.00	\$485,308.00	\$404,673.00	\$496,026.00	\$487,193.00	82%
07/01/2010	06/30/2011	\$461,015.00	\$491,039.00	\$385,737.00	\$468,218.00	\$490,744.00	82%
07/01/2009	06/30/2010	\$435,719.00	\$454,219.00	\$394,489.00	\$468,032.00	\$461,015.00	84%
07/01/2008	06/30/2009	\$394,734.00	\$441,088.00	\$356,345.00	\$427,375.00	\$435,719.00	84%
07/01/2007	06/30/2008	\$388,243.00	\$446,495.00	\$402,031.00	\$439,213.00	\$394,734.00	92%
07/01/2006	06/30/2007	\$343,882.00	\$451,855.00	\$340,390.00	\$402,288.00	\$388,243.00	85%

07/01/2005	06/30/2006	\$322,876.00	\$463,058.00	\$373,350.00	\$440,176.00	\$343,882.00	85%
07/01/2004	06/30/2005	\$325,085.00	\$431,575.00	\$365,909.00	\$430,199.00	\$322,876.00	86%
07/01/2003	06/30/2004	\$283,050.00	\$469,742.00	\$377,381.00	\$442,747.00	\$325,085.00	86%
01/01/2003	06/30/2003	\$444,719.00	\$51,319.00	\$160,605.00	\$191,313.00	\$283,050.00	84%
01/01/2002	12/31/2002	\$466,696.00	\$397,901.00	\$356,164.00	\$419,411.00	\$444,719.00	85%
01/01/2001	12/31/2001	\$373,301.00	\$640,909.00	\$479,256.00	\$559,515.00	\$466,696.00	86%
01/01/2000	12/31/2000	\$384,201.00	\$816,292.00	\$691,995.00	\$777,090.00	\$373,301.00	89%
01/01/1999	12/31/1999	\$419,895.00	\$518,995.00	\$471,232.00	\$558,243.00	\$384,201.00	84%
01/01/1998	12/31/1998	\$397,874.00	\$529,337.00	\$416,011.00	\$507,015.00	\$419,895.00	82%
01/01/1997	12/31/1997	\$403,067.00	\$493,141.00	\$401,608.00	\$485,227.00	\$397,874.00	83%
01/01/1995	12/31/1996	\$0.00	\$509,134.00	\$422,895.00	\$490,515.00	\$0.00	86%

Solicitation Comments:

Did the Organization solicit or collect contributions in WA during the accounting year reported?- **Yes**

- ☐ Direct Mail
- ☐ Entertainment/Special Events
- ☐ Internet
- ☐ Email

Is the Organization registered to solicit outside of WA?- **Yes**

- ☐ OREGON

Does the Organization pay any of its officers or employees?- **Yes**

First Name	Last Name
CHRISTY	LIEUALLEN
MONICA	BOYLE
AMANDA	MOUNT

PERSONS ACCEPTING RESPONSIBILITY

Current Officers or Persons Accepting Responsibility for the Organization

First Name	Last Name	Title	Phone #	Address
CHRISTINA	LIEUALLEN	OFFICER	5095291183	PO BOX 1134, WALLA WALLA, WA, 99362-0022, UNITED STATES
RON	WADE	BOARD PRESIDENT	5095291183	112 S 1ST AVE, WALLA WALLA, WA, 99362-3011, UNITED STATES

FINANCIAL PREPARER

Person or Business that Prepares, Reviews or Audits Financial Information:

Type:

BUSINESS

Business Name:

CLIFTONLARSONALLEN

Representative First Name:

DAVID

Representative Last Name:

ELMENHURST

Title:

PRINCIPAL

Address:

312 N 2ND AVE, WALLA WALLA, WA, 99362-1808, USA

LEGAL INFORMATION

Do you have any Legal Actions? - **No**

COMMERCIAL FUNDRAISERS

Does the Organization use one or more Commercial Fundraisers to solicit contributions in WA?- **No**

RETURN ADDRESS FOR THIS FILING

Attention:

Email:

Address:

UPLOAD ADDITIONAL DOCUMENTS

Do you have additional documents to upload? **No**

EMAIL OPT-IN

☐ By checking this box, I hereby opt into receiving all notifications from the Secretary of State for this entity via email only. I acknowledge that I will no longer receive paper notifications.

SIGNATURE/ ATTESTATION

First Name:

CHRISTY

Last Name:

LIEUALLEN

Date:

06/06/2022

Phone Number:

509-676-9099

UNITED WAY OF THE BLUE MOUNTAINS

Approved Budget 2022-23

Proposed Budget July 1, 2022-
June 30,2023

Revenue	
4000 Campaign Income	\$ 518,473
4010 In-Kind Income	\$ 9,000
4020 Direct Pay & Uncollectable Pldg	(\$ 20,000)
4090 Grant/Trust Income	\$ 100,000
4100 Blue Mt Community	\$ 25,628
5800 Administration fees	\$ 20,000
5950 Interest Income	\$ 294
Total Revenue	\$ 653,395
Expenditures	
Total 6010 Salaries & Wages	\$ 260,000
Total 6030 Payroll Taxes	\$ 25,000
6040 Professional Fees	\$ 8,374
Total 6050 Marketing and Development	\$ 32,000
6060 Occupancy	\$ 12,000
6070 United Way Dues	\$ 8,242
6080 Office Expenses	\$ 10,000
6090 Computer expenses	\$ 16,000
6100 Insurance - Business and D&O	\$ 1,909
6110 Meetings & Conferences	\$ 2,000
Total 6120 Travel Expenses	\$ 7,000
6122 Annual Dues/Fees/Subscriptions	\$ 320
6130 Bank & Merchant Fees	\$ 3,773
6140 Oregon CFD Admin Fees	\$ 341
6150 Telephone & Internet	\$ 2,400
7500 In-Kind Expenses	\$ 9,000
Total Expenditures	\$ 398,359
Net Operating Revenue	\$ 255,036
Other Expenses: Community Impact Funding	\$ 254,893
Total Other Expenditures	(\$ 254,893)
Net Other Revenue	\$ 143
Net Revenue	

Budget Report - Fund 130 Summary

Fund 130 Hotel/Motel Tax

Amount	Remark
\$ 36,064.23	Actual 2022 Beginning Balance
\$ 26,491.10	YTD 2022 Revenues
\$ 8,830.36	Estimated Additional 2022 Revenues
\$ 71,385.69	Estimated Total 2022 Revenues
\$ 11,502.02	YTD 2022 Expenditures
\$ -	Estimated Additional 2022 Expenditures
\$ 11,502.02	Estimated Total 2022 Expenditures
\$ 59,883.67	Estimated Ending Fund Balance
\$ 11,976.73	Policy 20% Reserve Minimum
\$ 47,906.94	Estimated 2023 Available Funds

182620
FILE NUMBER



Amended
12/15/66

DOMESTIC

STATE OF WASHINGTON | DEPARTMENT OF STATE

I, A. LUDLOW KRAMER, Secretary of State of the State of Washington and custodian of its seal,
hereby certify that

AMENDED
ARTICLES OF INCORPORATION

WALLA WALLA COUNTY PIONEER AND HISTORICAL SOCIETY, OF
of WALLA WALLA COUNTY, WASHINGTON
a domestic corporation of Walla Walla, Washington,
(Amending Article III; and changing name to WALLA WALLA VALLEY PIONEER AND
HISTORICAL SOCIETY)

were filed for record in this office at 8:00 o'clock A. m., on this date, and
I further certify that such Articles remain on file in this office.

Filed at request of
Arthur L. Hawman
Attorney at Law
618 Baker Building
Walla Walla, Washington

NON PROFIT
Filing and recording fee \$ 10.00
License to June 30, 19 \$
Excess pages @ 25¢ \$

In witness whereof I have signed and have
affixed the seal of the State of Washington to
this certificate at Olympia, the State Capitol,
December 15, 1966

Microfilmed, Roll No. 1058

Page 1227 - 1230

A. LUDLOW KRAMER
SECRETARY OF STATE
1227



Application for City of College Place Lodging Tax Funds

Application Deadline: Tuesday, October 25, 2022 by 4 p.m. received at College Place City Hall or email clerk@cpwa.us. To be eligible for consideration, your complete proposal must be received by the deadline.

Amount of Lodging Tax Requested: \$ 4,500

Organization/Agency Name: Fort Walla Walla Museum			
Federal Tax ID Number: 91-6070983			
Event or Activity Name (if applicable):			
Contact Name and Title: Katy Sassara, Executive Assistant			
Mailing Address: 755 Myra Rd	City: Walla Walla	State: Wa	Zip: 99362
Phone: (509) 525-7703	Email Address: katy@fwwm.org		
ELIGIBLE ENTITY  Public Agency  Non-Profit	ELIGIBLE ACTIVITY Check all that apply to this application ☐ Tourism promotion/marketing ☐ Operation of special event/festival designed to attract tourists ☒ Operation of a tourism-related facility owned or operated by a non-profit ☐ Operation and/or capital costs of a tourism-related facility owned by a municipality		

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature: 	Title: Executive Assistant
Printed or Typed Name: Kathleen Sassara	Date: 10/19/22

Application Questions

1) Provide us an overview of your tourism-related activity, event, or service.

Fort Walla Walla Museum, a 501 (c) (3) not-for-profit organization, opened in 1968 and has expanded to become a 362 days/year tourist attraction. We are the largest heritage attraction for the region long known as the Cradle of the Pacific Northwest.

2) How do your proposed services promote and enhance tourism in College Place?

Fort Walla Walla Museum offers the unique & significant history of the region including Lewis & Clark, Fur Trade, Treaties with the Homeland Tribes, Fort Walla Walla, pioneer life, horse-era agriculture and the development of Walla Walla and College Place into their present states. We feature exhibits filled with original artifacts, entertaining and informative videos, special events, Living History programs, Museum After Hours presentations, and a Pioneer Village. These attractions draw visitors from all over the region and the country, the majority of whom require local lodging.

3) Have you received lodging tax before? ☒ yes ☐ no. If yes, describe the prior success of your activity/event in attracting tourists.

A majority of our visitors usually come from beyond 50 miles, and we draw tourists from all 50 states and around 35 countries. In conversations, we learn that many travel to the Walla Walla Valley to see the museum. We also attract groups from tour boats, bus tours and caravan travel clubs. In addition to attracting tourists, we also lengthen the stay of those who come for other reasons.

4) Who is your target market / Where are they coming from?

Due to the Walla Walla Valley's prominent history, we have a broad appeal to enthusiasts of American History beyond our core service area of a 50-mile radius around the museum. Many of our visitors come from Seattle, Portland and the Tri-Cities, as well as Spokane and Idaho. We see a broad arrange of demographics. Many families visit during the summer, and we create special events and activities for children under 16. Retired couples comprise a greater percentage of visitors from November through March. We continually work to attract all demographics and our current effort to produce a bilingual English/Spanish audio tour is an example of these efforts.

5) Describe how you will promote your event or activity.

We have a long history of close collaboration with local tourism promotion agencies. We also run ads in regional publications and radio stations and pay for boosted visibility on social media ads. We direct mail to schools throughout a 200-mile area. Some of our non-local school tours stay overnight, plus the students bring their families on subsequent trips. We lead the effort to produce Walla Walla's first ever heritage tourism promotional video in partnership with CM Bell, Visit Walla Walla, Port of Walla Walla, and regional heritage attractions. There were a quarter million views of this video in the first several months of its release in the Seattle, Portland, Spokane & Boise markets. Continued use of this video in 2023 will generate an increase in heritage tourism to our area.

6) Is your activity/event a partnership with other organizations? Describe the collaboration with local organizations or businesses.

We provide many of our visitors with information on local events, lodging, meals, and shopping opportunities. We keep our two large brochure racks stocked with information on local tourism activities including the local visitor's guide. All visitors pass by our digital reader board that highlights our local business supporters. A survey from RRC Associates commissioned by Tourism Walla Walla, showed that out-of-county visitors spent an average of \$206 each in our community. For every dollar we make, local business earn about \$30. The total impact of museum visitors on our community is between \$2,000,000 and \$3,000,000 annually.

7) Is this a ticketed event?

We are a year round museum with an admission ticket.

8) What is the overall budget for this event/activity?

Our projected 2023 operating and capital budget is \$720,000.

9) How will you fund this event/activity if not awarded the full amount?

Museums are not money makers. Based on our 2022 budget, income from memberships, visitors and store sales only generate 20% of our revenue. Endowments cover another 11%. The remainder is covered by grants and gifts. LTAC support is crucial. We just spent most of our building reserves on a new security system, upgrade lighting and new roofs on our four exhibit halls. While our operating revenues continue to rebound after COVID, and we have returned to being open 7 days/week, there is little chance of obtaining increased operational grants. If we are short on funding, we may have to once again close more days which in turn reduces our ability to attract tourist and extend their stays.

10) What are your other funding sources for this event/activity?

The Fort Walla Walla Museum relies on a variety of funding methods over the course of a year, primarily grants and gifts/donations. We also receive funding from earned revenue (sales, memberships, admission) and payments out of endowment funds.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 16,900	☒ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☐ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: 10,100	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☒ Informal Survey ☐ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: 4,100	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☒ Informal Survey ☐ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: 5,500	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☒ Informal Survey ☐ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: 11,400	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☒ Informal Survey ☐ Structured Estimate

Description of Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
142,400	Individual contributions and memberships	N
49,800	Operating grants	N
11,000	Business sponsorships	N
101,500	Fee/service income and store sales	N
71,700	Endowment and interest income	N
238,700	Grant release	N
44,000	Miscellaneous income	N

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel	3,000	435,300	438,300
Administration	0	31,300	31,300
Marketing/Promotion	0	20,500	20,500
Travel	0	0	0
Consultants	0	33,600	33,600
Other (identify)	Occupancy and cost of store sales	66,700	66,700
Programming	1,500	56,800	58,300
TOTAL	4,500	644,200	648,700

10:43 AM
10/24/22

Fort Walla Walla Museum
Profit & Loss Budget Overview
January through December 2022

	<u>Jan - Dec 22</u>
Ordinary Income/Expense	
Income	
External Support	370,100.00
Revenue Sales	<u>289,000.00</u>
Total Income	<u>659,100.00</u>
Gross Profit	659,100.00
Expense	
Store Expenses	25,700.00
General Administration Expenses	64,900.00
Marketing & Publicity Expenses	20,500.00
Occupancy Expenses	41,000.00
Program Expenses	58,300.00
Payroll Expenses Taxes & Ben	<u>438,300.00</u>
Total Expense	<u>648,700.00</u>
Net Ordinary Income	10,400.00
Other Income/Expense	
Other Expense	
Transfer to Endowment	<u> </u>
Total Other Expense	<u> </u>
Net Other Income	<u> </u>
Net Income	<u><u>10,400.00</u></u>

2022 YEAR TO DATE TOTALS

City Of College Place

Time: 13:53:33 Date: 10/27/2022

Page: 1

130 Hotel/Motel Tax

01/01/2022 To: 12/31/2022

REVENUES

001 Beginning Balances

001 Beginning Balances

308 31 00 03	Beginning Balance - Hotel/Motel Tax	36,064.23
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001 Beginning Balances	36,064.23
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001 Beginning Balances	36,064.23
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002 Taxes

002 Taxes

313 31 00 01	Hotel/Motel Lodging	13,245.55
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313 31 00 02	Hotel/Motel Stadium	13,245.55
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002 Taxes	26,491.10
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002 Taxes	26,491.10
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025 Miscellaneous

025 Miscellaneous

361 10 00 30	Unrealized Gain/Loss	(929.20)
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361 30 00 30	Realized Gain/Loss On Investments	29.06
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361 41 00 30	Investment Interest - Purchased	52.74
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025 Miscellaneous	(847.40)
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035 Other Miscellaneous

361 11 01 30	Investment Interest	125.60
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035 Other Miscellaneous	125.60
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025 Miscellaneous	(721.80)
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Fund Revenues:	61,833.53
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EXPENDITURES

557 Tourism

557 Economic Development

557 30 31 30	Community Services - Office & Operating Supplies	0.00
--------------	--	------

557 30 41 30	Professional Financial / Banking Costs	2.02
--------------	--	------

557 30 44 30	Tourism Advertising	1,000.00
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2022 YEAR TO DATE TOTALS

City Of College Place

Time: 13:53:33 Date: 10/27/2022

Page: 2

130 Hotel/Motel Tax

01/01/2022 To: 12/31/2022

EXPENDITURES

557 Economic Development

557 30 49 01 Contributions To Other Agencies - Miscellaneous 4,000.00

557 30 49 30 City Event Entertainment 6,500.00

557 Economic Development 11,502.02

557 Tourism 11,502.02

999 Ending Balances

999 Ending Balance

508 31 00 03 Ending Balance - Hotel/Motel Tax 0.00

999 Ending Balance 0.00

999 Ending Balances 0.00

Fund Expenditures: 11,502.02

Excess/Deficit: 50,331.51

2022 YEAR TO DATE TOTALS

City Of College Place

Time: 13:53:33 Date: 10/27/2022

Page: 3

Fund	Revenues	Expenditures	Net
130 Hotel/Motel Tax	61,833.53	11,502.02	50,331.51
	61,833.53	11,502.02	50,331.51

Vision

To build Gesa Power House Theatre into a sustainable, world class gathering place for the arts, culture, and education.

Mission

To generate a strong, inclusive community through performing arts.

Objectives

1. Produce and present a portfolio of productions that fills the calendar and reaches an audience of varied interest and means from across the community.
2. Secure resources to retire the mortgage and operate sustainably thereafter.
3. Recruit and retain a diverse group of outstanding volunteers, Board members, and staff.
4. Develop and maintain systems and facilities that support high-performing programs and people.
5. Pursue and embrace values of diversity, equity, and inclusion in all areas of the organization as we advance our mission in a more inclusive and innovative way.

Activities

- 1.1 Anchor the calendar with, at least, twelve headline productions marked by sellouts.
- 1.2 Work cooperatively with Shakespeare Walla Walla to present The Bard.
- 1.3 Grow Little Watts as means to sponsor children's access to live theater.
- 1.4 Partner with other nonprofits and the community, such as the Walla Walla Chamber Musical Festival or *Dias de los Muertos*, to present shows, concerts, and events.
- 1.5 Develop the **Be reMARKable** program to collaborate and uplift the arts community in Walla Walla by supporting a community gathering place for theater, the arts, and education.
- 1.6 Seek partnerships with local schools and higher education institutions.
- 2.1 Raise \$1.5M to pay off the theater mortgage by December 31, 2025.
- 2.2 Raise \$150K in operating support from corporations (\$25K), foundations (\$25K), government (\$50k) and individuals (\$50K) in 2021, growing the base of support in subsequent years.
- 2.3 Develop robust sales and marketing programs that focus on ticket sales, memberships, giving, volunteering, rentals, and sponsorships.
- 2.4 Rent the facility when the production calendar is dark to generate additional revenue.
- 3.1 Build a volunteer program to support expanded programs, services, education, and outreach.
- 3.2 Grow and diversify the Board with attention to factors like life experience, gender, ethnicity, networks in theater and arts, residency, and other characteristics.
- 3.3 Monitor the pay and benefits to staff to be competitive with the local nonprofit workforce and the broader theater community.
- 3.4 Study the staffing structure of theaters of similar size and adapt an appropriate staffing level to the capacity requirements and means of the theater, including a paid Executive Director.
- 4.1 Build on the theater's reserve savings account to stabilize the finances and secure long-term capital replacement plan.
- 4.2 Develop a prioritized list of capital improvements that advance the mission of the theater, making improvements consistent with the financial stability of the operation.
- 4.3 Complete an annual review, growing toward an annual audit if needed and/or as required.
- 4.4 Design, implement, and maintain administrative and technology systems for efficiency and productivity.
- 4.5 Share results of the theater at least annually.
- 5.1 Engage in continuous learning for Board and Staff.
- 5.2 Regularly evaluate our policies and procedures to ensure barriers to access are minimized.
- 5.3 Invest in broader programming that supports diversity.
- 5.4 Build an inclusive environment in which people throughout our community can engage with one another, discovering how differences and similarities bring people together through the arts.



Application for City of College Place Lodging Tax Funds

Application Deadline: Tuesday, October 25, 2022 by 4 p.m. received at College Place City Hall or email clerk@cpwa.us. To be eligible for consideration, your complete proposal must be received by the deadline.

Amount of Lodging Tax Requested: \$ 1,000

Organization/Agency Name:

Power House Theatre Walla Walla

Federal Tax ID Number:

32-0498056

Event or Activity Name (if applicable):

n/a

Contact Name and Title:

Amy Watkins, Executive Director

Mailing Address:

111 North 6th Avenue

City:

Walla Walla

State:

WA

Zip:

99362

Phone:

509-529-6500

Email Address:

amy@phtww.org

ELIGIBLE ENTITY ●



Public Agency



Non-Profit

ELIGIBLE ACTIVITY

Check all that apply to this application



Tourism promotion/marketing



Operation of special event/festival designed to attract tourists



Operation of a tourism-related facility owned or operated by a non-profit



Operation and/or capital costs of a tourism-related facility owned by a municipality

CERTIFICATION

I am an authorized agent of the organization/agency applying for funding. I understand that:

- I am proposing a tourism-related service. If awarded, my organization intends to enter into a Professional Services Agreement with the City of College Place.
- The City will reimburse costs incurred by my organization for tourism-related services according to a Scope of Work. For events/festivals, the City may advance 50% of the award prior to the event.
- Funds must be expended within the calendar year.
- Reporting requirements meeting state guidelines outlined in this application must be submitted with final request for reimbursement.

Signature:

Amy Watkins

Title:

Executive Director

Printed or Typed Name:

Amy Watkins

Date:

10/21/22

1) Provide us an overview of your tourism-related activity, event, or service.

Our mission is to generate a strong, inclusive community through performing arts. We work to breakdown access barriers to the arts for our rural community. Simultaneously, our nonprofit theater is also a travel destination for tourists visiting the Walla Walla Valley as we host a diverse mix of world-class entertainment all year round. Locals and visitors come to Power House Theatre Walla Walla to gather for arts inspired shared experiences and celebrations.

2) How do your proposed services promote and enhance tourism in College Place?

We have a well-established track record of attracting out-of-town tourists to attend shows featuring high-profile entertainers, corporate events, films, and destination weddings. Our historical ticketing data shows that 1 in 4 of our patrons are from outside the Walla Walla Valley and 10% are from out-of-state. We offer opportunities for guests to attend various events that take place multiple times nearly every week throughout the year. This makes Gesa Power House Theatre an easy destination choice for a variety of patrons. Our steady stream of shows and events results in money spent within the City of College Place on lodging especially in vacation rentals, gas, and food. Additionally, the time of day (i.e. evenings), duration of our shows (i.e. 1-2+ hours), and day of the week (i.e. weekends) for the majority of our shows and events encourage overnight stays.

3) Have you received lodging tax before? ☒ yes ☐ no. If yes, describe the prior success of your activity/event in attracting tourists.

We have received lodging tax funds from other local governmental agencies but not from the City of College Place. For example, our 2021 out-of-area marketing campaign was the largest to date in scope and budget size because of the funding received from lodging taxes. Our base marketing plan includes being featured on the wrap for all Union Bulletin newspapers distributed to local hotel guests and social media ads. Our expanded out-of-area marketing plan was robust with the LTAC funding and included an ad in the SEA-TAC airport, Facebook/Instagram geo-targeted ads, Union-Bulletin East of the Cascades, The Entertainer, and the East Oregonian. Consequently, because of this expanded effort, we are experiencing a significant uptick in out-of-area tourists. Prior to the pandemic, we were seeing approximately 7% of our patrons from locations further away than the Tri-Cities. After we reopened from the state-wide mandatory COVID-19 closure in the Spring of 2021, we saw that number increase to 17%.

4) Who is your target market / Where are they coming from?

Our target tourists are people who travel from around the greater Walla Walla Valley/Eastern Washington region in order to enjoy a professional show or entertainment at a more reasonable ticket price and with a more affordable lodging price point than the nearest larger metropolitan areas (i.e. Spokane, Seattle, Portland). So far in 2022, 16% of patrons have traveled from Tri-Cities or further away to see a show and 14% of that total have been from out-of-state. This includes tourists traveling from 16 different states ranging from New York to Minnesota to New Mexico and even Washington D.C. Our patrons may also be taking part in the local wine tourism or traveling for business and are taking advantage of the thriving arts scene our area. Gesa Power House Theatre is also used as a recruiting tool by local businesses and realtors that highlight our offerings of live entertainment and arts programming as a draw for new employees and perspective home buyers. Additionally, our venue is a unique location for several destination weddings each year.

5) Describe how you will promote your event or activity.

We will continue to adapt our marketing strategies based on the results from data received. We use a wide range of marketing channels to promote our events including print (i.e. Union-Bulletin, The Entertainer, Tri-City Herald, East Oregonian), radio (i.e. Northwest Public Broadcasting, Bob FM), television (i.e. KAPP-KVEW TV or Spectrum TV), digital (i.e. Success Media Alliance, Facebook), signage (i.e. Gesa Credit Union reader board ads), and direct mail.

6) Is your activity/event a partnership with other organizations? Describe the collaboration with local organizations or businesses.

To date, we have partnered with more than 40 local nonprofits to host their fundraisers and events. So far in 2022, our facility was rented out more than 26 times by local businesses and organizations and we additionally hosted 47 performances and/or shows, welcoming both locals and tourists to our theater.

7) Is this a ticketed event?

Our ticket structure is based on the variety of events held at our venue and includes ticketed events we host, non-ticketed events (i.e. volunteer events) we host, closed private events by a renter of our venue that are not open to the public (i.e. weddings), and private rentals by a renter that are open to the public with tickets (i.e. local fundraiser) and without tickets (i.e. community event).

8) What is the overall budget for this event/activity?

Power House Theatre Walla Walla is a 501(c)(3) nonprofit that owns and operates Gesa Power House Theatre. The marketing budget for 2023 will be \$140,000 with the total operating budget for FY2023 will be nearly \$1,000,000.

9) How will you fund this event/activity if not awarded the full amount?

We continue to seek support from patrons, grants, memberships, and sponsors to support our on-going arts programming and services.

10) What are your other funding sources for this event/activity?

We are seeking LTAC funding from the City of Walla Walla, Walla Walla County, and the Port of Walla Walla.

11) The State of Washington Requires an estimate for the following:

Provide impact estimates due to the direct result of your proposed tourism-related service:		What method was used to determine attendance in previous years?
a. Overall Attendance a. Enter the total number of people predicted to attend this activity, and select the method used to determine the attendance.	Predicted: In 2023, 18,000 patrons	☒ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
b. Attendance, 50+ Miles a. Enter the number of people who traveled greater than 50 miles predicted to attend this activity, and select the method used to determine attendance.	Predicted: In 2023, 3,000 patrons	☒ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
c. Attendance, Out of State, Out of Country a. Enter the number of people from outside the state and country predicted to attend this activity, and select the method used to determine the attendance.	Predicted: In 2023, 2,500 patrons	☒ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
d. Attendance, Paid for Overnight Lodging a. Enter the number of predicted to attend this activity and pay for overnight lodging, and select the method used to determine the attendance.	Predicted: In 2023, 1,000 patrons	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate
e. Attendance, Did Not Pay for Overnight Lodging a. Enter the number of predicted to attend this activity without paying for overnight lodging, and select the method used to determine the attendance.	Predicted: In 2023, 500 patrons	☐ Direct Count ☐ Indirect Count ☐ Representative Survey ☐ Informal Survey ☒ Structured Estimate

Description of Methods

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a non-random manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Application Schedule

Application Deadline: Tuesday, October 25, 2022 by 4 p.m. received at College Place City Hall or email clerk@cpwa.us. To be eligible for consideration, your complete proposal must be received by the deadline.

Attachments to include:

- 1) Budget Form
- 2) If your agency is a non-profit, a copy of your agency's current non-profit corporate registration with the Washington Secretary of State.
- 3) If available, a copy of your organization's business plan (please limit to not more than two pages) and annual budget.

This proposal and all documents filed with the City are public records. The City may choose to post on its website copies of the proposals and attached documents.

Submit a PDF and one original signed copy to:

City of College Place
City Clerk,
625 S College Ave
College Place WA 99324
Clerk@cpwa.us

College Place Lodging Tax Application TIMELINE FOR 2022 (2023 BUDGET)

August 12	Applications available online at www.cpwa.us
October 25	Applications due to City by 4 p.m.
October 25 – October 28	Internal Staff review and scheduled LTAC meeting to review applications
November 3	LTAC meeting to recommend applicants for 2023 funding
November 8	City Council discussion
November 22	City Council decision

City of College Place Lodging Tax Fund Overview

College Place's Lodging Tax Fund is the primary source of city funding for activities, operations, and expenditures designed to increase tourism. The city has elected to create a program to competitively award funds to eligible local entities. In addition, the city intends to maintain a reserve in the fund, and will assess on an annual basis how much of the fund to appropriate in a given year to the program.

The College Place City Council has created a Lodging Tax Advisory Commission (LTAC) to conduct an annual process to solicit and recommend Lodging Tax funded projects to the City Council.

PRIORITY will be given to tourism activities that:

- Have a demonstrated potential or high potential from the Committee's perspective to result in overnight stays by tourists in lodging establishments within the City of College Place.
 - Promote the College Place area and/or events, activities, and places in the City of College Place to potential tourists from outside Whitman County.
 - Have demonstrated or high potential from the Committee's perspective to result in documented economic benefit to College Place.
 - Have a demonstrated history or success in College Place, or are proposed by a group with a demonstrated history or high potential of success with similar activities.
 - Minimize duplication of services where appropriate and encourage cooperative marketing and/or includes an element of cooperation or partnership.
 - Provide, maintain, operate or enhance city-owned tourism facilities or infrastructure.
-

Committee Considerations

In developing its recommendations, the LTAC considers:

- The estimated amount of Lodging Tax Fund available for the coming year as provided by the City's Finance Office.
- Thoroughness and completeness of the proposal.
- Percent of the proposal request to the event/facility promotions budget and overall revenues.
- Percent of increase over prior year College Place Lodging Tax funded proposals, if any.
- Projected economic impact within the City of College Place, in particular projected overnight stays in College Place lodging establishments.
- The applicant's financial stability.
- The applicant's history of tourism promotion success.

Reporting Requirements

Organizations funded for tourism promotion or tourism-related operations will provide quarterly written reports with their funding reimbursement requests. A final written report will be provided to the LTAC and large funding recipients may be asked to make an oral presentation to the City Council near the end of the year.

Organizations funded for individual events, festivals or activities funds will provide a written and oral presentation 30 days after the event and an oral presentation to council near the end of the year.

Actual data estimated in the application table will be required at the end of the year.

State Law Excerpts

RCW 67.28.1816 – Use of Lodging Tax Fund.

Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

- a. Tourism marketing;
- b. The marketing and operations of special events and festivals designed to attract tourists;
- c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) or the internal revenue code of 1986, as amended.

RCW 67.28.080 – Definitions.

- "Municipality" means any county, city or town of the state of Washington.
- "Operation" includes, but is not limited to, operation, management, and marketing.
- "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or Municipal Corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.
- "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.
- "Tourism promotion" means activities and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.
- "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.
- "Tourist" means a person who travels from a place of residence to a different town, city, county, state, or country, for purposes of business, pleasure, recreation, education, arts, heritage, or culture.

ATTACHMENT

Budget

List approximate amount and status of funding from all other sources you anticipate receiving or are requesting for the activities/events proposed. Add additional rows as needed.

<u>Amount</u>	<u>Source</u>	<u>Confirmed (Yes or No)</u>
\$50,000 - over 2 years	City of WW LTAC	No
\$30,000	WW County LTAC	No
\$78,800	Contributions from individuals	No
\$10,825	Annual giving revenue (includes Power Club, Adopt a Seat)	No
pending	Corporate contributions and grants	No
pending	Grants from Foundations, Trusts, and other nonprofit funders	No

Expenses

Activity	Lodging Tax	Other Funds (total above)	Total
Personnel			
Administration			
Marketing/Promotion	\$1,000	\$123,000	\$124,000
Travel		\$1,000	\$1,000
Consultants			
Other (identify)		\$15,000 (creative services and other misc. marketing costs)	\$15,000
TOTAL	\$1,000	\$139,000	\$140,000

POLICE DEPARTMENT AGREEMENT

BY AND BETWEEN

THE CITY OF COLLEGE PLACE, WASHINGTON

AND

TEAMSTERS LOCAL UNION NO. 839



AFFILIATED WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS

EFFECTIVE 1-1-2023 THROUGH 12-31-2025

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POLICE DEPARTMENT AGREEMENT
BY AND BETWEEN
THE CITY OF COLLEGE PLACE, WASHINGTON
AND
TEAMSTERS LOCAL UNION NO. 839
AFFILIATED WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS

ARTICLE 1 – PURPOSE OF AGREEMENT

1.1 This Agreement is made and entered into by and between the CITY OF COLLEGE PLACE, WASHINGTON, a Municipal Corporation, hereinafter referred to as the “Employer”, and TEAMSTERS LOCAL UNION NO. 839, AFFILIATED WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS, the certified collective bargaining representative, hereinafter referred to as the “Union”, to meet the requirements set forth in Chapter 41.56 of the Revised Code of Washington. The purpose of this document is to establish the wages, hours and working conditions for the said Union’s bargaining unit.

ARTICLE 2 – RECOGNITION

2.1 The Employer recognizes the Union as the sole and exclusive collective bargaining representative of all regular full time and regular part time employees of the Police Department of the City of College Place; excluding the Chief of Police, Lieutenant, Sergeant, Office Records Manager and casual and temporary employees.

ARTICLE 3 – UNION SECURITY AND DUES CHECK-OFF

3.1 Dues and Fees: Upon the written authorization of an employee within the bargaining unit, the Employer shall deduct from the payments to the employee the monthly amount of dues or fees as certified by the Secretary-Treasurer of the Union and shall transmit the amounts deducted to the Union by the 15th day of the month. The Union shall indemnify and hold the Employer harmless against any suit instituted against the Employer or account of any dues or fees deductions for the Union expect for errors or omissions by the Employer.

An employee may revoke his or her authorization for payroll deduction of payments to the Union by written notice to the Secretary-Treasurer of the Union with a copy to the Employer. Every effort will be made to end the deduction effective on the first payroll, but no later than the second payroll, after the Employer’s receipts of the employee’s written notice.

3.1.2 Employees and Orientation Meeting: Upon employment of a new employee covered by this Agreement, the Employer shall notify the Union, in writing, of the hiring of a new employee. The Union will provide the new employees with the necessary forms regarding dues, initiation fees and voluntary deductions. The City shall allow a union representative 30 minutes of a newly hired employee's paid working time for purposes of presenting information about the Union and bargain representation. This shall generally occur within the first 2 weeks of hiring the new employee, but in no instance later than 90 calendar days. Newly hired employees have the option to attend or not attend the union orientation.

ARTICLE 4 – RIGHTS OF PARTIES

4.1 Management Rights: Except as specifically abridged, granted, delegated or modified by this Agreement, including amendments, the City retains all legal and inherent exclusive rights with respect to matters of legislative and managerial policy. Furthermore, the City reserves all customary management prerogatives including, but not limited to, the right to:

- a. Establish, plan for, and direct the work force toward the organizational goals of City government.
- b. Determine the organization, and the merits, necessity and level of activity or service provided to the public.
- c. Determine the City budget and financial policies including accounting procedures.
- d. In accordance with Civil Service Rules and Regulations establish, regulate and administer a personnel system, which provides for all types of personnel transactions. Unless modified by this Agreement, these shall include determining the procedures and standards for hiring, promotion, transfer, assignment, lay off, discipline, retention and classification of positions. Any changes or additions to this personnel system shall be forwarded to the Union prior to their adoption.
- e. Discipline or discharge of employees for just cause, and make and enforce reasonable work rules and regulations. Any changes or additions to rules and regulations shall be forwarded to the Union prior to their adoption.
- f. Determine the methods, means, equipment numbers and kinds of personnel and the job or position content required to accomplish governmental operations and maintain the efficiency thereof. This shall include whether materials and services are to be provided or purchased except for work traditionally performed by the bargaining unit.
- g. Determine and change the number and locations and types of operations, processes and materials to be used in carrying out all City functions.
- h. Assign work to and schedule employees, and to establish and change work schedules, except that of the provisions of Article 10 and other provisions of this Agreement may not be breached.
- i. Relieve any employees from duty due to lack of work or insufficient funds, provided that it does so pursuant to the provisions of Article 7 and other provisions of this Agreement.
- j. Take all actions necessary to carry out the mission of the City in emergencies.

Any employee within the bargaining unit who may feel aggrieved by the unfair or discriminatory exercise of the above rights may seek a remedy by means of the Grievance Procedure provided for in this Agreement.

4.2 Union Rights: The Union does not waive any right the Union has under applicable State or Federal laws including, but not limited to, the right to require the Employer to bargain collectively concerning any subject matter held by the State laws to be mandatory which is not otherwise covered by this agreement. The union recognizes its responsibility as bargaining agent and agrees to represent all employees in the bargaining unit without discrimination, interference, restraint or coercion.

4.3 Employee Rights: Every employee who becomes the focus of an internal investigation shall be so advised and given reasonable opportunity to confer privately with counsel prior to the time of an interview where he is suspected of:

- A. Committing a criminal offense; and/or
- B. Criminal misconduct that could be grounds for termination, discharge, demotion, suspension without pay, or written reprimand.

4.3.1 Any employee who becomes the focus of a criminal investigation may have counsel present during all interviews. This representation by counsel is confined to counseling, and not actual participation in the investigation. A criminal investigation as used herein shall be interpreted as any action which could result in the filing of a criminal charge against the interviewed person.

4.3.2 The employee, Employer, or the Union may require that an investigation interview be recorded, either mechanically or by a stenographer. The party requiring such recording shall pay for said recording and transcription thereof. Upon request, the employee under investigation shall be provided an exact copy of any written statement he has signed.

4.3.3 Interviewing shall be completed within a reasonable time and in a reasonable manner, unless the exigency of the interview dictates otherwise. In investigation interviews, which shall not violate the employee's constitutional or civil rights, the employee shall be afforded an opportunity to contact and consult privately with an attorney, or a representative of the Union before being interviewed.

4.3.4 In the event dismissal of an employee becomes imminent, and the Employer determines an alternative to said dismissal is the employee's resignation, said employee will be provided a reasonable opportunity to confer with the Union before being requested to respond to the offer of resignation.

4.3.5 Employees will not be required to unwillingly submit to a polygraph test; provided however, this provision does not apply to either the initial application for employment or to persons in the field of public law enforcement who are seeking promotion to a position outside the bargaining unit, as defined in the recognition clause. Provided further, if the Police Chief offers an employee the opportunity to take the polygraph test regarding potential involvement in criminal activity or the potential for disciplinary action, the employee, after being given reasonable opportunity to consult with the Union, may agree to stipulated polygraph.

ARTICLE 5 – EMPLOYMENT PRACTICES

5.1 The term “promotion” shall mean the advancement of an employee to a position of increased responsibility and pay.

5.2 Notices of openings in positions covered by this Agreement shall be posted at appropriate Employer locations and a copy sent to the Union. The notices will contain a description of the job, the qualifications, wage rates and hours of work.

5.3 Application forms for the open position(s) will be available to bargaining unit employees at the Employer’s Police Department and the openings(s) will remain posted for a period of not less than seven (7) calendar days. Employees wishing to make application for the initial testing must do so within such period.

5.4 Trial Period: Newly promoted employees shall have a six (6) month trial period which may be extended by mutual consent to a maximum of an additional three (3) months following written notification being made to the involved employee and the Union. If the employee fails to qualify during the above mentioned trial period, he shall be reinstated to his former position or to one of like status and pay if the position is vacant or filled with a probationary employee.

5.5 In the case of elimination of a supervisory position, the supervisor affected shall have the opportunity to return to the rank and file bargaining unit, provided he is qualified to perform the work available. In cases where this provision is triggered, the supervisor will reenter the bargaining unit at the bottom of the seniority list.

In the event the supervisory position is re-established, the supervisor affected shall have first opportunity to return to the supervisory position, provided he is qualified to perform the work. In the event the Employer determines the supervisor is not qualified to return to the rank and file bargaining unit assignments or to re-assume the supervisory work, the Employer must show sufficient cause for not retaining or re-promoting such employee. The provisions herein shall not apply to a supervisor who has not passed the probationary or trial period for the position in question.

ARTICLE 6 – DEFINITIONS OF EMPLOYEES

6.1 Reserves: There shall exist, at the option of the employer, a unit of reserve commissioned law enforcement officers to which the provisions of the Labor Agreement shall not apply. The purpose of said reserves shall be to supplement, rather than to displace, the work of regular officers.

6.2 Regular Part-Time Employees: A regular part-time employee shall be defined as any employee who is hired to work a regular schedule of more than twenty (20) hours, but less than forty (40) hours per week, with a reasonable expectation of employment for six (6) or more months.

Part time employees who work at least twenty (20) hours per week on a regular and ongoing basis will receive benefits on a pro-rata basis in relation to hours worked. For those part-time employees who work 20 hours per week benefits will be pro-rated at 50%.

6.3 Regular Full-Time Employees: A regular full-time employee shall be defined as any employee who fills a position which is regularly scheduled to work forty (40) hours per week.

6.4 Probationary Employees: A probationary employee shall be defined as any new hire for the purpose of becoming a regular employee who has not completed twelve (12) consecutive months of service, after completion of the academy, as a uniformed officer.

It is understood that the probationary period is a part of the selection process and designed to allow evaluation of an employee's fitness for regular status. As a result, a probationary employee may be discharged or otherwise disciplined at the sole discretion of the Employer provide such action is not arbitrary, capricious or discriminatory. Such decisions of the City shall not be subject to the grievance procedure contained herein.

ARTICLE 7 – SENIORITY

7.1 "Seniority" as used in this Agreement, is determined by the length of an employee's continuous service within the College Place Police Department since his last date of hire, or as provided by Civil Service Rules and Regulations, as applicable. Continuous service shall include any authorized leave up to a maximum of twelve (12) consecutive months except as provided for in 7.3(f).

7.2 The Employer will provide the Union with copies of the seniority list during January annually or at other times by mutual consent. Said list shall be the official seniority register. Should more than one (1) employee have the same hire date, the individuals involved will determine seniority by use of their Civil Service Examination ranking. Any controversy over the seniority standing of any employee on this list shall be handled as a grievance for settlement.

7.3 An employee shall lose all seniority, forfeit all rights and the Employer shall have no obligation to rehire, or retain said employee under the following conditions:

- a. the employee voluntarily leaves the service of the Employer, or
- b. the employee is discharged for just cause, or
- c. the employee is discharged during the probationary period, or

- d. the employee is laid off for a period in excess of twelve (12) consecutive months, or
- e. the employee is absent due to a non-occupational illness or injury for twelve (12) consecutive months, or
- f. the employee is absent due to an occupational illness or injury for twenty-four (24) consecutive months.

7.4 Seniority shall be a factor in filling job assignments within the department provided the individual is otherwise qualified based on training, experience, performance and ability as determined by the Chief of Police or his designee. Disputes regarding the application of this provision shall be resolved pursuant to the provisions of Article 17.

7.5 Layoff Procedures: In the event the Employer reduces the number of employees in this bargaining unit, the City shall give employees to be laid off a minimum of fourteen (14) calendar days written notice of the last working day of employment. This fourteen (14) calendar day notice shall not include any accrued vacation days or holidays.

7.5.1 If there is any question of any senior employee being qualified to perform the work available in the case of layoff and rehire, the Employer must show cause for not rehiring or laying off such senior employee. Disputes regarding the application of this provision shall be resolved pursuant to the provisions of Article 17.

7.5.2 The Employer shall pay for all vacation days and holidays accrued and unused in conjunction with the final payroll warrant. It is understood that final vacation and holiday pay shall be calculated separately for the purpose of deductions.

7.5.3 Layoff and recall shall be by seniority and performance evaluation rating within classification.

Employees to be laid off may exercise bumping rights. An employee who has been promoted may bump back to a previously held position.

7.5.4 The decision to layoff shall be an exclusive authority matter of the Employer.

ARTICLE 8 – SICK LEAVE AND OTHER DEFINED LEAVES

8.1 New employees start with a bank of 48 hours sick leave. After completion of the first six-month period, sick leave will accrue per 8.1.1. All full-time regular employees shall be entitled to sick leave with pay at the employees' regular rate when he is incapacitated for the performance of his assigned duties by reason of sickness or injury resulting from causes beyond the employee's control, or when through exposure to contagious disease, or the presence of the employee at his post of duty would jeopardize the health of others.

8.1.1 Such sick leave shall accrue at the rate of eight (8) hours for each full month of employment.

8.1.2 Where practicable, notification of absence due to illness or injury shall be given to the Chief or his designee at least four (4) hours before the start of the employee's scheduled shift. Failure to so notify the Chief or his designee shall cause the leave so taken to be construed as ordinary leave without pay and

may result in disciplinary action. In cases of a documented attendance problem, the City or the Chief of Police may require a doctor's certificate verifying the necessity for sick leave.

8.1.3 Abuse of sick leave is a serious matter. Any employee found to have abused the provisions of a defined sick leave privilege by falsification or misrepresentation may be subject to disciplinary action up to, and including, discharge.

8.1.4 Cash out of sick leave shall be permitted under the following conditions: Forty (40) hours of sick leave cash out shall be permitted as long as there are a minimum of ninety-six (96) hours of sick leave remaining on the books after the forty (40) hour cash out. Cash out must be initiated between November 1 and November 30 of each calendar year.

8.2 Absence for Family illness: The City will comply with all applicable Federal and State statutes.

8.3 Bereavement Leave: Upon approval of the Police Chief, a regular full-time employee shall be allowed up to three (3) calendar days bereavement leave for death in the immediate family.

Immediate family for this purpose shall include only persons related by blood, marriage or legal adoption in the degree of consanguinity of parent, grandparent, spouse, brother, sister, child or grandchildren of the employee and any relative living in the employee's household. Calendar day shall be consecutive days without regard to weekends, regular days off, or holidays. Such emergency leave shall not be charged to sick leave unless the employee takes in excess of three (3) days off. The time in excess of three (3) days shall be charged first to the employee's accrued sick leave, and if none, then to such employee's accrued vacation time.

Employees will be allowed to take an additional day as travel time for every 300 miles of travel to a maximum of two (2) days.

8.4 Sick Leave on Vacation: Whenever a regular full-time employee off duty on paid vacation is actually disabled for twenty-four (24) hours or more during that period, he may charge such absences to his sick leave account. Prompt notice and a doctor's certificate verifying same shall be supplied to the Police Chief or his designee.

8.5 Injury on the Job: Any regular full-time employee covered by this Agreement who is injured while on his regular job and is unable to return to work, shall be compensated by the Employer in an amount equal to the difference between his regular salary and those monies paid by the State of Washington Temporary Disability Compensation schedule so that the employee shall receive a full day's pay at his regular rate for each eligible day disabled. Such difference in compensation shall be paid from the employee's sick leave bank up to a maximum of one hundred (100) days. Only that portion of sick leave pay used shall be deducted from the employee's sick leave bank, unless otherwise mutually agreed upon by the Employer and the employee.

8.6 Military Leave: Military leave will be granted in accordance and compliance with State and Federal Regulations.

8.7 Leave of Absence: The Employer may, at its sole discretion, grant a leave of absence for a period of up to six (6) months. Such leave may be extended at the discretion of the Employer. Such leave of

absence, or extension, shall be in writing with a copy to the Union. Employees granted a leave of absence in accordance with the provision shall not acquire seniority during the leave, provided, when the leave is for thirty (30) days or less, no loss of seniority shall occur. Leave of absence without pay shall not be granted unless other appropriate paid leave time has been exhausted.

8.8 Sick Leave Donation: The employee requesting the donation must have exhausted all paid accrued leaves. The employee(s) donating leave must maintain at a minimum 173.3 hours of sick leave after donation. No employee may donate more than 40 hours sick leave within a one year period.

ARTICLE 9 – JURY DUTY/SUBPOENA LEAVE

9.1 When a regular employee covered by this Agreement is called for jury service or as witness in a police capacity in any municipal, county, state or federal court, he shall advise the Employer upon receipt of such call and if taken from work for such service, he shall be reimbursed for any loss of wages while actually performing such service: provided he conveys to his Employer his properly endorsed check and permits the Employer to verify the amount of reimbursement he received for such service. The amount the employee shall be reimbursed shall be determined by subtracting the amount received for such service during the regular working hours he missed while performing such service. The employee shall retain payment for mileage and out of pocket expenses.

9.2 An employee subpoenaed for Jury Duty shall have a special jury duty shift starting time consistent with the “day shift” starting time for those days for which the employee is required to physically report for duty. Any employee reporting for Jury Duty, if excused for the balance of that day, shall report as soon as possible to his supervisor for the purpose of working the balance of his special jury duty shift. Time devoted to such jury duty functions shall not be considered time worked for overtime calculation purposes.

ARTICLE 10 – HOURS OF WORK – OVERTIME

10.1 The normal duty week for police officers (excluding the floater position) shall be 40 hours in seven days and shall consist of five (5) consecutive eight (8) hours days (shifts) or four (4) consecutive ten (10) hour days, Sunday through Saturday. The work cycle for all other members of the bargaining unit shall be 40 hours in 7 days and shall consist of five (5) consecutive eight (8) hour days (shifts) Sunday through Saturday excluding the floater position. The floater position will fill in as needed for officers taking time off and as otherwise needed. This floater position will be a 40 hour per week position not subject to the five consecutive days of work as specified above. The floater position will be scheduled as needed 8 or 10 hours per day based on the needs of the Department. The floater will not be used for split shifts within the same workday. The floater position is intended to be an entry level position within the Department and is intended to be staffed by new hires, subject to a more senior employee requesting and being considered for the floater position.

10.1.1 Workdays will be constituted by consecutive hours and include meal and rest periods.

10.1.2 If found to be necessary by the Employer, and upon thirty (30) calendar day notice to the Union, the work schedule may be changed to four (4) consecutive, ten (10) hours days (shifts) per week.

10.2 Each shift shall include a thirty (30) minute meal period as near to the middle of the shift as possible and one (1) fifteen-minute rest period each one-half (1/2) shift at the employee's discretion. Employees may be required to respond to emergency situations during meal and rest periods.

10.3 Schedules: Tentative work schedules showing the employee's shifts, work days and hours, shall be posted on the bulletin board fifteen (15) calendar days prior to the effective date of the schedule, excluding the floater position. Shifts will rotate automatically every three (3) months. In December 2014, employees shall be allowed to express a preference for available shifts as follows: In the first round of selections each officer, in order of highest to lowest seniority, shall express a shift preference for one of the available shifts in the following calendar year on a sign-up sheet, including the floater shift (which is the one shift that must be selected for a full calendar year), and the bid-shifts will be assigned by seniority. In the second round, the process shall be repeated for remaining available shifts in the calendar year. In subsequent rounds, the process will continue (excluding the floater shift) until shift assignments for the entire calendar year are completed. The only restriction on the assignment of shift shall be that no officer will be permitted to exercise his or her seniority over another officer to work the same shift for more than two of the three rotation periods. This new scheduling process shall be considered a one-year trial, and if problems arise the parties will meet to discuss them and correct them if possible.

10.3.1 When presented with an emergency beyond the Employer's control, the Employer may alter the assigned work hours by giving prompt notification to the affected employee(s). The Employer shall not reschedule assigned work shifts for the purpose of avoiding payment of overtime.

10.3.2 Employees may exchange individual shifts when unforeseen circumstances arise provided they first request and receive approval in writing from their immediate supervisor. Such exchange of shifts shall not constitute a basis for entitlement to overtime compensation.

10.4 Overtime: Overtime is defined as time for all necessary Agency activities occurring before or after a shift or on a regular day off. Employees shall get pre-approval from a supervisor prior to working overtime, unless an employee is unable to contact a supervisor. Hours worked shall not include any paid or unpaid leave. However, the scheduled hours of an employee shall not be mandatorily increased or reduced, for the primary purpose of avoiding overtime pay.

10.4.1 The Employer has the right to schedule overtime work consistent with the Employer's obligations to the public. Though employees may not refuse assigned overtime, voluntary arrangements will be used to the extent practical. The Employer will endeavor to give ample advance notice of overtime assignments and shall distribute overtime equitably among those qualified to perform the work.

10.4.2 Overtime shall be earned and paid in fifteen (15) minute increments with any portion rounded to the nearest quarter (1/4) hour. There shall be no pyramiding of overtime and compensation will not be paid (or in lieu time approved) more than once for the same hours worked)

10.4.3 No employee shall suffer a loss in overtime because of required shift schedule change.

10.5 Compensatory time off in lieu of pay shall be granted by the Police Chief upon an employee's request. Said time shall be credited at time and one-half the overtime hours worked and may accrue to a maximum of sixty (60) hours. All compensatory time must be utilized within the calendar year. Compensatory time not utilized within the calendar year shall be paid at one accrued rate.

10.5.1 All compensatory time may be cashed in by the employee. Cash out must be initiated between November 1 and November 30 of each calendar year.

10.6 Callback is defined as the required return to duty of an employee from off the work site after release from a normal shift, but before the start of the next shift (to include planned and unplanned court appearance and work related meetings). Pay for such time shall be a minimum of two (2) hours at one and one-half times (1 ½) times the regular rate. Time shall be computed on an hour-for-hour basis.

10.6.1 An employee who is required to return to work less than two (2) hours prior to the beginning of a regularly assigned shift shall receive one and one-half (1 ½) times his regular straight time hourly rate for such time actually worked prior to his regular shift.

10.6.2 An employee who is required to return from vacation leave shall receive a minimum of four (4) hours pay at one and one-half (1 ½) times their regular rate. Vacation for this purpose shall be defined as the period between the last hour of work on the shift prior to commencement of the employee's approved leave until the first hour of work of the employee's next regularly scheduled shift following vacation.

10.7 Training Day/Office Work Hours: Employees who have been scheduled to attend training for one (1) or more full workdays, or employees whose assignments do not require immediate response to emergency situations and who work in offices, may be scheduled to work a workday with an unpaid meal period. For such employees, the workday shall be a nine (9) hour day with a one (1) hour meal period, or an eight and one-half (8-1/2) hour day with a one-half (1/2) hour meal period. Length of the meal period will be based on operational needs. Other arrangements may be made by mutual agreement between the Union and City. The parties agree that the language of this section supersedes any other contractual sections wherein a conflict may exist and/or a different and/or greater benefit and/or working condition may be specified.

ARTICLE 11 – PAY ARRANGEMENTS

11.1 Paydays: Employees will be paid monthly. An employee may request a mid-monthly draw for up to approximately one-half (1/2) of the normal monthly pay. Any payment for overtime work shall be included in the monthly pay not in the mid-month draw. Payday for each month shall be designated as the third working day of the following month, with the mid-month draw on the fifteenth (15th) day of the month. Effective as of January 1, 2014, all employees will be paid through direct deposit; paper checks will no longer be used. If the fifteenth (15th) falls on a weekend or a holiday, the mid-month draw check shall be ready for each employee on the preceding business day. Any errors in an employee's pay shall be corrected on the next monthly pay check provided two (2) working days' notice is given to the Employer's Treasurer. Any error in an employee's paycheck, due to the Employer's error, shall be corrected no later than five (5) working days (of the Treasurer) after notice has been given to the Employer's Treasurer.

11.2 The Employer shall furnish each employee with an itemized statement of earnings and deductions, specifying the wage rate, hours paid, and other compensation payable, as well as any and all deductions from gross wages for the pay period.

11.3 Upon termination of employment for any reason, all regular employees shall receive all monies due, including accrued and unused annual leave compensation, overtime, for which pay has been authorized,

accrued and unpaid wages, and holiday pay. In the case of the death of an employee, such compensation shall be made to the beneficiary of the deceased.

11.4 Bi-Lingual Pay – The employer agrees to begin to implement Bi-Lingual pay for Spanish and Russian speakers at a rate of fifty dollars (\$50.00) per month. Testing details to be worked out by the two parties.

ARTICLE 12 – COMPENSATION

12.1 Wage Rates:

Effective January 1, 2023: Wages to be increased by 5%.

Effective January 1, 2024: Wages to be increased by 5%.

Effective January 1, 2025: Wages to be increased by 4%.

12.2 Deferred Compensation: The employer will match up to 1% of employees' wages to a deferred comp plan of the employers choice.

12.3 Longevity Pay: Effective January 1, 2023, longevity shall be non-compounding at 3% awarded at the completion of each service period paid monthly and calculated on base salary as noted below:

After completion of:

10 years of service – 3%

15 years of service – 6%

20 years of service – 9%

25 years of service – 12%

ARTICLE 13 – VACATION AND HOLIDAY LEAVE

13.1 Vacation Leave: Regular employees shall accrue vacation credit from the Date of Hire (DOH), but may not use vacation (or receive payment in lieu) prior to completing six (6) months with the Employer. In the event of a personal emergency, an exception may be granted by the Police Chief. If an employee is terminated during the initial probation period, no vacation shall have been earned.

Regular full-time employees shall earn vacation leave according to the following schedule:

<u>Continuous Service</u>	<u>Monthly Accrual</u>	<u>Annual Equivalent</u>
1 year through 5	8.00 Hours	12 days
6 years through 10	10.00 Hours	15 days
11 years through 15	13.33 Hours	20 days
16 years plus	14.66 Hours	22 days

13.1.1 Employees are expected to utilize all their annual vacation each year. Vacation credits in excess of that earned in eighteen (18) months at the employee's accrual rate shall normally be lost to the employee.

Excess accumulation of annual leave hours beyond an employee's anniversary date requires the written permission of the Police Chief.

13.1.2 The Employer will commence arranging vacation scheduling during the month of January in the order of employee's seniority. Any vacations scheduled during the remainder of the calendar year and

requested over fourteen (14) days in advance of the requested time off, shall be scheduled in the order of request without regard for seniority. All requests for leave are subject to approval of the Chief or his designee. If a request is denied, the reasons for such denial shall be communicated to the employee.

13.1.3 Employees who have their work schedule (days off) changed due to an Employer emergency, will be allowed to reschedule their vacations without penalty, and any non-refundable verified expenses incurred by a bargaining unit member associated with cancelling plans (i.e. hotel or travel reservations) shall be reimbursed by the City.

13.2 Holiday Leave: the following twelve and one-half (12 ½) days are recognized as legal holidays by the City:

New Year's Day	January 1 st
Martin Luther King Jr. Day	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19 th
Independence Day	July 4 th
Labor Day	1 st Monday in September
Veterans Day	November 11 th
Thanksgiving Day	4 th Thursday in November
Day after Thanksgiving Day	4 th Friday in November
Christmas Eve (1/2 Day)	December 24 th
Christmas Day	December 25 th
Floating Holiday (PD Holiday)	

13.2.1 Regular part-time employees shall receive a minimum of one-half (1/2) day off with pay or a pro-rated formula, whichever is greater, in lieu of said holiday. All other provisions of this Article will apply accordingly

13.2.2 Days are earned as they fall and anyone entering or leaving service with the Employer during the year shall receive holiday credit accordingly. (For non-shift employees only) If a holiday falls on a Saturday, the preceding Friday shall be considered the holiday. If a holiday falls on a Sunday, the following Monday shall be considered the holiday.

13.2.3 Hours worked on a Holiday shall be paid at 1 ½ times the regular rate in addition to normal Holiday Pay.

ARTICLE 14 – LIABILITY INSURANCE

14.1 The Employer agrees to provide insurance coverage and/or legal defense services to employees to reasonably protect them from liability lawsuits brought by third parties due to acts performed in the line of duty and within the scope of employment.

It is understood that said protection does not extend to any dishonest, fraudulent, criminal or malicious act(s).

ARTICLE 15 – HEALTH CARE BENEFITS PLANS

15.1 Effective January 1, 2023, the following medical, time loss, dental, and vision insurance for eligible bargaining unit members and their dependents will be in effect:

WTWT Medical Plan A	\$1,567.60
WTWT Time Loss Plan A	\$18.00
WTWT Dental Plan A	\$120.50
WTWT Vision Plan EXT	<u>\$17.10</u>
	\$1,723.20

Effective 1-1-2023, and each month thereafter during the period that this Collective Bargaining Agreement is in effect, the Employer agrees to pay to the Washington Teamsters Welfare Trust, c/o Northwest Administrators the full premium amounts per bargaining unit member who received compensation for not less than 40 hours the previous month to purchase the above-referenced mix of benefits. The Employer's share of the premiums shall be \$1,401.57 per person in 2023. The balance of the premiums, \$321.63 shall be paid by the employee through pre-tax payroll deduction. Effective 1-1-2024, and again in 1-1-2025, the employee share of the cost of the premiums shall be increased by 50% of any premium increases, with the Employer paying the balance.

15.2 Carrier Selection: The Employer retains the right to select insurance carriers for any of the above cited plans provided benefit levels are not materially reduced or the cost to the employee increased.

15.3 Employee Responsibility: Each employee will be provided with a copy of this Agreement and copies of current benefit description booklets for each of the above cited plans. It is the responsibility of the employee to read this material to determine when he will become eligible for each benefit. In the event an employee should have a month go by in which he has not earned compensation or had paid leave for at least forty (40) hours in a month, it is the responsibility of the employee to make alternate arrangements for premium payments to continue coverage(s). The Employer shall notify the employee in advance should alternative arrangements need to be made.

15.4 Term Life Insurance: The City agrees to pay the premium for term life insurance for each covered employee in the amount of fifty thousand dollars (\$50,000.00).

ARTICLE 16 – DISCIPLINE PROCEDURE

16.1 The Employer shall not discharge, demote, or suspend any regular employee without just cause. The Employer retains the right to discharge new employees at will during or at the end of the designated probationary period and the discharge shall not be subject to further recourse and under this agreement.

16.2 Whenever poor work performance or improper conduct occurs, generally a gradual increase in the level of disciplinary action will be initiated with the intention of correcting the problem(s). Often counseling and verbal warnings will accomplish the objective, but in certain situations, written reprimand(s), suspension, demotion or discharge may be required. When deciding the degree of disciplinary action, the Employer will assess the circumstances surrounding the incident(s), the severity of the offense, and the past conduct of the employee.

16.3 A copy of any written reprimand shall be submitted to the employee and the Union's Pasco office.

16.3.1 If a written reprimand is to be issued, the employee shall be informed by his supervisor of the impending action and a meeting shall be scheduled within seven (7) calendar days to explain the grounds for discipline. At said meeting the employee shall have the right to be accompanied by one (1) representative and afforded the opportunity to present information and/or ask questions.

16.3.2 At the time of issuance, and prior to placement in personnel records, the employee shall be given the opportunity to read, sign and answer all written reprimands. The employee's signature shall not signify an admission of guilt or concurrence to the charge, but shall be requested to indicate the employee comprehends the gravity of the disciplinary action.

16.3.3 The employee shall have the right to appeal and/or submit a written answer to any and all charges within seven (7) calendar days of the date of the reprimand. Any written answer shall be made a part of the reprimand and the employee and the supervisor shall sign and date it, and a copy will be sent to the Union. Said signatures do not signify admission of concurrence, but merely acknowledgement. Written reprimands may not be appealed beyond the Police Chief and may be challenged by the Union if used as a basis of any subsequent suspension or discharge.

16.4 In the event an employee is to be suspended, demoted or discharged, a written notice of such action, and the reasons therefore, shall be provided to the employee and the Union Business Representative. Circumstances permitting, such notice shall be given no later than twenty-four (24) hours prior to the effective date of suspension, demotion or discharge. Any such disciplinary actions may be appealed either through the Grievance Procedure of this Agreement or to the College Place Civil Service Commission, provided the latter has jurisdiction. Election of appeal procedure shall be made in writing to the Employer within ten (10) calendar days of the employee's receipt of the Employer's original notice. Said election of forums shall be final and binding and in no case shall the employee be permitted appeal through both procedures. If no appeal is submitted within the designated time period, the Employer's action will be deemed justified and conclusive.

16.5 The employee shall be allowed to rebut in writing any material placed in his or her official personnel file. Such rebuttal will be attached to the official personnel file copy of material.

ARTICLE 17 – GRIEVANCE PROCEDURE

17.1 Scope of the Grievance Procedure - the purpose of this Grievance Procedure is to establish effective machinery for the fair, expeditious, and orderly adjustment of grievances. Only matters involving the interpretation, application, or enforcement of the express terms of this Agreement shall constitute a grievance.

Either the Union or the City may process grievances each against the other to allege contract violations and enforce their respective rights. Union or City grievances shall enter the procedure at Step 3 and be subject to all applicable time limits, other provisions, and to mediation/arbitration.

17.2 Steps

Step 1. The aggrieved employee shall discuss the grievance with his/her immediate supervisor within ten (10) working days of the date of the occurrence prompting the grievance. The immediate supervisor shall attempt to adjust the matter and shall respond to the employee within five (5) working days. *(This is intended to be the Sergeants step)*

Step 2. If the grievance is not resolved at Step 1, the aggrieved employee or representative shall submit a written grievance to the supervisor within five (5) working days following the supervisor's oral response. *(This is intended to be the Sergeant's written step)* The written grievance at this step and at all steps thereafter shall contain the following information:

1. A statement of the grievance and the facts upon which it is based;
2. The alleged violation of the Agreement;
3. The remedy or adjustment sought; and
4. The signature of the aggrieved employee or Union representative.

The supervisor shall respond in writing to this grievance within five (5) working days of its receipt. The written response at this step, and management responses at all steps thereafter, shall contain the following information:

1. An affirmation or denial of the facts upon which the grievance is based;
2. An analysis of the alleged violation of the Agreement;
3. The remedy or adjustment, if any, to be made; and
4. The signature of the appropriate management representative.

Step 3. If the grievance is not resolved at Step 2, the aggrieved employee or representative shall submit the grievance to Chief of Police within five (5) working days following the supervisor's written response. The Chief of Police shall respond in writing to this grievance within fourteen (14) calendar days of its receipt. The requirement in Step 3 for written grievances and responses shall not preclude the Union Representative and the appropriate management representative from orally discussing and resolving the grievance.

Management grievances shall be submitted to the Union representative. Union grievances shall be submitted to the Chief of Police. Management and Union grievances shall be submitted within ten (10) calendar days of the occurrence prompting the grievance and shall be subject to expedited

mediation/arbitration and other provisions in Step 5 if not resolved by the Union representative to the satisfaction of management.

Step 4. If the grievance is not resolved at Step 3, the aggrieved employee or representative shall submit the grievance to the City Administrator within five (5) working days following receipt of the Chief's written response. The City Administrator shall respond in writing to this grievance within ten (10) working days of its receipt. The requirement in Step 4 for written grievances and responses shall not preclude the Union Representative and the appropriate management representative from orally discussing and resolving the grievance, nor shall it be accomplished prior to the Union Representative and the City Administrator discussing the dispute.

Step 5. If the grievance had not been resolved at step 4, the Union or management may refer the dispute to Expedited Mediation/Arbitration as provided below. The Union shall notify the Agency in writing of submission to Expedited Mediation/Arbitration within five (5) working days after receipt of the City Administrator written response at Step 4.

17.3 PANEL OF STANDING MEDIATOR/ARBITERS

For disciplinary matters, the manner and procedures for selecting an arbitrator shall conform to RCW 41.58.070.

The parties agree to timely establish a panel of three (3) standing mediator/arbiters to hear and resolve all contract disputes. If the two parties cannot agree on a panel, then a list of eleven (11) names shall be obtained from the Federal Mediation and Conciliation Service. The parties shall alternately strike names until three (3) remain. Each person selected shall serve in turn regarding a single grievance dispute. If unavailable, the next listed person will serve. The mediator/arbiters shall thus serve in rotation.

Each party may unilaterally remove a mediator/arbiter at any time as long as there is no dispute pending at the time. Mediator/Arbiter panel vacancies shall be filled as in the above paragraph.

The panel member assigned to a grievance shall meet without delay with the parties and attempt to mediate/conciliate the dispute. If an agreement is reached, it shall be reduced to writing, shall be signed by each of the above parties and shall be final and binding.

If, after a concerted effort, a single mediation meeting does not produce a settlement, the mediator/arbiter shall immediately convene an informal arbitration hearing. Witnesses, evidence and exhibits shall be kept to a minimum and the rules of evidence shall not apply.

The mediator/arbiter shall, on the same date of the hearing, provide a "bench award" as a binding settlement of the grievance.

The mediator/arbiter shall not have the power to add to, subtract from, or modify the provisions of this Agreement in arriving at a decision of the issue or issues presented; and shall confine his/her decision solely to the interpretation, application, or enforcement of this Agreement. The mediator/arbiter shall confine himself/herself to the precise issue submitted for arbitration, and shall not have authority to determine any other issues not so submitted to him/her. The decision of the mediator/arbiter shall be final and binding upon the aggrieved employee, Union and Agency.

The Employer and Union shall share equally the fees and expenses of the mediator/arbitrator.

Either party has the right to have a representative represent them at any step of the grievance procedure.

The following grievance principles shall govern and be controlling in any and all grievances:

- 1) While a grievant may be “made whole” any punitive award shall be void and unenforceable.
- 2) Unless agreed otherwise, only one grievance will be heard at a time by an arbitrator.
- 3) Each party shall pay the costs of their own representatives, case preparation and presentation.

ARTICLE 18 – UNIFORM AND EQUIPMENT

18.1 The Employer shall provide an initial issue of four (4) serviceable uniforms to new employees and on an exchange and replacement basis to regular employees. All uniform and equipment items shall be subject to prior approval of the Chief of Police. The Employer shall pay for the cleaning of one (1) uniform per week.

18.2 The City will repair or replace clothing, eyeglasses, and personal property not to exceed the actual cash value of such property that is damaged or destroyed in the line of duty subject to the following limitations. Nothing in this section is meant for the City to repair or replace damaged or destroyed property if the payment can be secured by the court.

Watch - \$100.00

18.3 At no time will the Employer require any employee to use their personally owned vehicle for official business while on duty, with the exception of training.

18.4 The employer agrees to provide each Police Officer an equipment allowance of \$300.00 each year for work related items. A receipt must be provided for reimbursement.

ARTICLE 19 – INCENTIVE & SPECIALTY PAY

19.1 Regular full-time commissioned Police Officers of the bargaining unit shall receive forty dollars (\$40) per month additional pay after the employee receives an Associate of Arts Degree from an accredited institution of higher learning.

Effective January 1, 2024, regular full-time commissioned Police Officers of the bargaining unit shall receive 2% of their base pay per month after the employee receives an Associate of Arts Degree from an accredited institution of higher learning.

19.2 Regular full-time commissioned Police Officers of the bargaining unit shall receive seventy dollars (\$70) per month additional pay after receiving a Bachelor’s Degree from an accredited institution of higher learning.

Effective January 1, 2024 regular full-time commissioned Police Officers of the bargaining unit shall receive 4% of their base pay per month after receiving a Bachelor’s Degree from an accredited institution of higher learning.

Total educational incentive will not exceed 4% of base pay per month.

19.3 Regular full-time commissioned Police Officers of the bargaining unit shall receive the following amounts after the employee receives a certification as an instructor by the Washington State Criminal Justice Commission in a course required and/or offered by the College Place Police Department.

FTO – 3%

Firearms – 3%

SWAT (1 position) – 1%

SRO – 1%

EVOC – 1%

Taser/less than Lethal – 1%

Use of force/Defensive Tactics – 1%

*Maximum of two specialties per Officer.

19.4 The parties agree that the City's Travel Policy shall govern travel and related items as covered in the City of College Place Personnel Manual. The mileage reimbursement amount will reflect the IRS Mileage Rate.

ARTICLE 20 – UNION ACTIVITY

20.1 Nondiscrimination: The Employer and the Union agree not to discriminate against any individual with respect to terms, conditions or privileges of employment because of race, color, religion, national origin, age, sex, union affiliation or activity, duties or convictions, or mental, physical or sensory handicap except as allowed or provided by law.

20.2 Bulletin Board: The Employer agrees to provide suitable space for a Union Bulletin Board. No material shall be posted except notices of meetings and elections, results of elections, changes in Union By-Laws, notices of employee social occasion and similar Union business. All material shall be signed by an officer of the Union and dated. Posting shall be limited to the official bulletin board.

20.3 Union Business: One (1) member of the Union shall, upon request, be granted leave from duty without any loss of pay for any meetings between the Employer and the Union to negotiate wages, hours and working conditions, and for the purpose of handling a grievance, dispute and related business, when such meeting(s) take place at a time when any such member is scheduled to be on duty. Said meetings shall be scheduled as practicable to avoid any schedule conflicts.

20.4 Communication Procedure: This article creates a communication procedure for the purpose of dealing with operational issues and matters of general concern between the parties. Either the Union or the Employer may initiate discussion. The coordinators of the communications procedure will be the Business Representative and the Chief of Police, or their official designee(s). A meeting of representatives of the Employer and the Union may be requested by either of the coordinators and they shall schedule a meeting at a mutually favorable time and place. This communication procedure and the discussions between the parties shall not amend or change the terms of this Agreement unless mutually agreed by the Union and the Employer in writing, after proper ratification by the membership.

ARTICLE 21 – MISCELLANEOUS PROVISIONS

21.1 Medical Exams: Any physical and/or mental examination(s) except for physicals required for purposes of entrance and applications, State disability requirements and Retirement System requirements, which are required by the Employer, shall be taken on Employer time and shall be paid by the Employer. If the Employer requires a physical and/or mental examination, the employee shall undergo the physical or mental examination by a physician or institution specified by the Employer.

21.2 Gender: Where gender has been used in any provision of this Agreement, it is used solely for the purpose of illustration and shall not in any way be used to designate the sex of the employee eligible for any position, classification, or the benefits provide in this Agreement.

ARTICLE 22 – PERSONNEL FILES

22.1 File Access: An employee, or a representative designated in writing, shall have the right to view material in her personnel file upon appointment with the Chief of Police. Requests for copies will be honored and charged at the rate reflected in the Administrative Fee Resolution. The Employer reserves the right to protect the confidentiality of any information which pertains to individuals other than the employee. The Employer may withhold internal investigation information until such time as such information is used for disciplinary action. When an employee reviews his personnel file, he will sign and date an acknowledgement of the review.

22.2 Notice Provided: The Employer will provide an employee with a copy of any derogatory or negative report placed in his personnel file at the time of the action.

22.3 Performance Evaluation: Employer evaluations of work performance shall be final and not subject to the grievance procedure unless said evaluation(s) results in disciplinary action and/or economic loss to the employee. An employee may submit a response to his evaluation within thirty (30) days after receipt and it shall be attached to the original evaluation and placed in the personnel file.

ARTICLE 23 – NO FAULT TERMINATION

23.1 An employee who fails to maintain necessary licenses, certifications, and required skills to perform the essential functions may be terminated by the City upon written notice to the affected employee and the Union.

23.2 An employee who because of illness or physical disability is unable to return to work after absence following a reasonable period of recovery may be terminated as in paragraph one above, unless such termination would violate the Americans with Disabilities Act.

ARTICLE 24 – SAVINGS CLAUSE

24.1 If any Article or Section of this Agreement should be held invalid by operation of law, or by a tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal pending a final determination to its validity, the remainder to this Agreement, or the application of same to persons or circumstances other than those as to which it has been held invalid or as to which compliance with or enforcement of has been restrained, shall not be affected thereby.

24.2 Should either party find that a provision is invalid, and the other party disagrees with this finding, then the Article or provision in question shall be declared inoperative pending a resolution of the question. Should the challenged provision be held valid and/legal the challenged provision shall be turned to operation. Material losses under this contract, incurred due to the suspension and employees' suffering shall be made whole.

24.3 In the event that any Article or Section as referred to in the foregoing paragraphs is held invalid or enforcement of or compliance with which has been restrained as above set forth, the parties affected thereby shall enter into immediate collective bargaining negotiations up the receipt of the request of the

Union of City for the purpose of arriving at a mutually satisfactory replacement for such Article or Section.

ARTICLE 25 – ENTIRE AGREEMENT

25.1 The Agreement expressed herein in writing constitutes the entire agreement between the parties and no oral statement shall add to or supersede any of its provisions, unless mutually agreed upon by both parties in writing after proper ratification by the membership,

The Parties acknowledge that each has had the unlimited right and opportunity to make demands and proposals with respect to any matter deemed a proper subject for collective bargaining. The results of the exercise of that right are set forth in this Agreement. Therefore, except as otherwise provided in this Agreement, the Employer and the Union for the duration of this Agreement, each voluntarily and unqualifiedly, agree to waive the right to oblige the other party to bargain with respect to any subject or matter whether or not specifically referred to or covered in this Agreement.

ARTICLE 26 – TERM OF AGREEMENT

26.1 This document shall be in full force and effect from January 1, 2023 through December 31, 2025. This Agreement will automatically renew itself from year to year thereafter, unless either party gives written notice to the other, one hundred fifty (150) days prior to the expiration date, of a desire to amend or terminate said Agreement.

Signed for the employer:

Signed for the Union:

Mike Rizzitiello, City Administrator

Russell Shjerven, Secretary-Treasurer
Teamsters Local Union No. 839
Affiliated with the International
Brotherhood of Teamsters

Date

Date

Chief of Police, City of College Place

Date

APPENDIX – “A”

Police Department Salaries Effective January 1, 2023

	Step I	Step II	Step III	Step IV	Step V
Probationary*	5295	-	-	-	-
Police Officer	6168	6353	6544	6740	6942
Detective	6357	6548	6744	6946	7154

*Probationary Officers will move to Step I after completion of Police Academy. Officers will increase to the next higher step on anniversary date.

Effective January 1, 2024* - The amounts in Appendix “A” shall be increased by 5%.

Effective January 1, 2025* - The amounts in Appendix “A” shall be increased by 4%.

MEMORANDUM OF AGREEMENT

Between the City of College Place

And Teamsters Local Union No. 839

The parties agree that the GPS monitoring equipment will not be used for the express purposes of data fishing or finding misconduct, nor will there be disparate treatment of bargaining unit members.

The exceptions to the above are cases in which the Employer receives a report of a complaint, concern or accident from a member of the public or automated notice from the GPS system regarding a bargaining unit member. In those cases, if the Employer review recorded data and determines there may be a basis for potential discipline, it will notify the Union. The Union has the right to request relevant material related to the potential discipline. Any finding of misconduct resulting in discipline must be related to the specific incident which was the subject of the complaint, stated concern, accident or automated notice for the GPS system.

In these cases, all relevant provisions of this Agreement, including all provisions related to just cause, due process, and progressive discipline, shall apply.

Signed for the employer:

Signed for the Union:

Michael Rizzitiello, City Administrator

Russell Shjerven, Secretary-Treasurer
Teamsters Local Union No. 839
Affiliated with the International
Brotherhood of Teamsters

Date

Date

Chief of Police, City of College Place

Date

POLICE DEPARTMENT AGREEMENT

BY AND BETWEEN

THE CITY OF COLLEGE PLACE, WASHINGTON

AND

TEAMSTERS LOCAL UNION NO. 839



AFFILIATED WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS

EFFECTIVE 1-1-~~2020~~2023 THROUGH 12-31-~~2022~~2025

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MEMORANDUM OF UNDERSTANDING

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POLICE DEPARTMENT AGREEMENT
BY AND BETWEEN
THE CITY OF COLLEGE PLACE, WASHINGTON
AND
TEAMSTERS LOCAL UNION NO. 839
AFFILIATED WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS

ARTICLE 1 – PURPOSE OF AGREEMENT

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1.1 This Agreement is made and entered into by and between the CITY OF COLLEGE PLACE, WASHINGTON, a Municipal Corporation, hereinafter referred to as the “Employer”, and TEAMSTERS LOCAL UNION NO. 839, AFFILIATED WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS, the certified collective bargaining representative, hereinafter referred to as the “Union”, to meet the requirements set forth in Chapter 41.56 of the Revised Code of Washington. The purpose of this document is to establish the wages, hours and working conditions for the said Union’s bargaining unit.

ARTICLE 2 – RECOGNITION

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2.1 The Employer recognizes the Union as the sole and exclusive collective bargaining representative of all regular full time and regular part time employees of the Police Department of the City of College Place; excluding the Chief of Police, Lieutenant, Sergeant, Office Records Manager and casual and temporary employees.

ARTICLE 3 – UNION SECURITY AND DUES CHECK-OFF

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3.1 Dues and Fees: Upon the written authorization of an employee within the bargaining unit, the Employer shall deduct from the payments to the employee the monthly amount of dues or fees as certified by the Secretary-Treasurer of the Union and shall transmit the amounts deducted to the Union by the 15th day of the month. The Union shall indemnify and hold the Employer harmless against any suit instituted against the Employer or account of any dues or fees deductions for the Union expect for errors or omissions by the Employer.

An employee may revoke his or her authorization for payroll deduction of payments to the Union by written notice to the Secretary-Treasurer of the Union with a copy to the Employer. Every effort will be made to end the deduction effective on the first payroll, but no later than the second payroll, after the Employer’s receipts of the employee’s written notice.

3.1.2 Employees and Orientation Meeting: Upon employment of a new employee covered by this Agreement, the Employer shall notify the Union, in writing, of the hiring of a new employee. The Union will provide the new employees with the necessary forms regarding dues, initiation fees and voluntary deductions. The City shall allow a union representative 30 minutes of a newly hired employee's paid working time for purposes of presenting information about the Union and bargain representation. This shall generally occur within the first 2 weeks of hiring the new employee, but in no instance later than 90 calendar days. Newly hired employees have the option to attend or not attend the union orientation.

ARTICLE 4 – RIGHTS OF PARTIES

4.1 Management Rights: Except as specifically abridged, granted, delegated or modified by this Agreement, including amendments, the City retains all legal and inherent exclusive rights with respect to matters of legislative and managerial policy. Furthermore, the City reserves all customary management prerogatives including, but not limited to, the right to:

- a. Establish, plan for, and direct the work force toward the organizational goals of City government.
- b. Determine the organization, and the merits, necessity and level of activity or service provided to the public.
- c. Determine the City budget and financial policies including accounting procedures.
- d. In accordance with Civil Service Rules and Regulations establish, regulate and administer a personnel system, which provides for all types of personnel transactions. Unless modified by this Agreement, these shall include determining the procedures and standards for hiring, promotion, transfer, assignment, lay off, discipline, retention and classification of positions. Any changes of additions to this personnel system shall be forwarded to the Union prior to their adoption.
- e. Discipline or discharge of employees for just cause, and make and enforce reasonable work rules and regulations. Any changes or additions to rules and regulations shall be forwarded to the Union prior to their adoption.
- f. Determine the methods, means, equipment numbers and kinds of personnel and the job or position content required to accomplish governmental operations and maintain the efficiency thereof. This shall include whether materials and services are to be provided or purchased except for work traditionally performed by the bargaining unit.
- g. Determine and change the number and locations and types of operations, processes and materials to be used in carrying out all City functions.
- h. Assign work to and schedule employees, and to establish and change work schedules, except that of the provisions of Article 10 and other provisions of this Agreement may not be breached.
- i. Relieve any employees from duty due to lack of work or insufficient funds, provided that it does so pursuant to the provisions of Article 7 and other provisions of this Agreement.

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j. Take all actions necessary to carry out the mission of the City in emergencies.

Any employee within the bargaining unit who may feel aggrieved by the unfair or discriminatory exercise of the above rights may seek a remedy by means of the Grievance Procedure provided for in this Agreement.

4.2 Union Rights: The Union does not waive any right the Union has under applicable State or Federal laws including, but not limited to, the right to require the Employer to bargain collectively concerning any subject matter held by the State laws to be mandatory which is not otherwise covered by this agreement. The union recognizes its responsibility as bargaining agent and agrees to represent all employees in the bargaining unit without discrimination, interference, restraint or coercion.

4.3 Employee Rights: Every employee who becomes the focus of an internal investigation shall be so advised and given reasonable opportunity to confer privately with counsel prior to the time of an interview where he is suspected of:

- A. Committing a criminal offense; and/or
- B. Criminal misconduct that could be grounds for termination, discharge, demotion, suspension without pay, or written reprimand.

4.3.1 Any employee who becomes the focus of a criminal investigation may have counsel present during all interviews. This representation by counsel is confined to counseling, and not actual participation in the investigation. A criminal investigation as used herein shall be interpreted as any action which could result in the filing of a criminal charge against the interviewed person.

4.3.2 The employee, Employer, or the Union may ~~request~~require that an investigation interview be recorded, either mechanically or by a stenographer. The party ~~requesting~~requiring such recording shall pay for said recording and transcription thereof. Upon request, the employee under investigation shall be provided an exact copy of any written statement he has signed.

4.3.3 Interviewing shall be completed within a reasonable time and in a reasonable manner, unless the exigency of the interview dictates otherwise. In investigation interviews, which shall not violate the employee's constitutional or civil rights, the employee shall be afforded an opportunity to contact and consult privately with an attorney, or a representative of the Union before being interviewed.

4.3.4 In the event dismissal of an employee becomes imminent, and the Employer determines an alternative to said dismissal is the employee's resignation, said employee will be provided a reasonable opportunity to confer with the Union before being requested to respond to the offer of resignation.

4.3.5 Employees will not be required to unwillingly submit to a polygraph test; provided however, this provision does not apply to either the initial application for employment or to persons in the field of public law enforcement who are seeking promotion to a position outside the bargaining unit, as defined in the recognition clause. Provided further, if the Police Chief offers an employee the opportunity to take the polygraph test regarding potential involvement in criminal activity or the potential for disciplinary action, the employee, after being given reasonable opportunity to consult with the Union, may agree to stipulated polygraph.

ARTICLE 5 – EMPLOYMENT PRACTICES

5.1 The term “promotion” shall mean the advancement of an employee to a position of increased responsibility and pay.

5.2 Notices of openings in positions covered by this Agreement shall be posted at appropriate Employer locations and a copy sent to the Union. The notices will contain a description of the job, the qualifications, wage rates and hours of work.

5.3 Application forms for the open position(s) will be available to bargaining unit employees at the Employer’s Police Department and the openings(s) will remain posted for a period of not less than seven (7) calendar days. Employees wishing to make application for the initial testing must do so within such period.

5.4 Trial Period: Newly promoted employees shall have a six (6) month trial period which may be extended by mutual consent to a maximum of an additional three (3) months following written notification being made to the involved employee and the Union. If the employee fails to qualify during the above mentioned trial period, he shall be reinstated to his former position or to one of like status and pay if the position is vacant or filled with a probationary employee.

5.5 In the case of elimination of a supervisory position, the supervisor affected shall have the opportunity to return to the rank and file bargaining unit, provided he is qualified to perform the work available. In cases where this provision is triggered, the supervisor will reenter the bargaining unit at the bottom of the seniority ~~list~~.

~~list~~.

In the event the supervisory position is re-established, the supervisor affected shall have first opportunity to return to the supervisory position, provided he is qualified to perform the work. In the event the Employer determines the supervisor is not qualified to return to the rank and file bargaining unit assignments or to re-assume the supervisory work, the Employer must show sufficient cause for not retaining or re-promoting such employee. The provisions herein shall not apply to a supervisor who has not passed the probationary or trial period for the position in question.

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ARTICLE 6 – DEFINITIONS OF EMPLOYEES

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6.1 Reserves: There shall exist, at the option of the employer, a unit of reserve commissioned law enforcement officers to which the provisions of the Labor Agreement shall not apply. The purpose of said reserves shall be to supplement, rather than to displace, the work of regular officers.

6.2 Regular Part-Time Employees: A regular part-time employee shall be defined as any employee who is hired to work a regular schedule of more than twenty (20) hours, but less than forty (40) hours per week, with a reasonable expectation of employment for six (6) or more months.

Part time employees who work at least twenty (20) hours per week on a regular and ongoing basis will receive benefits on a pro-rata basis in relation to hours worked. For those part-time employees who work 20 hours per week benefits will be pro-rated at 50%.

6.3 Regular Full-Time Employees: A regular full-time employee shall be defined as any employee who fills a position which is regularly scheduled to work forty (40) hours per week.

6.4 Probationary Employees: A probationary employee shall be defined as any new hire for the purpose of becoming a regular employee who has not completed twelve (12) consecutive months of service, after completion of the academy, as a uniformed officer.

It is understood that the probationary period is a part of the selection process and designed to allow evaluation of an employee's fitness for regular status. As a result, a probationary employee may be discharged or otherwise disciplined at the sole discretion of the Employer provide such action is not arbitrary, capricious or discriminatory. Such decisions of the City shall not be subject to the grievance procedure contained herein.

ARTICLE 7 – SENIORITY

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7.1 "Seniority" as used in this Agreement, is determined by the length of an employee's continuous service within the College Place Police Department since his last date of hire, or as provided by Civil Service Rules and Regulations, as applicable. Continuous service shall include any authorized leave up to a maximum of twelve (12) consecutive months except as provided for in 7.3(f).

7.2 The Employer will provide the Union with copies of the seniority list during January annually or at other times by mutual consent. Said list shall be the official seniority register. Should more than one (1) employee have the same hire date, the individuals involved will determine seniority by use of their Civil Service Examination ranking. Any controversy over the seniority standing of any employee on this list shall be handled as a grievance for settlement.

7.3 An employee shall lose all seniority, forfeit all rights and the Employer shall have no obligation to rehire, or retain said employee under the following conditions:

- a. the employee voluntarily leaves the service of the Employer, or
- b. the employee is discharged for just cause, or
- c. the employee is discharged during the probationary period, or

- d. the employee is laid off for a period in excess of twelve (12) consecutive months, or
- e. the employee is absent due to a non-occupational illness or injury for twelve (12) consecutive months, or
- f. the employee is absent due to an occupational illness or injury for twenty-four (24) consecutive months.

7.4 Seniority shall be a factor in filling job assignments within the department provided the individual is otherwise qualified based on training, experience, performance and ability as determined by the Chief of Police or his designee. Disputes regarding the application of this provision shall be resolved pursuant to the provisions of Article 17.

7.5 Layoff Procedures: In the event the Employer reduces the number of employees in this bargaining unit, the City shall give employees to be laid off a minimum of fourteen (14) calendar days written notice of the last working day of employment. This fourteen (14) calendar day notice shall not include any accrued vacation days or holidays.

7.5.1 If there is any question of any senior employee being qualified to perform the work available in the case of layoff and rehire, the Employer must show cause for not rehiring or laying off such senior employee. Disputes regarding the application of this provision shall be resolved pursuant to the provisions of Article 17.

7.5.2 The Employer shall pay for all vacation days and holidays accrued and unused in conjunction with the final payroll warrant. It is understood that final vacation and holiday pay shall be calculated separately for the purpose of deductions.

7.5.3 Layoff and recall shall be by seniority and performance evaluation rating within classification.

Employees to be laid off may exercise bumping rights. An employee who has been promoted may bump back to a previously held position.

7.5.4 The decision to layoff shall be an exclusive authority matter of the Employer.

ARTICLE 8 – SICK LEAVE AND OTHER DEFINED LEAVES

8.1 New employees start with a bank of 48 hours sick leave. After completion of the first ~~six months~~six-month period, sick leave will accrue per 8.1.1. All full-time regular employees shall be entitled to sick leave with pay at the ~~employees~~employees' regular rate when he is incapacitated for the performance of his assigned duties by reason of sickness or injury resulting from causes beyond the employee's control, or when through exposure to contagious disease, or the presence of the employee at his post of duty would jeopardize the health of others.

8.1.1 Such sick leave shall accrue at the rate of eight (8) hours for each full month of employment.

8.1.2 Where practicable, notification of absence due to illness or injury shall be given to the Chief or his designee at least four (4) hours before the start of the employee's scheduled shift. Failure to so notify the Chief or his designee shall cause the leave so taken to be construed as ordinary leave without pay and

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may result in disciplinary action. In cases of a documented attendance problem, the City or the Chief of Police may require a doctor's certificate verifying the necessity for sick leave.

8.1.3 Abuse of sick leave is a serious matter. Any employee found to have abused the provisions of a defined sick leave privilege by falsification or misrepresentation may be subject to disciplinary action up to, and including, discharge.

8.1.4 Cash out of sick leave shall be permitted under the following conditions: Forty (40) hours of sick leave cash out shall be permitted as long as there are a minimum of ninety-six (96) hours of sick leave remaining on the books after the forty (40) hour cash out. Cash out must be initiated between November 1 and November 30 of each calendar year.

8.2 Absence for Family illness: The City will comply with all applicable Federal and State statutes.

8.3 Bereavement Leave: Upon approval of the Police Chief, a regular full-time employee shall be allowed up to three (3) calendar days bereavement leave for death in the immediate family.

— Immediate family for this purpose shall include only persons related by blood, marriage or legal adoption in the degree of consanguinity of parent, grandparent, spouse, brother, sister, child or grandchildren of the employee and any relative living in the employee's household. Calendar day shall be consecutive days without regard to weekends, regular days off, or holidays. Such emergency leave shall not be charged to sick leave unless the employee takes in excess of three (3) days off. The time in excess of three (3) days shall be charged first to the employee's accrued sick leave, and if none, then to such employee's accrued vacation time.

— Employees will be allowed to take an additional day as travel time for every 300 miles of travel to a maximum of two (2) days.

8.4 Sick Leave on Vacation: Whenever a regular full-time employee off duty on paid vacation is actually disabled for twenty-four (24) hours or more during that period, he may charge such absences to his sick leave account. Prompt notice and a doctor's certificate verifying same shall be supplied to the Police Chief or his designee.

8.5 Injury on the Job: Any regular full-time employee covered by this Agreement who is injured while on his regular job and is unable to return to work, shall be compensated by the Employer in an amount equal to the difference between his regular salary and those monies paid by the State of Washington Temporary Disability Compensation schedule so that the employee shall receive a full day's pay at his regular rate for each eligible day disabled. Such difference in compensation shall be paid from the employee's sick leave bank up to a maximum of one hundred (100) days. Only that portion of sick leave pay used shall be deducted from the employee's sick leave bank, unless otherwise mutually agreed upon by the Employer and the employee.

8.6 Military Leave: Military leave will be granted in accordance and compliance with State and Federal Regulations.

8.7 Leave of Absence: The Employer may, at its sole discretion, grant a leave of absence for a period of up to six (6) months. Such leave may be extended at the discretion of the Employer. Such leave of

absence, or extension, shall be in writing with a copy to the Union. Employees granted a leave of absence in accordance with the provision shall not acquire seniority during the leave, provided, when the leave is for thirty (30) days or less, no loss of seniority shall occur. Leave of absence without pay shall not be granted unless other appropriate paid leave time has been exhausted.

8.8 Sick Leave Donation: The employee requesting the donation must have exhausted all paid accrued leaves. The employee(s) donating leave must maintain at a minimum 173.3 hours of sick leave after donation. No employee may donate more than 40 hours sick leave within a one year period.

ARTICLE 9 – JURY DUTY/SUBPOENA LEAVE

9.1 When a regular employee covered by this Agreement is called for jury service or as witness in a police capacity in any municipal, county, state or federal court, he shall advise the Employer upon receipt of such call and if taken from work for such service, he shall be reimbursed for any loss of wages while actually performing such service: provided he conveys to his Employer his properly endorsed check and permits the Employer to verify the amount of reimbursement he received for such service. The amount the employee shall be reimbursed shall be determined by subtracting the amount received for such service during the regular working hours he missed while performing such service. The employee shall retain payment for mileage and out of pocket expenses.

9.2 An employee subpoenaed for Jury Duty shall have a special jury duty shift starting time consistent with the “day shift” starting time for those days for which the employee is required to physically report for duty. Any employee reporting for Jury Duty, if excused for the balance of that day, shall report as soon as possible to his supervisor for the purpose of working the balance of his special jury duty shift. Time devoted to such jury duty functions shall not be considered time worked for overtime calculation purposes.

ARTICLE 10 – HOURS OF WORK – OVERTIME

10.1 The normal duty week for police officers (excluding the floater position) shall be 40 hours in seven days and shall consist of five (5) consecutive eight (8) hours days (shifts) or four (4) consecutive ten (10) hour days, Sunday through Saturday. The work cycle for all other members of the bargaining unit shall be 40 hours in 7 days and shall consist of five (5) consecutive eight (8) hour days (shifts) Sunday through Saturday excluding the floater position. The floater position will fill in as needed for officers taking time off and as otherwise needed. This floater position will be a 40 hour per week position not subject to the five consecutive days of work as specified above. The floater position will be scheduled as needed 8 or 10 hours per day based on the needs of the Department. The floater will not be used for split shifts within the same workday. The floater position is intended to be an entry level position within the Department and is intended to be staffed by new hires, subject to a more senior employee requesting and being considered for the floater position.

10.1.1 Workdays will be constituted by consecutive hours and include meal and rest periods.

10.1.2 If found to be necessary by the Employer, and upon thirty (30) calendar day notice to the Union, the work schedule may be changed to four (4) consecutive, ten (10) hours days (shifts) per week.

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10.2 Each shift shall include a thirty (30) minute meal period as near to the middle of the shift as possible and one (1) ~~fifteen minute~~fifteen-minute rest period each one-half (1/2) shift at the employee's discretion. Employees may be required to respond to emergency situations during meal and rest periods.

10.3 Schedules: Tentative work schedules showing the employee's shifts, work days and hours, shall be posted on the bulletin board fifteen (15) calendar days prior to the effective date of the schedule, excluding the floater position. Shifts will rotate automatically every three (3) months. In December 2014, employees shall be allowed to express a preference for available shifts as follows: In the first round of selections each officer, in order of highest to lowest seniority, shall express a shift preference for one of the available shifts in the following calendar year on a sign-up sheet, including the floater shift (which is the one shift that must be selected for a full calendar year), and the bid-shifts will be assigned by seniority. In the second round, the process shall be repeated for remaining available shifts in the calendar year. In subsequent rounds, the process will continue (excluding the floater shift) until shift assignments for the entire calendar year are completed. The only restriction on the assignment of shift shall be that no officer will be permitted to exercise his or her seniority over another officer to work the same shift for more than two of the three rotation periods. This new scheduling process shall be considered a one-year trial, and if problems arise the parties will meet to discuss them and correct them if possible.

10.3.1 When presented with an emergency beyond the Employer's control, the Employer may alter the assigned work hours by giving prompt notification to the affected employee(s). The Employer shall not reschedule assigned work shifts for the purpose of avoiding payment of overtime.

10.3.2 Employees may exchange individual shifts when unforeseen circumstances arise provided they first request and receive approval in writing from their immediate supervisor. Such exchange of shifts shall not constitute a basis for entitlement to overtime compensation.

10.4 Overtime: Overtime is defined as time for all necessary Agency activities occurring before or after a shift or on a regular day off. Employees shall get pre-approval from a supervisor prior to working overtime, unless an employee is unable to contact a supervisor. Hours worked shall not include any paid or unpaid leave. However, the scheduled hours of an employee shall not be mandatorily increased or reduced, for the primary purpose of avoiding overtime pay.

10.4.1 The Employer has the right to schedule overtime work consistent with the Employer's obligations to the public. Though employees may not refuse assigned overtime, voluntary arrangements will be used to the extent practical. The Employer will endeavor to give ample advance notice of overtime assignments and shall distribute overtime equitably among those qualified to perform the work.

10.4.2 Overtime shall be earned and paid in fifteen (15) minute increments with any portion rounded to the nearest quarter (1/4) hour. There shall be no pyramiding of overtime and compensation will not be paid (or in lieu time approved) more than once for the same hours worked)

10.4.3 No employee shall suffer a loss in overtime because of required shift schedule change.

10.5 Compensatory time off in lieu of pay shall be granted by the Police Chief upon an employee's request. Said time shall be credited at time and one-half the overtime hours worked and may accrue to a maximum of sixty (60) hours. All compensatory time must be utilized within the calendar year. Compensatory time not utilized within the calendar year shall be paid at one accrued rate.

10.5.1 All compensatory time may be cashed in by the employee. Cash out must be initiated between November 1 and November 30 of each calendar year.

10.6 Callback is defined as the required return to duty of an employee from off the work site after release from a normal shift, but before the start of the next shift (to include planned and unplanned court appearance and work related meetings). Pay for such time shall be a minimum of two (2) hours at one and on-half times (1 ½) times the regular rate. Time shall be computed on an hour-for-hour basis.

10.6.1 An employee who is required to return to work less than two (2) hours prior to the beginning of a regularly assigned shift shall receive one and one-half (1 ½) times his regular straight time hourly rate for such time actually worked prior to his regular shift.

10.6.2 An employee who is required to return from vacation leave shall receive a minimum of four (4) hours pay at one and one-half (1 ½) times their regular rate. Vacation for this purpose shall be defined as the period between the last hour of work on the shift prior to commencement of the employee's approved leave until the first hour of work of the employee's next regularly scheduled shift following vacation.

10.7 Training Day/Office Work Hours: Employees who have been scheduled to attend training for one (1) or more full workdays, or employees whose assignments do not require immediate response to emergency situations and who work in offices, may be scheduled to work a workday with an unpaid meal period. For such employees, the workday shall be a nine (9) hour day with a one (1) hour meal period, or an eight and one-half (8-1/2) hour day with a one-half (1/2) hour meal period. Length of the meal period will be based on operational needs. Other arrangements may be made by mutual agreement between the Union and City. The parties agree that the language of this section supersedes any other contractual sections wherein a conflict may exist and/or a different and/or greater benefit and/or working condition may be specified.

ARTICLE 11 – PAY ARRANGEMENTS

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11.1 Paydays: Employees will be paid monthly. An employee may request a mid-monthly draw for up to approximately one-half (1/2) of the normal monthly pay. Any payment for overtime work shall be included in the monthly pay not in the mid-month draw. Payday for each month shall be designated as the third working day of the following month, with the mid-month draw on the fifteenth (15th) day of the month. Effective as of January 1, 2014, all employees will be paid through direct deposit; paper checks will no longer be used. If the fifteenth (15th) falls on a weekend or a holiday, the mid-month draw check shall be ready for each employee on the preceding business day. Any errors in an employee's pay shall be corrected on the next monthly pay check provided two (2) working days' notice is given to the Employer's Treasurer. Any error in an employee's paycheck, due to the Employer's error, shall be corrected no later than five (5) working days (of the Treasurer) after notice has been given to the Employer's Treasurer.

11.2 The Employer shall furnish each employee with an itemized statement of earnings and deductions, specifying the wage rate, hours paid, and other compensation payable, as well as any and all deductions from gross wages for the pay period.

11.3 Upon termination of employment for any reason, all regular employees shall receive all monies due, including accrued and unused annual leave compensation, overtime, for which pay has been authorized,

accrued and unpaid wages, and holiday pay. In the case of the death of an employee, such compensation shall be made to the beneficiary of the deceased.

11.4 Bi-Lingual Pay – The employer agrees to begin to implement Bi-Lingual pay for Spanish and Russian speakers at a rate of fifty dollars (\$50.00) per month. Testing details to be worked out by the two parties.

ARTICLE 12 – COMPENSATION

12.1 Wage Rates:

Effective January 1, ~~2020~~2023: Wages to be increased by ~~57~~%.

Effective January 1, ~~2021~~2024: Wages to be increased by ~~56~~%.

Effective January 1, ~~2022~~2025: Wages to be increased by ~~45~~%.

12.2 Deferred Compensation: The employer will match up to 1% of employees' wages to a deferred comp plan of the employers choice.

12.3 Longevity Pay: Effective January 1, 2023, longevity shall be non-compounding at 3% awarded at the completion of each service period paid monthly and calculated on base salary as noted below: ~~Non compounding~~

After completion of:

10 years of service – 3%

15 years of service – 6%

20 years of service – 9%

25 years of service – 12%

ARTICLE 13 – VACATION AND HOLIDAY LEAVE

13.1 Vacation Leave: Regular employees shall accrue vacation credit from the Date of Hire (DOH), but may not use vacation (or receive payment in lieu) prior to completing ~~twelve-six (126)~~ months with the Employer. In the event of a personal emergency, an exception may be granted by the Police Chief. If an employee is terminated during the initial probation period, no vacation shall have been earned. Regular full-time employees shall earn vacation leave according to the following schedule:

<u>Continuous Service</u>	<u>Monthly Accrual</u>	<u>Annual Equivalent</u>
1 year through 5	8.00 Hours	12 days
6 years through 10	10.00 Hours	15 days
11 years through 15	13.33 Hours	20 days
16 years plus	14.66 Hours	22 days

13.1.1 Employees are expected to utilize all their annual vacation each year. Vacation credits in excess of that earned in eighteen (18) months at the employee's accrual rate shall normally be lost to the employee.

~~Excess accumulation of annual leave hours beyond an employee's anniversary date requires the written permission of the Police Chief.~~

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13.1.2 The Employer will commence arranging vacation scheduling during the month of January in the order of employee's seniority. Any vacations scheduled during the remainder of the calendar year and requested over fourteen (14) days in advance of the requested time off, shall be scheduled in the order of request without regard for seniority. All requests for leave are subject to approval of the Chief or his designee. If a request is denied, the reasons for such denial shall be communicated to the employee.

13.1.3 Employees who have their work schedule (days off) changed due to an Employer emergency, will be allowed to reschedule their vacations without penalty, and any non-refundable verified expenses incurred by a bargaining unit member associated with cancelling plans (i.e. hotel or travel reservations) shall be reimbursed by the City.

13.2 Holiday Leave: the following ~~eleven-twelve~~ and one-half (~~11 1/2~~ 12 1/2) days are recognized as legal holidays by the City:

<u>New Year's Day</u>	<u>January 1st</u>
<u>Martin Luther King Jr. Day</u>	<u>3rd Monday in January</u>
<u>President's Day</u>	<u>3rd Monday in February</u>
<u>Memorial Day</u>	<u>Last Monday in May</u>
<u>Juneteenth</u>	<u>June 19th</u>
<u>Independence Day</u>	<u>July 4th</u>
<u>Labor Day</u>	<u>1st Monday in September</u>
<u>Veterans Day</u>	<u>November 11th</u>
<u>Thanksgiving Day</u>	<u>4th Thursday in November</u>
<u>Day after Thanksgiving Day</u>	<u>4th Friday in November</u>
<u>Christmas Eve (1/2 Day)</u>	<u>December 24th</u>
<u>Christmas Day</u>	<u>December 25th</u>
<u>Floating Holiday (PD Holiday)</u>	
New Year's Day	January 1st
Martin Luther King, Jr. Birthday	3rd Monday in January
President's Day	3rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	1st Monday in September
Veterans Day	November 11th
Thanksgiving Day	4th Thursday in November
Day after Thanksgiving Day	4th Friday in November
Christmas Eve (1/2 day)	December 24th
Christmas Day	December 25th
Floating Holiday	

13.2.1 Regular part-time employees shall receive a minimum of one-half (1/2) day off with pay or a pro-rated formula, whichever is greater, in lieu of said holiday. All other provisions of this Article will apply accordingly

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13.2.2 Days are earned as they fall and anyone entering or leaving service with the Employer during the year shall receive holiday credit accordingly. (For non-shift employees only) If a holiday falls on a Saturday, the preceding Friday shall be considered the holiday. If a holiday falls on a Sunday, the following Monday shall be considered the holiday.

13.2.3 Hours worked on a Holiday shall be paid at 1 ½ times the regular rate in addition to normal Holiday Pay.

ARTICLE 14 – LIABILITY INSURANCE

14.1 The Employer agrees to provide insurance coverage and/or legal defense services to employees to reasonably protect them from liability lawsuits brought by third parties due to acts performed in the line of duty and within the scope of employment.

It is understood that said protection does not extend to any dishonest, fraudulent, criminal or malicious act(s).

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ARTICLE 15 – HEALTH CARE BENEFITS PLANS

15.1 Effective January 1, ~~2020~~2023, the following medical, time loss, dental, and vision insurance for eligible bargaining unit members and their dependents will be in effect:

WTWT Medical Plan A	\$1,448.00 1,567.60
WTWT Time Loss Plan A	\$18.00
WTWT Dental Plan A	\$120.50
WTWT Vision Plan EXT	<u>\$17.10</u>
	\$1,603.60 1,723.20

Effective 1-1-~~2020~~2023, and each month thereafter during the period that this Collective Bargaining Agreement is in effect, the Employer agrees to pay to the Washington Teamsters Welfare Trust, c/o Northwest Administrators the full premium amounts per bargaining unit member who received compensation for not less than 40 hours the previous month to purchase the above-referenced mix of benefits. The Employer's share of the premiums shall be ~~\$1,341.77~~1,401.57 per person in ~~2020~~2023. The balance of the premiums, ~~\$261.83~~321.63 shall be paid by the employee through pre-tax payroll deduction. Effective 1-1-~~21~~2024, and again in 1-1-~~22~~2025, the employee share of the cost of the premiums shall be increased by 50% of any premium increases, with the Employer paying the balance.

15.2 Carrier Selection: The Employer retains the right to select insurance carriers for any of the above cited plans provided benefit levels are not materially reduced or the cost to the employee increased.

15.3 Employee Responsibility: Each employee will be provided with a copy of this Agreement and copies of current benefit description booklets for each of the above cited plans. It is the responsibility of the employee to read this material to determine when he will become eligible for each benefit. In the event an employee should have a month go by in which he has not earned compensation or had paid leave for at least forty (40) hours in a month, it is the responsibility of the employee to make alternate arrangements for premium payments to continue coverage(s). The Employer shall notify the employee in advance should alternative arrangements need to be made.

15.4 Term Life Insurance: The City agrees to pay the premium for term life insurance for each covered employee in the amount of fifty thousand dollars (\$50,000.00).

ARTICLE 16 – DISCIPLINE PROCEDURE

16.1 The Employer shall not discharge, demote, or suspend any regular employee without just cause. The Employer retains the right to discharge new employees at will during or at the end of the designated probationary period and the discharge shall not be subject to further recourse and under this agreement.

16.2 Whenever poor work performance or improper conduct occurs, generally a gradual increase in the level of disciplinary action will be initiated with the intention of correcting the problem(s). Often counseling and verbal warnings will accomplish the objective, but in certain situations, written reprimand(s), suspension, demotion or discharge may be required. When deciding the degree of disciplinary action, the Employer will assess the circumstances surrounding the incident(s), the severity of the offense, and the past conduct of the employee.

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16.3 A copy of any written reprimand shall be submitted to the employee and the Union's Pasco office.

16.3.1 If a written reprimand is to be issued, the employee shall be informed by his supervisor of the impending action and a meeting shall be scheduled within seven (7) calendar days to explain the grounds for discipline. At said meeting the employee shall have the right to be accompanied by one (1) representative and afforded the opportunity to present information and/or ask questions.

16.3.2 At the time of issuance, and prior to placement in personnel records, the employee shall be given the opportunity to read, sign and answer all written reprimands. The employee's signature shall not signify an admission of guilt or concurrence to the charge, but shall be requested to indicate the employee comprehends the gravity of the disciplinary action.

16.3.3 The employee shall have the right to appeal and/or submit a written answer to any and all charges within seven (7) calendar days of the date of the reprimand. Any written answer shall be made a part of the reprimand and the employee and the supervisor shall sign and date it, and a copy will be sent to the Union. Said signatures do not signify admission of concurrence, but merely acknowledgement. Written reprimands may not be appealed beyond the Police Chief and may be challenged by the Union if used as a basis of any subsequent suspension or discharge.

~~16.3.4 A written reprimand shall be removed from an employee's personnel record after eighteen (18) months, if the employee so requests in writing, provided there has not been a violation of the same or similar nature during the period. In the event of another such violation, the retention period for the last reprimand shall control.~~

16.4 In the event an employee is to be suspended, demoted or discharged, a written notice of such action, and the reasons therefore, shall be provided to the employee and the Union Business Representative. Circumstances permitting, such notice shall be given no later than twenty-four (24) hours prior to the effective date of suspension, demotion or discharge. Any such disciplinary actions may be appealed either through the Grievance Procedure of this Agreement or to the College Place Civil Service Commission, provided the latter has jurisdiction. Election of appeal procedure shall be made in writing to the Employer within ten (10) calendar days of the employee's receipt of the Employer's original notice. Said election of forums shall be final and binding and in no case shall the employee be permitted appeal through both procedures. If no appeal is submitted within the designated time period, the Employer's action will be deemed justified and conclusive.

16.5 The employee shall be allowed to rebut in writing any material placed in his or her official personnel file. Such rebuttal will be attached to the official personnel file copy of material.

ARTICLE 17 – GRIEVANCE PROCEDURE

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17.1 Scope of the Grievance Procedure - the purpose of this Grievance Procedure is to establish effective machinery for the fair, expeditious, and orderly adjustment of grievances. Only matters involving the interpretation, application, or enforcement of the express terms of this Agreement shall constitute a grievance.

Either the Union or the City may process grievances each against the other to allege contract violations and enforce their respective rights. Union or City grievances shall enter the procedure at Step 3 and be subject to all applicable time limits, other provisions, and to mediation/arbitration.

17.2 Steps

Step 1. The aggrieved employee shall discuss the grievance with his/her immediate supervisor within ten (10) working days of the date of the occurrence prompting the grievance. The immediate supervisor shall attempt to adjust the matter and shall respond to the employee within five (5) working days. *(This is intended to be the Sergeants step)*

Step 2. If the grievance is not resolved at Step 1, the aggrieved employee or representative shall submit a written grievance to the supervisor within five (5) working days following the supervisor's oral response. *(This is intended to be the Sergeant's written step)* The written grievance at this step and at all steps thereafter shall contain the following information:

1. A statement of the grievance and the facts upon which it is based;
2. The alleged violation of the Agreement;
3. The remedy or adjustment sought; and
4. The signature of the aggrieved employee or Union representative.

The supervisor shall respond in writing to this grievance within five (5) working days of its receipt. The written response at this step, and management responses at all steps thereafter, shall contain the following information:

1. An affirmation or denial of the facts upon which the grievance is based;
2. An analysis of the alleged violation of the Agreement;
3. The remedy or adjustment, if any, to be made; and
4. The signature of the appropriate management representative.

Step 3. If the grievance is not resolved at Step 2, the aggrieved employee or representative shall submit the grievance to Chief of Police within five (5) working days following the supervisor's written response. The Chief of Police shall respond in writing to this grievance within fourteen (14) calendar days of its receipt. The requirement in Step 3 for written grievances and responses shall not preclude the Union Representative and the appropriate management representative from orally discussing and resolving the grievance.

Management grievances shall be submitted to the Union representative. Union grievances shall be submitted to the Chief of Police. Management and Union grievances shall be submitted within ten (10) calendar days of the occurrence prompting the grievance and shall be subject to expedited

mediation/arbitration and other provisions in Step 5 if not resolved by the Union representative to the satisfaction of management.

Step 4. If the grievance is not resolved at Step 3, the aggrieved employee or representative shall submit the grievance to the City Administrator within five (5) working days following receipt of the Chief's written response. The City Administrator shall respond in writing to this grievance within ten (10) working days of its receipt. The requirement in Step 4 for written grievances and responses shall not preclude the Union Representative and the appropriate management representative from orally discussing and resolving the grievance, nor shall it be accomplished prior to the Union Representative and the City Administrator discussing the dispute.

Step 5. If the grievance had not been resolved at step 4, the Union or management may refer the dispute to Expedited Mediation/Arbitration as provided below. The Union shall notify the Agency in writing of submission to Expedited Mediation/Arbitration within five (5) working days after receipt of the City Administrator written response at Step 4.

17.3 PANEL OF STANDING MEDIATOR/ARBITERS

For disciplinary matters, the manner and procedures for selecting an arbitrator shall conform to RCW 41.58.070.

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The parties agree to timely establish a panel of three (3) standing mediator/arbiters to hear and resolve all contract disputes. If the two parties cannot agree on a panel, then a list of eleven (11) names shall be obtained from the Federal Mediation and Conciliation Service. The parties shall alternately strike names until three (3) remain. Each person selected shall serve in turn regarding a single grievance dispute. If unavailable, the next listed person will serve. The mediator/arbiters shall thus serve in rotation.

Each party may unilaterally remove a mediator/arbiter at any time as long as there is no dispute pending at the time. Mediator/Arbiter panel vacancies shall be filled as in the above paragraph.

The panel member assigned to a grievance shall meet without delay with the parties and attempt to mediate/conciliate the dispute. If an agreement is reached, it shall be reduced to writing, shall be signed by each of the above parties and shall be final and binding.

If, after a concerted effort, a single mediation meeting does not produce a settlement, the mediator/arbiter shall immediately convene an informal arbitration hearing. Witnesses, evidence and exhibits shall be kept to a minimum and the rules of evidence shall not apply.

The mediator/arbiter shall, on the same date of the hearing, provide a "bench award" as a binding settlement of the grievance.

The mediator/arbiter shall not have the power to add to, subtract from, or modify the provisions of this Agreement in arriving at a decision of the issue or issues presented; and shall confine his/her decision solely to the interpretation, application, or enforcement of this Agreement. The mediator/arbiter shall confine himself/herself to the precise issue submitted for arbitration, and shall not have authority to

determine any other issues not so submitted to him/her. The decision of the mediator/arbitrator shall be final and binding upon the aggrieved employee, Union and Agency.

The Employer and Union shall share equally the fees and expenses of the mediator/arbitrator.

Either party has the right to have a representative represent them at any step of the grievance procedure.

The following grievance principles shall govern and be controlling in any and all grievances:

- 1) While a grievant may be "made whole" any punitive award shall be void and unenforceable.
- 2) Unless agreed otherwise, only one grievance will be heard at a time by an arbitrator.
- 3) Each party shall pay the costs of their own representatives, case preparation and presentation.

ARTICLE 18 – UNIFORM AND EQUIPMENT

18.1 The Employer shall provide an initial issue of four (4) serviceable uniforms to new employees and on an exchange and replacement basis to regular employees. All uniform and equipment items shall be subject to prior approval of the Chief of Police. The Employer shall pay for the cleaning of one (1) uniform per week.

18.2 The City will repair or replace clothing, eyeglasses, and personal property not to exceed the actual cash value of such property that is damaged or destroyed in the line of duty subject to the following limitations. Nothing in this section is meant for the City to repair or replace damaged or destroyed property if the payment can be secured by the court.

Watch - \$100.00

18.3 At no time will the Employer require any employee to use their personally owned vehicle for official business while on duty, with the exception of training.

18.4 The employer agrees to provide each Police Officer an equipment allowance of \$300.00 ~~every two years~~ each year for work related items. A receipt must be provided for reimbursement.

ARTICLE 19 – ~~EDUCATION INCENTIVE~~ & SPECIALTY PAY

19.1 Regular full-time commissioned Police Officers of the bargaining unit shall receive forty dollars (\$40) per month additional pay after the employee receives an Associate of Arts Degree from an accredited institution of higher learning.

Effective January 1, 2024, rRegular full-time commissioned Police Officers of the bargaining unit shall receive 2% of their base pay ~~forty dollars (\$40) per month additional pay per month~~ after the employee receives an Associate of Arts Degree from an accredited institution of higher learning.

~~Regular full-time commissioned Police Officers of the bargaining unit shall receive twenty-five dollars (\$25) after the employee receives a certification as an instructor by the Washington State Criminal Justice Commission in a course required and/or offered by the College Place Police Department.~~

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19.2 Regular full-time commissioned Police Officers of the bargaining unit shall receive seventy dollars (\$70) per month additional pay after receiving a Bachelor's Degree from an accredited institution of higher learning.

~~Regular~~ Effective January 1, 2024 regular full-time commissioned Police Officers of the bargaining unit shall receive 4% of their base ~~seventy dollars (\$70) pay~~ per month ~~additional pay~~ after receiving a Bachelor's Degree from an accredited institution of higher learning.

Total educational incentive will not exceed 4% of base pay per month.

19.3 Regular full-time commissioned Police Officers of the bargaining unit shall receive ~~the following amounts when certified and appointed to such specialty position by the Chief, twenty five dollars (\$25) after the employee receives a certification as an instructor by the Washington State Criminal Justice Commission in a course required and/or offered by the College Place Police Department.~~ Regular full-time commissioned Police Officers of the bargaining unit shall receive the following amounts after the employee receives a certification as an instructor by the Washington State Criminal Justice Commission in a course required and/or offered by the College Place Police Department.

FTO – 3%

Firearms – 3%

SWAT (1 position) – 1%

SRO – 1%

EVOC – 1%

Taser/less than Lethal – 1%

Use of force/Defensive Tactics – 1%

*Maximum of two specialties per Officer.

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19.43 The parties agree that the City's Travel Policy shall govern travel and related items as covered in the City of College Place Personnel Manual. The mileage reimbursement amount will reflect the IRS Mileage Rate.

ARTICLE 20 – UNION ACTIVITY

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20.1 Nondiscrimination: The Employer and the Union agree not to discriminate against any individual with respect to terms, conditions or privileges of employment because of race, color, religion, national origin, age, sex, union affiliation or activity, duties or convictions, or mental, physical or sensory handicap except as allowed or provided by law.

20.2 Bulletin Board: ~~the~~The Employer agrees to provide suitable space for a Union Bulletin Board. No material shall be posted except notices of meetings and elections, results of elections, changes in Union By-Laws, notices of employee social occasion and similar Union business. All material shall be signed by an officer of the Union and dated. Posting shall be limited to the official bulletin board.

20.3 Union Business: One (1) member of the Union shall, upon request, be granted leave from duty without any loss of pay for any meetings between the Employer and the Union to negotiate wages, hours and working conditions, and for the purpose of handling a grievance, dispute and related business, when such meeting(s) take place at a time when any such member is scheduled to be on duty. Said meetings shall be scheduled as practicable to avoid any schedule conflicts.

20.4 Communication Procedure: This article creates a communication procedure for the purpose of dealing with operational issues and matters of general concern between the parties. Either the Union or the Employer may initiate discussion. The coordinators of the communications procedure will be the Business Representative and the Chief of Police, or their official designee(s). A meeting of representatives of the Employer and the Union may be requested by either of the coordinators and they shall schedule a meeting at a mutually favorable time and place. This communication procedure and the discussions between the parties shall not amend or change the terms of this Agreement unless mutually agreed by the Union and the Employer in writing, after proper ratification by the membership.

ARTICLE 21 – MISCELLANEOUS PROVISIONS

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21.1 Medical Exams: Any physical and/or mental examination(s) except for physicals required for purposes of entrance and applications, State disability requirements and Retirement System requirements, which are required by the Employer, shall be taken on Employer time and shall be paid by the Employer. If the Employer requires a physical and/or mental examination, the employee shall undergo the physical or mental examination by a physician or institution specified by the Employer.

21.2 Gender: Where gender has been used in any provision of this Agreement, it is used solely for the purpose of illustration and shall not in any way be used to designate the sex of the employee eligible for any position, classification, or the benefits provide in this Agreement.

ARTICLE 22 – PERSONNEL FILES

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22.1 File Access: An employee, or a representative designated in writing, shall have the right to view material in her personnel file upon appointment with the Chief of Police. Requests for copies will be honored and charged at the rate reflected in the Administrative Fee Resolution. The Employer reserves the right to protect the confidentiality of any information which pertains to individuals other than the employee. The Employer may withhold internal investigation information until such time as such information is used for disciplinary action. When an employee reviews his personnel file, he will sign and date an acknowledgement of the review.

22.2 Notice Provided: The Employer will provide an employee with a copy of any derogatory or negative report placed in his personnel file at the time of the action.

22.3 Performance Evaluation: Employer evaluations of work performance shall be final and not subject to the grievance procedure unless said evaluation(s) results in disciplinary action and/or economic loss to the employee. An employee may submit a response to his evaluation within thirty (30) days after receipt and it shall be attached to the original evaluation and placed in the personnel file.

ARTICLE 23 – NO FAULT TERMINATION

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23.1 An employee who fails to maintain necessary licenses, certifications, and required skills to perform the essential functions may be terminated by the City upon written notice to the affected employee and the Union.

23.2 An employee who because of illness or physical disability is unable to return to work after absence following a reasonable period of recovery may be terminated as in paragraph one above, unless such termination would violate the Americans with Disabilities Act.

ARTICLE 24 – SAVINGS CLAUSE

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24.1 If any Article or Section of this Agreement should be held invalid by operation of law, or by a tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal pending a final determination to its validity, the remainder to this Agreement, or the application of same to persons or circumstances other than those as to which it has been held invalid or as to which compliance with or enforcement of has been restrained, shall not be affected thereby.

24.2 Should either party find that a provision is invalid, and the other party disagrees with this finding, then the Article or provision in question shall be declared inoperative pending a resolution of the question. Should the challenged provision be held valid and/legal the challenged provision shall be turned to operation. Material losses under this contract, incurred due to the suspension and employees' suffering shall be made whole.

24.3 In the event that any Article or Section as referred to in the foregoing paragraphs is held invalid or enforcement of or compliance with which has been restrained as above set forth, the parties affected thereby shall enter into immediate collective bargaining negotiations up the receipt of the request of the

Union of City for the purpose of arriving at a mutually satisfactory replacement for such Article or Section.

ARTICLE 25 – ENTIRE AGREEMENT

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25.1 The Agreement expressed herein in writing constitutes the entire agreement between the parties and no oral statement shall add to or supersede any of its provisions, unless mutually agreed upon by both parties in writing after proper ratification by the membership,

The Parties acknowledge that each has had the unlimited right and opportunity to make demands and proposals with respect to any matter deemed a proper subject for collective bargaining. The results of the exercise of that right are set forth in this Agreement. ~~Therefore~~Therefore, except as otherwise provided in this Agreement, the Employer and the Union for the duration of this Agreement, each voluntarily and unqualifiedly, agree to waive the right to oblige the other party to bargain with respect to any subject or matter whether or not specifically referred to or covered in this Agreement.

ARTICLE 26 – TERM OF AGREEMENT

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26.1 This document shall be in full force and effect from January 1, ~~2017~~2023 through December 31, ~~2019~~2025. This Agreement will automatically renew itself from year to year thereafter, unless either party gives written notice to the other, one hundred fifty (150) days prior to the expiration date, of a desire to amend or terminate said Agreement.

Signed for the employer:

Signed for the Union:

Mike Rizzitiello, City Administrator

Russell Shjerven, Secretary-Treasurer
Teamsters Local Union No. 839
Affiliated with the International
Brotherhood of Teamsters

Date

Date

Chief of Police, City of College Place

Date

APPENDIX – “A”

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Police Department Salaries
Effective January 1, ~~2020~~2023

	Step I	Step II	Step III	Step IV	Step V
Probationary*	4531 <u>5295</u>	-	-	-	-
Police Officer	5277 <u>6168</u>	5435 <u>6353</u>	5598 <u>6544</u>	5766 <u>6740</u>	5939 <u>6942</u>
Detective	5440 <u>6357</u>	5603 <u>6548</u>	5771 <u>6744</u>	5944 <u>6946</u>	6123 <u>7154</u>

*Probationary Officers will move to Step I after completion of Police Academy. Officers will increase to the next higher step on anniversary date.

Effective January 1, ~~2021~~2024* - The amounts in Appendix “A” shall be increased by ~~5~~6%.

Effective January 1, ~~2022~~2025* - The amounts in Appendix “A” shall be increased by ~~4~~5%.

MEMORANDUM OF AGREEMENT

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Between the City of College Place

And Teamsters Local Union No. 839

The parties agree that the GPS monitoring equipment will not be used for the express purposes of data fishing or finding misconduct, nor will there be disparate treatment of bargaining unit members.

The exceptions to the above are cases in which the Employer receives a report of a complaint, concern or accident from a member of the public or automated notice from the GPS system regarding a bargaining unit member. In those cases, if the Employer review recorded data and determines there may be a basis for potential discipline, it will notify the Union. The Union has the right to request relevant material related to the potential discipline. Any finding of misconduct resulting in discipline must be related to the specific incident which was the subject of the complaint, stated concern, accident or automated notice for the GPS system.

In these cases, all relevant provisions of this Agreement, including all provisions related to just cause, due process, and progressive discipline, shall apply.

Signed for the employer:

Signed for the Union:

Michael Rizzitiello, City Administrator

Russell Shjerven, Secretary-Treasurer
Teamsters Local Union No. 839
Affiliated with the International
Brotherhood of Teamsters

Date

Date

Chief of Police, City of College Place

Date

OATH OF OFFICE

STATE OF WASHINGTON)
):
COUNTY OF WALLA WALLA)

I, Kyle Barker, do solemnly swear (or affirm) that I will faithfully and impartially discharge the duties of my office as prescribed by law and to the best of my ability, will support the Constitution of the United States and the Constitution and Laws of the state of Washington, and ordinances of the City of College Place as a Peace Officer, to which position I have been appointed.

Officer Signature: _____

Appointed by

Chief Troy E. Tomaras
College Place Police Department

EXHIBIT 1

City of College Place
ORDINANCE NO. 22-xxx

AN ORDINANCE OF THE CITY OF COLLEGE PLACE GRANTING A NON-EXCLUSIVE INTERIM FIVE (5) YEAR FRANCHISE TO ZIPLY FIBER PACIFIC, LLC TO CONSTRUCT, INSTALL, OPERATE, MAINTAIN, REPAIR, OR REMOVE FIBER OPTIC CABLES & SMALL CELL FACILITIES WITHIN THE PUBLIC WAYS OF THE CITY OF COLLEGE PLACE

WHEREAS, the College Place City Council passed College Place City Ordinance 466 in 1979 adopting the classification of non-chartered code city for the City of College Place; and

WHEREAS, Article 11, section 11, of the Washington State Constitution provides that the City of College Place “may make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws;”

WHEREAS, the College Place City Council, by section 35A.11.020 of the Revised Code of Washington, (RCW), through section 35A.13.230 of the Revised Code of Washington, has any authority ever given to any class of municipality or to all municipalities of this state, and all powers possible for a city or town to have under the Constitution of this state, and not specifically denied to code cities by law, which may be exercised in regard to the regulation or use of public ways and property of all kinds and improvements thereto; and

WHEREAS, the College Place City Council enacted Title 12 of the College Place Municipal Code to govern usage of streets, sidewalks, and public places; and

WHEREAS, Section 35A.47.040 of the Revised Code of Washington authorizes the City to grant, permit, and regulate non-exclusive franchises for the use of public ways;

WHEREAS, the College Place City Council passed City Ordinance 18-023 on October 9, 2018 adopting an updated comprehensive plan for the City of College Place, including without limitation, policies requiring underground installation of new utility services, conversion of existing overhead systems to underground systems, coordination of utility projects, and minimization of negative impacts upon the character of the community, and policies recognizing, preserving and protecting College Place's urban forest; and

WHEREAS, Franchisee has applied to the City of College Place, Washington for a non-exclusive franchise to enter, occupy, and use public ways to construct, install, operate, maintain, and repair fiber optic facilities to offer and provide telecommunications service for hire, sale, or resale in the City of College Place; and

WHEREAS, the 1934 Communications Act, as amended by the 1996 Telecommunications Act, 47 USC § 151, et seq., relating to telecommunications providers recognizes and provides state and local government authority to manage the public rights-of-way and to require fair and reasonable compensation on a competitively neutral and nondiscriminatory basis;

WHEREAS, Washington's Telecommunications Services Act, 2000 Wash. Laws, chapter 83, as amended, chapter 35.99 RCW, relating to telecommunications providers recognizes and provides Washington cities authority to require franchises and use permits for constructing, installing, operating, maintaining, repairing, or removing telecommunication facilities in public rights-of-way;

WHEREAS, the College Place City Council adopted Ordinance 17-022 on June 13th, 2017 creating College Place Municipal Code Title 20 – Telecommunications and Other Commercial Utilities to streamline process and requirements for franchises in public rights-of-way;

WHEREAS, a franchise is a legislatively approved master permit granting general permission to a service provider to enter, use, and occupy the public ways for the purpose of locating facilities subject to requirements that a Franchisee must also obtain separate use and other applicable permits from the City for use of each and every specific location in the public ways in which the Franchisee intends to construct, install, operate, maintain, repair or remove identified facilities;

WHEREAS, a franchise does not include, and is not a substitute for any other permit, agreement, or other authorization required by the City, including without limitation, permits required in connection with construction activities in public ways which must be administratively approved by the City after review of specific plans;

WHEREAS, the grant of a non-exclusive franchise requires submission to the City attorney, an affirmative vote of at least a majority of the entire City Council, and publication at least once in newspaper of general circulation; and

WHEREAS, the City Council finds that the franchise terms and conditions contained in this ordinance are in the public interest;

NOW, THEREFORE, the City Council of College Place, Washington does ordain as follows:

Section 1: Definitions:

For the purposes of this Ordinance, the following terms, phrases, words, and their derivations will have the meanings given herein wherever used. When not inconsistent with the context, words used in the present tense include the future, words in the plural include the singular, and words in the singular include the plural. Words not defined will have the meaning ascribed to those words in the College Place Municipal Code; specifically within CPMC 20.02.020 (and as amended or recodified) - Definitions unless inconsistent herewith.

“At capacity” means the current placement of existing private and public utilities in areas of City properties, public streets, or public ways is such that any additional placement of private utilities in those areas would adversely affect the ability of the City to replace and maintain existing and planned City utilities and infrastructure according to generally accepted engineering standards.

“Cable television service” means the one-way transmission to subscribers of video programming and other programming service and subscriber interaction, if any, that is required for the selection or use of the video programming or other programming service.

“City” means the City of College Place, Washington, its agencies, departments, and divisions.

“City property” means and includes all real property owned by the City, other than public ways, including without limitation, City parks and all property owned in fee by the City.”

“Concealment elements”: Transmission facilities designed to look like some feature other than a wireless tower or base station or which minimizes the visual impact of an antenna by use of nonreflective materials, appropriate colors and/or a concealment canister.

“Conduit” means optical cable housing, jackets, or casing, and pipes, tubes, or tiles used for receiving and protecting wires, lines, cables, and communication and signal lines.

“Costs” means costs, expenses, and other financial obligations of any kind whatsoever.

“CPMC”: City of College Place Municipal Code.

“Dark fiber” means properly functioning optical cable which is not used or available for use by the Franchisee or the general public.

“Effective Date” means five days following the publication of this franchise or a summary thereof occurs in an official newspaper of the City as provided by law.

“Eligible support structure”: Any tower or base station as defined in this section, if it is existing at the time the relevant application is filed with the City.

“Emergency” means a condition of imminent danger to the health, safety, or welfare of property or persons located within the City including, without limitation, damage to persons or property from accidents, terrorist acts, or natural consequences such as storms, earthquakes, riots, or wars.

“Existing” means in actual physical being upon the effective date of this franchise.

“Facilities” means all the plant, equipment, fixtures, appurtenances, and other facilities necessary to furnish and deliver telecommunications services, including but not limited to poles with crossarms, poles without crossarms, wires, lines, conduits, cables, communication and signal lines and equipment, braces, guys, anchors, vaults, and all attachments, appurtenances, and appliances necessary or incidental to the distribution and use of telecommunications services.

“Fiber Optics” means the technology of guiding and projecting light for use as a communications medium.

“Franchisee” means Ziply Fiber Pacific, LLC dba Ziply Fiber and the lawful successor, transferee or assignee of said person subject to such conditions as defined herein.

“Governmental use” means use by any governmental agency, including but not limited to city, county, state, the federal government, or division thereof and special purpose districts for the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means both internally and externally within or between their various agencies, departments, and divisions.

“Incremental costs” means the actual and necessary costs incurred which exceed costs which would have otherwise been incurred. Incremental costs shall not include any part, portion, or proration of costs, of any kind whatsoever, including without limitation overhead or labor costs, which would otherwise been incurred.

“Information” means knowledge or intelligence represented by any form of writing, signs, signals, pictures, sounds, or any other symbols.

“Municipal arborist” means the that person or persons designated by the City to carry out the provisions of chapter 11.70 CPMC.

“Optical cable” means wires, lines, cables and communication and signal lines used to convey communications by fiber optics.

“Overhead facilities” means facilities located above the surface of the ground, including the underground supports and foundations for such facilities.

“Personal wireless services” means commercial mobile services, unlicensed wireless services, and common carrier wireless exchange access services as defined by federal laws and regulations.

“Public street” means any highway, street, alley or other public right of way for motor and pedestrian travel under the jurisdiction and control of the City which has been acquired, established, dedicated or devoted to such purposes.

“Public way” means and includes all public streets, utilities easements, and other right of ways, now or hereafter owned by the City, but only to the extent of the City’s right, title, interest or authority to grant a license or franchise to occupy and use such public way for telecommunications facilities. “Public way” does not include City property; state highways; land dedicated for roads, streets, and not opened and not improved for motor vehicle and pedestrian use by the public; structures, including poles and conduits, located within the public way; federally granted trust lands or forest board trust lands; lands owned or managed by the state parks and recreation commission; or federally granted railroad rights of way that are not open for motor vehicle use.

“Service provider” or “Person”: Is defined in accord with RCW 35.99.010(6) as every corporation, company, association, joint stock association, firm, partnership, person, city, or town owning, operating, or managing any facilities used to provide and providing telecommunications or cable television service for hire, sale, or resale to the general public.

“Street tree” means any tree located in, or that portion over-hanging, any public way and any tree planted on private property near a public way at the direction of the City.

“Telecommunications service” means the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means for hire, sale or resale to the general public. “Telecommunications service” excludes the over-the-air transmission of broadcast television or broadcast radio signals.

“Transmission equipment” means equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with wireless communication services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

“State” means the State of Washington, its agencies, departments, and governmental subdivisions and all agencies, departments and divisions of its agencies, departments, and governmental subdivisions.

“Underground facilities” means facilities located under the surface of the ground, other than underground foundations or supports for overhead facilities.

“Utility poles” means poles and crossarms, devices, and attachments directly affixed to such poles which are used for the transmission and distribution of electrical energy, signals, or other methods of communication.

“Urban Forest” means all trees now or hereafter on or in any City properties, public street, or public ways or easement, or street trees on private property.

Section 2: Franchise

A. The City grants to Franchisee, subject to the terms and conditions of this franchise, a non-exclusive franchise to enter, occupy, and use public ways for constructing, installing, operating, maintaining, repairing, and removing wireline facilities necessary to provide telecommunications services. Except as expressly provided otherwise in subsections 4(I)(1)-(4) and 17(A), Franchisee shall construct, install, operate, maintain, repair, and remove its facilities at its expense.

B. Any rights, privileges, and authority granted to Franchisee under this franchise are subject to the legitimate rights of the police power of the City to adopt and enforce general ordinances necessary to protect the safety and welfare of the public, and nothing in this franchise excuses Franchisee from its obligation to comply with all applicable laws enacted by the City pursuant to such power. Any conflict between the terms or conditions of this franchise and any other present or future exercise of the City's police powers will be resolved in favor of the exercise of the City's police power.

C. Franchisee must abide by the College Place Municipal Code. The City specifically calls attention to CPMC 20.02 – General Provisions, CPMC 20.06 – Franchise, CPMC 20.08 – Facilities Lease, and CPMC 20.10 – Conditions of Franchises and Facilities Leases.

D. Nothing in this franchise excuses Franchisee of its obligation to comply with applicable federal, state and local codes, rules, regulations, and standards subject to verification by the City of such compliance to include the federal American Disability Act, the City of College Place Municipal Code Chapter 12.08 (Excavations), and the current applicable provisions of the Street Restoration Act (Resolution 890) as subsequently amended by Council.

E. Nothing in this franchise shall be construed to limit any taxing authority or other lawful authority to impose generally applicable charges or fees, or to excuse Franchisee of any obligation to pay generally applicable lawfully imposed taxes, charges or fees.

F. Nothing in this franchise grants authority to Franchisee to impair or damage any City property, public way, or other property, whether publicly or privately owned.

G. Nothing in this franchise shall be construed to create a duty upon the City to be responsible for construction of facilities or to modify public ways to accommodate Franchisee's facilities.

H. Nothing in this franchise shall be construed to create, expand, or extend any liability of the City to any third party user of Franchisee's facilities or to otherwise recognize or create third party beneficiaries to this franchise. The City's obligations are limited to those contained within this Franchise and all other obligations are to the public as a whole.

I. Nothing in this franchise shall be construed to permit Franchisee to unlawfully enter onto, over, across, or under the property or premises of another.

J. Nothing in this franchise authorizes Franchisee to enter onto, over, across, or under to construct, maintain, or deconstruct improvements within any property or right-of-way of any third party without that party's permission.

K. Nothing in this franchise excuses franchisee of its obligation to identify its facilities and proposed facilities and their location or proposed location in the public ways and to obtain use and/or development authorization and permits from the City before entering, occupying, or using public ways to construct, install, operate, maintain, repair, or remove such facilities.

Section 3: Term.

Authorization granted under this franchise shall be for a period of five (5) years from the effective date of this franchise.

A. Renewal.

Renewal of franchise is governed by CPMC 20.06.130 – Renewal of franchise, CPMC 20.06.140 – Determination by City for renewal of franchise, and 20.06.150 – Obligation to cure as a condition of renewal.

Section 4: Location of facilities.

- A. Franchisee must abide by all of the codes and provisions of CPMC 20.10 – Condition of Franchises and Facilities Leases unless mentioned in this agreement.
- B. With the exception of public intersections, the Franchisee shall not place any overhead crossings in accordance with CPMC 20.10.056 – Overhead lines in downtown mixed-use zone.
- C. Franchisee's facilities shall not damage or impair the City's urban forest. Franchisee shall not place optical cable, optical cable housing, or splicing connections as overhead facilities in any area where the Public Works Director of the City determines, in his, her, or their sole discretion in accordance with the City's Municipal Code Title 12, that the facilities may damage or impair a street tree.
- D. Franchisee shall not impair or damage any City property, public way, other ways or other property, whether publicly or privately owned.
- E. Franchisee's facilities shall not unreasonably interfere with the use of public ways or City property by the City, the general public, or other persons authorized to enter, occupy, or use public ways or City property. Whenever new facilities will exhaust the capacity of a public way to reasonably accommodate future users or facilities, the Franchisee shall provide nondiscriminatory access to its facilities to future users and facilities.
- F. Franchisee shall provide the City with information in such form requested by the City which accurately reflects the horizontal and vertical location and configuration of all of Franchisee's facilities. Franchisee shall provide the City with updated information annually or upon request of the City.
- G. Franchisee shall relocate its facilities at the request of the City when there is construction, alteration, repair or improvement of a public way. Franchisee shall complete the relocation by the date specified by the City, unless the City, or a reviewing court, establishes a later date for completion, after a showing by Franchisee that the relocation cannot be completed by the dates specified using best efforts and meeting safety and service requirements. Franchisee shall relocate its facilities at its expense except:
1. Where the Franchisee had paid for relocation costs of the same facilities at the request of the City within the past five (5) years, the Franchisee's share of the cost of relocation will be paid by the City if it requested the subsequent relocation.
 2. Where the Franchisee has an ownership share of the existing utility poles upon which its optical cable and optical cable housing is located as overhead

facilities, the additional incremental cost of underground to aerial relocation, or as provided for in an approved tariff if less, will be paid by the City if the City required the underground relocation.

3. Where the City requests relocation of underground facilities solely for aesthetic purposes, the cost of relocation shall be paid by the City; provided, however, in no event shall a request by the City to relocate overhead facilities to underground be considered to be made for aesthetic purposes. Franchisee is authorized to place optical cable and optical cable housing on existing utility poles as overhead facilities only as an exception to pre-existing City policies which require undergrounding, and the cost of relocating overhead facilities to underground shall be paid by the Franchisee except as provided in section 4(G)(4).
4. Where the construction, alteration, repair or improvement of a public way is primarily for private benefit, the Franchisee may seek reimbursement from the private party or parties for the cost of relocation in the same proportion as their contribution to the costs of the project; provided, however, in no event shall the City be considered a private party for purposes of seeking reimbursement under this section.

G. Franchisee shall relocated its facilities at its expense at the request of the City in the event of an emergency, or causes interference with public facilities as described herein that creates an immediate threat to the public safety, health or welfare.

Section 5: Pole, structures and property owned by others

Franchisee must abide by CPMC 20.10.460 – Use of utility poles and facilities of others, CPMC 20.10.470-Use of poles and facilities by city, and CPMC 20.10.475 – Congested utility corridors.

Section 6: Construction and installation requirements.

Franchisee must abide by CPMC 20.10.265 – Construction and installation requirements.

Section 7: Coordination of construction and installation activities and other work

A. Franchisee shall coordinate its construction and installation activities and other work with the City in accordance with CPMC 20.10.270 – Coordination of construction activities as well as all of CPMC 20.10 – Conditions of Franchises and Facilities Leases.

B. All construction or installation locations, activities and schedules shall be coordinated, as determined by the City, to minimize public inconvenience, disruption or damages.

C. Should the Franchisee fail to identify facilities located within a location where a City construction project occurs as requested by the City prior to the City requesting bids or qualifications, resulting in additional cost and/or delay to the City or its contractors, Franchise shall be pay to the City, its actual costs due to the failure to identify by the Franchisee.

D. The Franchisee shall review proposed development utility plans or other development plans that may impact the Franchisee's facilities, provided by either the City or developers whose plans are currently under review by the City and shall either approve or provide written reasons for declining to approve said plans within two weeks of proposed plans being made available to the Franchisee.

E. If construction and installation work is of such a nature that the City requires a use and/or development authorization and permit, Franchisee shall give notice, at its own cost, to owners and occupiers of property adjacent to such public ways indicating the nature and location of the work to be performed. Such notice shall be at provide at least twenty-four (24) hours notice and be physically posted by door hanger. Franchisee shall make a good faith effort to coordinate the work with the property owner or occupier to avoid unnecessary impacts to residents, and make a good faith effort to comply with the property owner or occupier's preferences, if any, on location or placement of underground facilities, consistent with sound engineering practices.

F. Franchisee shall make available and accept the co-location of property of others within trenches excavated or used by Franchisee in the public ways provided the costs of the work are fairly allocated between the parties.

G. Franchisee shall, by February 1 of each year, provide the City with a schedule of its proposed construction or installation activities and other work in, around, or that may affect the public ways or City property.

H. In the event of an unexpected repair or emergency, Franchisee may commence such repair and emergency response work as required under the circumstances, provided Franchisee shall notify the City as promptly as possible before such repair or emergency work commences or as soon thereafter as possible if advance notice is not practicable.

Section 8: Temporary removal, adjustment or alteration of facilities

Franchisee must abide by CPMC 20.10.135 – Temporary removal, adjustment, or alteration of facilities, CPMC 20.10.140 – Building moving, CPMC 20.10.160 – Emergency removal or relocation of facilities, CPMC 20.10.170 – Damage to facilities, and CPMC 20.10.180 – Restoration of rights-of-ways, other ways, city property, and public/private utility property.

Section 9: Safety and maintenance requirements.

A. All work authorized and required under this Franchise will be performed in a safe, thorough, and competent manner.

B. Franchisee, in accordance with applicable federal, state, and local safety requirements shall, at all times, employ ordinary care and shall use commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injury, or nuisance to occur. All facilities, wherever situated or located, shall at all times be kept in a good, safe, and suitable condition. If a violation of a safety code or other applicable regulation is found to exist by the City, the City may, after discussions with Franchisee, establish a reasonable time for Franchisee to make necessary repairs or alterations. If the repairs or alterations are not made within the established time frame, the City may make the repairs or alterations itself or have them made at cost to Franchisee. By receiving this Franchise, Franchisee specifically grants to the City and its agents, permission to repair and alter Franchisee's facilities to abate the presence of an unsafe situation or the presence of a situation that may cause damage, above normal wear and tear, to any property or person.

C. Franchisee, and any person acting in its behalf shall use suitable barricades, flags, flagmen, lights, flares, and other measures as required for the safety of all members of the general public during the performance of work, of any kind whatsoever, in public ways to prevent injury or damage to any person, vehicle, or property.

D. Franchisee shall maintain its facilities in proper working order. Franchisee shall restore its facilities to proper working order upon receipt of notice from the City that facilities are not in proper working order. The City may, after discussions with Franchisee, establish a reasonable time for Franchisee to restore its facilities to proper working order. If the facilities are not restored to proper working order within the established time frame, the City may restore the facilities to proper working order or have them restored at the cost of Franchisee.

E. Franchisee's facilities shall not interfere with any City operations (including, but not limited to, traffic lights, public safety radio systems, or other City communications infrastructure), or Walla Walla Emergency Services Communications, WESCOM (or its successor entity) communications operations or equipment. If the City determines that the

facilities cause such interference, Franchisee shall respond to the City's request to address the source of the interference as soon as practicable, but in no event later than forty-eight (48) hours. The City may require, but written notice, that Franchisee cease operation of the specific facilities causing such interference and either modify, remove or relocate such facilities. If within ten (10) days after receipt of such written notice from the City of such interference, Franchisee has not abated such interference, such facility may be deemed an unauthorized facility and subject to summary removal consistent with the City's police power authority as described herein to protect the safety and welfare of the public.

Section 10: Removal of unauthorized facilities.

Franchisee shall abide by CPMC 20.10.150 – Removal of unauthorized facilities.

Section 11: Restoration of public ways and other property

Franchisee shall abide by CPMC 20.10.180-Restoration of right-of-ways, other ways, city property, and public/private utility property.

Section 12: Use and/or development authorization and permits.

CPMC 12.06 – Right-of-Way permits and Chapter 20.02-General Provisions shall govern this section.

Section 13: Hold harmless and assumption of risk.

A. CPMC 20.10.230-General indemnification shall govern this section.

B. Assumption of risk. Franchisee assumes the risk of damage to its facilities located in the City's public ways from activities conducted by third parties or the City, its elected officials, officers, employees, servants, volunteers, appointees, agents, and representatives. Franchisee releases and waives any and all claims against the City, its elected officials, officers, employees, servants, volunteers, appointees, agents, and representatives for damage to or destruction of the Franchisee's facilities except to the extent any such damage is caused by or arises from active sole negligence of the City.

Franchisee bears sole responsibility to insure its property. Franchisee shall ensure that its insurance contracts waive subrogation claims against the City, its elected officials, officers, employees, servants, volunteers, appointees, agents and representatives, and Franchisee shall indemnify, defend and hold harmless the City, its elected officials, officers, employees, servants, volunteers, appointees, agents and representatives against any and all subrogation claims if it fails to do so.

Section 14: Insurance.

In addition to the provisions in CPMC 20.10.220 – Insurance, the Franchisee shall:

A. Cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Franchisee-provided insurance, except the Franchisee shall have the sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Franchisee shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO CG 2026. Subcontractors coverage is supplemental to Franchisee's, and Franchisee sets Subcontractors coverage amount at Franchisee's own risk.

B. Furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the franchise. Upon request by the City, the Franchisee shall furnish certified copies of all required insurance policies, including endorsements, required in this franchise and evidence of all subcontractors' coverage.

If the Franchisee maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Franchisee, irrespective of whether such limits maintained by the Franchisee are greater than those required by this franchise or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Franchisee.

Section 15: Security Fund.

CPMC 20.10.250 – Security options shall govern this section of the agreement.

Section 16: Taxes, charges, and fees.

A. Franchisee shall pay and be responsible for all applicable charges and fees imposed by the City on a competitively neutral basis, including those to recover actual administrative expenses incurred by the City that are directly related to management of the public rights of way, including receiving and approving this franchise, any permits, inspection of plans and construction, or the preparation of a detailed statement pursuant to chapter 43.21C, RCW.

B. Franchisee shall pay and be responsible for all applicable taxes.

C. In addition to penalties and other remedies for which Franchisee may be subjected, Franchisee shall pay and be responsible for applicable franchise fees for providing or offering cable television service in accordance with CPMC 20.02.030 – Business registration required, CPMC 20.02.110 – Fees and compensation, not a tax, and 20.02.120 – Taxes are not to be a credit.

Section 17: Additional ducts and conduits.

When Franchisee undertakes new construction of its facilities Franchisee shall construct and install additional ducts and conduits when and where requested by the City where feasible within such new construction and related structures necessary to access the ducts and conduits; provided, however, the City first enters into a contract with Franchisee consistent with the provisions of RCW 35.99.070 and RCW 80.36.150. Such ducts and conduits shall be readily accessible and available for governmental use as determined by the City in its sole discretion. Such ducts and conduits used for governmental use by the City shall not be used to provide telecommunications or cable television service for hire, sale, or resale to the general public unless otherwise agreed by the parties. The City shall not be charged or responsible for any more than the incremental costs to design, engineer, construct and install such ducts and conduits, and the City shall not be charged or responsible for any use.

Section 18: Access to facilities and universal service.

CPMC 20.06.110 – Nondiscrimination shall govern this section.

Section 19: Acquisition of facilities.

Upon Franchisee's acquisition of any facilities in the public way, or upon any addition or annexation to the City of any area in which Franchisee has facilities, such facilities shall immediately be subject to the terms of this franchise without further action of the City or Franchisee.

Section 20: One-call system.

Franchisee is responsible for complying with the provisions of Washington's One-Call statutes: chapter 19.122 RCW.

Section 21: Vacation of public ways.

The City reserves the right to vacate any public way, which is subject to rights, privileges, and authority granted by this franchise. If Franchisee has facilities in such public way, the City shall reserve an easement for Franchisee.

Section 22: Duty to provide information.

CPMC 20.06.190 – Accounts, books, and record, CPMC 20.10.190 – Facilities Maps, and CPMC 20.10.200 – Duty to provide information, shall govern this section.

Section 23: Records.

CPMC 20.06.190 – Accounts, books, and records shall govern this section.

Section 24: Assignment or Transfer.

CPMC 20.10.280 – Assignments or transfers of franchises, or leases shall govern this section.

Section 25: Deployment Authority

In order to manage City right-of-way in a thoughtful manner which balances the need to accommodate new and evolving technologies the City of College Place will permit the following process for the deployment of fiber optic services.

A. Review of Facilities

The provisions of 47 USC 253 and 47 USC 332 and applicable case law shall govern review of the site locations proposed by the applicant. Applicants shall be treated in a competitively neutral and non-discriminatory manner with other service providers utilizing supporting infrastructure that is functionally equivalent, that is, service providers whose facilities are similarly situated in terms of structure, placement, or cumulative impacts. City review shall neither prohibit nor have the effect of prohibiting the ability of an applicant to provide telecommunications services.

B. Generally Applicable Design Standards

1. Collocation. Collocation with other providers is encouraged on utility poles and street lamps as long as it is done in an aesthetically pleasing manner and does not compromise the integrity of the structure.

2. Existing Poles. The City may approve minor deviations up to ten feet in height when required to accommodate antennae at the top of a utility pole in order to provide adequate safety clearance in as may be required by the pole owner
 3. New & Replacement Poles. The new or replacement poles shall match height, color, and material of the original or adjacent poles. The City may consider a new or replacement pole of a different material if it provides for interior concealment of facilities and is approved by the pole owner. The City may approve minor deviations up to ten feet in height when required to accommodate facilities at the top of a utility pole in accord with the direction of the pole owner.
 4. Interior Concealment. Whenever technologically feasible, equipment shall be fully concealed within the utility or light pole, or otherwise camouflaged to appear to be integrated part of the utility or light pole.
 5. Flush-Mounts or Pole-Top Canister. In situations when interior concealment is not possible, installation on a pole shall be flush mounted or attached within a pole-top canister, Flush mounting includes using brackets that offset the inside edge of such equipment from the utility pole by 24 inches or less, except as otherwise required by the pole owner or a controlling electrical code such as the National Electrical Safety Code, National Electric Code, or State Electrical Code and when approved by the City.
 6. Cabinet Location and Dimensions. The equipment cabinets, if any, for the facilities shall be located as close to the fiber optic facilities as permitted by the pole owner. The Franchisee shall endeavor to minimize the cabinet space and use the smallest amount of cabinet enclosure possible to fit its necessary equipment and if possible on the same side of the pole as the fiber optic facilities.
 7. Material and Color. Facilities shall match or be substantially similar to the color of the pole and shall be non-reflective.
 8. No Illumination. Facilities should not be illuminated.
 9. Generators & Backup Battery. Franchisee is permitted to install generator and backup battery as long as it does not compromise integrity of the pole structure.
- C. Third Party Requirements
1. All installations of Facilities must have written permission from the pole/structure owner to install facilities on such structure.

2. Governing Construction or Electrical Code. All installations of Facilities shall comply with any governing construction or electrical code such as the National Electrical Safety Code, the National Electric Code, or state electrical code, as applicable.
3. Electrical Connection. The City is not responsible for providing electricity to Facilities. Any third party utility providing such as electricity must obtain a franchise from the City prior to operating in the Rights-of-Way.
4. Transport/Telecommunications Connection. The City is not responsible for providing transport connectivity.

D. Public Comment

The City shall provide notice of a complete application for fiber optic deployment on the City's website with a link to the application. The notice shall include an email contact and telephone number for the applicant to answer citizen inquiries. The applicant is encouraged to host informational meetings for the public regarding the deployment. The City shall post meeting notices, if any, for informational meetings on its website. These meetings are for the public's information and are neither hearings nor part of any land use approval process.

Section 26: Notices.

- A. Any regular notice or information required or permitted to be given to the parties under this franchise may be sent to the following addresses unless otherwise specified:

The City: City of College Place, Attn: City Clerk
625 S. College Ave.
College Place, WA 99324
Phone: (509) 529-1200

Franchisee: Ziply Pacific Fiber, LLC

- B. Franchisee shall additionally provide a phone number and designated responsible officials to respond to emergencies. After being notified of an emergency, Franchisee shall cooperate with the City and make best efforts to immediately respond to minimize damage, protect the health safety of the public and repair facilities to restore them to proper working order. Annually, on request of the City, Franchisee will meet with City emergency response personnel to coordinate emergency management operations and, at least once a year, at the request of the City, actively participate in emergency preparations.

Section 27: Non-waiver.

The failure of the City to exercise any rights or remedies under this franchise or to insist upon compliance with any terms or conditions of this franchise shall not be a waiver of any such rights, remedies, terms or conditions of this franchise by the City and shall not prevent the City from demanding compliance with such terms or conditions at any future time or pursuing its rights or remedies.

Section 28: Eminent domain.

This franchise is subject to the power of eminent domain. In any proceeding under eminent domain, the franchise itself shall have no value.

Section 29: Limitation of liability

CPMC 20.10.230 – General Indemnification shall govern this section.

Section 30: Damage to facilities.

CPMC 20.10.170 – Damage to facilities shall govern this section.

Section 31: Governing law and venue.

CPMC 20.10.370 – Venue of any court action shall govern this section.

Section 32: Severability

If any section, sentence, clause or phrase of this franchise or its application to any person or entity should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality will not affect the validity or constitutionality of any other section, sentence, clause or phrase of this franchise nor its application to any other person or entity.

Section 33: Miscellaneous.

A. Equal Employment and Nondiscrimination. Throughout the term of this franchise, Franchisee will fully comply with all equal employment and nondiscrimination provisions and requirements of federal, state, and local laws, and in particular, FCC rules and regulations relating thereto.

B. Descriptive Headings. The headings and titles of the sections and subsections of this franchise are for reference purposes only and do not affect the meaning or interpretation of the text herein.

C. Costs and Attorneys' Fees. If any action or suit arises in connection with this franchise, the prevailing party will be entitled to recover all of its reasonable costs, including attorneys' fees, in addition to such other relief, as the court may deem proper.

D. No Joint Venture. Nothing herein will be deemed to create a joint venture or principal-agent relationship between the parties and neither party is authorized to, nor shall either party act toward third persons or the public in any manner that would indicate any such relationship with the other.

E. Mutual Negotiation. This franchise was mutually negotiated by the Franchisee and the City and has been reviewed by the legal counsel for both parties. Neither party will be deemed to be the drafter of this franchise.

F. Third-Party Beneficiaries. There are no third-party beneficiaries to this Franchise.

G. Actions of the City or Franchisee. In performing their respective obligations under this franchise, the City and Franchisee will act in a reasonable, expeditious, and timely manner. Whenever this franchise sets forth a time for any material act to be performed by Franchisee, such time shall be deemed to be of the essence, and any failure of Franchisee to perform within the allotted time may be considered a material breach of this franchise, and sufficient grounds for the City to invoke any relevant remedy.

H. Entire Agreement. This franchise represents the entire understanding and agreement between the parties with respect to the subject matter and supersedes all prior oral and written negotiations between the parties.

I. Modification. The parties may alter, amend or modify the terms and conditions of this franchise upon written agreement of both parties to such alteration, amendment or modification. Nothing in this subsection shall impair the City's exercise of authority reserved to it under this franchise.

J. Non-exclusivity.

This franchise does not confer any exclusive right, privilege, or authority to enter, occupy or use public ways for delivery of telecommunications services or any other purposes. This franchise is granted upon the express condition that it will not in any manner prevent the City from granting other or further franchises in, on, across, over, along, under or through any public way.

K. Rights granted.

This franchise does not convey any right, title or interest in public ways, but shall be deemed only as authorization to enter, occupy, or use public ways for the limited purposes and term stated in this franchise. Further, this franchise shall not be construed as any warranty of title.

L. Contractors and subcontractors

Franchisee's contractors and subcontractors must be licensed and bonded in accordance with the City's ordinances, rules, and regulations. Work by contractors and subcontractors is subject to the same restrictions, limitations and conditions as if the work were performed by Franchisee.

M. Force Majeure

Neither party shall be liable for failure to perform the party's obligations if such failure is a result of unforeseeable Acts of God (including fire, flood, earthquake, storm, hurricane or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), terrorist activities, nationalization, government sanction, blockage, embargo, labor dispute, strike, or lockout. If a party asserts Force Majeure as an excuse for failure to perform the party's obligation, then the nonperforming party must prove that the party took reasonable steps to minimize delay or damages caused by foreseeable events, that the party substantially fulfilled all non-excused obligations, and that the other party was timely notified of the likelihood or actual occurrence of the unforeseen event.

N. College Place Municipal Code Title 20

To the extent that express provisions of this franchise conflict with Title 20 of the College Place Municipal Code, the provisions of this franchise will control.

O. Funding appropriation not required

Nothing in this franchise shall require the City to appropriate funding to fulfill the terms and conditions of this franchise.

Section 34: Acceptance of franchise.

Within thirty (30) days after the passage and approval of this ordinance, this franchise may be accepted by the Franchisee by its filing with the City Clerk an unconditional written

acceptance thereof. Failure of the Franchisee to so accept this franchise within said period of time shall be deemed a rejection thereof by the Franchisee, and the rights, privileges, and authority herein granted shall, after the expiration of the 30 day period, absolutely cease and terminate, unless the time period is extended by ordinance duly passed for that purpose.

Section 35: The City Clerk is authorized and directed to publish a summary hereof in accordance with Revised Code of Washington §§ 35A.13.200 and 35A.12.160.

PASSED by the City Council of the City of College Place, Washington,

Mayor

Attest:

Form approved:

City Clerk

City Attorney

ACCEPTANCE:

The provisions of this franchise are agreed to and hereby accepted. By accepting this franchise, Franchisee covenants and agrees to perform and be bound by each and all of the terms and conditions imposed by the franchise and the municipal code and ordinances of the City.

By: _____

Printed Name: _____

Title: _____

CERTIFICATION OF COMPLIANCE WITH CONDITIONS AND EFFECTIVE DATE:

I certify that I have received confirmation that: (1) the Franchisee returned a signed copy of this franchise to the City Council in accordance with this franchise; (2) the Franchisee has presented to the City acceptable evidence of insurance and security as required in this franchise; and (3) the Franchisee has paid all applicable processing costs set forth in the franchise.

The effective date of this franchise ordinance is: _____, 2018.

By: _____

Printed Name: _____

Title: _____

City of College Place, Washington
RESOLUTION NO. 22-086

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING APPROVAL OF APPLICATION & PROCESS FOR COMMUNITY GRANTS PROGRAM .**

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

Whereas, it has been determined that a more formal process was needed to determine funding for various community initiatives and programs in conjunction with the budget process; and

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

1. Approval of the application and process for the Community Grants program.

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 13th day of December, 2022.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk



City of College Place Council Funded Programs Community Grants Program

Introduction

The College Place City Council through the Community Grants Program desires to support community efforts to address community needs and build the capacity of the City of College Place. A Committee made up of Economic Development, Tourism, and Events Commission and Park, Arbor, and Recreation Board members will review and rank proposals. City Council will make the ultimate project awards. **Total allotment for FY 2023 is \$15,000**

Grant Program Goals

- Foster civic engagement and involvement
- Develop responses and solutions which steward the community's
 - Health
 - Environment
 - Social network and resiliency
 - Park & Recreation Network
- Develop programs which support community asset building and provide outreach through education and information programs which support program goals.
- Economic Development
- Housing
- Public Art

Program Guidelines

Eligible Applicants: Non-profit organizations, civic groups, neighborhood groups. Partnerships among individuals and/or groups will also be considered.

Eligible Locations: Within the City of College Place

Eligible Expenses: Personnel, professional services, supplies and materials, construction costs, public information and outreach.

Match: Matching funds are encouraged but not required for this program. The following items count as matching funds: cash, volunteer hours, and donated materials, equipment use, or professional services.

Project Timeline

Application Due Dates: Applications must be submitted by January 20th, 2023 at 4 PM PST. Submit completed applications to:

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

Award Decisions: Award decisions will be made within 60 calendar days of the January 20th, 2023.
deadline.

Project Time Limit: All projects must be completed within one years of award.

Application Process

Project Applications: Applications must be made either on paper or electronically on forms provided by the City. Applications can be obtained at City Hall, 625 S. College Avenue, College Place, Washington or on the City's webpage at www.cpwa.us

Project Description: The description of the project should include project purpose, approach, and location.

Goals: Explain how your project addresses the Grant Program Goals as outlined in the application packet and the City's Comprehensive Plan goals, policies and programs. The Comprehensive Plan itself is available on the City's website at:
http://www.cpwa.us/departments/planning/comprehensive_plan.php

Project Milestones: Provide quarterly milestones which indicate concrete progress toward the successful achievement of the project's goals.

Budget Plan: List each resource needed to complete your project. Please show in-kind, applicant cash, and how much of the City's funds to be spent on this resource.

- The value of volunteer labor as established by the Independent Sector's Value of Volunteer hours https://www.independentsector.org/volunteer_time

- Equipment donated is valued at the hourly rental rate for the equipment used for the project.
- Donated professional services are valued at the “reasonable and customary” rate for the services.

Review Process

A committee comprised of Economic Development, Tourism, and Events Commission as well as Park, Arbor, and Recreation Board members will review written applications. All eligible projects will be forwarded to the Committee and scored using the rating form included in the application packet. Higher ranking projects may be requested to present to the Committee.

The presentation, if requested, is limited to 15 minutes. Please give an overview of the project and how it furthers the City’s goals.

The Committee will make a funding recommendation to the City Council. City Council will make the final determination of funding. Applicants may be asked to present their projects to the City Council.

Reporting Requirements and Accountability

A contract will be executed to outline the specific conditions of the project if awarded.

City of College Place Community Grants Program Application

Please limit responses to 3 pages in not less than 10-point type font (not including budget).

Project Description

Contact Person

Name:

Organization Representing:

Contact Address:

City/State/Zip:

Phone:

E-mail:

Project Information Description of the project (include project purpose, approach and location).

Please describe how your project relates to the Community Grant Program Goals and the City's Comprehensive Plan Goals and Policies.

Project Budget (Must provide budget in this format)

Project Revenue	Amount
Grant Request	
Cash Match from Applicant	
In-kind match from Applicant	
Cash from other Sources	
• Source:	
• Source:	
Total Project Revenue	

Project Expenses				
Item	Total Cost	Applicant "In-Kind"	Applicant Cash	Requested Grant
Personnel				
Materials/Supplies				
Professional Services				
Other				
Total Expenses				

Project Milestones Provide quarterly milestones, which indicate concrete progress toward the successful achievement of the project's goals.

Milestone	Responsible Party	Projected Date for Completion	Outcome

Return completed Application to:

City of College Place

City Administrator's Office

625 S. College Avenue

College Place, WA 99324

Email: mrizzitiello@cpwa.us

Due Date: January 20th, 2023

RESOLUTION NO. 2018-32

A resolution repealing Resolution No. 2017-29 which established the Council funded grants programs, identified funding sources for each of the programs, and replacing the Resolution as follows:

WHEREAS, the Ellensburg City Council has traditionally provided funding to support community initiatives and programs in conjunction with the budget process, and

WHEREAS, the Ellensburg City Council designated a sub-committee for the purpose of review of the funding process with direction to focus on development of more formal processes and sustainable funding sources, and

WHEREAS, the work of the sub-committee has been completed and a number of grant programs have been developed that respond to the direction issued to the sub-committee by the City Council.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ellensburg, Washington, as follows:

Section 1. Repeal of Resolution. This Resolution supersedes and replaces City Council Resolution No. 2017-29, which is hereby repealed.

Section 2. Creation of Council Funded Grant Program. Council Funded Grant programs are hereby established, funded, and administered as follows:

- | | | |
|----|---------------------|--|
| A. | Program Name: | Community Grants Program |
| | Funding Source: | Sales Tax |
| | Annual Fund Amount: | 0.3 Percent of previous year proceeds* |
| | Administered by: | City Council Sub-Committee |
| B. | Program Name: | Park Partnership Program |
| | Funding Source: | Sales Tax |
| | Annual Fund Amount: | 0.3 Percent of previous year proceeds* |
| | Administered by: | Parks and Recreation Commission |
| C. | Program Name: | Water Quality Grants |
| | Funding Source: | Stormwater Utility Rates |
| | Annual Fund Amount: | \$10,000 |
| | Administered by: | Environmental Commission |

D. Program Name: Historic Preservation Grant
 Funding Source: Sales Tax
 Annual Fund Amount: 0.3 Percent of previous year proceeds*
 Administered by: Landmarks and Design Commission

*April 1 to March 31 of the preceding year

Section 3. Administration. The group or committee tasked to administer each grant program will be responsible for promulgating rules and developing the application process necessary to efficiently administer the grant programs subject to final review and approval by the Ellensburg City Council. For the purposes of grant compliance, recipients are expected to complete projects receiving grant awards within one year of the grant authorization. Committees may authorize a one year time extension for project completion on a case by case basis subject to a formal request from the recipient stating the nature of the extension request and articulating the reason(s) they will be unable to perform under the original project of program proposal.

Section 4. Grant Application Timelines. Each program shall be administered to issue a program call for application in June of each year with application due on or before August 31. Administering authorities shall review applications in September of each year and forward funding recommendation to the full Ellensburg City Council for approval in November.

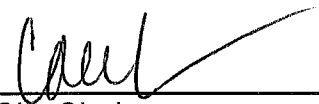
Section 5. Funding Obligation. It is the City Council's intent to fully obligate funds to the Council Funded Grant Program. In the event funding remains in the sales tax supported programs at the completion of prioritization by the administering authority, the City Council Subcommittee may move funding between these programs to fully obligate the funds. In the event that funding requests do not expend the entire dedicated funding the City Council Subcommittee may direct staff to carry any remaining funds forward to the next budget year and direct these funds be added to the individual program annual appropriation.

Passed and adopted by the City Council of the City of Ellensburg this 6th day of August, 2018.



Mayor

Attest:



City Clerk

City of College Place, Washington
RESOLUTION NO. 22-028

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING FY 2022 COMMUNITY GRANT ALLOCATIONS.**

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 Council created a discretionary Community Grants program initially as part of the FY 2020 Budget process; and

Whereas, the FY 2022 Community Grant process concluded with four applications; and

Whereas, the College Place Economic Development, Tourism, and Events Commission as well as the College Place Park, Arbor, and Recreation Board ranked and evaluated proposals.

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

1. Award Blue Mountain Action Council \$2,500 for their proposal.
2. Award Walla Walla University – Enactus \$1,000 for their proposal.
3. Award Walla Walla Valley Academy \$1,000 for their proposal.
4. Award Walla Walla University – Center for Humanitarian Engagement \$500 for their 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 22nd day of March, 2022.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk

Summary Sheet - Community Grants Program FY 2022

BMAC WWU CHE /WU Enactus WWVA

Grader 1	95	85	80	60
Grader 2	78	30	80	66
Grader 3	94	70	70	86
Grader 4	85	90	65	75
Totals	352	275	295	287
Out Of	400	400	400	400
Percent	88.0%	68.8%	73.8%	71.8%

City of College Place, Washington
RESOLUTION NO. 22-087

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE RELATING TO
ADMINISTRATIVE FEES OF THE COLLEGE PLACE MUNICIPAL CODE**

WHEREAS, the City adopted Resolution 22-045 on June 14th, 2022; and

WHEREAS, there is an imminent need to update and revise fees for 2023; and

WHEREAS, the City intends to re-affirm all previously adopted administrative fees;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of College Place that the following fees and charges shall henceforth be charged:

SECTION 1: General Administrative Fees

A. Copy / Duplication (Charges may be combined to the extent that more than one type of charge applies to copies produced in response to a particular request.)

1. General paper copies per page (b/w or color)	\$ 0.15
2. Scanned copies per page	\$ 0.10
3. Electronic files per 4 files	\$ 0.05
4. Large electronic documents per 1GB	\$ 0.10
5. Customized IT fee	Actual cost
6. Certification of copies per page	\$ 3.00
7. USB thumb drive	\$ 4.74
8. DVD/CD	\$ 0.17
9. DVD/CD paper sleeve	\$ 0.06
10. DVD/CD jewel case	\$ 0.31
11. Envelope 6x9	\$ 0.10
12. Envelope 9x12	\$ 0.17
13. Envelope 10x13	\$ 0.18
14. Envelope #10	\$ 0.04
15. Address label	\$ 0.07
16. Postage	Actual cost
17. Staff time to copy or send files – per minute, 2 minute minimum	\$ 0.41
18. Redaction of Body Camera Footage – per minute	\$ 0.69

B. Other General Administrative Fees

1. Research – hourly charge based upon current salary ord. plus copy costs	\$ TBD
2. Special reports – As determined by City Clerk or Administrator	\$ TBD

SECTION 2: CPMC Chapter 6.04 Animal Control Regulations

A. Animal License Fees

1. For each dog requiring an annual certificate of registration (CPMC 6.12.030)	\$ 50.00
2. For each dog spayed or neutered with written proof	\$ 15.00

3. For each dog not spayed or neutered or without written proof	\$ 30.00
4. For each trained Service Animal, there shall be no charge	No Charge
5. Chicken/ Rabbit/ Bees Permit Fee (annual)	\$ 15.00
6. Livestock Management Plan Permit Fee (annual)	\$ 15.00
7. For each replacement for lost tag	\$ 1.00
8. Late registration fee (per animal, except a Service Animal)	\$ 10.00
9.. Impounding fee (CPMC 6.20.030):	
a. For the 1st through 2nd impound in a year	\$ 10.00
b. For the 3rd impound in a year	\$ 50.00
c. For more than 3 impounds a year, thereafter per impound	\$ 100.00

SECTION 3: Community Development Fees

- A. Adult Family Home \$66.00 per site visit
- B. Assisted Living Providers \$66.00 per site visit
- C. Construction Permit:
 - 1. Building Permit & Grading Permit Fees Per Table 1-A

TABLE 1-A - COLLEGE PLACE PERMIT FEES	
Total Valuation	Fee
\$1.00 to \$500.00	\$25.85
\$501.00 to \$2,000.00	\$25.85 for the first \$500 plus \$3.35 for each additional \$100.00, or fraction hereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$76.10 for the first \$2,000.00 plus \$15.40 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$430.30 for the first \$25,000.00 plus \$11.11 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$708.05 for the first \$50,000.00 plus \$7.70 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,093.05 for the first \$100,000.00 plus \$6.15 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,553.05 for the first \$500,000.00 plus \$5.25 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,000.00 and up	\$6,178.05 for the first \$1,000,000.00 plus \$3.50 for each additional \$1,000.00, or fraction thereof.

- 2. Building and Project Valuation shall be determined by using the design professional's (Architect/Engineers) Project Cost or the most recent Building Valuation Data (BVD) Sheet. The BVD is adjusted/updated at six month intervals. Projects not identified in the Data Sheet will be valued by using the total project cost provided by the Applicant, Contractor's estimate/bid, or Design Professional's estimate as approved by the Community Development Director.
- 3. Fees for repair, alteration, or remodel are based on the total Project Cost provided by the Applicant, Contractor's estimate/bid, or Design Professional's estimate as approved by the Community Development Director of work to be performed as submitted by the applicant except that any improvements to be dedicated to the city shall not be included in the valuation.
- 4. Improvements including and within the building shall be assessed as a Building Permit Fee. Site and utility-related improvements outside of the building shall be assessed as a Grading Permit Fee.

5. Project Cost provided by the Applicant shall include labor. If labor costs are not provided, the Project Cost will be increased by multiplying the project material (included sales tax) by 50%

6. A State Building Code Council (SBCC) fee will be assessed on all building permits.

a. Residential Building Permits

- i. Each building permit \$ 6.50
- ii. Surcharge for each residential unit after the first unit \$ 2.00

b. Commercial Building Permits

- i. Each building permit \$ 25.00
- ii. Surcharge for each residential unit after the first unit \$ 2.00

7. Building and Grading Permit Fees shall be paid by the party applying for the permit.

8. Grading permit fees shall be paid in advance of release of plans to the contractor.

9. Grading fees shall apply to all non-city construction projects to include application to facilities constructed for dedication to the City. Grading fees for projects conducted by other public entities may be waived by Council on a case-by-case basis.

D. Mechanical – Equivalent Appliance Replacement: Residential \$66 per appliance/unit; Commercial \$ 100.00 per appliance/unit.

E. Mechanical – Commercial alteration or expansion to an existing system: Project value, permit fee per Table 1-A of this resolution.

F. Mechanical – New Construction or Remodel: 15% of building permit fee.

G. Plumbing – Over the Counter Permit: Backflow Device \$66.00; Water Heater \$66.00; Building Sewer \$66.00; Moving or Adding Fixture \$66.00.

H. Plumbing – New Construction or Remodel: 15% of building permit fee.

I. Demolition Permits: Buildings older than 50 years may have historical significance according to our historic preservation ordinance and requires additional staff review by the Director.

- 1. Per Building \$ 66.00
- 2. Additional fee for primary structures older than 60 years of age \$ 100.00

J. Licensed Child Care Providers \$ 66.00 per site visit

K. Manufactured Home Placement \$ 250.00

L. Miscellaneous not otherwise listed in fee schedule \$66.00 per site visit/inspection

M. Plan Check Fees

- 1. Internal Review: 65% of the buildings permit fee assessed. (100% of plan review fee collected at application)
- 2. Third Party Review: Actual cost + 20%.

N. Re-inspection Fee (fee must be paid prior to requested inspection) \$ 66.00

O. Roofing Permit: Residential - \$132.00; Commercial based on project value.

P. Signs

- 1. Sandwich board associated with fixed business \$ 30.00 annual fee
 - a. Penalty Fee for late renewal \$ 30.00
- 2. Building mounted sign \$ 100.00
- 3. Additional building mounted sign \$ 50.00
- 4. Pole and/or monument sign: \$50 site plan review fee + fee based on project valuation.

Q. Solar Panels

- 1. Residential \$ 95.00
- 2. Commercial: Fee based on project valuation

R. Unit Charge Protocol (13.04.430) Multiple Dwelling unit converted to Single-Family Unit. \$66.00 per visit/inspection.

S. Work commencing before permit issuance: Any person who commences work requiring a permit on a building, structure, gas, mechanical, plumbing, or city infrastructure system before obtaining the necessary

permits shall be subject to a fee 2 times that of the required permit fees. Permit fees shall double.

SECTION 4: Community Development Fees Continued

A. Administrative Approval without Notice	\$ 100.00
B. Administrative Approval with Notice	\$ 250.00
C. Advertising/Publication Cost	Actual Cost plus 20% admin fee
D. Annexation/De-Annexation (plus advertising/publication costs & 3rd party services)	\$ 250.00
E. Appeals	Actual Cost plus 20% admin fee
1. Transcription preparation of record ordered certified by court or desired by appellant for appeal to be paid by appellant and as per CPMC. (CPMC 19.15.040C)	\$ 400.00 deposit
F. Binding Site Plan	\$ 750.00
G. Boundary Line Adjustment	\$ 100.00
H. Comprehensive Plan, Land Use, & Title 14 Unified Development Regulations – Amendment	\$1,000.00
I. Comprehensive Plan, Land Use, & Title 14 Unified Development Regulations – Amendment proposed by a charitable organization described in section 501(c)(3) – waived	
J. Comprehensive Plan Urban Growth Area Amendment	\$2,000.00 plus County costs
K. Conditional Use Permit	\$ 500.00
L. Critical Areas Permit, Each – Critical Aquifer Recharge Areas, Wetlands, Frequently flooded Areas, Liquefaction, Steep Slopes, Erosion Susceptibility, Wind Erosion Susceptibility, Riparian Buffers...	\$400.00
M. Environmental Impact Statement (EIS)	Actual Cost
N. Mobile Vendor/Food Cart/Food Cart Pod	See Special Use Permit Fee
O. Hearing Examiner Services	Actual Cost plus 20% admin fee
P. Preliminary Plat	\$ 900.00
Q. Plats, Final	\$ 350.00
R. Plats, Short	\$ 400.00
S. Plats, Final Short	\$ 250.00
T. Plat Amendments / Replat	\$ 250.00
U. SEPA Checklist	\$ 250.00
V. Special Use Permit	\$150.00 with annual renewal fee of \$50.00
1. Penalty Fee for late renewal	\$ 150.00
W. Site Plan Application	\$ 900.00
X. Site Plan Review; Single family / Multiple family up to four (4) units	\$ 50.00
Y. Third Party Professional Services	Actual Cost plus 20% admin fee
Z. Variance / Non-Conforming Use	\$ 500.00
AA. Vacation Rental – Short Term Application	See Special Use Permit
BB. Zoning Amendments	\$ 500.00
CC. Zoning & Land Use Compliance Letter	\$ 69.00
DD. Wireless Communication Facilities Fees	
1. Conditional Use Permit (CUP) Development Authorizations are required for all wireless communications facilities unless specifically exempted in CPMC Ch. 14.60.270.B.1. – Permit Fee: See CUP	
2. Building permits and mechanical permits are required for all wireless communications facilities unless specifically exempted in CPMC Ch. 14.60.270.B.2 – Permit Fee: See Building and Mechanical Fees	
3. Wireless Communication Co-location. – Permit Fee: See Building and Mechanical Fees	

4. Telecommunications - Small Wireless Facilities Franchise Deposit for Actual Administrative Costs Incurred in Application and Renewal Review - \$5,000 Deposit
 5. Annual right-of-way use rate (for each small wireless facility installed upon a city owned pole or support structure within the City's right-of-way. - \$270.00
 6. Right-of-way permit application fee for small wireless facilities sites (also known as small wireless permit application) - \$150.00
- EE. Banners Attached to City Property
1. Application Fee Per Installation \$ 69.00
 2. Per Banner Installation Fee \$ 37.50

SECTION 5: Engineering Site Plan / Development Support Review Fees

- A. Final Plat Engineering Review Fee. Assessed for submittal of final long plats for approval. Initial fee covers up to two submittals. Thereafter, submittal fee is reassessed for each subsequent submittal. Fee payment required in advance of review. \$ 350.00
- B. Financial Guarantee Release Reviews \$50 per hour per employee
- C. All other Engineering Review Fees to include Residential, Short Plat, Long Plat, Commercial/Multifamily, and Misc. Engineering Review Fees: The applicant will be invoiced for the full third party review costs plus 20% for City administration and stormwater inspection fees. Final payment is required prior to final project approval. These fees do not cover project inspection or special project support or supplemental inspection assistance (see Utility Drainage/Street Construction/Grading Special Support Fee). At City discretion, the City may perform in-house reviews based on the following fee schedule. In-house review fees must be paid prior to commencing review: Third-party review fee + 20%
 1. Single Family & Duplexes \$ 50.00
 2. Long Plats, PUDs, Commercial and Multifamily Base Review Fee \$4,425.00 (allows 5 reviews)
Note: PUD's are charged separately for the overall PUD and each individual phase thereafter.
 - i. Additional Long Plat Reviews (beyond initial 5 reviews) \$ 870.00 each
 3. Miscellaneous Base Review Fee \$ 540.00
 (allows 2 reviews for parking lots, significant non-plat and misc. reviews)
 - i. Additional Miscellaneous Review Fee (beyond initial 2 reviews) \$ 300.00
 4. Short Plat Base Review Fee (allows 3 reviews) \$ 2,090.00
 - i. Additional Short Plat Reviews (beyond initial 3 reviews) \$ 700.00 each
- D. Re-inspection Fee \$ 68.00
- E. Utility Drainage/Street Construction/Grading Special Support Fee: Up to 5% of project cost to be levied on all projects that include utilities, drainage, stormwater facilities, slopes or streets requiring additional or special project support or supplemental inspection assistance. These funds will go toward the payment of independent inspectors and engineering review hired for construction projects. Independent contractor/inspector costs plus 20% for City administration fees will be invoiced to applicant with full and final payment required prior to final project approval.
- F. Third Party Professional Services Actual Cost + 20% admin fee

SECTION 6: Fire Department Fees

- A. CPR & First Aid Classes: Actual Cost
- B. Commercial Cooking Hood (New installations) Plan Review \$ 100.00
- C. EMS Basic Life Support Transportation Services
 1. Walla Walla County Resident Rates:
 - i. BLS Non-Emergency Rate \$ 550.00
 - ii. BLS Emergency Rate \$ 650.00

iii. Mileage Rate	\$ 12/mile
2. Non-Walla Walla County Resident Rates:	
i. BLS Non-Emergency Rates	\$ 750.00
ii. BLS Emergency Rate	\$ 850.00
iii. Mileage Rate	\$ 12/mile
D. Extinguisher Classes:	Actual Cost
E. False Alarm Fees:	
1. Alarm system malfunction (1st call)	No Charge
2. Alarm system malfunction five days after notification of need for servicing (1st call)	\$ 25.00
3. Alarm system malfunction five days after notification of need for servicing (2nd call)	\$ 100.00
4. Alarm system malfunction five days after notification of need for servicing (after 2 nd call)	\$ 250.00
5. Accidental alarm activation (1 st call)	No Charge
6. Accidental alarm activation five days after notification of need for protection of alarm activation device	\$ 100.00
7. Malicious alarm activation	\$ 500.00
8. Malicious discharge of extinguisher	\$ 500.00
9. Malicious damage to fire alarm system	\$ 500.00
F. Fire Detection Systems (New Installation) Plan Review / Inspection	\$ 100.00
G. Fire Hydrants (each) Determination of Placement / Inspection	\$ 100.00
H. Fire Sprinkler Systems (per riser on new installation) Plan Review	\$ 200.00
I. Fireworks Permits for Sales	\$ 100.00
J. Fireworks Use / Display Permit	\$ 100.00
K. Haz Mat Fee: In accordance with the Washington State Association of Fire Chiefs	
L. Hydrant Flow Tests (By Request)	\$ 50.00
M. Nuisance Abatement Notice Fee	\$ 50.00
N. Nuisance Abatement Arranged by the Fire Department	Actual cost plus \$100
O. Plan Review Fee – Initial Review	\$ 45.00 per hour
P. Plan Review Fee – For Revisions	\$ 45.00 per hour
Q. Plan Review Fee by Outside Agency / Vendor	Actual cost plus \$100
R. Re-inspection Fee for Non Compliance	\$ 100.00
S. Reports:	
1. Copy of EMS Report	See Section 1
2. Copy of Fire Report	See Section 1
3. Other Reports	See Section 1
T. Requests for Code Alternate / Variance	\$ 100.00
U. Special Inspection / Review / Permit	\$ 100.00
V. Salvage Fees for Insurance Companies:	
1. Maximum charge for single-family dwelling salvage	\$1,000.00
2. Maximum charge for commercial salvage	\$2,000.00
3. Debris removal (per cubic yard)	\$ 30.00
4. Boarding of windows and doors (per window or door)	\$ 30.00
5. Furniture salvage (per room)	\$ 40.00
6. Water removal (per sq. ft.)	\$ 2.50
7. Sump pump (flat fee plus \$15.00 per hour)	\$ 120.00
8. Smoke odor removal (per room)	\$ 30.00

- W. Violation Fee: A fine in an amount not to exceed \$1,000 or imprisonment in jail for a period not exceeding 90 days, or by both such fine and imprisonment. Court costs will be assessed to the violator upon loss of any appeal of a violation.

SECTION 7: Public Works Fees

- A. Brush & Debris Collection Fee – 3 yards and under \$ 10.00 per yard
- B. Brush & Debris Collection Fee – Over 3 yds: employee, equipment time and disposal costs.
- C. Commercial Cross Connection Site Inspection Fee \$ 25.00
- D. Dye Test – requested by customer, representative, etc. \$ 25.00
- E. Equipment Rental Fees: As determined by the PW Director for each piece of equipment used.
- F. Fire Hydrant Meter & Backflow Fees:
 - 1. Deposit \$ 500.00
 - 2. Rental Fee \$ 7.00 per day
 - 3. Install Fee \$ 30.00
 - 4. Removal Fee \$ 30.00
 - 5. Actual cost of water used (per 1,000 gallons) \$ 1.65
- G. Franchise Application \$5,000.00
- H. Labor; Hourly Charge – During Business Hours \$ 55.80 per hour
- I. Labor; Hourly Charge – After Business Hours \$ 83.69 per hour
- J. Leaf Collection Fee (After December 31) \$ 10.00
- K. Parts, Materials, Supplies provided by Public Works Actual Cost plus 20%
- L. Right-of-way Permit \$ 75.00
- M. Right-of-way Permit with street cut \$ 150.00
- N. Sewer Lateral Locate – customer request \$ 50.00
- O. Street Repair: \$75.00 for 1st sq. ft. and \$1.50 per sq. ft. thereafter

SECTION 8: Police Department Fees

- A. Bike License Fees:
 - 1. Lifetime license for registering owner \$ 7.00
 - 2. Replacement license \$ 1.00
- B. Nuisance Code Enforcement Infractions:
 - 1. Infraction 1 \$ 250.00
 - 2. Infraction 2 \$ 500.00
 - 3. Infraction 3 \$1,000.00
- C. Concealed Pistol License:
 - 1. Original / Initial \$ 36.00
 - 2. Original / Initial FBI Fee (subject to change by FBI) \$ 13.25
 - 3. Renewal \$ 32.00
 - 4. Late Renewal \$ 42.00
 - 5. Replacement Fee \$ 10.00
- D. Crime Prevention Sign \$ 10.00
- E. Driving While Suspended (DWS) Hearing Fee \$ 41.00
- F. Fingerprinting (per card) \$ 10.00
- G. Impound Hearing Administrative Fee \$ 41.00
- H. Media Fee (per incident) \$ 10.00
- I. Notarizing of Document \$ 5.00
- J. Parking Infraction:
 - 1. First parking violation \$ 25.00

2. Second parking violation within a three-month period	\$ 50.00
3. Third and subsequent parking violations within a six-month period	\$ 250.00
K. Peddler / Solicitor License (Nonrefundable) (per applicant)	\$ 50.00
L. Public Record Request for Police Reports (per page):See Section 1	
<i>Note: Requests for collision reports should be made through Washington State Patrol</i>	
M. Special Events Application Fee	\$ 50.00
N. Verification of Police Reports /Documents (each)	\$ 3.00
O. VISA Clearance Letter	\$ 10.00
P. Video Redaction Fee (Per minute of staff time)	See Section 1

SECTION 9: Municipal Court Remuneration

A. Witness	Reimbursement per RCW 43.03.060 and RCW 2.36.150
B. Potential Juror	Reimbursement per RCW 43.03.060 and RCW 2.36.150
C. Selected Juror	Reimbursement per RCW 43.03.060 and RCW 2.36.150

SECTION 10: Water System Charges: CPMC Title 13.04

- A. 13.04.050(A) Water System Connection Charges: Per unit charge
 - 1) Single family dwelling (including duplex – per dwelling unit) - \$3,500 per dwelling unit
 - 2) Accessory dwelling unit, duplex, cottage housing, studio and one bedroom apartments, not exceeding 600 square feet (excluding any covered porches, garages, carports, or loft space) shall be assessed a reduced system connection per unit charge (monthly residential base charges per unit are applicable). Dwelling units exceeding 600 square feet shall be assessed the applicable single family dwelling or multiple family dwelling per unit charge. Reduced system connection per unit charge - \$500 per dwelling unit
 - 3) Multiple family dwelling - \$3,500 per dwelling and/or rental unit
 - 4) Business/commercial, or public entities will be charged as per the following schedule:
 - a) For one inch or smaller service - \$3,500
 - b) For a one and one half inch service - \$11,700
 - c) For a two-inch service - \$18,700
 - d) For a three-inch service - \$37,400
 - e) For a four-inch service - \$58,400
 - f) For a six-inch service - \$116,700
 - g) Service connections larger than six inches in size will be negotiated with the city, considering the demand on the existing system and a determination of any necessary system improvements.
 - 5) Mobile, manufactured and modular homes - \$3,500 per unit
 - 6) Gardens, lawn and agricultural use - \$3,500 per connection
 - 7) Fire service connections - \$4,200 per connection
- B. 13.04.050(C) Front Footage Charge: When applicable
 - 1) \$60.00 per assessed front foot of the lot.
- C. 13.04.200(A) Account Names – New Account / Transfer Fee
 - 1) New account establishment fee: \$9.00/account
 - 2) Request for transfer of service: \$9.00/account
- D. 13.04.210 Payment of Bills – Delinquency Charges:
 - 1) Delinquent charges shall be: 8% per annum or a \$6.00 late fee, whichever is greater, for accounts with a balance due of greater than \$10.00.
 - 2) The charge for hanging a red tag shut-off warning notice will be \$20.
- E. 13.04.250 Discontinuance of Service – Customer’s Request – Fee

- 1) \$15.00 per request to turn the service back on.
- F. 13.04260 Discontinuance – Nonpayment of Bill.
 - 1) When water service has been shut off for failure to pay water charges, the reconnection charges shall be as follows:
 - a) If reconnection is requested to be made during normal business: \$20.00
 - b) If reconnection is requested to be made outside normal business hours: \$50.00
- G. 13.04.290 Unauthorized Turn On
 - 1) \$50.00 charge per incident.
- H. 13.04.400(A) Water Charges:
 - 1) Monthly residential base charge per unit - \$41.52
 - 2) Monthly business base charge per unit - \$58.13
 - 3) Consumption charge per 1,000 gallons - \$1.71

SECTION 11: Wastewater System Charges: CPMC Title 13.08

- A. 13.08.525(A) Connection and Modification Fees: Per Unit Charge
 - 1) Single family dwelling (including duplex – per dwelling unit) - \$3,500 per dwelling unit
 - 2) Accessory dwelling unit, duplex, cottage housing, studio and one bedroom apartments, not exceeding 600 square feet (excluding any covered porches, garages, carports, or loft space) shall be assessed a reduced system connection per unit charge (monthly residential base charges per unit are applicable). Dwelling units exceeding 600 square feet shall be assessed the applicable single family dwelling or multiple family dwelling per unit charge. Reduced system connection per unit charge - \$500 per dwelling unit
 - 3) Multiple family dwelling - \$3,500 per dwelling and/or rental unit
 - 4) Business/commercial - \$3,500 per unit
 - 5) Public entities - \$3,500 per site
- B. 13.08.525(B) Front Footage Charge: When applicable
 - 1) \$40.00 per assessed front foot of the lot.
 - 2) 13.08.525(C) Wastewater Inspection Fee: Per Inspection - \$30.00
- C. 13.08.485(B, E) Wastewater Base Charges: Per Unit Charge
 - 1) Monthly residential base charge per unit - \$49.50
 - 2) Monthly small flow nonresidential base charge - \$49.50
 - 3) Monthly unmetered account base charge per unit - \$49.50
- D. 13.08.485(B, E) Wastewater Consumption Charge: Per 1,000 gallons of consumption over 3,000 gallons consumed per month. (Large flow nonresidential customers are not given an unpaid consumption allowance.)
 - 1) Monthly residential consumption charge per 1,000 gallons - \$4.90
 - 2) Monthly small flow nonresidential consumption charge per 1,000 gallons - \$4.90
 - 3) Monthly large flow nonresidential consumption charge per 1,000 gallons - \$8.90
 - 4) Monthly unmetered account consumption charge - \$4.90 for each calculated average of 1,000 gallons of consumption in accordance with 13.08.485(E).
- E. 13.08.490(A) Account Transfer Charge:
 - 1) New account establishment fee: \$9.00/account
 - 2) Request for transfer of service: \$9.00/account
- F. 13.08.490(C) Billing Cycle and Due Date:
 - 1) Delinquent charges shall be: 8% per annum or a \$6.00 late fee, whichever is greater, for accounts with a balance due of greater than \$10.00.
- G. 13.08.495(B) Special Considerations: Vacancy Allowance
 - 1) Base charge per dwelling and/or rental unit - \$51.40

- H. 13.08.500(5) Rate Reduction: Condemned/Unlivable Premises
1) Debt service charge per dwelling and/or rental unit for maximum of one year - \$10.64

SECTION 12: Stormwater System Charges: CPMC Title 13.15

- A. 13.15.070(C) Storm and Surface Water Charges
1) Monthly residential charge per account - \$9.95
2) Monthly non-residential charge per ESU - \$9.95
3) Monthly charge with credit per ESU - \$7.10
B. 13.15.070(D) Equivalent Service Unit Definition: One Equivalent Service Unit (ESU) is established at 3,500 square feet of impervious surface area. For the purpose of computation of service charges, the number of Equivalent Service Units shall be rounded to the nearest tenth (0.10).
C. 13.15.072 Liability for payment of bill.
1) New account establishment fee - \$9.00/account
2) Request for transfer of service - \$9.00/account
D. 13.15.075 Payment of bills – Delinquent charges.
1) Delinquent Charges – 8% per annum or \$6.00 late fee, whichever is greater, for accounts with a balance due of greater than \$10.00.

SECTION 13: Ambulance Utility Charges: CPMC Title 13.16

- A. 13.16.070(B) Utility Fee: Classifications
1) Single Family Residential (including single unit mobile home) - \$4.56/unit
2) Multiple Family (including duplex, triplex, ect.) - \$5.44/unit
3) Commercial/Retail/Industrial (based on calculation method in Section 13.16.070(C) - \$5.10/ERU
4) Assisted Living/Nursing Home (based on calculation method in Section 13.16.070(C) - \$37.34/ERU
5) Public/College/Schools (based on calculation method in Section 13.16.070(C) - \$4.84/ERU
B. 13.16.070(C) Rates Formula: One Equivalent Residential Unit (ERU) is established at 1,985 square feet. For the purpose of computation of service charges, the number of Equivalent Residential Units shall be rounded to the nearest tenth (0.10).
C. 13.16.080 Collection of Utility Fees.
1) New account establishment fee - \$9.00/account
2) Request for transfer of service - \$9.00/account
3) Delinquency Charges - 8% per annum or \$6.00 late fee, whichever is greater, for accounts with a balance due of greater than \$10.00.

SECTION 14: Transportation Impact Fees—pending study to establish fee structure.

SECTION 15: Pedestrian Facility In-lieu of Improvements Fee—pending study to establish fee structures for payment in lieu of constructing pedestrian facilities.

SECTION 16: Miscellaneous Fees & Charges

- | | |
|--------------------------------------|------------------|
| A. Web Check Electronic Services Fee | As per agreement |
| B. NSF Fee | \$ 20.00 |
| C. Stop Payment Fee | \$ 25.00 |
| D. Business Licenses | \$ 20.00 |

SECTION 17: Community Events/Parks

- A. Farmers Market

1. Registration Fees
 - a. Application Fee – Daily Vendors \$ 10.00
 - b. Membership Fee – Through April 15th \$ 50.00
 - c. Late registration – After April 15th \$ 15.00
 2. Daily Fees
 - a. Member Daily Fee Standard Booth \$ 10.00
 - b. Member Daily Fee Oversize Booth \$ 15.00
 - c. Non-Member Daily Fee Standard Booth \$ 20.00
 - d. Non-Member Daily Fee Oversize Booth \$ 25.00
 - e. Non-Profit Daily Fee \$ 5.00
 - f. Youth Vendor Fee \$ 5.00
 3. Electricity Fees Per Day
 - a. Member – standard outlet (2 plugs) \$ 5.00
 - b. Member – 50 or 30 Amp (limited availability) \$ 7.50
 - c. Non-Member – standard outlet (2 plugs) \$ 7.50
 - d. Non-Member – 50 or 30 Amp (limited availability) \$ 10.00
 4. Product Challenge Submittal \$ 50.00
- B. Parks
1. Reservations
 - a. First come/first served No charge
 - b. Restrict site access \$10.00/hour city resident/\$15.00/hour non-resident
 2. Park setup/cleanup - Hourly staff cost +10% (resident); Hourly staff cost +20% (non-resident)
- C. Special Events
1. Application Fee Varies by event.

Payment of Fees: All fees are required to be paid prior to services being rendered, as applicable.

Effective Date: Rates, fees, and other charges shall be effective January 1, 2023; Utility rate charges shall be effective with the January 1, 2023 billing cycle; after passage and approval as provided by law.

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.

PASSED by the City Council of the City of College Place, Washington, on the 13th day of December, 2022.

APPROVED:

ATTEST:

Norma Hernández– Mayor

Sherri St. Clair – City Clerk

City of College Place, Washington
ORDINANCE NO. 22-022

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE,
WASHINGTON TO ADOPT A NEW CHAPTER 3.52 TO THE COLLEGE PLACE
MUNICIPAL CODE PERTAINING TO THE CREATION OF A MULTI-FAMILY HOUSING
TAX EXEMPTION PROGRAM IN DEFINED AREAS**

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 Legislature made significant changes to the Multi-Family Housing Property Tax Exemption Program in 2021 via SB 5287 codified in RCW 84.14 which permits the CITY to offer the program as an incentive in defined areas; and

Whereas, this program is desperately needed as the City as well as the entire Walla Walla Valley is in an affordable housing crisis and more units of housing need to be added; and

Whereas, the proposal was reviewed and recommended by the College Place Economic Development, Tourism, and Events Commission on November 14th, 2022; and

Whereas, the proposal was reviewed by the College Place City Council during the December 6th, 2022 and December 13th, 2022 meetings; and

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

Section 1: A new Chapter 3.52 of the College Place Municipal Code is hereby added to provide as set forth in Exhibit 1 attached hereto and by this reference incorporated herein.

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 13th day of December, 2022.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

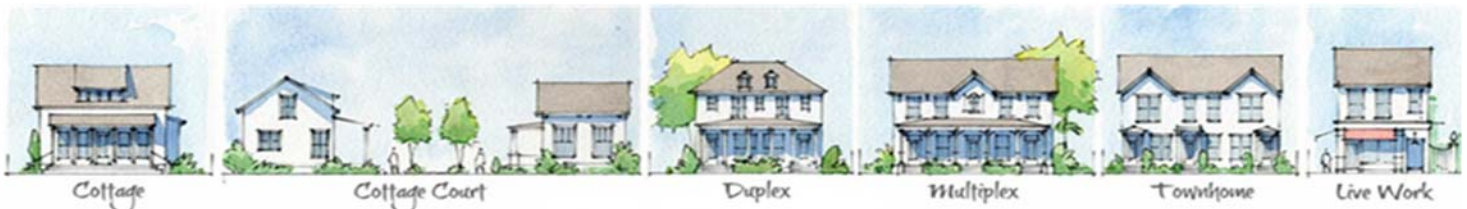
Sherri St. Clair, City Clerk

Rea Culwell, City Attorney

Walla Walla Regional Housing Action Plan

*Cities of College Place,
Dayton, Waitsburg and
Walla Walla*

July 21, 2021



ACKNOWLEDGEMENTS

This work is made possible through a grant provided by the Washington Department of Commerce, and the dedicated work of the Plan Advisory Committee and the Stakeholder Advisory Committee. We specifically recognize and appreciate the time and attention provided by the following people.

Plan Advisory Committee Members

Elizabeth Chamberlain, City of Walla Walla
Melissa Shumake, City of Walla Walla
Meagan Hayes, City of Dayton
Jon Rickard, City of College Place
Randy Hinchliffe, City of Waitsburg
Nikki Sharp, Walla Walla County

Stakeholder Advisory Committee Members

Brenda Bernards
Riley Clubb
Rachel Elfenbein
Stanley Green
Norma Hernández
Russell Levens
Catherine Veninga
Garrett Warren
Andrea Weckmueller-Behringer

Project Consultants

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Violet Brown, Fregonese & Associates
Scott Fregonese, Fregonese & Associates
Ellen Palmquist, Fregonese & Associates

GLOSSARY

Accessory Dwelling Unit (ADU): A small living space located on the same lot as a single-family house.

Affordable For-Sale Housing: An owner-occupied dwelling with a monthly mortgage and property tax payment that equates to no more than 30% of household income.

Affordable Rental Housing: A dwelling that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed 30% of the household's monthly income. If income-restricted or government supported, U.S. Housing and Urban Development (HUD) income restrictions vary by family size.

Buildable Lands Inventory (BLI): An assessment of the capacity of land to accommodate forecasted housing and employment needs.

Buildable Residential Land: Includes land that is designated for residential development that is vacant and part-vacant and not constrained by existing buildings or environmental issues.

Cost Burdened: Defined by US Department of Housing and Urban Development (HUD) as households who spend over 30% of their income on housing.

Cottages: Small, single-level, detached units, often on their own lots and sometimes clustered around pockets of shared open space. A cottage is typically under 1,000 square feet in footprint.

Density: Defined by the number of housing units on one acre of land.

Development density: Expected number of dwelling units (per acre) based on current zoning designations.

Family: A group two or more people (one of whom is the householder) related by birth, marriage, or adoption and residing together.

High Density: Lots with the average density of 12+ dwelling units per acre. Best suited for multifamily housing such as apartments and condos.

Housing Unit (or Dwelling Unit): A house, an apartment or other group of rooms, or a single room is regarded as a housing unit when it is occupied or intended for occupancy as separate living quarters; that is, when the occupants do not live and eat with any other person in the structure and there is direct access from the outside or common hall.

Household: Consists of all people that occupy a housing unit.

HUD: Acronym for US Department of Housing and Urban Development, the federal agency dedicated to strengthening and supporting the housing market.

Low Density: Lots with the average density of 3-4 dwelling units per acre. Best suited for family housing such as single-family detached homes.

Manufactured Housing: is a type of prefabricated home that is largely assembled of site and then transported to sites of use. The definition of the term in the United States is regulated by federal law (Code of Federal Regulations, 24 CFR 3280): "Manufactured homes are built as dwelling units of at least 320 square feet in size, usually with a permanent chassis to assure the initial and continued transportability of the home. The requirement to have a wheeled chassis permanently attached

differentiates "manufactured housing" from other types of prefabricated homes, such as modular homes.

Median Family Income (MFI): The median sum of the income of all family members 15 years and older living in the household. Families are groups of two or more people (one of whom is the householder) related by birth, marriage, or adoption and residing together; all such people (including related subfamily members) are considered as members of one family.

Medium Density: Lots with the average density of 6-12 dwelling units per acre. Best suited for small lot housing such as single family attached, townhomes, plexes and cottages.

Middle Housing: Housing types that is generally attainable for households earning less than 120% of the area median income level. Typically includes plexes (2-4 units per structure), townhomes, apartments, accessory dwellings, cottage homes and manufactured homes.

Mixed Use: Characterized as two or more residential, commercial, cultural, institutional, and/or industrial uses into one combined building or building(s) on the same parcel of land.

Multi-Family Housing: Stacked flats in a single buildings or groups of buildings on a single lot with 5 or more units per structure. Parking is shared, and entrance to units is typically accessed through a shared lobby.

Part-vacant land: Unconstrained land that has some existing development but can be subdivided to allow for additional residential development.

Plexes and Apartments: Multiple units inside one structure on a single lot. Usually each unit has its own entry.

Seasonal dwellings: These units are intended by the owner to be occupied during only certain seasons of the year. They are not anyone's usual residence. A seasonal unit may be used in more than one season; for example, for both summer and winter sports. Published counts of seasonal units also include housing units held for occupancy by migratory farm workers. While not currently intended for year-round use, most seasonal units could be used year-round.

Residual Land Value: The amount a developer would typically be willing to pay for the land/site in order to build a specific real estate improvement based on underlying assumptions and market conditions.

Severely Cost Burdened: Defined US Department of Housing and Urban Development (HUD) as households who spend over 50% of their income on housing.

Single Family Attached: Residential structures comprised of two to four housing units with a shared wall that separates each unit. "Attached" duplexes require a single building permit for both dwelling units.

Single Family Detached: Free standing residential building, unattached, containing separate bathing, kitchen, sanitary, and sleeping facilities designed to be occupied by not more than one family, not including manufactured and mobile homes.

Townhome (also known as duplexes, rowhouse, etc.): Attached housing units, each on a separate lot, and each with its own entry from a public or shared street or common area.

Vacant housing unit: A housing unit is vacant if no one is living in it at the time of enumeration unless its occupants are only temporarily absent. Units temporarily occupied at the time of enumeration entirely by people who have a usual residence elsewhere are also classified as vacant.

Vacant land: Vacant and part-vacant land identified within the local buildable land inventory that is not developed and unconstrained for future planned residential development.

SUMMARY

The demand for adequate, safe and affordably-priced housing continues to far outpace new housing production. This Walla Walla Regional Housing Action Plan provides a strategy for strengthening and enhancing the inventory of affordable housing and less expensive market-rate housing in southeast Washington. This growing region includes a network of small and medium historic cities, that are rich in agricultural, viticulture, and education.

This Plan highlights existing housing conditions and issues and forecasts future needs based on changing demographic and socio-economic conditions. Using feedback from a dedicated project advisory committee and stakeholder committee and survey input from over 400 citizens, this plan reflects current attitudes regarding housing priorities. While significant steps have already been taken by the cities of College Place, Dayton, Waitsburg and Walla Walla, this Plan lists new housing policies and actions that can be taken for each city to further enhance housing opportunities.

As shown in the following graphic, the Housing Action Plan will be used to inform future Comprehensive Plans, Capital Facilities Plans and Land Use Policies. The Plan also guides decisions regarding implementation strategies that can affect development regulations, infrastructure spending priorities, permitting procedures, fee structures and other housing actions.



Source: Washington Dept. of Commerce and BERK, 2020.

Highlights of the Walla Walla Regional Housing Action Plan

Walla Walla Regional Housing Survey (over 400 respondents) lists the **top 5 housing issues** as:

1. Housing Cost/Affordability
2. Inadequate Housing Availability
3. Homelessness
4. Range of Housing Types
5. Housing Quality

The top 5 Housing Actions recommended by survey respondents include:

1. Development Partnerships
2. Multifamily Tax Incentives
3. Grants for First time Homebuyers
4. Housing Rehabilitation Grants
5. Increase Residential Land Inventory

The Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand in the Region is likely to include 1,523 standard-lot single family detached homes; 1,104 small-lot detached homes; 732 townhomes/plexes; 894 multi-family units (includes some group quarters demand), and 443 affordable housing units (government supported), manufactured homes and/or ADUs.

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, nearly half of new construction that is planned to occur in College Place and Walla Walla would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through “infill” is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

- **College Place UGA:** the projected 20-year housing need of 747 dwelling units is far greater than the potential UGA capacity of 345 units, even after accounting for recent code changes and assuming 60% of net new housing will need to be constructed on infill and redevelopment lands.
- **Walla Walla UGA:** the projected 20-year housing need of 3,570 dwelling units is below the potential UGA capacity of 3,740 dwelling units. However, the current amount of land zoned for multi-family structures appears to be inadequate to meet overall housing needs, even after assuming 55% of the net new housing will be constructed on infill and redevelopment lands.
It is recommended that the cities of College Place and Walla Walla continue to work with Walla Walla County and regional housing advocates to ensure that new housing density can be optimized within current UGAs, and new areas be identified for potential UGA expansion.
- **Waitsburg and Dayton UGAs:** the combined projected housing demand of 200 dwellings for these two small cities can be accommodated by their existing UGAs if adequate water and wastewater infrastructure is provided.

Additional policy actions and housing program considerations are provided in Section III.

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I. INTRODUCTION

PURPOSE

Communities across the state of Washington are facing unprecedented challenges with providing safe and affordable housing.¹ In response, the Washington state legislature passed a measure designed to encourage cities and counties to proactively work together to identify housing needs and implement local actions to preserve affordable housing and spur new housing development.

Within the Walla Walla Region, the Community Council facilitated a community-led study regarding regional housing issues, needs and local policy recommendations in a landmark report: *Affordable Housing Study (A report to the residents of Columbia and Walla Walla counties and the Milton-Freewater area)*, 2019. That report raised local awareness about issues pertaining to housing affordability and laid the foundation for advocacy around a number of recommendations to address the need for safe and affordable housing. The Affordable Housing study recommended the completion of a study on housing needs in the region and strategies for improvement; the cities of College Place, Dayton, Walla Walla, and Waitsburg applied for and were awarded a grant from the Washington State Department of Commerce to prepare this regional housing action plan.

A regional Housing Action Plan (HAP) is intended to examine housing affordability, access and structural diversity issues, as well as strategies and actions to be taken to create a more equitable housing environment. The HAP process includes a review of the region's comprehensive plans, policies, past actions, partnerships, and current regulations to determine

Housing Action Plans address the following questions:

- *Who lives and works here and what are their socioeconomic characteristics?*
 - *What types of housing are available?*
 - *Are there any groups of people who are not able to find housing that is safe, affordable, and meets their household needs?*
 - *How much housing, and what types of housing, are needed to meet current and future housing needs?*
 - *Is there sufficient buildable land capacity to accommodate this growth and housing diversity?*
 - *What local policies and actions can be taken to produce additional affordable and market rate housing?*
-

¹ Unless otherwise specified, "affordable housing" in this report is defined as government-supported housing that is income restricted as well as market-rate housing where residents pay no more than 30% of their income on housing costs (monthly rents or mortgage payments).

existing conditions of the housing ecosystem. Community input is obtained to identify and evaluate potential policy changes that can be implemented to increase production of affordable and market-rate housing.

At its core, the regional HAP identifies future housing needs to serve all economic segments of the community. Based on the 20-year growth target, the housing needs assessment identifies how many units of different types are needed to optimize housing affordability.

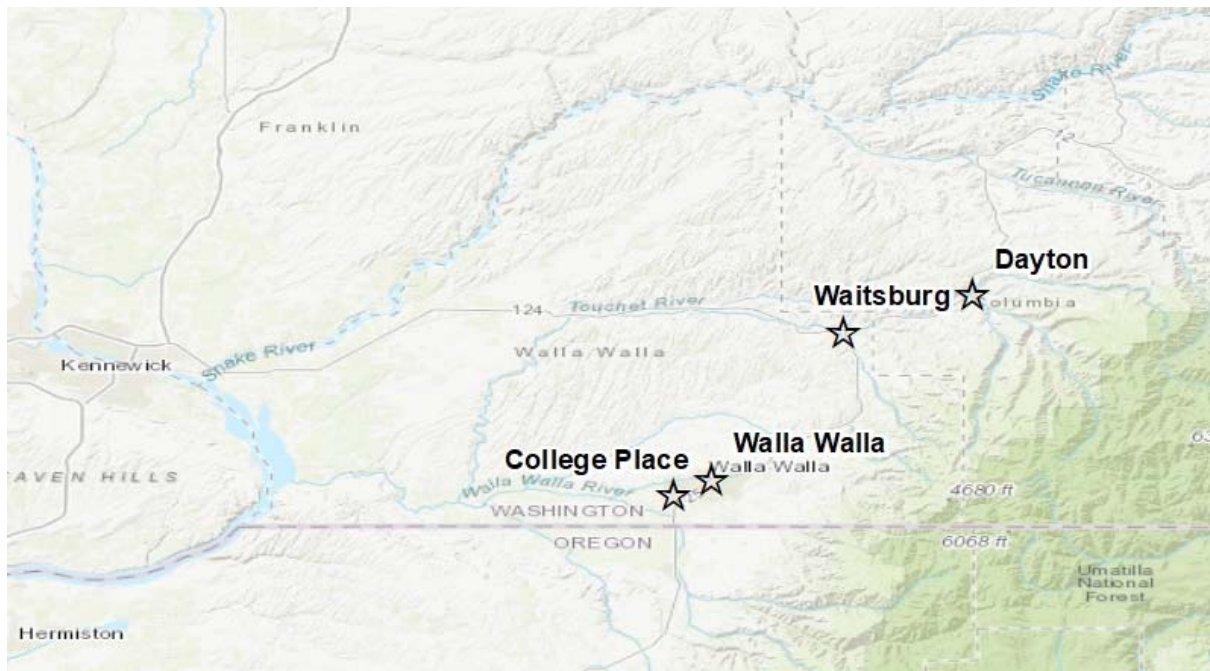
Based on Washington Department of Commerce grant funding guidelines, the focus of this study is on the existing urban growth areas (UGAs) surrounding the cities of Walla Walla, College Place, Dayton and Waitsburg. For purpose of this plan, these areas are collectively referred to as the Walla Walla Region.

REGIONAL CONTEXT

Because housing ecosystems are rarely contained within a single jurisdiction, regional analysis and coordination are necessary to understand market dynamics. For example, if safe and affordable housing is not sufficient in one community, residents are likely to search for housing in an adjacent jurisdiction rather than leave the region altogether.

The focus of this plan is on the Walla Walla Region, which includes the urban growth areas of Walla Walla, College Place, Dayton, and Waitsburg and the surrounding unincorporated areas of Walla Walla and Columbia counties (**Exhibit 1**). While the community of Milton-Freewater in Oregon is often included in the greater Walla Walla region, this analysis is limited to communities in Washington by dint of its focus on the Urban Growth Area structure laid out in Washington's Growth Management Act. The cities of College Place and Walla Walla currently function as the business and regional service center for this region. Each of the four cities provide a unique mix of housing opportunities, growth potential and community character.

Exhibit 1: Walla Walla Region



Recent Accomplishments

Prior to undertaking this work, communities within the Walla Walla Region have made strides in advancing affordable housing. Efforts completed to date include the following:

Regional Planning Coordination (Walla Walla, College Place, Waitsburg and Dayton)

- The cities of Walla Walla, College Place and Waitsburg have coordinated with Walla Walla County) to update their comprehensive plans with new growth forecasts and sections focused on housing policies.
- The city of Dayton has also coordinated with Columbia County and cities in Walla Walla County (through this planning effort) to evaluate their buildable land inventory.
- Community Council, a regional policy advocacy and education organization, convened civic, private and non-profit representation on the Affordable Housing Study Workgroup to identify housing issues and barriers to affordable housing, and to recommend policy strategies.

City of Walla Walla

- As mentioned above, the city of Walla Walla undertook a significant update of its comprehensive plan, with a new housing policy section that includes objectives aimed at expanding housing opportunities.
- 2018 Code Updates: this resulted in changes to local zoning that collapsed three single family residential zones into one zone called Neighborhood Residential. This new zone supports additional housing density in low density zone by allowing development of (up to) fourplexes on a single lot. The city also relaxed road access standards for short plats to permit private lanes to serve up to 9 dwelling units. Other changes included permitting multifamily units outright and removing the owner occupancy requirement for accessory dwelling units.
- Utility Rate Discounts: the city provides a program for providing water and sewer utility rate discounts to low-income citizens.
- The city is using Community Development Block Grant funds to provide micro-grants for property owners to complete home repair projects through a contract with the Blue Mountain Action Council.

City of College Place

- Recent Code Updates:
 - College Place created a new single-family residential zoning district and reduced minimum single-family residential lot sizes to 6,000 square feet.
 - The city increased flexibility in short plat standards.
 - Accessory dwelling units are now permitted in all residential zones.
 - Cottage and co-housing are now permitted in the Single-Family and Multi-Family Zoning Districts.
 - The City now permits dwelling units in commercial developments in both the Downtown Mixed-Use and General Commercial Zoning Districts
 - Three or more single-family dwelling units may be attached as townhomes or zero-lot line developments and the City may waive the minimum lot size and width requirement. Tiny Homes Permitted

- Tiny homes, also known as Park Model Recreation Vehicles, are now permitted for temporary or recreational use in mobile home and RV parks and may be approved for use as a dwelling unit subject to conditions.
- Manufactured homes, mobile homes, RV's, park models, tiny homes, and campers are now permitted for residential use in mobile home parks, manufactured housing communities, and manufactured/mobile home communities.
- Recreational Vehicles may now be used as a residence in RV and Mobile Home Parks subject to conditions.
- Dwelling Units of 600SF or less now qualify for reduced wastewater & water capital facility charges. This includes all categories of dwelling units.

City of Dayton

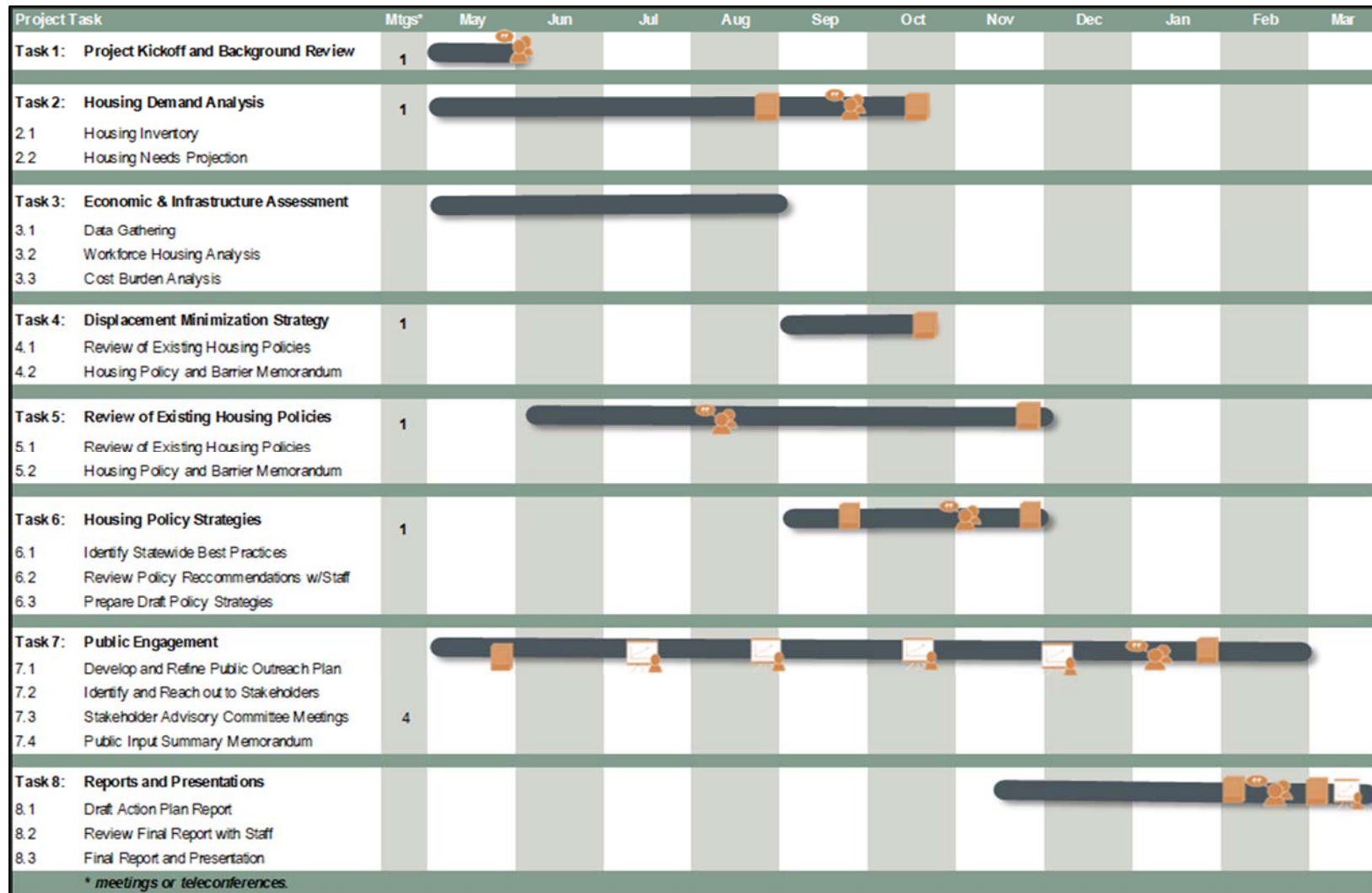
- In addition to mapping their buildable lands, the city revised its zoning code to increase future development potential by allowing plexes in and reducing setbacks in single family zones.
- The city has drafted an ordinance to streamline surplus property procedures.

APPROACH

The overall project approach/schedule is shown in **Exhibit 2**. Key steps taken to create this report include the following:

- Project coordination meetings: Interim findings were shared with the HAP Plan Advisory Team (PAT) and a Stakeholder Advisory Committee (SAC) made up of regional civic leaders.
- Housing trends and forecasts: the consultant team analyzed most recent available data from a mix of sources, such as the U.S. Census Bureau, American Community Survey, Washington Office of Financial Management to confirm the existing housing inventory, quantify market gaps in housing products, and to establish baseline housing demand forecast.
- Housing gentrification and displacement risk assessment: included analysis of the availability of naturally occurring affordable housing (non-government supported) as well as income-restricted government supported housing in context with local demographic and socio-economic data. Locations where the risk of housing displacement are relatively high were mapped for each community in the region.
- Review of existing housing policies and draft policy recommendations: this included a synthesis of the current housing policies for each community, and identification of potential housing policies and actions that can be taken to address issues identified the HAP.
- Community engagement: the HAP process included stakeholder interviews, PAT and TAC meetings and public surveys with the broader community to identify and evaluate housing issues and policy actions.

Exhibit 2: Project Approach



COMMUNITY ENGAGEMENT PROCESS

Public Engagement Plan and Groups Contacted

The Public Engagement Plan (provided in **Appendix A**) for this regional plan is consistent with local and state requirements and reflects best practices. In light of the global Covid-19 pandemic that was in-place during the planning process, the community outreach process utilized virtual video conference meetings/presentations and interactive surveys to evaluate housing affordability, availability and local policies. At the outset of the HAP, a draft Public Engagement Plan was developed and refined based on input from the Project Advisory Team. The engagement plan had four objectives:

1. To provide a forum to share, develop and refine useful information and data,
2. To ensure a shared understanding of current conditions, issues, concerns, and opportunities,
3. To provide avenues for the public, applicable committees, and supporting agencies to be involved,
4. To build support for eventual adoption and implementation.

Project Advisory Team (PAT) Meetings (4): PAT members were comprised of planning staff from the cities of Walla Walla, College Place, Waitsburg, and Dayton, and Walla Walla County and the consultant team. The PAT directed and reviewed the research, outreach, and work products in support of the Walla Walla Regional Housing Action Plan. The PAT met four times from May to November 2020

Stakeholder Advisory Committee Meetings (3): The Stakeholder Advisory Committee represented a range of informed and committed stakeholder interests. It included representatives of city and county agencies, direct service providers, and other public agencies, along with local property owners, residents, and community organizers. The Committee provided recommendations on key project issues and decisions, helped to shape housing policy options, guided stakeholder and community engagement strategies, and encouraged community members to participate in the planning process. The SAC met three times from July to November 2020.

Input regarding housing issues, goals and objectives

Two housing surveys were conducted during the HAP planning effort, with input from the PAT and the SAC. The initial Housing Policy Survey was distributed to local planners, developers and housing experts in the region. The survey focused on housing development issues, barriers and policy preferences. Survey respondents were asked to identify the most effective housing policies in their jurisdiction (city and county) and were asked to identify housing actions suggested within HB 1923.

The Housing Policy Survey received five responses. The top housing issues and policies identified for the Walla Walla region included:

- Overall need for additional construction of quality market-rate housing, additional vacant developable land, the need for less development regulations, and the need for new housing development incentives.
- Survey respondents supported local implementation actions regarding: use of cluster zoning (such as lot size averaging with reduced setbacks for new buildings), a shortened subdivision

approval process, clear and objective accessory dwelling unit standards, and increased categorical exemptions for multifamily developments.

Public Input

The second survey included an electronic Regional Housing Action Plan Survey that was also developed with input from the PAT and TAC and provided in both English and Spanish. The survey focused on the identification of community-defined housing issues, housing affordability perceptions, and barriers to renting or owning a home. Survey respondents were asked to identify actions local officials could take to address housing issues in their community. While the survey is not a statistical representation of all regional residents, the issues and perceptions provided by the respondents are generally consistent with other survey input received during the recent Walla Walla (city and county) Comprehensive Plan updates.

The English survey received 419 responses and the Spanish survey received 3 responses. Survey responses were primarily from residents living in the Walla Walla zip code 99362 (80%), the College Place zip code 99324 (11%), and the Dayton zip code 99328 (4%). Detailed survey results are included in **Appendix B** and are summarized below. While the survey is not considered statistically valid, it does provide a reliable indication of community perceptions regarding housing issues.

Top 5 Perceived Housing Issues

1 Housing Cost / Affordability

2 Inadequate Housing Availability

3 Homelessness

4 Range of Housing Types

5 Housing Quality

Top 5 Housing Actions

1 Development Partnerships

2 Multifamily Tax Incentives

3 Grants for First-time Homebuyers

4 Housing Rehabilitation Grants

5 Increase Residential Land Inventory

Top Barriers to Homeownership

Barriers to Home Ownership	Count	Percent
Limited Housing Supply	249	21.9%
Availability of Living Wage Jobs	290	25.5%
Affordability of Available Homes	371	32.6%
Programs for Homeowners	124	10.9%
Lack of Resources/Education on Home Ownership	63	5.5%
Other	40	3.5%
Total	1,137	100.0%

Top Barriers to Rental Housing

	Count	Percent
Low Vacancy Rates	298	30.0%
Lack of Affordable Rentals	351	35.3%
Strict Rental Requirements	196	19.7%
Confusing Rental Application Process	48	4.8%
Other	101	10.2%
Total	994	100.0%

II. HOUSING MARKET OVERVIEW

Housing demand is driven by a combination of population growth, household formations and regional economic activity. Population within the Walla Walla Region (includes the cities of Walla Walla, College Place, Dayton and Waitsburg) reached a record high of 47,695 year-round residents in 2019 (*according to the WA Office of Financial Management*).

Population within the Region has been increasing at an annual average rate of 0.68% between 2010-2018, which is three times faster than unincorporated Walla Walla County, but only half the statewide average (**Exhibit 3**).

Exhibit 3: Population Trends

Population Trends			
	2010	2018	AGR
Washington	6,561,297	7,294,336	1.33%
Columbia County	3,957	4,001	0.14%
Dayton	2,463	2,682	1.07%
Walla Walla County	57,585	60,236	0.56%
College Place	8,502	9,136	0.90%
Waitsburg	1,194	1,188	-0.06%
Walla Walla	31,177	32,731	0.61%
Walla Walla Region	43,336	45,737	0.68%
Unincorp. Walla Walla County	14,249	14,499	0.22%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B01003)

AGR: average annual growth rate.

Household income and housing price/rent levels are good indicators of housing attainability. Median household income in Walla Walla County (\$56,533) is currently well below the Washington average (\$70,116). However, overall income levels in Walla Walla County and the city of Walla Walla recorded a slightly faster growth rate than the state average between 2010 and 2018 (**Exhibit 4**).

Exhibit 4: Median Income Trends, 2010-2018

	2010	2018	AGR
Washington	\$57,244	\$70,116	2.6%
Walla Walla County	\$45,575	\$56,533	2.7%
College Place	\$40,137	\$47,525	2.1%
Dayton	\$39,861	\$44,524	1.4%
Waitsburg	\$45,568	\$48,403	0.8%
Walla Walla	\$39,397	\$48,678	2.7%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25119)

AGR: average annual growth rate.

To meet HUD guidelines for housing affordability, no more than 30% of income should be allocated to housing. Hence, middle-income families earning 80% to 120% of the median household income (MHI) should be able to afford monthly rents at \$1,131 to \$1,696; or homes priced between \$194,000

and \$291,000. If middle-income households pay more than this, they would be “cost burdened” to some degree. As indicated in **Exhibit 5**, using current statistics, affordable monthly housing cost for low-income families is as follows:

- Low Income, \$707 to \$1,131
- Very Low Income, \$424 to \$707
- Extremely Low Income, \$424 or less

Exhibit 5: Analysis of Attainable Housing Prices/Rents

Walla Walla County Median Household Income (2018)*		\$56,533
Market Segment by Income Level	Lower-end	Upper-End
Upper (120% or more of MHI)		120%
Middle (80% to 120% of MHI)	80%	120%
Low (50% to 80% of MHI)	50%	80%
Very Low (30% to 50% of MHI)	30%	50%
Extremely Low (less than 30% of MHI)	30%	
Qualifying Income Level	Lower-range	Upper-range
Upper (120% or more of MHI)	\$67,840	or more
Middle (80% to 120% of MHI)	\$45,226	\$67,840
Low (50% to 80% of MHI)	\$28,267	\$45,226
Very Low (30% to 50% of MHI)	\$16,960	\$28,267
Extremely Low (less than 30% of MHI)		\$16,960
Attainable Monthly Rent or Payment (@30% of income level)	Lower-range	Upper-range
Upper (120% or more of MHI)	\$1,696	or more
Middle (80% to 120% of MHI)	\$1,131	\$1,696
Low (50% to 80% of MHI)	\$707	\$1,131
Very Low (30% to 50% of MHI)	\$424	\$707
Extremely Low (less than 30% of MHI)		\$397
Approximate Attainable Home Price**	Lower-range	Upper-range
Upper (120% or more of MHI)	\$291,000	or more
Middle (80% to 120% of MHI)	\$194,000	\$291,000
Low (50% to 80% of MHI)	\$116,000	\$185,000
Very Low (30% to 50% of MHI)	\$69,000	\$116,000
Extremely Low (less than 30% of MHI)	n/a	n/a

Notes:

* based on current U.S. Census estimates of household income for Walla Walla County.

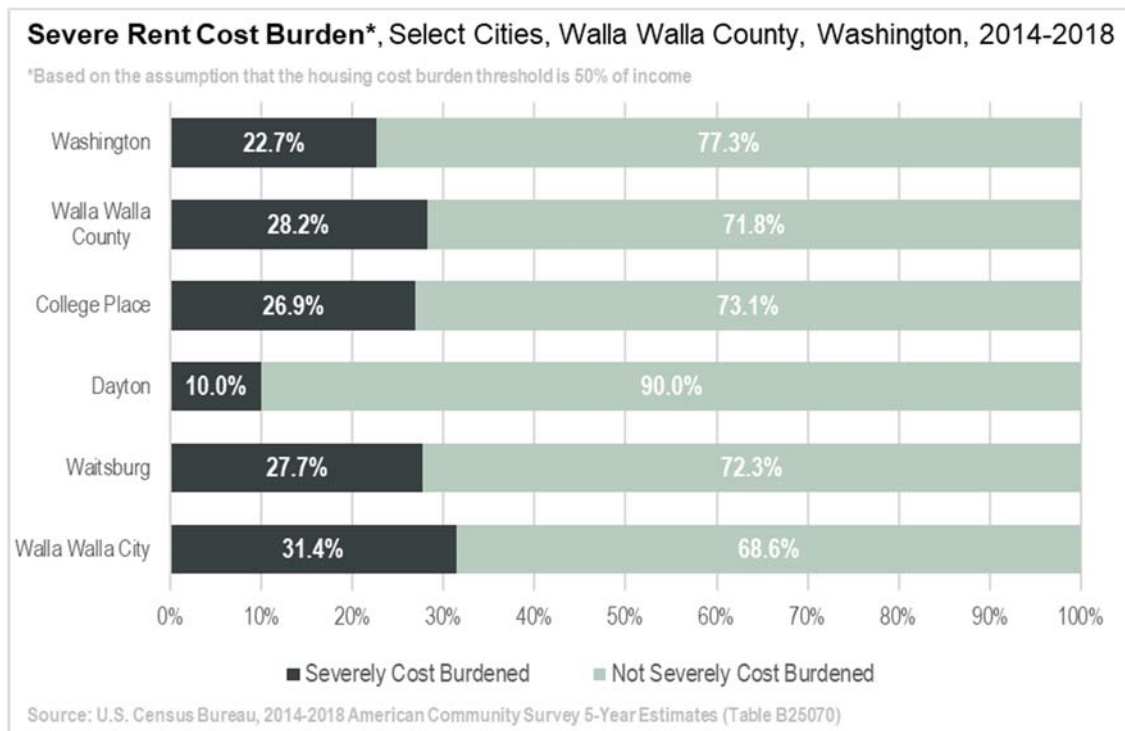
** assumes 5% down (zero down payment for low income purchasers) on 30-yr mortgage @ 3.6% interest; and 1.89% for taxes and insurance.

Source: analysis by FCS GROUP using U.S. Census, American Community Survey data.

According to the U.S. Housing and Urban Development (HUD), households are considered “cost burdened” if they pay over 30% of their gross income on housing and utilities. Households are “severely cost burdened” if they pay over 50% of their gross income on housing and utilities.

As of 2018, nearly 3 in 10 renters (28%) in Walla Walla County were severely cost burdened by housing expenses alone (**Exhibit 6**). If housing costs continue to rise faster than income levels, the share of severely cost burdened households will continue to increase.

Exhibit 6: Severe Housing Cost Burden by Locality



Measures of Economic Hardship

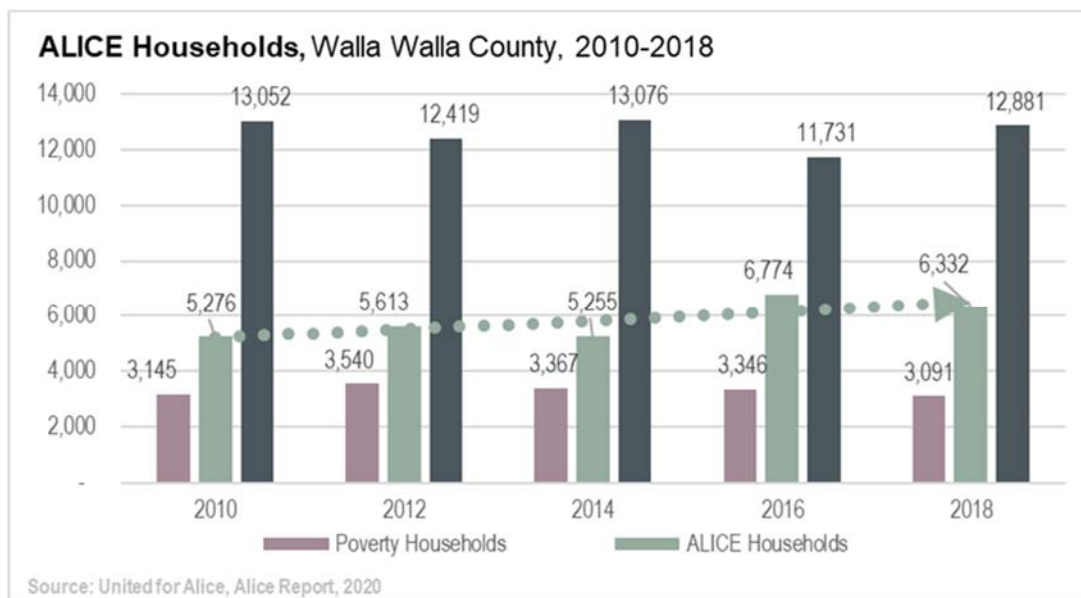
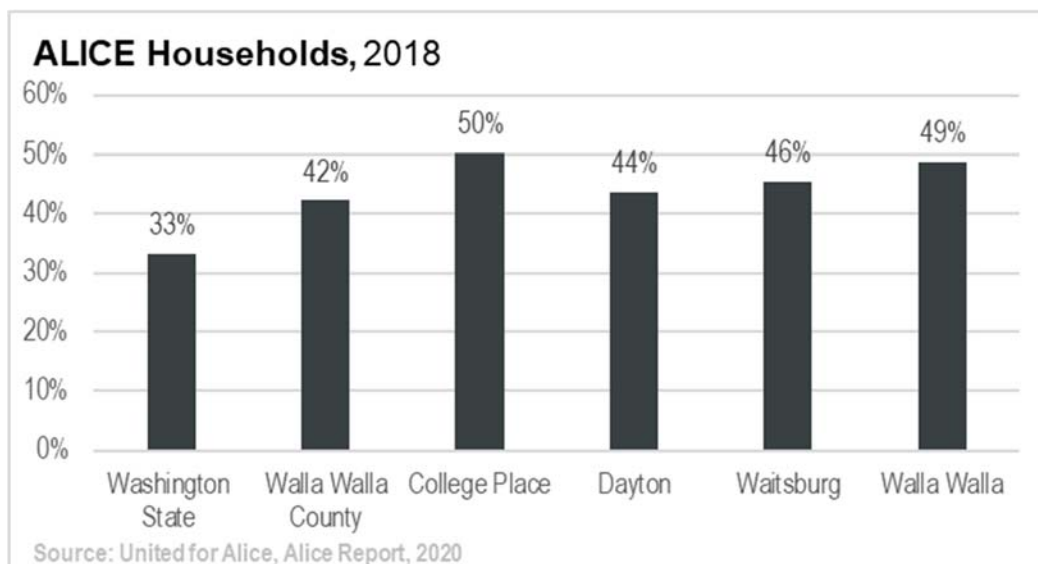
Like many rural communities across the U.S., an increasing share of households in the Region are experiencing economic hardship as the cost of living rises faster than income levels.

Since the War on Poverty began in 1965, the Federal Poverty Level (FPL) has provided a standard for determining the proportion of people living in poverty in the U.S. Despite the FPL's benefit of providing a nationally recognized income threshold for determining who is poor, its shortcomings include the fact that the FPL is not based on the current cost of basic household necessities, and except for Alaska and Hawaii, it is not adjusted to reflect cost of living differences across the U.S. In fact, federal poverty statistics indicate that the number of Walla Walla County households living in poverty decreased by 54 between 2010 and 2018.

In recognition of the short comings associated with federal poverty statistics, the United Way now provides a new measure of economically distressed households struggling in each county in a state. This effort provides a framework, to measure households that do not earn enough to afford basic necessities, with a population segment called **ALICE (Asset Limited, Income Constrained, Employed)**. The ALICE methodology takes into account the total cost of household essentials – housing, child care, food, transportation, technology, and health care, plus taxes and a 10 percent contingency. ALICE data are calculated separately for each county, and for six different household types. For more information check out: <https://www.unitedforalice.org/methodology>

In 2018, 42% of the households in Walla Walla County were either in poverty or in the ALICE category, which is well above the Washington statewide average of 33%. Within the Walla Walla Region, the share of households in poverty and ALICE categories ranged from 44% in Dayton to 50% in College Place (**Exhibit 7**).

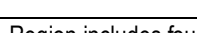
Exhibit 7: ALICE Household as Share of Total Households



Employment

Employment in the cities of the Walla Walla region has been on a steady upward trajectory since 2002, with an estimated 13,281 jobs in 2002 and 14,006 jobs in 2017 (latest available data) a 5.5% overall increase in that timeframe. Job gains varied by sector, with industries such as Transportation and Utilities, Industrial Trades, and Agriculture recording job losses, while Health Care, Services and Education sectors recording the most job gains during this time frame (**Exhibit 8**).

Exhibit 8: Employment Trends: 2002-2017

Segment	2002 - 2017 Job Growth	2002	2010	2017	Change
Agriculture, Forestry, Fishing and Hunting		230	184	150	(80)
Transportation, Communications & Utilities		700	509	427	(273)
Industrial Trades & Construction		1,978	1,642	1,594	(384)
Retail Trade		2,392	2,911	2,337	(55)
Other Services, Restaurants & Lodging		3,673	4,129	4,022	349
Educational Services		1,042	1,033	1,288	246
Health Care and Social Assistance		3,083	3,396	4,012	929
Public Administration		183	173	176	(7)
Total		13,281	13,977	14,006	725

Source: US Census Bureau, On the Map.com. Region includes four cities: Walla Walla, College Place, Waitsburg and

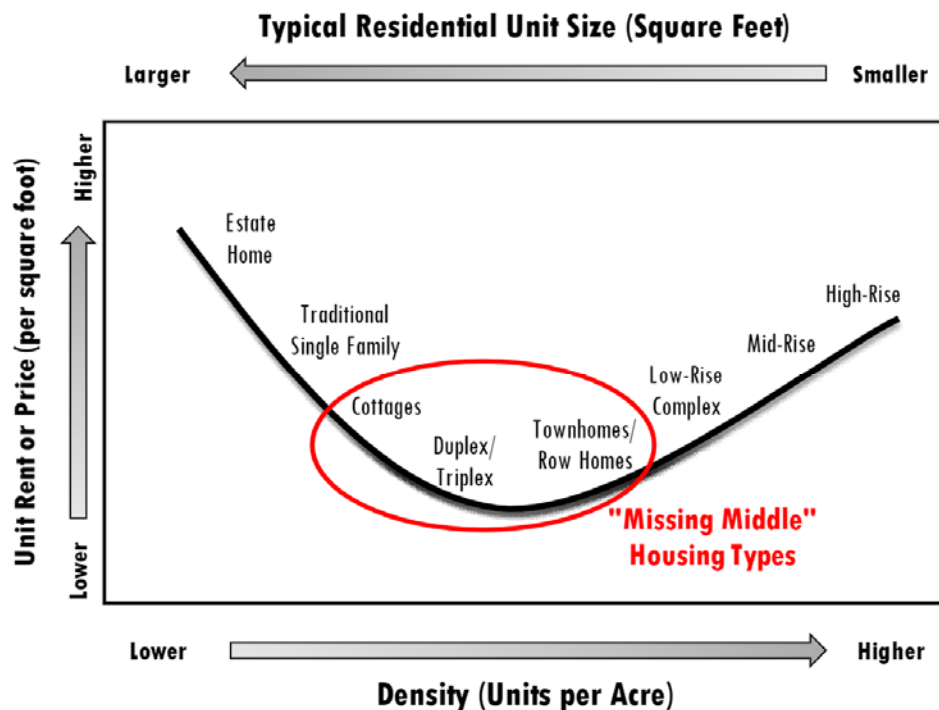
In that same timeframe in the Walla Walla MSA (Walla Walla and Columbia Counties) the civilian labor force increased by 1.9%, a figure well outpaced by job growth in the area according to the US Bureau of Labor Statistics. Unemployment in the area also dropped from 6.9% in 2002 to 4.9% in 2017.

HOUSING NEEDS FORECAST

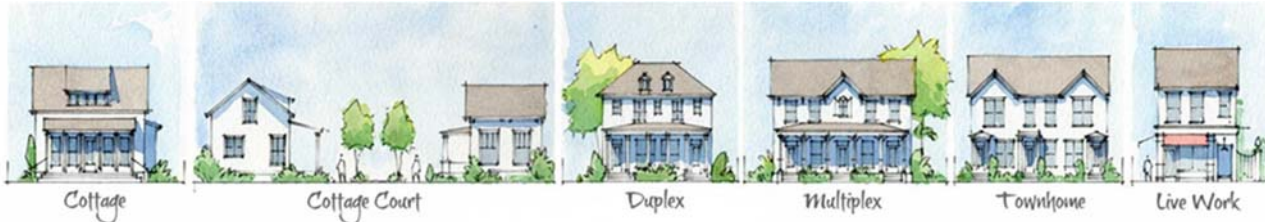
Representatives from public agencies have expressed concern over the lack of attainable and good quality housing for middle income families and local workers. To find attainable housing, some workers must travel long distances between their homes and their jobs to find attainable housing.

The Region would benefit from development of “middle income” housing types, such as apartments, duplexes, townhomes, cottages, manufactured homes and accessory dwelling units (ADUs). These housing types can be delivered at a lower cost and rent level per square foot than standard single family detached and mid-rise housing types (**Exhibit 9**).

Exhibit 9: Middle Housing Types



Source: Washington Department of Commerce Housing Memorandum (PNW Economics and LDC)



Housing Market Gaps

Low vacancy rates and rising home prices have resulted in deficiencies in the regional housing inventory that could largely be addressed by new housing construction. The regional *Community Council's Affordable Housing Study Report*, Summer 2019, found that median income levels in the City of Walla Walla and College Place would need to increase by at least \$5,400 to enable families to purchase a home at 2018 prices.

The housing affordability gap within the region does vary significantly by location. As shown in **Exhibit 10**, regional home prices are highest in College Place (\$281,000) and lowest in the cities of Dayton (\$152,000) and Waitsburg (\$230,000). As a result of this wide disparity in home prices, approximately 69% of the region's households could likely afford to buy a home in Dayton, but less than half of the households can afford to buy a median priced home in College Place.

Exhibit 10: Median Home Price Sales Trends & Affordability

	5/19/2019	5/20/2020	Change from prior year %	Min. Income Needed to purchase median priced home*	Share of Regional HHs that qualify based on income**
Washington	\$403,000	\$425,000	5.5%	\$83,332	
Columbia County	\$186,400	\$208,300	11.7%	\$40,842	63.1%
Dayton	\$149,000	\$152,000	2.0%	\$29,803	69.3%
Walla Walla County	\$268,000	\$273,000	1.9%	\$53,528	49.5%
College Place	\$276,000	\$281,000	1.8%	\$55,097	48.9%
Waitsburg	\$226,000	\$230,000	1.8%	\$45,097	60.4%
Walla Walla City	\$268,000	\$273,000	1.9%	\$53,528	49.5%

Source: Zillow, (6/1/2020), Compiled by FCS GROUP.

* Assumes 30-year mortgage, 3.6% interest, 1.89% property tax & insurance; 5%

** Assumes 30% of household income dedicated to payments.

The Region's housing gap is most prevalent for long-term rentals as well as less-expensive for sale housing. In other words, there is an inadequate supply of deed-restricted rental housing as well as high-quality market rate apartments and for-sale housing priced under \$300,000. Housing needs reflect an increase in demand for homes in the \$291,000 to \$300,000 price range, which are affordable to households earning around the median income.

As reflected in **Exhibit 11**, the lack of affordable rental housing (priced at \$707/month or lower) has resulted in 791 households living in higher-cost housing than they can afford, which leads to severe rent burdens. If we assume that 33% of the housing gap can be addressed by new policies that encourage near term housing construction, we expect the Region could absorb nearly 240 market rate rentals units and at least 261 deed-restricted rental units within 1 or 2 year (**Exhibit 11**).

Exhibit 11: Rental Housing Market Gaps, Walla Walla Region, 2017

Median Household Income Range	Lower-end	Upper-End	Renter Households Counted	Affordable Monthly Rent Costs *	Level of subsidy required	Estimated Rental Units Counted	Year 2017 Housing (Gap) or Surplus
Upper (120% or more of MFI)	\$67,840 or more		1,304	\$1,696 & Above	Zero	580	(400)
Middle (80% to 120% of MFI)	\$45,226	\$67,840	1,173	\$1,131-\$1,686	Zero	1,497	
Low (50% to 80% of MFI)	\$28,267	\$45,226	1,518	\$707-\$1,131	Low	2,709	1,191
Very Low (30% to 50% of MFI)	\$16,960	\$28,267	1,177	\$424-\$707	Medium	1,541	(791)
Extremely Low (less than 30% of MFI)	\$16,960 or less		1,830	Less than \$424	High	674	
Total			7,001			7,001	

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

* Calculated at 30% of Walla Walla County median family income based on HUD guidelines

Analysis of Pent-Up Rental Housing Demand, Walla Walla Region

Median Household Income Range	Renter Households in 2017	Rental Units in 2017	Housing (Gap)	Potential Capture Rate	Pent-up Housing Demand Capture
Upper (120% or more of MFI)	1,304	580	(724)	33%	239
Middle (80% to 120% of MFI)	1,173	1,497	324		
Low (50% to 80% of MFI)	1,518	2,709	1,191		
Very Low (Less than 50% of MFI)	3,006	2,215	(791)	33%	261

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

Regional Housing Need

The 20-year regional housing demand forecast takes into account a share of the current market gap for rental housing along (noted in the preceding section) plus the amount of housing required to address demand from the projected changes in population for cities and unincorporated areas of Walla Walla and Columbia counties. Population growth rates are consistent with the adopted comprehensive plans for Walla Walla County and the cities of College Place, Walla Walla, Dayton and Waitsburg.

These plans anticipate a population increase of approximately 9,668 year-round residents by 2040 within Walla Walla County. According to the Walla Walla County Comprehensive Plan, the vast majority of population (and housing) growth is expected to occur within the Walla Walla, College Place and Waitsburg urban areas. Unincorporated areas of the county are projected to add 2,802 people. Since that forecast also reflects unincorporated portions of UGAs for the cities, we expect the majority of new population growth to occur within future annexation areas of local cities.

To estimate urbanization requirements for the four-city region, this regional housing action plan assumes that 70% of the housing growth and 90% of the group quarters population growth within unincorporated Walla Walla County will occur within the UGAs of Walla Walla, College Place, and Waitsburg. As indicated in **Exhibit 12**, this allocation of county growth equates to approximately 107 group quarters residents and 657 dwelling units. A more detailed breakdown of this analysis can be found in **Appendix C**.

Exhibit 12: Projected Regional Housing Capture of Unincorp. Walla Walla County, 2020 to 2040

	Walla Walla County	Unicorp. Walla Walla County**	Regional Housing Capture of Unincorp. County %	Regional Housing Capture of Unincorp. County
Net New Population	9,668	2,802		
New Pop in Group Quarters*	773	119	90%	107
Population in Households	8,894	2,683		
Housing Need for Permanent Residents (dwellings)	3,601	865		
Seasonal & Vacancy Allowance (@9.4 %)	358	74		
Growth-related Housing Demand (dwelling units)	3,959	939	70%	657

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc. ** Includes unincorporated areas within urban growth areas of local cities.

The baseline housing demand forecast converts future population growth into housing needs. To address changing demographic and householder preferences, the baseline housing demand forecast also takes into account the following assumptions:

- Future population growth forecasts for each city within the Walla Walla Region will be consistent with adopted local comprehensive land use plan forecasts (extrapolated).
- The tenancy mix and rate of homeownership will increase slightly overtime to the Washington statewide average (63% owners and 37% renters). Note, this results in a modest increase in homeownership rates within the Region from 60% currently to 63% by year 2040.
- Housing needs reflect increasing demand for attainably-priced middle housing types consistent with 30% of household income allocated to rent or mortgage (principal and interest).

- The housing needs forecast assumes a moderate shift toward middle housing types, including townhomes, plexes, apartments, ADUs and manufactured housing.

Given these assumptions, the Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand in the Region is likely to include 1,523 standard-lot single family detached homes; 1,104 small-lot detached homes; 732 townhomes/plexes; 894 multi-family units (includes some group quarters demand), and 443 government-supported affordable housing units, manufactured homes and/or ADUs (**Exhibit 13**).

Exhibit 13: Walla Walla Region Housing Needs Forecast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg	Dayton	Region Total
Projected Baseline Housing Demand	2,362	494	153	11 +	3,021
Plus Share of Housing Within Unincorp. UGAs	514	107	33	2 +	657
Plus Demand to Address 33% of Housing Gap	414	87			500
Total Housing Need	3,290	688	187	13 +	4,178
Plus Group Quarters Housing Units (@1.5 people per unit)*	420	88			762
Grand Total (units)	3,710	776	187	13 +	4,685
percent of total	79%	17%	4%	0.3%	100%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Remainder of Walla Walla County
Housing Type						
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

A more detailed analysis of group quarters housing demand indicates that the majority of this segment is likely to be supported by seniors that desire assisted living facilities, and to a lesser extent university students and special needs population segments (including inmates at the correctional center). As indicated in **Exhibit 14**, the senior housing segment is projected to account for about three quarters of the overall group quarters demand, with the need for almost 380 units of shared senior housing required by year 2040.

Exhibit 14: Projected Senior Housing Demand: Walla Walla Region

	Region Total within UGAs
Current Population	48,363
Proj. Net New Population within Region UGAs (@2.3 persons/HH)	8,485
Future Population year 2040	56,848
Population over Age 65	20%
Share of pop. over Age 65 in Nursing Homes	5.0%
Avg. Household Size within Nursing Homes	1.50
Proj. Net New Population in Nursing Homes	568
Proj. Senior Housing Need (dwelling units)	379

Source: population estimates and forecasts based on WA Office of Financial Management data; nursing home capture rates based on National Institute of Aging estimates, 2015.

Land Sufficiency Findings

According to the June 2019 Walla Walla County buildable land inventory and development capacity study, Walla Walla, College Place and Waitsburg UGAs had the potential to accommodate over 4,100 net new dwellings at full utilization (**Exhibit 15**). Note, the City of Dayton was included in a separate land capacity study for Columbia County.

Exhibit 15: Land Capacity Analysis (2019)

	Minimum Lot Size (SF)	Net Res. Land Inventory (acres)	Vacant percent	Under-developed percent	Net New Pop. Capacity	Net New Dwelling Capacity	Infill & redevelopment Dwellings	Dwellings on Vacant Land	% infill & redevelopment
Waitsburg					1,466	621	284	337	46%
R96 Suburban Residential	9,600	50.7	62%	38%	538	228	86	142	
Residential (incorporated)	10,000	92.7	49%	51%	875	371	189	182	
Flexible Comm./Res (Incorp.)	10,000	5.6	61%	39%	53	22	9	13	
College Place					588	249	139	110	56%
Multiple Family Residential	n/a	2.1			59	25	-	25	
R-60 Single Family Residential*	6,000	21.6	30%	70%	361	153	107	46	
R-72 Single Family Residential*	7,200	0.3			4	2	-	2	
R-96 Suburban Residential (incorp.)	9,600	6.3	58%	42%	67	28	12	16	
R-96 Suburban Residential (area 2B)**	9,600	39.8	75%	25%	425	180	46	134	
R-96 Suburban Residential (area 2C)	9,600	9.2	51%	49%	97	41	20	21	
Walla Walla City					7,641	3,238	1,632	1,606	50%
Multiple Family Residential	n/a	-			-	-			
R-60 Single Family Residential ***	6,000	-			-	-			
R-72 Single Family Residential ***	7,200	54.7	21%	79%	813	344	271	73	
R-96 Suburban Residential (incorp.)	9,600	569.0	51%	49%	6,116	2,592	1,260	1,332	
R-96 Suburban Residential (other)	9,600	60.8	67%	34%	712	302	101	201	

Source: Revised Land Capacity Analysis, Technical Memorandum, June 2019, the Watershed Company. Note, this analysis was completed prior to the City of Walla Walla creating a Neighborhood Residential zone to allow reduced lot sizes.

* After 2019, College Place combined zones R-60/R-72/R-75 into a one SF District zone and allows up to two dwellings per lot.

** Area 2B urban growth area expansion request was denied after 2020.

*** After 2019, Walla Walla changed code to allow 2-4 unit structures and ADUs in all single family zones.

In the years since the aforementioned land capacity analysis was conducted, the cities of Walla Walla and College Place amended their respective zoning codes to allow development of plexes (up to 4 units per structure) within their low density zones. The estimated residential land capacity for the Walla Walla Region assumes there will be a moderate increase in housing density on single family zones in the cities of College Place and Walla Walla, and reflects significant growth potential for the city of Dayton.

As indicated **Exhibit 16**, the Walla Walla Region is now be expected to accommodate nearly 5,058 dwelling units, including 4,611 dwellings with 1 to 4 units per structure, and approximately 447 multi-family dwellings with 5+ units per structure.

Exhibit 16: Regional Residential Land Capacity and Housing Need (2021)

	Infill & Dwellings redevelop- ment Dwellings	on Vacant Land	Total Dwelling Capacity	Projected 20-Year Housing Need	Net Housing Surplus or (Gap)
College Place	206	140	345	747	(402)
1 to 4 units per structure *	146	115	260	672	(412)
5 or more units per structure	60	25	85	75 +	10
Walla Walla City	2,054	1,686	3,740	3,570	170
1 to 4 units per structure *	1,714	1,686	3,400	2,785	615
5 or more units per structure **	340		340	785	(445)
Waitsburg	306	367	673	178	495
1 to 4 units per structure	298	353	651	124 +	527
5 or more units per structure	9	13	22	53	(31)
Dayton	100	200	300	12	288
1 to 4 units per structure ***	100 +	200 +	300 +	12 +	288 +
5 or more units per structure			-	-	-
Region Total	2,665	2,393	5,058	4,507	552
1 to 4 units per structure	2,257	2,354	4,611	3,593	1,018
5 or more units per structure	409	38	447	913	(466)

Findings are derived from prior tables and input provided by project advisory and stakeholder committees, Washington Dept. of Commerce staff, and the following notations.

** Assumptions for College Place and Walla Walla take into account recent code changes; assumes 5% of the land zoned for single family will be utilized by plexes or ADUs.*

*** Multi-family capacity analysis (5+ units per structure) for Walla Walla reflects current development applications.*

**** Dayton capacity analysis derived from City of Dayton Buildable Land Inventory maps.*

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, the analysis cited above indicates that nearly half of new construction would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through “infill” is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

College Place UGA: the projected 20-year housing need of 747 dwelling units is far greater than the potential UGA capacity of 345 units, even after accounting for recent code changes and assuming 60% of net new housing will need to be constructed on infill and redevelopment lands.

Walla Walla UGA: the projected 20-year housing need of 3,570 dwelling units is below the potential UGA capacity of 3,740 dwelling units. However, the current amount of land zoned for multi-family structures may be inadequate to meet overall housing needs, even after assuming 55% of

the net new housing will be constructed on infill and redevelopment lands (including residential and commercial housing zones).

During the next round of local comprehensive land use plan updates, it is recommended that the cities of College Place and Walla Walla continue to work with Walla Walla County and regional housing advocates to ensure that new housing density can be optimized within current UGAs, and new areas be identified for potential UGA expansion.

Waitsburg and Dayton UGAs: the combined projected housing demand of 200 dwellings for these two small cities can be accommodated by their existing UGAs if adequate water and wastewater infrastructure is provided.

Additional policy actions and housing program considerations are provided in the next section.

III. HOUSING POLICY, PROGRAMS & ACTIONS

The Walla Walla Region is facing unprecedented challenges to its ability to provide safe and affordable housing. Like many areas across the USA, housing costs are rising faster than income levels and there is a limited supply of skilled workers, inadequate supply of developable lots, and restrictions attributed to development regulations.² Local policies and actions aimed at reducing barriers to new construction can help. It is more important than ever for local jurisdictions to work together with public, private and non-profit developers, homeowners and land trusts to identify lasting solutions.

This section identifies potential code changes, affordable housing programs, and strategies to mitigate housing displacement for the most vulnerable population segments. A summary of strategies that can increase the housing supply is provided in **Exhibit 17**.

STRATEGIES TO INCREASE HOUSING SUPPLY

Code-Related Policies

In general, development regulations need to be clear and objective, and less restrictive code requirements can lower development costs and lead to a greater variety of housing types. In the Walla Walla Region, the need for code amendments varies by city. While Walla Walla and College Place have already implemented many of the state recommendations regarding increased flexibility in the types of housing allowed in low-density zones, Dayton and Waitsburg may benefit from additional code updates.

It is recommended that cities within the region consider reducing or eliminating minimum lot size requirements and removing parking and owner occupancy requirements for accessory dwelling units. All cities can strive to improve the efficiency of their permitting process.

² American Planning Association. "APA Policy Guide on Housing" (2019). Guide available at <https://www.planning.org/publications/document/9178529/>

Some code-related best practices include the following:

1. Single Family Zones
 - Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences to allow developers to incorporate natural features into their site plans and minor partitions.
2. Accessory Dwelling Units
 - Remove owner occupancy requirements related to accessory dwelling units.³
 - Remove minimum residential parking requirements related to accessory dwelling units.⁴
3. Middle Housing Types
 - Ensure that local zoning ordinances do not unduly hinder the functioning and placement of manufactured homes.
 - Ensure local zoning ordinances specifically allow slightly used manufactured homes.
 - Reduce the minimum lot size for duplex and multifamily developments to 7,500 square feet or less or eliminate minimum lot size requirements to promote the development of greater diversity of housing types.
 - Adopt other permit process improvements where it is demonstrated that the code, development regulation, or ordinance changes will result in a streamlined and more efficient permit process to attract interest from developers.⁵

Development Incentive Programs

To better understand the feasibility of developing multifamily apartments in the Region, FCS Group conducted a supplemental analysis of two prototypical multifamily developments (garden apartments and flats) in the city of Walla Walla, which is summarized in **Appendix D**. The analysis evaluated financial feasibility from the perspectives of either a for-profit or a non-profit developer. Key conclusions from the financial analysis are:

- The current housing market is strong enough to attract for-profit developers
- Garden apartments are viable without incentives
- Market rate flats over parking will likely require some form of development incentive (see list below)
- Income-restricted affordable housing developments and mixed-income housing by a for-profit developer, will also require incentives to be market feasible, such as:
 - 12-year tax abatement (for affordable housing element)

³ RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>

⁴ RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>

⁵ RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>.

- Impact fee reduction (e.g. lower utility connection charges) for deed restricted affordable housing elements.
 - Land write-down
 - Parking reductions
 - The use of a non-profit developer for a 100% affordable development could make the development “pencil” with fewer incentives than would be required with a for-profit developer.
- There are specific strategies that can be considered to increase the production of affordable housing and to reduce the cost of owning or renting a home:

1. Incentives for affordable housing:
 - Multifamily Tax Exemption (applies to City of Walla Walla only) is currently allowed for cities with over 15,000 people and is now a policy that applies in downtown Walla Walla. This program includes an 8 or 12-year property tax exemption based on the value of improvements for 4+ housing units, depending on the share of units that are to be set aside for low-income families. This program is designed to promote needed housing development in targeted areas of the urban core by directly addressing the financial feasibility gap.
 - It is recommended that Walla Walla consider expanding this program by including areas outside downtown that have proximity to public transit and community services.
 - Consider allowing bonus density increases for any deed-restricted affordable housing development, including single-family or multifamily residences located on real property owned or controlled by a religious organization.⁶
2. Incentives for home ownership:
 - Enhance and promote existing programs that supply down payment assistance and application support a matching grant program for first-time homebuyers.

Other Actions that can help lower development costs and housing costs

1. **Sponsor Construction-related Workforce Training:** Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Each city in the region can work with higher and secondary educational institutions to take advantage of sector-based partnerships. Construction-related training and volunteer programs (such as Habitat for Humanity) that deliver housing improve the supply of low-income housing and improve skills for workers. The goal is to create programs that offer training/apprenticeships and future job opportunities that improve the quality of jobs in the area.
2. **Pursue Public/Private Developments:** Cities and county governments can leverage private or non-profit development of under-utilized public lands. Typically formulated as private

⁶ 2019-2020 Housing Laws. Washington State Department of Commerce.
<https://deptofcommerce.app.box.com/s/uvqd9297a8tisplk0jjulwe97fnr66px>

construction of housing and/or commercial space on public land public/private partnerships can lead generate both market rate and affordable housing in the region.

3. **Support Development of a Community Land Trust:** Community land trusts create additional affordable home ownership opportunities by removing land from the costs of real estate. In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Developments that are constructed on land trust parcels tend to have more stable housing values, which are somewhat insulated from the overall real estate market and reflective of the local cost of living.

Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households. Right of first offer places very minimal requirements on property owners. Notice would be sent that a property will be for sale and either the trust or the owner sets and offer price depending on the program framework.

DISPLACEMENT MINIMIZATION STRATEGIES

Many of the policy measures and programs listed above will help increase the housing supply while enhancing housing affordability. Additional measures are needed to address displacement that tends to occur with major redevelopment. Displacement occurs when households or businesses are involuntarily forced out of an area due to increasing housing prices/property taxes or due to economic and demographic changes that alter the neighborhood's character. Gentrification, a well-documented housing issue since the 1960s, has traditionally been associated with urban cores, but rural gentrification is now an issue in light of the ever-expanding digital workforce and access to goods online.

Gentrification typically occurs in areas with relatively low property values and nearby amenities. As demand in the region grows, areas with relatively low rents/home values and/or areas perceived as having lower-quality housing become more attractive and profitable for redevelopment. Some housing experts expect that the recent global pandemic will only increase gentrification in smaller communities.

Findings for Walla Walla Region

Vulnerability is calculated using factors closely associated with an increased probability of redevelopment coupled with the evaluation of local demographic conditions. US Census data depicting housing tenure, poverty rates, educational attainment, median home value, median gross rent, and race/ethnicity are considered in order to identify specific Census Block Groups that may be most vulnerable to displacement. While Walla Walla was the only city in the region with vulnerability on five out of six data variables, each jurisdiction in the region contains populations vulnerable to displacement. Please refer to the detailed analysis provided in **Appendix E**.

Strategies to Address Physical Displacement

- Require a displacement impact assessment to be provided by the applicant for major redevelopment projects. An impact assessment is a method of tracking how many net new housing units are being developed in a specific location after accounting for existing housing units (and households) that are likely to be displaced.

- Partner with groups offering weatherization and energy efficiency services for low-income homeowners and seniors.

Strategies to Address Economic Displacement

Strategies to improve housing outcomes for economically vulnerable populations and seniors:

- Support programs that provide emergency rental assistance for families facing eviction and/or homelessness due to temporary economic hardship.
- Consider adoption of a resolution to extend the notice period for no-cause evictions to 60 days for landlords with five or more units to allow renters additional time to plan, contact services, and hopefully relocate without a disruption in adequate housing.
- Consider new policies that preserve existing manufactured housing parks, including a new manufactured housing park zone classification.
- Address the causes of homelessness by working with local agencies and non-profits that provide direct services to this community.⁷
- Encourage the development and retrofitting of housing for seniors and people living with disabilities that is physically accessible and adheres to Universal Design Principles.⁸

Strategies to Address Cultural Displacement

Locating rental opportunities and completing multiple applications with individual documentation requirements and fees is often listed as a major barrier to obtaining adequate housing. This is particularly true for families facing unforeseeable displacement and possible homelessness and is compounded in rural areas often overlooked by statewide databases and national tenant resource websites. As regional population grows and rents increase, local government agencies can become more directly involved in the rental market and application process. As with other recommendations, this involvement exists on a spectrum depending on the severity of housing issues and the success of initial programs.

Strategies to Streamline Rental Application Process

A registration program would create a consolidated database of available government-supported affordable housing units in the region, along with cost estimates. Cities like Seattle have instituted a Rent Registration and Inspection Ordinance (RIIO)⁹ that requires all rental

⁷ Walla Walla Comprehensive Plan Update. (2018). City of Walla Walla.
<https://www.wallawallawa.gov/home/showdocument?id=854>.

⁸ Universal Design in Housing. (2006). The Center for Universal Design.
https://projects.ncsu.edu/ncsu/design/cud/pubs_p/docs/UDinHousing.pdf.

⁹ City of Seattle, Rental Registration and Inspection Ordinance, accessed March 25, 2021 via
<https://www.seattle.gov/sdci/codes/licensing-and-registration/rental-registration-and-inspection-ordinance>

properties to register with the City and demonstrate adequate habitability. A similar database could also serve as a resource for families searching for housing.

Searchable databases of available rentals in the region could also be linked to websites providing tenant information on applications and screening. A small fee per unit could be established to fund the program, which could include a streamlined application process.

The King County Housing Authority website¹⁰ contains housing listings for various government subsidized apartments at different eligibility requirements and market rate housing at different price points. Market rate housing listings are included by linking to Apartments.com, which appears to have a streamlined tenant screening and application process. While not a requirement, inclusion of Apartments.com serves as a powerful incentive for local landlords to list their apartments on the website.¹¹ New York City has created a similar searchable database called NYC Housing Search¹² and a streamlined application process for all available government subsidized housing, called NYC Connect.¹³

A streamlined and affordable mechanism for locating available housing in the region would mitigate the impacts of displacement by aiding families in locating alternative housing within their existing community. Partnering with housing groups in the area could help mitigate initial program costs. For example, Tenants Union of Washington State has a variety of resources online regarding the screening process and fees.¹⁴

Land Supply Strategies

In active collaboration with the cities of Walla Walla, College Place, and Waitsburg, work with Walla Walla County to review and update the 1993 Countywide Planning Policies to actively promote the development of new affordable housing opportunities. This may include, but is not limited to:

- a. Updating the methodology for more realistically determining the development capacity of existing lands.

¹⁰ King County Housing Authority Apartment Search Resource <https://www.kcha.org/>

¹¹ Online Rental Application for Apartments.com: https://www.apartments.com/rental-manager/features/online-rental-applications?gclid=Cj0KCQjwo-aCBhC-ARIsAAkNQiuOFW_vSyyGBrtVpNem93vueHCgD_FTlwTVBQYigk6flvC50vJQ2w0aAkFpEALw_wcB&gclsrc=aw.ds

¹² New York City Housing Search database: <https://www.nyhousingsearch.gov/index.html>

¹³ New York City Housing Connect centralized government housing application process and fee schedule: <https://www1.nyc.gov/site/hpd/services-and-information/housing-connect-rentals.page>

¹⁴ Tenants Union of Washington State, Tenant Screening Information Hub: <https://tenantsunion.org/rights/tenant-screening>

- b. Exempting the new construction of affordable housing on publicly owned land from the assessment of the need for new housing.
- c. Increase the percentage of projected new growth allocated to the cities of Walla Walla and College Place.
- d. Increasing the market factor to allow for the addition of land to urban growth areas based on a finding that there is a critical shortage of affordable housing.
- e. Authorizing further increases in the market factor to support specific strategies to increase the construction of new multi-family housing in cities. This may include affordable housing “bonuses”.
- f. Monitoring new residential development and providing for more frequent updates of the Countywide Planning Policies.
- g. Ensuring that there is an adequate supply of new commercial development to serve new residential development.
- h. Supporting the cost-effective planning, construction, and use of public infrastructure to serve new residential development.

It is recommended that Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg, inventory and assess publicly owned lands in urban growth areas as sites suitable for the construction of affordable housing.

Exhibit 17: Housing Action Plan Policy Recommendations*
City of Walla Walla Implementation Approach

FOCUS AREA	POLICY/ACTION	DETAILS	CITIES	TIMELINE	LEAD DEPT.	ASSISTING DEPT. OR ORG.	APPLICABLE TO WALLA WALLA
Code Changes	Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences. (RCW 36.70A.600)	Allows developers to navigate around natural features and reduces development costs. May be most appropriate for large subdivisions or planned urban developments.	College Place, Dayton, Waitsburg				N/A
Code Changes	Allow for the division or redivision of land into the maximum number of lots through the short subdivision process. (RCW 36.70A.600)	"The legislative authority of any county planning under RCW 36.70A.040 that has adopted a comprehensive plan and development regulations in compliance with chapter 36.70A RCW may by ordinance increase the number of lots, tracts, or parcels to be regulated as short subdivisions to a maximum of nine in any urban growth area" (RCW 58.17.020 Definitions)	Dayton, Waitsburg				N/A
Code Changes	Adopt increase in categorical exemptions for residential or mixed-use development. (RCW 36.70A.600)	Categorically exempts government action related to development proposed to fill in an urban growth area, designated according to RCW 36.70A.110, where current density and intensity of use in the area is roughly equal to or lower than called for in the goals and policies of the applicable comprehensive plan. (RCW 43.21C.229)	ALL	Near term (1-2 years)	Develop. Services	Public Works Support Services WW Planning Commission WW City Council	

Code Changes	Authorize at least one duplex, triplex, quadplex, six-plex, stacked flat, townhouse, or courtyard apartment on each parcel in one or more zoning districts that permit single-family residences unless a city documents a specific infrastructure of physical constraint that would make this requirement unfeasible for a particular parcel. (RCW 36.70A.600)	Creates more housing options.	All cities in the region allow duplexes in single family zones; College Place and Walla Walla allow up to 4-units			N/A
Code Changes	Authorize a minimum net density of six dwelling units per acre in all residential zones, where the residential development capacity will increase within the city. (RCW 36.70A.600)	For purposes of this subsection, the calculation of net density does not include the square footage of areas that are otherwise prohibited from development, such as critical areas, the area of buffers around critical areas, and the area of roads and similar features	ALL	Near term (1-2 years)	Develop. Services	Public Works Fire Dept. Support Services WW Planning Commission WW City Council
Code Changes	Remove minimum residential parking requirements related to accessory dwelling units. (RCW 36.70A.600)	Reduces barriers to ADU development.	ALL	Near term (1-2 years)	Develop. Services	Public Works Fire Dept. Support Services WW Planning Commission WW City Council
Code Changes	Remove owner occupancy requirements related to accessory dwelling units (RCW 36.70A.600)	Creates more flexibility for owners who may wish to rent their ADU. Provides additional rental housing.	Dayton, Waitsburg			N/A

Code Changes	Adopt other permit process improvements where it is demonstrated that the code, development regulation, or ordinance changes will result in a more efficient permit process for customers (RCW 36.70A.600)	Streamlining can generate development interest.	ALL	Near term (1-3 years)	Develop. Services	Public Works Fire Dept.
Code Changes	Reduce the minimum lot size for duplexes and multifamily development to 7,500 square feet or less or eliminate minimum lot size requirements.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Waitsburg			N/A
Code Changes	Reduce the required minimum lot area for new platted lots to 7,500 square feet or less or eliminate minimum lot size requirements.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Waitsburg			N/A
Code Changes	Remove "are compatible with the neighborhood characteristic" from the definition of Neighborhood Residential or clearly define how to achieve this in the code.	Best practices support using terms that are clearly defined. "Neighborhood character" may be interpreted in many different ways.	Walla Walla	Near term (1-2 years)	Develop. Services	WW Planning Commission WW City Council
Code Changes	Reduce the minimum lot size for multifamily development from 3,600 square feet per unit to less than 2,000 square feet per unit.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Dayton			N/A
Code Changes	Remove guest parking space requirements for multifamily dwelling units.	Reduces barriers to the development of multifamily housing.	Waitsburg			N/A
Code Changes	Remove conditional use permit requirements for manufactured homes.	This creates an additional cost burden for a type of home that is valued for its affordability.	Waitsburg			N/A

Anti-Displacement	Integrate displacement into the analysis and review of potential policies, programs, and development applications by creating a standardized assessment of potentially unintended consequences upfront and enforcing reasonable mitigation efforts directly connected to the proposal.	An impact assessment tracks how many affordable units are being developed and at the cost of how many existing units. The assessment can be conducted by the applicant or city staff.	ALL	Long-term (5-7 years)	Develop. Services	Support Services (CDBG) WW Planning Commission WW City Council Community Council
Anti-Displacement	Create a rental registration program to track available units in the region and rental costs. (Affordable Housing Report)	This program would work to improve access to rental information and reduce the burden of multiple applications, fees, and credit checks.	Regional Effort	Long-term (5-7 years)	Support Services	Develop. Services WW Planning Commission Private Sector (landlords) Housing Providers Community Council
Anti-Displacement	Extend the notice period for no cause evictions to 60 days for landlords with five or more units.	Provides renters with time to plan, contact services, and relocate.	ALL	Mid-term (3-5 years)	Support Services	Housing Providers Private Sector CA Office WW City Council
Anti-Displacement	Enhance and promote existing programs that supply down payment assistance and application support to first time homebuyers.	Washington offers the Home Advantage Needs Based Downpayment Assistance Loan Program to eligible homebuyers.	ALL	Near term (1-2 years)	Support Services (CDBG)	Common Roots

Anti-Displacement	Identify job training partnerships to foster local opportunities and prosperity through improved workforce development initiatives.	Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Focus on both higher and secondary educational institutions in the region to take advantage of sector-based partnerships. Construction based partnerships in particular are likely to improve the supply of low-income housing.	ALL	Long-term (5-7 Years)	Support Services	Develop. Services Colleges/ Universities Private Sector
Anti-Displacement	As neighborhoods change, work to eliminate the displacement of those who are under-served or under-represented.	Promotes equitable housing practices.	ALL	On-going	Develop. Services	Support Services
Anti-Displacement Affordable Housing	Support existing programs that provide emergency rental assistance for families facing homelessness due to temporary economic hardship.	Many state and county programs offer emergency rental assistance.	ALL	On-going	Support Services	BMAC WW County Dept. of Comm. Health
Anti-Displacement Affordable Housing	Identify and acquire sites suitable for affordable housing.	Cities can work with state agencies and an community land trust to identify "surplus property" and acquire tax lots in foreclosure. Sites should be evaluated based on cost, density, environmental quality, access to transportation, community services, and housing types that can be produced.	ALL	Long-term (5-7 years)	Support Services	WW City Council Common Roots
Anti-Displacement Affordable Housing	Establish a community land trust to create additional affordable home ownership opportunities.	In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Thus, creating additional affordable opportunities for homebuyers by removing land from the cost of real estate.	College Place, Dayton, Waitsburg			N/A

Anti-Displacement	Create a right of first offer/refusal program for the community land trust.	Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households.	ALL	Long-term (5-7 years)	Support Services	CA Office WW City Council Common Roots
Anti-Displacement Energy Efficiency	Partner with groups offering weatherization and energy efficiency services.	Weatherization and energy efficiency services can reduce housing costs, increasing the affordability of owning a home.	College Place, Dayton, Waitsburg			N/A
Affordable Housing	Work with the state to identify opportunities for affordable housing on public land.	Washington state (through RCW 43.63A.510 and RCW 39.33.015) directs specific state agencies to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and very-low-income households.	ALL	Mid-term (3-5 years)	Support Services	State agencies CA Office
Affordable Housing	Multifamily tax exemption	Promotes the development of multifamily housing.	Walla Walla	Near term (1-2 years)	Support Services	Develop. Services
Affordable Housing	Local community land trust	Support the development of a local community land trust	ALL	On-going	Support Services	Common Roots
Energy Efficiency	Encourage residential development that conserves water, reduces energy use, and uses sustainable materials.	Energy efficiency services can reduce housing costs and sustainable materials reduce the home's environmental impact.	ALL	Mid-term (3-5 years)	Develop. Services	State Building Code Council
Accessibility and Seniors	Encourage the development and retrofitting of housing for seniors and people living with disabilities that is physically accessible and adheres to Universal Design Principles.	Accessible homes provide seniors and people living with disabilities independence.	ALL	On-going	Develop. Services	Fire Dept. Public Works

Accessibility and Seniors	Allow for housing types and designs that allow seniors to age in place.	Neighborhoods with diverse housing types allow seniors to age in place by remaining in their home or moving to a smaller home in the same neighborhood.	ALL				N/A – permitted in WW
Homelessness	Address the causes of homelessness by working with local agencies and non-profits that provide services to this community (Walla Walla City policy 1.2)	Example policy that addresses underlying causes of homelessness.	Waitsburg, Dayton				N/A
Homelessness	Allow an increased density bonus consistent with local needs for any affordable housing development of any single-family or multifamily residence located on real property owned or controlled by a religious organization. (2019-2020 Housing Laws)	Provides a density bonus for affordable housing on religious organizations' land.	ALL	Mid-term (3-5 years)	Develop. Services	Support Services Public Works Fire Dept. WW Planning Commission WW City Council	
Land Supply	Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg review and update the Countywide Planning Policies to address the methodology for buildable lands, population allocation, and other strategies to support housing development.	Housing needs assessment identified potential concern that over 50% of the housing capacity available in the cities of College Place and Walla Walla are redevelopable lands and is that a reasonable assumption.	College Place, Waitsburg, and Walla Walla	Near term (1-2 years)	Develop. Services	Support Services WW Planning Commission WW County WW City Council	

* In this table, the term “affordable housing” refers to income-restricted housing units.

Sources:

RCW 36.70A.600. (2020). Washington State Legislature. <https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600>.

Affordable Housing Community Council Report. (2019). Community Council. https://res.cloudinary.com/dpmykpsih/image/upload/ww-community-council-site-354/media/1125/affordable-housing-study-report_2019.pdf.

Walla Walla Comprehensive Plan Update. (2018). City of Walla Walla. <https://www.wallawallawa.gov/home/showdocument?id=854>.

2019-2020 Housing Laws. Washington State Department of Commerce. <https://deptofcommerce.app.box.com/s/uvqd9297a8tisplk0jjulwe97fnr66px>

APPENDIX A: PUBLIC OUTREACH PLAN

Walla Walla Regional Housing Action Plan

Public Outreach Plan

August 2020

1. Overview: FCS GROUP and Fregonese Associates will assist local staff in executing a public outreach strategy that is consistent with local and state requirements and best practices. The outreach process will:
 - Assist local communities of College Place, Walla Walla, Dayton and Waitsburg with identifying current and future housing needs.
 - Consider housing policies to improve housing availability and affordability.
2. Objective: To provide opportunities for community participation throughout the planning process.
 - The community participation process is designed to meet the following objectives:
 - i. Provide a forum to share, develop and refine ideas and data.
 - ii. Develop a shared understanding of current housing conditions, issues, concerns, and opportunities.
 - iii. Provide avenues for the public, applicable committees, and supporting agencies to be involved during the planning process.
 - iv. Build support for adoption of local housing policies.
3. Activities:
 - Stakeholder Advisory Committee: The Advisory Committee will represent a range of informed housing perspectives. The committee will include representatives of city and county agencies, housing providers, and other public agencies, along with local property owners, residents, and community organizers.
 - i. The Committee will assist local planning staff and consultants with reviewing housing issues and helping to shape housing policy options, guiding community engagement strategies, and encouraging community members to participate in the planning process.
 - ii. The Committee will meet up to four (4) times during the project at regular intervals consistent with significant milestones in the project.
 1. July 2020: Introductory Goal Setting & Outreach Strategies
 2. September 2020: Housing Gaps and Needs Assessment
 3. November 2020: Draft Housing & Displacement Minimization Strategies
 4. February 2021: Existing Policy Barriers & Final Recommendations for Housing Strategies
 - iii. Consultants will conduct survey of committee members and other identified stakeholders prior to the first meeting to frame discussion of existing and suggested housing policies.
 - Stakeholder Interviews (August -September 2020)

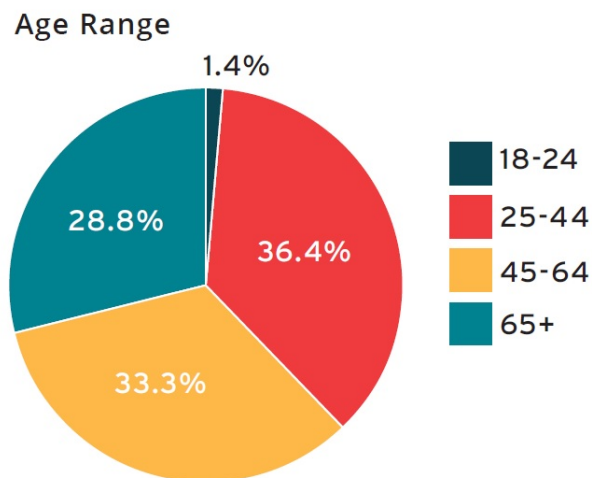
- i. Consultants will interview local, regional, and state housing experts regarding housing conditions, barriers, opportunities, and potential policy solutions. Developers of both affordable housing and higher market rate units will provide insight into existing tools they use to make projects ‘pencil’ and the regulatory barriers that can preempt new housing development.
 - ii. A mix of virtual meetings and telephone interviews are planned.
 - iii. Specific stakeholder groups are to be identified by City staff and include, but are not limited to:
 1. Walla Walla Housing Authority,
 2. Blue Mountain Action Council,
 3. Identified local community or neighborhood groups
 4. Housing developers and real estate brokers.
 - In addition, any input received from the public during the development and adoption of the regional housing action plan will be summarized by local city representatives as part of the public record.
4. Potential Additional Tools:
 - Email blasts from mailing list
 - Project website(s) with infographics, reports, and presentation summaries
5. Adoption Outreach (April to March 2021)
 - Public Comment via websites

APPENDIX B: WALLA WALLA REGIONAL HOUSING ACTION PLAN SURVEY RESULTS

Question 1: What is Your Home ZIP Code?

Zip Code	Count	Percent
87505	1	0%
97862	1	0%
99323	1	0%
99324	44	11%
99328	15	4%
99348	1	0%
99352	1	0%
99360	1	0%
99361	3	1%
99362	322	81%
99363	2	1%
98188	1	0%
89119	1	0%
90009	1	0%
98204	1	0%
85737	1	0%
99205	1	0%
98146	1	0%
99365	1	0%
Total	400	100%

Question 2: What is Your Age Range?



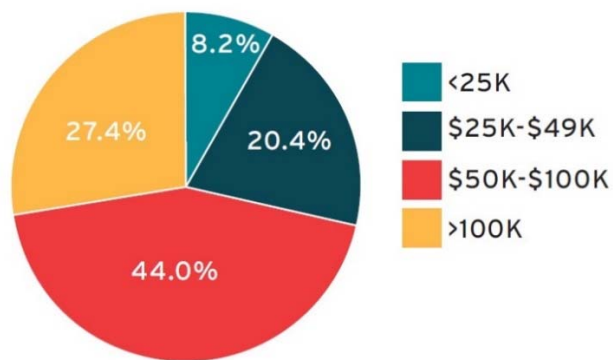
423 Total Responses

Question 3: How do you identify your race or ethnicity? (check all that apply)?

Race or Ethnicity	Count	Percent
Hispanic Latino/a/x	38	8%
White	362	80%
Native Hawaiian or Other Pacific Islander	1	0%
Multiracial or Multiethnic	10	2%
Middle Eastern or North African	2	0%
American Indian or Alaskan Native	9	2%
Asian	8	2%
Black or African	3	1%
Other	17	4%
Total	450	100%

Question 4: What is the annual income range of your household?

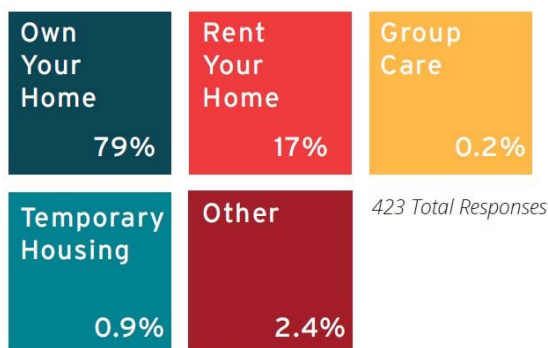
Annual Household Income



416 Total Responses

Question 5: Do you currently:

Living Situation



423 Total Responses

Question 6: What type of building do you currently live in?

Housing Type	Count	Percent
ADU/Tiny Home	2	0.5%
Apartment	22	5.2%
Attached house (duplex, triplex, townhouse)	27	6.4%
Condominium	1	0.2%
Group quarters	1	0.2%
I am currently unhoused	1	0.2%
Manufactured home	9	2.1%
Other	2	0.5%
Single family house detached	358	84.6%
Total	423	100.0%

Question 7: Please Rank the Top Five Housing Issues in the Region

Top 5 Housing Issues

1 Housing Affordability

2 Housing Availability

3 Homelessness

4 Range of Housing Types

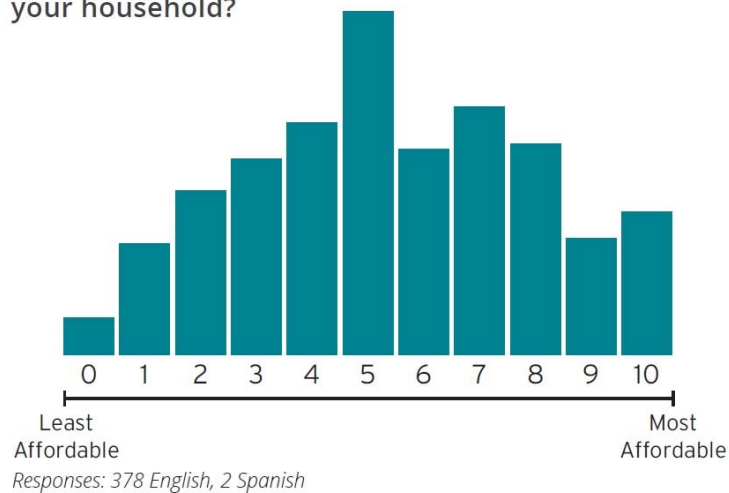
5 Housing Quality

Question 8: If you selected "Other in the question above, please describe the housing issue or issues below:



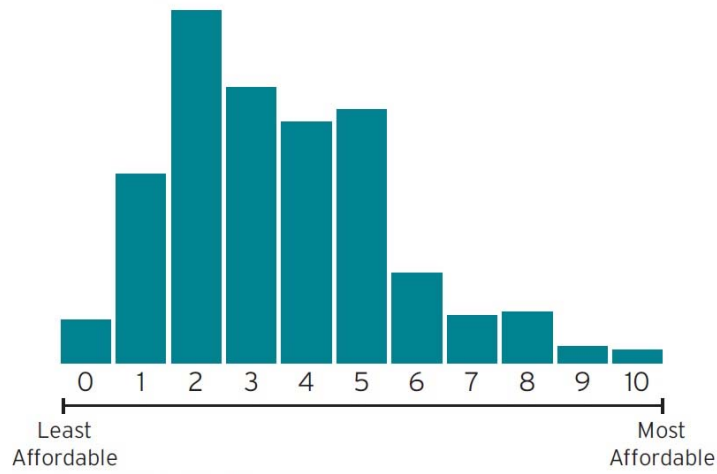
Question 9: How affordable do you thinking housing is for you and your household?

How affordable do you think housing is for you and your household?



Question 10: How affordable do you think housing is for the larger community?

How affordable do you think housing is for the larger community?



Responses: 364 English, 2 Spanish

Question 11: What are the top three barriers to affordable housing development in your community?

	Count	Percent
Regulations	112	10.4%
Construction Costs	246	22.7%
Lack of Incentives for Developers	151	14.0%
Cost of Infrastructure	200	18.5%
Cost of Land	257	23.8%
Other	116	10.7%
Total	1,082	100.0%

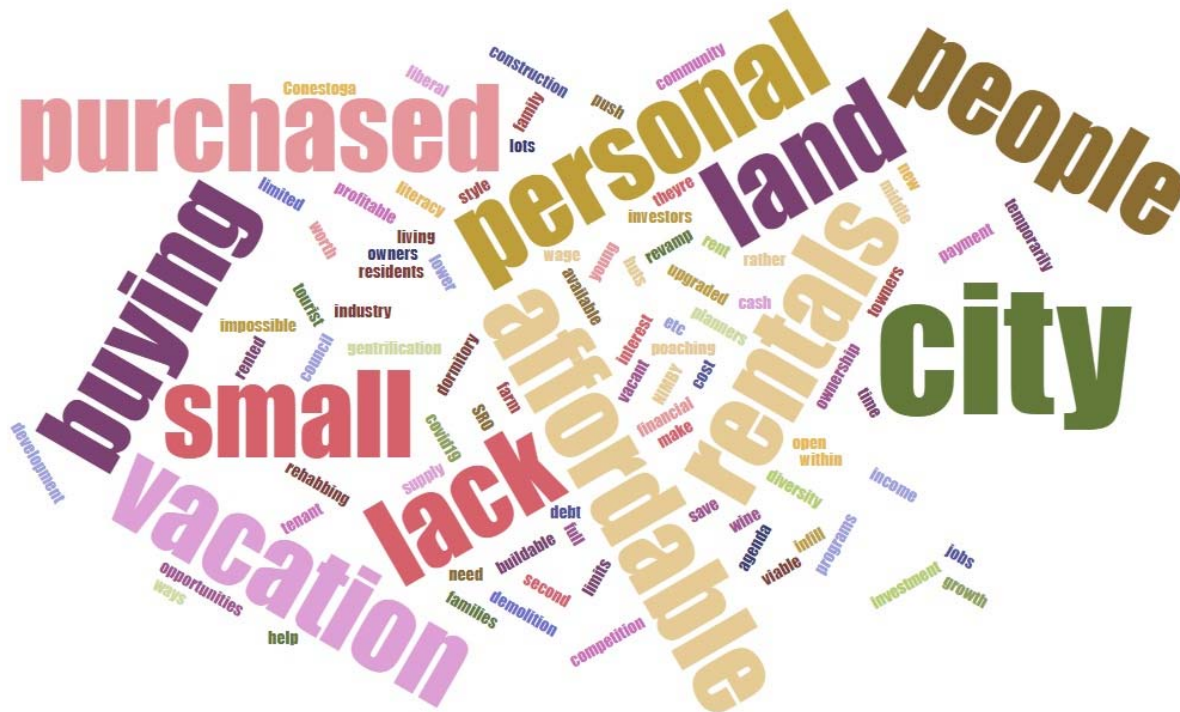
Other Responses:



Question 12: What are the top three barriers to home ownership in your community?

Barriers to Home Ownership	Count	Percent
Limited Housing Supply	249	21.9%
Availability of Living Wage Jobs	290	25.5%
Affordability of Available Homes	371	32.6%
Programs for Homeowners	124	10.9%
Lack of Resources/Education on Home Ownership	63	5.5%
Other	40	3.5%
Total	1,137	100.0%

Other Responses:



Question 13: What are the top three barriers to renting in your community?

	Count	Percent
Low Vacancy Rates	298	30.0%
Lack of Affordable Rentals	351	35.3%
Strict Rental Requirements	196	19.7%
Confusing Rental Application Process	48	4.8%
Other	101	10.2%
Total	994	100.0%

Other Responses:



Question 14: Please identify up to three actions officials should consider in addressing the housing issues you noted above.

Housing Actions	Count	Percent
Increase the supply of land for housing within the urban growth area	94	8.3%
Encourage construction of accessory dwellings by offering "how to" programs for local property owners	62	5.5%
Encourage local home ownership by providing a \$5,000 matching down payment for first time homebuyers	150	13.3%
Create low interest loan or grant matching programs for homeowners that invest over \$5,000 in qualifying improvements to their homes	124	11.0%
Provide tax incentives for developers that build apartments, townhomes, and plexes (eg. duplex)	52	4.6%
Provide new tax incentives for developers that build affordable housing specifically for low-income households (at/below 80% area median income)	155	13.7%
Change development standards (e.g. building height, minimum parking, setbacks)	27	2.4%
Create public-private partnerships to attract affordable housing development through a Community Housing Trust	190	16.8%
Change zoning requirements to make it easier to construct townhomes, plexes (eg. duplex), and cottage clusters in areas with low housing density	136	12.0%
Change zoning to create new opportunities for multifamily apartments	85	7.5%
Other	56	5.0%
Total	1,131	100.0%

Other Responses



APPENDIX C: HOUSING NEEDS

ASSESSMENT MEMORANDUM

To: Project Advisory Team: Elizabeth Chamberlain, City of Walla Walla; Jon Rickard, City of College Place; Meagan Bailey, City of Dayton; Randy Hinchliffe, City of Waitsburg; Nikki Sharp, Walla Walla County

Date: October 23, 2020 (Revised)

From: Todd Chase & Tim Wood, FCS GROUP

CC: Violet Brown & Scott Fregonese, Fregonese & Associates

RE: **Walla Walla Regional Housing Action Plan, Task 2: Housing Needs Assessment**

This memorandum describes the existing housing inventory, evaluates market trends and establishes a baseline housing needs forecast for the Walla Walla Region.

Demographic Trends

The Region is growing! Population within the Walla Walla Region (includes the cities of Walla Walla, College Place, Dayton and Waitsburg) reached a record high of 47,695 year-round residents in 2019 (*according to the WA Office of Financial Management*). Population within the Walla Walla Region has been increasing at an annual average rate of 0.68% since 2010, which is three times faster than unincorporated Walla Walla County, but almost half the statewide average (**Figure 1**).

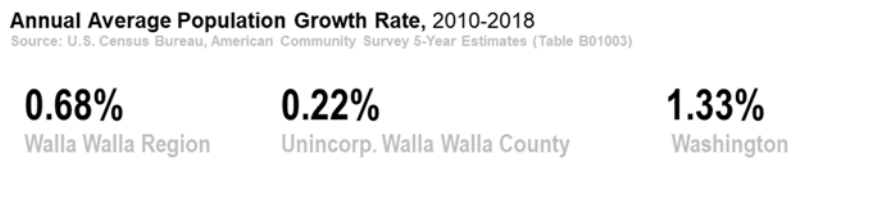


Figure 1. Population Trends

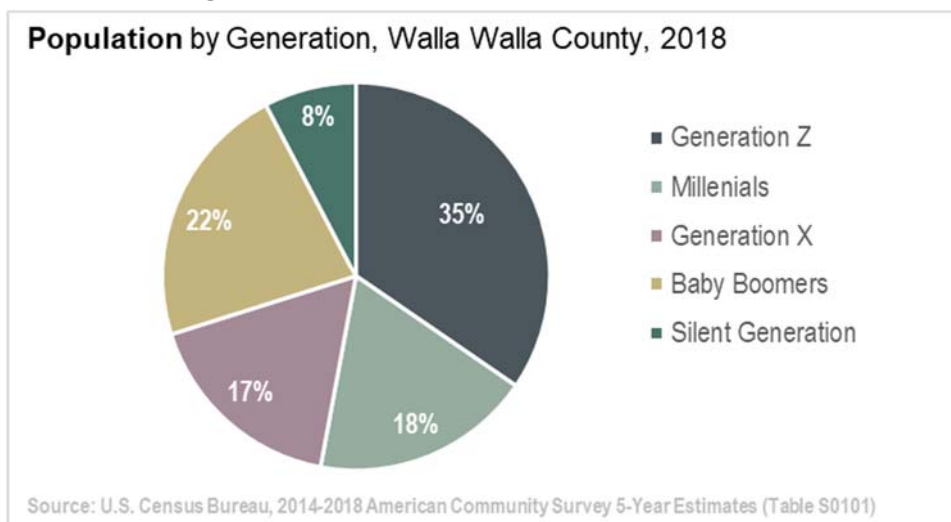
Population Trends		2010	2018	AGR
Washington		6,561,297	7,294,336	1.33%
Columbia County		3,957	4,001	0.14%
Dayton		2,463	2,682	1.07%
Walla Walla County		57,585	60,236	0.56%
College Place		8,502	9,136	0.90%
Waitsburg		1,194	1,188	-0.06%
Walla Walla		31,177	32,731	0.61%
Walla Walla Region		43,336	45,737	0.68%
Unincorp. Walla Walla County		14,249	14,499	0.22%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B01003)

AGR: average annual growth rate.

The relationship between demographic changes, income levels and housing preferences can shed light on future housing needs for the Walla Walla Region. The primary demographic age cohorts are shown in **Figure 2** and described below.

Figure 2. Population by Age Cohort Generation



Overall, the Region has a relatively younger (Generation Z) and older (Silent Generation) share of population than the statewide average, and a lower share of Millennials, Generation X and Baby Boomers.

Silent Generation (those born before 1925 to 1945)

This includes retirees over age 75, who were raised during the Great Depression or World War II. This cohort currently accounted for 8% of the Region's population in 2018 and is projected to be one of the fastest growing segment over the next 20 years. As people reach their 80s, a large share desire to move into assisted living or senior housing facilities with nearby health care and transit access.

Baby Boom Generation (born 1946 to 1964)

Baby boomers (currently age 56 to 75) accounted for 22% of the Region's residents. The boomer segment has been growing more rapidly than the other cohorts over the past 10 years and many are now entering their retirement years. Boomers prefer to "age in place" until after age 80, then may downsize or move in with family members (sometimes opting to reside in accessory dwellings).

Generation X (born 1965 to 1980)

Gen X is the demographic cohort following the baby boomers and preceding the Millennials. This cohort (currently includes people between age 40 to 55) accounts for 17% of the Region's residents and is expected to overtake the baby boom cohort in numbers within the next decade. GenX households often include families with children, and many prefer to live in single family detached dwellings.

Millennials (born 1980 to early 2000s)

Millennials (currently in their twenties or thirties) account for 18% of the Region's residents and is expected to increase moderately in the near future. Younger millennials tend to rent as they establish their careers and/or payback student loans. However, working millennials in their thirties often become first-time homebuyers, opting to purchase smaller single family detached homes or townhomes.

Generation Z (born mid-2000s or later)

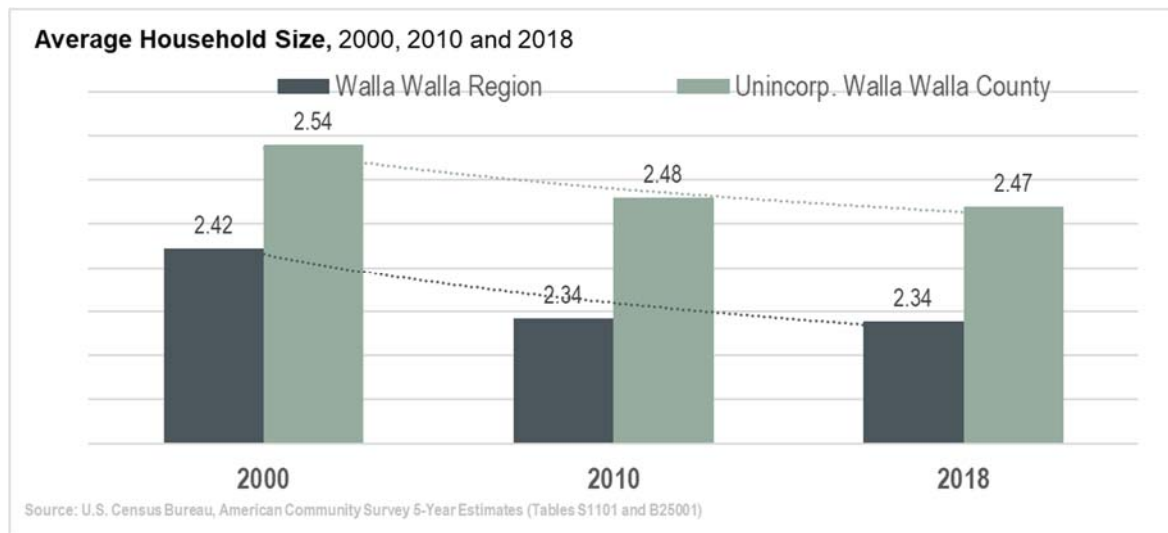
GenZ includes residents under age 20. This is the Region's largest demographic segment with 35% of the overall population. It includes people studying at Whitman and other higher education institutions and those living with GenXers and Baby Boomers. This segment has been increasing in over the past several years, but growth will likely slow down as people delay starting families and now tend to have fewer children than past generations.

Hispanic and other ethnic groups

The largest ethnic group in the Region includes the Hispanic/Latino segment, which is spread among all demographic cohorts. Hispanic/Latino population accounts for 21% of all residents within the Region compared with 12% statewide. While overall growth in this group may slow in comparison to the past, it is still projected to be the fastest growing racial/ethnic group over the next few decades.

These trends reflect a need for a mix of housing types to support demand from young families as well as aging seniors. Consistent with national trends, the average household size is also falling, as people delay starting families, families have fewer children, and seniors reach their lifespans (**Figure 3**).

Figure 3. Trends in Declining Average Household Size



Employment Trends

Long-term employment growth is also positive within the Walla Walla Region. As indicated in **Figure 4**, the region added 725 net new jobs between 2002 and 2017. Most new Regional job growth has occurred within the health care and social assistance sector (929 jobs added) followed by the service and education sectors (595 jobs added). The largest declines in employment occurred within the industrial and construction sectors (384 jobs lost) and the transportation, communications and utilities sectors (373 jobs lost).

Figure 4. Employment Trends

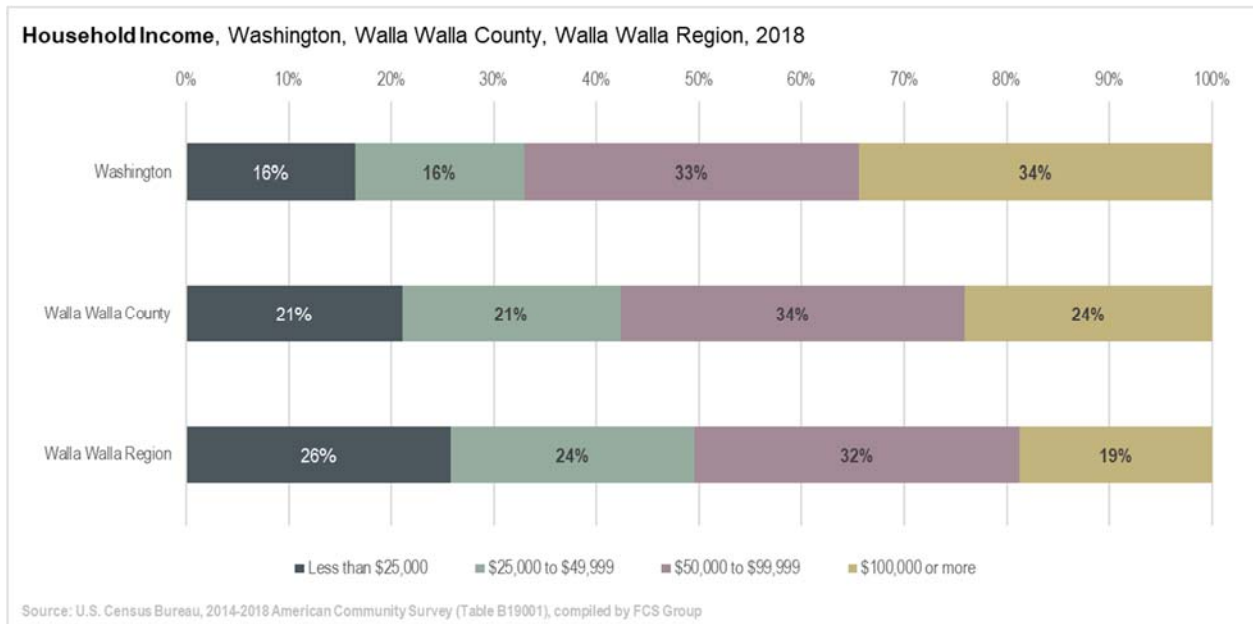
Walla Walla Region Employment Trends (at place of work employment)

Segment	2002 - 2017 Job Growth	2002	2010	2017	Change
Agriculture, Forestry, Fishing and Hunting		230	184	150	(80)
Transportation, Communications & Utilities		700	509	427	(273)
Industrial Trades & Construction		1,978	1,642	1,594	(384)
Retail Trade		2,392	2,911	2,337	(55)
Other Services, Restaurants & Lodging		3,673	4,129	4,022	349
Educational Services		1,042	1,033	1,288	246
Health Care and Social Assistance		3,083	3,396	4,012	929
Public Administration		183	173	176	(7)
Total		13,281	13,977	14,006	725

Source: US Census Bureau, On the Map.com. Region includes four cities: Walla Walla, College Place, Waitsburg and Dayton.

If the Region continues to shift away from higher paying industrial jobs to lower paying service jobs, income levels will remain well below statewide averages. Currently, the median income for Walla Walla County was \$56,533 in 2018, which compares to \$70,116 for Washington state. As shown in **Figure 5**, during 2018, half of all workers within the Region received under \$50,000 per year.

Figure 5. Household Income

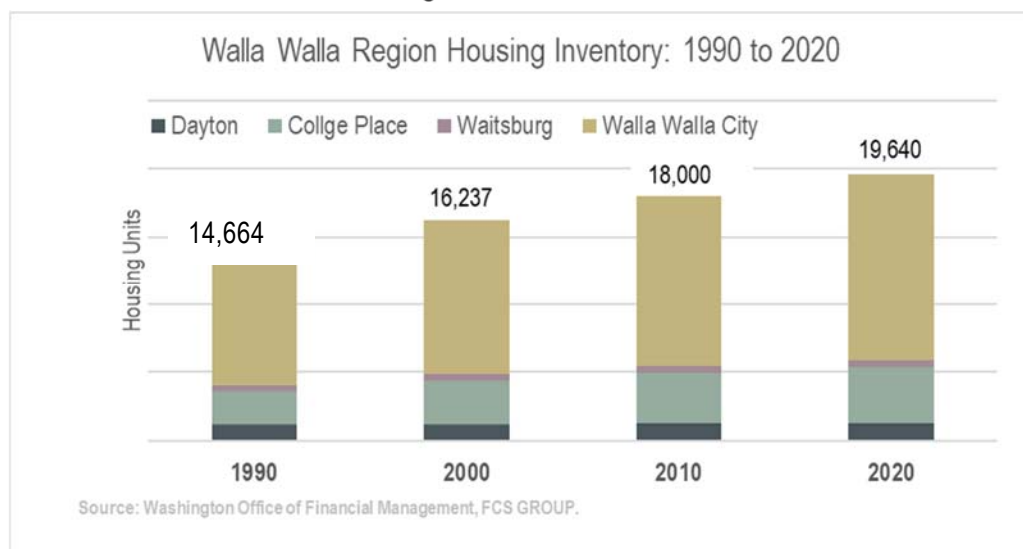


Housing Inventory

As of 2020 Q1, the four-city Region had a total housing inventory of 19,640 dwelling units. In comparison, there were 25,205 dwelling units in Walla Walla County and 2,219 units in Columbia County (**Figure 6**).

The Region's housing inventory is primarily comprised of single family detached homes (65%). Townhomes, duplexes and multifamily structures make up 29% of the inventory, followed by mobile homes with 6% of the inventory.

Figure 6.



In order to address gaps in the current housing inventory, and meet future demand for attainable housing prices, the Walla Walla Region's housing inventory will need to accommodate a wide variety of housing types. The current mix of housing types is depicted in **Figure 7**.

Figure 7. Current Housing Mix by Location, 2018

Housing Types	Walla Walla County	College Place	Dayton	Waitsburg	Walla Walla City	Walla Walla Region
Single Family Detached	70%	59%	81%	66%	65%	65%
Townhouses / Plexes	11%	26%	11%	4%	11%	14%
Multi-family (5+)	12%	7%	5%	0%	19%	15%
Mobile homes/other	7%	9%	2%	30%	5%	6%
Total	100%	100%	100%	100%	100%	100%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25024)

Housing growth in the Walla Walla Region has been driven by a combination of in-migration, natural increases in population, university student housing, second home investors and seasonal rentals. Between 2000 and 2018, the Region added 2,246 households and the average household size fell from 2.42 to 2.34 people per household (**Figure 8**).

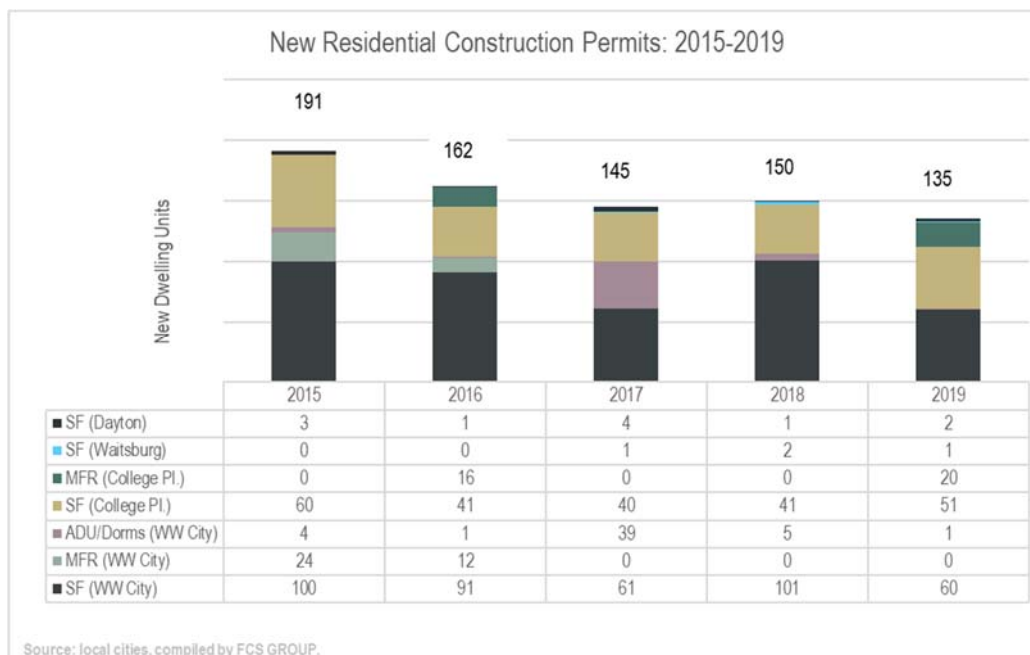
Figure 8. Trends in Household Formations and Occupied Housing Units, Walla Walla Region

	2000	2010	2018	Change: 2000-18	Annual Change
Households	15,076	16,528	17,322	2,246	125
Average household size	2.42	2.34	2.34		
Occupied Dwelling Units	16,237	18,032	19,092	2,855	159

Source: U.S. Census Bureau, 2000 Census (Tables P015, P017, H001), American Community Survey 5-Year Estimates (Tables S1101 and B25001)

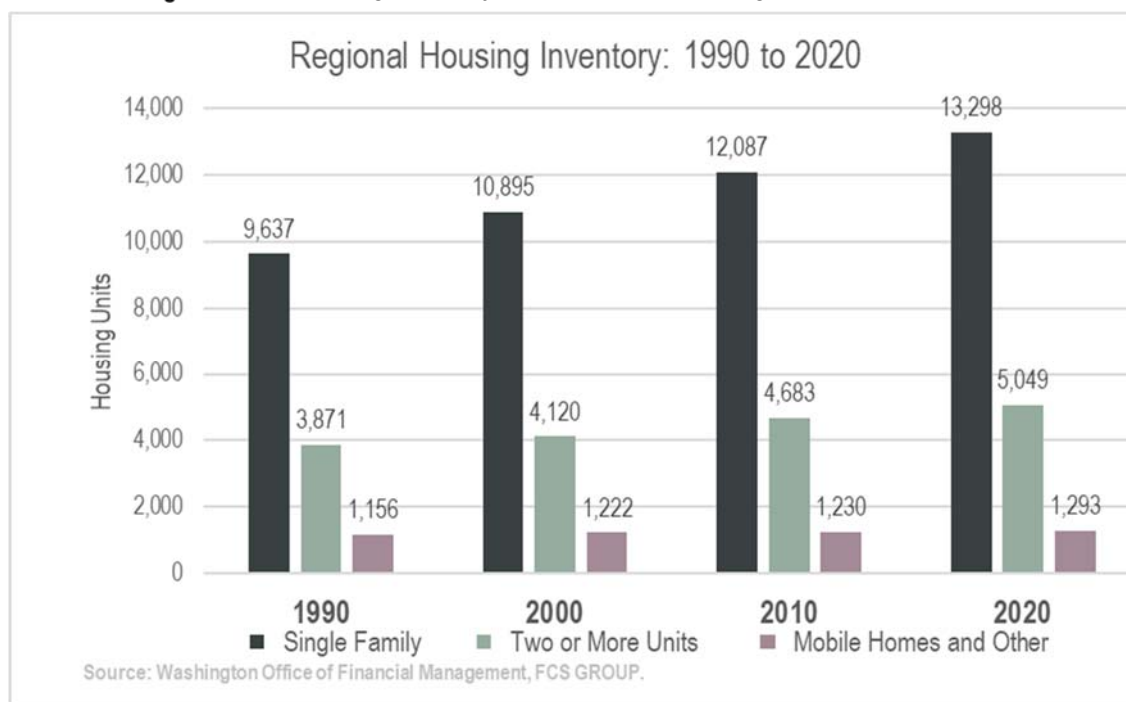
In recent years, housing production has not kept pace with housing demand. As shown in **Figure 9**, new residential construction within the Region declined from 191 permits issued in 2015 to 135 permits in 2019.

Figure 9. New Residential Construction Permits, Walla Walla Region, 2015 to 2019



Housing inventory data provided by the Washington Office of Financial Management indicates that there have been net increases in all housing types within the Region over the past two decades (**Figure 10**).

Figure 10. Housing Inventory Trends, Walla Walla Region, 1990 to 2020



Unfortunately, not all new construction has occurred without displacement of some existing housing. As indicated in **Figure 11**, the Region recorded a net increase of 1,159 single family detached homes and 62 townhomes/plexes, between 2010 and 2018, but displaced at least 80 multifamily units and 81 mobile homes during that time.

Figure 11. Net Change in Housing, Walla Walla Region, 2010 to 2018

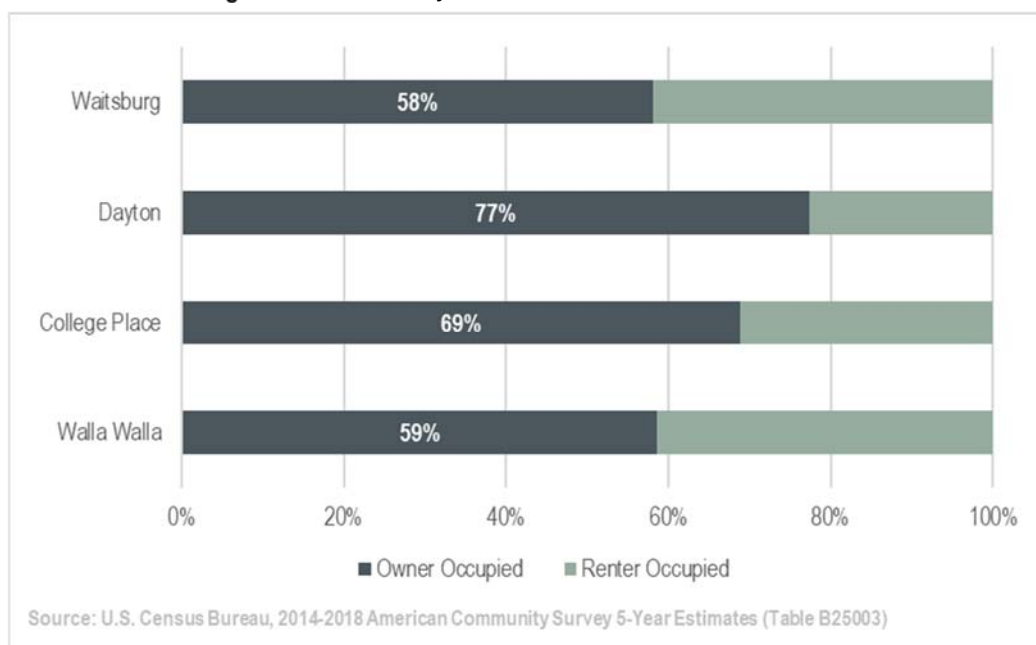
Housing Type	2010 Est. (2006-2010 ACS)	2018 Est. (2014-2018 ACS)	Change
Single Family Detached	11,235	12,394	1,159
Townhouses / Plexes	2,631	2,693	62
Multi-family (5+)	2,936	2,856	(80)
Mobile homes/other	1,230	1,149	(81)
Total	18,032	19,092	1,060

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates (Table B25024).

Tenancy and Vacancy Levels

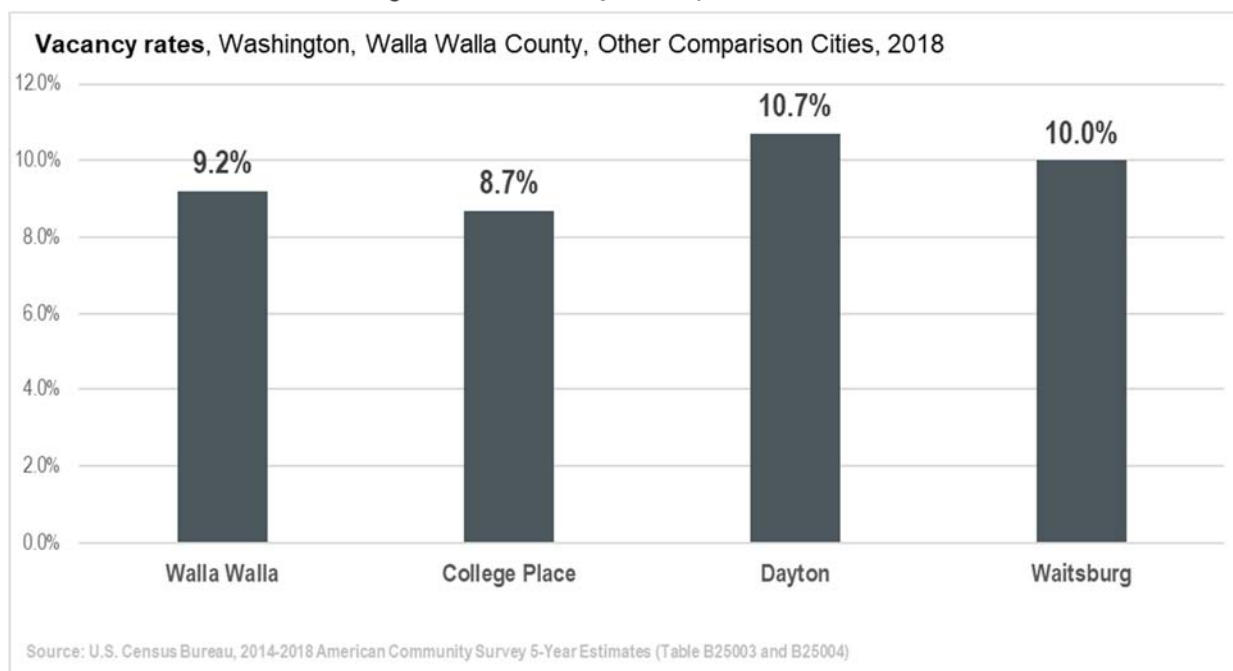
The Region's tightening housing supply is impacting homeowners and renters. Overall tenancy within the Region is comprised of 60% owners and 40% renters. As shown in **Figure 12**, the rate of homeownership varies significantly among the region's four cities.

Figure 12. Tenancy Characteristics, ACS 2014-2018



Housing vacancy rates were mostly around 10% in 2018 within the cities of College Place, Dayton, Waitsburg and Walla Walla, and are reported to be lower today (**Figure 13**). Within the Region, the highest vacant rates are in Dayton, which has a vacancy rate of 10.7%.

Figure 13. Housing Vacancy Rates, 2018



Home Prices and Rents

As vacancy rates decline, home prices and rent levels are increasing. Median home prices have increased steadily over the past several years within the Region to record levels (**Figures 14 and 15**).

Figure 14. Median Home Prices

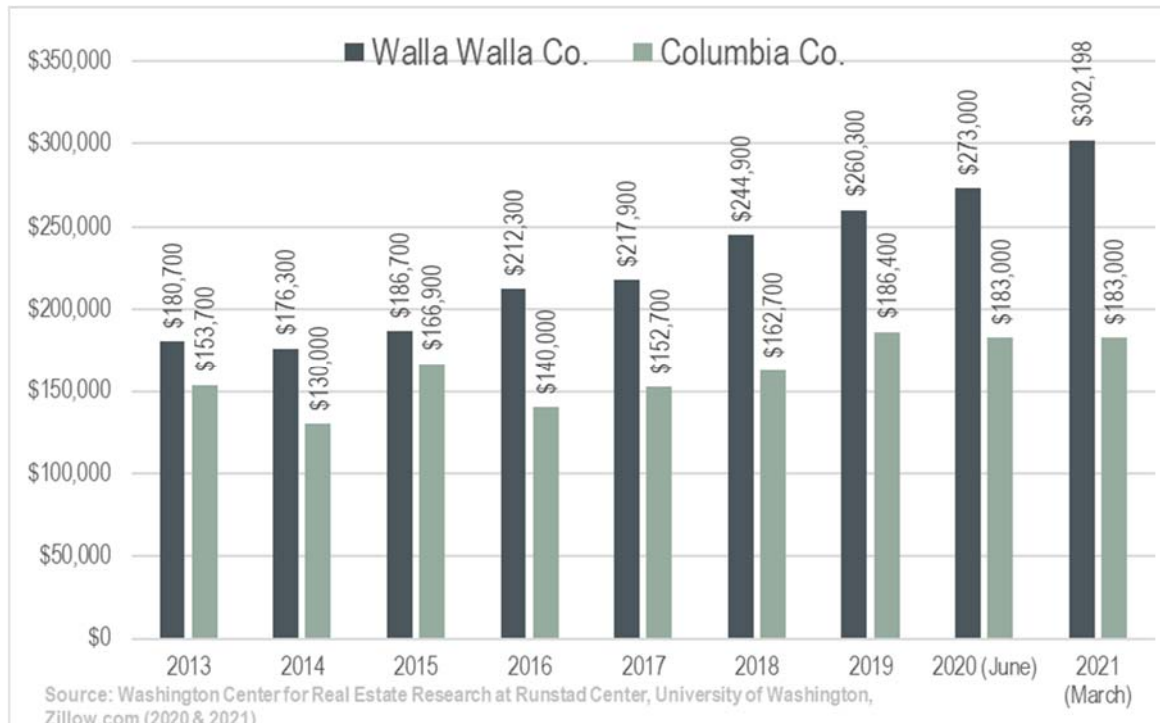


Figure 15. Median Home Prices

	3/1/2020	3/1/2021	Change from prior year %
Washington	\$429,000	\$488,000	13.8%
Columbia County	\$182,000	\$183,000	0.5%
Dayton	\$172,000	\$171,000	-0.6%
Walla Walla County	\$283,000	\$302,000	6.7%
College Place	\$289,000	\$309,000	6.9%
Waitsburg	\$235,000	\$250,000	6.4%
Walla Walla City	\$283,000	\$301,000	6.4%

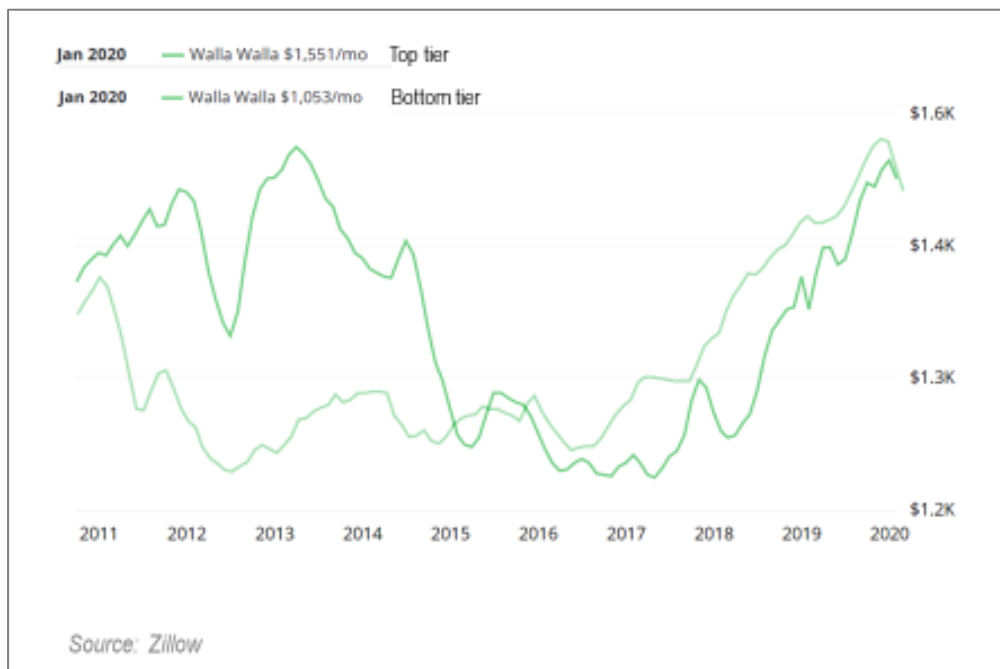
Source: Zillow, (6/1/2020), Compiled by FCS GROUP.

* Assumes 30-year mortgage, 3.6% interest, 1.89% property tax & insurance; 5% downpayment.

** Assumes 30% of household income dedicated to payments.

Monthly rents have also increased to record levels. As shown in **Figure 16**, the median rent within the Region is currently \$1,486, and the price difference between the top quality and lowest quality rental housing units has narrowed considerably.

Figure 16. Median Housing Rent, Walla Walla Region, 2011 to 2020



By comparison, the current U.S. Housing and Urban Development (HUD) Fair Market Rents in Walla Walla County range from \$680 for an efficiency to \$1,509 for a four-bedroom unit, as shown below. According to input received from stakeholders, there are very few (if any) non-government subsidized properties that would meet HUD fair market rents in the Walla Walla Region.

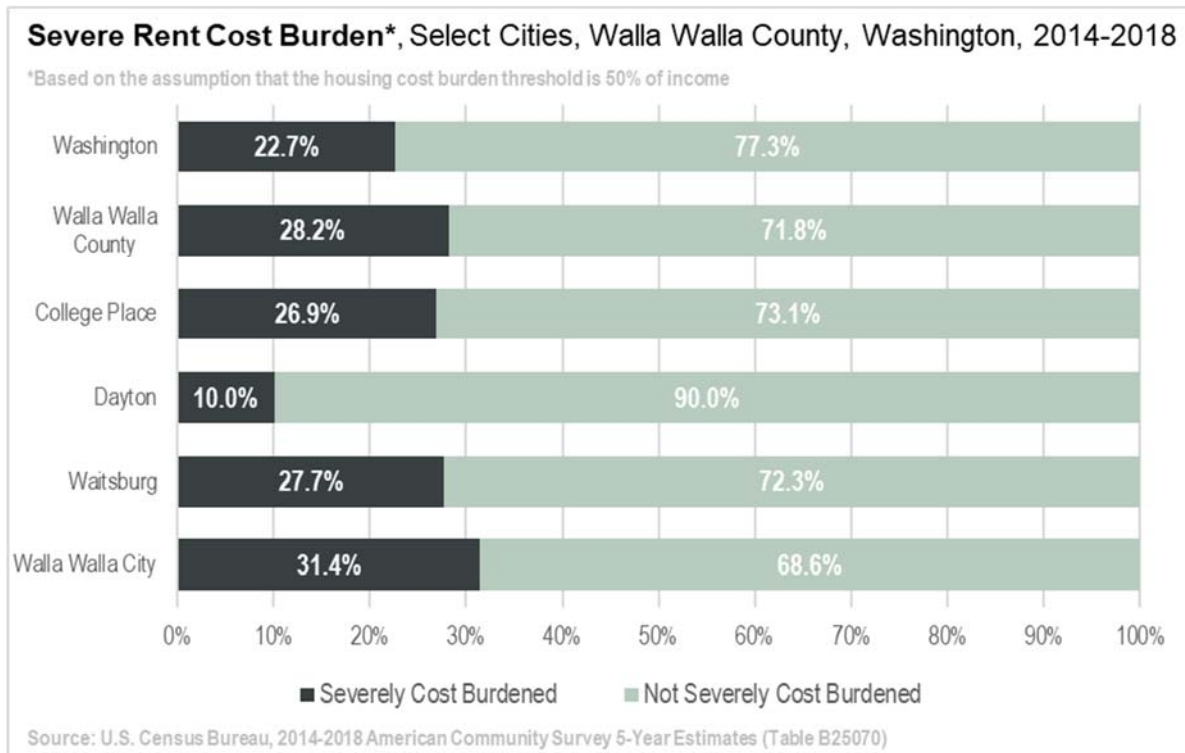
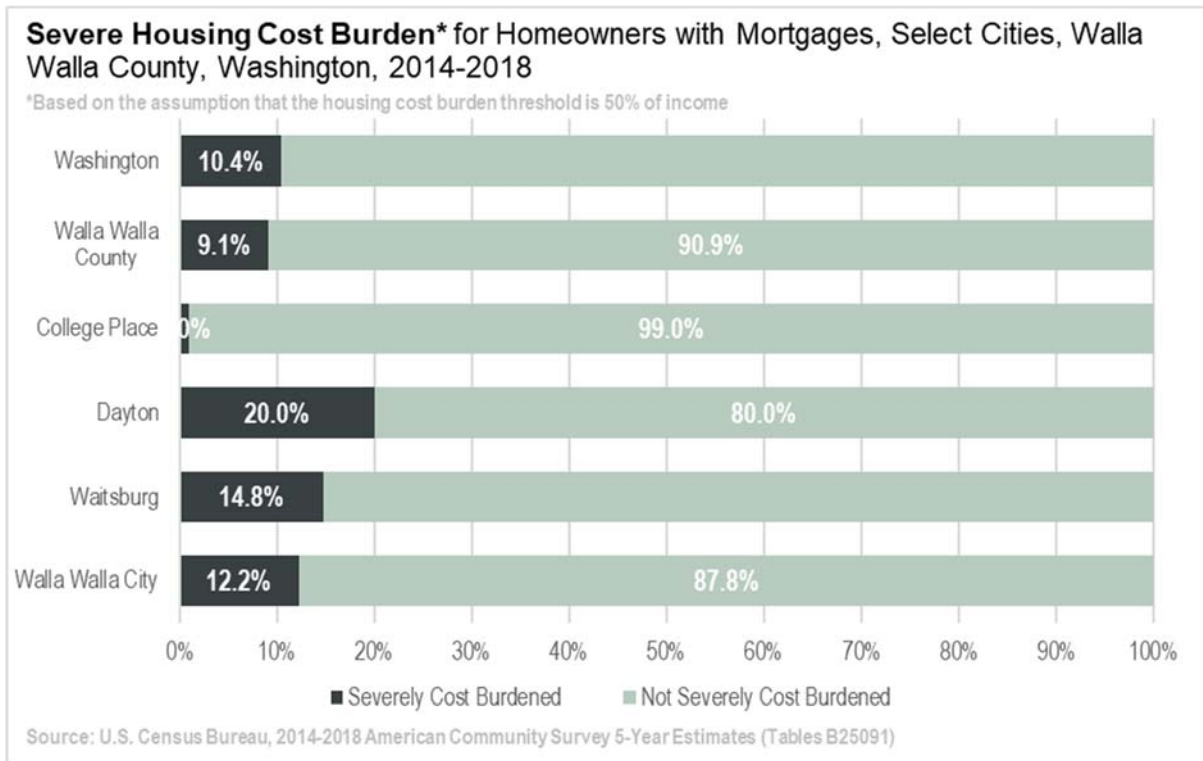
HUD Fair Market Rent (FMR) by Unit Type, Walla Walla County, 2020				
Source: U.S. Department of Housing and Urban Development				
\$680	\$792	\$1,043	\$1,505	\$1,509
Efficiency	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom

Housing Attainability

According to the U.S. Housing and Urban Development (HUD), households are considered “cost burdened” if they pay over 30% of their gross income on housing and utilities. Households are “severely cost burdened” if they pay over 50% of their gross income on housing and utilities.

As of 2018, approximately 9% of homeowners and 28% of the renters in Walla Walla County were severely cost burdened by housing expenses alone (**Figure 17**). If housing costs continue to rise faster than incomes, the share of severely cost burdened households will continue to increase.

Figure 17. Severe Housing Cost Burden by Locality



To help gauge housing attainability, FCS GROUP examined median household income (MHI) data for selected cities within Walla Walla and Columbia counties. Median household income in Walla Walla County (\$56,533) is currently well below the Washington average (\$70,116). However,

income levels for households in Walla Walla County have been increasing slightly faster than the state average (**Figure 18**).

Figure 18. Median Income Trends, 2010-2018

	2010	2018	AGR
Washington	\$57,244	\$70,116	2.6%
Walla Walla County	\$45,575	\$56,533	2.7%
College Place	\$40,137	\$47,525	2.1%
Dayton	\$39,861	\$44,524	1.4%
Waitsburg	\$45,568	\$48,403	0.8%
Walla Walla	\$39,397	\$48,678	2.7%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25119)

AGR: average annual growth rate.

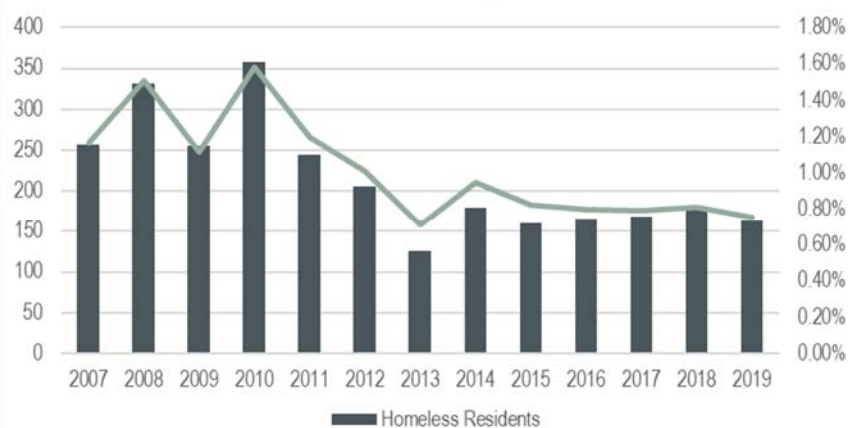
To meet HUD guidelines for housing affordability, no more than 30% of income should be allocated to housing. Hence, middle-income families earning 80% to 120% of the median household income (MHI) should be able to afford monthly rents at \$1,131 to \$1,696; or homes priced between \$194,000 and \$291,000. If middle-income households pay more than this, they would be “cost burdened” to some degree. As indicated in **Exhibit 19**, using current statistics, affordable monthly housing cost for low-income families is as follows:

- Low Income, \$707 to \$1,131
- Very Low Income, \$424 to \$707
- Extremely Low Income, \$424 or less

Point in Time Homeless Residents

The homeless population in Walla Walla County has fluctuated between 126 and 358 over the past decade. In 2019, Walla Walla County’s homeless population included an estimated 163 people or about 0.75% of the statewide homeless count, which is less than the county’s 0.82% overall share of statewide population. Stakeholder input indicates that the number of homeless residents appears to have increased since the global Covid-19 pandemic began in 2020.

Homeless Residents, Walla Walla County, 2007-2019



Source: Washington State Department of Commerce Annual Point in Time Count

Figure 19. Analysis of Attainable Housing Prices/Rents

Housing Attainability Analysis

Walla Walla County Median Household Income (2018)*		\$56,533
Market Segment by Income Level		Lower-end Upper-End
Upper (120% or more of MHI)		120%
Middle (80% to 120% of MHI)	80%	120%
Low (50% to 80% of MHI)	50%	80%
Very Low (30% to 50% of MHI)	30%	50%
Extremely Low (less than 30% of MHI)	30%	
Qualifying Income Level		Lower-range Upper-range
Upper (120% or more of MHI)	\$67,840	or more
Middle (80% to 120% of MHI)	\$45,226	\$67,840
Low (50% to 80% of MHI)	\$28,267	\$45,226
Very Low (30% to 50% of MHI)	\$16,960	\$28,267
Extremely Low (less than 30% of MHI)		\$16,960
Attainable Monthly Rent or Payment (@30% of income level)		Lower-range Upper-range
Upper (120% or more of MHI)	\$1,696	or more
Middle (80% to 120% of MHI)	\$1,131	\$1,696
Low (50% to 80% of MHI)	\$707	\$1,131
Very Low (30% to 50% of MHI)	\$424	\$707
Extremely Low (less than 30% of MHI)		\$397
Approximate Attainable Home Price**		Lower-range Upper-range
Upper (120% or more of MHI)	\$291,000	or more
Middle (80% to 120% of MHI)	\$194,000	\$291,000
Low (50% to 80% of MHI)	\$116,000	\$185,000
Very Low (30% to 50% of MHI)	\$69,000	\$116,000
Extremely Low (less than 30% of MHI)	n/a	n/a

Notes:

* based on current U.S. Census estimates of household income for Walla Walla County.

** assumes 5% down (zero down payment for low income purchasers) on 30-yr mortgage @ 3.6% interest; and 1.89% for taxes and insurance.

Source: analysis by FCS GROUP using U.S. Census, American Community Survey data.

Measures of Economic Hardship

Like many rural communities across the U.S., an increasing share of Walla Walla Region's households are experiencing economic hardship as the cost of living rises faster than income levels.

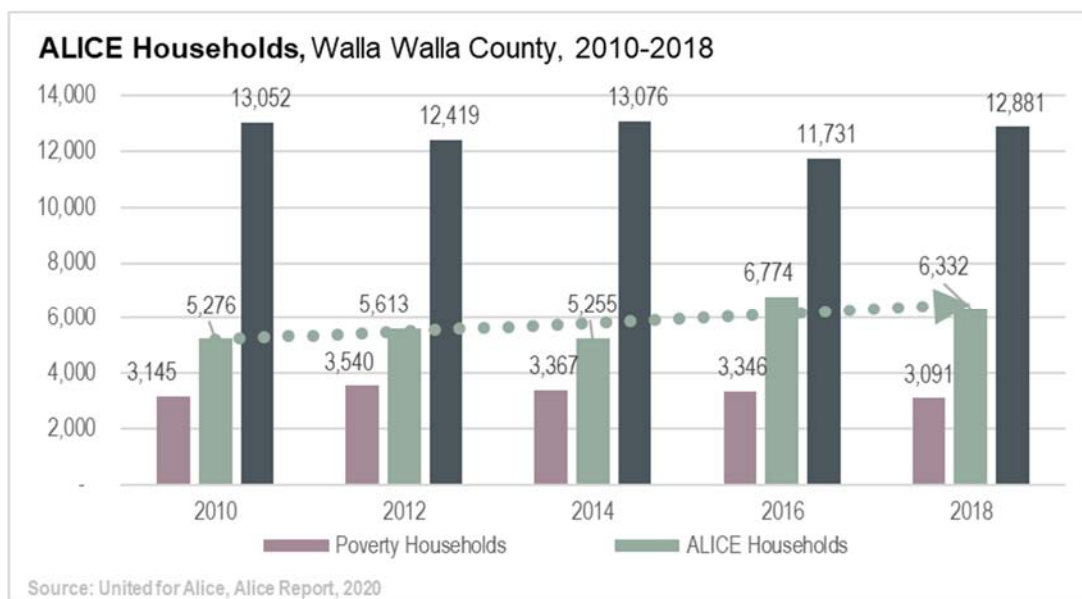
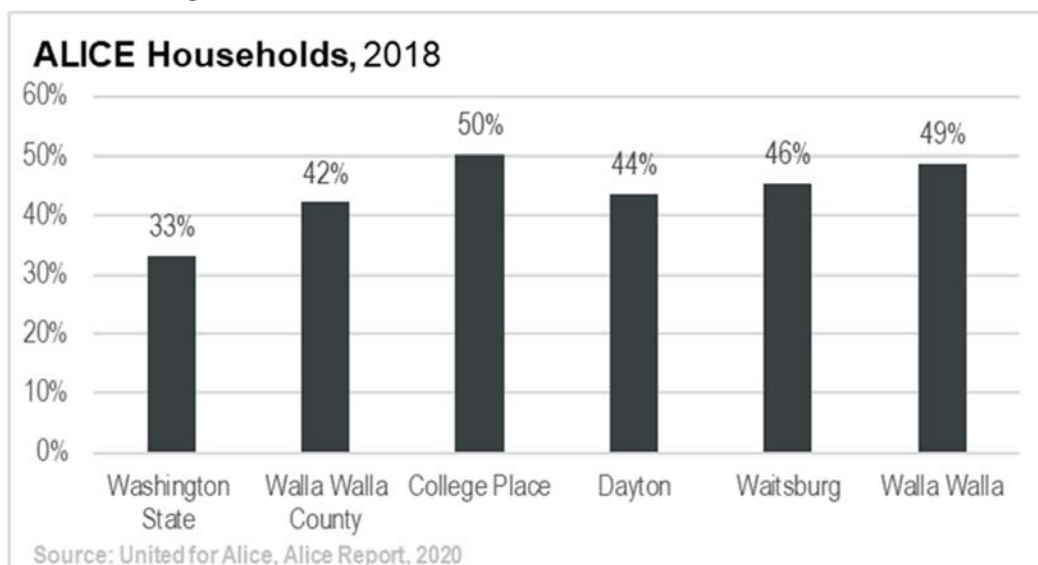
Since the War on Poverty began in 1965, the Federal Poverty Level (FPL) has provided a standard for determining the proportion of people living in poverty in the U.S. Despite the FPL's benefit of providing a nationally recognized income threshold for determining who is poor, its shortcomings include the fact that the FPL is not based on the current cost of basic household necessities, and except for Alaska and Hawaii, it is not adjusted to reflect cost of living differences across the U.S. In fact, federal poverty statistics indicate that the number of Walla Walla County households living in poverty decreased by 54 between 2010 and 2018.

In recognition of the shortcomings associated with federal poverty statistics, the United Way now provides a new measure of economically distressed households struggling in each county in a state. This

effort provides a framework, to measure households that do not earn enough to afford basic necessities, with a population segment called ALICE (Asset Limited, Income Constrained, Employed). The ALICE methodology takes into account the total cost of household essentials – housing, child care, food, transportation, technology, and health care, plus taxes and a 10 percent contingency. ALICE data are calculated separately for each county, and for six different household types. For more information please check out: <https://www.unitedforalice.org/methodology>

In 2018, 42% of the households in Walla Walla County were either in poverty or in the ALICE category, which is well above the Washington statewide average of 33%. Within the Walla Walla Region, the share of households in poverty and ALICE categories ranged from 44% in Dayton to 50% in College Place (Figure 20).

Figure 20. ALICE Household as Share of Total Households

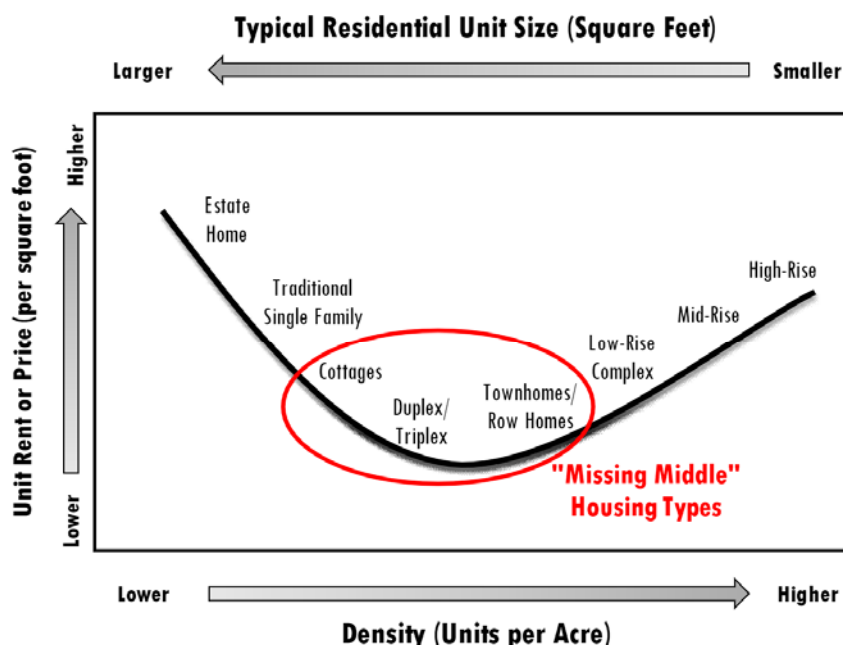


Housing Supply Gaps

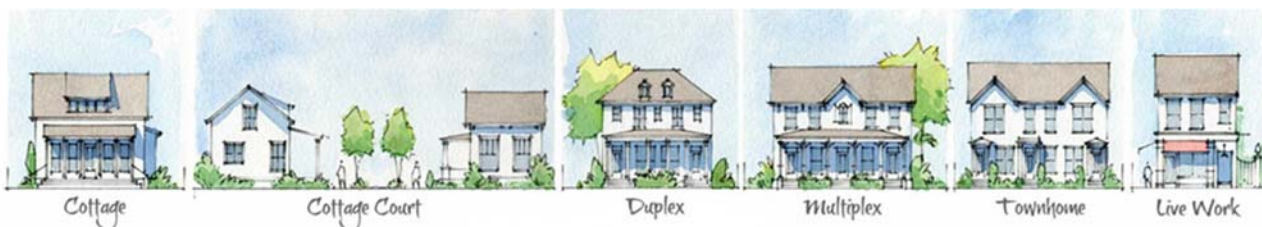
Representatives from public agencies have expressed concern over the lack of attainable and good quality housing for middle income families and local workers. To find attainable housing, some workers must travel long distances between their homes and their jobs to find attainable housing.

Given the need for workforce housing, the Region would benefit from development of “middle income” housing types, such as apartments, duplexes, townhomes, cottages, manufactured homes and accessory dwelling units (ADUs). These housing types can be delivered at a lower cost and rent level per square foot than standard single family detached and mid-rise housing types (**Figure 21**).

Figure 21. Middle Housing Types



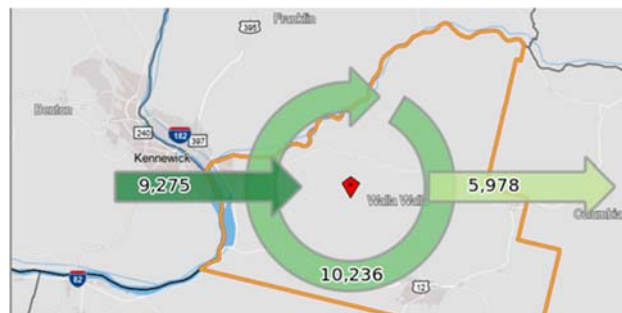
Source: Washington Department of Commerce Housing Memorandum (PNW Economics and LDC)



Transportation Considerations

Long commutes into the Walla Walla Region may represent potential pent-up demand for new housing. According to U.S. Census On-the-Map data, in 2017 there were 9,275 workers who commuted to work in Walla Walla County and 5,978 county residents who commuted to work outside the County (**Figure 22**). **One in five workers in the County commute over 100 miles per day; which is 55% higher than the statewide average.**

Figure 22. Commute Patterns, Walla Walla County, 2017



Affordability and Current Market Gaps

Low vacancy rates and rising home prices have resulted in market gaps that could be filled only by new housing construction. The regional *Affordability Housing Community Council Report*, Summer 2019, found that median income levels in the City of Walla Walla and College Place would need to increase by at least \$5,400 to enable families to purchase a home at 2018 prices. This affordability gap has increased since.

The Region's rental housing gap is most prevalent at the highest and lowest income levels. In other words, there is currently an inadequate supply of quality market rate apartments (at \$1,131/month or higher) or for-sale housing (at \$279,000+). This is partially the reason why 400 middle and upper income households currently live in lower-quality *middle-income* rental housing. And the lack of affordable housing (at \$707/month or lower) has resulted in 791 households living in higher-cost housing which leads to severe rent burdens. This analysis assumes that 33% of the current housing gap can be addressed by new policies that help stimulate near-term housing construction with 239 market rate units and 261 affordable units (**Figure 23**).

Figure 23. Rental Housing Market Gaps, Walla Walla Region, 2017

Median Household Income Range	Lower-end	Upper-End	Renter Households Counted	Affordable Monthly Rent Costs *	Level of subsidy required	Estimated Rental Units Counted	Year 2017 Housing (Gap) or Surplus
Upper (120% or more of MFI)	\$67,840 or more		1,304	\$1,696 & Above	Zero	580	(400)
Middle (80% to 120% of MFI)	\$45,226	\$67,840	1,173	\$1,131-\$1,686	Zero	1,497	
Low (50% to 80% of MFI)	\$28,267	\$45,226	1,518	\$707-\$1,131	Low	2,709	1,191
Very Low (30% to 50% of MFI)	\$16,960	\$28,267	1,177	\$424-\$707	Medium	1,541	(791)
Extremely Low (less than 30% of MFI)	\$16,960 or less		1,830	Less than \$424	High	674	
Total			7,001			7,001	

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

* Calculated at 30% of Walla Walla County median family income based on HUD guidelines

Analysis of Pent-Up Rental Housing Demand, Walla Walla Region

Median Household Income Range	Renter Households in 2017	Rental Units in 2017	Housing (Gap)	Potential Capture Rate	Pent-up Housing Demand
Upper (120% or more of MFI)	1,304	580	(724)	33%	239
Middle (80% to 120% of MFI)	1,173	1,497	324		
Low (50% to 80% of MFI)	1,518	2,709	1,191		
Very Low (Less than 50% of MFI)	3,006	2,215	(791)	33%	261

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

Regional Housing Needs Forecast

The Regional housing needs forecast takes into account the potential to capture a share of the current market gap for rental housing along with the projected population growth based on the adopted comprehensive plans for Walla Walla County and the cities of College Place, Walla Walla, Dayton and Waitsburg.

These plans anticipate a population increase of approximately 9,668 year-round residents by 2040 within Walla Walla County. According to the Walla Walla County Comprehensive Plan, the unincorporated areas of the county are projected to add 2,802 people. Since that forecast also reflects unincorporated portions of UGAs for the cities, we expect the majority of new population growth to occur within future annexation areas of local cities.

This analysis assumes that 70% of the housing growth and 90% of the group quarters population growth within unincorporated Walla Walla County will occur within the UGAs of Walla Walla, College Place, Waitsburg and Dayton. As indicated in **Figure 24**, this allocation of county growth equates to approximately 107 group quarters residents and 657 dwelling units.

Figure 24. Projected Regional Housing Capture of Unincorp. Walla Walla County, 2020 to 2040

	Walla Walla County	Unicorp. Walla Walla County**	Regional Housing Capture of Unincorp. County %	Regional Housing Capture of Unincorp. County
Net New Population	9,668	2,802		
New Pop in Group Quarters*	773	119	90%	107
Population in Households	8,894	2,683		
Housing Need for Permanent Residents (dwellings)	3,601	865		
Seasonal & Vacancy Allowance (@9.4 %)	358	74		
Growth-related Housing Demand (dwelling units)	3,959	939	70%	657

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc. ** Includes unincorporated areas within urban growth areas of local cities.

To address changing demographic and householder preferences, the baseline housing demand forecast also takes into account the following assumptions:

- Future population growth forecasts for each city within the Walla Walla Region will be consistent with adopted local comprehensive land use plan forecasts (extrapolated).
- The tenancy mix and rate of homeownership will increase slightly overtime to the Washington statewide average (63% owners and 37% renters). Note, this results in a modest increase in homeownership rates within the Region from 60% currently to 63% by year 2040.
- Housing needs reflect more attainably priced housing types consistent with attainability levels with 30% of income allocated to rent or mortgage (principal and interest).
- The housing needs forecast assumes a moderate demand shift to middle income housing types, including townhomes, plexes, apartments, ADUs and manufactured housing.

To address future housing growth, the Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand is likely to include 1,523 standard lot single family detached homes; 1,104 small lot detached homes; 732 townhomes/plexes; 894 multi-family

units (includes some group quarters demand) and 443 government-assisted housing units, manufactured homes and/or ADUs (**Figure 25**).

Figure 25. Walla Walla Region Housing Needs Forecast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg	Dayton	Region Total
Projected Baseline Housing Demand	2,362	494	153	11 +	3,021
Plus Share of Housing Within Unincorp. UGAs	514	107	33	2 +	657
Plus Demand to Address 33% of Housing Gap	414	87			500
Total Housing Need	3,290	688	187	13 +	4,178
Plus Group Quarters Housing Units (@1.5 people per unit)	420	88			762
Grand Total (units)	3,710	776	187	13 +	4,685
percent of total	79%	17%	4%	0.3%	100%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormitories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs						Remainder of
Housing Type	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Walla Walla County
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

The group quarters demand generated by 762 residents accounts for demand generated by seniors in group homes and to a lesser extent university students and special needs population segments (including inmates at the correctional center). As indicated in **Figure 26**, the senior housing segment is projected to account for about three quarters of the overall group quarters demand, with the need for almost 380 units of shared senior housing required by year 2040.

Figure 26. Projected Senior Housing Demand

	Region Total within UGAs
Current Population	48,363
Proj. Net New Population within Region UGAs (@2.3 perso	8,485
Future Population year 2040	56,848
Population over Age 65	20%
Share of pop. over Age 65 in Nursing Homes	5.0%
Avg. Household Size within Nursing Homes	1.50
Proj. Net New Population in Nursing Homes	568
Proj. Senior Housing Need (dwelling units)	379

Source: population estimates and forecasts based on WA Office of Financial Management data; nursing home capture rates based on National Institute of Aging estimates, 2015.

Please refer to **Appendix A** for a Regional forecast of owner and renter housing needs by income level.

Reconciliation of Housing Needs and Land Supply

According to the June 2019 Walla Walla County buildable land inventory and development capacity study, Walla Walla, College Place and Waitsburg UGAs had the potential to accommodate over 4,100 net new dwellings at full utilization (**Exhibit 27**). Note, the City of Dayton was included in a separate land capacity study for Columbia County.

Figure 27. Land Capacity Analysis

	Minimum Lot Size (SF)	Net Res. Land Inventory (acres)	Under- developed percent	Net New Pop. Capacity	Net New Dwelling Capacity	Infill & redevelopment Dwellings	Dwellings on Vacant Land	% Infill & redevelopment
Waitsburg				1,466	621	284	337	46%
R96 Suburban Residential	9,600	50.7	62%	38%	538	228	86	142
Residential (incorporated)	10,000	92.7	49%	51%	875	371	189	182
Flexible Comm./Res (Incorp.)	10,000	5.6	61%	39%	53	22	9	13
College Place				588	249	139	110	56%
Multiple Family Residential	n/a	2.1		59	25	-	25	
R-60 Single Family Residential*	6,000	21.6	30%	70%	361	153	107	46
R-72 Single Family Residential*	7,200	0.3		4	2	-	2	
R-96 Suburban Residential (incorp.)	9,600	6.3	58%	42%	67	28	12	16
R-96 Suburban Residential (area 2B)**	9,600	39.8	75%	25%	425	180	46	134
R-96 Suburban Residential (area 2C)	9,600	9.2	51%	49%	97	41	20	21
Walla Walla City				7,641	3,238	1,632	1,606	50%
Multiple Family Residential	n/a	-		-	-			
R-60 Single Family Residential ***	6,000	-		-	-			
R-72 Single Family Residential ***	7,200	54.7	21%	79%	813	344	271	73
R-96 Suburban Residential (incorp.)	9,600	569.0	51%	49%	6,116	2,592	1,260	1,332
R-96 Suburban Residential (other)	9,600	60.8	67%	34%	712	302	101	201

Source: Revised Land Capacity Analysis, Technical Memorandum, June 2019, the Watershed Company. Note, this analysis was completed prior to the City of Walla Walla creating a Neighborhood Residential zone to allow reduced lot sizes.

* After 2019, College Place combined zones R-60/R-72/R-75 into a one SF District zone and allows up to two dwellings per lot.

** Area 2B urban growth area expansion request was denied after 2020.

*** After 2019, Walla Walla changed code to allow 2-4 unit structures and ADUs in all single family zones.

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, the analysis cited above indicates that nearly half of new construction would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through “infill” is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

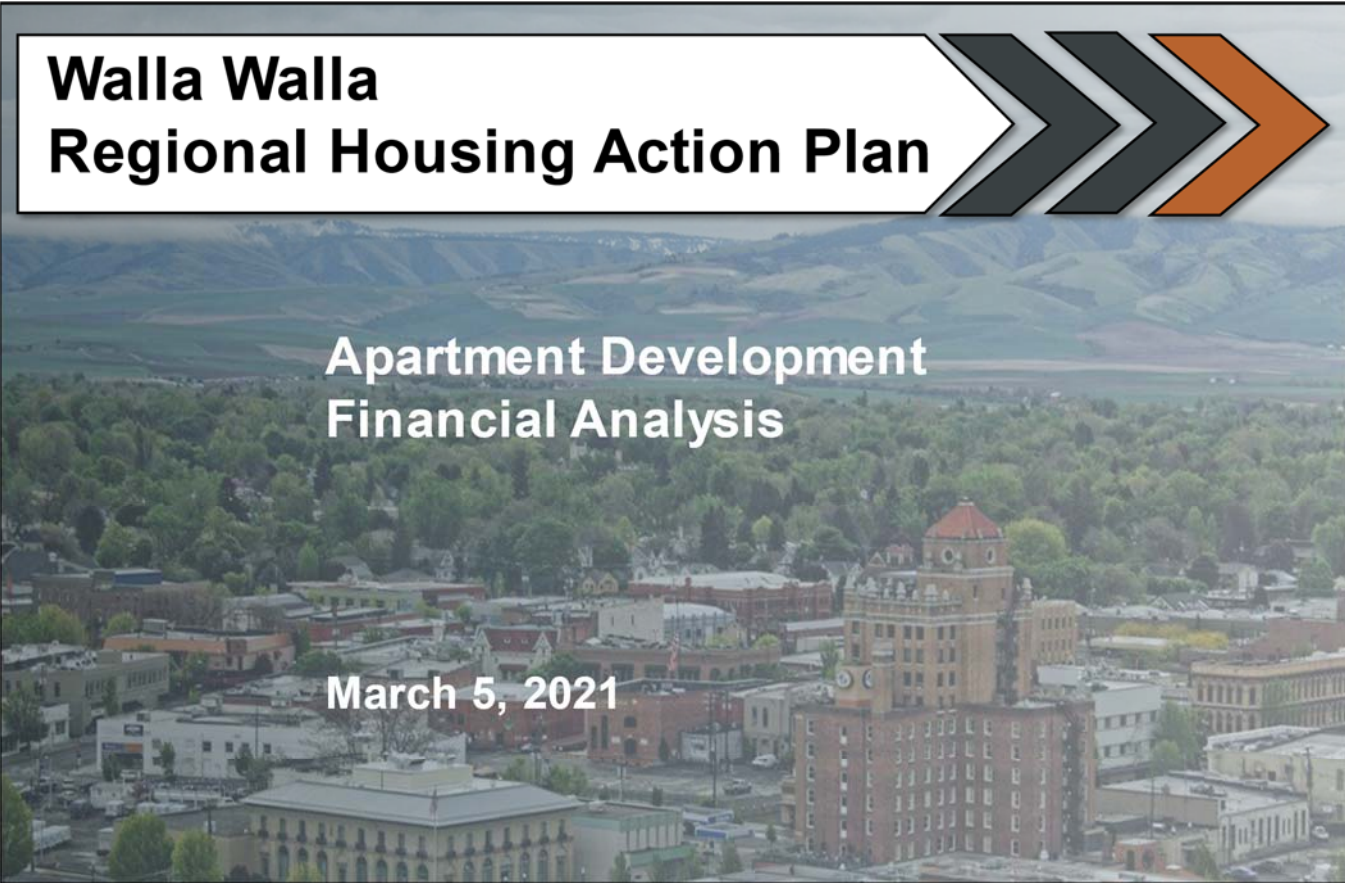
Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

College Place UGA: the projected 20-year housing need of 776 dwelling units is far greater than the potential UGA capacity of 429 units, even after assuming 43% of net new housing will be constructed on infill and redevelopment lands.

Walla Walla UGA: the projected 20-year housing need of 3,710 dwelling units is greater than the potential UGA capacity of 3,238 dwelling units, even after assuming 50% of the net new housing will be constructed on infill and redevelopment lands.

Waitsburg and Dayton UGAs: the combined projected 20-year housing need of 200 or more dwelling can be accommodated by their existing UGAs, since Waitsburg alone is presumed to have the UGA capacity to add 621 dwelling units, after assuming 46% of the net new growth occurs on infill and redevelopment lands.

APPENDIX D: FINANCIAL ANALYSIS



**Walla Walla
Regional Housing Action Plan**

**Apartment Development
Financial Analysis**

March 5, 2021

 **FCS GROUP**
Solutions-Oriented Consulting

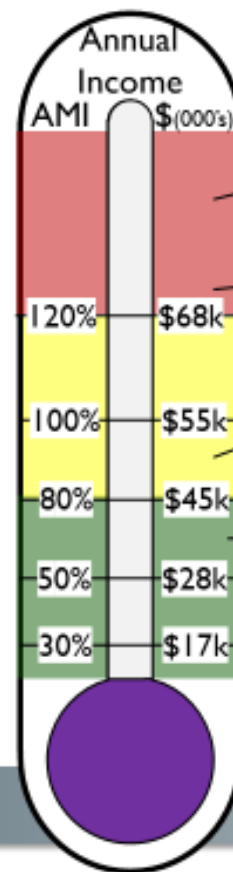
Financial Feasibility Objectives

- ◆ Test financial viability from developer's perspective
- ◆ With and without affordable housing
 - Scenario 1: 3-level garden apartments
 - Scenario 2: 5-level flats (over parking)
- ◆ Evaluate incentives
 - 12-year property tax abatement
 - Impact fee reduction
 - Land write-downs
 - Parking reductions



Housing Affordability Thermometer

- ♦ HUD uses median income to measure affordability
- ♦ HUD bases affordability on household size
- ♦ Affordability Thermometer conveys prices or rents based on expected payments
- ♦ Helps determine the market need for various housing types



Local Labor Force Demographics Example:

- **Manager**
\$96,000 (max rent: \$2,600)
(168% of AMI if HH size = 2)
- **Teacher (middle school)**
\$68,000 (max rent: \$1,800)
(121% AMI if HH size = 2)
- **Industrial worker**
\$55,511 (max rent: \$1,500)
(98% AMI, low income if HH size = 2)
- **Medical Assistant**
\$37,690 (max rent: \$1,000)
(67% AMI if HH size = 2)
- **Average SSA recipient:**
\$19,251 (max rent: \$500)
(33% AMI HH size = 1)

Regional Housing Needs

Walla Walla Region will need 4,500+ dwellings over next 20 years

- ♦ Range of dwelling types needed
- ♦ Need for more affordable units for owners and renters
- ♦ Residual Land Value Analysis: how much would a developer be willing to pay for the land for the right to build this project?



Garden
Apartments



Flats

Apartment Proforma Assumptions

	Scenario 1A	Scenario 1B	Scenario 1C	Scenario 2A	Scenario 2B	Scenario 2C
Particulars	Apts. (100% market rate)	Apts. (mixed income)	Affordable Apts.	Flats (100% market rate)	Flats (mixed income)	Affordable Flats
Site Size (acres)	2.0	2.0	2.0	2.0	2.0	2.0
Building Levels (above grade)	3	3	3	5	5	5
Dwelling Units	107	107	107	167	167	167
Affordable Units (@80% to 110% AMI)	0	15	107	0	30	167
Parking stalls	128	128	128	249	249	249
Parking Ratio (stalls per dwelling unit)	1.2	1.2	1.2	1.2	1.2	1.2
Dwellings per Acre	53	53	53	84	84	84
Est. Construction Cost*	\$23 M	\$23 M	\$23.5 M	\$41 M	\$41 M	\$40.6 M
Cost per Dwelling, excl. land	\$ 219,615	\$ 219,615	\$ 219,615	\$ 242,559	\$ 242,559	\$ 242,559
Targeted Developer Return on Equity (annual)						
with private developer	7.0%	7.0%		7.0%	7.0%	
with non-profit developer			4.0%			4.0%

Project Income Assumptions	Units	Scenario 1	Scenario 2
Market-rate units under 900 SF	per SF/month	\$1.71	\$2.00
Market-rate units over 900 SF	per SF/month	\$1.71	\$1.85
Affordable dwellings (@90% AMI)	per SF/month	\$1.71	\$1.74
Parking charge	per Stall/month	\$0	\$0

Financial Analysis: Findings

Scenario	Developer	Dwellings	Residual Land Value Per Dwelling Unit		Relative Financial Feasibility	Annual Prop. Tax Revenue to City after abatement	Cumulative Prop. Tax Revenue to City Years 1-20
			no incentives	w/ tax abatement			
1A Apts. (100% market rate)	For Profit	107	\$7,921		Good	\$56,387	\$1,127,736
1B Apts. (mixed income)	For Profit	107	(\$3,926)	\$12,255	Excellent after incentives	\$56,387	\$451,094
1C Affordable Apts.	Non Profit	107		\$48,950	Excellent		
2A Flats (100% market rate)	For Profit	167	(\$8,882)	\$8,984	Good after incentives	\$97,517	\$1,950,337
2B Flats (mixed income)	For Profit	167	(\$15,951)	\$1,915	Fair after incentives	\$97,517	\$780,135
2C Affordable Flats	Non Profit	167		\$22,988	Excellent		

* R.O.E. denotes estimated annual rate of targeted return on developer equity investment after debt service and before income taxes and depreciation.

- ♦ **Currently: only the market rate apartments are financially viable without incentives**
- ♦ **Non-profit developer greatly helps with affordable housing**
- ♦ **Tax Incentives plus land write-downs needed to create mixed-income apts.**

Summary

- ♦ **Housing market is strong enough to attract for-profit developers**
- ♦ **Garden apartments are viable without incentives**
- ♦ **Market rate flats over parking is not viable without some type of incentive**
- ♦ **Affordable or mixed-income housing requires incentives with for-profit developer, such as**
 - 12-year tax abatement (for affordable housing only)
 - Impact fee reduction (for affordable housing only)
 - Land write-down
 - Parking reductions
- ♦ **Non-profit developer could make affordable housing “pencil” with fewer incentives**
- ♦ **Recommend pilot program of multifamily incentives for next 3 years**
- ♦ **Identify public-owned potential catalyst site(s) for future developments**

APPENDIX E: DISPLACEMENT MINIMIZATION STRATEGY

To: Project Advisory Team: Elizabeth Chamberlain, City of Walla Walla; Jon Rickard, City of College Place; Meagan Bailey, City of Dayton; Randy Hinchliffe, City of Waitsburg; Nikki Sharp, Walla Walla County

Date: September 28, 2020

From: Violet Brown & Scott Fregonese, Fregonese Associates

CC: Todd Chase & Tim Wood, FCS GROUP

RE: Walla Walla Housing Action Plan Task 4 Anti-Displacement Best Practices

The purpose of this memorandum is to analyze the risk of displacement and gentrification in the region and to summarize best practices strategies to mitigate the impacts on local households and businesses. It builds on the findings included in FCS Group’s Task 1 Issues Memo and Task 2 & 3 Trends and Needs Memo and on the work previously published in the Affordable Housing Community Council Report.ⁱ

SUMMARY

Housing Action Plans must, in accordance with HB1923, “encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes” and “should consider strategies to minimize displacement of low-income residents resulting from redevelopment.” This is particularly true in neighborhoods with communities at high risk of displacement.

As growth trends in the region predict significant opportunities for future development, that development will likely exacerbate existing issues of affordability and result in market and socioeconomic shifts linked to displacement of households and businesses in vulnerable communities. Each jurisdiction in the Walla Walla region contains populations vulnerable to displacement. However, this memo identifies individual block groups particularly susceptible to these forces. It also recommends mitigation strategies. These recommendations represent a three-pronged approach to anti-displacement strategies:

1. Mitigation for Individuals and Families Experiencing Displacement,
2. Land Use & Development Strategies to Increase Production of Affordable Housing, and
3. Economic Strategies to Increase Opportunity.

Combating displacement requires cities to proactively apply a variety of different approaches, each supported by best practices research. The strategies are organized as a three-prong approach to anti-displacement to address the different aspects of displacement. Various action steps or programs appear

under each prong. The concept is to move forward on all three fronts in ways that are customizable for each jurisdiction.

VULNERABILITY ASSESSMENT

Displacement occurs when households or businesses are involuntarily forced out of an area due to increasing housing prices or due to economic and demographic changes that alter the neighborhood's character. Gentrification, a well-documented housing issue since the 1960s, has traditionally been associated with the urban core, but rural gentrification is gaining ground in the face of an ever-expanding digital workforce and access to goods online. These changes allow what is a traditionally urban workforce to work remotely from rural and suburban areas, benefitting from the amenities and relative affordability these areas have to offer. Gentrification typically occurs in areas with relatively low property values with amenities that have become attractive or trendy.

As demand in the region grows, areas with relatively low rent/home value or perceived as lower quality housing become more attractive and profitable for redevelopment opportunities, and thus more vulnerable to displacement of existing residents. Some experts expect that the recent pandemic will only increase the pressure on smaller communities as families seek the “suburbs and rural periphery”.ⁱⁱ This post-Covid-19 migration to rural areas and small towns will be driven by a number of factors: increase remote work opportunities, perceptions of increased safety in less-dense communities, and a desire to live in rural areas for their scenery, access to nature, and other amenities.

Vulnerability calculations compare local geographies to regional averages across six variables reported by the US Census. The analysis below uses ACS 2014-2018 (five-year estimates) via Social Explorer reported by state, county, city, census tract, and block group:

- Percent of households that are renters
- Percent of households that are low-income
- Percent of adults (25 or older) without a four-year degree
- Percent of population who identify with a community of color
- Median home value
- Median gross rent

These factors are closely associated with an increased probability of redevelopment coupled with an increased difficulty in weathering rising housing costs and a higher susceptibility to involuntary displacement for both households and small business. This analysis has been adapted from work published by Dr. Lisa Bates of Portland State University for the Portland Bureau of Planning and Sustainability in 2012 and their subsequent *2018 Gentrification and Displacement Neighborhood Typology Assessment*ⁱⁱⁱ. Changes to the methodology are designed to reflect concerns regarding smaller sample sizes and promoting easy replicability as local jurisdictions continue to monitor these variables into the future with readily available data sets.

For the purposes of this report, geographies with 5 or 6 of the variables reporting higher figures than regional thresholds are identified as areas vulnerable to displacement.

Thresholds	Walla Walla County
% People of Color	>28%
% Without College Degree	>71%
% Rentals	>35%
Poverty Status: % Doing Ok	<66%
Median Home Value	<\$209,800
Median Gross Rent	<\$893

Thresholds	State
% People of Color	>31%
% Without College Degree	>65%
% Rentals	>37%
Poverty Status: % Doing Ok	<73%
Median Home Value	<\$311,700
Median Gross Rent	<\$1,194

Vulnerability Levels	
High	>5 indicators
Moderate	3-4 indicators
Low	<3 indicators

Cities

Indicators	Walla Walla	Waitsburg	College Place	Dayton	Walla Walla County
Poverty Status: % Doing OK	60%	64%		68%	62%
% Rentals	42%	23%		41%	31%
Median Home Value	\$ 190,000	\$150,000	\$ 190,000	\$ 156,200	\$ 209,800
Median Gross Rent	\$ 919	\$ 688	\$ 890	\$ 775	\$ 893
% Without Degree	74%	80%	65%	77%	71%
% POC	33%	10%	25%	16%	28%
Total Indicators	5	4	3	4	

Table 1a. Vulnerability Analysis: Walla Walla County Cities to County Comparison.

Indicators	Walla Walla	Waitsburg	College Place	Dayton	Washington
Poverty Status: % Doing OK	60%	64%		68%	62%
% Rentals	42%	23%		41%	31%
Median Home Value	\$ 190,000	\$150,000	\$ 190,000	\$ 156,200	\$ 311,700
Median Gross Rent	\$ 919	\$ 688	\$ 890	\$ 775	\$ 1,194
% Without Degree	74%	80%	65%	77%	65%
% POC	33%	10%	25%	16%	31%
Total Indicators	6	4	4	4	

Table 1b. Vulnerability Analysis: Walla Walla County Cities to State Comparison.

All cities show vulnerability to displacement when compared to the region, which increases when compared to the state. This is particularly true for poverty rates and educational attainment, where county figures differ significantly from the state. City of Walla Walla has the highest vulnerability score when compared to both county and state thresholds. City of Walla Walla has the lowest percentage of people “doing ok”, the highest percentage of rentals, and the highest percentage of people of color when compared to other cities.

Census Tracts

City	Census Tract	Poverty Status: % Doing OK	% Rentals	Median Home Value	Median Gross Rent	% Without Degree	% POC	Total Indicators
Walla Walla	9204	100%	0%	NA	NA	97%	57%	2
	9205	46%	54%	\$ 102,600	\$ 851	87%	66%	6
	9206	54%	51%	\$ 134,200	\$ 891	84%	45%	6
	9207.01	67%	53%	\$ 198,800	\$ 878	67%	20%	3
	9207.02	68%	28%	\$ 224,100	\$ 1,023	56%	21%	0
	9208.01	48%	42%	\$ 186,500	\$ 1,000	76%	20%	4
	9208.02	49%	55%	\$ 208,500	\$ 831	65%	24%	4
Waitsburg	9201	80%	17%	\$ 254,300	\$ 870	70%	12%	2
College Place	9203	69%	41%	\$ 190,000	\$ 890	66%	25%	3
Dayton	9602	68%	31%	\$ 170,800	\$ 740	75%	14%	3

Table 2. Vulnerability Analysis: Census Tract to County Comparison. Bolded data indicates the highest or lowest value for the category.

Census Tract analysis reveals two highly vulnerable tracts for City of Walla Walla (9205 and 9206). Tract 9205 has the lowest percentage of people “doing ok”, the lowest median home value, and the highest percentage of people of color when compared to all census tracts in the study area. Census tracts that may become more vulnerable overtime (moving from a rank of moderate to high), include tract 9208.01 and 9208.02. These tracts exceed county thresholds for poverty, rentals, and home value.

Census tracts in the remaining cities have vulnerability ranks of low to moderate when compared to the county. No tract in the remaining cities exceeds three total indicators.

Block Groups

City	Block Group	Poverty Status: % Doing OK	% Rentals	Median Home Value	Median Gross Rent	% Without Degree	% POC	Total Indicators
Walla Walla	BG1 T9204	100%	0%	NA	NA	97%	57%	2
	BG1 T9205	37%	53%	\$ 90,000	\$ 867	91%	63%	6
	BG2 T9205	54%	60%	\$ 99,200	\$ 1,009	89%	79%	5
	BG3 T9205	50%	48%	\$ 134,900	\$ 775	78%	52%	6
	BG1 T9206	69%	43%	\$ 73,800	NA	93%	41%	4
	BG2 T9206	14%	63%	\$ 90,900	\$ 709	88%	72%	6
	BG3 T9206	60%	40%	\$ 119,100	NA	89%	69%	5
	BG4 T9206	64%	32%	\$ 191,800	\$ 900	75%	37%	4
	BG5 T9206	50%	74%	\$ 260,100	\$ 1,051	74%	14%	3
	BG1 T9207.01	60%	78%	\$ 193,100	\$ 714	46%	19%	4
	BG2 T9207.01	57%	41%	\$ 162,200	\$ 880	82%	33%	6
	BG3 T9207.01	65%	38%	\$ 196,600	\$ 955	60%	12%	3
	BG4 T9207.01	81%	53%	\$ 218,900	\$ 1,269	74%	15%	2
	BG1 T9207.02	71%	23%	\$ 254,900	\$ 1,291	53%	28%	0
	BG2 T9207.02	73%	17%	\$ 196,100	\$ 828	65%	17%	2
	BG3 T9207.02	55%	38%	\$ 213,900	\$ 786	40%	13%	3
	BG4 T9207.02	73%	35%	\$ 175,000	\$ 820	69%	27%	2
	BG1 T9208.01	58%	7%	\$ 233,300	NA	76%	12%	2
	BG2 T9208.01	52%	52%	\$ 164,900	1,127	76%	33%	5
	BG3 T9208.01	58%	47%	\$ 172,900	\$ 845	69%	13%	4
	BG4 T9208.01	30%	45%	\$ 183,800	\$ 999	83%	16%	4
Waitsburg	BG1 T9208.02	35%	67%	\$ 165,400	\$ 897	77%	26%	4
	BG2 T9208.02	69%	38%	\$ 238,500	\$ 788	55%	19%	2
College Place	BG4 T9201	66%	20%	\$ 154,700	\$ 688	80%	10%	3
	BG1 T9203	73%	34%	\$ 192,700	\$ 657	71%	34%	3
	BG2 T9203	63%	66%	\$ 190,400	\$ 861	67%	29%	5
	BG3 T9203	44%	69%	\$ 99,500	\$ 828	76%	20%	5
Dayton	BG4 T9203	79%	26%	\$ 200,900	1,125	60%	19%	1
	BG2 T9602	56%	27%	\$ 139,300	\$ 795	72%	21%	4
	BG3 T9602	70%	34%	\$ 226,800	\$ 914	81%	13%	1
	BG4 T9602	67%	27%	\$ 158,300	\$ 752	77%	14%	3

Table 3. Vulnerability Analysis: Bolded data indicates the highest or lowest value for the category.

Block group analysis reveals more detailed trends in vulnerability. Overall, ten block groups are considered highly vulnerable. These block groups are in City of Walla Walla and College Place.

For City of Walla Walla, seven block groups (30.4% of all block groups in City of Walla Walla and 22.6% of all block groups in the study area) have high vulnerability rankings. Out of the seven block groups, BG2 T9206 has the lowest poverty status (14% of people “doing ok”) out of all block groups in the study area. BG1 T9206 has the lowest median home value (\$73,800) out of all block groups in the study area. For moderate ranking block groups, it is important to consider which indicators exceed county thresholds. Block groups that exceed thresholds for poverty, percentage of rentals, and home value (BG3-BG4 T9208.01, BG1 T9208.02) may be more vulnerable than block groups that exceed thresholds for education and people of color but have higher median home values and low poverty. A total of 20% of Walla Walla residents live within block groups that have high vulnerability ratings.

The remaining three cities include block groups with moderate to high vulnerability rankings. City of College Place has two block groups that rank high for vulnerability (BG2 T9203, BG3 T9203). BG3 has the lowest poverty score, highest percentage of rentals, lowest median home value, and highest percentage of people without a college degree for the city. A total of 35% of College Place residents live in block groups that have high vulnerability rankings.

City	Block Group	Population	% City Pop
Walla Walla	BG1 T9205	1,144	3%
	BG2 T9205	957	3%
	BG3 T9205	584	2%
	BG2 T9206	948	3%
	BG3 T9206	1,027	3%
	BG2 T9207.01	968	3%
	BG2 T9208.01	1,503	5%
College Place	BG2 T9203	1,800	20%
	BG3 T9203	1,384	15%

Table 4. High Vulnerability Block Group Population.

In response to concerns raised by the Stakeholder Advisory Committee for this project and in furtherance of state guidelines for specific consideration of vulnerable populations, the below chart includes the percentage of seniors within each population listed by block group and that block groups vulnerability index. Most of the areas with the highest concentration of seniors are not within block groups considered the most vulnerable. While this analysis does not indicate any alarming patterns, it is important that anti-displacement strategies take special note of seniors and recognize that displacement can occur across the region.

City	Block Group	% 65+	Total Indicators
Walla Walla	BG1 T9204	4%	2
	BG1 T9205	8%	6
	BG2 T9205	4%	5
	BG3 T9205	8%	6
	BG1 T9206	39%	4
	BG2 T9206	10%	6
	BG3 T9206	21%	5
	BG4 T9206	6%	4
	BG5 T9206	43%	3
	BG1 T9207.01	22%	4
	BG2 T9207.01	8%	6
	BG3 T9207.01	18%	3
	BG4 T9207.01	35%	2
	BG1 T9207.02	17%	0
	BG2 T9207.02	21%	2
	BG3 T9207.02	18%	3
	BG4 T9207.02	12%	2
	BG1 T9208.01	24%	2
	BG2 T9208.01	14%	5
	BG3 T9208.01	13%	4
	BG4 T9208.01	8%	4
	BG1 T9208.02	15%	4
	BG2 T9208.02	27%	2
Waitsburg	BG4 T9201	20%	3
College Place	BG1 T9203	28%	3
	BG2 T9203	5%	5
	BG3 T9203	18%	5
	BG4 T9203	21%	1
Dayton	BG2 T9602	24%	4
	BG3 T9602	35%	1
	BG4 T9602	23%	3

Table 5. Percent Seniors (65+) by block group.

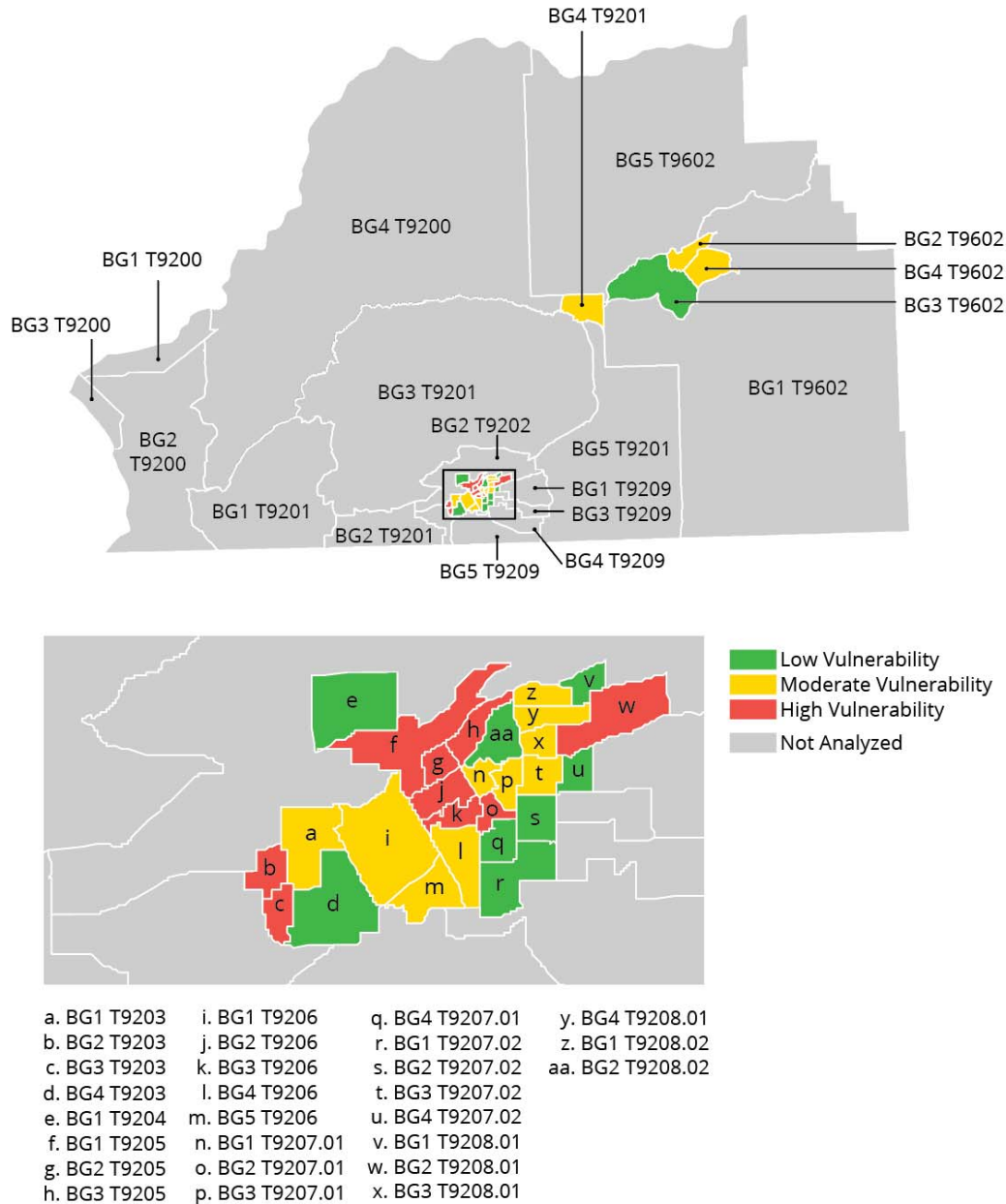


Figure 1. Block Group Map for Study Area with inset of Walla Walla and College Place.

Recommended Strategies to Mitigate Displacement

While the City of Walla Walla has the highest number of residents and blocks groups experiencing displacement vulnerability, all four cities in this study have either areas of high vulnerability or meet metrics that indicate increased susceptibility to displacement. Each of the cities should pursue a three-pronged approach to reducing displacement risk:

1. Mitigation for Individuals and Families Experiencing Displacement,
2. Land Use & Development Strategies to Increase Production of Affordable Housing, and
3. Economic Strategies to Increase Opportunity.

Each city does not necessarily need to carry out each of the strategies below. Instead, the recommended strategies should be viewed as a “menu” of policy and program choices to be implemented based on each community’s risk level and the viability of the strategy based on local conditions. Reducing displacement risk should be a regional effort, but the specific approach taken can (and should) differ on the local level.

1. Create Stability for Local Residents by Mitigating the Impact of Displacement:
 - o Anti-Displacement Impact Assessments

Integrate displacement into the analysis and review of potential policies, programs, and development applications by creating a standardized assessment of potentially unintended consequences upfront and enforcing reasonable mitigation efforts directly connected to the proposal.^{iv} Anti-Displacement measure must include a reliable way to track the impact new development has on Naturally Occurring Affordable Housing (NOAH). While increased production of new housing is essential to preserving supply, NOAH is frequently seen as ripe for redevelopment as soon as market rates surpass current value to create a ‘rent gap’ making redevelopment profitable. An impact assessment is one tool to track how many affordable units are being developed and at the cost of how many existing units. This option can function on a range of intensities with the obligation and cost either assigned applicants or city staff and the weight of the assessment varying depending on the severity of the issue within each jurisdiction and the viability of the requirement within local markets.

- o Rental Registration Program

A registration program would create a consolidated database of available units in the region, rental costs, and local practices. A small fee per unit could be set to fund the program, which could include a streamlined application process. The costly and time-consuming housing application process is often listed as a practical barrier to housing access. Multiple application forms, with slightly different requirements, and compounded credit check fees are prohibitively onerous. While some local service organizations provide some assistance, a streamlined process eases the burden on renters and landlords alike and help jurisdictions track relevant data.

- o Tenant Protection Enhancements

As vacancy rates decrease, an ordinance extending the notice period for no cause evictions to 60 days for landlords with five or more units would allow renters additional time to plan, contact services, and hopefully relocate without a disruption in adequate housing. Washington State already requires a 60-day period for tenants facing eviction because the owner lost the building in a foreclosure.

- o Emergency Rental Assistance

Aiding families facing homelessness due to temporary economic hardship in the form of Emergency Rental Assistance. Washington State Department of Social & Human Services (DSHS) offers one-time cash payment to get or keep safe housing or utilities in emergency situations to families eligible for the Additional Requirements for Emergent Needs (AREN) or the Diversion Program. The Eviction Rent Assistance Program (ERAP) Grant is part of Washington State’s short-term response to the COVID-19 disaster and offers three months of rent payment to prevent evictions.^v

- o Home Ownership Assistance

Enhance and promote existing programs that supply down payment assistance and application support to first time homebuyers. Washington offers the Home Advantage Needs Based Downpayment Assistance Loan Program with up to \$10,000 to eligible homebuyers.^{vi}

- o Utility Payment Financial Assistance & Homeowner Assistance

Homeowners are also subject to raising housing costs as property taxes, maintenance, heating, and cooling costs increase. This is particularly true for seniors on fixed incomes. Partnering with groups such as BMAC/The Healthy Homes Program, which provides weatherization and energy efficiency services, can reduce the burden on seniors. Washington State Department of Commerce's Home Rehabilitation Loan Program provides low-interest loans to low-income homeowners for repairs and necessary improvements.

2. Protect Regional Housing Stock: Increase Production of Affordable Housing Options

- o Affordable Housing Fund

In 2016, Vancouver voters authorized the use of property tax revenue (residential and commercial) to create an Affordable Housing Fund that can be used “for the purpose of buying, building and preserving low-income rental housing and preventing homelessness through rental assistance and housing services.”^{vii} The tax is capped at \$6 million and expected to generate \$43M dollars before it expires in 2023. At which point, Vancouver City Council can seek an extension or let it expire. Property tax exemptions are included for seniors and people with disabilities who earn less than \$40,000 a year.

- o Land Banking

Cities can reserve or ‘bank’ land for affordable housing, similar to a popular program created in Eugene, Oregon.^{viii} Sites being considered for purchase should be evaluated based on cost, density, environmental quality, and access transportation, community services, and jobs. Gentrification in more rural areas often results in lower-income households moving further away from city centers with longer commutes to jobs and services. Priority areas should be based on a combination of community vulnerability, recent Anti-Displacement Impact Assessments, and on the area's potential for offering meaning opportunities for safe and affordable housing close to jobs and services.

- o Community Land Trusts

Community land trusts create additional affordable home ownership opportunities by removing land from the costs of real estate. In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Thus, creating additional affordable opportunities for homebuyers by removing land from the cost of real estate. Resale value is not determined by the real estate market but set based on the local cost of living.

- o Right of First Offer/Refusal Program

Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households. Right of first offer places very minimal requirements on property owners. Notice would be sent that a property will be for sale and either the trust or the owner sets and offer price depending on the program framework. Funding assistance for this program could come from an Affordable Housing Fund.^{ix}

- o Affordable Housing on Public Land

Washington state (through RCW 43.63A.510 and RCW 39.33.015) directs specific state agencies to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and moderate-income households (up to 115% of AMI).

o Zoning Protection for Manufactured Dwelling Parks

For many families, manufactured homes are an affordable housing option. They are built in a factory and transported to either a leased plot within a manufactured home park or on private property. It is important to ensure that local zoning ordinances do not unduly hinder the functioning and placement of manufactured homes. Protecting existing parks will increase affordable housing supply and mitigate involuntary displacement.

o Multifamily Tax Exemption

The Multifamily Tax Exemption (MFTE) is a tool that incentivizes the development of multifamily housing, described in depth in the Community Council Affordable Housing Report.

Cities with a population of at least 15,000 can use the MFTE to exempt property taxes for 12 years on new multifamily construction (with at least four units), provided 20% of the units are affordable to low- and moderate-income households (up to 115% of the median family income). In this case, the public funds go to the developer in the form of a tax break, not in the form of a rental payment. If the owner of the property decides to increase rates above the established affordability threshold, the tax exemption is cancelled, and the property is subject to additional tax penalties. Cities with populations of less than 15,000 can use this tool, provided they are the largest urban area in a county planning under the Growth Management Act. Small cities, however, may not have the financial resources to feasibly offer a property tax exemption. Another provision to the rule allows cities to exempt property taxes for multifamily development for eight years with no requirement that a percentage of the units be set aside for low-income renters. The area designated for the MFTE is determined by the local governing authority, and the intention of the legislation is to increase mixed-income residential opportunities, including affordable housing, in urban centers. Expansion of the targeted area within the urban core can open additional opportunities for incentivizing multifamily development.

3. Protect the Local Economy: Job Training Partnerships to foster local opportunities and prosperity through improved workforce development initiatives

Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Focus on both higher and secondary educational institutions in the region to take advantage of sector-based partnerships. Construction based partnerships in particular are likely to improve the supply of low-income housing. The goal is to create programs that offer training/apprenticeships and future job opportunities that improve the quality of jobs in the area.

¹ Community Council Report: Affordable Housing (April 2019) via
https://www.wwcommunitycouncil.org/media/1125/affordable-housing-study-report_2019.pdf

ⁱⁱ Florida, Richard. "How Coronavirus Will Reshape U.S. Cities." *Bloomberg.com*, Bloomberg, 2 July 2020, www.bloomberg.com/news/features/2020-07-02/how-coronavirus-will-reshape-u-s-cities.

ⁱⁱⁱ 2018 Gentrification and Displacement Neighborhood Typology Assessment, Key Findings and Methodology Report, Bureau of Planning and Sustainability, City of Portland, Oregon, via https://www.portland.gov/sites/default/files/2020-01/gentrification_displacement_typology_analysis_2018_10222018.pdf

^{iv} King County Washington Equity Impact Review Process Overview (March 2016) via https://www.kingcounty.gov/~media/elected/executive/equity-social-justice/2016/The_Equity_Impact_Review_checklist_Mar2016.ashx?la=en

^v Washington State Department of Commerce, Homeless Assistance via <https://www.commerce.wa.gov/serving-communities/homelessness/>

^{vi} Washington State Housing Finance Commission, Home Advantage Program via <https://www.wshfc.org/buyers/HomeAdvantage.htm>

^{vii} *Affordable Housing Fund | City of Vancouver Washington*, Community Development Programs, May 2020, www.cityofvancouver.us/ced/page/affordable-housing-fund.

^{viii} Landbanking Program for Affordable Housing, Government Innovators Network, Harvard Kennedy School Ash Center for Democratic Governance and Innovation, 2007 Finalist, <https://www.innovations.harvard.edu/landbanking-program-affordable-housing>

^{ix} Kim, Jihyeon; Knapp-Rossi, Malia; Lance, Jeff; Meyers, Joseph; Moulton, Aster; and Stone, Tay, "Reside Vancouver: An Anti-Displacement Plan" (2019). *Master of Urban and Regional Planning Workshop Projects*. 170. <https://archives.pdx.edu/ds/psu/29217>

Overview of 2021 Changes to the Multifamily Housing Tax Exemption Program

Introduction

In 2021, [SB 5287](#) made substantial changes to the Multifamily Housing Tax Exemption (MFTE) Program.¹

Washington state adopted the program in 1995, and it has been amended several times since. The Legislature intends to achieve multiple goals through these changes by:

- Incentivizing the development of multiple-unit housing including creating additional affordable housing;
- Encouraging urban development and density;
- Increasing market rate workforce housing;
- Developing permanently affordable housing opportunities;
- Promoting economic investment and recovery; and
- Creating family-wage jobs.²

This is preliminary guidance intended as an overview of the 2021 changes to RCW 84.14. Commerce will issue additional program guidance during 2022.

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¹ The program, nicknamed the MFTE program, is codified in RCW 84.14 as “New and Rehabilitated Multiple-Unit Dwellings in Urban Centers”

² RCW 84.14.005(2)

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What is the Multifamily Housing Tax Exemption and Why Does it Matter?

The Multifamily Housing Tax Exemption (MFTE) is a tax incentive for the purpose of expanding available housing and affordable housing within designated areas. It encourages the development of multifamily housing in designated “residential target areas”³ by exempting the value of new housing construction, conversion or rehabilitation from property taxes. However, the exemption does not apply to the value of the property itself or non-residential improvements to the property. A local government may choose to offer an 8-, 12-, or 20-year tax exemption. Twelve and 20-year programs must require that a certain percentage of the housing be affordable to low or moderate income households.

A 2019 study showed that since formation of the MFTE incentive in 1995, 424 developments received a tax exemption, and 34,885 new housing units were produced. Of these units, 21% are designated as affordable, while Renton, Seattle, Spokane, and Tacoma produced 82% of the new housing units overall.⁴

Overview of Recent Legislative Changes

The 2021 Legislature amended the MFTE program through [SB 5287](#). In the sections that follow, we will walk you through the revisions and spotlight opportunities to increase the supply of housing and affordable housing.

Extension for completion of MFTE projects delayed by COVID-19

Applicants have three years to complete MFTE buildings, with the option to extend the completion timeline an additional 24 months. To mitigate delays associated with COVID-19, for applicants that submitted prior to February 15, 2020, local governments may choose to extend the completion deadline for an additional five years. The five-year extension would begin immediately following the completion of any outstanding applications or previously authorized extensions, whichever is later.⁵

Smaller jurisdictions now eligible to offer tax exemptions

Until 2021, only the largest jurisdictions in Washington were able to offer an MFTE program. In 2021, the Legislature provided an opportunity for any city that was not already eligible to offer MFTE programs. Cities who qualify under this new provision⁶ may provide the following programs:

- A 12-year exemption where the applicant must commit to renting or selling at least 20% of the multifamily housing units as affordable housing units to low and moderate-income households, and any additional income eligibility conditions adopted by the local government. The area must be zoned to have an average minimum density equivalent to 15 dwelling units or more per gross acre, or for cities with a population over 20,000, the area must be zoned to have an average minimum density equivalent to 25 dwelling units or more per gross acre. This opportunity is available until December 31, 2026.⁷
- A 20-year exemption, where at least 25% of the units must be sold to a qualified nonprofit or local government partner that will assure permanent affordable homeownership. The remaining 75% of units may

³ A residential targeted area must be within an urban center or urban growth area. Urban centers are defined by RCW 84.14.010 to mean a compact identifiable district where urban residents may obtain a variety of products and services. It must contain several businesses that may include but are not limited to shops, offices, banks, restaurants, or governmental agencies; adequate public facilities, including streets, sidewalks, lighting, transit, domestic water, and sanitary sewer systems; and a mixture of uses and activities that may include housing, recreation, and cultural activities in association with commercial or office use.

⁴ JLARC (2019) Tax preference. Retrieved August 11, 2021 from https://leg.wa.gov/jlarc/taxReports/2019/MFTE/f_ii/default.html

⁵ RCW 84.14.090(5)

⁶ RCW 84.14.010(3)(d)

⁷ RCW [84.14.020](#)(1)(a)(iii)

be rented or sold at market rates. The area must be zoned to have an average minimum density equivalent to 15 dwelling units or more per gross acre, or for cities with a population over 20,000, the area must be zoned to have an average minimum density equivalent to 25 dwelling units or more per gross acre. This opportunity is available until December 31, 2031⁸.

A 12-Year extension for existing MFTE projects⁹

Before 2021, the MFTE program had two options for qualifying local governments:

- **An eight-year program:** intended to incentivize the development of multifamily housing for rent or ownership in areas that cities designate as needing a greater diversity of housing, specifically multiunit housing. Affordable housing is not mandatory, but local governments may require affordable housing and other public benefits. The local government may determine the level and duration of affordability.¹⁰
- **A 12-year program:** intended to increase the supply of affordable housing in rental and ownership housing. A minimum of 20% of units must be affordable to low- and moderate-income households for rental, or moderate-income households for units intended exclusively for owner occupancy.¹¹ The level of affordability may be specified by the local government, and may be further detailed by unit size.

With SB 5287, MFTE projects may be extended for an extra 12 years for 8- or 12-year programs that have existing property tax exemptions that are within 18 months of expiration.¹² This action requires city or county approval. Multifamily housing, for which a continuing 12-year exemption is approved, must include 20% of units as affordable units for low-income households, and should no longer include provisions for moderate-income in the 20% affordable units.¹³ Eight-year projects must convert to 12-year programs and include 20% of units as affordable units.

Requirements for buildings that received extensions. Applicants must provide notice to tenants in rent-restricted units at the end of the tenth and eleventh years of the continued 12-year exemption that the exemption will expire and the landlord will provide relocation assistance. Landlords must provide one month's rent as relocation assistance to a qualified tenant in their final month when affordability requirements no longer apply, even when the affordable rent period extends beyond the expiration of the tax exemption. New extensions are not permitted after January 1, 2046. This program is currently time-limited but may be extended if a JLARC review demonstrates that the 12-year extension is well-used.¹⁴

New, 20-year exemption for permanently affordable ownership housing¹⁵

Until January 1, 2032, local governments may offer a 20-year property tax exemption if 25% of the units are sold as "permanently affordable" to households earning 80% area median income (AMI) or less. The other units may be rented or sold at market rates. The jurisdiction may charge a fee to cover administrative fees to manage the units. The development must be sponsored by a non-profit or governmental entity, and is subject to a 99-year resale restriction to ensure permanent affordability. Note the following specifications based on the entity offering the exemption:

- Previously eligible local governments may offer the new 20-year MFTE program and may develop terms that are consistent with RCW 84.14.021(1)(a).
- Newly eligible jurisdictions (under 20,000) must include density requirements of at least 15 dwelling units per acre consistent with RCW 84.14.021(1)(b).

⁸ RCW [84.14.021](#)(1)(b)

⁹ RCW 84.14.020(6)

¹⁰ RCW 84.14.020(1)(a)(ii)(A)

¹¹ RCW 84.14.020(1)(a)(ii)(C)

¹² Commerce assumes this means projects that are within 18 months before expiration of the tax exemption, so that there would be time for new contracts to be negotiated.

¹³ As this component of the program is intended to prevent displacement when a tax exemption ends, building owners are not required to evict moderate-income tenants with the new certificate, but must ensure that new tenants meet the new criteria.

¹⁴ RCW [84.14.020](#), see notes, Tax preference performance statement- 2021 c 187§3

¹⁵ RCW [84.14.021](#)

- Certain cities, such as Shoreline or Bothell, which are along transit lines and have an inclusionary zoning program, are to refer to RCW 84.14.020(1)(a)(ii)(C).

Permanently affordable homeownership units or permanently affordable rental units must be sold or rented to households earning no more than 80% of the area median income for the city or local jurisdiction in which the unit is located. A local jurisdiction may assign and collect an administration fee at each point of sale to cover the administrative costs for oversight of the program to maintain permanently affordable housing units.

For purposes of the 20-year exemption, "**permanently affordable homeownership**" is defined as homeownership that, in addition to meeting the definition of "affordable housing" in RCW 43.185A.010, is:

- Sponsored by a nonprofit organization or governmental entity;
- Subject to a ground lease or deed restriction with a duration of at least 99 years at the initial sale and with each successive sale that includes:
 - A resale restriction designed to provide affordability for future income-qualified homebuyers;
 - A right of first refusal for the sponsor organization to purchase the home at resale;
 - A requirement that the sponsor must approve any refinancing, including home equity lines of credit; and
- The sponsor supports homeowners and enforces the ground lease or deed restriction.

Commerce will provide a template for permanently affordable housing for home or condo ownership through deed restrictions that can be used by a city or local government to ensure compliance. Local governments and their partners may use this template as a basis for their local contracts.

More revised definitions for your code

SB 5287 revised the definitions of several key MFTE terms.

“City” is revised to add subsection d) below.

- A city or town with a population of at least 15,000.
- The largest city or town, if there is no city or town with a population of at least 15,000, located in a county planning under the growth management act.
- A city or town with a population of at least 5,000 located in a county subject to the provisions of RCW 36.70A.215 (Clark, King, Kitsap, Pierce, Snohomish, Thurston, and Whatcom counties).
- NEW: Any city that otherwise does not meet the qualifications under (a) through (c),¹⁶ until December 31, 2031. These cities may offer:
 - A 12-year exemption, subject to certain criteria, mainly that the density is 15 units per gross acre, and at least 20% of the units must be rented or sold to low- or moderate-income households.¹⁷
 - A “Permanently affordable housing” program until December 31, 2031. Residential improvements are exempt for 20 years and at least 25% of the units must be sold to a non-profit or local government partner that will assure permanent affordable home ownership to homeowners at 80% AMI or below. The remaining 75% of units may be rented or sold at market rates.¹⁸

NOTE: Any city that was already authorized to offer an MFTE program may offer the new 20-year program. However, the new cities under part d may only offer the 12- and 20-year programs as listed above. New cities are only granted temporary authority to offer the program, unless a state review shows increasing and compliant use of the 20-year program.

¹⁶ RCW 84.14.010(3)(d)

¹⁷ RCW 84.14.020(1)(a)(iii), may be offered until Dec 31, 2026

¹⁸ RCW 84.14.021(1)(b)

“County” is revised to mean counties with an unincorporated population of at least 170,000, which means that Clark, King, Kitsap, Pierce, and Snohomish counties may now offer an MFTE program.¹⁹

“High cost areas” are removed from the program. This previously allowed a higher rent limit for “affordable” units.²⁰ Any community that currently offers a 12-year property tax exemption based on being a “high cost” area, must remove this provision, and revert to low and moderate income, or in the case of permanently affordable housing, only low income. Any new conditional certificates should not be based on “high cost” rents. Any projects that are completing should be based on the agreement in the conditional certificate, or may offer new regulations to the applicant at the time of the final certificate.

“Multiunit housing” revised to be “a building or a group of buildings.” This changes the statute so that units that are not required to be part of a large building. However, they must still meet the definition of multifamily or multiunit housing, which may include duplex, triplex, townhouse, row house or cottage housing, where the development contains at least four units. Commerce suggests that a city require minimum densities to be sure the meet the legislative goals of increased variety of residential opportunities within urban centers, and encouraging development and density. Multifamily units may result from new construction or rehabilitated or conversion of vacant, underutilized, or substandard buildings to multifamily housing. The program still does not apply to transient accommodations or hotels and motels.

Low and moderate income households definitions are both revised to require area median income (AMI) for the county, city or metropolitan statistical area where the project is located. Cities, for which AMI reports are available, should review both city and the county median family income, and choose the value that meets local goals, such as aligning with other affordability programs, or addresses regional housing issues. The [Washington Center for Real Estate Research Housing Market Data Toolkit](#) provides city specific median income data under RCW 36.70A.610. Commerce will also provide links to available data.

Additional criteria for counties to set residential target areas²¹

Counties that choose to designate transit-oriented residential target areas (RTAs)²² may do so until July 15, 2024.

Any counties designating RTAs must evaluate displacement risk of people living in the potential RTAs. In addition to meeting the other criteria, the area can only be designated as a RTA if the displacement risk is minimal or mitigated by locally adopted mitigation measures, which may include offering first right of refusal of new MFTE units to those at risk of displacement.

Local governments may choose to add contracting requirements

Local governments may impose additional contracting requirements on MFTE projects, such as prevailing wage, payroll record requirements, apprenticeship, or inclusionary contracting.²³

Reporting to Commerce

Local government reports to Commerce are now due by April 1 following the year final certificates are issued.²⁴

This allows sufficient time for county assessors to provide updated assessments. Reporting requirements have been

¹⁹ RCW 84.14.010(4)

²⁰ “High cost area” was defined as a county where the third quarter median house price for the previous year as reported by the Washington center for real estate research at Washington State University is equal to or greater than one hundred thirty% of the statewide median house price published during the same time period.

²¹ RCW 84.14.040

²² RCW 84.14.040(1)(d)(iii) is specific about the area, “that is located within a designated urban growth area and within 0.25 miles of a corridor where bus service is scheduled at least every thirty minutes for no less than 10 hours per weekday and is in service or is planned for service to begin within five years of designation.”

²³ RCW 84.14.040 (6)

²⁴ RCW 84.14.100

slightly amended to improve accountability, and the following information must be submitted to Commerce each year, for MFTE projects that were finalized in the previous year.²⁵ Reporting requirements include:

1. The number of tax exemption certificates granted.
2. The total number and type of units produced.
3. The number, size, and type of units produced meeting affordable housing requirements.
4. The development cost of each unit produced.²⁶
5. The total monthly rent or total sale amount of each unit produced, affordable and market rent.
6. The annual income and household size of each renter household for each of the affordable units.²⁷
7. The value of the property tax exemption for each project.

A city or county must be in compliance with the reporting section to offer MFTE certificates.

Future Commerce Work Plan for the MFTE Program

The 2021 legislative session brought significant resources to Commerce to implement the MFTE program, along with a significant task list (see Table One below).

- The [State Operating Budget](#) (Section 111, Page 69) provides funding for Commerce to conduct a study and report to the Legislature on city and county implementation of the multifamily housing property tax exemption.
- [SB 5287](#) requires Commerce to develop guidance on the program, develop a template for permanently affordable units, and develop and implement an auditing system.

Commerce intends to hire a consultant to implement much of this work. The consultant will work with a technical advisory committee composed of local government MFTE program administrators and other stakeholders. The study and recommendations are to be completed by June of 2023. The work includes:

- 1) Developing guidance for local governments on the MFTE program, identifying areas where further clarification and study is needed;
- 2) Conducting the study, which may be further scoped by a technical advisory committee; and
- 3) Recommending changes to statute (both technical corrections and substantive amendments).

Commerce is providing this brief overview of 2021 changes and anticipates providing the following items required by SB 5287.

Table One: Commerce Task List to Support the MFTE Program

Commerce Task List	Anticipated Timeline
Develop a template for permanently affordable housing.	Winter 2022
Provide detailed guidance to cities and counties on managing MFTE programs and reporting requirements within them.	Summer 2022
Conduct a required study of the MFTE program.	Winter 2022
Design and implement a plan for auditing or reviewing the number of units at rents the applicant intends to offer.	Spring 2023

²⁵ Annual forms will be available on the Commerce site. Any local government that fails to report to Commerce may not offer new MFTE certificates.

²⁶ Commerce will provide guidance on how to estimate the development cost.

²⁷ Commerce will also provide guidance on how to gather this data as projects are still leasing up in the first year.

City of College Place, Washington
ORDINANCE NO. 22-XXX

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE,
WASHINGTON TO ADOPT A NEW CHAPTER 3.52 TO THE COLLEGE PLACE
MUNICIPAL CODE PERTAINING TO THE CREATION OF A MULTI-FAMILY HOUSING
TAX EXEMPTION PROGRAM IN DEFINED AREAS**

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 Legislature made significant changes to the Multi-Family Housing Property Tax Exemption Program in 2021 via SB 5287 codified in RCW 84.14 which permits the CITY to offer the program as an incentive in defined areas; and

Whereas, this program is desperately needed as the City as well as the entire Walla Walla Valley is in an affordable housing crisis and more units of housing need to be added; and

Whereas, the proposal was reviewed and recommended by the College Place Economic Development, Tourism, and Events Commission on November 14th, 2022; and

Whereas, the proposal was reviewed by the College Place City Council during the December 6th, 2022 and December 13th, 2022 meetings; and

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

Section 1: A new Chapter 3.52 of the College Place Municipal Code is hereby added to provide as set forth in Exhibit 1 attached hereto and by this reference incorporated herein.

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 _____ day of _____, 2022.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Sherri St. Clair, City Clerk

Rea Culwell, City Attorney

Chapter 3.52 - Multifamily Housing Tax Exemption

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3.52.010 Purpose

The purposes of this chapter are:

- (1) To encourage increased residential housing opportunities, including affordable housing opportunities, within targeted residential areas designated by the council as such;*
- (2) Stimulate new construction or rehabilitation of existing vacant and underutilized structures for multifamily housing in designated targeted residential areas to increase and improve housing opportunities, including affordable housing;*
- (3) Assist in directing future population growth to designated urban centers with existing available infrastructure thereby reducing development pressure on neighborhoods lacking infrastructure capacities;*
- (4) Increase the supply of mixed-income multifamily housing opportunities within the city;*
- (5) Achieve development densities which are more conducive to transit use in designated urban centers; and*
- (6) Accomplish the planning goals required under the Growth Management Act, chapter 36.70A RCW, as implemented from time to time by the City's current and future comprehensive plans.*

It is intended that this chapter meet all required provisions and procedures set forth state law.

3.52.020 Definitions

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

- (1) "Affordable housing" means residential housing that is rented by an eligible household whose monthly housing costs, including utilities other than telephone, do not exceed thirty percent (30%) of the household's monthly income. For the purposes of housing intended for owner occupancy, "affordable housing" means residential housing that is within the means of income-qualified households.*

- (2) *"Area median income" means the annual median family income for the CITY Of College Place, as published from time to time by the United States Department of Housing and Urban Development (HUD), with adjustments according to household size, which adjustments shall generally be based upon a method used by HUD to adjust income limits for subsidized housing, which for purposes of determining affordability of rents or sale prices shall be based on the average size of household that corresponds to the size and type of the housing unit.*
- (3) *"Contract" means the standard form agreement between the owner or, for permanently affordable homeownership, a qualified non-profit organization and the city that contains the terms and conditions, including for each MFTE unit as designated according to the Final Certificate, for the duration of the compliance period as a condition of eligibility of the property tax exemption according to this Chapter*
- (4) *"Director" means the director of the community development department or designee.*
- (5) *"Eligible household" means:*
 - (a) *For owner-occupied housing, a household who certifies as a condition to the purchase of an affordable housing unit that their annual household income does not exceed the applicable percentage of the area median income, adjusted for household size, and that they meet all qualifications for eligibility; or*
 - (b) *For renter-occupied housing, a household who certifies as a condition to initial occupancy of an affordable housing unit that their annual household income does not exceed the applicable percentage of the area median income, adjusted for household size, and that they meet all qualifications for eligibility upon recertification; or*
 - (c) *For renter-occupied housing under a twelve-year exemption according to 3.52.030(2), a household who verifies upon recertification that their annual household income does not exceed one hundred forty percent (140%) of the maximum annual income restriction under 3.52.030(2), adjusted for household size, and that they meet all qualifications for eligibility.*
- (6) *"Household" means a single person, family, or unrelated persons living together.*
- (7) *"Household" means a single person, family, or unrelated persons living together.*
- (8) *"Low-income household" means a household whose adjusted income is at or below eighty percent (80%) of the area median income*
- (9) *"MFTE" means multifamily housing property tax exemption.*
- (10) *"Moderate-income household" means a single person, family, or unrelated persons living together whose adjusted income is more than eighty percent but is at or below one hundred fifteen percent (115%) of the area median income adjusted for family size, for the metropolitan statistical area, as reported by the United States Department of Housing and Urban Development.*
- (11) *"Multifamily housing" means buildings having four (4) or more dwelling units designated for permanent residential occupancy resulting from new construction or rehabilitation or conversion of vacant, underutilized, or substandard structures.*
- (12) *"Owner" means the property owner of record as filed with the county assessor's office.*
- (13) *"Permanent residential occupancy" means multifamily housing that provides either rental or owner*

occupancy for a period of at least one (1) month. This excludes hotels and motels that offer rental accommodation on a daily or weekly basis.

- (14) "Project" means the multifamily housing or portion of the multifamily housing that is to receive the tax exemption.
- (15) "Qualified non-profit organization" means a non-profit organization or any subsidiary or affiliate of such organization.
- (16) "Residential targeted area" means an area designated by the council as a residential targeted area in accordance with, and within the meaning of, Chapter 84.14 RCW and as amended or recodified.
- (17) "Substantial compliance" means compliance with the applicable building and construction codes and all applicable uniform codes that are typically required for rehabilitation as opposed to new construction.

3.52.030 Tax exemption

- (1) The value of new housing construction, conversion, and rehabilitation improvements qualifying under this section is exempt from ad valorem property taxation, as follows: *For eight (8) successive years beginning January 1st of the year immediately following the calendar year of issuance of the final certificate if the property otherwise qualifies for the exemption.*
- (2) *For twelve (12) successive years beginning January 1st of the year immediately following the calendar year of issuance of the final certificate if the property otherwise qualifies for the exemption and meets the conditions in this subsection. For the property to qualify for the twelve-year exemption under this subsection:*
 - (a) *the applicant must commit to renting at least twenty percent (20%) of the multifamily housing units as affordable housing units to eligible low- and moderate-income households, and the property must satisfy that commitment; or*
 - (b) *the applicant must commit to selling at least twenty percent (20%) of the multifamily housing units as affordable housing units exclusively for owner occupancy to eligible moderate-income households, and the property must satisfy that commitment. Affordable units intended for owner occupancy must be sold by the applicant with a covenant running with the land that prevents the use of the property as a rental unit and includes a resale restriction designed to maintain affordability for future moderate-income homebuyers prior to the expiration of the exemption.*
- (3) *For twenty (20) successive years beginning January 1st of the year immediately following the calendar year of issuance of the final certificate if the property otherwise qualifies for the exemption and meets the conditions in this subsection. For the property to qualify for the twenty-year exemption under this subsection, at least twenty-five percent (25%) of the units must be built by or sold to a qualified nonprofit or local government partner that will assure permanent affordable homeownership for eligible households and support the residents of these units. The remaining seventy-five percent (75%) of units may be rented or sold at market rates.*
- (4) *Permanently affordable homeownership units or permanently affordable rental units must be sold or rented to eligible low-income households.*

- (5) *If, in calculating the minimum proportion of the multi-family housing units in the project for affordable housing in this section, the number contains a fraction, then the minimum number of multi-family housing units for affordable housing shall be rounded up to the next whole number.*
- (6) *For any affordable units required in this section, the following shall apply:*
 - (a) *The mix and configuration of affordable units (e.g., studio, one-bedroom, etc.) shall be substantially proportional to the mix and configuration of the total housing units in the project unless approved by council*
 - (b) *Affordable housing units shall be intermingled with all other units in the development; and*
 - (c) *The quality of construction and finish materials in those affordable units used to qualify for the exemption shall be the same or of better quality as other housing units in the project.*
- (7) *The exemption does not apply to the value of land or to the value of residential or non-residential improvements not qualifying under this chapter, nor does the exemption apply to increases in assessed valuation of land and nonqualifying improvements.*

3.52.040 Extension of tax exemption

- (1) *The owner of property that received a tax exemption pursuant to 3.52.030 may apply for an extension for an additional twelve successive years. No extension will be granted for property that received a twenty-year tax exemption pursuant to 3.52.030(3) or 3.52.030(4).*
- (2) *Only one (1) extension may be granted.*
- (3) *Failure to timely apply for an extension shall be deemed a waiver of the extension.*
- (4) *For the property to qualify for an extension:*
 - (a) *The property must have qualified for, satisfied the conditions of, and utilized the eight- or twelve-year exemption sought to be extended;*
 - (b) *The owner must timely apply for the extension on forms provided by the city within eighteen (18) months of expiration of the original exemption;*

The property must meet the requirements of this chapter and as amended or recodified for the property to qualify for an exemption under 3.52.030(2) as applicable at the time of the extension application; and
 - (c) *The property must rent at least twenty percent (20%) of the multifamily housing units as affordable housing units for low-income households for the extension period.*
- (5) *If an extension is granted by the city, at the end of both the tenth and eleventh years of a twelve-year extension, the applicant or the property owner at that time must provide tenants of affordable units with notification of the applicant's or property owner's intent to provide the tenant with relocation assistance in an amount equal to one (1) month's rent as provided in RCW 84.14.020, as amended.*
- (6) *After the expiration of the extension, the applicant or the property owner must provide tenant relocation assistance in an amount equal to one (1) month's rent to a qualified tenant within the final month of the qualified tenant's lease. To be eligible for tenant relocation assistance under this subsection, the tenant must occupy an affordable unit at the time the exemption expires and must qualify as an eligible*

household under this chapter at the time relocation assistance is sought. The applicant/property owners needs to follow RCW 84.14.020 even if denied or loses exemption.

3.52.050 Residential targeted areas

Following notice and public hearing as prescribed in RCW 84.14.040 and as amended or recodified, the council may designate one or more residential targeted areas upon a finding by the

- (1) The council has adopted the residential target area which includes the following:*
 - (a) Downtown College Place - College Avenue (12th to 4th): Area A*
 - (b) North College Avenue Urban Center (Whitman to Blalock): Area B*
 - (c) Stone Creek Urban Center: Area C*
 - (d) Myra & Whitman Drive Urban Center: Area D*

3.52.060 Project eligibility

*An owner of property applying under this chapter must meet the following requirements:*⁶⁵

- (1) The new or rehabilitated multiple-unit housing must be located in a designated residential targeted area.*
- (2) The project must be multifamily housing consisting of at least four (4) dwelling units within a residential structure or as part of a mixed-use development, in which at least fifty percent (50%) of the space within such residential structure or mixed-use development is intended for permanent residential occupancy.*
- (3) For new construction, a minimum of four (4) new dwelling units must be created; for rehabilitation or conversion of existing occupied structures, a minimum of four additional dwelling units must be added.*
- (4) Property proposed to be rehabilitated must fail to comply with one or more standards of the City's building or housing codes.*
- (5) Property proposed to be rehabilitated with existing multifamily housing that has been vacant for twelve (12) months or more does not have to provide additional multifamily units.*
- (6) If the property proposed to be rehabilitated is not vacant, an applicant must provide each low-or moderate income tenant occupying the property at the time of the application the opportunity to qualify for renting and/or owning a dwelling unit of comparable size, qualify, and price to the unit the tenant is occupying at the time of the application in the project and tenants so qualifying shall be offered tenancy prior to any other person. A tenant occupies the property at time of application if the tenant physically and legally occupies the unit at the time of application, or the previous six months prior to application. and a reasonable opportunity to relocate.*
- (7) The project shall be completed within three (3) years from the date of approval of the contract by the council as provided in 3.52.080(6) or by any extended deadline granted by the director as provided in 3.52.080(7).*
- (8) As per RCW 84.14.030(6), the applicant must enter into a contract with the City, under which the applicant has agreed to the implementation of the development on terms and conditions satisfactory to City.*

- (9) *The project must achieve a minimum of fifteen (15) residential units per gross acre.*
- (10) *Applicant must follow all applicable City codes including but not limited to the Uniform Development Code.*
- (11) *No new applications may be accepted for inclusion into this program after the State terminates the program under the statutes for which the City now qualifies within RCW 84.14.010(3)(d).*
- (12) *The type of ownership of the affordable units shall be the substantially the same as the type of ownership of the rest of the housing units in the structure.*
- (13) *The size of affordable units shall not be more than 10 percent smaller than the comparable dwelling units in the development based on number of bedrooms and shall not be less than 500 square feet for a 1-bedroom unit, 700 square feet for a 2-bedroom unit or 900 square feet for a 3-bedroom.*
- (14) *The affordable units must be available for occupancy at substantially the same time frame as the rest of the dwelling units.*
- (15) *Each affordable unit must have its own private bathroom and private kitchen. Residential projects that utilize common kitchens and/or common bathrooms are not eligible.*
- (16) *Prior to issuing a certificate of occupancy, a MFTE covenant in a form acceptable to the city's attorney addressing price restrictions, eligible household qualifications, and other applicable topics shall be recorded with the Walla Walla County Auditor's Office. This MFTE covenant shall be a covenant running with the land and shall be binding on the assigns, heirs, and successors of the owner. Affordable units that are provided under this chapter shall remain affordable from the date of initial occupancy through the life of the project, which ends when the structure including the multifamily project is no longer in use.*

3.52.070 Application procedure

A property owner who wishes to propose a project for a tax exemption shall comply with the following procedures as per RCW 84.14.050:

- (1) *Prior to the application for any building permit therefor, the applicant shall submit an application to the director on a form established by the director along with the required fees, as established under 3.52.070(4).*
- (2) *A complete application shall contain such information as the director may deem necessary or useful, and shall include:*
 - (a) *A written description of the project and preliminary schematic site and floor plans of the multifamily units and the structures in which they are proposed to be located setting forth the grounds for the exemption;*
 - (b) *Detailed list of unit size, number of bedrooms and bathrooms and projected rent or sales price;*
 - (c) *A statement setting forth the grounds for qualification for exemption, and identifying the income-restricted units in the proposed project, if applicable;*

- (d) *A statement from the owner acknowledging the potential tax liability when the project ceases to be eligible under this chapter; and*
- (e) *Verification by oath or affirmation of the information submitted.*
- (3) *For rehabilitation projects, the applicant shall secure verification of property noncompliance with the building or housing ordinances under 3.52.040, and shall also submit an affidavit that existing dwelling units have been unoccupied for a period of twelve (12) months prior to filing the application, or that relocation support has been provided to tenants under 3.52.060(6).*
- (4) *At the time of application, the owner shall pay an initial application fee as established by the by council, or an administrative official or commission authorized by the council to defray the cost to the city of administering this chapter*

3.52.080 Application review

- (1) *The director may certify as eligible an application which is determined to comply with the requirements of this chapter. An application may be approved subject to such terms and conditions as deemed appropriate by the director to ensure the project meets all applicable land use regulations.*
- (2) *A decision to approve or deny an application shall be made within ninety (90) days of receipt of a complete application.*
- (3) *If an application is approved by the director, the approval, together with a contract and covenant between the applicant and the city regarding the terms and conditions under this chapter, signed by the applicant, shall be presented to the Economic Development, Tourism, and Events Commission (EDTEC) for a recommendation and to City Council for action.*
- (4) *The director is authorized to cause the contract to be recorded, or require the owner to record the contract, in the real property records of the county recorder's office.*
- (5) *Once the contract is approved by the council and fully executed, the director shall issue a conditional certificate of acceptance of tax exemption.*
- (6) *The conditional certificate expires three (3) years from the date of approval unless an extension is granted as provided in this chapter.*
- (7) *The conditional certificate may be extended by the director for a period not to exceed twenty-four (24) consecutive months. The applicant must submit a written request stating the grounds for the extension, accompanied by any applicable processing fee. An extension may be granted if the director determines that:*

- (a) *The anticipated failure to complete construction or rehabilitation within the required period is due to circumstances beyond the control of the owner;*
 - (b) *The owner has been acting and could reasonably be expected to continue to act in good faith and with due diligence; and*
 - (c) *All the conditions of the original contract between the applicant and the City will be satisfied upon completion of the project.*
- (8) *If the application is denied, the director shall state in writing the reasons for denial and shall send notice to the applicant at the applicant's last known address within ten (10) days of the denial.*
- (9) *An applicant may appeal a denial to the council by filing a written appeal with the city clerk within thirty (30) days of notification that the application has been denied. The appeal will be based upon the record made before the director with the burden of proof on the applicant to show that there is no substantial evidence on the record to support the director's decision. The decision of the council in denying or approving the application is final. All other appeals of the director's decisions shall be made to the hearing examiner.*
- (10) *An owner may request amendments to the contract by submitting a request in writing to the director, along with the fees established by the council, at any time within three (3) years of the date of the approval of the contract as provided for in subsection (3). The director may approve amendments to the MFTE contract between the owner and the city that are reasonably within the scope and intent of the MFTE contract. The date for expiration of the conditional certificate shall not be extended by contract amendment unless all the conditions for extension set forth in subsection (5) of this section are met. Decisions on amendments to the contract shall be final decisions by the City and are not appealable.*
- (11) 3.52.090 Final certificate
- (1) *Upon completion of the improvements provided in the contract and issuance of a temporary or permanent certificate of occupancy, the applicant may request a final certificate of tax exemption. The applicant must file with the director such information as necessary or useful to evaluate eligibility for the final certificate and shall include:⁶⁸*
- (a) *A statement of the amount of rehabilitation or construction expenditures made with respect to each housing unit and the total expenditures made in the rehabilitation or construction of the entire property;*
 - (b) *A description of the work that has been completed and a statement that the rehabilitation improvements or new construction on the owner's property qualify the property for limited exemption under this chapter;*
 - (c) *A housing market study that includes the comparable rents or sales prices, as applicable, for other multifamily housing in the neighborhood market area, and the market rent or sales price for each of the MFTE units proposed to be designated under 3.52.030.*

⁶⁷ This optional provision is included as discussed in [Chapter 8](#).

⁶⁸ Optional reporting elements included as discussed in [Chapter 8](#).

- (d) *A statement confirming that the documentation on file of the type and organizational structure of the owner, signature block for the owner, and authority of the owner representative that signed the contract is all current and accurate.*
 - (e) *If applicable, a statement that the project meets the affordable housing requirements as described in RCW 84.14.020 and 3.52.030; and*
 - (f) *A statement that the work was completed within the required three-year period or any authorized extension.*
- (2) *Within thirty (30) days of receipt of all materials required for a final certificate, the director shall determine whether the work completed and the affordability of the units, if applicable, satisfy the requirements of the application and the conditional contract approved by the city and is qualified for a limited tax exemption under Chapter 84.14 RCW. The city shall also determine which specific improvements completed meet the intent of this chapter and the required findings of RCW 84.14.060.*
 - (3) *If the director determines that the project has been completed in accordance with this chapter and the contract between the applicant and the city and has been completed within the authorized period the city shall, within ten (10) calendar days of the expiration of the thirty-day review period above, file a final certificate of tax exemption with the county assessor.*
 - (4) *The director shall notify the applicant in writing that a final certificate will not be filed if the director determines that:*
 - (a) *The improvements were not completed within the authorized period;*
 - (b) *The improvements were not completed in accordance with the contract between the applicant and the City;*
 - (c) *The owner's property is otherwise not qualified under this chapter; or*
 - (d) *The owner and the director cannot come to an agreement on the allocation of the value of the improvements allocated to the exempt portion of rehabilitation improvements, new construction, and multi-use new construction.*
 - (5) *Within thirty (30) days of notification by the city to the owner of the director's denial of a final certificate of tax exemption, the applicant may file a written appeal with the city clerk specifying the factual and legal basis for the appeal. The appeal shall be heard by the hearing examiner.*

3.52.100 Annual certification

- (1) *Within thirty (30) days after the first anniversary of the date of filing the final certificate of tax exemption and each year thereafter, for the applicable tax exemption period, the property owner shall file a notarized declaration with the director indicating the following:*
 - (a) *A statement of occupancy and vacancy of the rehabilitated or newly constructed property during the twelve (12) months ending with the anniversary date;*
 - (b) *A certification by the owner that the property has not changed use and, if applicable, that the property has been in compliance with the contract with the City;*

- (c) *A description of changes or improvements constructed after issuance of the certificate of tax exemption;*
- (d) *The total monthly rent of each unit;*
- (e) *Information demonstrating compliance with the affordability requirements of 3.52.030 and 3.52.040, and other applicable requirements under 3.52.060;*
- (f) *For the affordable units, the income of each household at the time of initial occupancy and their current income; and*
- (g) *Any additional information requested regarding the units receiving a tax exemption and meeting any reporting requirements under Chapter 84.14 RCW.*

3.52.110 Cancellation

- (1) *The director may cancel the tax exemption if the property owner breaches any term of the MFTE contract, covenant, or any part of this chapter. Reasons for cancellation include but are not limited to the following:*
 - (a) *The property no longer complies with the terms of the contract or with the requirements of this chapter, including the provision of affordable units;*
 - (b) *The use of the property is changed or will be changed to a use that is other than residential;*
 - (c) *The project violates applicable zoning requirements, land use regulations or building code requirements;*
 - (d) *The property for any other reason no longer qualifies for the tax exemption; or*
 - (e) *The property owner fails to submit the annual certification required under 3.52.100.*
- (2) *Upon determining that a tax exemption shall be canceled, the director shall notify the property owner or qualified non-profit organization, if applicable, by certified mail with a return receipt requested.*
- (3) *The property owner or qualified non-profit organization, if applicable, may appeal the determination within thirty (30) days by filing a notice of appeal with the city clerk, specifying the factual and legal basis on which the determination of cancellation is alleged to be erroneous. The council may hear the appeal pursuant to City's policy.*
- (4) *The director shall notify the county assessor of the cancelation of the tax exemption thirty (30) days after the notification of the property owner or qualified non-profit organization, or upon an unsuccessful appeal under subsection (3).*
- (5) *If the owner intends to convert multifamily housing receiving a tax exemption under this chapter to another use, the owner must notify the director and the county assessor within sixty (60) days of the change in use. Upon such change in use, the tax exemption shall be canceled.*
- (6) *The City reserves the right to recoup any taxes that should have been collected due to the property not being in compliance with this chapter, terms of the contract or applicable*

convenants. All collection efforts shall be at the cost of the property owner.

Appendix B: Sample Forms and Materials

This section includes the following sample documents:

- Staff report.
- Letter for notification of expiration.
- Letter for notification of cancellation.
- Letter for a reminder for a potential extension.
- Letter for notification of tenant relocation assistance.
- Application for a conditional certificate.
- Application for an extension to the conditional certificate.
- Application for a final certificate.
- Application for an extension of the exemption.
- Annual reporting form.
- Annual tenant income verification form.
- MFTE contract.

In these documents, note that any areas with **[bolded formatting surrounded by brackets]** is intended to be filled in with the appropriate values from the community for a given situation.

Please note that these documents are intended to provide examples of the materials that can be used as part of an MFTE program. Consult with a legal professional prior to using these templates to ensure that these will address your needs.

Sample staff report

Background

An overview of the local MFTE program may include such information as:

- The purpose and background for the local program.
- When it was established.
- General requirements for the exemption.

Example:

The MFTE program was established in **City of College Place** in **2023**, as a tool to incentivize the development of affordable multifamily housing in designated residential targeted areas. The current residential targeted areas where MFTE may be used are **Downtown College Place, North College Avenue Business District, Stone Creek Urban Center, and Myra & Whitman Urban Center**. Based on state statute (Chapter 84.14 RCW), the program allows developers building multifamily housing to gain a property tax exemption on the residential improvements for a period of 12 years in exchange for including income restrictions on 20 percent of the total number of housing units.

Program Accomplishments

Overview of development in the past year and since the program's inception. This can include information such as:

- Number of projects completed.
- Number of new housing units added.
- Number of income-restricted housing units added.

Other items to consider including:

- Number of applications received in the past year.
- Feedback from stakeholders.

Example:

In the past year, **[Number of New Projects]** new projects have been completed and **[Number of Projects with Conditional Certificates]** have received a conditional certificate of tax exemption. In the completed projects, there are **[Total Units in New Projects]** new housing units, of which **[Income-Restricted Units in New Projects]** are income-restricted: **[Income Restriction Provisions]**.

Financial Impact

An overview of the financial effects of the program in the past year can include:

- The amount of new property taxes received if any MFTE projects have come back on the tax roll.
- The value of new construction.
- The financial impacts of the program since its inception.

Example:

In the past year, **[Number of New Projects]** new projects have been completed. This results in **[Total Exempted Revenue Amount]** of lost property tax revenue in the first year and **[Total Estimated Tax Shift Amount]** shifted to other taxpayers. This shift is equivalent to **[Average Estimated Tax Shift Amount]** for the average taxpayer. As the projects have income-restricted units, the city also benefits from **[Total Subsidy Amount]** in rental savings to tenants.

Sample letter for notification of expiration

To **[Property Owner]**:

The property located at **[Location]**, which is currently receiving a multifamily property tax exemption in accordance with **[Local Code Section]** and the contract dated **[Date of Contract]** with the **[City/County]** of **[City/ County Name]**, is nearing the end of the exemption period. The tax exemption will end effective **[Date of Expiration]**. The **[City/County]** will notify the county assessor that this property is no longer tax exempt as of this date.

The **[City/County]** thanks you for your investment in new housing development and appreciates your partnership in expanding housing opportunities for our community.

Sincerely,

[MFTE Program Administrator]

cc: **[County Assessor]**

Sample letter for notification of cancellation

To **[Property Owner]**:

The property located at **[Location]**, which is currently receiving a multifamily property tax exemption in accordance with **[Local Code Section]** and the contract dated **[Date of Contract]** with the **[City/County]** of **[City/County Name]**, has been determined to be out of compliance with program requirements as of **[Date of Noncompliance]**. The **[City/County]** of **[City/County Name]** is cancelling the tax exemption effective **[Date of Cancellation]**.

Per state statute Chapter 84.14 RCW, the city/county is required to impose taxes and fees on the property as follows:

- The difference between the property tax paid and the property tax that would have been paid if it had included the value of the nonqualifying improvements dated back to the date that the improvements were converted to a non-multifamily use, plus
- A penalty of 20 percent of the difference, plus
- Interest at the statutory rate on (a) + (b) from the date tax could have been paid without penalty if the improvements had been assessed at a value without regard to the exemption.

The additional tax, interest and penalty amount is **[Amount Due]** and is due by **[Date of Payment Due]**. The total bears interest thereafter at the rate provided for delinquent property taxes.

The additional tax, penalty and interest constitute a lien upon the land which attaches at the time the property is no longer eligible for exemption and has priority to and must be fully paid and satisfied before a recognizance, mortgage, judgment, debt, obligation, or responsibility to or with which the land may become charged or liable.

You are permitted to appeal this cancellation within thirty days by filing a notice of appeal with **[City/County Clerk]**. The notice must specify the factual and legal basis on which the determination of this cancellation is alleged to be in error. **[Governing Authority / Hearing Examiner/ Other]** may hear the appeal. At the hearing, all affected parties may be heard, and all competent evidence received. After the hearing, the deciding body or officer will either affirm, modify, or repeal the decision of cancellation of exemption based on the evidence received. This decision may be appealed to the superior court.

Sincerely,

[MFTE Program Administrator]

cc: **[County Assessor]**

Sample letter as a reminder for a potential extension

To [Property Owner]:

The property located at [Location], which is currently receiving a multifamily property tax exemption in accordance with [Local Code Section] and the contract dated [Date of Contract] with the [City/County] of [City/County Name], is nearing the end of the exemption period. This property is eligible for an extension period of twelve years. To receive an extension, please file an application for extension prior to the expiration of the original exemption. This application can be found [Link / Reference to Attachment].

There are two requirements associated with this extension:

- **Set asides for low-income households.** At least 20% of the units must be set aside for households making 80% area median income or lower. To find the area median income information, please visit [Local MFTE Website]. [Other Details on Requirements]
- **Rental relocation assistance.** You must provide rental relocation assistance equal to one month's rent to qualified tenants, defined as low-income households, at the end of the extension period. Qualified tenants must receive notification of rental relocation assistance at the end of the tenth and eleventh years of the 12-year extension.

The [City/County] thanks you for your investment in new housing development and appreciates your partnership in expanding housing opportunities for our community.

Sincerely,

[MFTE Program Administrator]

cc: [County Assessor]

Sample letter for notification of tenant relocation assistance (expiration)

To **[Tenant]**:

The property located at **[Location]** currently receives a multifamily property tax exemption , which will expire on **[Date of Expiration]**. As part of receiving this exemption, a portion of units, including yours, have been restricted to households within a certain income range. When the exemption expires on**[Date of Expiration]**, the property will no longer be required to comply with the program requirements, including the income-restrictions on a portion of units. Your unit will change to a market-rate unit. In accordance with state statute and the contract dated **[Date of Contract]** with the **[City/County]** of **[City/County Name]**, you are eligible to receive relocation assistance equal to one month's rent. This relocation assistance will be provided in the final month of your lease.

Sincerely,

[Property Manager]

Sample letter for notification of tenant relocation assistance (cancellation)

To **[Tenant]**:

The property located at **[Location]** currently receives a multifamily property tax exemption, which will expire on **[Date of Expiration]**. As part of receiving this exemption, a portion of units, including yours, are restricted to households within a certain income range. As of **[Date of Cancellation]**, the property will no longer be required to comply with the program requirements, including the income-restrictions on a portion of units. Your unit will change to a market-rate unit. In accordance with state statute and the contract dated **[Date of Contract]** with the **[City/County]** of **[City/County Name]**, you are eligible to receive relocation assistance equal to one month's rent. This relocation assistance will be provided in the final month of your lease.

Sincerely,

[Property Manager]



Multifamily Property Tax Exemption Program

Application for Conditional Certificate

Program Overview

[Include key points of the local program for applicant awareness]

Summary of Process Steps

- 1) **Pre-application meeting:** A meeting with staff to discuss the process and criteria is recommended prior to application.
- 2) **Application:** Complete the attached application and submit the applicable materials listed on the form [along with the required filing fee]. This must be submitted prior to applying for a building permit.
- 3) **Review process:**
 - a) The **Community Development Director** reviews the application and within 90 days determines whether it is consistent with the program criteria.
 - b) If the proposal is found to be consistent, the **Community Development Director** may certify the project as eligible for the tax exemption. The applicant shall then enter into a contract with the city regarding the terms and conditions of the project.
 - c) Upon approval of the contract by **Community Development Director**, **Community Development Director** issues a Conditional Certificate of Tax Exemption. The Conditional Certificate expires three years from the date of approval unless an extension is granted.
 - d) If the **Community Development Director** denies the eligibility for tax exemption, the applicant may file an appeal within 30 days of receipt of notice. The **City of College Place** decides the appeal.
 - e) All Contracts and approvals proceed forward with recommendation through the Economic Development, Tourism, and Events Commission and final approval through City Council.
- 4) **Application for final certificate:** Upon completion of the improvements agreed upon in the contract between the applicant and the city and upon issuance of a temporary or permanent certificate of occupancy, the applicant may request a Final Certificate of Tax Exemption. The applicant must file with the **Community Development Department** the following:
 - a) A statement of expenditures made with respect to each multifamily housing unit and the total expenditures made with respect to the entire property.
 - b) A description of the completed work with evidence of final city inspection of all work completed and a statement of qualification for the exemption.
 - c) A statement that the work was completed within the required three-year period or any authorized extension.
 - d) If applicable, a statement that the project meets the affordability requirements.

[Other requirements, if applicable]

Within 30 days of receipt of all materials required for the Final Certificate, the [department director] determines whether the project has been completed in accordance with the contract.

- 5) **Issuance of final certificate.**
 - a) If approved, the [department director] files a Final Certificate of Exemption with the county assessor.
 - b) If denied, [include local option for applicant appeal].
- 6) **Annual compliance review. [Include local annual review requirements]**

Project Eligibility Checklist

The proposed project:

- Is in a designated residential targeted area.
- Does not displace any existing residential tenants from the property proposed for development without providing residents with comparable housing and opportunities to relocate.
- Is a multi-family or mixed-use project, which is at minimum 50% housing and provides at minimum four (4) new dwelling units.
- Will be completed within three years from the effective date of the city council approved Conditional Contract of Tax Exemption, with the possibility of an extension under the ordinance.

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Owner

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Project Information

Project Address: _____

Tax Assessor Parcel Number(s): _____

Project Name: _____

Residential targeted area where project will be located: _____

Description of the project, including all uses in the proposed building and on-site amenities:

--

Total number of dwelling units proposed:

Term of tax exemption requested:

- ☐ 8-year
- ☐ 12-year
- ☐ 20-year

Number of units for which a tax exemption is requested: _____

Estimated total project cost: _____

Expected start date: _____ Expected completion date: _____

Type of project:

- ☐ New construction
- ☐ Conversion of existing structure
- ☐ Rehabilitation of multifamily structure

If the project is to rehabilitate existing units:

How long have the units been vacant: _____

If the units are occupied, how will the applicant provide existing tenants with relocation assistance:

Proposed Dwelling Units	Studio	1-BR	2-BR	3-BR+	Total units
Number of income-restricted units					
Number of market-rate units					
Average monthly rent (income-restricted)					
Average monthly rent (market-rate)					
Average unit size (sf)					
Development cost per unit					
Number of units vacant for 12 months or more*					
Number of units that are currently occupied*					

* To complete if applicant will rehabilitate existing units

Total site area: _____

Proposed density: _____

Non-residential floor area: _____

Detail on residential and non-residential parking area: _____

Affordability

For projects seeking a 12-year exemption or any program with affordability requirements:

Proposed Dwelling Units	Studio	1-BR	2-BR	3-BR+	Total units
Number of income-restricted units					
Number of units at or below 80% AMI (low-income)					
Average rent for low-income units					
Number of units at or below 115% AMI (moderate-income)					
Average rent for moderate-income units					

Statement of Potential Tax Liability

As owner of the land described in this application, I hereby indicate by my signature that I am aware of the additional tax liability if and when the property ceases to be eligible for exemption. I am aware that the tax exemption must be cancelled if the property is converted from multifamily to another use. I am aware that if I decide to convert the multifamily housing to another use or intend to discontinue compliance with the affordable housing requirements, I must notify the [city department] and the county assessor within 60 days of the change in use or intended discontinuance.

Owner signature: _____ Date: _____

Affirmation

As taxpayer(s) of the land described in this application, I hereby indicate by my signature that I am aware that the exemption does not begin until after the project is complete and I have applied for a Final Certificate of Exemption. I declare under penalty of perjury under the laws of the State of Washington that this application and any accompanying documents have been examined by me and that they are true, correct, and complete to the best of my knowledge.

Owner signature: _____ Date: _____

Attachments

[Site plan]

[Building floor plan]



Multifamily Property Tax Exemption Program

Application for Extension of Conditional Certificate

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Owner

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Grounds for Extension Request

Note: Extensions may only be granted for a maximum of 24 months.

Owner signature: _____ Date: _____



Multifamily Property Tax Exemption Program

Application for Final Certificate

Program Overview

[Include key points of the local program for applicant awareness]

Summary of Process Steps

- 1) **Application for final certificate:** Upon completion of the improvements agreed upon in the contract between the applicant and the city and upon issuance of a temporary or permanent certificate of occupancy, the applicant may request a Final Certificate of Tax Exemption. The applicant must file with the [city department] the following:
 - a) A statement of expenditures made with respect to each multifamily housing unit and the total expenditures made with respect to the entire property.
 - b) A description of the completed work with evidence of final city inspection of all work completed and a statement of qualification for the exemption.
 - c) A statement that the work was completed within the required three-year period or any authorized extension.
 - d) If applicable, a statement that the project meets the affordability requirements.

Within 30 days of receipt of all materials required for the Final Certificate, the [department director] determines whether the project has been completed in accordance with the contract.

- 2) **Issuance of final certificate.**
 - a) If approved, the [department director] files a Final Certificate of Exemption with the county assessor.
 - b) If denied, [include local option for applicant appeal].
- 3) **Annual compliance review.** [include local annual review requirements]

Project Eligibility Checklist

The completed project:

- Is in a designated residential targeted area.
- Does not displace any existing residential tenants from the property proposed for development without providing residents with comparable housing and opportunities to relocate.
- Is a multi-family or mixed-use project, which is at minimum 50% housing and provides at minimum four new dwelling units.
- Was completed within three years from the effective date of the city council approved Conditional Contract of Tax Exemption, with the possibility of an extension under the ordinance.

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Owner

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Project Information

Project Address: _____

Tax Assessor Parcel Number(s): _____

Project Name: _____

Residential targeted area where project will be located: _____

Was the project completed within the required three -year period or any authorized extensions?

- ☐ Yes
- ☐ No

Has this project received a certificate of occupancy?

- ☐ Yes, date: _____
- ☐ No

Term of tax exemption requested:

- ☐ 8-year
- ☐ 12-year
- ☐ 20-year

Number of units for which a tax exemption is requested: _____

Proposed Dwelling Units	Studio	1-BR	2-BR	3-BR+	Total units
Number of income-restricted units					
Number of market-rate units					
Average monthly rent (income-restricted)					
Average monthly rent (market-rate)					
Average unit size (sf)					
Development cost per unit					
Number of units vacant for 12 months or more*					
Number of units that are currently occupied*					

Number of parking spaces: _____

Affordability

[illegible]

Statement of Potential Tax Liability

As owner of the land described in this application, I hereby indicate by my signature that I am aware of the additional tax liability if and when the property ceases to be eligible for exemption. I am aware that the tax exemption must be cancelled if the property is converted from multifamily to another use. I am aware that if I decide to convert the multifamily housing to another use or intend to discontinue compliance with the affordable housing requirements, I must notify the [city department] and the county assessor within 60 days of the change in use or intended discontinuance.

Owner signature: _____ Date: _____

Affirmation

As taxpayer(s) of the land described in this application, I hereby indicate by my signature that I am aware that the exemption does not begin until after the project is complete and I have applied for a Final Certificate of Exemption. I declare under penalty of perjury under the laws of the State of Washington that this application and any accompanying documents have been examined by me and that they are true, correct, and complete to the best of my knowledge.

Owner signature: _____ Date: _____

Attachments

[Statement of expenditures]



Multifamily Property Tax Exemption Program

Application for Extension of Exemption

Program Overview

[Include key points of the local program for applicant awareness]

Summary of Process Steps

- **Application for extension:** The applicant may apply for a 12-year extension if the applicant received a Final Certificate of Tax Exemption, and this application is submitted within 18 months of the expiration date of that exemption.
- **Issuance of final certificate.**
 - If approved, the [department director] files a Final Certificate of Exemption with the county assessor.
 - If denied, [include local option for applicant appeal].
- **Annual compliance review.** [Include local annual review requirements]

Project Eligibility Checklist

The proposed project:

- Is in a designated residential targeted area.
- Does not displace any existing residential tenants from the property proposed for development without providing residents with comparable housing and opportunities to relocate.
- Is a multi-family or mixed-use project, which is at minimum 50% housing and provides at minimum four (4) new dwelling units.

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Owner

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Project Information

Project Address: _____

Tax Assessor Parcel Number(s): _____

Project Name: _____

Describe any improvements made to the property after the last annual report.

Affordability

Unit information for qualifying income-restricted units:

Unit number	Affordability limit (% AMI)	Monthly Household Income	Household Size	# of Bedrooms	Monthly Rent

Statement of Potential Tax Liability

As owner of the land described in this application, I hereby indicate by my signature that I am aware of the additional tax liability if and when the property ceases to be eligible for exemption. I am aware that the tax exemption must be cancelled if the property is converted from multifamily to another use. I am aware that if I decide to convert the multifamily housing to another use or intend to discontinue compliance with the affordable housing requirements, I must notify the [city department] and the county assessor within 60 days of the change in use or intended discontinuance.

Owner signature: _____ Date: _____

Affirmation

As taxpayer(s) of the land described in this application, I hereby indicate by my signature that I am aware that the exemption does not begin until after the project is complete and I have applied for a Final Certificate of Exemption. I declare under penalty of perjury under the laws of the State of Washington that this application and any accompanying documents have been examined by me and that they are true, correct, and complete to the best of my knowledge.

Owner signature: _____ Date: _____

Attachments



Multifamily Property Tax Exemption Program

Annual Report Form

Reporting Requirements

The property owner must file this annual report with the [city department] within thirty (30) days after the first anniversary of the date the Final Certificate of Tax Exemption was filed and recorded with the county assessor, and each year thereafter for the term of the exemption period. [state when annual reports are due if the jurisdiction has a specific date] Failure to submit this annual declaration may result in cancellation of the tax exemption.

Applicant

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Owner

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Project Information

Project Address: _____

Tax Assessor Parcel Number(s): _____

Project Name: _____

Date Final Certificate of Tax Exemption for this property was filed: _____

Has the property changed from multifamily use since the date of filing the Final Certificate of Tax Exemption?

- ☐ Yes
- ☐ No

Are any units in the property offered as short -term (less than 1 month) rental units?

- ☐ Yes
- ☐ No

If the property has changed use since the date of filing the Final Certificate of Tax Exemption, describe the changes.

Describe any improvements made to the property after the filing the Final Certificate of Tax Exemption or the last annual report.

Details for Income-Restricted Units

For each income-restricted unit listed below, the property owner must attach the tenant's completed and signed Annual Income Certification form.

Unit number	Tenant last name	HH size	Tenant move-in date	Current lease start date	Monthly HH income	Afford. level (% AMI)	Monthly Rent

Affirmation

As taxpayer(s) of the land described in this application, I declare under penalty of perjury under the laws of the State of Washington that this application and any accompanying documents have been examined by me and that they are true, correct, and complete to the best of my knowledge.

Owner signature: _____ Date: _____

Attachments

[Annual income certification forms for income -restricted units]



Multifamily Property Tax Exemption Program

Annual Tenant Income Verification Form

This form is to be filled out by the tenant and returned to the property manager by **[Date]**.

Tenant name: _____

Unit number: _____

Monthly rent: _____

Monthly utilities paid by tenant: _____

Number of persons in household: _____

Current annual income: _____

Amount of income received from each source in the past 12 months:

Income source	Amount
Employment	
Payments in lieu of earnings (e.g., unemployment, disability compensation)	
Income from business operations and income from real or personal property	
Periodic payments (e.g., Social Security, pensions, child support)	
Public assistance payments	

I/we certify that the information presented in this form is true and accurate to the best of my/our knowledge and belief. The undersigned further understands that providing false representations herein constitutes an act of fraud. False, misleading, or incomplete information may result in the termination of the lease agreement.

Tenant signature: _____ Date: _____

Tenant signature: _____ Date: _____

Tenant signature: _____ Date: _____

Sample MFTE Contract

The attached sample contract is based on a template provided by the City of Shoreline. Note that this document will need to be adjusted to account for your individual community's program, accounting for differences in requirements for the exemption.

As with the other sample documents, this is intended to provide an example of the MFTE contract that can be used as part of a local program. Consult with a legal professional prior to using this template to ensure that this will address your needs.

WHEN RECORDED, MAIL TO:

[Community Name]
[Community Address 1]
[Community Address 1]

ATTN: [Clerk]

WASHINGTON STATE COUNTY AUDITOR/RECORDER/S INDEXING FORM

Document Title(s) <i>(or transactions contained therein):</i> MULTI-FAMILY HOUSING LIMITED PROPERTY TAX EXEMPTION CONTRACT
Reference Number(s) of Documents assigned or released: ☐ Additional reference numbers on page ____ of document.
Grantor(s) <i>(Last name first, then first name and initials):</i> ☐ Additional names on page ____ of document.
Grantee(s) <i>(Last name first, then first name and initials):</i> 1. [Community Name] ☐ Additional names on page ____ of document.
Legal Description <i>(abbreviated form; i.e., lot, block, plat name, section, township-range):</i> ☐ Additional legal on Exhibit "A" of document.
Assessor's Property Tax Parcel Account Number(s):

The Auditor/Recorder will rely on the information provided on the form. The staff will not read the document.

MULTI-FAMILY HOUSING LIMITED PROPERTY TAX EXEMPTION CONTRACT

PROJECT NAME

THIS MULTI-FAMILY HOUSING LIMITED PROPERTY TAX EXEMPTION CONTRACT (the "Contract") is made and entered into as of this ____ day of ____, 20____, by and between **[Community Name]**, a Municipal Corporation of the State of Washington (the "City"); _____, a Washington limited liability company (the "Applicant").

WHEREAS, the City has an interest in stimulating new construction or rehabilitation of multifamily housing in Residential Targeted Areas in order to reduce development pressure on singlefamily residential neighborhoods, increase and improve housing opportunities, provide affordable housing opportunities, and encourage development densities supportive of transit use; and

WHEREAS, the City has, pursuant to the authority granted to it by Revised Codes of Washington (RCW) Chapter 84.14, designated various areas of the City as Residential Targeted Areas for the provision of a limited property tax exemption for new or rehabilitation multi -family housing; and

WHEREAS, the City has, as set forth in **[Code Reference]**, enacted a program whereby property owners may qualify for a Final Certificate of Tax Exemption which certifies to the **[County Assessor Name]** that the owner is eligible to receive a limited property tax exemption; and

WHEREAS, the Owner is interested in receiving a limited property tax exemption for constructing _____ units of NEW multifamily housing ("Project") within the _____ Residential Targeted Area pursuant to **[Code Reference]**; and

WHEREAS, the Owner submitted to the City a complete application for Property Tax Exemption outlining the proposed Project to be constructed on property located at _____ in **[Community Name]** ("Property") and legally described in Exhibit A of this Contract; and

WHEREAS, in consideration of the City's approval of Permit No. _____, the Owner accepts certain conditions affecting the use of the Property and the improvements authorized by Permit No. _____. It is the purpose of this Contract to set forth those conditions and to impose enforceable restrictions on the use and occupancy of the residential portion of the Property; and

WHEREAS, on _____, the **[Responsible Official]** determined that the application met all the eligibility and procedural requirements to qualify for a Conditional Certificate of Acceptance of Property Tax Exemption as provided in **[Code Reference]**, except for entering in to and recording this Contract; and

WHEREAS, on _____ the City Council authorized **[Responsible Official]** to execute this contract; and

WHEREAS, the City has determined that the improvements will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption.

NOW, THEREFORE, for and in consideration of the mutual promises aforesaid and made and relied upon by the parties hereto, and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Owner and the City mutually agree as follows:

SECTION 1—DEFINITIONS

Unless otherwise expressly provided herein, the following terms shall have the respective meanings set forth below. If a term is not defined herein, then it shall be defined as provided in **[Code Reference]** or given its usual and customary meaning.

“Affordable Units” means the _____ units in the Project designated by the Owner and approved by the City, as set forth in Exhibit B, and reserved for occupancy by Eligible Households with maximum rents pursuant to Section 3.

“City’s Designee” mean that individual(s) authorized by the City to administer this Contract.

“Completion Date” means the date of the first certificate of occupancy issued by the City for the Project.

“Compliance Period” means _____ years from the date of initial occupancy of the Affordable Units.

“Dwelling Unit” means a residential living facility, used, intended, or designed to provide physically segregated complete independent living facilities for one or more persons, including living, sleeping, cooking and sanitation facilities.

“Eligible Household” means one or more adults and their dependents who meet the qualifications for eligibility set forth in Section 3.F. or Section 3.I.

“Household Income” means gross annual income from all household members over the age of 18 residing in the household. Gross annual income consists of all wages, benefits (e.g., military, unemployment, welfare), interest, and other such income. Income of dependents over the age of 18 who reside within a household for less than three (3) months of the year will not be counted toward Household Income.

“Household Size” means all of the persons, related or unrelated, occupying an Affordable Unit. For the purpose of calculating maximum Housing Expenses, studio apartments are assumed to have 1 person, with 1.5 persons per bedroom in larger units.

“Housing Expense” means a tenant’s costs for rent, parking for one motor vehicle if a parking space is available, Utilities or an equivalent Utility Allowance, and any recurring expenses required by the Owner as a condition of tenancy (including but not limited to renter’s insurance, pest control, and sewer system capacity charges). Expenses that the Owner makes optional, such as pet rent, extra storage space, or extra parking, are not considered Housing Expenses for the purpose of this Contract.

“Median Income” means the median family income for the **[Metro Area]** as most recently published by the Secretary of Housing and Urban Development (HUD), as amended. In the event that HUD no longer publishes median family income figures, the City may estimate the Median Income applicable to the City in such manner as the City shall determine in its sole discretion.

“Property” means the real property, together with improvements, legally described in Exhibit A.

“Project” means the Owner’s multi-family residential building containing _____ Dwelling Units, also known as “_____.”

“Utility” or “Utilities” means water, electricity, natural gas, sewer, and garbage collection but not including phone, internet service, or cable or satellite television.

“Utility Allowance” means that portion of Housing Expenses that the City determines, from time to time, is adequate for the reasonable Utility costs of Affordable Units in the event the Owner makes tenants responsible for payment for their own Utilities.

SECTION 2—THE PROJECT

A. General Description. The Owner will construct the Project for purposes of providing multi-family rental housing, and the Owner shall own, manage, and operate (or cause the management and operation of) the Project. The Owner agrees to construct the Project in compliance with all applicable land use regulations and as approved and permitted by the City. In no event shall such construction provide less than fifty percent (50%) of the space for permanent residential occupancy as required by **[Code Reference]**.

B. The Owner agrees to complete construction of the agreed upon improvements within three (3) years from the date the City issues the Conditional Certificate of Acceptance of Tax Exemption, or within any extension thereof granted by the City.

C. Conversion from Renter-Occupied to Owner-Occupied. In the event the Property is proposed for conversion to a condominium, owner-occupied, or non-rental residential use during the Compliance Period, the Owner must submit to the City for its review a plan for preserving the Affordable Units. The City may consider options which would convert the Affordable Units to owner - occupancy by Eligible Households and are consistent with the provisions of **[Code Reference]**. The Owner must receive authorization from the City prior to conversion to condominium, owner-occupied, or non-rental residential use. This section does not waive the Owner’s obligations to comply with any other law or regulations pertaining to conversion to ownership use.

SECTION 3—AFFORDABLE UNITS FOR ELIGIBLE HOUSEHOLDS

A. Number of Affordable Units. The Project shall include the number and types of Affordable Units as set forth in the table below.

Dwelling Units in the Project

Unit Type (Bedrooms)	Affordable Units	Total Units
Studio		
Open 1-bedroom		
1-bedroom		
2-bedroom		
3-bedroom		
Total		

B. Location. The location of the affordable housing units shall be approved by the City, with the intent that the units are generally mixed with all other market rate housing in the development. Unless otherwise approved by the City, Affordable Units shall not exceed forty percent (40%) of the dwelling units on any floor of a single building of the Project.

C. Similar Quality Construction. All of the Dwelling Units in the Project shall be constructed of similar quality. The Affordable Unit(s) shall have substantially the same net square footage, equipment, and amenities as other Dwelling Units in the Project with a comparable number of rooms.

D. Designation of Affordable Units. The Owner agrees to designate the Dwelling Units identified in Exhibit B as Affordable Units. The Owner, from time to time, may propose to change the specific Dwelling Units designated as Affordable Units herein, in which case the Owner shall notify the City of the proposed change in writing for the City's approval. The City will review the proposed changes and shall approve or deny the proposed changes based upon the criteria that at all times at least _____ of all of the Dwelling Units in the Project are designated as Affordable Units, and provided that at all times the same unit mix and affordability mix is retained.

E. Maximum Rents for Affordable Units.

(1) The Housing Expense of an Affordable Unit shall not exceed thirty percent (30%) of eighty percent (80%) of Median Family Income, with adjustments for assumed Household Size.

(2) An Affordable Unit's contract rent shall not exceed the unit's maximum Housing Expense less a Utility Allowance, if applicable, and any other recurring expenses required by the Owner as a condition of rental.

(3) No Affordable Unit's tenant shall have more than one rent increase for the same Unit in any twelve (12)-month period; provided, however, that in the event an Affordable Unit's lease expires and said tenant elects to continue leasing the Affordable Unit on a month-to-month tenancy, and the tenant remains an Eligible Household, the Owner may increase the rent for that Affordable Unit up to once every thirty (30) days but no higher than the maximum contract rent as set forth in this section.

F. Renting Affordable Units to Eligible Households. During the Compliance Period, the Owner shall lease or rent, or make available for lease or rental, to Eligible Households all of the Affordable Units in the Project. If at any time the Owner is unable to rent or lease an Affordable Unit, then the Affordable Unit shall remain vacant pending rental or lease to Eligible Households.

G. Income Qualifications for Eligible Households.

(1) To qualify as an Eligible Household for initial occupancy of an Affordable Unit, a household's Household Income may not exceed eighty percent (80%) of Median Family Income, with adjustments for assumed Household Size.

(2) At time of recertification, as provided in Section I below, a tenant will remain an Eligible Household as long as said tenant's Household Income does not exceed the Maximum Income for Recertification.

H. Occupancy Limits for Affordable Units. The Owner shall utilize the following occupancy standards for Affordable Units:

Occupancy Limits

Unit Type (Bedrooms)	Minimum Occupants
Studio	1 person
1-bedroom	1 person
2-bedroom	2 persons
3-bedroom	3 persons
4-bedroom	4 persons

I. Completion of Certificate of Household Eligibility. Prior to allowing any household to occupy any Affordable Unit, the Owner shall require the prospective tenant to complete a Certification of Household Eligibility (“COHE”) that shall be substantially in the form set forth in Exhibit C. The Owner shall also undertake a good faith effort to verify the prospective tenant’s Household Income, as reported on the completed COHE. The Owner’s obligation to verify the reported Household Income shall be limited to requesting copies of and reviewing the prospective tenant’s federal income tax returns, unless the Owner has actual knowledge, or reason to believe, that the information provided by the prospective tenant is materially inaccurate. In the event federal income tax returns are not available, the Owner shall verify Household Income using wage or salary statements, or other income records that the City may consider appropriate.

J. Household Eligibility Recertification. At each renewal of a lease for an Affordable Unit, the Owner shall require all tenants occupying Affordable Units to complete and return to the Owner an updated COHE. The Owner shall undertake a good faith effort to verify the reported Household Income as set forth in Section 3(H). If a tenant’s Household Income exceeds the Maximum Income for Recertification set forth below when the tenant’s lease expires, then within ninety (90) calendar days either (a) the Owner may charge said tenant the current, applicable market rent for the Dwelling Unit and the Owner must designate and rent the next available comparable market rate Dwelling Unit as an Affordable Unit, or (b) the tenant must vacate the Dwelling Unit, unless otherwise prohibited by law, so as to make it available for an Eligible Household.

Maximum Household Income for Recertification

Unit Type (Bedrooms)	Percent of Median Income
Studio	90%
1-bedroom	90%
2-bedroom	100%
3-bedroom	100%
4-bedroom	100%

K. Equal Access to Common Facilities. Tenants of the Affordable Units shall have equal access to all amenities and facilities of the Project, such as parking, fitness centers, community rooms, and swimming pools. If a fee is charged for the use of an amenity or facility, then all tenants in the Project must be charged equally for such use. If the City prohibits a fee for certain amenities or facilities included in the Project, such as parking, the Owner shall include such amenities or facilities in the rent price of an Affordable Unit. Parking is not guaranteed for all units and will be provided on a first-come, first-served basis.

SECTION 4– MULTI-FAMILY LIMITED PROPERTY TAX EXEMPTION

A. The City agrees to issue the Owner a Conditional Certificate of Acceptance of Tax Exemption (“Conditional Certificate”) once this Contract is approved by the City Council, fully executed, and recorded with the [County] Recorder’s Office. The Conditional Certificate shall expire three (3) years from the date the City Manager approved the Owner’s application for tax exemption, unless extended by the City Manager as provided in [Code Reference].

B. The Owner shall, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, file with the City Manager an application for Final Certificate of Tax Exemption (“Final Certificate”) with the information and fees required by [Code Reference]. Required information includes:

- (1) A statement of expenditures made with respect to each multi-family housing unit and the total expenditures made with respect to the entire Property;
- (2) A description of the completed work and a statement of qualification for the exemption;
- (3) A statement that the work was completed within the required three-year period or any authorized extension; and
- (4) A statement that the Project meets affordable housing requirements of [Code Reference].

C. The City agrees, conditioned on the Owner’s successful completion of the improvements in accordance with the terms of this Contract and on the Owner’s filing of the materials described in Section B above, to file a Final Certificate with the [County Assessor] within forty (40) days of application.

D. The Owner agrees, by December 15 of the year in which the City issued a Final Certificate for the Project, to provide the City information sufficient to complete the City’s report to the Washington State Department of Commerce as set forth in [Code Reference].

E. If the Owner converts any of the new or rehabilitated multi-family housing units constructed under this Contract into another use, the Owner shall notify the [County Assessor] and the City Manager within sixty (60) days of such change in use.

F. Owner agrees that the Contract is subject to the [Community Name] Multi-Family Housing Tax Exemption set forth in [Code Reference].

SECTION 5—ENFORCEMENT

A. Enforcement Provisions. The Owner shall exercise reasonable diligence to comply with the requirements of this Contract and shall correct any such noncompliance within sixty (60) calendar days after such noncompliance is first discovered by the Owner, or would have been discovered by the exercise of reasonable diligence, or within sixty (60) calendar days after the Owner receives notice of such noncompliance from the City, whichever is earliest; provided however, that such period for correction may be extended by the City if the Owner is exercising due diligence to correct the noncompliance. If such noncompliance remains uncured after such period, then the Owner shall be in default and the City on its own behalf may take any one or more of the following actions:

(1) By any suit, action or proceeding at law or in equity, require the Owner to perform its obligations under this Contract, or enjoin any acts or things which may be unlawful or in violation of the rights of the City hereunder; it being recognized that the beneficiaries of the Owner's obligations hereunder cannot be adequately compensated by monetary damages in the event of the Owner's default;

(2) Have access to, and inspect, examine and make copies of, all of the books and records of the Owner pertaining to the Project. Provided, however, the City shall not divulge such information to any third party unless required by law or unless the same is necessary to enforce the City's rights hereunder; and

(3) Take such other action at law or in equity as may appear necessary or desirable to enforce the obligations, covenants, conditions and agreements of the Owner under this Contract.

SECTION 6— CANCELLATION OF TAX EXEMPTION

A. The City reserves the right to cancel the Final Certificate should the Owner, its successors and assigns, fail to comply with any of the terms and conditions of this Contract, **[Code Reference]**, or for any reason that the Project or that portion of the Property on which the Project is constructed no longer qualifies for the tax exemption.

B. Upon determining that a tax exemption is to be canceled, the City Manager shall notify the Owner by certified mail, return receipt request. The Owner may appeal the determination in accordance with **[Code Reference]**.

C. The Owner acknowledges that, in the event the City cancels the tax exemption, state law requires that an additional real property tax is to be imposed in the amount of (1) the difference between the tax paid and the tax that would have been paid if it had included the value of the non-qualifying improvements, dated back to the date that the improvements became non-qualifying; (2) a penalty of twenty percent (20%) of the difference calculated under (1) of this Paragraph C; and (3) interest at the statutory rate on delinquent property taxes and penalties, calculated from the date the tax would have been due without penalty if the improvements had been assessed without regard to the exemptions provided by Chapter 84.14 RCW and **[Code Reference]**. The Owner acknowledges that, pursuant to RCW 84.14.110, any additional tax owed, together with interest and penalty, become a lien on that portion of the Property on which the Project is constructed and attached at the time the portion of the Property is removed from multi-family use or the amenities no longer meet applicable requirements, and that the lien has priority to and must be fully paid and satisfied before a recognizance, mortgage, judgment, debt, obligation, or responsibility to or with which the Property may become charged or liable. The Owner further acknowledges that RCW 84.14.110 provides that any such lien may be foreclosed in the manner provided by law for foreclosure of liens for delinquent real property taxes.

SECTION 7—REPORTING REQUIREMENTS

A. Notice of Occupancy Permit. The Owner shall notify the City's Designee of receipt of the first occupancy permit for the Project within thirty (30) calendar days of the permit's issuance.

B. Initial Project Certification. After the Completion Date and until ninety percent (90%) of all rental units in the Project are occupied, the Owner shall file with the City a Project Certification report, substantially in the form of Exhibit D, attached with copies of the COHE required under Section 3 of this Contract.

C. Annual Project Certification. The Owner shall file with the City Manager, within thirty (30) days following the first anniversary of the City's filing of the Final Certificate and each year thereafter for the duration of the property tax exemption, a report substantially in the form of Exhibit D, attached with copies of the COHE and which includes information required by **[Code Reference]**, which includes:

(1) A statement of occupancy and vacancy of the newly constructed or rehabilitated Project during the past twelve (12) months ending with the anniversary date;

(2) A certification by the Owner that the Project has not changed use since the date the City approved the Final Certificate and that Project conforms with affordable housing requirements of **[Code Reference]**; and

(3) A description of any subsequent changes or improvements constructed after issuance of the Final Certificate.

D. Maintain Complete Records. The Owner shall maintain complete and accurate records pertaining to the Affordable Units and shall, during regular business hours, permit any duly authorized representative of the City, including, without limitation, the City's Designee, to inspect the books and records of the Owner pertaining to the Affordable Units, including the Initial and Annual Project Certifications, and if applicable, income documentation of households residing in Affordable Units in the Project. The Owner's failure to maintain such records or failure to allow inspection by the City or any duly authorized representative shall constitute a material default hereunder. The Owner shall retain all records pertaining to the Affordable Units for at least six (6) years.

E. Form of Certification. Notwithstanding anything in this Section to the contrary, the Owner shall submit all documentation required by this Section on the forms designated herein, which may be modified by the City from time to time. Changes to forms by the City shall not increase the Owner's obligations hereunder.

SECTION 8—SUBSIDIZED TENANTS

The Owner shall accept as tenants for Affordable Units, on the same basis as all other prospective households, households who receive state or federal rent subsidies, such as Housing Choice Vouchers under Section 8 of the United States Housing Act of 1937, or other rent subsidies. The Owner shall not apply, or permit the application of, management policies or lease provisions with respect to the Project which have the effect of precluding occupancy of any Dwelling Units by rent subsidy recipients.

SECTION 9—LEASE PROVISIONS

A. It is the Owner's responsibility to screen and select tenants for desirability and credit worthiness. Except as restricted in this Contract and under state and federal law, such selection is within the Owner's discretion. If written management policies exist, or exist in the future, with respect to the Project, the City may review such written policies and may require changes in such policies, if necessary, so that the policies comply with the requirements of this Contract.

B. All leases for Eligible Households shall contain clauses wherein each individual lessee: (i) certifies the accuracy of the statements made in the COHE, (ii) agrees that the Household Income and other eligibility requirements shall be deemed substantial and material obligations of the tenancy, and (iii) agrees that misrepresentation in the COHE is a material breach of the lease, entitling the Owner to immediately terminate tenant's lease for the Affordable Unit.

SECTION 10—SALE OR TRANSFER OF THE PROJECT

The Owner hereby covenants and agrees not to sell, transfer or otherwise dispose of the Project or any portion thereof without first providing a written statement executed by the purchaser that the purchaser understands the Owner's duties and obligations under this Contract and will enter into a contract with the City for the continuation of those obligations. Such notice must be received by the City at least ten (10) working days prior to the close of escrow.

SECTION 11—TERM

This Contract shall become effective upon its execution and shall continue in full force and effect throughout the Compliance Period, unless sooner modified or terminated by the City or property owner consistent with **[Code Reference]**, as adopted on the date of execution of this Agreement.

SECTION 12—NO DISCRIMINATION

The Owner shall not discriminate on the basis of race, creed, religion, color, sex, sexual orientation, age, national origin, marital status, citizenship or immigration status, honorably discharged veteran or military status, or presence of any mental or physical handicap as set forth in RCW 49.60.030, as now existing and as may be amended, in the lease, use, or occupancy of the Project or in connection with the employment or application for employment of persons for the operation and management of the Project.

SECTION 13—COVENANTS RUN WITH LAND

A. The City and Owner hereby declare their understanding and intent that the covenants, conditions and restrictions set forth herein directly benefit the land (i) by enhancing and increasing the enjoyment and use of the Project by certain Eligible Households, and (ii) by furthering the public purposes of providing housing for Eligible Households.

B. The City and the Owner hereby declare that the covenants and conditions contained herein shall bind the Owner and all subsequent owners of the Project or any interest therein, and the benefits shall inure to the City, all for the Compliance Period. Except as provided in Section 12 of this Contract, each and every contract, deed or other instrument hereafter executed conveying the Project or any portion thereof or interest therein shall contain an express provision making such conveyance subject to the covenants and conditions of this Contract, provided however, that any such contract, deed or other instrument shall conclusively be held to

have been executed, delivered and accepted subject to such covenants and conditions, regardless of whether or not such covenants and conditions are set forth or incorporated by reference in such contract, deed or other instrument.

C. Hold Harmless. The Owner shall defend, indemnify, and hold the City, its officers, officials, employees, volunteers and its Designee and any other party authorized hereunder to enforce the terms of this Contract, harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or resulting from this Contract. This provision shall survive termination or expiration of this Contract.

D. No Third-Party Beneficiaries. The provisions of this Contract and of the documents to be executed and delivered in connection herewith are and will be for the benefit of the Owner and the City only and, are not for the benefit of any third party (including, without limitation, any tenants or tenant organizations), and accordingly, no third party shall have the right to enforce the provisions of this Contract or of the documents to be executed and delivered in connection herewith.

E. The provisions, covenants, and conditions contained in this Contract are binding upon the parties hereto and their legal heirs, representatives, successors, assigns, and subsidiaries and are intended to run with the land.

SECTION 14—FORECLOSURE

In the case of any foreclosure, the immediate successor in interest in the Property pursuant to the foreclosure shall assume such interest subject to the lease(s) between the prior Owner and the tenant(s) and to this Contract for Affordable Units. This provision does not affect any state or local law that provides longer time periods or other additional protections for tenants.

SECTION 15—ESTOPPEL CERTIFICATE

The City agrees, upon the request of the Owner or its successor in interest, to promptly execute and deliver to the Owner or its successor in interest or to any potential or actual purchaser, mortgagor, or encumbrancer of the Project, a written certificate stating, if such is true, that the City has no knowledge of any violation or default by the Owner of any of the covenants or conditions of this Contract, or if there are such violations or defaults, the nature of the same.

SECTION 16—AGREEMENT TO RECORD

The Owner shall cause this Contract to be recorded in the real property records of King County, Washington. The Owner shall pay all fees and charges incurred in connection with such recording and shall provide the City with a copy of the recorded document.

SECTION 17—RELIANCE

The City and the Owner hereby recognize and agree that the representations and covenants set forth herein may be relied upon by City and the Owner. In performing its duties and obligations hereunder, the City may rely upon statements and certificates of the Owner and Eligible Households, and upon audits of the books and records of the Owner pertaining to occupancy of the Project. In performing its duties hereunder, the Owner may rely on the Certificates of Household Eligibility unless the Owner has actual knowledge or reason to believe that such Certificates are inaccurate.

SECTION 18—GOVERNING LAW

This Contract shall be governed by the laws of the State of Washington, except to the extent such laws conflict with the laws of the United States or the regulations of federally insured depository institutions or would restrict activities otherwise permitted in relation to the operation of federally insured depository institutions. Venue for any legal actions shall be in King County Superior Court or, if pertaining to federal laws, the U.S. District Court for Western Washington.

SECTION 19—NO CONFLICT WITH OTHER DOCUMENTS

The Owner warrants that it has not executed and will not execute, any other agreement with provisions contradictory to, or in opposition to, the provisions hereof, and that in any event the requirements of this Contract are paramount and controlling as to the rights and obligations herein set forth and supersede any other requirements in conflict herewith.

SECTION 20—AMENDMENTS

This Contract shall be amended only by a written instrument executed by the parties hereto or their respective successors in interest, and duly recorded in the real property records of **[County Name]**, Washington. Amendments to Exhibit B shall be considered approved in writing when the Revised Exhibit B is signed by the Owner and the City without the need for a further written document attaching the revised exhibit and striking prior versions of the exhibit. In the event of conflict between versions of Exhibits B, the version maintained by the City as the then-current version, signed by Owner and City, shall prevail.

SECTION 21—NOTICE

A. Any notice or communication hereunder, except legal service of process, shall be in writing and may be given by registered or certified mail. The notice or communication shall be deemed to have been given and received when deposited in the United States Mail, properly addressed with postage prepaid. If given otherwise, it shall be deemed to be given when delivered to and received by the party to whom addressed. Such notices and communications shall be given to the Parties' representatives hereto at their following addresses:

If to the City:

[Community Name]

[Community Address 1]

[Community Address 2]

Attn: City Manager

If to the Owner:

Attn:

With a copy to:

Attn:

B. Any party may change its identified representative and address for notices upon ten (10) calendar days prior written notice to the other parties. Legal counsel for a party may deliver notices on behalf of the represented party and such notice shall be deemed delivered by such party.

SECTION 22—SEVERABILITY

If any provision of this Contract shall be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby.

SECTION 23—CONSTRUCTION

Unless the context clearly requires otherwise, words of the singular number shall be construed to include the plural number, and vice versa, when appropriate. All the terms and provisions hereof shall be construed to effectuate the purposes set forth in this Contract and to sustain the validity hereof.

SECTION 24—TITLES AND HEADINGS

The titles and headings of the sections of this Contract have been inserted for convenience of reference only, are not to be considered a part hereof and shall not in any way modify or restrict any of the terms or provisions hereof or be considered or given any effect in the construing this document or any provision hereof or in ascertaining intent, if any question of intent shall arise.

SECTION 25– COUNTERPART ORIGINALS

This Agreement may be executed in any number of counterpart originals, each of which shall be deemed to constitute an original agreement, and all of which shall constitute one agreement. The execution of one counterpart by a Party shall have the same force and effect as if that Party had signed all other counterparts.

SECTION 26– AUTHORITY TO EXECUTE

Each person executing this Agreement on behalf of a Party represents and warrants that he or she is fully authorized to execute and deliver this Agreement on behalf of the Party for which he or she is signing. The Parties hereby warrant to each other that each has full power and authority to enter into this Agreement and to undertake the actions contemplated herein and that this Agreement is enforceable in accordance with its terms.

IN WITNESS WHEREOF, the Owner and City have each executed the Multi-Family Housing Limited Property Tax Exemption Contract on the Date first above written.

[Signature pages follow.]

Attachments

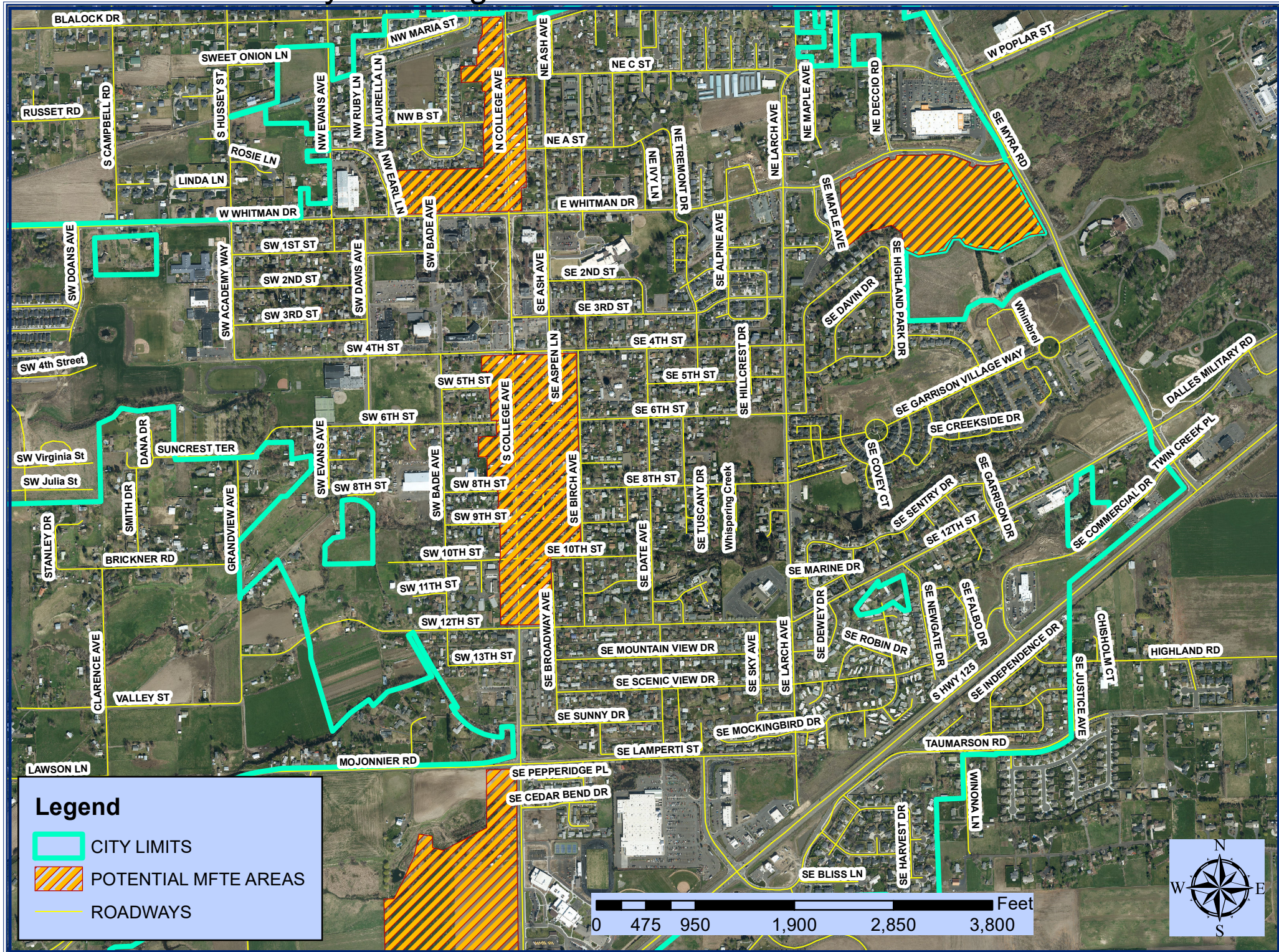
Exhibit A: Legal Description

Exhibit B: Designation of Affordable Units

Exhibit C: Certification of Household Eligibility Form

Exhibit D: Annual Project Certification Form

City of College Place: Potential MFTE Areas



City of College Place, Washington
ORDINANCE NO. 22-XXX

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE,
WASHINGTON TO ADOPT A NEW CHAPTER 3.52 TO THE COLLEGE PLACE
MUNICIPAL CODE PERTAINING TO THE CREATION OF A MULTI-FAMILY HOUSING
TAX EXEMPTION PROGRAM IN DEFINED AREAS**

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 Legislature made significant changes to the Multi-Family Housing Property Tax Exemption Program in 2021 via SB 5287 codified in RCW 84.14 which permits the CITY to offer the program as an incentive in defined areas; and

Whereas, this program is desperately needed as the City as well as the entire Walla Walla Valley is in an affordable housing crisis and more units of housing need to be added; and

Whereas, the proposal was reviewed and recommended by the College Place Economic Development, Tourism, and Events Commission on _____ ; and

Whereas, the proposal was reviewed by the College Place City Council during the _____, _____ and _____, _____ meetings; and

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

Section 1: A new Chapter 3.52 of the College Place Municipal Code is hereby added to provide as set forth in Exhibit 1 attached hereto and by this reference incorporated herein.

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 _____ day of _____, 2022.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Sherri St. Clair, City Clerk

Rea Culwell, City Attorney

G. R. Dohrn and Associates

Memorandum

Date: February 8, 2022

To: Jon Rickard

From: Gregg Dohrn

Subject: City of College Place Affordable Housing Strategies

During 2021 the College Place Planning Commission recommended and the City Council approved amendments to the Comprehensive Plan and the Unified Development Code intended to protect existing manufactured housing communities as a source of affordable housing in the community. Subsequently, the Mayor and City Council have asked the Planning Commission to review the Walla Walla Regional Housing Action Plan adopted in July 2021(excerpt attached), and further recommend code-related strategies to increase the housing supply in College Place. This is a very timely request as Governor Inslee signed HB 1220 in May of 2021, effective July 25, 2021 (attached), that includes several important housing related provisions including:

1. Amending one of the Goals of the Growth Management Act to now require cities such as College Place to plan for affordable housing:
 - (4) Housing. ~~((Encourage the availability of affordable))~~ Plan for and accommodate housing affordable to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
2. A new requirement that cities must update the housing element in their comprehensive plan and in doing so address a new provision that has been added to RCW 36.70A.070:

The housing element should link jurisdictional goals with overall county goals to ensure that the housing element goals are met.

In support of this request from the Mayor and the City Council, I thought it would be helpful to highlight previous steps that the City of College Place has taken in recent years to promote increased housing choices and more affordable housing opportunities. In 2018 the City of College Place Completed a review and update of its Comprehensive Plan. This included the adoption of the following housing policies to the promote more affordable housing in the community:

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

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Housing Policy #2: High density residential areas should be located in the vicinity of existing high-density residential areas, the University, shopping areas, and major transportation routes.

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

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

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

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

Housing Policy #7: Support the inclusion of low and moderate-income housing units in larger scale residential developments.

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

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

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

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

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

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

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

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

Housing Policy #14: *Consideration should be given to strategies and incentives that will encourage mobile home parks as they potentially transition to other uses, to continue to provide affordable housing.*

In addition, the City adopted the following land use policies to promote more affordable housing in the community:

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

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

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

In 2019 the City of College Place completed a review and update of its Development Regulations in accordance with the Goals and Policies in the updated Comprehensive Plan. The following is a summary listing of revisions that support more affordable housing opportunities.

1. **Creation of a new Single-Family Residential zoning district.** The creation of this new zoning district eliminates the 7,500 square foot minimum lot size and establishes 6,000 square feet as the minimum single-family residential lot size. This will increase the density of development and reduce the fixed costs of constructing single-family residences.
2. **Increased flexibility in short plat standards.** The number of lots in a short plat has been increased from four to nine and the City may now waive the minimum lot size and width standards provided that the density, lot coverage, and setbacks requirements can be met. In addition, frontage improvements may be waived in certain circumstances and access standards have been relaxed.
3. **Accessory Dwelling Units permitted.** Accessory dwelling units are now permitted in all residential zones.
4. **Cottage and co-housing permitted.** Cottage and co-housing are now permitted in the Single-Family and Multi-Family Zoning Districts.
5. **Mixed-Use housing standards improved.** The City now permits dwelling units in commercial developments in both the Downtown Mixed-Use and General Commercial Zoning Districts. 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 permitted on the ground floor in buildings not fronting the street).

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6. **Townhomes encouraged.** Three or more single-family dwelling units may be attached as townhomes or zero-lot line developments and the City may waive the minimum lot size and width requirement.
7. **Tiny homes permitted.** Tiny homes, also known as Park Model Recreation Vehicles, are now permitted for temporary or recreational use in mobile home and RV parks and may be approved for use as a dwelling unit subject to conditions.
8. **Manufactured homes, mobile homes, RV's, park models, tiny homes, and campers permitted.** Manufactured homes, mobile homes, RV's, park models, tiny homes, and campers are now permitted for residential use in mobile home parks, manufactured housing communities, and manufactured/mobile home communities.
9. **The use of recreational vehicles for housing expanded.** Recreational Vehicles may now be used as a residence in RV and Mobile Home Parks subject to conditions.

As previously noted in 2021 the Comprehensive Plan was amended to include the following

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

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

Governance Policy #15: *The City of College Place, in active collaboration with the cities of Walla Walla, and Waitsburg, and Walla Walla County, shall review and update the*

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Countywide Planning Policies to actively promote the sustainable development of new housing. This shall include, but is not limited to:

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

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

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

- a. Light industrial uses that are compatible with commercial uses, such as a business park, may be permitted.*
- b. Storage facilities would not be a permitted use; and*
- c. The construction of multi-family housing on long vacant commercial lots would be permitted*

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

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

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

- a. Revisions to the Table of Permitted Uses.*
- b. Establishing a new mixed-use zoning district.*

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

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

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

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

Housing Policy #6: Continue to review and revise the regulations governing accessory dwelling units as a means to increase the supply and diversity of housing opportunities.

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

Housing Policy #14: The City will develop strategies and incentives that will encourage manufactured home parks to remain a source of affordable housing.

- a. Establish manufactured home park zoning in areas where manufactured home parks already exist. Allow for applications of new manufactured home parks and their inclusion within manufactured home park zoning.*
- b. Manufactured home park zoning must include a requirement that residents be given sufficient advance notice of any petition for zoning changes or variances by park owners.*
- c. Consider resident opportunity to purchase laws and other mechanisms that give residents sufficient notice and time to organize as a tenants' committee, homeowners association, or co-operative and notify the owner of their intent to purchase a manufactured home park that is up for sale.*
- d. Establish conditions for mitigating the adverse impacts of addressing the closure of manufactured home parks, including a resident relocation plan.*

Housing Policy #15: Support strategies that minimize displacement of low-income community members. Policies enacted to create more housing through redevelopment will include

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measures that mitigate against the displacement of low- and moderate-income community members. The City will refer to the Walla Walla Housing Action Plan Task 4 Anti-Displacement Best Practices memo to mitigate against potential displacement through redevelopment.

Housing Policy #16: Support the countywide adoption of the local sales and use tax for affordable and supportive housing in Walla Walla County.

Also as previously noted, the Unified Development Code and the Official Zoning Map were amended in 2021 to reinstate the Manufactured Housing Zoning District.

All told, this is an impressive list of actions taken by the City to increase housing choices and opportunities for more affordable housing. But in reviewing the Walla Walla Regional Housing Action Plan, there are more steps that could be taken in College Place including:

1. Work with the City of Walla Walla and Walla Walla County to update the County-wide Planning Policies and provide opportunities to expand Urban Growth Areas with a particular emphasis on increasing the supply of multi-family housing.
2. Revising the Table of Permitted Uses to permit multi-family housing in the General Commercial zoning district without having to be a part of a mixed-use development.
3. Provide a density bonus to Developers of mixed-use projects or that set aside a number of dwelling units as affordable units.
4. Reduce or eliminate the off-street parking requirement for mixed use residential developments in the Downtown Mixed Use zoning district.
5. Review the number of new accessory dwelling units that have been permitted and consider possible revisions to the City standards to increase the number of ADUs.

In addition, although not referenced in the Regional Housing Action Plan, in 2021 RCW 84.14 was amended to enable cities such as College Place to approve property tax exemptions for qualifying multi-family housing developments that are affordable to low- and moderate-income households. The tax exemption applies to the property tax due on the construction or rehabilitation of qualified multi-family housing for a 12- or 20- year period and may provide a valuable incentive for developers to build affordable housing. There are several steps that the City must take before it can offer this tax incentive to qualifying projects, including the designation of “residential target areas”. The criteria for the designation of these target areas includes:

1. The area must be zoned to have an average minimum density equivalent to 15 dwelling units or more per gross acre.
2. The area must be in a designated “urban center” which is defined as a compact identifiable district, where residents may obtain a variety of products and services. An urban center must contain:

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- a. Several existing or previous, or both, business establishments that may include but are not limited to shops, offices, banks, restaurants, governmental agencies.
 - b. Adequate public facilities including streets, sidewalks, lighting, transit, domestic water, and sanitary sewer systems; and
 - c. A mixture of uses and activities that may include housing, recreation, and cultural activities in association with either commercial or office, or both, use.
3. The area must lack, as determined by the governing authority, sufficient available, desirable, and convenient residential housing, including affordable housing, to meet the needs of the public who would be likely to live in the urban center, if the affordable, desirable, attractive, and livable places to live were available.

If offering this tax incentive is of interest to the City, it would appear at first glance that property zoned Downtown Mixed-Use or General Commercial could potentially meet the residential target area criteria, but that the maximum density of the Multi-Family Residential zoning district would need to be increased from 12 dwelling units per acre up to 15 dwelling units per acre or more.

There may be other revisions that may be appropriate to consider, but this is a pretty good start. We look forward to continuing this discussion on February 15th!

EXHIBIT 1

City of College Place
ORDINANCE NO. 22-xxx

AN ORDINANCE OF THE CITY OF COLLEGE PLACE GRANTING A NON-EXCLUSIVE INTERIM FIVE (5) YEAR FRANCHISE TO ZIPLY FIBER PACIFIC, LLC TO CONSTRUCT, INSTALL, OPERATE, MAINTAIN, REPAIR, OR REMOVE FIBER OPTIC CABLES & SMALL CELL FACILITIES WITHIN THE PUBLIC WAYS OF THE CITY OF COLLEGE PLACE

WHEREAS, the College Place City Council passed College Place City Ordinance 466 in 1979 adopting the classification of non-chartered code city for the City of College Place; and

WHEREAS, Article 11, section 11, of the Washington State Constitution provides that the City of College Place “may make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws;”

WHEREAS, the College Place City Council, by section 35A.11.020 of the Revised Code of Washington, (RCW), through section 35A.13.230 of the Revised Code of Washington, has any authority ever given to any class of municipality or to all municipalities of this state, and all powers possible for a city or town to have under the Constitution of this state, and not specifically denied to code cities by law, which may be exercised in regard to the regulation or use of public ways and property of all kinds and improvements thereto; and

WHEREAS, the College Place City Council enacted Title 12 of the College Place Municipal Code to govern usage of streets, sidewalks, and public places; and

WHEREAS, Section 35A.47.040 of the Revised Code of Washington authorizes the City to grant, permit, and regulate non-exclusive franchises for the use of public ways;

WHEREAS, the College Place City Council passed City Ordinance 18-023 on October 9, 2018 adopting an updated comprehensive plan for the City of College Place, including without limitation, policies requiring underground installation of new utility services, conversion of existing overhead systems to underground systems, coordination of utility projects, and minimization of negative impacts upon the character of the community, and policies recognizing, preserving and protecting College Place's urban forest; and

WHEREAS, Franchisee has applied to the City of College Place, Washington for a non-exclusive franchise to enter, occupy, and use public ways to construct, install, operate, maintain, and repair fiber optic facilities to offer and provide telecommunications service for hire, sale, or resale in the City of College Place; and

WHEREAS, the 1934 Communications Act, as amended by the 1996 Telecommunications Act, 47 USC § 151, et seq., relating to telecommunications providers recognizes and provides state and local government authority to manage the public rights-of-way and to require fair and reasonable compensation on a competitively neutral and nondiscriminatory basis;

WHEREAS, Washington's Telecommunications Services Act, 2000 Wash. Laws, chapter 83, as amended, chapter 35.99 RCW, relating to telecommunications providers recognizes and provides Washington cities authority to require franchises and use permits for constructing, installing, operating, maintaining, repairing, or removing telecommunication facilities in public rights-of-way;

WHEREAS, the College Place City Council adopted Ordinance 17-022 on June 13th, 2017 creating College Place Municipal Code Title 20 – Telecommunications and Other Commercial Utilities to streamline process and requirements for franchises in public rights-of-way;

WHEREAS, a franchise is a legislatively approved master permit granting general permission to a service provider to enter, use, and occupy the public ways for the purpose of locating facilities subject to requirements that a Franchisee must also obtain separate use and other applicable permits from the City for use of each and every specific location in the public ways in which the Franchisee intends to construct, install, operate, maintain, repair or remove identified facilities;

WHEREAS, a franchise does not include, and is not a substitute for any other permit, agreement, or other authorization required by the City, including without limitation, permits required in connection with construction activities in public ways which must be administratively approved by the City after review of specific plans;

WHEREAS, the grant of a non-exclusive franchise requires submission to the City attorney, an affirmative vote of at least a majority of the entire City Council, and publication at least once in newspaper of general circulation; and

WHEREAS, the City Council finds that the franchise terms and conditions contained in this ordinance are in the public interest;

NOW, THEREFORE, the City Council of College Place, Washington does ordain as follows:

Section 1: Definitions:

For the purposes of this Ordinance, the following terms, phrases, words, and their derivations will have the meanings given herein wherever used. When not inconsistent with the context, words used in the present tense include the future, words in the plural include the singular, and words in the singular include the plural. Words not defined will have the meaning ascribed to those words in the College Place Municipal Code; specifically within CPMC 20.02.020 (and as amended or recodified) - Definitions unless inconsistent herewith.

“At capacity” means the current placement of existing private and public utilities in areas of City properties, public streets, or public ways is such that any additional placement of private utilities in those areas would adversely affect the ability of the City to replace and maintain existing and planned City utilities and infrastructure according to generally accepted engineering standards.

“Cable television service” means the one-way transmission to subscribers of video programming and other programming service and subscriber interaction, if any, that is required for the selection or use of the video programming or other programming service.

“City” means the City of College Place, Washington, its agencies, departments, and divisions.

“City property” means and includes all real property owned by the City, other than public ways, including without limitation, City parks and all property owned in fee by the City.”

“Concealment elements”: Transmission facilities designed to look like some feature other than a wireless tower or base station or which minimizes the visual impact of an antenna by use of nonreflective materials, appropriate colors and/or a concealment canister.

“Conduit” means optical cable housing, jackets, or casing, and pipes, tubes, or tiles used for receiving and protecting wires, lines, cables, and communication and signal lines.

“Costs” means costs, expenses, and other financial obligations of any kind whatsoever.

“CPMC”: City of College Place Municipal Code.

“Dark fiber” means properly functioning optical cable which is not used or available for use by the Franchisee or the general public.

“Effective Date” means five days following the publication of this franchise or a summary thereof occurs in an official newspaper of the City as provided by law.

“Eligible support structure”: Any tower or base station as defined in this section, if it is existing at the time the relevant application is filed with the City.

“Emergency” means a condition of imminent danger to the health, safety, or welfare of property or persons located within the City including, without limitation, damage to persons or property from accidents, terrorist acts, or natural consequences such as storms, earthquakes, riots, or wars.

“Existing” means in actual physical being upon the effective date of this franchise.

“Facilities” means all the plant, equipment, fixtures, appurtenances, and other facilities necessary to furnish and deliver telecommunications services, including but not limited to poles with crossarms, poles without crossarms, wires, lines, conduits, cables, communication and signal lines and equipment, braces, guys, anchors, vaults, and all attachments, appurtenances, and appliances necessary or incidental to the distribution and use of telecommunications services.

“Fiber Optics” means the technology of guiding and projecting light for use as a communications medium.

“Franchisee” means Ziply Fiber Pacific, LLC dba Ziply Fiber and the lawful successor, transferee or assignee of said person subject to such conditions as defined herein.

“Governmental use” means use by any governmental agency, including but not limited to city, county, state, the federal government, or division thereof and special purpose districts for the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means both internally and externally within or between their various agencies, departments, and divisions.

“Incremental costs” means the actual and necessary costs incurred which exceed costs which would have otherwise been incurred. Incremental costs shall not include any part, portion, or proration of costs, of any kind whatsoever, including without limitation overhead or labor costs, which would otherwise been incurred.

“Information” means knowledge or intelligence represented by any form of writing, signs, signals, pictures, sounds, or any other symbols.

“Municipal arborist” means the that person or persons designated by the City to carry out the provisions of chapter 11.70 CPMC.

“Optical cable” means wires, lines, cables and communication and signal lines used to convey communications by fiber optics.

“Overhead facilities” means facilities located above the surface of the ground, including the underground supports and foundations for such facilities.

“Personal wireless services” means commercial mobile services, unlicensed wireless services, and common carrier wireless exchange access services as defined by federal laws and regulations.

“Public street” means any highway, street, alley or other public right of way for motor and pedestrian travel under the jurisdiction and control of the City which has been acquired, established, dedicated or devoted to such purposes.

“Public way” means and includes all public streets, utilities easements, and other right of ways, now or hereafter owned by the City, but only to the extent of the City’s right, title, interest or authority to grant a license or franchise to occupy and use such public way for telecommunications facilities. “Public way” does not include City property; state highways; land dedicated for roads, streets, and not opened and not improved for motor vehicle and pedestrian use by the public; structures, including poles and conduits, located within the public way; federally granted trust lands or forest board trust lands; lands owned or managed by the state parks and recreation commission; or federally granted railroad rights of way that are not open for motor vehicle use.

“Service provider” or “Person”: Is defined in accord with RCW 35.99.010(6) as every corporation, company, association, joint stock association, firm, partnership, person, city, or town owning, operating, or managing any facilities used to provide and providing telecommunications or cable television service for hire, sale, or resale to the general public.

“Street tree” means any tree located in, or that portion over-hanging, any public way and any tree planted on private property near a public way at the direction of the City.

“Telecommunications service” means the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means for hire, sale or resale to the general public. “Telecommunications service” excludes the over-the-air transmission of broadcast television or broadcast radio signals.

“Transmission equipment” means equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with wireless communication services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

“State” means the State of Washington, its agencies, departments, and governmental subdivisions and all agencies, departments and divisions of its agencies, departments, and governmental subdivisions.

“Underground facilities” means facilities located under the surface of the ground, other than underground foundations or supports for overhead facilities.

“Utility poles” means poles and crossarms, devices, and attachments directly affixed to such poles which are used for the transmission and distribution of electrical energy, signals, or other methods of communication.

“Urban Forest” means all trees now or hereafter on or in any City properties, public street, or public ways or easement, or street trees on private property.

Section 2: Franchise

A. The City grants to Franchisee, subject to the terms and conditions of this franchise, a non-exclusive franchise to enter, occupy, and use public ways for constructing, installing, operating, maintaining, repairing, and removing wireline facilities necessary to provide telecommunications services. Except as expressly provided otherwise in subsections 4(I)(1)-(4) and 17(A), Franchisee shall construct, install, operate, maintain, repair, and remove its facilities at its expense.

B. Any rights, privileges, and authority granted to Franchisee under this franchise are subject to the legitimate rights of the police power of the City to adopt and enforce general ordinances necessary to protect the safety and welfare of the public, and nothing in this franchise excuses Franchisee from its obligation to comply with all applicable laws enacted by the City pursuant to such power. Any conflict between the terms or conditions of this franchise and any other present or future exercise of the City's police powers will be resolved in favor of the exercise of the City's police power.

C. Franchisee must abide by the College Place Municipal Code. The City specifically calls attention to CPMC 20.02 – General Provisions, CPMC 20.06 – Franchise, CPMC 20.08 – Facilities Lease, and CPMC 20.10 – Conditions of Franchises and Facilities Leases.

D. Nothing in this franchise excuses Franchisee of its obligation to comply with applicable federal, state and local codes, rules, regulations, and standards subject to verification by the City of such compliance to include the federal American Disability Act, the City of College Place Municipal Code Chapter 12.08 (Excavations), and the current applicable provisions of the Street Restoration Act (Resolution 890) as subsequently amended by Council.

E. Nothing in this franchise shall be construed to limit any taxing authority or other lawful authority to impose generally applicable charges or fees, or to excuse Franchisee of any obligation to pay generally applicable lawfully imposed taxes, charges or fees.

F. Nothing in this franchise grants authority to Franchisee to impair or damage any City property, public way, or other property, whether publicly or privately owned.

G. Nothing in this franchise shall be construed to create a duty upon the City to be responsible for construction of facilities or to modify public ways to accommodate Franchisee's facilities.

H. Nothing in this franchise shall be construed to create, expand, or extend any liability of the City to any third party user of Franchisee's facilities or to otherwise recognize or create third party beneficiaries to this franchise. The City's obligations are limited to those contained within this Franchise and all other obligations are to the public as a whole.

I. Nothing in this franchise shall be construed to permit Franchisee to unlawfully enter onto, over, across, or under the property or premises of another.

J. Nothing in this franchise authorizes Franchisee to enter onto, over, across, or under to construct, maintain, or deconstruct improvements within any property or right-of-way of any third party without that party's permission.

K. Nothing in this franchise excuses franchisee of its obligation to identify its facilities and proposed facilities and their location or proposed location in the public ways and to obtain use and/or development authorization and permits from the City before entering, occupying, or using public ways to construct, install, operate, maintain, repair, or remove such facilities.

Section 3: Term.

Authorization granted under this franchise shall be for a period of five (5) years from the effective date of this franchise.

A. Renewal.

Renewal of franchise is governed by CPMC 20.06.130 – Renewal of franchise, CPMC 20.06.140 – Determination by City for renewal of franchise, and 20.06.150 – Obligation to cure as a condition of renewal.

Section 4: Location of facilities.

- A. Franchisee must abide by all of the codes and provisions of CPMC 20.10 – Condition of Franchises and Facilities Leases unless mentioned in this agreement.
- B. With the exception of public intersections, the Franchisee shall not place any overhead crossings in accordance with CPMC 20.10.056 – Overhead lines in downtown mixed-use zone.
- C. Franchisee's facilities shall not damage or impair the City's urban forest. Franchisee shall not place optical cable, optical cable housing, or splicing connections as overhead facilities in any area where the Public Works Director of the City determines, in his, her, or their sole discretion in accordance with the City's Municipal Code Title 12, that the facilities may damage or impair a street tree.
- D. Franchisee shall not impair or damage any City property, public way, other ways or other property, whether publicly or privately owned.
- E. Franchisee's facilities shall not unreasonably interfere with the use of public ways or City property by the City, the general public, or other persons authorized to enter, occupy, or use public ways or City property. Whenever new facilities will exhaust the capacity of a public way to reasonably accommodate future users or facilities, the Franchisee shall provide nondiscriminatory access to its facilities to future users and facilities.
- F. Franchisee shall provide the City with information in such form requested by the City which accurately reflects the horizontal and vertical location and configuration of all of Franchisee's facilities. Franchisee shall provide the City with updated information annually or upon request of the City.
- G. Franchisee shall relocate its facilities at the request of the City when there is construction, alteration, repair or improvement of a public way. Franchisee shall complete the relocation by the date specified by the City, unless the City, or a reviewing court, establishes a later date for completion, after a showing by Franchisee that the relocation cannot be completed by the dates specified using best efforts and meeting safety and service requirements. Franchisee shall relocate its facilities at its expense except:
1. Where the Franchisee had paid for relocation costs of the same facilities at the request of the City within the past five (5) years, the Franchisee's share of the cost of relocation will be paid by the City if it requested the subsequent relocation.
 2. Where the Franchisee has an ownership share of the existing utility poles upon which its optical cable and optical cable housing is located as overhead

facilities, the additional incremental cost of underground to aerial relocation, or as provided for in an approved tariff if less, will be paid by the City if the City required the underground relocation.

3. Where the City requests relocation of underground facilities solely for aesthetic purposes, the cost of relocation shall be paid by the City; provided, however, in no event shall a request by the City to relocate overhead facilities to underground be considered to be made for aesthetic purposes. Franchisee is authorized to place optical cable and optical cable housing on existing utility poles as overhead facilities only as an exception to pre-existing City policies which require undergrounding, and the cost of relocating overhead facilities to underground shall be paid by the Franchisee except as provided in section 4(G)(4).
4. Where the construction, alteration, repair or improvement of a public way is primarily for private benefit, the Franchisee may seek reimbursement from the private party or parties for the cost of relocation in the same proportion as their contribution to the costs of the project; provided, however, in no event shall the City be considered a private party for purposes of seeking reimbursement under this section.

G. Franchisee shall relocated its facilities at its expense at the request of the City in the event of an emergency, or causes interference with public facilities as described herein that creates an immediate threat to the public safety, health or welfare.

Section 5: Pole, structures and property owned by others

Franchisee must abide by CPMC 20.10.460 – Use of utility poles and facilities of others, CPMC 20.10.470-Use of poles and facilities by city, and CPMC 20.10.475 – Congested utility corridors.

Section 6: Construction and installation requirements.

Franchisee must abide by CPMC 20.10.265 – Construction and installation requirements.

Section 7: Coordination of construction and installation activities and other work

A. Franchisee shall coordinate its construction and installation activities and other work with the City in accordance with CPMC 20.10.270 – Coordination of construction activities as well as all of CPMC 20.10 – Conditions of Franchises and Facilities Leases.

B. All construction or installation locations, activities and schedules shall be coordinated, as determined by the City, to minimize public inconvenience, disruption or damages.

C. Should the Franchisee fail to identify facilities located within a location where a City construction project occurs as requested by the City prior to the City requesting bids or qualifications, resulting in additional cost and/or delay to the City or its contractors, Franchise shall be pay to the City, its actual costs due to the failure to identify by the Franchisee.

D. The Franchisee shall review proposed development utility plans or other development plans that may impact the Franchisee's facilities, provided by either the City or developers whose plans are currently under review by the City and shall either approve or provide written reasons for declining to approve said plans within two weeks of proposed plans being made available to the Franchisee.

E. If construction and installation work is of such a nature that the City requires a use and/or development authorization and permit, Franchisee shall give notice, at its own cost, to owners and occupiers of property adjacent to such public ways indicating the nature and location of the work to be performed. Such notice shall be at provide at least twenty-four (24) hours notice and be physically posted by door hanger. Franchisee shall make a good faith effort to coordinate the work with the property owner or occupier to avoid unnecessary impacts to residents, and make a good faith effort to comply with the property owner or occupier's preferences, if any, on location or placement of underground facilities, consistent with sound engineering practices.

F. Franchisee shall make available and accept the co-location of property of others within trenches excavated or used by Franchisee in the public ways provided the costs of the work are fairly allocated between the parties.

G. Franchisee shall, by February 1 of each year, provide the City with a schedule of its proposed construction or installation activities and other work in, around, or that may affect the public ways or City property.

H. In the event of an unexpected repair or emergency, Franchisee may commence such repair and emergency response work as required under the circumstances, provided Franchisee shall notify the City as promptly as possible before such repair or emergency work commences or as soon thereafter as possible if advance notice is not practicable.

Section 8: Temporary removal, adjustment or alteration of facilities

Franchisee must abide by CPMC 20.10.135 – Temporary removal, adjustment, or alteration of facilities, CPMC 20.10.140 – Building moving, CPMC 20.10.160 – Emergency removal or relocation of facilities, CPMC 20.10.170 – Damage to facilities, and CPMC 20.10.180 – Restoration of rights-of-ways, other ways, city property, and public/private utility property.

Section 9: Safety and maintenance requirements.

A. All work authorized and required under this Franchise will be performed in a safe, thorough, and competent manner.

B. Franchisee, in accordance with applicable federal, state, and local safety requirements shall, at all times, employ ordinary care and shall use commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injury, or nuisance to occur. All facilities, wherever situated or located, shall at all times be kept in a good, safe, and suitable condition. If a violation of a safety code or other applicable regulation is found to exist by the City, the City may, after discussions with Franchisee, establish a reasonable time for Franchisee to make necessary repairs or alterations. If the repairs or alterations are not made within the established time frame, the City may make the repairs or alterations itself or have them made at cost to Franchisee. By receiving this Franchise, Franchisee specifically grants to the City and its agents, permission to repair and alter Franchisee's facilities to abate the presence of an unsafe situation or the presence of a situation that may cause damage, above normal wear and tear, to any property or person.

C. Franchisee, and any person acting in its behalf shall use suitable barricades, flags, flagmen, lights, flares, and other measures as required for the safety of all members of the general public during the performance of work, of any kind whatsoever, in public ways to prevent injury or damage to any person, vehicle, or property.

D. Franchisee shall maintain its facilities in proper working order. Franchisee shall restore its facilities to proper working order upon receipt of notice from the City that facilities are not in proper working order. The City may, after discussions with Franchisee, establish a reasonable time for Franchisee to restore its facilities to proper working order. If the facilities are not restored to proper working order within the established time frame, the City may restore the facilities to proper working order or have them restored at the cost of Franchisee.

E. Franchisee's facilities shall not interfere with any City operations (including, but not limited to, traffic lights, public safety radio systems, or other City communications infrastructure), or Walla Walla Emergency Services Communications, WESCOM (or its successor entity) communications operations or equipment. If the City determines that the

facilities cause such interference, Franchisee shall respond to the City's request to address the source of the interference as soon as practicable, but in no event later than forty-eight (48) hours. The City may require, but written notice, that Franchisee cease operation of the specific facilities causing such interference and either modify, remove or relocate such facilities. If within ten (10) days after receipt of such written notice from the City of such interference, Franchisee has not abated such interference, such facility may be deemed an unauthorized facility and subject to summary removal consistent with the City's police power authority as described herein to protect the safety and welfare of the public.

Section 10: Removal of unauthorized facilities.

Franchisee shall abide by CPMC 20.10.150 – Removal of unauthorized facilities.

Section 11: Restoration of public ways and other property

Franchisee shall abide by CPMC 20.10.180-Restoration of right-of-ways, other ways, city property, and public/private utility property.

Section 12: Use and/or development authorization and permits.

CPMC 12.06 – Right-of-Way permits and Chapter 20.02-General Provisions shall govern this section.

Section 13: Hold harmless and assumption of risk.

A. CPMC 20.10.230-General indemnification shall govern this section.

B. Assumption of risk. Franchisee assumes the risk of damage to its facilities located in the City's public ways from activities conducted by third parties or the City, its elected officials, officers, employees, servants, volunteers, appointees, agents, and representatives. Franchisee releases and waives any and all claims against the City, its elected officials, officers, employees, servants, volunteers, appointees, agents, and representatives for damage to or destruction of the Franchisee's facilities except to the extent any such damage is caused by or arises from active sole negligence of the City.

Franchisee bears sole responsibility to insure its property. Franchisee shall ensure that its insurance contracts waive subrogation claims against the City, its elected officials, officers, employees, servants, volunteers, appointees, agents and representatives, and Franchisee shall indemnify, defend and hold harmless the City, its elected officials, officers, employees, servants, volunteers, appointees, agents and representatives against any and all subrogation claims if it fails to do so.

Section 14: Insurance.

In addition to the provisions in CPMC 20.10.220 – Insurance, the Franchisee shall:

A. Cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Franchisee-provided insurance, except the Franchisee shall have the sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Franchisee shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO CG 2026. Subcontractors coverage is supplemental to Franchisee's, and Franchisee sets Subcontractors coverage amount at Franchisee's own risk.

B. Furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the franchise. Upon request by the City, the Franchisee shall furnish certified copies of all required insurance policies, including endorsements, required in this franchise and evidence of all subcontractors' coverage.

If the Franchisee maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Franchisee, irrespective of whether such limits maintained by the Franchisee are greater than those required by this franchise or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Franchisee.

Section 15: Security Fund.

CPMC 20.10.250 – Security options shall govern this section of the agreement.

Section 16: Taxes, charges, and fees.

A. Franchisee shall pay and be responsible for all applicable charges and fees imposed by the City on a competitively neutral basis, including those to recover actual administrative expenses incurred by the City that are directly related to management of the public rights of way, including receiving and approving this franchise, any permits, inspection of plans and construction, or the preparation of a detailed statement pursuant to chapter 43.21C, RCW.

B. Franchisee shall pay and be responsible for all applicable taxes.

C. In addition to penalties and other remedies for which Franchisee may be subjected, Franchisee shall pay and be responsible for applicable franchise fees for providing or offering cable television service in accordance with CPMC 20.02.030 – Business registration required, CPMC 20.02.110 – Fees and compensation, not a tax, and 20.02.120 – Taxes are not to be a credit.

Section 17: Additional ducts and conduits.

When Franchisee undertakes new construction of its facilities Franchisee shall construct and install additional ducts and conduits when and where requested by the City where feasible within such new construction and related structures necessary to access the ducts and conduits; provided, however, the City first enters into a contract with Franchisee consistent with the provisions of RCW 35.99.070 and RCW 80.36.150. Such ducts and conduits shall be readily accessible and available for governmental use as determined by the City in its sole discretion. Such ducts and conduits used for governmental use by the City shall not be used to provide telecommunications or cable television service for hire, sale, or resale to the general public unless otherwise agreed by the parties. The City shall not be charged or responsible for any more than the incremental costs to design, engineer, construct and install such ducts and conduits, and the City shall not be charged or responsible for any use.

Section 18: Access to facilities and universal service.

CPMC 20.06.110 – Nondiscrimination shall govern this section.

Section 19: Acquisition of facilities.

Upon Franchisee's acquisition of any facilities in the public way, or upon any addition or annexation to the City of any area in which Franchisee has facilities, such facilities shall immediately be subject to the terms of this franchise without further action of the City or Franchisee.

Section 20: One-call system.

Franchisee is responsible for complying with the provisions of Washington's One-Call statutes: chapter 19.122 RCW.

Section 21: Vacation of public ways.

The City reserves the right to vacate any public way, which is subject to rights, privileges, and authority granted by this franchise. If Franchisee has facilities in such public way, the City shall reserve an easement for Franchisee.

Section 22: Duty to provide information.

CPMC 20.06.190 – Accounts, books, and record, CPMC 20.10.190 – Facilities Maps, and CPMC 20.10.200 – Duty to provide information, shall govern this section.

Section 23: Records.

CPMC 20.06.190 – Accounts, books, and records shall govern this section.

Section 24: Assignment or Transfer.

CPMC 20.10.280 – Assignments or transfers of franchises, or leases shall govern this section.

Section 25: Deployment Authority

In order to manage City right-of-way in a thoughtful manner which balances the need to accommodate new and evolving technologies the City of College Place will permit the following process for the deployment of fiber optic services.

A. Review of Facilities

The provisions of 47 USC 253 and 47 USC 332 and applicable case law shall govern review of the site locations proposed by the applicant. Applicants shall be treated in a competitively neutral and non-discriminatory manner with other service providers utilizing supporting infrastructure that is functionally equivalent, that is, service providers whose facilities are similarly situated in terms of structure, placement, or cumulative impacts. City review shall neither prohibit nor have the effect of prohibiting the ability of an applicant to provide telecommunications services.

B. Generally Applicable Design Standards

1. Collocation. Collocation with other providers is encouraged on utility poles and street lamps as long as it is done in an aesthetically pleasing manner and does not compromise the integrity of the structure.

2. Existing Poles. The City may approve minor deviations up to ten feet in height when required to accommodate antennae at the top of a utility pole in order to provide adequate safety clearance in as may be required by the pole owner
 3. New & Replacement Poles. The new or replacement poles shall match height, color, and material of the original or adjacent poles. The City may consider a new or replacement pole of a different material if it provides for interior concealment of facilities and is approved by the pole owner. The City may approve minor deviations up to ten feet in height when required to accommodate facilities at the top of a utility pole in accord with the direction of the pole owner.
 4. Interior Concealment. Whenever technologically feasible, equipment shall be fully concealed within the utility or light pole, or otherwise camouflaged to appear to be integrated part of the utility or light pole.
 5. Flush-Mounts or Pole-Top Canister. In situations when interior concealment is not possible, installation on a pole shall be flush mounted or attached within a pole-top canister, Flush mounting includes using brackets that offset the inside edge of such equipment from the utility pole by 24 inches or less, except as otherwise required by the pole owner or a controlling electrical code such as the National Electrical Safety Code, National Electric Code, or State Electrical Code and when approved by the City.
 6. Cabinet Location and Dimensions. The equipment cabinets, if any, for the facilities shall be located as close to the fiber optic facilities as permitted by the pole owner. The Franchisee shall endeavor to minimize the cabinet space and use the smallest amount of cabinet enclosure possible to fit its necessary equipment and if possible on the same side of the pole as the fiber optic facilities.
 7. Material and Color. Facilities shall match or be substantially similar to the color of the pole and shall be non-reflective.
 8. No Illumination. Facilities should not be illuminated.
 9. Generators & Backup Battery. Franchisee is permitted to install generator and backup battery as long as it does not compromise integrity of the pole structure.
- C. Third Party Requirements
1. All installations of Facilities must have written permission from the pole/structure owner to install facilities on such structure.

2. Governing Construction or Electrical Code. All installations of Facilities shall comply with any governing construction or electrical code such as the National Electrical Safety Code, the National Electric Code, or state electrical code, as applicable.
3. Electrical Connection. The City is not responsible for providing electricity to Facilities. Any third party utility providing such as electricity must obtain a franchise from the City prior to operating in the Rights-of-Way.
4. Transport/Telecommunications Connection. The City is not responsible for providing transport connectivity.

D. Public Comment

The City shall provide notice of a complete application for fiber optic deployment on the City's website with a link to the application. The notice shall include an email contact and telephone number for the applicant to answer citizen inquiries. The applicant is encouraged to host informational meetings for the public regarding the deployment. The City shall post meeting notices, if any, for informational meetings on its website. These meetings are for the public's information and are neither hearings nor part of any land use approval process.

Section 26: Notices.

- A. Any regular notice or information required or permitted to be given to the parties under this franchise may be sent to the following addresses unless otherwise specified:

The City: City of College Place, Attn: City Clerk
625 S. College Ave.
College Place, WA 99324
Phone: (509) 529-1200

Franchisee: Ziply Pacific Fiber, LLC

- B. Franchisee shall additionally provide a phone number and designated responsible officials to respond to emergencies. After being notified of an emergency, Franchisee shall cooperate with the City and make best efforts to immediately respond to minimize damage, protect the health safety of the public and repair facilities to restore them to proper working order. Annually, on request of the City, Franchisee will meet with City emergency response personnel to coordinate emergency management operations and, at least once a year, at the request of the City, actively participate in emergency preparations.

Section 27: Non-waiver.

The failure of the City to exercise any rights or remedies under this franchise or to insist upon compliance with any terms or conditions of this franchise shall not be a waiver of any such rights, remedies, terms or conditions of this franchise by the City and shall not prevent the City from demanding compliance with such terms or conditions at any future time or pursuing its rights or remedies.

Section 28: Eminent domain.

This franchise is subject to the power of eminent domain. In any proceeding under eminent domain, the franchise itself shall have no value.

Section 29: Limitation of liability

CPMC 20.10.230 – General Indemnification shall govern this section.

Section 30: Damage to facilities.

CPMC 20.10.170 – Damage to facilities shall govern this section.

Section 31: Governing law and venue.

CPMC 20.10.370 – Venue of any court action shall govern this section.

Section 32: Severability

If any section, sentence, clause or phrase of this franchise or its application to any person or entity should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality will not affect the validity or constitutionality of any other section, sentence, clause or phrase of this franchise nor its application to any other person or entity.

Section 33: Miscellaneous.

A. Equal Employment and Nondiscrimination. Throughout the term of this franchise, Franchisee will fully comply with all equal employment and nondiscrimination provisions and requirements of federal, state, and local laws, and in particular, FCC rules and regulations relating thereto.

B. Descriptive Headings. The headings and titles of the sections and subsections of this franchise are for reference purposes only and do not affect the meaning or interpretation of the text herein.

C. Costs and Attorneys' Fees. If any action or suit arises in connection with this franchise, the prevailing party will be entitled to recover all of its reasonable costs, including attorneys' fees, in addition to such other relief, as the court may deem proper.

D. No Joint Venture. Nothing herein will be deemed to create a joint venture or principal-agent relationship between the parties and neither party is authorized to, nor shall either party act toward third persons or the public in any manner that would indicate any such relationship with the other.

E. Mutual Negotiation. This franchise was mutually negotiated by the Franchisee and the City and has been reviewed by the legal counsel for both parties. Neither party will be deemed to be the drafter of this franchise.

F. Third-Party Beneficiaries. There are no third-party beneficiaries to this Franchise.

G. Actions of the City or Franchisee. In performing their respective obligations under this franchise, the City and Franchisee will act in a reasonable, expeditious, and timely manner. Whenever this franchise sets forth a time for any material act to be performed by Franchisee, such time shall be deemed to be of the essence, and any failure of Franchisee to perform within the allotted time may be considered a material breach of this franchise, and sufficient grounds for the City to invoke any relevant remedy.

H. Entire Agreement. This franchise represents the entire understanding and agreement between the parties with respect to the subject matter and supersedes all prior oral and written negotiations between the parties.

I. Modification. The parties may alter, amend or modify the terms and conditions of this franchise upon written agreement of both parties to such alteration, amendment or modification. Nothing in this subsection shall impair the City's exercise of authority reserved to it under this franchise.

J. Non-exclusivity.

This franchise does not confer any exclusive right, privilege, or authority to enter, occupy or use public ways for delivery of telecommunications services or any other purposes. This franchise is granted upon the express condition that it will not in any manner prevent the City from granting other or further franchises in, on, across, over, along, under or through any public way.

K. Rights granted.

This franchise does not convey any right, title or interest in public ways, but shall be deemed only as authorization to enter, occupy, or use public ways for the limited purposes and term stated in this franchise. Further, this franchise shall not be construed as any warranty of title.

L. Contractors and subcontractors

Franchisee's contractors and subcontractors must be licensed and bonded in accordance with the City's ordinances, rules, and regulations. Work by contractors and subcontractors is subject to the same restrictions, limitations and conditions as if the work were performed by Franchisee.

M. Force Majeure

Neither party shall be liable for failure to perform the party's obligations if such failure is a result of unforeseeable Acts of God (including fire, flood, earthquake, storm, hurricane or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), terrorist activities, nationalization, government sanction, blockage, embargo, labor dispute, strike, or lockout. If a party asserts Force Majeure as an excuse for failure to perform the party's obligation, then the nonperforming party must prove that the party took reasonable steps to minimize delay or damages caused by foreseeable events, that the party substantially fulfilled all non-excused obligations, and that the other party was timely notified of the likelihood or actual occurrence of the unforeseen event.

N. College Place Municipal Code Title 20

To the extent that express provisions of this franchise conflict with Title 20 of the College Place Municipal Code, the provisions of this franchise will control.

O. Funding appropriation not required

Nothing in this franchise shall require the City to appropriate funding to fulfill the terms and conditions of this franchise.

Section 34: Acceptance of franchise.

Within thirty (30) days after the passage and approval of this ordinance, this franchise may be accepted by the Franchisee by its filing with the City Clerk an unconditional written

acceptance thereof. Failure of the Franchisee to so accept this franchise within said period of time shall be deemed a rejection thereof by the Franchisee, and the rights, privileges, and authority herein granted shall, after the expiration of the 30 day period, absolutely cease and terminate, unless the time period is extended by ordinance duly passed for that purpose.

Section 35: The City Clerk is authorized and directed to publish a summary hereof in accordance with Revised Code of Washington §§ 35A.13.200 and 35A.12.160.

PASSED by the City Council of the City of College Place, Washington,

Mayor

Attest:

Form approved:

City Clerk

City Attorney

ACCEPTANCE:

The provisions of this franchise are agreed to and hereby accepted. By accepting this franchise, Franchisee covenants and agrees to perform and be bound by each and all of the terms and conditions imposed by the franchise and the municipal code and ordinances of the City.

By: _____

Printed Name: _____

Title: _____

CERTIFICATION OF COMPLIANCE WITH CONDITIONS AND EFFECTIVE DATE:

I certify that I have received confirmation that: (1) the Franchisee returned a signed copy of this franchise to the City Council in accordance with this franchise; (2) the Franchisee has presented to the City acceptable evidence of insurance and security as required in this franchise; and (3) the Franchisee has paid all applicable processing costs set forth in the franchise.

The effective date of this franchise ordinance is: _____, 2018.

By: _____

Printed Name: _____

Title: _____

City of College Place
ORDINANCE NO. 22-023

AN ORDINANCE OF THE CITY OF COLLEGE PLACE GRANTING A NON-EXCLUSIVE INTERIM FIVE (5) YEAR FRANCHISE TO ZIPLY FIBER PACIFIC, LLC TO CONSTRUCT, INSTALL, OPERATE, MAINTAIN, REPAIR, OR REMOVE FIBER OPTIC CABLES & SMALL CELL FACILITIES WITHIN THE PUBLIC WAYS OF THE CITY OF COLLEGE PLACE

WHEREAS, the College Place City Council passed College Place City Ordinance 466 in 1979 adopting the classification of non-chartered code city for the City of College Place; and

WHEREAS, Article 11, section 11, of the Washington State Constitution provides that the City of College Place “may make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws;”

WHEREAS, the College Place City Council, by section 35A.11.020 of the Revised Code of Washington, (RCW), through section 35A.13.230 of the Revised Code of Washington, has any authority ever given to any class of municipality or to all municipalities of this state, and all powers possible for a city or town to have under the Constitution of this state, and not specifically denied to code cities by law, which may be exercised in regard to the regulation or use of public ways and property of all kinds and improvements thereto; and

WHEREAS, the College Place City Council enacted Title 12 of the College Place Municipal Code to govern usage of streets, sidewalks, and public places; and

WHEREAS, Section 35A.47.040 of the Revised Code of Washington authorizes the City to grant, permit, and regulate non-exclusive franchises for the use of public ways;

WHEREAS, the College Place City Council passed City Ordinance 18-023 on October 9, 2018 adopting an updated comprehensive plan for the City of College Place, including without limitation, policies requiring underground installation of new utility services, conversion of existing overhead systems to underground systems, coordination of utility projects, and minimization of negative impacts upon the character of the community, and policies recognizing, preserving and protecting College Place's urban forest; and

WHEREAS, Franchisee has applied to the City of College Place, Washington for a non-exclusive franchise to enter, occupy, and use public ways to construct, install, operate, maintain, and repair fiber optic facilities to offer and provide telecommunications service for hire, sale, or resale in the City of College Place; and

WHEREAS, the 1934 Communications Act, as amended by the 1996 Telecommunications Act, 47 USC § 151, et seq., relating to telecommunications providers recognizes and provides state and local government authority to manage the public rights-of-way and to require fair and reasonable compensation on a competitively neutral and nondiscriminatory basis;

WHEREAS, Washington's Telecommunications Services Act, 2000 Wash. Laws, chapter 83, as amended, chapter 35.99 RCW, relating to telecommunications providers recognizes and provides Washington cities authority to require franchises and use permits for constructing, installing, operating, maintaining, repairing, or removing telecommunication facilities in public rights-of-way;

WHEREAS, the College Place City Council adopted Ordinance 17-022 on June 13th, 2017 creating College Place Municipal Code Title 20 – Telecommunications and Other Commercial Utilities to streamline process and requirements for franchises in public rights-of-way;

WHEREAS, a franchise is a legislatively approved master permit granting general permission to a service provider to enter, use, and occupy the public ways for the purpose of locating facilities subject to requirements that a Franchisee must also obtain separate use and other applicable permits from the City for use of each and every specific location in the public ways in which the Franchisee intends to construct, install, operate, maintain, repair or remove identified facilities;

WHEREAS, a franchise does not include, and is not a substitute for any other permit, agreement, or other authorization required by the City, including without limitation, permits required in connection with construction activities in public ways which must be administratively approved by the City after review of specific plans;

WHEREAS, the grant of a non-exclusive franchise requires submission to the City attorney, an affirmative vote of at least a majority of the entire City Council, and publication at least once in newspaper of general circulation; and

WHEREAS, the City Council finds that the franchise terms and conditions contained in this ordinance are in the public interest;

NOW, THEREFORE, the City Council of College Place, Washington does ordain as follows:

Section 1: Definitions:

For the purposes of this Ordinance, the following terms, phrases, words, and their derivations will have the meanings given herein wherever used. When not inconsistent with the context, words used in the present tense include the future, words in the plural include the singular, and words in the singular include the plural. Words not defined will have the meaning ascribed to

those words in the College Place Municipal Code; specifically within CPMC 20.02.020 (and as amended or recodified) - Definitions unless inconsistent herewith.

“At capacity” means the current placement of existing private and public utilities in areas of City properties, public streets, or public ways is such that any additional placement of private utilities in those areas would adversely affect the ability of the City to replace and maintain existing and planned City utilities and infrastructure according to generally accepted engineering standards.

“Cable television service” means the one-way transmission to subscribers of video programming and other programming service and subscriber interaction, if any, that is required for the selection or use of the video programming or other programming service.

“City” means the City of College Place, Washington, its agencies, departments, and divisions.

“City property” means and includes all real property owned by the City, other than public ways, including without limitation, City parks and all property owned in fee by the City.”

“Concealment elements”: Transmission facilities designed to look like some feature other than a wireless tower or base station or which minimizes the visual impact of an antenna by use of nonreflective materials, appropriate colors and/or a concealment canister.

“Conduit” means optical cable housing, jackets, or casing, and pipes, tubes, or tiles used for receiving and protecting wires, lines, cables, and communication and signal lines.

“Costs” means costs, expenses, and other financial obligations of any kind whatsoever.

“CPMC”: City of College Place Municipal Code.

“Dark fiber” means properly functioning optical cable which is not used or available for use by the Franchisee or the general public.

“Effective Date” means five days following the publication of this franchise or a summary thereof occurs in an official newspaper of the City as provided by law.

“Eligible support structure”: Any tower or base station as defined in this section, if it is existing at the time the relevant application is filed with the City.

“Emergency” means a condition of imminent danger to the health, safety, or welfare of property or persons located within the City including, without limitation, damage to persons or property from accidents, terrorist acts, or natural consequences such as storms, earthquakes, riots, or wars.

“Existing” means in actual physical being upon the effective date of this franchise.

“Facilities” means all the plant, equipment, fixtures, appurtenances, and other facilities necessary to furnish and deliver telecommunications services, including but not limited to poles with crossarms, poles without crossarms, wires, lines, conduits, cables, communication and signal lines and equipment, braces, guys, anchors, vaults, and all attachments, appurtenances, and appliances necessary or incidental to the distribution and use of telecommunications services.

“Fiber Optics” means the technology of guiding and projecting light for use as a communications medium.

“Franchisee” means Zply Fiber Pacific, LLC dba Zply Fiber and the lawful successor, transferee or assignee of said person subject to such conditions as defined herein.

“Governmental use” means use by any governmental agency, including but not limited to city, county, state, the federal government, or division thereof and special purpose districts for the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means both internally and externally within or between their various agencies, departments, and divisions.

“Incremental costs” means the actual and necessary costs incurred which exceed costs which would have otherwise been incurred. Incremental costs shall not include any part, portion, or proration of costs, of any kind whatsoever, including without limitation overhead or labor costs, which would otherwise been incurred.

“Information” means knowledge or intelligence represented by any form of writing, signs, signals, pictures, sounds, or any other symbols.

“Municipal arborist” means the person or persons designated by the City to carry out the provisions of chapter 11.70 CPMC.

“Optical cable” means wires, lines, cables and communication and signal lines used to convey communications by fiber optics.

“Overhead facilities” means facilities located above the surface of the ground, including the underground supports and foundations for such facilities.

“Personal wireless services” means commercial mobile services, unlicensed wireless services, and common carrier wireless exchange access services as defined by federal laws and regulations.

“Public street” means any highway, street, alley or other public right of way for motor and pedestrian travel under the jurisdiction and control of the City which has been acquired, established, dedicated or devoted to such purposes.

“Public way” means and includes all public streets, utilities easements, and other right of ways, now or hereafter owned by the City, but only to the extent of the City’s right, title, interest or authority to grant a license or franchise to occupy and use such public way for telecommunications facilities. “Public way” does not include City property; state highways; land dedicated for roads, streets, and not opened and not improved for motor vehicle and pedestrian use by the public; structures, including poles and conduits, located within the public way; federally granted trust lands or forest board trust lands; lands owned or managed by the state parks and recreation commission; or federally granted railroad rights of way that are not open for motor vehicle use.

“Service provider” or “Person”: Is defined in accord with RCW 35.99.010(6) as every corporation, company, association, joint stock association, firm, partnership, person, city, or town owning, operating, or managing any facilities used to provide and providing telecommunications or cable television service for hire, sale, or resale to the general public.

“Street tree” means any tree located in, or that portion over-hanging, any public way and any tree planted on private property near a public way at the direction of the City.

“Telecommunications service” means the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means for hire, sale or resale to the general public. “Telecommunications service” excludes the over-the-air transmission of broadcast television or broadcast radio signals.

“Transmission equipment” means equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with wireless communication services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

“State” means the State of Washington, its agencies, departments, and governmental subdivisions and all agencies, departments and divisions of its agencies, departments, and governmental subdivisions.

“Underground facilities” means facilities located under the surface of the ground, other than underground foundations or supports for overhead facilities.

“Utility poles” means poles and crossarms, devices, and attachments directly affixed to such poles which are used for the transmission and distribution of electrical energy, signals, or other methods of communication.

“Urban Forest” means all trees now or hereafter on or in any City properties, public street, or public ways or easement, or street trees on private property.

Section 2: Franchise.

A. The City grants to Franchisee, subject to the terms and conditions of this franchise, a non-exclusive franchise to enter, occupy, and use public ways for constructing, installing, operating, maintaining, repairing, and removing wireline facilities necessary to provide telecommunications services. Except as expressly provided otherwise in subsections 4(l)(1)-(4) and 17(A), Franchisee shall construct, install, operate, maintain, repair, and remove its facilities at its expense.

B. Any rights, privileges, and authority granted to Franchisee under this franchise are subject to the legitimate rights of the police power of the City to adopt and enforce general ordinances necessary to protect the safety and welfare of the public, and nothing in this franchise excuses Franchisee from its obligation to comply with all applicable laws enacted by the City pursuant to such power. Any conflict between the terms or conditions of this franchise and any other present or future exercise of the City's police powers will be resolved in favor of the exercise of the City's police power.

C. Franchisee must abide by the College Place Municipal Code. The City specifically calls attention to CPMC 20.02 – General Provisions, CPMC 20.06 – Franchise, CPMC 20.08 – Facilities Lease, and CPMC 20.10 – Conditions of Franchises and Facilities Leases.

D. Nothing in this franchise excuses Franchisee of its obligation to comply with applicable federal, state and local codes, rules, regulations, and standards subject to verification by the City of such compliance to include the federal American Disability Act, the City of College Place Municipal Code Chapter 12.08 (Excavations), and the current applicable provisions of the Street Restoration Act (Resolution 890) as subsequently amended by Council.

E. Nothing in this franchise shall be construed to limit any taxing authority or other lawful authority to impose generally applicable charges or fees, or to excuse Franchisee of any obligation to pay generally applicable lawfully imposed taxes, charges or fees.

F. Nothing in this franchise grants authority to Franchisee to impair or damage any City property, public way, or other property, whether publicly or privately owned.

G. Nothing in this franchise shall be construed to create a duty upon the City to be responsible for construction of facilities or to modify public ways to accommodate Franchisee's facilities.

H. Nothing in this franchise shall be construed to create, expand, or extend any liability of the City to any third party user of Franchisee's facilities or to otherwise recognize or create third party beneficiaries to this franchise. The City's obligations are limited to those contained within this Franchise and all other obligations are to the public as a whole.

I. Nothing in this franchise shall be construed to permit Franchisee to unlawfully enter onto, over, across, or under the property or premises of another.

J. Nothing in this franchise authorizes Franchisee to enter onto, over, across, or under to construct, maintain, or deconstruct improvements within any property or right-of-way of any third party without that party's permission.

K. Nothing in this franchise excuses franchisee of its obligation to identify its facilities and proposed facilities and their location or proposed location in the public ways and to obtain use and/or development authorization and permits from the City before entering, occupying, or using public ways to construct, install, operate, maintain, repair, or remove such facilities.

Section 3: Term.

Authorization granted under this franchise shall be for a period of five (5) years from the effective date of this franchise.

A. Renewal.

Renewal of franchise is governed by CPMC 20.06.130 – Renewal of franchise, CPMC 20.06.140 – Determination by City for renewal of franchise, and 20.06.150 – Obligation to cure as a condition of renewal.

Section 4: Location of facilities.

A. Franchisee must abide by all of the codes and provisions of CPMC 20.10 – Condition of Franchises and Facilities Leases unless mentioned in this agreement.

B. With the exception of public intersections, the Franchisee shall not place any overhead crossings in accordance with CPMC 20.10.056 – Overhead lines in downtown mixed-use zone.

C. Franchisee's facilities shall not damage or impair the City's urban forest. Franchisee shall not place optical cable, optical cable housing, or splicing connections as overhead facilities in any

area where the Public Works Director of the City determines, in his, her, or their sole discretion in accordance with the City's Municipal Code Title 12, that the facilities may damage or impair a street tree.

D. Franchisee shall not impair or damage any City property, public way, other ways or other property, whether publicly or privately owned.

E. Franchisee's facilities shall not unreasonably interfere with the use of public ways or City property by the City, the general public, or other persons authorized to enter, occupy, or use public ways or City property. Whenever new facilities will exhaust the capacity of a public way to reasonably accommodate future users or facilities, the Franchisee shall provide nondiscriminatory access to its facilities to future users and facilities.

F. Franchisee shall provide the City with information in such form requested by the City which accurately reflects the horizontal and vertical location and configuration of all of Franchisee's facilities. Franchisee shall provide the City with updated information annually or upon request of the City.

G. Franchisee shall relocate its facilities at the request of the City when there is construction, alteration, repair or improvement of a public way. Franchisee shall complete the relocation by the date specified by the City, unless the City, or a reviewing court, establishes a later date for completion, after a showing by Franchisee that the relocation cannot be completed by the dates specified using best efforts and meeting safety and service requirements. Franchisee shall relocate its facilities at its expense except:

1. Where the Franchisee had paid for relocation costs of the same facilities at the request of the City within the past five (5) years, the Franchisee's share of the cost of relocation will be paid by the City if it requested the subsequent relocation.
2. Where the Franchisee has an ownership share of the existing utility poles upon which its optical cable and optical cable housing is located as overhead facilities, the additional incremental cost of underground to aerial relocation, or as provided for in an approved tariff if less, will be paid by the City if the City required the underground relocation.
3. Where the City requests relocation of underground facilities solely for aesthetic purposes, the cost of relocation shall be paid by the City; provided, however, in no event shall a request by the City to relocate overhead facilities to underground be considered to be made for aesthetic purposes. Franchisee is authorized to place optical cable and optical cable housing on existing utility poles as overhead facilities only as an exception to pre-existing City policies which require undergrounding, and

the cost of relocating overhead facilities to underground shall be paid by the Franchisee except as provided in section 4(G)(4).

4. Where the construction, alteration, repair or improvement of a public way is primarily for private benefit, the Franchisee may seek reimbursement from the private party or parties for the cost of relocation in the same proportion as their contribution to the costs of the project; provided, however, in no event shall the City be considered a private party for purposes of seeking reimbursement under this section.

G. Franchisee shall relocated its facilities at its expense at the request of the City in the event of an emergency, or causes interference with public facilities as described herein that creates an immediate threat to the public safety, health or welfare.

Section 5: Pole, structures and property owned by others.

Franchisee must abide by CPMC 20.10.460 – Use of utility poles and facilities of others, CPMC 20.10.470-Use of poles and facilities by city, and CPMC 20.10.475 – Congested utility corridors.

Section 6: Construction and installation requirements.

Franchisee must abide by CPMC 20.10.265 – Construction and installation requirements.

Section 7: Coordination of construction and installation activities and other work.

A. Franchisee shall coordinate its construction and installation activities and other work with the City in accordance with CPMC 20.10.270 – Coordination of construction activities as well as all of CPMC 20.10 – Conditions of Franchises and Facilities Leases.

B. All construction or installation locations, activities and schedules shall be coordinated, as determined by the City, to minimize public inconvenience, disruption or damages.

C. Should the Franchisee fail to identify facilities located within a location where a City construction project occurs as requested by the City prior to the City requesting bids or qualifications, resulting in additional cost and/or delay to the City or its contractors, Franchise shall be pay to the City, its actual costs due to the failure to identify by the Franchise.

D. The Franchisee shall review proposed development utility plans or other development plans that may impact the Franchisee's facilities, provided by either the City or developers whose plans are currently under review by the City and shall either approve or provide written reasons for declining to approve said plans within two weeks of proposed plans being made available to the Franchisee.

E. If construction and installation work is of such a nature that the City requires a use and/or development authorization and permit, Franchisee shall give notice, at its own cost, to owners and occupiers of property adjacent to such public ways indicating the nature and location of the work to be performed. Such notice shall be at provide at least twenty-four (24) hours notice and be physically posted by door hanger. Franchisee shall make a good faith effort to coordinate the work with the property owner or occupier to avoid unnecessary impacts to residents, and make a good faith effort to comply with the property owner or occupier's preferences, if any, on location or placement of underground facilities, consistent with sound engineering practices.

F. Franchisee shall make available and accept the co-location of property of others within trenches excavated or used by Franchisee in the public ways provided the costs of the work are fairly allocated between the parties.

G. Franchisee shall, by February 1 of each year, provide the City with a schedule of its proposed construction or installation activities and other work in, around, or that may affect the public ways or City property.

H. In the event of an unexpected repair or emergency, Franchisee may commence such repair and emergency response work as required under the circumstances, provided Franchisee shall notify the City as promptly as possible before such repair or emergency work commences or as soon thereafter as possible if advance notice is not practicable.

Section 8: Temporary removal, adjustment or alteration of facilities.

Franchisee must abide by CPMC 20.10.135 – Temporary removal, adjustment, or alteration of facilities, CPMC 20.10.140 – Building moving, CPMC 20.10.160 – Emergency removal or relocation of facilities, CPMC 20.10.170 – Damage to facilities, and CPMC 20.10.180 – Restoration of rights-of-ways, other ways, city property, and public/private utility property.

Section 9: Safety and maintenance requirements.

A. All work authorized and required under this Franchise will be performed in a safe, thorough, and competent manner.

B. Franchisee, in accordance with applicable federal, state, and local safety requirements shall, at all times, employ ordinary care and shall use commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injury, or nuisance to occur. All facilities, wherever situated or located, shall at all times be kept in a good, safe, and suitable condition. If a violation of a safety code or other applicable regulation is found to exist by the City, the City may, after discussions with Franchisee, establish a reasonable time for Franchisee to make necessary repairs or alterations. If the repairs or alterations are not made within the established time frame, the City may make the repairs or alterations itself or have

them made at cost to Franchisee. By receiving this Franchise, Franchisee specifically grants to the City and its agents, permission to repair and alter Franchisee's facilities to abate the presence of an unsafe situation or the presence of a situation that may cause damage, above normal wear and tear, to any property or person.

C. Franchisee, and any person acting in its behalf shall use suitable barricades, flags, flagmen, lights, flares, and other measures as required for the safety of all members of the general public during the performance of work, of any kind whatsoever, in public ways to prevent injury or damage to any person, vehicle, or property.

D. Franchisee shall maintain its facilities in proper working order. Franchisee shall restore its facilities to proper working order upon receipt of notice from the City that facilities are not in proper working order. The City may, after discussions with Franchisee, establish a reasonable time for Franchisee to restore its facilities to proper working order. If the facilities are not restored to proper working order within the established time frame, the City may restore the facilities to proper working order or have them restored at the cost of Franchisee.

E. Franchisee's facilities shall not interfere with any City operations (including, but not limited to, traffic lights, public safety radio systems, or other City communications infrastructure), or Walla Walla Emergency Services Communications, WESCOM (or its successor entity) communications operations or equipment. If the City determines that the facilities cause such interference, Franchisee shall respond to the City's request to address the source of the interference as soon as practicable, but in no event later than forty-eight (48) hours. The City may require, but written notice, that Franchisee cease operation of the specific facilities causing such interference and either modify, remove or relocate such facilities. If within ten (10) days after receipt of such written notice from the City of such interference, Franchisee has not abated such interference, such facility may be deemed an unauthorized facility and subject to summary removal consistent with the City's police power authority as described herein to protect the safety and welfare of the public.

Section 10: Removal of unauthorized facilities.

Franchisee shall abide by CPMC 20.10.150 – Removal of unauthorized facilities.

Section 11: Restoration of public ways and other property.

Franchisee shall abide by CPMC 20.10.180-Restoration of right-of-ways, other ways, city property, and public/private utility property.

Section 12: Use and/or development authorization and permits.

CPMC 12.06 – Right-of-Way permits and Chapter 20.02-General Provisions shall govern this section.

Section 13: Hold harmless and assumption of risk.

A. CPMC 20.10.230-General indemnification shall govern this section.

B. Assumption of risk. Franchisee assumes the risk of damage to its facilities located in the City's public ways from activities conducted by third parties or the City, its elected officials, officers, employees, servants, volunteers, appointees, agents, and representatives. Franchisee releases and waives any and all claims against the City, its elected officials, officers, employees, servants, volunteers, appointees, agents, and representatives for damage to or destruction of the Franchisee's facilities except to the extent any such damage is caused by or arises from active sole negligence of the City.

Franchisee bears sole responsibility to insure its property. Franchisee shall ensure that its insurance contracts waive subrogation claims against the City, its elected officials, officers, employees, servants, volunteers, appointees, agents and representatives, and Franchisee shall indemnify, defend and hold harmless the City, its elected officials, officers, employees, servants, volunteers, appointees, agents and representatives against any and all subrogation claims if it fails to do so.

Section 14: Insurance.

In addition to the provisions in CPMC 20.10.220 – Insurance, the Franchisee shall:

A. Cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Franchisee-provided insurance, except the Franchisee shall have the sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Franchisee shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO CG 2026. Subcontractors coverage is supplemental to Franchisee's, and Franchisee sets Subcontractors coverage amount at Franchisee's own risk.

B. Furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the franchise. Upon request by the City, the Franchisee shall furnish certified copies of all required insurance policies, including endorsements, required in this franchise and evidence of all subcontractors' coverage.

If the Franchisee maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability

maintained by the Franchisee, irrespective of whether such limits maintained by the Franchisee are greater than those required by this franchise or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Franchisee.

Section 15: Security Fund.

CPMC 20.10.250 – Security options shall govern this section of the agreement.

Section 16: Taxes, charges, and fees.

A. Franchisee shall pay and be responsible for all applicable charges and fees imposed by the City on a competitively neutral basis, including those to recover actual administrative expenses incurred by the City that are directly related to management of the public rights of way, including receiving and approving this franchise, any permits, inspection of plans and construction, or the preparation of a detailed statement pursuant to chapter 43.21C, RCW.

B. Franchisee shall pay and be responsible for all applicable taxes.

C. In addition to penalties and other remedies for which Franchisee may be subjected, Franchisee shall pay and be responsible for applicable franchise fees for providing or offering cable television service in accordance with CPMC 20.02.030 – Business registration required, CPMC 20.02.110 – Fees and compensation, not a tax, and 20.02.120 – Taxes are not to be a credit.

Section 17: Additional ducts and conduits.

When Franchisee undertakes new construction of its facilities Franchisee shall construct and install additional ducts and conduits when and where requested by the City where feasible within such new construction and related structures necessary to access the ducts and conduits; provided, however, the City first enters into a contract with Franchisee consistent with the provisions of RCW 35.99.070 and RCW 80.36.150. Such ducts and conduits shall be readily accessible and available for governmental use as determined by the City in its sole discretion. Such ducts and conduits used for governmental use by the City shall not be used to provide telecommunications or cable television service for hire, sale, or resale to the general public unless otherwise agreed by the parties. The City shall not be charged or responsible for any more than the incremental costs to design, engineer, construct and install such ducts and conduits, and the City shall not be charged or responsible for any use.

Section 18: Access to facilities and universal service.

CPMC 20.06.110 – Nondiscrimination shall govern this section.

Section 19: Acquisition of facilities.

Upon Franchisee's acquisition of any facilities in the public way, or upon any addition or annexation to the City of any area in which Franchisee has facilities, such facilities shall immediately be subject to the terms of this franchise without further action of the City or Franchisee.

Section 20: One-call system.

Franchisee is responsible for complying with the provisions of Washington's One-Call statutes: chapter 19.122 RCW.

Section 21: Vacation of public ways.

The City reserves the right to vacate any public way, which is subject to rights, privileges, and authority granted by this franchise. If Franchisee has facilities in such public way, the City shall reserve an easement for Franchisee.

Section 22: Duty to provide information.

CPMC 20.06.190 – Accounts, books, and record, CPMC 20.10.190 – Facilities Maps, and CPMC 20.10.200 – Duty to provide information, shall govern this section.

Section 23: Records.

CPMC 20.06.190 – Accounts, books, and records shall govern this section.

Section 24: Assignment or Transfer.

CPMC 20.10.280 – Assignments or transfers of franchises, or leases shall govern this section.

Section 25: Deployment Authority

In order to manage City right-of-way in a thoughtful manner which balances the need to accommodate new and evolving technologies the City of College Place will permit the following process for the deployment of fiber optic services.

A. Review of Facilities

The provisions of 47 USC 253 and 47 USC 332 and applicable case law shall govern review of the site locations proposed by the applicant. Applicants shall be treated in a competitively neutral and non-discriminatory manner with other service providers utilizing supporting infrastructure

that is functionally equivalent, that is, service providers whose facilities are similarly situated in terms of structure, placement, or cumulative impacts. City review shall neither prohibit nor have the effect of prohibiting the ability of an applicant to provide telecommunications services.

B. Generally Applicable Design Standards

1. Collocation. Collocation with other providers is encouraged on utility poles and street lamps as long as it is done in an aesthetically pleasing manner and does not compromise the integrity of the structure.
2. Existing Poles. The City may approve minor deviations up to ten feet in height when required to accommodate antennae at the top of a utility pole in order to provide adequate safety clearance in as may be required by the pole owner
3. New & Replacement Poles. The new or replacement poles shall match height, color, and material of the original or adjacent poles. The City may consider a new or replacement pole of a different material if it provides for interior concealment of facilities and is approved by the pole owner. The City may approve minor deviations up to ten feet in height when required to accommodate facilities at the top of a utility pole in accord with the direction of the pole owner.
4. Interior Concealment. Whenever technologically feasible, equipment shall be fully concealed within the utility or light pole, or otherwise camouflaged to appear to be integrated part of the utility or light pole.
5. Flush-Mounts or Pole-Top Canister. In situations when interior concealment is not possible, installation on a pole shall be flush mounted or attached within a pole-top canister, Flush mounting includes using brackets that offset the inside edge of such equipment from the utility pole by 24 inches or less, except as otherwise required by the pole owner or a controlling electrical code such as the National Electrical Safety Code, National Electric Code, or State Electrical Code and when approved by the City.
6. Cabinet Location and Dimensions. The equipment cabinets, if any, for the facilities shall be located as close to the fiber optic facilities as permitted by the pole owner. The Franchisee shall endeavor to minimize the cabinet space and use the smallest amount of cabinet enclosure possible to fit its necessary equipment and if possible on the same side of the pole as the fiber optic facilities.
7. Material and Color. Facilities shall match or be substantially similar to the color of the pole and shall be non-reflective.
8. No Illumination. Facilities should not be illuminated.

- ### C. Third Party Requirements

- #### D. Public Comment

Section 26: Notices.

- Franchisee: Ziply Pacific Fiber, LLC

B. Franchisee shall additionally provide a phone number and designated responsible officials to respond to emergencies. After being notified of an emergency, Franchisee shall cooperate with the City and make best efforts to immediately respond to minimize damage, protect the health safety of the public and repair facilities to restore them to proper working order. Annually, on request of the City, Franchisee will meet with City emergency response personnel to coordinate emergency management operations and, at least once a year, at the request of the City, actively participate in emergency preparations.

Section 27: Non-waiver.

The failure of the City to exercise any rights or remedies under this franchise or to insist upon compliance with any terms or conditions of this franchise shall not be a waiver of any such rights, remedies, terms or conditions of this franchise by the City and shall not prevent the City from demanding compliance with such terms or conditions at any future time or pursuing its rights or remedies.

Section 28: Eminent domain.

This franchise is subject to the power of eminent domain. In any proceeding under eminent domain, the franchise itself shall have no value.

Section 29: Limitation of liability

CPMC 20.10.230 – General Indemnification shall govern this section.

Section 30: Damage to facilities.

CPMC 20.10.170 – Damage to facilities shall govern this section.

Section 31: Governing law and venue.

CPMC 20.10.370 – Venue of any court action shall govern this section.

Section 32: 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 33: Severability.

If any section, sentence, clause or phrase of this franchise or its application to any person or entity should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality will not affect the validity or constitutionality of any other section, sentence, clause or phrase of this franchise nor its application to any other person or entity.

Section 34: Miscellaneous.

A. Equal Employment and Nondiscrimination. Throughout the term of this franchise, Franchisee will fully comply with all equal employment and nondiscrimination provisions and requirements of federal, state, and local laws, and in particular, FCC rules and regulations relating thereto.

B. Descriptive Headings. The headings and titles of the sections and subsections of this franchise are for reference purposes only and do not affect the meaning or interpretation of the text herein.

C. Costs and Attorneys' Fees. If any action or suit arises in connection with this franchise, the prevailing party will be entitled to recover all of its reasonable costs, including attorneys' fees, in addition to such other relief, as the court may deem proper.

D. No Joint Venture. Nothing herein will be deemed to create a joint venture or principal-agent relationship between the parties and neither party is authorized to, nor shall either party act toward third persons or the public in any manner that would indicate any such relationship with the other.

E. Mutual Negotiation. This franchise was mutually negotiated by the Franchisee and the City and has been reviewed by the legal counsel for both parties. Neither party will be deemed to be the drafter of this franchise.

F. Third-Party Beneficiaries. There are no third-party beneficiaries to this Franchise.

G. Actions of the City or Franchisee. In performing their respective obligations under this franchise, the City and Franchisee will act in a reasonable, expeditious, and timely manner. Whenever this franchise sets forth a time for any material act to be performed by Franchisee, such time shall be deemed to be of the essence, and any failure of Franchisee to perform within the allotted time may be considered a material breach of this franchise, and sufficient grounds for the City to invoke any relevant remedy.

H. Entire Agreement. This franchise represents the entire understanding and agreement between the parties with respect to the subject matter and supersedes all prior oral and written negotiations between the parties.

I. Modification. The parties may alter, amend or modify the terms and conditions of this franchise upon written agreement of both parties to such alteration, amendment or modification. Nothing in this subsection shall impair the City's exercise of authority reserved to it under this franchise.

J. Non-exclusivity.

This franchise does not confer any exclusive right, privilege, or authority to enter, occupy or use public ways for delivery of telecommunications services or any other purposes. This franchise is granted upon the express condition that it will not in any manner prevent the City from granting other or further franchises in, on, across, over, along, under or through any public way.

K. Rights granted.

This franchise does not convey any right, title or interest in public ways, but shall be deemed only as authorization to enter, occupy, or use public ways for the limited purposes and term stated in this franchise. Further, this franchise shall not be construed as any warranty of title.

L. Contractors and subcontractors

Franchisee's contractors and subcontractors must be licensed and bonded in accordance with the City's ordinances, rules, and regulations. Work by contractors and subcontractors is subject to the same restrictions, limitations and conditions as if the work were performed by Franchisee.

M. Force Majeure

Neither party shall be liable for failure to perform the party's obligations if such failure is a result of unforeseeable Acts of God (including fire, flood, earthquake, storm, hurricane or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), terrorist activities, nationalization, government sanction, blockage, embargo, labor dispute, strike, or lockout. If a party asserts Force Majeure as an excuse for failure to perform the party's obligation, then the nonperforming party must prove that the party took reasonable steps to minimize delay or damages caused by foreseeable events, that the party substantially fulfilled all non-excused obligations, and that the other party was timely notified of the likelihood or actual occurrence of the unforeseen event.

N. College Place Municipal Code Title 20

To the extent that express provisions of this franchise conflict with Title 20 of the College Place Municipal Code, the provisions of this franchise will control.

O. Funding appropriation not required

Nothing in this franchise shall require the City to appropriate funding to fulfill the terms and conditions of this franchise.

Section 35: Acceptance of franchise.

Within thirty (30) days after the passage and approval of this ordinance, this franchise may be accepted by the Franchisee by its filing with the City Clerk an unconditional written acceptance thereof. Failure of the Franchisee to so accept this franchise within said period of time shall be deemed a rejection thereof by the Franchisee, and the rights, privileges, and authority herein granted shall, after the expiration of the 30 day period, absolutely cease and terminate, unless the time period is extended by ordinance duly passed for that purpose.

Section 36: The City Clerk is authorized and directed to publish a summary hereof in accordance with Revised Code of Washington §§ 35A.13.200 and 35A.12.160.

PASSED by the City Council of the City of College Place, Washington, this 13th day of December, 2022.

Norma L. Hernández, Mayor

Attest:

Sherri St. Clair, City Clerk

Approved as to form:

Rea Culwell, City Attorney

ACCEPTANCE:

The provisions of this franchise are agreed to and hereby accepted. By accepting this franchise, Franchisee covenants and agrees to perform and be bound by each and all of the terms and conditions imposed by the franchise and the municipal code and ordinances of the City.

By: _____

Printed Name: _____

Title: _____

CERTIFICATION OF COMPLIANCE WITH CONDITIONS AND EFFECTIVE DATE:

I certify that I have received confirmation that: (1) the Franchisee returned a signed copy of this franchise to the City Council in accordance with this franchise; (2) the Franchisee has presented to the City acceptable evidence of insurance and security as required in this franchise; and (3) the Franchisee has paid all applicable processing costs set forth in the franchise.

The effective date of this franchise ordinance is: _____, _____.

By: _____

Printed Name: _____

Title: _____

CITY OF COLLEGE PLACE, WASHINGTON
ORDINANCE NO. 22-024

AN ORDINANCE OF THE CITY OF COLLEGE PLACE AMENDING COLLEGE PLACE MUNICIPAL CODE TITLE 14, UNIFIED DEVELOPMENT CODE; AMENDING THE OFFICIAL ZONING MAP; PROVIDING FOR ADMINISTRATIVE INTERPRETATIONS OF THE AMENDED TITLE 14; AUTHORIZING CLERICAL ADJUSTMENTS; ADOPTING FINDINGS OF FACT; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of College Place has been implementing a Comprehensive Plan and Development Regulations in accordance with the provisions of the Washington State Growth Management Act; and

WHEREAS, the City actively participated in a regional process to research, prepare, and adopt the Walla Walla Regional Housing Action Plan dated July 7, 2021; and

WHEREAS, the City Staff and the City Planning Commission reviewed the recommended strategies in the Housing Assistance Plan to increase housing supply and identified several amendments to the City's Unified Development Code that could be adopted to further implement the Plan; and

WHEREAS, the City Staff in consultation with the Planning Commission have also prepared recommended amendments to the College Place Municipal Code Title 14 Unified Development Code to establish a process for the review and approval of Master Planned Developments in the City; and

WHEREAS, the City Staff in consultation with the Planning Commission have prepared several "housekeeping" amendments to the Unified Development Code to further clarify the intent of the City's regulations governing development and to update certain development standards; and

WHEREAS, the City Staff identified an oversight in the updated Official Zoning Map and in consultation with the Planning Commission is recommending two technical corrections to align the zoning with the current use and the planned future use of two parcels; and

WHEREAS, the City has conducted an integrated SEPA/GMA review process to receive comments from the public and state agencies on the draft amendments to update the Unified Development Code in accordance with the provisions of the Washington State Growth Management Act and the Washington State Environmental Policy Act; and

WHEREAS, the Planning Commission conducted a public hearing on the proposed revisions to update the Unified Development Code and Official Zoning Map on September 20, 2022; and

WHEREAS, upon reviewing all comments received the Planning Commission further discussed the proposed amendments and has forwarded a recommended versions to the City Council; and

WHEREAS, the City Council reviewed these proposed amendments in a Study Session on October 11, 2022.

NOW, THEREFORE, THE COLLEGE PLACE CITY COUNCIL DO HEREBY ORDAIN AS FOLLOWS:

Section 1 Unified Development Code Amended. Title 14 of the College Place Municipal Code is hereby amended as follows:

- a. Section 14.50.030 Table of Permitted Uses is amended to include the highlighted provisions in substantially the same form as depicted in Exhibit A.
- b. Table 14.60.030 Density, Dimension, Area, Height, and Setback Standards and the corresponding Table Footnotes is amended to include the highlighted provisions in substantially the same form as depicted in Exhibit A.
- c. Section 14.60.180 Housing Standards is amended to include the highlighted provisions in substantially the same form as depicted in Exhibit A.
- d. Section 14.30.050 Permit Classification Table is amended to include the highlighted provisions in substantially the same form as depicted in Exhibit B.
- e. Section 14.50.030 Table of Permitted Uses is amended to include the highlighted provisions in substantially the same form as depicted in Exhibit B.
- f. Title 14 Unified Development Code is amended to include the highlighted new Chapter 14.100 Master Planned Developments in substantially the same form as depicted in Exhibit B.

Section 2 Amended Official Zoning Map Adopted. The City of College Place hereby adopts the amended Official Zoning Map in substantially the same form as the attached Exhibit C. All previous versions of the Official Zoning map are hereby repealed.

Section 3 Administrative Interpretations. In the event of a conflict between any provisions of this amended Title 14 and previously adopted ordinances, this Ordinance shall prevail. The Mayor and her designee(s) are hereby authorized to make such administrative interpretations as may be necessary to implement this Ordinance.

Section 4 Clerical Adjustments. The City Administrator and his designees are authorized to make necessary clerical adjustments to the attached Exhibit A-C as well as such formatting or numbering

revisions that must be made to integrate these amendments into the Unified Development Code.

Section 5 Findings of Fact. The findings contained in the “WHEREAS” clauses in this Ordinance are hereby adopted as Findings of Fact that support amending the Unified Development Code with the highlighted provisions and in amending the Official Zoning Map.

Section 6 Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 7 Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

PASSED by the City Council of the City of College Place, Washington, this 13th day of December 2022.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Sherri St. Clair, City Clerk

Rea Culwell, City Attorney

City of College Place, Washington
Ordinance 22-024 Exhibit A
Amendments to the College Place Municipal Code Title 14 Unified Development Code
To Implement the Regional Housing Action Plan
December 13, 2022

The College Place Planning Commission has recommended the following amendments to the College Place Municipal Code Title 14 Unified Development Code to further implement the recommendations in the Walla Walla Regional Housing Action Plan dated July 7, 2021. In addition, the Planning Commission has also recommended minor “housekeeping” amendments to clarify existing code provisions.

Section 14.50.030 Table of Permitted Uses

The following would be added to the 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>	^A <u>(10)</u>	(5)			(5)	
<i>Dwelling units (duplex), Two</i>	<i>P</i>	<i>P</i>		(5)			(5)	

(10) 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.

The Table would be amended as follows:2

<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 (1)</i>	<i>Setbacks</i>		
						<i>Front Yard (3)</i>	<i>Side Yard (3)</i>	<i>Rear Yard (3)</i>
<i>Single-Family</i>	7	6,000 (5) (6)(7)	60' (6)	35'	35% (5)	20' (7)	5' (9)	20' (8)

Residential (SFR)								
Multi-Family Residential (MFR)	31 (16)	None (6)(7)	50' (6)	35'	35%	20' (7)	5' (9) (10)	15' (8) (10)
Downtown Mixed-Use (DMU)	(16)	None (11)	50'	None	100%	None (12)	None	None
General Commercial (GC)	(16)	None (11)	50'	None	100%	None	None (13)	None (13)
Light Industrial (LI)		None (11)	50'	None	100%	None	None (14)	None (14)
University District (UD)	(16)	None (11)	50'	None	100%	None	None	None
Public Uses (PU)		None	50'	None	100%	None	None	None

Table Footnotes:

The footnotes would be amended as follows; the other footnotes would remain unchanged.

- (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.~~
- (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:~~ [Blank]
 - a. ~~The minimum lot size is 7,500 square feet.~~
 - b. ~~The maximum lot coverage is 45%.~~

- (9) On corner lots, the exterior side yard setback ~~from the street~~ shall be at least 15 feet from the property line.
- (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.:
- ~~b-a.~~ Single Family Residential: parcel size (square feet)/43,560 *7 (results ending in .51 or greater may be rounded up).
- ~~c.~~ Multi-Family Residential: parcel size (square feet)/43,560 *12 (results ending in .51 or greater may be rounded up).

Section 14.60.180 Housing Standards.

The standards in paragraph G would be amended as follows, the other standards would remain unchanged.

- 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:*
- ~~1. All buildings fronting streets shall have commercial and/or office uses on the ground floor. All residential uses shall be above the ground floor.~~
 - ~~a. 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.~~
 - ~~b. 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.~~
 - ~~2. 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.
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.

City of College Place, Washington
Ordinance 22-024 Exhibit B
Amendments to the College Place Municipal Code Title 14 Unified Development Code
Master Planned Developments
December 13, 2022

The College Place Planning Commission has recommended the following amendments to the College Place Municipal Code Title 14 Unified Development Code to establish a process for the approval of Master Planned Developments.

14.30.050 Permit Classification Table.

The table would be amended as follows:

Type 3 Review	• Conditional Use Permit • <u>Master Planned Development</u> • Plat, Preliminary (10+ lots) • Permit, Major Amendment • Reasonable Use Exception • Rezone, Site Specific • Variance with Type 3 Permit	Yes	Hearing Examiner	Hearing Examiner	Superior Court
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Section 14.50.030 Table of Permitted Uses

The table would be amended as follows:

	<i>SFR</i>	<i>MFR</i>	<i>MHP</i>	<i>DMU (3)</i>	<i>GC</i>	<i>LI (2)</i>	<i>UD (4)</i>	<i>PU</i>
<i>Marijuana Sales</i>	X	X		X	X	X	X	X
<u>Master Planned Development</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>X</u>	<u>P</u>
<i>Medical office/clinic</i>				P	P			

A new Chapter would be added as follows:

Chapter 14.100 Master Planned Developments

14.100.010 Purpose.

14.100.020 General.

14.100.030 Preapplication Requirements.

14.100.040 Application Requirements.

14.100.050 Approval Criteria.

14.100.060 Development Agreements.

14.100.070 Modification to Approved Master Planned Developments.

14.100.010 Purpose.

The purposes of a Master Planned Development are:

- A. To accommodate and facilitate creative and innovative larger-scale development utilizing diverse uses and flexible planning to promote well-designed, orderly, efficient and functional development consistent with the goals and policies of the College Place Comprehensive Plan.
- B. To promote urban infill, consistent and efficient infrastructure development, varying use, economic development, job creation, private investment, public amenities, and increased and varied housing opportunities.
- C. To provide for development cost recovery or cost sharing when appropriate.

14.100.020 General.

- A. Applicability. This chapter shall apply to all zoning districts except those designated "University". If a land use designation or zoning change is proposed as part of the project, a comprehensive plan land use and zoning map amendment is necessary.
- B. Supplemental. This chapter is in addition to and not in limitation of any other authority provided by law.
- C. A Master Planned Development must be a minimum of 100 contiguous acres, or less than 100 contiguous acres if the City determines the project serves the purposes of this chapter due to the characteristics of the project, including but not limited to, the variety of uses, density of use, infrastructure development, or location.
- D. No duty or benefit created. This chapter does not confer a benefit or create a duty to any one person, entity, or group of people or entities, and confers only benefit or duty to the public as a whole. No individual administering or interpreting this chapter is liable for any damages for acts or omissions in administration or enforcement.

E. All references to College Place Municipal Code (CPMC) include any future amendments or recodifications.

14.100.030 Preapplication Requirements.

Prior to the submission of a Master Planned Development, the following applies:

A. The Applicant shall participate in a pre-application meeting in accordance with the provisions of CPMC 14.30.030.

B. The City shall, at its sole discretion, determine whether the proposed Master Planned Development serves the purposes of this chapter.

1. The City may request additional information in order to make this determination and shall provide a date when the additional information is due.

2. The City shall provide the Applicant of a written copy of its determination.

C. At the direction of the City, the Applicant shall hold a public meeting as directed by the Community Development Director to present the proposed development, answer questions, identify concerns, and to identify potential project impacts.

D. The Applicant must agree to in writing to pay for any and all costs designated by the City to process the Application.

14.100.040 Application Requirements.

The Applicant shall, in the form required by the City, provide the following:

A. Master site plan and supporting drawings and narratives including:

1. Designation of the project boundaries.

2. Designation of all existing parcels within the project boundaries.

3. For land within 500' of the project boundaries, identification of zoning districts, existing uses, and any comprehensive plan future land use designations, including any such land located outside the city limits.

4. Arial image and designation of existing conditions and features such as topography, natural features, existing roads and access, public and private utilities, public and private easements/right of ways, structures, and improvements.

5. Designation of areas proposed for development or redevelopment and a description of the type of development proposed for each area.

6. Identification and description of any areas not suitable for development or which may be subject to any special restrictions such as critical areas.

7. Identification of location of proposed open or common spaces, or public spaces such as parks.

8. Identification of proposed road corridors, sidewalks, parking areas, and pedestrian facilities.

9. Identification of proposed utilities and description of projected utility needs.

B. Designation of existing City development or building standards, including zoning districts, from which the project may deviate, proposed deviations and explanation of need for deviations.

C. Comprehensive description of design standards and requirements to meet the purpose of this chapter to promote creative and innovative larger-scale development utilizing diverse uses and flexible planning to provide well-designed, orderly, efficient and functional development.

D. Proposed development schedule, including proposed phases identifying proposed uses and residential densities.

E. Completed SEPA checklist.

F. Title report prepared no more than 30 days before application submission date.

G. Identify potential public or quasi-public funding and cost-sharing and cost-recovery agreements.

H. Additional information required by the City which may include, but is not limited to traffic impact analysis, stormwater analysis, geotechnical studies, cultural resources report, historical preservation analysis, and critical area report.

14.100.050 Approval Criteria.

A. Applications for a Master Planned Development shall be processed in accordance with CPMC 14.30.080, Type 3 Permit, (or equivalent should the classifications change after enactment of this Chapter), except that, in addition to any requirements in CPMC 14.30.080, the hearings examiner shall issue a decision to approve, deny, or approve subject to conditions, the application based on findings that:

1. The proposal meets or does not meet the need for deviation from existing City development or building requirements and standards, including zoning requirements.
2. The proposal meets or does not meet the geographical size and/or density requirement of this chapter.
3. The proposal meets or does not meet the innovative, creative or unique mixed or varying use requirement of this chapter.
4. The proposal does or does not promote consistent or compatible urban infill if applicable.
5. The proposal does or does not provide for or promote consistent, efficient, and sufficient infrastructure development within and without the project site.
6. The proposal does or does not promote economic development, job creation, private investment, public amenities and/or increased and varied housing opportunities.
7. The proposal is or is not sufficiently well-designed, calling for consistent, orderly and efficient land use.
8. The proposal does or does not provide for cost recovery or cost sharing if applicable.
9. The proposal does or does not promote development consistent with the College Place Comprehensive Plan; and
10. The proposal does or does not meet additional requirements designated by the City, if any, such as mitigation of impact on neighboring properties.

14.100.060 Development Agreements.

The City and the Project Sponsor may execute one or more development agreements to implement the provisions of the approved Master Planned Development as provided for in CPMC 14.10.080 (and as amended), except that, mandatory Development Agreement requirements may be waived or modified to serve this chapter's purpose and any Development Agreement pursuant to this chapter is binding on all property owners within the Master Planned Development and their heirs, successors and assigns and is not subject to time limitation. Development Agreements may be modified with approval by the City when such modification serves the purpose of this chapter.

14.100.070 Modification to Approved Master Planned Development.

- A. Minor modification. Upon written request the Project Sponsor, the City may approve minor modifications to an approved Master Planned Development, provided that the requested modification does not substantially change the nature or level of uses and does not require a new environmental review. Applications for minor amendments shall be processed Type 1 reviews in substantial compliance with CPMC 14.30.060, Type 1 review, (or equivalent should the classifications change after enactment of this Chapter).
- B. Major modification. All other requests for modifications shall be considered a major modification and shall be subject to review and approval in the same manner as the original Master Planned Development was considered.

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

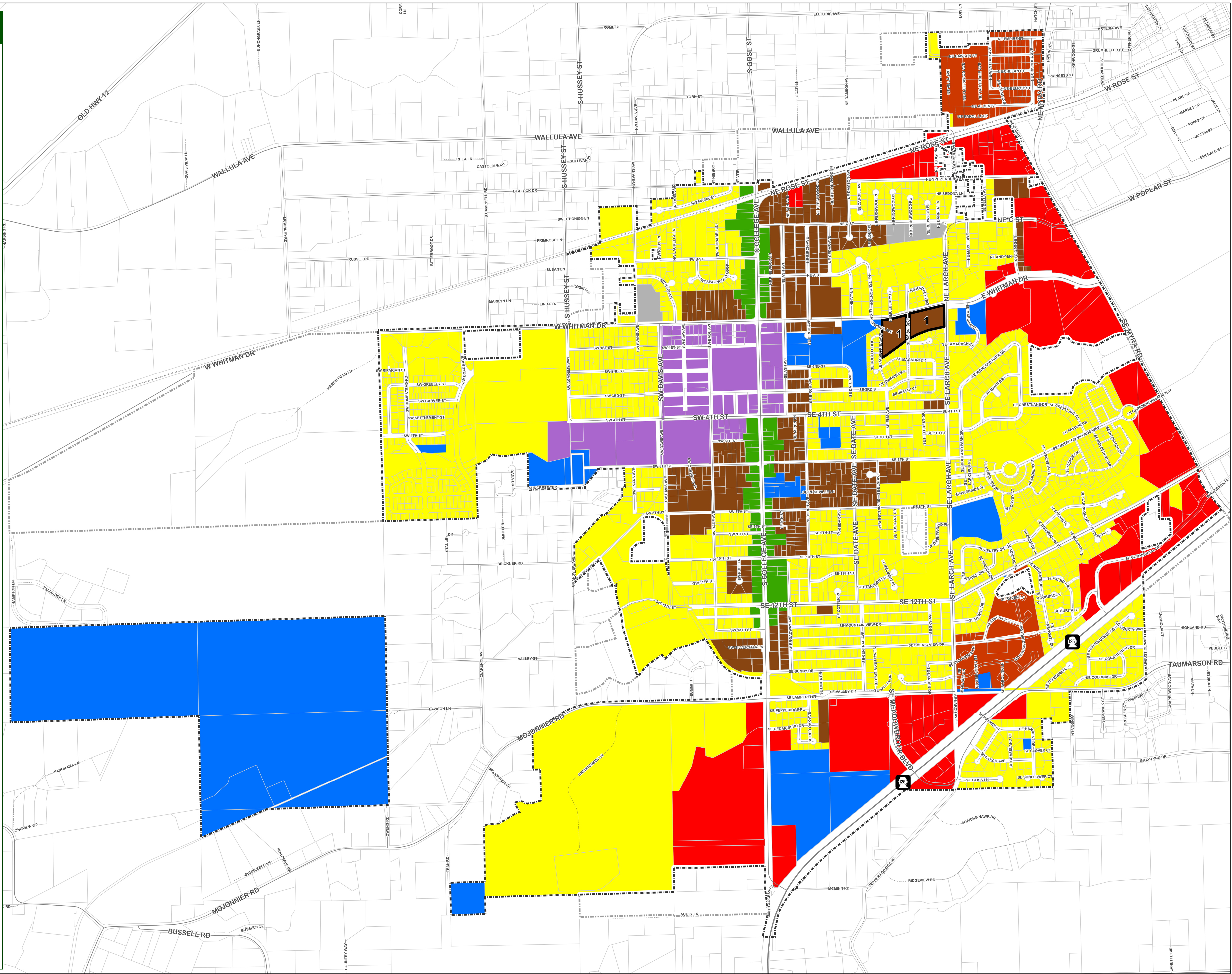
Zoning Designations

- 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



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 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

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
JUNE 3, 2022

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.

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

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.*

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

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:

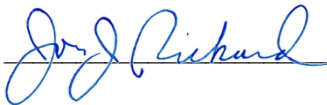
The City provides a full range of municipal services which are complemented by two electrical service providers, private telephone, and private natural gas providers.

- 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.

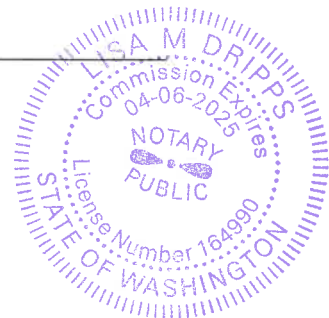
07/14/2022, 08/11/2022, 09/06/2022

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

Publication Cost: \$589.68
Order No: 34481
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

2022 - Final Budget Amendment

Fund	SB Code	Revenue	Expenditure	Description
001	597.00.00.23		119,323.04	Transfer to Fund 235 for payoff of loan
001	597.00.00.33		170,000.00	ARPA Transfer for funding of 4Bikes
001	597.00.00. xx		50,806.01	ARPA transfer to Fund 500 for Mechanics
			340,129.05	
001	508.91.00.01		(119,323.04)	Transfer to Fund 235 for payoff of loan
001	508.91.00.01		(170,000.00)	ARPA Transfer for funding of 4Bikes
001	508.91.00.01		(50,806.01)	Transfer to Fund 500 for Mechanics
			(340,129.05)	
201	591.95.71.01		10,000.00	Transfer for correction of loan payment
	592.95.83.01		(9,000.00)	Transfer for correction of loan payment
	592.95.83.02		300.00	Transfer for correction of loan payment
	508.41.00.05		(1,300.00)	Transfer for correction of loan payment
			-	
235	397.00.00.24	119,323.04		Transfer from 001 for payoff of loan
	361.11.00.23		(42.94)	Transfer from 001 for payoff of loan
	591.95.71.09		256,457.62	Transfer from 001 for payoff of loan
	592.95.83.00		6,879.25	Transfer from 001 for payoff of loan
	508.41.00.07		(143,970.89)	Transfer from 001 for payoff of loan
		119,323.04	119,323.04	
330	397.00.00.33	170,000.00		ARPA Transfer for funding of 4Bikes
	595.30.63.04		170,000.00	ARPA Transfer for funding of 4Bikes
		170,000.00	170,000.00	
411	594.35.63.04		1,900,000.00	Adjustment for timing of expenditures on SWSewer
	508.41.00.19		(1,900,000.00)	Adjustment for timing of expenditures on SWSewer
			-	
	342.26.00.06	-		
440	522.24.10.80		(170,000.00)	Adjustment for Payroll Over Estimate
	522.24.20.80		(75,000.00)	Adjustment for Payroll Over Estimate
		-	(245,000.00)	
500	397.00.00.xx	50,806.01		ARPA transfer to Fund 500 for Mechanics
	548.68.10.00		30,858.26	Increased cost for Mechanics Wages
	548.68.20.00		19,947.75	Increased cost for Mechanics Benefits
		50,806.01	50,806.01	

City of College Place, Washington**ORDINANCE NO. 21-024**

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WALLA WALLA COUNTY, WASHINGTON ADOPTING THE BUDGET OF THE CITY FOR THE YEAR 2022 AND PROVIDING AN EFFECTIVE DATE THEREOF.

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

Whereas, notice of hearing by the City Council of the City of College Place for and against said budget and the terms thereof having been given in the manner and time required by law and public hearings being held in the Council Chambers on November 23, 2021, and December 14, 2021; and

Whereas, the final budget of the City of College Place for the year 2022 has been submitted and approved;

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

Section 1: That the budget for the City of College Place is hereby established for the year 2022 as follows:

Fund	Title	Revenues	Expenditures
001	Current Expense Fund	12,783,030	12,783,030
005	Current Expense Reserve Fund	481,522	81,522
012	Technology Reserve Fund	722,681	722,681
061	Employee Benefit Reserve Fund	454,233	454,233
100	Street Fund	1,204,922	1,204,922
120	Criminal Justice Fund	57,281	57,281
121	Forfeited Proceeds Fund	2,097	2,097
130	Hotel/Motel Tax	65,720	65,720
201	ULTGO Bond Fund	503,758	503,758
202	LTGO Bond Fund	-	-
235	Commercial Drive Bond Debt Service Fund	284,454	284,454
301	Street Capital Contribution Fund	77,080	77,080
305	Capital Improvement Fund (REET 1)	665,642	665,642
306	Capital Improvement Fund (REET 2)	3,493,804	3,493,804
309	CDBG Projects Fund	364,000	364,000
311	Street Improvement Fund	1,961,172	1,961,172
315	Facility Maintenance Reserve Fund (CE)	660,398	660,398
320	Equipment Reserve Fund	2,008,964	2,008,964
330	Economic Development Fund	702,539	702,539
340	Economic Development Reserve Fund	65	65
400	Water Fund	2,513,977	2,513,977
401	Wastewater Fund	5,235,539	5,235,539
402	Stormwater Fund	1,221,330	1,221,330
403	Stormwater Capital Reserve Fund	1,578,385	1,578,385
410	Water Capital Reserve Fund	7,497,817	7,497,817
411	Wastewater Capital Reserve Fund	3,139,505	3,139,505
412	Wastewater Debt Service Fund	1,608,107	1,608,107
413	Water Capital Improvement Reserve Fund	1,908,548	1,908,548
425	Water Revenue Bond Fund	671,525	671,525
426	Water Bond Reserve Fund	144,444	144,444
431	Water System Construction Fund	1,244,884	1,244,884
500	Equipment Rental & Replacement	664,470	664,470
625	Flexible Benefits Plan Fund	28,051	28,051
Total All Funds		53,949,946	53,949,946

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 December, 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 L. Culwell

Rea Culwell, City Attorney

Passed 12-14-2021
Published 12-17-2021
Effective 12-21-2021

City of College Place, Washington

ORDINANCE NO. 22-006

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WALLA WALLA COUNTY, WASHINGTON ADOPTING THE BUDGET OF THE CITY FOR THE YEAR 2022 AND PROVIDING AN EFFECTIVE DATE THEREOF.

Whereas, the City of College Place Council has approved capital expenditures that were not correctly stated in the budget; and

Whereas, the City incorrectly stated revenue and expenditures in different funds; and

Whereas, the 2022 Budget need to reflect the approved changed authorized by the College Place City Council; and

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

Section 1: Ordinance No 21-024 and the budget for the City of College Place is hereby amended for the year 2022 as follows:

Fund	Title	Revenues	Expenditures
001	Current Expense Fund	12,783,030	12,783,030
005	Current Expense Reserve Fund	481,522	481,522
012	Technology Reserve Fund	722,681	722,681
061	Employee Benefit Reserve Fund	454,233	454,233
100	Street Fund	1,204,922	1,204,922
120	Criminal Justice Fund	57,281	57,281
121	Forfeited Proceeds Fund	2,097	2,097
130	Hotel/Motel Tax	81,920	81,920
201	ULTGO Bond Fund	503,758	503,758
235	Commercial Drive Bond Debt Service Fund	284,454	284,454
301	Street Capital Contribution Fund	77,080	77,080
305	Capital Improvement Fund (REET 1)	665,642	665,642
306	Capital Improvement Fund (REET 2)	3,493,804	3,493,804
309	CDBG Projects Fund	364,000	364,000
311	Street Improvement Fund	1,937,709	1,937,709
315	Facility Maintenance Reserve Fund (CE)	660,398	660,398
320	Equipment Reserve Fund	2,000,964	2,000,964
330	Economic Development Fund	702,539	702,539
340	Economic Development Reserve Fund	65	65
400	Water Fund	2,513,977	2,513,977
401	Wastewater Fund	5,235,539	5,235,539
402	Stormwater Fund	1,221,330	1,221,330
403	Stormwater Capital Reserve Fund	1,578,385	1,578,385
410	Water Capital Reserve Fund	7,497,817	7,497,817
411	Wastewater Capital Reserve Fund	3,139,505	3,139,505
412	Wastewater Debt Service Fund	1,608,107	1,608,107
413	Water Capital Improvement Reserve Fund	1,908,548	1,908,548
425	Water Revenue Bond Fund	671,525	671,525
426	Water Bond Reserve Fund	144,444	144,444
431	Water System Construction Fund	1,244,884	1,244,884
500	Equipment Rental & Replacement	664,470	664,470
625	Flexible Benefits Plan Fund	28,051	28,051
Total All Funds		53,934,683	53,934,683

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 26th day of April, 2022.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Lisa R. Neissl, City Clerk

Rea Culwell, City Attorney

City of College Place, Washington

ORDINANCE NO. 22-025

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WALLA WALLA COUNTY, WASHINGTON ADOPTING THE BUDGET OF THE CITY FOR THE YEAR 2022 AND PROVIDING AN EFFECTIVE DATE THEREOF.

Whereas, the City of College Place Council has approved capital expenditures that were not correctly stated in the budget; and

Whereas, the City incorrectly stated revenue and expenditures in different funds; and

Whereas, the 2022 Budget need to reflect the approved changed authorized by the College Place City Council; and

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

Section 1: Ordinance No 21-024, No 22-006 and the budget for the City of College Place is hereby amended for the year 2022 as follows:

Fund	Title	Revenues	Expenditures
001	Current Expense Fund	12,150,805	12,150,805
005	Current Expense Reserve Fund	481,522	481,522
012	Technology Reserve Fund	722,681	722,681
061	Employee Benefit Reserve Fund	454,233	454,233
100	Street Fund	1,204,922	1,204,922
120	Criminal Justice Fund	57,281	57,281
121	Forfeited Proceeds Fund	2,597	2,597
130	Hotel/Motel Tax	81,920	81,920
201	ULTGO Bond Fund	503,758	503,758
202	LTGO Bond Fund	-	-
235	Commercial Drive Bond Debt Service Fund	403,777	403,777
301	Street Capital Contribution Fund	77,080	77,080
305	Capital Improvement Fund (REET 1)	665,642	665,642
306	Capital Improvement Fund (REET 2)	3,493,804	3,493,804
309	CDBG Projects Fund	364,000	364,000
311	Street Improvement Fund	2,341,013	2,341,013
315	Facility Maintenance Reserve Fund (CE)	660,398	660,398
320	Equipment Reserve Fund	2,016,964	2,016,964
330	Economic Development Fund	872,539	872,539
340	Economic Development Reserve Fund	65	65
400	Water Fund	2,513,977	2,513,977
401	Wastewater Fund	5,236,410	5,236,410
402	Stormwater Fund	1,231,330	1,231,330
403	Stormwater Capital Reserve Fund	1,648,710	1,648,710
410	Water Capital Reserve Fund	7,797,679	7,797,679
411	Wastewater Capital Reserve Fund	6,779,505	6,779,505
412	Wastewater Debt Service Fund	1,608,107	1,608,107
413	Water Capital Improvement Reserve Fund	1,908,548	1,908,548
425	Water Revenue Bond Fund	671,525	671,525
426	Water Bond Reserve Fund	144,444	144,444
431	Water System Construction Fund	1,344,884	1,344,884
440	Ambulance Fund	687,100	687,100
500	Equipment Rental & Replacement	715,276	715,276
625	Flexible Benefits Plan Fund	28,051	28,051
	Total All Funds	58,870,549	58,870,549

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 13th day of December, 2022.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Sherri St. Clair, City Clerk

Rea Culwell, City Attorney

City of College Place, Washington

ORDINANCE NO. 22-026

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WALLA WALLA COUNTY, WASHINGTON ADOPTING THE BUDGET OF THE CITY FOR THE YEAR 2023 AND PROVIDING AN EFFECTIVE DATE THEREOF.

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

Whereas, notice of hearing by the City Council of the City of College Place for and against said budget and the terms thereof having been given in the manner and time required by law and public hearings being held in the Council Chambers on November 22, 2022, and December 06, 2022; and

Whereas, the final budget of the City of College Place for the year 2023 has been submitted and approved;

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

Section 1: That the budget for the City of College Place is hereby established for the year 2023 as follows:

Fund	Title	Revenues	Expenditures
001	Current Expense Fund	11,884,888	11,884,888
005	Current Expense Reserve Fund	522,433	522,433
012	Technology Reserve Fund	726,395	726,395
061	Employee Benefit Reserve Fund	509,230	509,230
100	Street Fund	1,060,518	1,060,518
120	Criminal Justice Fund	46,281	46,281
121	Forfeited Proceeds Fund	2,540	2,540
130	Hotel/Motel Tax	80,367	80,367
201	ULTGO Bond Fund	509,985	509,985
301	Street Capital Contribution Fund	384,980	384,980
305	Capital Improvement Fund (REET 1)	821,272	821,272
306	Capital Improvement Fund (REET 2)	5,522,149	5,522,149
309	CDBG Projects Fund	324,400	324,400
311	Street Improvement Fund	2,905,039	2,905,039
315	Facilitiy Maintenance Reserve Fund (CE)	1,817,515	1,817,515
320	Equipment Reserve Fund	1,233,838	1,233,838
330	Economic Development Fund	140,421	140,421
400	Water Fund	2,313,560	2,313,560
401	Wastewater Fund	4,248,797	4,248,797
402	Stormwater Fund	1,326,441	1,326,441
403	Stormwater Capital Reserve Fund	3,058,793	3,058,793
410	Water Capital Reserve Fund	3,335,144	3,335,144
411	Wastewater Capital Reserve Fund	29,992,152	29,992,152
412	Wastewater Debt Service Fund	1,206,661	1,206,661
413	Water Capital Improvement Reserve Fund	2,269,069	2,269,069
425	Water Revenue Bond Fund	673,718	673,718
426	Water Bond Reserve Fund	145,514	145,514
431	Water System Construction Fund	1,177,092	1,177,092
440	Ambulance Utility Fund	1,222,412	1,222,412
500	Equipment Rental & Replacement	664,891	664,891
625	Flexible Benefits Plan Fund	24,793	24,793
	Total All Funds	80,151,289	80,151,289

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 13th day of December, 2022.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Sherri St. Clair, City Clerk

Rea Culwell, City Attorney

5 YEAR BUDGET COMPARISON

City Of College Place

Time: 07:51:29 Date: 11/18/2022

Page: 1

001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
388 10 00 00 Prior Period Adjustment	0.00	2,208.61	0.00	0.00	0.00	0.00	
035 Other Miscellaneous	0.00	2,208.61	0.00	0.00	0.00	0.00	

Beginning Balances

308 91 00 01 Beginning Balance - Current Expense Fund	2,232,211.73	1,978,118.14	2,156,478.23	4,041,207.06	3,825,102.60	4,085,946.00	
001 Beginning Balances	2,232,211.73	1,978,118.14	2,156,478.23	4,041,207.06	3,825,102.60	4,085,946.00	

Total Beginning Balances:	2,232,211.73	1,978,118.14	2,156,478.23	4,041,207.06	3,825,102.60	4,085,946.00	
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Taxes

311 10 00 00 Real & Personal Prop Tax	1,929,903.03	1,971,705.85	2,048,307.99	1,956,013.06	2,056,619.00	2,103,845.00	Based on 0% increase per property tax levy
001 General Property Tax	1,929,903.03	1,971,705.85	2,048,307.99	1,956,013.06	2,056,619.00	2,103,845.00	
313 11 00 00 Retail Sales & Use Tax	1,383,224.78	1,647,635.53	1,898,588.82	1,653,460.90	1,812,399.00	2,300,000.00	
313 15 00 00 Criminal Justice Tax 3/10th Of 1% C.J.	281,674.18	306,588.14	376,122.08	336,785.88	350,000.00	450,000.00	This is a sales and use tax, one-third of which must be used to fund criminal justice and/or fire protection services.
313 61 00 00 Natural Gas Use Tax	7,512.84	7,211.96	8,253.61	16,819.55	11,000.00	28,000.00	
313 71 00 00 Criminal Justice Tax	165,615.99	181,045.26	222,512.35	197,316.38	200,000.00	270,000.00	
002 Retail Sales & Use Tax	1,838,027.79	2,142,480.89	2,505,476.86	2,204,382.71	2,373,399.00	3,048,000.00	
316 41 00 00 Utility Tax - Priv Utils Electric	389,085.04	370,361.96	402,000.14	388,417.22	400,000.00	454,800.00	
316 43 00 00 Utility Tax - Priv Utils Gas	89,451.86	96,470.35	97,287.02	82,734.59	150,000.00	122,100.00	
316 45 00 00 Utility Tax - Priv Utils Garbage/Solid Waste	108,301.83	104,902.71	110,484.72	99,259.39	100,000.00	133,000.00	
316 46 00 00 Utility Tax - Priv Utils Cable	68,068.22	53,517.88	89,677.79	68,282.63	130,000.00	79,500.00	
316 47 00 00 Utility Tax - Priv Utils Telephone	105,794.04	100,986.81	98,884.89	72,325.38	100,000.00	96,700.00	
316 48 00 00 Utility Tax - Priv Utils Water	242,904.76	275,314.93	302,140.33	228,645.99	276,052.00	301,300.00	
316 49 00 00 Utility Tax - Priv Utils Wastewater	309,314.38	311,130.01	330,911.08	260,923.08	335,023.00	352,400.00	
003 Business Tax	1,312,920.13	1,312,684.65	1,431,385.97	1,200,588.28	1,491,075.00	1,539,800.00	
342 21 41 02 Emergency Medical Services	347,647.70	357,012.92	431,255.99	0.00	0.00	0.00	
005 Emergency Services	347,647.70	357,012.92	431,255.99	0.00			

5 YEAR BUDGET COMPARISON

City Of College Place

Time: 07:51:29 Date: 11/18/2022

Page: 2

001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
002 Taxes	5,428,498.65	5,783,884.31	6,416,426.81	5,360,984.05	5,921,093.00	6,691,645.00	
Total Taxes:	5,428,498.65	5,783,884.31	6,416,426.81	5,360,984.05	5,921,093.00	6,691,645.00	

Permits & Licenses

321 30 00 00	Fire And Police Protective Permits	0.00	0.00	100.00	0.00	0.00	0.00	
321 91 00 00	Franchise Fees	73,803.79	75,434.33	76,345.83	74,600.87	77,000.00	77,000.00	Franchise fees paid once yearly by Charter Communications.
321 91 00 01	Franchise Application Fees	0.00	0.00	0.00	5,000.00	0.00	0.00	
321 99 00 02	Other Business Licenses And Permits	3,386.66	8,745.00	12,306.69	11,774.99	8,000.00	12,000.00	
001	Licenses & Permits	77,190.45	84,179.33	88,752.52	91,375.86	85,000.00	89,000.00	
322 10 00 00	Building/Structures/Equip.	182,870.96	89,562.61	179,007.77	103,770.39	200,000.00	205,667.00	
322 10 00 01	Building Dept Plan Check / Review Fees	97,962.93	40,705.42	88,504.43	46,322.22	100,000.00	133,683.00	
322 30 00 00	Animal Licenses	3,758.00	2,042.00	3,122.50	3,498.00	3,000.00	4,000.00	
322 90 00 00	Other Non-bus Lic/Permits	2,877.75	1,095.50	2,086.75	1,897.50	3,000.00	3,000.00	
359 90 00 02	Penalty/Non-Bus Licenses	0.00	7.35	0.00	0.00	0.00	0.00	
002	Non-Business License & Permits	287,469.64	133,412.88	272,721.45	155,488.11	306,000.00	346,350.00	
321 99 00 01	Nuisance Abatement Notice Fee - Fire	50.00	0.00	0.00	0.00	0.00	0.00	
003	Fire - Nuisance Abatement Notice	50.00	0.00	0.00	0.00			
003	Licenses & Permits	364,710.09	217,592.21	361,473.97	246,863.97	391,000.00	435,350.00	
Total Permits & Licenses:	364,710.09	217,592.21	361,473.97	246,863.97	391,000.00	435,350.00		

Charges For Goods & Services

341 70 00 04	Sales Of Merchandise - Farmers Market (WA)	38.00	18.00	0.00	0.00	0.00	0.00	
001	Charges For Goods & Services	38.00	18.00	0.00	0.00			
341 81 00 00	Printing/Duplicating Sers	9.60	1.05	2.75	0.15	0.00	0.00	
002	General Government	9.60	1.05	2.75	0.15			

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004 Fines / Penalties / Charges	0.00	0.00	0.00	0.00			
345 83 00 00 Plan Checking Fees - Building Dept - Pass Through	0.00	0.00	0.00	2,316.31	0.00	2,000.00	
005 Building Dept	0.00	0.00	0.00	2,316.31		2,000.00	
345 83 00 01 Plan Checking Fees - Engineering	0.00	68.00	0.00	0.00	0.00	0.00	
345 83 00 02 Short Plats - Engineering Review Fees	40.00	0.00	0.00	0.00	0.00	0.00	
345 83 00 03 Long Plats - Engineering Review Fees	16,920.00	4,425.00	0.00	0.00	5,000.00	0.00 *	
345 83 00 04 Non-Plat - Engineering Review Fees	1,060.00	540.00	0.00	0.00	0.00	500.00	
345 83 00 05 Plan Checking Fees - Engineering - Pass Through	0.00	0.00	0.00	0.00	10,000.00	5,000.00	
345 83 00 08 Final Plat - Engineering Review Fees	0.00	50.00	0.00	0.00	0.00	0.00	
006 Engineering	18,020.00	5,083.00	0.00	0.00	15,000.00	5,500.00	
345 81 00 02 Annexation Fee - P&D	0.00	0.00	250.00	0.00	0.00	0.00	
345 81 00 04 Boundary Line Adjustment - P&D	400.00	800.00	200.00	400.00	500.00	500.00	
345 81 00 08 Preliminary Plat / PUD - P&D	900.00	0.00	0.00	900.00	0.00	900.00	
345 81 00 09 Plats, Final P&D	350.00	700.00	0.00	0.00	350.00	700.00	
345 81 00 10 Plats, Short P&D	800.00	2,400.00	800.00	800.00	1,500.00	400.00	
345 81 00 12 Site Plan Application P&D	900.00	1,938.00	4,700.00	2,450.00	2,000.00	3,600.00	
345 81 00 13 Site Plan Review; SF / MF (Up To 4 Units) P&D	5,500.00	2,850.00	4,300.00	1,450.00	2,000.00	850.00	
345 81 00 15 Zoning Amendments P&D	0.00	0.00	0.00	138.00	0.00	0.00	
345 86 00 00 Critical Areas Permit P&D	400.00	1,200.00	0.00	0.00	400.00	400.00	
345 86 00 01 SEPA Related Mitigation Fees (Checklist) P&D	750.00	1,250.00	250.00	1,750.00	1,000.00	1,000.00	
345 89 01 20 Planning & Development Costs - Pass Thru Charges	2,398.43	4,821.85	6,179.87	11,229.00	4,000.00	10,000.00	
345 89 01 25 Planning & Development Pass Thru Cost Admin. Fee	273.04	503.98	717.76	2,133.79	450.00	2,000.00	
007 Planning & Development	12,671.47	16,463.83	17,397.63	21,250.79	12,200.00	20,350.00	
342 21 00 02 Fireworks Permits For Sales	200.00	200.00	200.00	200.00	200.00	200.00	2 fireworks stands @ \$100/each
342 60 00 10 Ambulance Services - Commercial Insurance	34,683.51	49,946.08	64,152.93	0.00	0.00	0.00	
342 60 00 20 Ambulance Services - Medicare	114,520.01	125,235.59	138,929.31	0.00	0.00	0.00	
342 60 00 30 Ambulance Services - Medicaid	5,655.19	29.98	668.14	0.00	0.00	0.00	
342 60 00 40 Ambulance Services - Self Pay	8,598.16	16,160.52	16,655.25	0.00	0.00	0.00	
345 83 00 06 Plan Review - Fire Department	400.00	0.00	900.00	0.00	500.00	500.00	

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008 Fire Department	164,056.87	191,572.17	221,505.63	200.00	700.00	700.00	
006 Charges For Goods & Services	194,795.94	213,138.05	238,906.01	23,767.25	27,900.00	28,550.00	
342 10 00 00 Law Enforcement Services	2,579.69	990.28	2,219.90	3,304.75	2,000.00	2,500.00	Fingerprints, VISA clearance letters, other miscellaneous fees
342 10 00 01 Law Enforcement Services - Non LEOFF	739.20	260.44	6,042.30	0.00	0.00	0.00	
001 Security Of Persons & Property	0.00	0.00	0.00	0.00			
010 Security Of Persons/Property	3,318.89	1,250.72	8,262.20	3,304.75	2,000.00	2,500.00	
342 10 00 03 Law Enforcement Services - Criminal Judgements	23.78	0.00	0.00	0.00	0.00	0.00	
001 Court Fines & Forfeits	23.78	0.00	0.00	0.00			
012 Court Fines And Forfeitures	23.78	0.00	0.00	0.00	0.00	0.00	
003 Civil Service	0.00	0.00	0.00	0.00			
342 40 00 01 Building Inspection Fees - Bldg Dept	1,589.08	197.00	1,581.00	198.00	2,000.00	2,000.00	
343 50 01 99 Sewer Inspection Fee	1,620.00	450.00	1,476.00	528.00	6,800.00	3,000.00	
524 Building Inspection	3,209.08	647.00	3,057.00	726.00	8,800.00	5,000.00	
Total Charges For Goods & Services:	201,347.69	215,035.77	250,225.21	27,798.00	38,700.00	36,050.00	

Fines & Forfeits

342 10 00 02 Law Enforcement Services - DUI Restitution	1,974.20	2,656.78	3,266.56	1,473.74	3,500.00	3,000.00	DUI Emergency Cost Recoupment, Indigent Defense Recoupment,
342 60 00 50 Ambulance Services - Restitution	77.65	65.04	35.62	0.00	0.00	0.00	
356 90 00 00 Other Criminal Non-Traffic Fines	314.28	39.37	0.00	0.00	0.00	0.00	
001 Court Fines & Forfeits	2,366.13	2,761.19	3,302.18	1,473.74	3,500.00	3,000.00	

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001 Current Expense Fund

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012 Court Fines And Forfeitures	2,366.13	2,761.19	3,302.18	1,473.74	3,500.00	3,000.00	
001 Non-Court Fines & Penalties	0.00	0.00	0.00	0.00			
353 10 05 00 Traffic Infraction Penalties	36,205.42	34,043.03	44,118.58	26,169.96	45,000.00	40,000.00	
001 Municipal Court	36,205.42	34,043.03	44,118.58	26,169.96	45,000.00	40,000.00	
512 Municipal Court	36,205.42	34,043.03	44,118.58	26,169.96	45,000.00	40,000.00	
Total Fines & Forfeits:	38,571.55	36,804.22	47,420.76	27,643.70	48,500.00	43,000.00	

Physical Environment

001 Physical Environment	0.00	0.00	0.00	0.00			
002 Economic Environment	0.00	0.00	0.00	0.00			
Total Physical Environment:	0.00	0.00	0.00	0.00	0.00	0.00	

Miscellaneous

362 00 00 02 Lease Payment (Annual) WWU Community Garden	0.00	0.00	2.00	1.00	1.00	1.00	
001 Beginning Balances	0.00	0.00	2.00	1.00	1.00	1.00	
361 10 00 00 Unrealized Gain/Loss	17,011.08	2,742.04	-19,674.07	-88,870.50	0.00	0.00	
361 11 00 00 Investment Interest	35,712.84	20,426.04	12,055.52	11,562.26	20,000.00	15,000.00	
361 30 00 00 Realized Gain/Loss On Investments	3,295.91	4,517.60	231.30	3,256.12	0.00	0.00	
361 40 00 00 Sales Interest	3,139.17	2,597.22	1,362.01	1,557.70	2,000.00	1,500.00	
361 41 00 00 Investment Interest - Purchased	-1,905.28	-1,214.02	-222.05	11,131.93	0.00	0.00	
001 Interest & Other Earnings	57,253.72	29,068.88	-6,247.29	-61,362.49	22,000.00	16,500.00	
362 00 50 01 Water Tower Space Rental	104,402.62	107,615.82	105,443.53	80,439.71	100,000.00	100,000.00	
002 Rents & Leases	104,402.62	107,615.82	105,443.53	80,439.71	100,000.00	100,000.00	

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001 Current Expense Fund

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369 10 00 04 Sale Of Surplus - Current Expense	7,282.50	0.00	20.00	100.00	0.00	0.00	
369 10 00 15 Sale Of Surplus - Recycling	0.00	42.00	17.40	0.00	0.00	0.00	
369 30 00 00 Sale Of Confiscated And Forfeited Property	3,836.00	3,767.71	1,271.50	253.22	0.00	0.00	
369 81 00 00 Cashier's Over / Short	0.00	0.80	0.05	-10.00	0.00	0.00	
369 81 01 00 Bank's Over / Short	199.99	0.00	-50.00	0.00	0.00	0.00	
369 91 00 00 Other Misc Revenue	286.08	5.31	1,250.86	1,340.44	0.00	0.00	
369 91 00 02 Misc - Police Fees	641.27	277.54	672.54	748.91	0.00	0.00	
369 91 00 04 Misc - Building Fees	0.00	3,075.00	0.00	0.00	0.00	0.00	
369 91 00 09 NSF Charges Collected	0.00	0.00	40.00	0.00	0.00	0.00	
369 91 00 10 Reimbursements/Refunds	46,968.90	52,461.35	54,031.16	48,656.83	55,000.00	50,000.00	
395 10 00 00 Proceeds From Sale Of Capital Assets	0.00	36,433.00	25,550.00	0.00	0.00	0.00	
005 Other Miscellaneous Revenue	59,214.74	96,062.71	82,803.51	51,089.40	55,000.00	50,000.00	
007 Application Fees	0.00	0.00	0.00	0.00			
010 Judgements & Settlements	0.00	0.00	0.00	0.00			
025 Miscellaneous	220,871.08	232,747.41	181,999.75	70,166.62	177,000.00	166,500.00	
Total Miscellaneous:	220,871.08	232,747.41	182,001.75	70,167.62	177,001.00	166,501.00	
Contributions / Donations Priv							
367 11 00 03 Contributions/Gifts - Police Dept	507.65	19,000.00	15,551.67	24,303.37	15,000.00	20,000.00	
003 Police Dept Donations	507.65	19,000.00	15,551.67	24,303.37	15,000.00	20,000.00	
367 11 00 04 Contr/Donations - Private	13,036.60	14,950.00	29,600.00	19,670.27	15,000.00	15,000.00	
004 Other Donations	13,036.60	14,950.00	29,600.00	19,670.27	15,000.00	15,000.00	
005 Fire Dept Donations	0.00	0.00	0.00	0.00			
030 Contr & Donations Priv Sources	13,544.25	33,950.00	45,151.67	43,973.64	30,000.00	35,000.00	
Total Contributions / Donations Priv:	13,544.25	33,950.00	45,151.67	43,973.64	30,000.00	35,000.00	

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001 Current Expense Fund

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Interfund Transfers							
397 00 03 31 Transfer From Economic Development Fund	4,909.05	0.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	4,909.05	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	4,909.05	0.00	0.00	0.00	0.00	0.00	

Grants

001 Direct Federal Grants	0.00	0.00	0.00	0.00			
331 16 60 00 Federal Direct Grant From Department Of Justice (CFDA #16.607)	1,163.72	385.65	2,828.22	0.00	0.00	0.00	*
002 Police Dept Grants	1,163.72	385.65	2,828.22	0.00			
331 97 04 01 Assistance To Firefighters Grant (AFG)	0.00	0.00	2,857.14	0.00	0.00	0.00	
003 Fire Dept Grants	0.00	0.00	2,857.14	0.00			
100 Direct Federal Grants	1,163.72	385.65	5,685.36	0.00	0.00	0.00	
333 15 00 00 Federal Indirect Grant From Dept Of Interior - Historical Inv	9,999.39	0.00	0.00	0.00	0.00	0.00	
333 16 00 00 Federal Indirect Grant From DOJ - NCHIP	12,280.93	0.00	0.00	0.00	0.00	0.00	
001 Indirect Federal Grants	22,280.32	0.00	0.00	0.00			
333 20 60 00 Speeding Emphasis Patrols Grant Program	0.00	0.00	0.00	0.00	0.00	2,000.00	Per WWCo Region 17 HVE Award & Agreements for 2023
333 20 60 01 DUI Emphasis Patrols Grant Program	1,602.52	1,040.16	500.58	833.25	0.00	1,400.00	Per WWCo Region 17 HVE Award & Agreements for 2023
333 20 60 02 Seatbelt Emphasis Patrols Grant Program	534.51	0.00	0.00	0.00	0.00	600.00	Per WWCo Region 17 HVE Award & Agreements for 2023
333 20 60 03 Distracted Driving Emphasis Patrol Grant Program	757.35	2,189.76	636.72	681.75	0.00	500.00	Per WWCo Region 17 HVE Award & Agreements for 2023

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333 20 60 04 Flex Fund Emphasis Patrol Grant Program	390.66	0.00	0.00	0.00	0.00	0.00	
333 20 62 00 WASPC-Traffic Safety Equipment Grant	0.00	983.74	0.00	0.00	0.00	0.00	
002 Police Department Grants	3,285.04	4,213.66	1,137.30	1,515.00		4,500.00	
101 Indirect Federal Grants	25,565.36	4,213.66	1,137.30	1,515.00	0.00	4,500.00	
334 06 90 00 State Grant-Other	5,284.80	2,150.56	0.00	10,000.00	0.00	0.00	
334 01 80 00 Military Dept. EMD - Storm Assistance	0.00	0.00	8,363.72	0.00	0.00	0.00	
334 02 10 00 State Grant From Department Of Agriculture - WSDA Relief & Recovery Farmers Market Grant	0.00	0.00	10,000.00	0.00	0.00	0.00	
334 02 30 00 Department Of Natural Resources Wildland Fire Equipment	5,885.26	0.00	0.00	0.00	7,500.00	0.00	*
334 03 10 00 Dept Of Ecology - Centennial Stormwater Grant	0.00	277.09	2,657.31	0.00	0.00	0.00	
334 03 20 00 WA St. Dept Of Archaeology & Historic Preservation Grant - Historic Map	0.00	0.00	10,000.00	0.00	0.00	0.00	
334 04 20 01 Department Of Commerce - Cares Act Grant	0.00	434,925.00	0.00	0.00	0.00	0.00	
334 04 20 04 CERB Grant - Flex Light Industrial Study	0.00	0.00	25,204.95	24,786.31	0.00	0.00	
334 04 20 05 Department Of Commerce - Microbusiness Assistance Grant	0.00	0.00	15,964.36	0.00	0.00	0.00	
001 State Grants	5,885.26	435,202.09	72,190.34	24,786.31	7,500.00		
334 03 10 05 Dept Of Ecology - Solid Waste Enforcement Grant	0.00	0.00	1,222.90	873.49	0.00	0.00	
334 03 50 00 WASPC-Traffic Safety - State Grant	5,600.00	0.00	0.00	0.00	0.00	0.00	
334 04 20 30 State Grant Department Of Commerce - Drug Task Force Grant	0.00	0.00	0.00	39,174.47	41,325.00	51,000.00	WWDGTF Grant Revenue
002 Police Department Grants	5,600.00	0.00	1,222.90	40,047.96	41,325.00	51,000.00	
003 Planning Department	0.00	0.00	0.00	0.00			
334 01 30 00 WSP Fire Marshall Safety Program	0.00	0.00	4,800.00	3,600.00	3,000.00	3,000.00	
334 01 80 01 State Direct/Indirect Grant From Military Department - Disaster Assistance COVID	0.00	0.00	73,675.62	0.00	0.00	0.00	

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334 04 98 00 DOH-EMS Trauma Grant	1,266.00	1,260.00	1,260.00	1,125.00	1,200.00	1,200.00	
005 Fire Department Grants	1,266.00	1,260.00	79,735.62	4,725.00	4,200.00	4,200.00	
105 State Grants	18,036.06	438,612.65	153,148.86	79,559.27	53,025.00	55,200.00	
Total Grants:	44,765.14	443,211.96	159,971.52	81,074.27	53,025.00	59,700.00	

State Shared Revenues

336 00 98 00 Local Government Assistance Program	113,862.99	110,041.98	174,038.57	118,656.31	135,000.00	135,000.00	
336 06 51 00 DUI & Other Criminal Justice Assistance	1,337.25	1,404.77	1,601.84	1,119.57	1,300.00	1,300.00	
336 06 94 00 Liquor Excise Tax	52,473.19	60,919.21	68,493.36	69,118.56	62,404.00	67,605.00	Per MRSC
336 06 95 00 Liquor Control Brd Profit	78,234.29	77,580.62	77,270.36	56,866.80	75,368.00	75,391.00	Per MRSC
107 State Entitlements	245,907.72	249,946.58	321,404.13	245,761.24	274,072.00	279,296.00	
Total State Shared Revenues:	245,907.72	249,946.58	321,404.13	245,761.24	274,072.00	279,296.00	

Loan Proceeds

008 Fire Engine Bond	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	

Federal Revenues

332 92 10 00 COVID-19 Non-Grant Assistance	0.00	9,750.38	1,301,681.00	0.00	0.00	0.00	
332 92 10 02 American Rescue Act Plan Revenue (CFDA #21.027)	0.00	0.00	0.00	1,301,682.00	1,300,411.00	0.00	
332 93 40 10 Ground Emergency Medical Transportation (GEMT) Payment Program	0.00	56,497.48	85,070.93	0.00	0.00	0.00	
109 Federal Revenues	0.00	66,247.86	1,386,751.93	1,301,682.00	1,300,411.00	0.00	
Total Federal Revenues:	0.00	66,247.86	1,386,751.93	1,301,682.00	1,300,411.00	0.00	

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Non-Revenues							
345 89 00 01 Customer Pass-Through Revenues For Expense Incurred By City	0.00	15,000.00	0.00	0.00	0.00	0.00	
347 90 00 02 Farmer's Market Pass-through Sales - SNAP/EBT	0.00	759.00	1,222.00	733.00	900.00	900.00	
347 90 00 04 Farmer's Market Pass-through Processing - State Match	0.82	512.00	1,145.10	1,961.90	0.00	0.00	
347 90 00 05 Farmer's Market Pass-through Processing - DOH Kids Cash	0.00	0.00	624.00	1,494.00	0.00	0.00	
322 90 00 01 Concealed Pistol License State	2,111.00	1,262.00	1,764.00	1,314.00	1,000.00	1,500.00	
345 89 01 27 State Building Code Fee	1,606.50	1,264.50	1,470.50	1,211.00	0.00	0.00	
347 90 00 03 Fireworks Bonds	0.00	100.00	100.00	100.00	0.00	0.00	
382 10 00 06 Refundable Deposits	100.00	0.00	0.00	0.00	0.00	0.00	
389 90 00 00 Other Non-Revenues	359.34	11,400.00	2,300,240.00	210.00	0.00	0.00	
003 Agency & Other Type Deposits	4,176.84	14,026.50	2,303,574.50	2,835.00	1,000.00	1,500.00	
004 Sales Tax Collected	0.00	0.00	0.00	0.00			
389 90 00 04 Deposits To Travel Advance Account	8,249.68	2,778.90	3,098.00	0.00	3,000.00	3,000.00	
005 Non-Revenues	8,249.68	2,778.90	3,098.00	0.00	3,000.00	3,000.00	
361 40 00 43 Interest - Contract Bond Non-Rev	0.00	406.21	5.02	0.68	0.00	0.00	
382 10 00 00 Refundable Deposit	0.00	290,790.02	20.91	0.00	0.00	0.00	
382 10 00 58 Refundable Deposits	53,396.00	0.00	0.00	0.00	0.00	0.00	
382 10 00 59 Refunable Deposits	1,201.93	0.00	0.00	0.00	0.00	0.00	
006 Developer / Deposits	54,597.93	291,196.23	25.93	0.68			
080 Non-Revenues	67,025.27	324,272.63	2,309,689.53	7,024.58	4,900.00	5,400.00	
Total Non-Revenues:	67,025.27	324,272.63	2,309,689.53	7,024.58	4,900.00	5,400.00	

Human Resources

369 91 00 11 AWC Retro Member Refund	0.00	0.00	26,627.00	0.00	0.00	0.00	
001 Administration	0.00	0.00	26,627.00	0.00			

5 YEAR BUDGET COMPARISON

City Of College Place

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
516 Personnel	0.00	0.00	26,627.00	0.00	0.00	0.00	
Total Human Resources:	0.00	0.00	26,627.00	0.00	0.00	0.00	

General Government Services

395 20 00 00 Insurance Compensation For Loss	0.00	0.00	2,624.02	7,765.29	0.00	0.00	
004 Insurance Recoveries	0.00	0.00	2,624.02	7,765.29			
019 Physical Environment	0.00	0.00	2,624.02	7,765.29	0.00	0.00	
Total General Government Services:	0.00	0.00	2,624.02	7,765.29	0.00	0.00	

Fire Department

342 21 51 00 Intergov Fire Service /MOB Reimbursement - Personnel	46,080.90	31,917.51	47,562.83	27,294.29	30,000.00	15,000.00	2022 Wildland fires down from historical average
342 21 51 01 Intergov Fire Service /MOB Reimbursement - Equipment	47,449.79	52,296.00	59,332.68	7,293.80	50,000.00	25,000.00	2022 Wildland fires down from historical average
342 21 51 03 Intergov Fire Services /MOB Reimbursement - Travel	1,403.96	1,949.50	0.00	0.00	2,000.00	2,000.00	
010 Mobilization Program	94,934.65	86,163.01	106,895.51	34,588.09	82,000.00	42,000.00	
522 Fire Control	94,934.65	86,163.01	106,895.51	34,588.09	82,000.00	42,000.00	
Total Fire Department:	94,934.65	86,163.01	106,895.51	34,588.09	82,000.00	42,000.00	

Public Works & Engineering

Total Public Works & Engineering:	0.00	0.00	0.00	0.00	0.00	0.00	
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Spectator & Community Events

347 90 00 00 Farmer's Market Vendor Fees	5,342.50	4,731.00	4,094.70	4,395.00	5,000.00	5,000.00	
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001 Current Expense Fund

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347 90 00 01 Vendor Fees - Other Community Events	635.00	0.00	0.00	290.00	0.00	0.00	
036 Recreation Chrgs/Fees	5,977.50	4,731.00	4,094.70	4,685.00	5,000.00	5,000.00	
Total Spectator & Community Events:	5,977.50	4,731.00	4,094.70	4,685.00	5,000.00	5,000.00	

Parks & Recreation

Total Parks & Recreation:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	8,963,274.37	9,674,913.71	13,777,236.74	11,501,218.51	12,150,804.60	11,884,888.00	

573 90 41 02 Professional Services - Blue Mountain United Way	0.00	0.00	0.00	10,000.00	0.00	0.00	
573 Spectator & Community Events	0.00	0.00	0.00	10,000.00	0.00	0.00	

Fines & Forfeits

514 89 40 00 Remittance Of Seized & Forfeited Property To WA St. Treasurer	383.60	376.77	127.15	0.00	0.00	0.00	
514 Finance & Administration	383.60	376.77	127.15	0.00	0.00	0.00	
Total Fines & Forfeits:	383.60	376.77	127.15	0.00	0.00	0.00	

Interfund Transfers

597 00 00 01 Interfund Transfer CE/Sts	450,000.00	400,000.00	650,000.00	800,000.00	800,000.00	600,000.00	Transfer for Operating Costs
597 00 00 05 Transfer To Current Expense Reserve Fund	200,000.00	100,000.00	75,000.00	0.00	100,000.00	100,000.00	
597 00 00 12 Transfer To Technology Reserve	46,000.00	94,000.00	200,000.00	450,000.00	600,000.00	400,000.00	Transfer for Operating Costs
597 00 00 15 Transfers-Out - CE To Bldg Facility Maint. Reserve	150,000.00	295,100.00	400,000.00	350,000.00	500,000.00	1,100,000.00	Transfer for Facilities Projects
597 00 00 20 CARS GO Bond Payment - INF To 201 Bond Fun	489,050.00	487,950.00	487,950.00	487,950.00	487,950.00	489,050.00	Transfer for Debt Service
597 00 00 23 Transfer To Comm Dev Debt Fund 235	140,484.00	139,735.00	140,484.00	260,057.04	140,484.00	0.00	Loan paid off in 2022
597 00 00 61 Interfund Transfer From CE To Employee Benefit Reserve #610	0.00	75,000.00	50,000.00	0.00	100,000.00	100,000.00	Transfer for Post Employment Benefits

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001 Current Expense Fund

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597 00 13 11 Transfer From CE To Street Improvement Fund	400,000.00	0.00	0.00	0.00	50,000.00	0.00	*
597 00 04 02 Interfund Transfer - CE To SW	85,000.00	0.00	0.00	0.00	0.00	0.00	
080 Operations/General	85,000.00	0.00	0.00	0.00			
070 Operating Transfers	1,960,534.00	1,591,785.00	2,003,434.00	2,348,007.04	2,778,434.00	2,789,050.00	
Total Interfund Transfers:	1,960,534.00	1,591,785.00	2,003,434.00	2,348,007.04	2,778,434.00	2,789,050.00	

Grants

002 Investigation	0.00	0.00	0.00	0.00			
558 70 41 01 Community Development / Planning Prof Servs - Grant Reimbursed	0.00	0.00	43,169.31	24,786.31	10,000.00	0.00	Not requested
002 Development	0.00	0.00	43,169.31	24,786.31	10,000.00		
558 Planning/Community Development	0.00	0.00	43,169.31	24,786.31	10,000.00	0.00	
Total Grants:	0.00	0.00	43,169.31	24,786.31	10,000.00	0.00	

Federal Revenues

597 00 04 04 Interfund Transfer To Stormwater Capital For ARPA Expenses (CFDA # 21.027)	0.00	0.00	0.00	0.00	70,325.00	7,446.00	
597 00 04 05 Interfund Transfer To REET I For ARPA Expenses (CFDA # 21.027)	0.00	0.00	0.00	0.00	0.00	0.00	*
597 34 00 04 Interfund Transfer To Water Capital Reserve Fund For ARPA Expenses (CFDA # 21.027)	0.00	0.00	0.00	300,000.00	299,862.00	0.00	*
109 Federal Revenues	0.00	0.00	0.00	300,000.00	370,187.00	7,446.00	
Total Federal Revenues:	0.00	0.00	0.00	300,000.00	370,187.00	7,446.00	

Legislative

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
511 60 31 00 Operating Supplies - Legislative	1,979.37	65.19	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 31 01 Office Supplies - Legislative	33.69	0.00	0.00	140.07	250.00	150.00	Based on 2022 history
511 60 41 00 Professional Services	0.00	0.00	525.00	0.00	0.00	0.00	Not requested
511 60 48 00 Repairs And Maintenance	0.00	0.00	0.00	0.00	50.00	50.00	Reduced due to going all electronic packets
511 60 49 01 Miscellaneous	389.91	156.40	124.81	0.00	0.00	400.00	Only if you are going to start providing snacks again for the 2023 workshop meetings
511 70 49 00 Lobbying Agreement - Port	13,200.00	14,400.00	14,400.00	13,200.00	15,000.00	15,000.00	Shared cost for lobbyist (w/Port of WW)
001 Administrative	15,602.97	14,621.59	15,049.81	13,340.07	15,450.00	15,750.00	
511 30 44 01 Advertising / Publication	1,358.83	945.51	1,322.54	1,005.70	1,500.00	1,500.00	Publication of vacancies and ordinances not specific to a department
002 Official Publication Service	1,358.83	945.51	1,322.54	1,005.70	1,500.00	1,500.00	
511 60 43 00 Travel - Council Pos. 1	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 43 01 Travel - Council Pos. 2	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 43 02 Travel - Council Pos. 3	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 43 03 Travel - Council Pos. 4	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 43 04 Travel - Council Pos. 5	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 43 05 Travel - Council Pos. 6	350.23	84.85	240.89	0.00	250.00	300.00	Travel to Good Roads Meetings
511 60 43 06 Travel - Council Pos. 7	0.00	0.00	0.00	0.00	100.00	100.00	Based on 2022 history
511 60 49 02 Travel/Misc - Council Pos. 1	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 03 Travel/Misc - Council Pos. 2	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 04 Travel/Misc - Council Pos. 3	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 05 Travel/Misc - Council Pos. 4	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 06 Travel/Misc - Council Pos. 5	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 07 Travel/Misc - Council Pos. 6	175.00	181.94	200.00	145.38	250.00	250.00	Good Roads Travel Expense
511 60 49 08 Travel/Misc - Council Pos. 7	0.00	0.00	0.00	0.00	150.00	150.00	Based on 2022 history
511 60 49 09 Registrations/Fees - Training Classes & Seminars	315.00	0.00	230.00	35.00	300.00	300.00	Training & meetings for newer council members
003 Training	840.23	266.79	670.89	180.38	2,300.00	2,350.00	
511 60 10 00 Wages & Overtime	30,789.01	31,500.00	31,209.70	8,319.38	9,135.00	8,820.00	2023-5
511 60 20 00 Personnel Benefits	2,411.39	2,464.24	2,476.73	675.58	727.09	825.00	2023-5
511 60 42 00 Communications	528.26	0.00	0.00	0.26	0.00	0.00	Not requested
511 60 49 00 Misc/Contingency Expense	0.00	0.00	0.00	125.00	100.00	200.00	Good Roads Membership dues
004 Legislative Services	33,728.66	33,964.24	33,686.43	9,120.22	9,962.09	9,845.00	
514 40 45 00 Intergovernmental Election Costs	6,441.61	6,000.81	5,469.37	9,260.95	12,000.00	12,000.00	CP Share of election costs

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001 Current Expense Fund

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514 40 49 00 Intergov. Services - Voter	21,987.81	22,924.06	25,037.57	24,867.50	25,000.00	27,000.00	CP Share of 2023 County Budget - Voter Registration
005 Election Costs	28,429.42	28,924.87	30,506.94	34,128.45	37,000.00	39,000.00	
511 Legislative	79,960.11	78,723.00	81,236.61	57,774.82	66,212.09	68,445.00	
515 31 41 11 Legal Services - Legislative	975.00	0.00	0.00	0.00	2,000.00	0.00	Not requested after hiring new City Attorney
515 41 41 11 Legal Services (External) - Legislative	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	975.00	0.00	0.00	0.00	2,000.00	0.00	
Total Legislative:	80,935.11	78,723.00	81,236.61	57,774.82	68,212.09	68,445.00	

Municipal Court

512 50 41 02 Professional Services - Other Than Attorneys	104,986.80	109,692.88	116,296.18	93,513.53	110,000.00	110,000.00	This is the fees paid to Walla Walla District Court for managing the City's court services.
515 91 41 00 Professional Services - Legal - Indigent Defense	38,650.00	41,409.88	50,375.00	44,478.30	60,000.00	60,000.00	\$50,000 for indigent defense contract and \$10,000 for additional public defender services as needed.
001 Municipal Court	143,636.80	151,102.76	166,671.18	137,991.83	170,000.00	170,000.00	
512 Municipal Court	143,636.80	151,102.76	166,671.18	137,991.83	170,000.00	170,000.00	
515 31 41 12 Legal Services - Municipal Court	301.07	0.00	0.00	0.00	3,000.00	0.00	Not requested after hiring new City Attorney
515 41 41 12 Legal Services (External) - Municipal Court	0.00	450.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	301.07	450.00	0.00	0.00	3,000.00	0.00	
Total Municipal Court:	143,937.87	151,552.76	166,671.18	137,991.83	173,000.00	170,000.00	

Executive

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001 Current Expense Fund

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513 10 10 00 Wages & Overtime	88,853.55	75,426.16	82,205.88	76,006.90	78,867.27	60,872.00	2023-5
513 10 20 00 Personnel Benefits	27,737.62	22,123.17	21,735.90	23,187.50	19,627.17	19,191.00	2023-5
513 10 31 00 Operating Supplies - Executive	978.08	308.99	270.47	1,792.53	900.00	1,000.00	
513 10 31 01 Office Supplies - Executive	480.39	332.13	118.06	336.03	300.00	400.00	Office supplies for Mayor & City Administrator
513 10 35 00 Small Tools & Minor Equipment	0.00	0.00	0.00	0.00	100.00	100.00	
513 10 41 00 Professional Services	377.80	58.06	43.21	41,932.88	200.00	200.00	
513 10 42 00 Communications	2,124.59	1,599.63	1,424.51	1,284.82	1,500.00	1,500.00	
513 10 43 00 Travel Expense	3,223.28	717.76	2,070.29	2,066.80	3,000.00	3,000.00	
513 10 43 02 Travel / Training Mayor	0.00	16.66	40.00	0.00	350.00	350.00	Registration for AWC Action Days & Conference in Spokane
513 10 44 01 Advertising	98.28	466.45	0.00	1,959.97	100.00	420.00	
513 10 48 00 Repairs & Maintenance	394.73	66.89	31.58	24.51	100.00	100.00	Copy Machine
513 10 49 00 Miscellaneous	2,877.89	9,835.19	3,590.19	6,771.74	2,000.00	4,500.00	
513 10 49 02 Registrations/Fees - Training Classes & Seminars	1,800.00	251.67	665.00	1,118.00	1,000.00	2,000.00	Cost of registration for AWC Action Days, NW City Managers Conference, ICSC Recon, WCMA Conference, IACC Conference Wenatchee.
513 10 49 03 Travel Miscellaneous	0.00	0.00	0.00	0.00	200.00	50.00	
001 Administration	128,946.21	111,202.76	112,195.09	156,481.68	108,244.44	93,683.00	
513 10 43 01 Travel/Training Staff	0.00	0.00	0.00	0.00	200.00	200.00	
513 10 49 01 Miscellaneous	0.00	0.00	200.00	0.00	0.00	0.00	
003 Administrative Support Assist.	0.00	0.00	200.00	0.00	200.00	200.00	
513 Executive	128,946.21	111,202.76	112,395.09	156,481.68	108,444.44	93,883.00	
515 31 41 10 Legal Services - Mayor	150.00	0.00	0.00	0.00	250.00	250.00	
515 31 41 13 Legal Services - City Administration	300.00	2,280.00	1,770.00	0.00	500.00	0.00	Not requested after hiring new City Attorney
515 41 41 10 Legal Services (External) - Mayor	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 41 41 13 Legal Services (External) - City Administration	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	450.00	2,280.00	1,770.00	0.00	750.00	250.00	
513 10 49 50 Misc. AWC Annual Dues / WWVCC Membership	7,439.15	7,887.00	8,128.00	8,130.00	8,100.00	8,300.00	Association of Washington Cities for 2022 (\$7,259) and the Walla Walla Valley Chamber of Commerce (\$841.20)

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002 Miscellaneous	7,439.15	7,887.00	8,128.00	8,130.00	8,100.00	8,300.00	
519 Other General Gov Services	7,439.15	7,887.00	8,128.00	8,130.00	8,100.00	8,300.00	
Total Executive:	136,835.36	121,369.76	122,293.09	164,611.68	117,294.44	102,433.00	

Finance Department

514 23 10 00	Wages & Overtime - Financial Services	67,517.37	67,925.79	72,013.30	58,613.05	72,872.20	70,898.00	2023-5
514 23 20 00	Personnel Benefits	31,149.63	31,233.11	32,426.48	25,892.95	34,450.45	32,810.00	2023-5
514 23 31 00	Operating Supplies - Budgeting, Accounting	341.88	883.80	141.75	229.65	300.00	350.00	
514 23 31 01	Office Supplies - Budgeting, Accounting	1,237.84	805.23	292.81	739.39	1,000.00	1,000.00	
514 23 35 00	Small Tools/Minor Equip.	0.00	0.00	0.00	0.00	500.00	200.00	Miscellaneous
514 23 41 00	Professional Services	13,114.86	20,432.25	24,743.59	18,571.82	26,000.00	14,616.00	Includes \$8,456 for audit, \$2,760 for NvoicePay, \$240 for Xpress Bill Pay, \$2,350 for credit card merchant account fees, \$750 for bank fees & \$60 miscellaneous.
514 23 41 01	Professional Servs Prog.	2,992.52	3,155.11	3,306.71	0.00	5,700.00	0.00	All SBX allocated to 594.18.64.03
514 23 42 00	Communications	870.75	395.48	1,204.66	1,117.39	1,000.00	1,300.00	Postage and phone
514 23 43 00	Travel	1,489.24	982.30	99.68	306.10	2,000.00	2,000.00	
514 23 44 01	Advertising	944.67	660.46	1,047.84	810.72	500.00	500.00	
514 23 48 00	Repairs & Maintenance	506.75	962.27	277.49	427.36	300.00	800.00	Copy Machine
514 23 49 00	Miscellaneous	3,099.96	1,264.62	1,220.49	311.00	1,800.00	1,500.00	Memberships to WFOA, SCWMCA, IIMC & \$315 for CPA dues - B.Carleton
514 23 49 01	Registration Fees / Training Classes & Seminars	7,606.31	6,742.05	488.37	460.00	1,000.00	1,000.00	Training
594 14 64 00	Machinery & Equipment	0.00	0.00	0.00	0.00	500.00	500.00	
001	Budgeting, Acct, Auditing	130,871.78	135,442.47	137,263.17	107,479.43	147,922.65	127,474.00	
514	Finance & Administration	130,871.78	135,442.47	137,263.17	107,479.43	147,922.65	127,474.00	
515 31 41 14	Legal Services - Finance	450.00	255.00	0.00	0.00	300.00	0.00	Not requested after hiring new City Attorney
515 41 41 14	Legal Services (External) - Finance	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney

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515 Legal	450.00	255.00	0.00	0.00	300.00	0.00	
Total Finance Department:	131,321.78	135,697.47	137,263.17	107,479.43	148,222.65	127,474.00	

Legal

515 31 41 00	Prof Legal Servs Retainer	47,647.67	74,573.80	33,203.95	13,835.00	6,000.00	18,000.00	Based on 2022 annualization
515 31 41 01	Professional Legal Services	8,316.46	759.96	450.18	4,020.00	10,000.00	6,000.00	Based on 2022 annualization
515 31 41 02	Professional Services	0.00	0.00	74.50	0.00	350.00	350.00	
515 31 10 00	Salary & Wages - City Attorney	0.00	0.00	34,347.20	77,882.00	85,478.40	58,239.00	2023-5
515 31 20 00	Personnel Benefits	0.00	0.00	13,275.31	27,237.02	30,605.99	20,572.00	2023-5
515 31 31 00	Operating Supplies - City Attorney	0.00	0.00	278.32	0.00	775.00	775.00	Criminal prosecution and civil proceeding expenses (exhibits etc)
515 31 31 01	Office Supplies - City Attorney	0.00	0.00	0.00	0.00	500.00	500.00	
515 31 35 00	Small Tools/Minor Equipment	0.00	0.00	0.00	0.00	150.00	150.00	
515 31 42 00	Communication - City Attorney	0.00	0.00	283.77	391.33	420.00	460.00	Increase based on 2022 expenditures
515 31 43 00	Travel - City Attorney	0.00	0.00	0.00	0.00	1,800.00	1,800.00	Travel meals/lodging/miles
515 31 44 01	Advertising - City Attorney	0.00	0.00	0.00	0.00	0.00	0.00	Not requested
515 31 48 00	Repairs & Maintenance - City Attorney	0.00	0.00	21.19	99.35	250.00	250.00	City Attorney portion of printer maintenance
515 31 49 00	Miscellaneous - City Attorney	0.00	0.00	0.00	498.98	640.00	855.00	WSBA & WSAMA Member Fees - Increase based on 2022 expenditures
515 31 49 01	Registration Fees / Training Classes & Seminars - City Attorney	0.00	0.00	35.00	217.00	800.00	500.00	WSAMA spring & fall conference (Continuing Ed); other training
594 15 64 00	Machinery & Equipment	0.00	0.00	0.00	0.00	0.00	0.00	Not requested
001 Administration		0.00	0.00	48,240.79	106,325.68	121,419.39	84,101.00	
515 Legal		55,964.13	75,333.76	81,969.42	124,180.68	137,769.39	108,451.00	
Total Legal:		55,964.13	75,333.76	81,969.42	124,180.68	137,769.39	108,451.00	

Human Resources

515 31 41 16	Legal Services - Human Resources	995.00	525.00	0.00	0.00	250.00	0.00	Not requested after hiring new City Attorney
515 41 41 16	Legal Services (External) - Human Resources	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney

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001 Current Expense Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
515	Legal	995.00	525.00	0.00	0.00	250.00	0.00	
518 10 49 02	Training/Class Registration Fees & Charges - City-wide Education	500.59	1,092.37	1,000.00	0.00	1,000.00	1,000.00	Summit Law Group webinars-\$500
518 10 10 00	Salaries & Wages - HR	48,967.80	49,885.57	53,955.03	43,837.51	46,663.21	54,643.00	2023-5
518 10 20 00	Personnel Benefits - HR	30,224.13	28,465.26	28,893.32	21,439.38	23,793.74	26,288.00	2023-5
518 10 31 00	Operating Supplies - HR Administration	31.97	662.55	36.58	689.60	250.00	300.00	Based on 2022 history
518 10 31 01	Office Supplies - HR Administration	535.56	596.59	354.83	404.68	500.00	500.00	Copy paper, file folders, printer ink and toner, etc
518 10 41 00	Prof. Services - Labor Negotiations	934.92	0.00	225.00	0.00	3,000.00	3,000.00	Negotiations
518 10 41 01	Professional Services	5,916.06	6,326.10	6,725.84	7,323.57	7,300.00	8,000.00	AWC Retro 2023 cost not available yet, but expect increase
518 10 42 00	Communications - HR	0.00	108.43	507.00	423.83	500.00	500.00	City cell phone
518 10 43 00	Travel	1,200.91	0.00	218.70	1,141.72	1,600.00	1,600.00	Labor Relations Institute, Civil Service Conference, SBX Conference, WAPELRA Conference, RETRO Safety Academy, DER Training (Drug & Alcohol Consortium), WCIA Annual Meeting
518 10 48 00	Repairs And Maintenance	583.32	374.82	475.82	450.84	600.00	700.00	Copy machine cost increase
518 10 49 00	Miscellaneous	1,381.13	1,334.02	573.34	719.50	800.00	800.00	SHRM (\$219), NPELRA, WAPELRA (\$225), and WFOA (\$75) memberships
518 10 49 01	Training / Class Registration Fees & Charges	3,853.44	7,409.98	3,541.99	610.20	1,400.00	1,400.00	Labor Relations Institute-\$395, Civil Service Conference-\$220, BIAS Conference-\$495, WAPELRA Conference-\$250, RETRO Safety Academy-\$0, DER Training (Drug & Alcohol Consortium)-\$0
594 18 64 16	Machinery And Equipment - HR	2,062.04	0.00	0.00	194.54	250.00	250.00	
001	Administration	95,691.28	95,163.32	95,507.45	77,235.37	86,656.95	97,981.00	
518 10 31 02	Operating Supplies - HR Wellness	1,283.65	2,237.54	1,024.38	1,807.56	3,500.00	3,500.00	Employee Luncheons, Wellness baskets, misc Wellness activities
518 10 31 03	Office Supplies - HR Wellness	205.40	70.37	44.13	0.00	300.00	300.00	Posters, printer ink and toner, copy paper, employee of the quarter bats, etc
518 10 31 04	Operating Supplies - HR Wellness Grant Reimbursed	0.00	0.00	0.00	0.00	180.00	180.00	\$5/person insured through AWC
002	Wellness Program Supplies	1,489.05	2,307.91	1,068.51	1,807.56	3,980.00	3,980.00	
516	Personnel	97,680.92	98,563.60	97,575.96	79,042.93	91,636.95	102,961.00	
517 90 24 00	Employee Benefit Prg Cost	933.75	1,134.75	1,200.00	900.00	1,200.00	1,200.00	Updated pricing - \$100/month

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
517 90 24 01 Employee Benefit Prg Cost Deposit	0.00	0.00	1,000.00	0.00	0.00	0.00	
517 Employee Benefit Program	933.75	1,134.75	2,200.00	900.00	1,200.00	1,200.00	
Total Human Resources:	99,609.67	100,223.35	99,775.96	79,942.93	93,086.95	104,161.00	

General Government Services

002 Miscellaneous	0.00	0.00	0.00	0.00			
Total General Government Services:	0.00	0.00	0.00	0.00	0.00	0.00	

City Clerk/Records

515 31 41 15 Legal Services - Records PRA	150.00	1,575.00	555.00	0.00	1,500.00	0.00	Not requested after hiring new City Attorney
515 41 41 15 Legal Services (External) - Records PRA	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	150.00	1,575.00	555.00	0.00	1,500.00	0.00	
514 30 10 00 Wages/O.T. Record Services	53,217.85	58,792.17	60,278.31	38,144.19	46,644.03	52,120.00	2023-5
514 30 20 00 Personnel Benefits	24,698.70	34,301.17	30,512.71	18,705.31	23,387.01	27,590.00	2023-5
514 30 31 00 Operating Supplies - Records	139.30	533.45	184.45	46.37	350.00	350.00	\$150 regular supplies, \$200 for Deputy Clerk Notary
514 30 31 01 Office Supplies - Records	420.33	545.54	575.14	281.35	700.00	550.00	Based on history
514 30 35 00 Sm Tools/Minor Equip,	184.23	0.00	480.44	-273.93	100.00	200.00	Based upon history with added for inflation
514 30 41 00 Prof Serv - Codification/Records Destruction	20,471.19	16,895.01	35,475.98	28,787.10	44,850.00	51,450.00	\$16,000 to upgrade to BoradDocs Pro+ including installation; 6.000 NextRequest, 6,500 Archive Social, \$5,500 Zoom, \$2,000 MuniDocs, \$10,000 MuniCode, \$5,000 SMARSH, \$450 Shred Services. (Note increase in BoardDocs counters decrease in MuniCode)
514 30 42 00 Communication	947.39	1,051.76	727.68	626.75	800.00	825.00	Slight increase for rising costs
514 30 43 00 Travel	1,568.97	797.41	308.32	3,246.81	3,000.00	4,000.00	WMCA Spring & Fall / SCWMCA / NCI PD 1 & 2 (for new clerk or deputy)
514 30 44 01 Advertising	0.00	0.00	590.36	97.73	100.00	100.00	No change
514 30 48 00 Repairs & Maintenance	974.85	292.69	313.92	380.42	400.00	425.00	Slight increase for rising costs

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
514 30 49 00 Miscellaneous	401.28	368.49	1,141.74	615.00	450.00	650.00	Association memberships for Clerk & Deputy to WMCA, SCWMCA, IIMC, WA-PRO
514 30 49 01 Registrations/Fees - Training Classes & Seminars	957.72	1,330.00	765.00	2,843.00	3,000.00	4,150.00	\$1,800 WMCA 2022 Spring & Fall Academy-Clerk & Deputy . \$150 SCWMCA, \$1600 NCI- Clerk & Deputy, \$600 - MRSC Misc Trainings (Will have a new Clerk or Deputy Clerk)
594 14 64 01 Machinery & Equipment	2,054.99	2,476.26	0.00	0.00	2,500.00	2,500.00	Carry over - Large document scanner that was not purchased in 2022.
520 City Clerk/Records	106,036.80	117,383.95	131,354.05	93,500.10	126,281.04	144,910.00	
Total City Clerk/Records:	106,186.80	118,958.95	131,909.05	93,500.10	127,781.04	144,910.00	

Police Operations

003 Police Dept Donations	0.00	0.00	0.00	0.00			
515 31 41 21 Legal Services - Police	10,324.50	9,082.50	11,482.50	0.00	5,000.00	0.00	Not requested after hiring new City Attorney
515 41 41 21 Legal Services (External) - Police	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	10,324.50	9,082.50	11,482.50	0.00	5,000.00	0.00	
521 10 10 00 Wages & Overtime	114,150.83	116,091.25	126,687.87	130,722.37	140,705.99	159,297.00	2023-5
521 10 20 00 Personnel Benefits	39,792.18	39,119.52	43,234.92	38,689.10	47,494.86	50,056.00	2023-5
521 10 20 02 Benefits - Reimbursement Costs	0.00	0.00	301.65	0.00	0.00	0.00	
521 10 31 00 Operating Supplies - Administration	1,736.94	1,046.14	175.17	1,782.01	1,000.00	1,000.00	Chief for a day, National Night Out, Esprit de corps items.
521 10 31 01 Office Supplies - Administration	357.85	78.60	106.51	536.72	500.00	500.00	Copy paper, printer cartridges, misc. office supplies.
521 10 35 00 Sm Tools/Minor Equipment	0.00	0.00	0.00	0.00	150.00	2,500.00	Star link for internet - Range Classroom
521 10 41 00 Professional Services	4,238.69	5,754.50	2,389.29	8,077.22	5,000.00	7,000.00	Accreditation fees, PowerDMS, Background, poly & psych tests. Public Safety Testing costs. Recruitment, selection.
521 10 41 01 Prof Services - Labor Negotiations.	5,776.29	1,912.50	2,875.00	2,925.00	8,500.00	8,500.00	Labor Union Negotiations
521 10 41 03 Prof Services - Lexipol Consulting Service	4,253.05	3,093.00	3,186.00	3,297.51	3,300.00	3,500.00	Lexipol 2022 Price = \$3,298.51. I am expecting an increase in 2023 but they have not sent notifications yet.

5 YEAR BUDGET COMPARISON

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521 10 42 00 Communication	4,328.48	4,211.08	4,429.85	4,036.52	5,000.00	5,000.00	Based on 18 FTE's
521 10 43 00 Travel	2,042.28	1,038.70	707.84	357.23	2,000.00	3,000.00	Ongoing professional development and required courses. Courses are beginning to open post COVID.
521 10 44 01 Advertising	90.00	1,603.01	378.83	617.04	500.00	500.00	Increases for news paper costs
521 10 48 00 Repairs & Maintenance	238.20	279.21	151.51	448.99	500.00	200.00	Photocopies
521 10 49 00 Miscellaneous	520.00	691.42	1,954.42	2,711.77	2,500.00	2,500.00	WASPC dues - Attending Spring & Fall Conference.
521 10 49 01 Registrations / Fees Training Classes & Seminars	652.50	900.34	644.00	623.31	3,000.00	3,000.00	Ongoing leadership & Career development courses & Conferences.
521 10 49 96 Interfund Rentals O & M	31,002.62	34,012.63	41,836.33	55,317.64	34,305.00	34,305.00	
001 Administration	209,179.91	209,831.90	229,059.19	250,142.43	254,455.85	280,858.00	
521 21 10 00 Wages Investigation	72,974.86	77,565.93	85,843.75	82,328.64	85,600.00	92,543.00	2023-5
521 21 20 00 Benefits - Investigation	27,984.55	28,547.23	29,884.68	26,543.25	29,536.00	32,751.00	2023-5
521 21 31 00 Operating Supplies - Investigation	928.44	1,666.13	2,660.11	438.57	2,000.00	1,500.00	Crime scene processing equipment, brushes, evidence collection bags, fingerprint cars, lift kits. These orders are random but needed.
521 21 31 01 Office Supplies - Investigation	20.64	33.75	464.70	613.46	600.00	800.00	Labels, DVDs
521 21 35 00 Sm Tools/Equip Invest	75.00	339.69	0.00	0.00	500.00	500.00	Misc. equipment needs
521 21 41 00 Prof Servs Investigation	525.17	1,128.34	508.50	673.37	1,500.00	1,500.00	Polygraph and Psychological examinations, medical evaluations, suspect interviews and computers forensic
521 21 42 00 Communication Invest.	969.59	469.16	2,222.36	2,412.07	1,352.00	1,400.00	Detective cell phone
521 21 43 00 Travel Investigation	1,907.56	0.00	533.44	54.43	200.00	1,000.00	Expenses to interview criminal suspects out of town.
521 21 48 00 Repairs/Maint Invest.	25.49	22.20	26.86	18.25	75.00	75.00	Copy machine charges
521 21 49 00 Misc Investigation	14.12	0.00	500.00	0.00	1,500.00	1,500.00	Ongoing professional development - Member of Special Investigative Unit, New Task Force Detective
521 21 49 01 Registration Fees - Training Classes & Seminars	958.00	579.00	749.00	0.00	1,500.00	1,500.00	
521 70 10 04 Wages - Impaired Driving CFDA#20.600 Grant Program	1,688.24	2,369.21	639.63	743.73	1,500.00	1,500.00	
594 21 64 01 Machinery Investigation	0.00	8,192.07	0.00	0.00	8,700.00	8,700.00	Additional camera and maintenance for existing system. Camera for Meadowbrook & Lamperti
002 Investigation	108,071.66	120,912.71	124,033.03	113,825.77	134,563.00	145,269.00	
521 22 10 00 Wages Patrol	528,375.98	589,300.59	687,705.17	672,872.35	743,419.00	870,507.00	2023-5
521 22 20 00 Benefits Patrol	207,981.33	211,019.92	235,091.68	206,939.13	252,293.00	302,277.00	2023-5

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
521 22 20 01 Benefits Uniforms Patrol	11,991.71	9,811.39	7,498.37	14,933.59	12,000.00	12,000.00	Equipment & Uniforms - ongoing hiring and equipment needs. Replacement of worn/old uniforms.
521 22 20 02 Benefits Uniforms BVP Grant-Funded	1,163.72	0.00	2,828.22	0.00	0.00	0.00	
521 22 20 03 Patrol Equipment & Clothing Allowance	0.00	0.00	0.00	0.00	0.00	4,500.00	\$300 per officer every year per union contract - 15 officers
521 22 20 06 BVFF Pension & Disability Payments	235.00	0.00	235.00	235.00	0.00	0.00	
521 22 31 00 Operating Supplies - Patrol	5,559.31	3,982.85	4,632.03	2,494.63	5,000.00	5,000.00	Standardized equipment needs.
521 22 31 01 Office Supplies - Patrol	139.95	37.03	0.00	2,167.75	300.00	2,200.00	
521 22 32 00 Fuel Consumed Patrol	191.49	104.40	97.09	342.75	350.00	1,000.00	Fuel
521 22 35 00 Sm Tools/Equip Patrol	919.74	0.00	0.00	0.00	2,300.00	1,000.00	
521 22 41 00 Prof Services Patrol	930.92	6,279.82	8,837.20	3,335.72	3,500.00	3,500.00	
521 22 42 00 Communication Patrol	11,283.42	14,865.00	8,135.40	5,171.76	9,000.00	9,000.00	Based on 18 FTE's
521 22 42 01 Patrol Air Cards - Communication	6,098.16	0.00	5,044.75	5,367.68	5,000.00	5,000.00	Based on 18 FTE's
521 22 45 00 Operating Rentals Patrol	54,390.24	0.00	0.00	0.00	0.00	0.00	
521 22 48 00 Repairs/Maint. Patrol	125.15	302.17	341.46	324.42	1,000.00	500.00	Radio repair and maintenance fees
521 22 49 00 Miscellaneous Patrol	1,135.35	0.00	119.60	104.00	100.00	100.00	
521 22 49 01 Intergov Servs Patrol - Dispatch Charges	169,494.00	194,127.16	205,447.36	113,460.22	200,000.00	200,000.00	Estimate based on average
521 22 49 02 WW PD Support/Maint MDT Software	0.00	0.00	0.00	132.97	1,000.00	1,000.00	
521 22 49 96 Interfund Rentals O & M	31,002.62	34,012.63	41,836.33	42,403.15	34,305.00	34,305.00	
521 70 10 02 Wages - Impaired Driving CFDA#20.601 Grant Program	0.00	0.00	211.56	400.47	0.00	0.00	
521 70 10 03 Wages - Seatbelts CFDA#20.602 Grant Program	662.49	0.00	0.00	0.00	0.00	0.00	
521 70 20 02 Benefits - Impaired Driving CFDA#20.601 Grant Program	0.00	0.00	71.28	148.33	0.00	0.00	
521 70 20 03 Benefits - Seatbelts CFDA#20.602 Grant Program	236.34	0.00	0.00	0.00	0.00	0.00	
521 70 20 04 Benefits - Impaired Driving CFDA#20.600 Grant Program	619.11	834.43	214.85	222.50	0.00	0.00	
594 21 64 02 Machinery/Equip Patrol	28,730.57	25,064.90	53,640.51	9,473.83	30,000.00	30,000.00	Ongoing PowerDMS, Net Motion for 20 licenses, DUO 2 FA Authentication, Panic button's for clerks, Starlink for range classroom. Adding two members to regional SWAT team, Drone for Detective, Suppressors for rifles, new rifle scopes & Slings. One new rifle for new FTE, Panic Alarm install, Misc. Equipment needs.
597 00 15 21 Transfer To 320 For Equipment Replacement	20,254.50	38,100.00	0.00	0.00	157,300.00	228,351.00	

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001 Current Expense Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
003	Patrol	1,081,521.10	1,127,842.29	1,261,987.86	1,080,530.25	1,456,867.00	1,710,240.00	
521 23 10 00	Wages Spec Unit	59,882.87	64,559.25	71,452.03	38,237.39	70,777.00	0.00	*
521 23 20 00	Benefits Spec Unit	25,558.48	24,901.92	26,964.35	14,069.90	25,307.00	0.00	*
004	School Resource Officer	85,441.35	89,461.17	98,416.38	52,307.29	96,084.00		
521 30 10 01	Wages - Drug Task Force	0.00	0.00	0.00	35,218.69	41,325.00	89,125.00	2023-5
521 30 20 00	Benefits Crime Prevent	0.00	0.00	-1.01	0.00	0.00	0.00	
521 30 20 01	Benefits - Drug Task Force	0.00	0.00	0.00	10,866.38	15,702.00	32,252.00	2023-5
521 30 31 00	Operating Supplies - Crime Prevention	0.00	0.00	0.00	6.95	100.00	100.00	
521 30 31 01	Office Supplies - Crime Prevention	0.00	0.00	0.00	0.00	100.00	100.00	
521 30 49 00	Misc Crime Prevention	0.00	50.00	0.00	0.00	100.00	100.00	Town hall meetings (Interpreter) surveys, coffee, snacks for meetings.
521 30 49 06	Registrations/Fees - Training Classes & Seminars	0.00	695.00	0.00	0.00	300.00	300.00	
005	Crime Prevention	0.00	745.00	-1.01	46,092.02	57,627.00	121,977.00	
521 40 31 00	Operating Supplies - Training	3,527.94	1,695.54	921.88	8,994.99	10,000.00	17,500.00	Rising costs associated with annual purchase of ammo, simmunition gear, sim weapons, Taser Cartridges, Shotgun less lethal rounds. SWAT gear for new members.
521 40 31 01	Office Supplies - Training	0.00	0.00	0.00	0.00	100.00	100.00	
521 40 41 00	Prof Services Training	756.32	816.00	890.00	650.00	1,300.00	700.00	Range Outhouse service
521 40 43 00	Travel Training	9,640.83	2,927.26	3,625.51	4,162.55	10,000.00	10,000.00	Increase for training & Travel needs. Need certifications for; FBI LEEDA, Career level certification courses for sergeants, Misc. Conferences, ARIDE for new officers, BLEA for direct hires. Increase in mandatory training requirements. Adding new FTE's.
521 40 48 00	Repairs/Maint Training	0.00	747.72	0.00	0.00	1,000.00	1,000.00	
521 40 49 01	Registrations/Fees - Training Classes & Seminars	13,916.00	1,803.50	3,628.00	9,657.00	25,000.00	30,000.00	Increase for training & Travel needs. Need certifications for; FBI LEEDA, Career level certification courses for sergeants, Misc. Conferences, ARIDE for new officers, BLEA for direct hires (costs have increased). Increase in mandatory training requirements. Adding new FTE's. Anticipated BLEA costs for 2023 is \$15,000 (3 new officers)

5 YEAR BUDGET COMPARISON

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006	Training	27,841.09	7,990.02	9,065.39	23,464.54	47,400.00	59,300.00	
521 70 10 00	Wages Traffic	175,078.48	195,508.21	227,921.23	221,051.87	246,766.00	289,562.00	2023-5
521 70 20 00	Benefits Traffic	69,241.30	70,598.92	78,261.45	68,858.20	84,017.00	100,703.00	2023-5
521 70 20 06	BVFF Pension & Disability Payments	105.00	0.00	105.00	105.00	180.00	180.00	
521 70 31 00	Operating Supplies - Traffic	60.84	245.00	53.30	0.00	250.00	250.00	
521 70 31 01	Office Supplies - Traffic	0.00	0.00	0.00	0.00	75.00	75.00	
521 70 35 00	Sm Tools Traffic	0.00	0.00	0.00	0.00	200.00	200.00	
521 70 35 01	Small Tools DUI Emphasis Funded	0.00	0.00	0.00	900.75	0.00	1,000.00	
521 70 41 00	Prof Services Traffic	200.38	483.54	2,104.15	191.87	500.00	500.00	Radar Certification
521 70 48 00	Repairs/Maint Traffic	0.16	0.00	0.00	0.00	500.00	500.00	
521 70 49 00	Miscellaneous Traffic	0.00	0.00	0.00	0.00	100.00	100.00	
521 70 49 96	Interfund Rentals - O & M	31,002.62	34,012.63	41,836.33	42,403.15	35,000.00	35,000.00	
594 21 64 05	WASPC TrafficSafety Grant	5,600.00	983.74	0.00	0.00	0.00	2,000.00	
594 21 64 09	Equipment Purchases - Traffic Policing	0.00	0.00	11,260.23	632.48	11,260.00	2,500.00	
594 21 64 12	Wildhorse Camera Grant	0.00	16,384.13	0.00	0.00	0.00	2,000.00	
007	Traffic Policing	281,288.78	318,216.17	361,541.69	334,143.32	378,848.00	434,570.00	
521 19 10 00	Wages Support Serv	96,059.39	94,408.37	111,550.76	104,398.96	121,178.25	127,948.00	2023-5
521 19 10 03	Wages Support Services - Intern	3,448.20	1,489.70	276.47	0.00	0.00	0.00	No intern requested in 2022
521 19 10 04	Wages Support Services - Intern Grant Reimbursed	5,284.80	2,150.56	0.00	0.00	0.00	0.00	No intern requested in 2022
521 19 20 00	Benefits Support Servs	51,950.30	54,293.66	51,192.81	44,384.59	52,074.00	53,201.00	2023-5
521 19 20 01	Benefits/Uniforms Support Services	329.31	67.80	157.19	36.17	400.00	400.00	Uniforms
521 19 20 03	Benefits Support Services - Intern	767.46	275.66	0.00	0.00	0.00	0.00	No intern requested in 2022
521 19 31 00	Operating Supplies - Support Services	830.46	2,435.70	2,270.68	58.84	2,400.00	2,400.00	
521 19 31 01	Office Supplies - Support Services	2,373.87	2,697.47	1,744.97	1,883.58	2,500.00	2,500.00	
521 19 35 00	Sm Tools Support Servs	0.00	0.00	0.00	0.00	500.00	500.00	
521 19 41 00	Prof Services Support Ser	7,447.79	6,182.38	8,884.57	5,349.15	5,705.00	5,705.00	Background checks, ACCESS fees, and printing costs.
521 19 42 00	Communication Support Ser	0.00	34.15	0.00	0.00	0.00	0.00	
521 19 43 00	Travel Support Services	1,881.42	30.00	0.00	0.00	1,500.00	1,500.00	Records/disclosure training/Conference & Leadership course - New Clerk to attend Conference 2021 Costs
521 19 44 01	Advertising Support Servs	0.00	0.00	0.00	319.50	250.00	250.00	
521 19 45 00	Oper Rentals Support Serv	0.00	0.00	0.00	0.00	250.00	1,000.00	Adding panic buttons to clerks office for improved security. Intitial install is \$448 with \$45 per month service fee.
521 19 48 00	Repairs/Maint Support Ser	678.02	792.05	797.95	743.03	800.00	800.00	Copy machine charges
521 19 49 00	Misc. Support Services	125.00	186.52	0.00	25.00	200.00	200.00	
521 19 49 01	Registrations / Fees - Training Classes / Seminars	1,074.00	146.00	585.00	304.05	500.00	500.00	Professional training for records staff.

5 YEAR BUDGET COMPARISON

City Of College Place

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
521 19 49 02 WW SSMA New World Records Sys Support	17,583.83	19,003.98	33,918.72	18,468.00	40,000.00	40,000.00	Annual costs & service fees. Agency fee for new Tyler New World
594 21 64 10 Machinery & Equipment - Grant Funded	12,280.93	0.00	0.00	0.00	0.00	2,500.00	
594 21 64 11 Machinery & Equipment - Support Svcs	0.00	0.00	4,121.45	0.00	4,200.00	4,200.00	
008 Support Services	202,114.78	184,194.00	215,500.57	175,970.87	232,457.25	243,604.00	
521 23 41 09 Special Response Unit - Professional Services	0.00	0.00	0.00	47.77	0.00	0.00	
009 Criminal Justice	0.00	0.00	0.00	47.77			
554 30 10 00 Wages Special Enforcement	50,555.95	54,443.48	59,781.56	53,102.92	60,230.61	62,668.00	2023-5
554 30 20 00 Benefits	29,950.58	28,107.06	28,247.08	26,267.21	29,775.00	31,933.00	2023-5
554 30 20 01 Uniforms	995.03	0.00	0.00	0.00	500.00	500.00	
554 30 31 00 Operating Supplies - Special Enforcement	1,247.64	454.36	471.33	310.98	600.00	500.00	
554 30 31 01 Office Supplies - Special Enforcement	20.64	0.00	137.35	375.08	200.00	300.00	
554 30 35 00 Sm Tools/Equipment	0.00	0.00	0.00	0.00	75.00	75.00	
554 30 41 00 Professional Services	11,550.77	10,099.52	10,102.40	7,500.06	9,000.00	10,000.00	BMHS Monthly Fee
554 30 42 00 Communications - Special Enforcement	0.00	767.99	972.74	856.88	1,500.00	1,500.00	Ongoing Evidence & Property Certifications. Cost reflects new estimates.
554 30 43 00 Travel	1,695.03	977.73	31.88	0.00	1,500.00	1,500.00	
554 30 44 01 Advertising / Publication	0.00	0.00	0.00	156.04	0.00	0.00	
554 30 48 00 Repairs/maintenance	11.01	0.00	0.00	0.00	11.00	20.00	
554 30 48 01 Repairs & Maintenance - Code Enforcement Cleanup	9,674.30	0.00	0.00	0.00	0.00	0.00	
554 30 49 00 Miscellaneous	40.00	40.00	54.92	11.00	40.00	40.00	
554 30 49 01 Registrations/Fees - Training Classes & Seminars	140.00	0.00	0.00	0.00	500.00	500.00	Course fees
554 30 49 96 Interfund Rentals - O & M	10,154.50	1,888.15	8,978.34	3,907.76	2,300.00	2,300.00	
012 Special Enforcement	116,035.45	96,778.29	108,777.60	92,487.93	106,231.61	111,836.00	
521 Law Enforcement	2,111,494.12	2,155,971.55	2,408,380.70	2,169,012.19	2,764,533.71	3,107,654.00	
523 60 41 00 Professional Services	3,576.68	0.00	0.00	0.00	0.00	1,000.00	Yearly medical costs, blood draws, associated with inmates injuries during arrest or becoming ill while in jail.
523 60 49 00 Miscellaneous	0.00	0.00	0.00	0.00	150.00	150.00	
523 60 49 01 Intergov Services - Cnty Jail Services	19,158.52	22,720.98	33,281.02	32,931.89	28,000.00	35,000.00	Based on 2022

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
523 Detention & Correction	22,735.20	22,720.98	33,281.02	32,931.89	28,150.00	36,150.00	
594 21 64 55 Machinery/Equipment - Special Enforcement	0.00	0.00	0.00	0.00	2,000.00	2,000.00	Misc and Unknown
539 Special Enforcement	0.00	0.00	0.00	0.00	2,000.00	2,000.00	
Total Police Operations:	2,144,553.82	2,187,775.03	2,453,144.22	2,201,944.08	2,799,683.71	3,145,804.00	

Fire Department

515 31 41 22 Legal Services - Fire / EMS	0.00	112.50	0.00	0.00	1,000.00	0.00	Not requested after hiring new City Attorney
515 41 41 22 Legal Services (External) - Fire / EMS	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	0.00	112.50	0.00	0.00	1,000.00	0.00	
522 10 10 00 Wages & Overtime	0.00	0.00	0.00	0.00	0.00	47,563.00	2023-5
522 10 20 00 Personnel Benefits	0.00	0.00	0.00	0.00	0.00	15,157.00	2023-5
522 10 20 01 Other Benefits - Uniforms	227.95	378.23	0.00	0.00	300.00	300.00	Uniforms for the Chief
522 10 31 00 Operating Supplies - Administration	387.74	437.44	1,833.14	0.00	500.00	500.00	
522 10 31 01 Office Supplies - Administration	450.31	645.63	783.26	188.99	750.00	500.00	
522 10 35 00 Sm Tools & Minor Equipmnt	0.00	429.37	0.00	115.53	0.00	250.00	
522 10 41 00 Professional Services - Comprehensive Analysis Of Fire Services	18,400.49	1,848.15	1,801.30	829.53	0.00	500.00	GEMT study will be done in house this year.
522 10 41 01 Union Negotiations - Fire Dept.	0.00	0.00	700.00	0.00	0.00	0.00	
522 10 41 02 Professional Services - Admin	14,028.58	11,564.53	11,949.29	5,128.98	8,500.00	0.00	Moved Firehouse Software to IT
522 10 42 00 Communication	1,217.93	1,210.38	1,542.15	1,380.68	1,300.00	1,300.00	Phone lines for the station and Chief's city issued cell phone
522 10 43 00 Travel	1,380.28	982.02	222.06	1,872.21	3,000.00	5,000.00	Travel for meetings, training, and conferences. The increase is for joining NFPA technical committee meetings. They will be reimbursed at 80%.
522 10 44 01 Advertising	432.16	392.30	264.02	329.27	500.00	500.00	Advertising for firefighter eligibility test, this is an annual expense.
522 10 48 00 Repairs & Maintenance	700.08	285.23	352.11	435.29	300.00	500.00	Copy machine charges.
522 10 49 00 Miscellaneous	1,561.87	2,695.09	3,012.90	3,953.01	3,500.00	3,500.00	Memberships to Tri-County Fire Chiefs' Association and Washington Fire Chiefs' Association. There is an increase in membership dues for Wa Fire Chiefs' Association.

5 YEAR BUDGET COMPARISON

City Of College Place

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001 Current Expense Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
522 10 49 01	Registrations/Fees - Training Classes & Seminars	1,225.00	0.00	825.08	1,055.00	3,000.00	3,000.00	Training conferences, Chiefs' Association conference, Database conference.
594 22 64 00	Machinery & Equipment - Admin	0.00	5,826.95	-2,061.03	0.00	0.00	0.00	Not requested
594 22 64 02	Machinery & Equipment - Mobilization	4,348.00	0.00	0.00	0.00	0.00	0.00	
001	Administration	44,360.39	26,695.32	21,224.28	15,288.49	21,650.00	78,570.00	
522 20 10 00	Wages Fire	96,772.56	117,981.74	141,548.26	151,177.64	291,444.00	169,345.00	2023-5
522 20 10 01	Stipends (Volunteers)	40,288.87	44,033.05	37,173.58	35,101.23	35,000.00	35,000.00	Volunteer Stipends
522 20 20 00	Benefits Fire	33,623.59	44,405.18	46,399.44	54,493.99	115,531.00	61,423.00	2023-5
522 20 20 01	Benefits (Volunteers)	3,081.96	3,258.66	2,843.72	2,609.40	2,678.00	6,118.00	Volunteer Benefits - FICA \$2,678, EAP \$840, Lifeflight \$2,600
522 20 20 03	Uniforms - Volunteers	4,088.08	2,664.34	2,049.11	1,982.90	6,500.00	6,500.00	Volunteer Uniforms
522 20 20 04	Uniforms - FT Firefighter	2,221.21	363.21	1,379.13	2,363.00	4,000.00	4,000.00	Uniforms for the 7 FTE line staff
522 20 31 00	Operating Supplies - Suppression	5,255.51	9,035.75	3,980.61	3,730.77	1,000.00	3,500.00	Misc. Supplies, increase to reflect actual expenses.
522 20 31 01	Office Supplies - Suppression	951.72	6.42	15.24	152.85	0.00	300.00	
522 20 31 03	Radios/Pagers - Parts & Supplies	779.58	1,671.92	605.11	94.19	750.00	750.00	
522 20 31 04	Oper Supplies - Vehicles	315.09	2,064.43	167.31	0.00	0.00	0.00	
522 20 32 00	Fuel - Suppression	505.84	758.26	264.03	1,454.59	250.00	250.00	
522 20 35 00	Sm Tools/Equipment	474.11	0.00	2,222.99	1,079.50	500.00	1,000.00	Replace non repairable equipment
522 20 35 01	Small Tools Vehicle	0.00	0.00	0.00	0.00	500.00	500.00	Small Tools
522 20 41 00	Fire Dept Personnel Physicals	5,554.65	3,156.00	1,468.00	1,329.30	3,000.00	3,000.00	Physicals for new volunteers
522 20 42 00	Communication - Air Cards For MDTs	3,289.34	2,912.72	3,209.25	2,811.93	2,750.00	0.00	Move to IT
522 20 48 00	Repairs/Maintenance	4,824.33	2,913.33	1,167.48	1,470.97	2,000.00	1,000.00	Repairs of small tools and equipment that are housed or mounted on vehicles.
522 20 48 01	Repairs/Maint Vehicle	1,304.53	6,078.15	300.00	300.00	0.00	0.00	
522 20 49 00	Misc Fire	38.45	69.28	19.81	91.46	0.00	0.00	
522 20 49 04	Intergov Services - Dispatch Charges	22,998.00	23,633.44	23,550.24	12,856.61	25,000.00	25,000.00	Per WESCOM
522 20 49 05	WW SSMA New World Records Sys Support	1,445.42	0.00	0.00	0.00	3,200.00	0.00	Move to IT
522 20 49 06	BVFF Pension & Disability Payments	1,530.00	1,560.00	1,470.00	1,170.00	1,800.00	1,800.00	BVFF Pension and Disability
522 20 49 96	Interfund Rentals - O & M	24,317.17	13,494.02	28,145.08	39,314.43	30,000.00	30,000.00	
594 22 64 10	Equipment - Radios & Pagers (Fire)	14,885.23	17,787.49	10,619.70	0.00	19,500.00	19,500.00	Utilize DNR grant to purchase portable radios Spring and Fall. Radios and wildland equipment (\$15,000). Matching grant from DNR
594 22 64 12	Equipment - Grant Funded	5,885.26	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
594 22 64 20 Machinery/Equipment	12,195.50	15,929.60	18,232.38	143,138.00	40,000.00	40,000.00	In 2015 NFPA requirement now states that we need to replace helmet, gloves, hood, boots, pants, and coat every ten years. Previously it has only been for pants and coats. Replacement of 12 sets of turnouts.
597 00 15 22 Transfer To 320 For Equipment Replacement	64,000.00	150,000.00	15,000.00	692,348.15	1,183,000.00	175,000.00	
002 Fire Suppression	350,626.00	463,776.99	341,830.47	1,149,070.91	1,768,403.00	583,986.00	
522 30 10 00 Wages & OT	27,400.98	36,999.94	38,605.59	35,488.89	40,450.00	40,865.00	2023-5
522 30 20 00 Benefits	17,098.73	17,205.41	17,995.29	16,903.54	18,566.00	19,667.00	2023-5
522 30 20 01 Other Benefits/Uniforms	0.00	0.00	0.00	23.41	300.00	300.00	Uniforms for the Fire Marshal
522 30 31 00 Operating Supplies - Prevention / Investigation	2,872.43	103.03	22.26	80.04	2,500.00	2,500.00	NFPA and IFC subscriptions
522 30 31 01 Office Supplies - Prevention / Investigation	218.35	5.08	0.00	0.00	200.00	200.00	Fire investigation supplies
522 30 41 00 Professional Services	0.00	0.00	0.00	27.36	0.00	0.00	
522 30 42 00 Communication	266.15	405.29	160.00	0.00	2,000.00	1,500.00	Postage for weed abatement and the fire marshal's cell phone.
522 30 43 00 Travel	121.40	75.27	78.31	120.35	1,500.00	1,500.00	Training for the Fire Marshal to stay current with his certifications.
522 30 48 00 Repairs/Maintenance	78.41	20.52	0.00	0.00	100.00	100.00	Copy machine charges.
522 30 49 00 Miscellaneous	190.55	431.00	387.20	767.95	750.00	750.00	Membership fees
003 Fire Prevention/Investigation	48,247.00	55,245.54	57,248.65	53,411.54	66,366.00	67,382.00	
522 45 10 00 Wages & OT	69,306.02	81,401.68	76,304.67	82,982.93	92,950.00	78,184.00	2023-5
522 45 20 00 Benefits	19,483.65	21,005.52	21,091.80	20,617.35	22,313.00	18,070.00	2023-5
522 45 20 03 Uniforms - FT Firefighter	97.18	0.00	0.00	0.00	300.00	300.00	Training officer uniforms
522 45 31 00 Operating Supplies - Training	1,611.54	1,824.76	395.14	1,419.57	3,000.00	5,000.00	Supplies for the training props, plywood, sheetrock.
522 45 31 01 Office Supplies - Training	6.36	78.33	34.04	118.35	5,000.00	250.00	Training materials and books. New Projector and screen for the classroom.
522 45 35 00 Small Tools & Equipment - Training	1,225.59	0.00	1,143.43	0.00	0.00	0.00	
522 45 41 00 Professional Services	0.00	0.00	0.00	51.11	0.00	0.00	
522 45 42 00 Communication	280.98	220.44	35.32	101.74	0.00	0.00	
522 45 43 00 Travel	0.00	0.00	486.83	2,422.43	12,000.00	12,000.00	Travel for outside of area training. Additional increase for regional training academy.
522 45 48 00 Repairs/Maintenance	10.04	16.60	0.00	0.00	150.00	150.00	Copy machine charges
522 45 49 00 Miscellaneous	55.10	56.76	3,676.88	16,977.28	2,500.00	2,500.00	
522 45 49 01 Registrations/Fees - Training Classes & Seminars	550.00	796.00	3,250.00	5,000.00	1,500.00	4,500.00	Outside of area training
594 22 64 40 Training Equip/Software/Matls - WSP FF Training Program	0.00	0.00	0.00	735.00	0.00	2,000.00	Preplan software

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

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004 Training	92,626.46	105,400.09	106,418.11	130,425.76	139,713.00	122,954.00	
522 50 31 00 Operating Supplies - Facilities	4,493.92	3,016.62	4,869.47	5,315.13	5,000.00	4,000.00	Cleaning supplies, Increase due to COVID
522 50 31 01 Office Supplies - Facilities	0.00	0.00	0.00	48.01	0.00	100.00	
522 50 35 00 Small Tools/Equipment	303.28	0.00	0.00	0.00	250.00	150.00	
522 50 47 00 Public Utility Services	21,348.22	20,186.37	21,276.88	19,721.42	25,000.00	25,000.00	Utilities (Power, gas, water, and sewer)
522 50 48 00 Repairs/Maintenance	9,023.37	12,777.03	16,083.37	9,886.97	5,000.00	5,000.00	Dorm Room Renovations included in 315
522 50 49 00 Miscellaneous	32.00	108.84	107.09	109.59	150.00	150.00	Budget based on historical need
594 22 64 50 Machinery/Equipment	1,869.64	5,543.40	5,891.99	4,996.51	8,000.00	8,000.00	Anticipated appliance repairs, as needed.
005 Facilities	37,070.43	41,632.26	48,228.80	40,077.63	43,400.00	42,400.00	
594 22 64 01 Machinery & Equipment - Grant Funded	0.00	0.00	2,673.24	0.00	0.00	0.00	
009 Grants - FEMA	0.00	0.00	2,673.24	0.00			
522 20 10 02 Wages - Mobilization	39,390.38	17,301.56	41,451.97	23,956.15	0.00	0.00	
522 20 20 02 Benefits - Mobilization	7,348.67	2,467.39	7,445.64	3,338.15	0.00	0.00	
522 20 31 02 Fire Mobilization - Protective Equipment	277.67	0.00	0.00	456.44	2,000.00	2,000.00	
522 20 31 05 Wildland Fire - Operating Supplies	2,153.52	2,755.14	0.00	0.00	0.00	0.00	
522 20 32 02 Fire Mobilization - Fuel Consumed	1,713.85	2,358.69	4,843.95	1,298.98	1,200.00	1,200.00	
522 20 35 02 Fire Mobilization - Sm Tools / Equipment	134.43	17.40	445.70	0.00	800.00	800.00	
522 20 48 02 Fire Mobilization - Repairs & Maint.	16.64	1,396.47	0.00	61.64	100.00	100.00	
522 20 49 02 Fire Mobilization - Misc. Expense	1,413.71	465.13	-617.23	463.51	500.00	500.00	
010 Mobilization Program	52,448.87	26,761.78	53,570.03	29,574.87	4,600.00	4,600.00	
597 00 00 22 Transfer To 202 LTGO Bond Fund	51,127.00	224,423.58	0.00	0.00	0.00	0.00	
014 Long Term Debt - Equipment	51,127.00	224,423.58	0.00	0.00			
522 Fire Control	676,506.15	943,935.56	631,193.58	1,417,849.20	2,044,132.00	899,892.00	
522 24 20 00 Benefits	431.57	0.00	5,781.62	0.00	0.00	0.00	
522 24 31 00 Operating Supplies - EMS Administration	0.00	289.57	403.48	0.00	0.00	0.00	
522 24 31 01 Office Supplies - EMS Administration	29.25	15.55	153.15	0.00	0.00	0.00	
522 24 44 01 Advertising	0.00	28.46	0.00	0.00	0.00	0.00	
522 24 48 00 Repairs & Maintenance	9.26	85.76	0.00	0.00	0.00	0.00	

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Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Administration	470.08	419.34	6,338.25	0.00			
522 24 31 03 Operating Supplies - EMS Training	0.00	2,278.48	937.04	0.00	0.00	0.00	
522 24 31 04 Office Supplies - EMS Training	3.65	0.00	0.00	0.00	0.00	0.00	
522 24 43 00 Travel	118.24	9.35	0.00	0.00	0.00	0.00	
522 24 49 01 Registrations/Fees - Training Classes & Seminars	1,388.05	0.00	4,319.35	0.00	0.00	0.00	
002 Training	1,509.94	2,287.83	5,256.39	0.00			
522 24 10 80 Wages & OT	148,040.79	173,507.97	214,850.65	0.00	0.00	0.00	
522 24 10 81 Stipends (Volunteers)	78,473.43	77,400.92	82,826.42	0.00	0.00	0.00	
522 24 20 80 Benefits	59,943.48	75,123.98	86,809.07	0.00	0.00	0.00	
522 24 20 81 Benefits (Volunteers)	6,003.29	5,921.36	6,336.41	0.00	0.00	0.00	
522 24 31 80 Operating Supplies - EMS Rescue & Emergency	5,527.56	6,120.55	4,531.66	0.00	0.00	0.00	
522 24 35 80 Sm Tools/Equipment	2,565.25	0.00	15,594.95	0.00	0.00	0.00	
522 24 41 80 Professional Services	13,419.51	22,896.09	27,532.43	0.00	0.00	0.00	
522 24 42 80 Communication	311.76	285.78	42.18	0.00	0.00	0.00	
522 24 49 02 Intergov Services - Dispatch Charges	22,998.00	23,633.42	23,550.24	0.00	0.00	0.00	
522 24 49 80 Miscellaneous	71.45	73.62	36.81	0.00	0.00	0.00	
522 24 49 96 Interfund Rentals - O & M	24,317.17	13,494.02	28,145.08	0.00	0.00	0.00	
522 26 31 82 WA ST DOH EMS Grant Expenditure	1,266.00	0.00	0.00	0.00	0.00	0.00	
597 00 15 26 Transfer To 320 For Equipment Replacement	28,500.00	0.00	0.00	0.00	0.00	0.00	
003 Rescue & Emergency	391,437.69	398,457.71	490,255.90	0.00			
594 22 64 80 Equipment - Radios & Pagers (EMS)	0.00	4,076.25	0.00	0.00	0.00	0.00	
008 Emergency Med Servs - Rescue	0.00	4,076.25	0.00	0.00			
526 Emergency Medical Services	393,417.71	405,241.13	501,850.54	0.00	0.00	0.00	
Total Fire Department:	1,069,923.86	1,349,289.19	1,133,044.12	1,417,849.20	2,045,132.00	899,892.00	

Building / Facilities / ISM

515 31 41 24 Legal Services - Building	0.00	0.00	0.00	0.00	500.00	0.00	Not requested after hiring new City Attorney
515 41 41 24 Legal Services (External) - Building	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney

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001 Current Expense Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
515	Legal	0.00	0.00	0.00	0.00	500.00	0.00	
518 20 10 00	Wages & Overtime	47,376.50	41,700.28	42,271.47	40,715.27	44,891.00	100,800.00	2023-5
518 20 20 00	Personnel Benefits	20,422.83	17,948.45	19,539.07	18,163.10	13,825.00	51,373.00	2023-5
518 20 31 00	Operating Supplies - Facilities	5,516.05	7,557.63	5,293.35	3,087.98	6,000.00	5,000.00	
518 20 31 01	Office Supplies - Facilities	24.53	41.97	7.06	284.46	100.00	100.00	
518 20 35 00	Sm Tools/Minor Equip	920.15	0.00	0.00	643.26	2,200.00	5,000.00	Tools/Equipment for new Facilities
518 20 41 00	Professional Services	15,312.48	18,561.06	19,071.93	15,426.99	20,000.00	25,000.00	Maintenance Worker Cleaning contract for City Hall & PD \$21,492 for 2023, plus exterior window yearly and carpets.
518 20 42 00	Communication	327.20	244.10	462.38	326.29	500.00	500.00	
518 20 43 00	Travel / Training	0.00	0.00	0.00	25.69	0.00	0.00	
518 20 44 01	Advertising	68.15	0.00	0.00	0.00	0.00	0.00	
518 20 45 00	Operating Rentals/Leases	12.25	75.65	0.00	0.00	500.00	500.00	
518 20 47 00	Public Utility Services	14,907.09	14,153.13	16,403.15	16,533.79	15,000.00	16,000.00	
518 20 48 00	Repairs & Maintenance	3,060.36	13,687.16	4,678.94	569.57	6,000.00	5,000.00	City Hall & PD HVAC repairs
518 20 49 00	Miscellaneous	0.00	78.26	0.00	0.02	0.00	0.00	
594 18 62 00	Building Improvements	0.00	0.00	0.00	2,742.77	0.00	0.00	
594 18 64 19	Machinery/Equipment	0.00	1,854.78	0.00	1,492.73	2,000.00	2,000.00	
001	Facilities	107,947.59	115,902.47	107,727.35	100,011.92	111,016.00	211,273.00	
518 30 46 00	Insurance	11,215.37	47,999.00	51,248.30	58,659.73	58,565.00	85,057.00	WCIA Estimate - 45% increase
002	Miscellaneous	11,215.37	47,999.00	51,248.30	58,659.73	58,565.00	85,057.00	
518 20 47 01	Utilities - Annex Bldg	4,811.60	4,570.22	3,839.44	4,689.02	5,000.00	5,000.00	
518 20 48 02	Repairs & Maintenance Annex Bldg	1,443.45	828.89	0.00	300.51	2,000.00	2,000.00	Annex misc. Repairs & Maintenance
003	Annex Facility	6,255.05	5,399.11	3,839.44	4,989.53	7,000.00	7,000.00	
519	Other General Gov Services	125,418.01	169,300.58	162,815.09	163,661.18	176,581.00	303,330.00	
524 10 10 00	Wages - Bldg Clerical	15,104.56	8,172.62	13,531.24	16,345.96	17,818.90	18,689.00	2023-5
524 10 20 00	Benefits - Bldg Clerical	12,435.18	4,055.39	9,667.44	11,332.39	12,347.49	12,983.00	2023-5
524 20 10 00	Wages & OT	122,473.87	65,898.21	107,371.64	89,174.26	114,270.00	123,282.00	2023-5
524 20 20 00	Benefits	46,879.68	30,600.19	53,578.32	43,420.23	48,563.00	67,692.00	2023-5
524 20 31 00	Operating Supplies - Bldg. Inspection	3,020.42	1,135.86	777.75	423.09	2,000.00	2,600.00	Inspection Books \$2000 for 2022 Code Update; Inspection work apparel \$600
524 20 31 01	Office Supplies - Bldg. Inspection	346.58	365.25	505.40	379.13	500.00	500.00	
524 20 35 00	Sm Tools/Equipment	23.91	0.00	0.00	120.69	450.00	450.00	Misc tools & office equipment

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
524 20 41 00 Professional Services	130.50	227.57	209.73	127.45	2,000.00	2,000.00	2022 IBC, IRC, UPC, IMP go into effect in 2023.forms and code handout development
524 20 41 01 Plan Check Professional Services	4,584.20	2,824.24	0.00	0.00	2,000.00	0.00	Not requested
524 20 42 00 Communication	1,823.58	2,047.55	2,655.27	2,453.38	2,000.00	2,893.00	
524 20 43 00 Travel	756.19	72.95	1,440.68	1,454.93	3,800.00	4,560.00	WSAPT \$840, Code Update training \$1,200. Certification Training \$1680. Miscellaneous – IAPMO Meeting Dinners \$240. Inspector meeting breakfasts \$600
524 20 44 01 Advertising	0.00	680.94	0.00	337.50	0.00	0.00	
524 20 48 00 Repairs/Maintenance	55.10	100.15	304.97	224.35	200.00	200.00	Copier Charges
524 20 49 00 Miscellaneous	1,136.60	190.00	342.00	95.00	400.00	0.00	Not requested
524 20 49 01 Training Class Registration Costs - Bldg Dept	75.60	164.99	1,253.99	3,934.38	6,900.00	7,902.00	WSAPT (Permit Tech) training \$240. Code Update \$2100. Commercial Inspection Certification \$2781, Residential Inspection Certification \$2781
597 00 15 24 Transfer To 320 For Equipment Replacement	24,500.00	25,000.00	0.00	0.00	0.00	0.00	Equipment Replacement Transfer
524 Building Inspection	233,345.97	141,535.91	191,638.43	169,822.74	213,249.39	243,751.00	
Total Building / Facilities / ISM:	358,763.98	310,836.49	354,453.52	333,483.92	390,330.39	547,081.00	

Intergovernmental Services

525 60 49 00 Intergov Servs Emergency Management Cnty	7,988.00	8,481.00	9,403.00	10,324.00	9,400.00	9,400.00	
525 Emergency Services	7,988.00	8,481.00	9,403.00	10,324.00	9,400.00	9,400.00	
Total Intergovernmental Services:	7,988.00	8,481.00	9,403.00	10,324.00	9,400.00	9,400.00	

Stormwater

594 31 63 00 Stormwater System Design Engineering	0.00	18,277.09	284,189.79	412.50	310,000.00	0.00	*
594 31 63 01 Stormwater System Design Engineering - Grant Funded	14,672.39	277.09	7,365.50	0.00	0.00	0.00	
006 Capital Projects	14,672.39	18,554.18	291,555.29	412.50	310,000.00		

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531 Stormwater	14,672.39	18,554.18	291,555.29	412.50	310,000.00	0.00	
Total Stormwater:	14,672.39	18,554.18	291,555.29	412.50	310,000.00	0.00	

Public Works & Engineering

515 31 41 44 Legal Services - Engineering	5,250.00	3,795.00	187.50	0.00	2,500.00	0.00	Not requested after hiring new City Attorney
515 41 41 32 Legal Services (External) - Engineering	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	5,250.00	3,795.00	187.50	0.00	2,500.00	0.00	
001 Facilities	0.00	0.00	0.00	0.00			
Total Public Works & Engineering:	5,250.00	3,795.00	187.50	0.00	2,500.00	0.00	

Equipment Rental & Replacement

548 68 49 96 INF ER&R From CE O&M Costs	52,341.42	52,383.49	29,425.56	28,332.22	62,000.00	62,000.00	
003 Equipment Replacement	52,341.42	52,383.49	29,425.56	28,332.22	62,000.00	62,000.00	
548 Equipment Rental & Replacement	52,341.42	52,383.49	29,425.56	28,332.22	62,000.00	62,000.00	
Total Equipment Rental & Replacement:	52,341.42	52,383.49	29,425.56	28,332.22	62,000.00	62,000.00	

Tourism

557 20 49 00 Community Services	10,000.00	0.00	0.00	0.00	0.00	0.00	
557 Economic Development	10,000.00	0.00	0.00	0.00	0.00	0.00	
Total Tourism:	10,000.00	0.00	0.00	0.00	0.00	0.00	

Planning/Community Development

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001 Current Expense Fund

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515 31 41 58 Legal Services - Planning	21,770.00	22,425.00	6,817.50	0.00	16,000.00	0.00	Not requested after hiring new City Attorney
515 41 41 58 Legal Services (External) - Planning	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	21,770.00	22,425.00	6,817.50	0.00	16,000.00	0.00	
558 60 10 00 Wages & OT	127,728.91	111,807.66	117,078.36	75,707.91	89,531.96	105,130.00	2023-5
558 60 20 00 Personnel Benefits	65,404.14	49,632.11	53,794.37	38,250.82	42,170.97	52,123.00	2023-5
558 60 31 00 Operating Supplies - Planning	489.19	55.58	596.42	47.04	500.00	500.00	
558 60 31 01 Office Supplies - Planning	763.96	361.24	367.60	303.00	300.00	300.00	
558 60 35 00 Small Tools/Minor Equipment	23.91	0.00	0.00	0.00	0.00	0.00	
558 60 41 00 Professional Services	91,864.68	31,945.17	16,462.41	2,547.58	100,000.00	100,000.00	General Planning Consulting, Update of Countywide Planning Policies. \$18,000 for 75th Anniversary Book
558 60 41 01 Professional Services - Grant Reimbursed	9,999.39	0.00	10,000.00	5,000.00	20,000.00	20,000.00	
558 60 42 00 Communication	1,656.82	1,508.61	1,065.74	1,249.41	1,500.00	1,500.00	
558 60 43 00 Travel	1,597.33	0.00	0.00	93.16	2,100.00	2,100.00	APA WA Conference \$650; Planning Directors Conference \$650; Revitalize WA Main St Conference - Wenatchee \$650;
558 60 44 01 Advertising	1,183.94	3,004.25	1,870.49	2,251.43	2,500.00	2,500.00	Public Hearings, NOA, SEPA Determinations, Job Openings
558 60 48 00 Repairs And Maintenance	679.09	760.19	1,224.84	591.85	1,400.00	1,400.00	Color Copier for Com Dev side of City Hall
558 60 49 00 Miscellaneous	838.60	1,180.79	1,259.16	1,031.32	2,000.00	2,000.00	Dues, PAW, APA, AWWA, AWC, Dropbox
558 60 49 01 Registrations/Fees - Training Classes & Seminars	409.60	50.96	200.11	33.64	900.00	900.00	APA WA Conference \$300. Planning Directors Conference \$300. Revitalize WA Conference (National Main Street Conference) \$300.
558 60 49 02 Intergov Services	3,340.00	3,266.11	3,455.50	5,110.22	4,000.00	5,200.00	MPO Fees, Business Licensing System service fees
558 75 41 01 Planning & Development Costs - Pass Thru	1,489.22	4,331.24	15,473.06	8,595.80	10,000.00	10,000.00	Hearing Examiner, Surveyor Consulting
594 58 64 01 Machinery & Equipment	0.00	0.00	0.00	0.00	300.00	300.00	Misc. Office Equipment/Furniture
001 Planning	307,468.78	207,903.91	222,848.06	140,813.18	277,202.93	303,953.00	
558 70 41 00 Community Development / Planning Prof Servs	1,784.32	8,564.40	35,304.95	-19,004.94	35,000.00	35,000.00	ESRI \$3,000; Azavar Vacation Rental Software \$500; \$14,000 Microbusiness Program; \$15,000 JUB On Call Services

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
558 70 49 00 Economic Development - Miscellaneous	9,800.00	1,519.74	4,220.83	1,500.00	10,945.00	10,945.00	WWV Chamber of Com Business Summit \$1000; WWV Chamber of Com Small Business Development Center \$1000; Community Council annual Luncheon \$1000; Banners \$7000; NetMotion Renewal \$945 - 13 User Licenses
002 Development	11,584.32	10,084.14	39,525.78	-17,504.94	45,945.00	45,945.00	
558 Planning/Community Development	319,053.10	217,988.05	262,373.84	123,308.24	323,147.93	349,898.00	
Total Planning/Community Development:	340,823.10	240,413.05	269,191.34	123,308.24	339,147.93	349,898.00	

Mental Health Services

564 10 10 00 Mental Health Services - Salaries & Wages	0.00	0.00	0.00	0.00	0.00	70,000.00	2023-5
564 10 20 00 Mental Health Services - Personnel Benefits	0.00	0.00	0.00	0.00	0.00	25,387.00	2023-5
564 10 31 00 Operating Supplies - Mental Health Services	0.00	0.00	0.00	56.26	0.00	0.00	
564 10 41 00 Professional Services - Mental Health Services	0.00	0.00	0.00	428.00	0.00	0.00	
564 Mental Health Services	0.00	0.00	0.00	484.26	0.00	95,387.00	
Total Mental Health Services:	0.00	0.00	0.00	484.26	0.00	95,387.00	

Welfare

Total Welfare:	0.00	0.00	0.00	0.00	0.00	0.00	
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Alcohol & Drug Treatment

566 00 49 00 Intergovernmental Services	2,614.14	2,770.00	2,555.24	2,149.02	3,000.00	3,000.00	
567 Alcohol & Drug Treatment/WW County	2,614.14	2,770.00	2,555.24	2,149.02	3,000.00	3,000.00	
Total Alcohol & Drug Treatment:	2,614.14	2,770.00	2,555.24	2,149.02	3,000.00	3,000.00	

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001 Current Expense Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Library / Community Events								
Total Library / Community Events:		0.00	0.00	0.00	0.00	0.00	0.00	
Spectator & Community Events								
573 90 31 00	Operating Supplies - Community Events	8,539.28	20,070.61	5,801.80	5,707.28	4,500.00	8,000.00	Giveaways for Trunk or Treat, Movies in the Park & Winterfest \$500 each (\$1500); Freedom Festival \$1500; CPFM \$1500; Sanitation supplies, marking paint, signage, etc.
573 90 31 01	Office Supplies - Community Events	0.00	82.72	-14.11	45.24	600.00	600.00	Ink & forms for all events
573 90 35 00	Sm Tools/Minor Equip.	1,012.98	326.05	8,421.96	3,267.19	30,000.00	25,000.00	\$1200 new CPFM Logo pole banners; \$1000 new CPFM logo feather banners; \$1200 canopies; \$200 rechargeable fans; \$100 storage totes; \$120 ice chest/coolers; \$150 folding tables; \$1000 Freedom Festival feather banners; \$200 Freedom Festival Information Booth banner; Additional for potential equipment needs with temporary relocation of farm market(enclosed trailer?).
573 90 41 00	Professional Services - Community Events	13,998.64	5,029.35	17,834.80	19,205.07	24,800.00	30,000.00	Fireworks \$10,000, CPFM Live Music \$3,500, July Festival Live Music/Entertainment \$6,000, Kid Zone Operations-4 events \$5,000, Winterfest Live Music \$1,000, Port a potty for 3 events \$1,500, Event signage \$2,000, Canva \$500, Adobe Creative Cloud \$500
573 90 41 01	Professional Services - SEEK Projects	0.00	0.00	0.00	176,446.53	0.00	0.00	
573 90 42 00	Communications - Community Events	659.33	1,702.73	979.11	811.45	1,000.00	1,000.00	Events Phone 386-4394 at \$50 per month, Event Mobile Hot Spot #876-1541 at \$40 per month
573 90 44 01	Advertising	2,703.80	3,918.22	5,478.33	6,089.00	8,000.00	9,000.00	Radio, Newspaper, Flyer, and social media advertising for all events. - Farm Market \$4,000, Freedom Festival \$2,000, Movies \$500, Fall Festival \$500,
573 90 49 00	Miscellaneous	1,858.83	1,346.17	1,143.03	957.45	1,650.00	2,000.00	WSFMA Dues \$200, Farm Market Conference - \$1,800
573 90 49 01	Community Assistance Program	0.00	0.00	0.00	0.00	0.00	17,000.00	\$10,000 for Community Assistance; \$5,000 for Microbusiness Program; \$2,000 for WW Sleep Center Camp

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Spectator & Community Events	28,772.86	32,475.85	39,644.92	212,529.21	70,550.00	92,600.00	
573 30 20 00 Benefits & Taxes - Farmer's Market	6.96	0.00	15.24	0.00	0.00	0.00	
573 30 47 00 Utilities - Farmer's Market	769.90	0.00	0.00	0.00	0.00	0.00	Reimbursement to Lions Club based upon their historical bills & change when CPFM moved there. (2019 # includes 2018 park electricity)
573 90 48 00 Repairs & Maintenance - Community Events	0.00	0.54	0.00	0.00	0.00	0.00	Potential equipment repairs
594 73 61 00 Farmer's Market - Land Improvements	0.00	0.00	0.00	0.00	0.00	0.00	Not requested
003 Farmer's Market	776.86	0.54	15.24	0.00			
573 Spectator & Community Events	29,549.72	32,476.39	39,660.16	212,529.21	70,550.00	92,600.00	
Total Spectator & Community Events:	29,549.72	32,476.39	39,660.16	212,529.21	70,550.00	92,600.00	

Parks & Recreation

515 31 41 76 Legal Services - Parks	1,140.00	45.00	150.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 41 41 76 Legal Services (External) - Parks	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	1,140.00	45.00	150.00	0.00	0.00	0.00	
571 00 49 00 Professional Services (Youth Programs)	6,000.00	10,000.00	0.00	0.00	0.00	0.00	
575 Cultural & Recreational	6,000.00	10,000.00	0.00	0.00	0.00	0.00	
594 76 63 00 Other Improvements - Parks	0.00	0.00	0.00	19,022.50	19,100.00	0.00	*
576 81 10 00 Wages & OT	20,382.11	18,459.48	21,212.21	17,564.06	19,026.02	18,576.00	2023-5
576 81 20 00 Personnel Benefits	9,365.84	8,246.25	12,106.38	8,212.18	9,117.03	9,102.00	2023-5
576 81 31 00 Operating Supplies - Parks Administration	16.59	6.77	66.15	80.73	200.00	200.00	
576 81 31 01 Office Supplies - Parks Administration	16.54	215.76	175.66	30.79	200.00	200.00	
576 81 42 00 Communication	426.52	474.99	422.63	377.88	500.00	500.00	Postage & phone
576 81 43 00 Travel	0.00	0.00	19.26	108.30	0.00	0.00	
576 81 49 00 Miscellaneous	0.00	0.00	102.32	294.37	100.00	100.00	

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001	Administration	30,207.60	27,403.25	34,104.61	26,668.31	29,143.05	28,678.00	
576 80 10 00	Wages	47,766.76	49,258.70	53,508.44	44,055.29	51,946.38	60,219.00	2023-5
576 80 20 00	Benefits	19,210.54	19,517.51	20,133.11	24,208.24	19,310.00	41,559.00	2023-5
576 80 20 01	Uniforms / Other Benefits	105.00	366.35	328.68	13.62	500.00	250.00	Gloves, boots, PPE
576 80 31 00	Operating Supplies - Parks	11,777.56	5,508.35	3,778.42	8,185.01	11,000.00	8,000.00	Sprinklers, Timers, Gopher Control Supplies, Toilet Paper, Bathroom Cleaning Supplies, Lumber, Screws & Nails, Hoses, Fertilizer, Weed Spray, Insecticide, and ADA Compliant Bark.
576 80 35 00	Sm Tools/Equipment	38.10	419.20	884.37	994.29	500.00	750.00	Small hand tools
576 80 41 00	Professional Services	290.83	247.63	2,327.08	999.09	300.00	300.00	
576 80 42 00	Communication	907.33	1,100.00	160.06	0.00	300.00	300.00	
576 80 45 00	Operating Rentals	88.44	75.65	0.00	0.00	300.00	300.00	Lease of small equipment as needed.
576 80 47 00	Utility Services	29,575.83	33,412.97	42,789.36	25,192.45	31,000.00	31,000.00	Sewer, Water, Power. Based on 2022 annualization.
576 80 48 00	Repairs/Maintenance	622.99	726.09	3,948.98	229.11	5,000.00	5,000.00	Miscellaneous contracting for backflow testing, tree removal, etc.
576 80 49 00	Miscellaneous	22,542.90	12,544.00	45.00	76.85	5,000.00	5,000.00	\$5,000 for Community Grants Program.
576 80 49 01	Intergov Services	0.00	53.95	0.00	0.00	1,500.00	1,500.00	
576 80 49 02	Registration Fees / Training Classes & Seminars	0.00	0.00	0.00	100.00	0.00	500.00	Parks training, registration, continued education, and CEUs
594 76 64 00	Machinery/Equipment	0.00	2,455.53	0.00	0.00	0.00	0.00	
002	Recreational Services	132,926.28	125,685.93	127,903.50	104,053.95	126,656.38	154,678.00	
594 76 61 00	Land & Land Improvements - Parks	0.00	0.00	0.00	0.00	20,000.00	20,000.00	Design Irrigation at Kiwanis Park
597 00 15 76	Transfer To 320 For Equipment Replacement	5,000.00	30,000.00	7,500.00	2,500.00	45,000.00	100,000.00	
003	Recreational Materials/Equip.	5,000.00	30,000.00	7,500.00	2,500.00	65,000.00	120,000.00	
576	Parks & Recreation	168,133.88	183,089.18	169,508.11	152,244.76	239,899.43	303,356.00	
Total Parks & Recreation:		175,273.88	193,134.18	169,658.11	152,244.76	239,899.43	303,356.00	

Non-Expenditures

514 81 40 00	Concealed Pistol License Fee	2,435.00	1,208.00	1,764.00	1,305.00	1,000.00	1,000.00	
558 50 40 00	State Bldg Code Fee	1,750.50	1,509.50	1,477.00	1,075.50	1,500.00	1,500.00	
559 30 49 01	Development / Customer Pass-Through Expense	0.00	10,235.70	4,748.50	2,000.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

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001 Current Expense Fund

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573 90 40 01 Farmer's Market Pass-through Payments - CC	5.00	0.00	0.00	4.00	0.00	0.00	Not requested
573 90 40 02 Farmer's Market Pass-through Payments - SNAP/EBT	0.00	699.00	1,166.00	1,532.00	400.00	1,400.00	Based on 2022 history
573 90 40 03 Farmer's Market Pass-through Processing - State Match	0.00	494.00	1,018.00	1,492.00	400.00	1,400.00	Based on 2022 history
573 90 40 05 Farmer's Market Pass-through Processing - DOH Kid's Cash	0.00	0.00	626.00	1,492.00	0.00	1,400.00	Based on 2022 history
582 10 00 02 Developer Bond/Deposits - Return Of	0.00	290,901.24	17,621.76	0.00	0.00	0.00	
582 10 00 03 Refund Of Fireworks Bonds	0.00	150.00	50.00	50.00	100.00	100.00	
582 10 00 05 Refund Or Deposit	50.00	0.00	0.00	0.00	0.00	0.00	
582 10 00 58 Refund Or Deposit	36,209.00	0.00	0.00	0.00	0.00	0.00	
589 90 00 00 Other Non-Expenditures	380.00	16,372.00	2,300,030.00	300.00	500.00	500.00	
589 90 00 04 Travel Account Expenditures	8,249.68	3,573.90	3,328.00	3,811.25	5,000.00	5,000.00	
589 90 00 10 Covid-19 Reimbursement	0.00	426,189.46	78,707.76	20,919.81	0.00	0.00	
589 90 00 98 Payroll Draw Clearing	10,380.19	-5,840.01	6,378.27	24,958.83	0.00	0.00	
589 90 00 99 Payroll Clearing	-1,765.77	-986.13	-38.82	-11,133.52	0.00	0.00	
589 Non-Expenditures	57,693.60	744,506.66	2,416,876.47	47,806.87	8,900.00	12,300.00	
Total Non-Expenditures:	57,693.60	744,506.66	2,416,876.47	47,806.87	8,900.00	12,300.00	

Capital Expenditures

515 31 41 96 Legal Services - Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 41 41 96 Legal Services (External) - Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
Total Capital Expenditures:	0.00	0.00	0.00	0.00	0.00	0.00	

Ending Balances

508 91 00 01 Ending Fund Balance	0.00	0.00	0.00	0.00	1,682,394.58	2,741,800.00	
999 Ending Balance	0.00	0.00	0.00	0.00	1,682,394.58	2,741,800.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	1,682,394.58	2,741,800.00	

TOTAL EXPENDITURES:	6,985,156.23	7,518,435.48	10,037,003.47	7,979,143.10	11,986,925.60	11,884,888.00	
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5 YEAR BUDGET COMPARISON

City Of College Place

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001 Current Expense Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
FUND GAIN/LOSS:	1,978,118.14	2,156,478.23	3,740,233.27	3,522,075.41	163,879.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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005 Current Expense Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 01 Beginning Balance - Current Expense Reserve Fund	0.00	201,118.15	303,570.39	377,708.51	379,722.27	420,933.22	
001 Beginning Balances	0.00	201,118.15	303,570.39	377,708.51	379,722.27	420,933.22	
Total Beginning Balances:	0.00	201,118.15	303,570.39	377,708.51	379,722.27	420,933.22	
Miscellaneous							
361 10 00 05 Unrealized Gain/Loss	22.54	203.25	-2,087.21	-10,323.17	0.00	0.00	
361 11 00 05 Investment Interest	926.37	1,962.32	1,238.63	1,249.17	1,800.00	1,500.00	
361 30 00 05 Realized Gain/Loss On Investments	274.04	488.23	12.36	304.33	0.00	0.00	
361 41 00 05 Investment Interest - Purchased	-98.09	-175.45	-0.20	1,578.31	0.00	0.00	
001 Interest & Other Earnings	1,124.86	2,478.35	-836.42	-7,191.36	1,800.00	1,500.00	
025 Miscellaneous	1,124.86	2,478.35	-836.42	-7,191.36	1,800.00	1,500.00	
Total Miscellaneous:	1,124.86	2,478.35	-836.42	-7,191.36	1,800.00	1,500.00	
Interfund Transfers							
397 00 00 05 Interfund Transfer From Current Expense	200,000.00	100,000.00	75,000.00	0.00	100,000.00	100,000.00	
070 Operating Transfers	200,000.00	100,000.00	75,000.00	0.00	100,000.00	100,000.00	
Total Interfund Transfers:	200,000.00	100,000.00	75,000.00	0.00	100,000.00	100,000.00	
TOTAL REVENUES:	201,124.86	303,596.50	377,733.97	370,517.15	481,522.27	522,433.22	

Miscellaneous

514 29 41 05 Banking Service Fees/Charges	6.71	26.11	25.46	20.16	0.00	0.00	
025 Miscellaneous	6.71	26.11	25.46	20.16	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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005 Current Expense Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Miscellaneous:	6.71	26.11	25.46	20.16	0.00	0.00	
Ending Balances							
508 41 00 01 Ending Balance	0.00	0.00	0.00	0.00	481,522.27	522,433.22	
999 Ending Balance	0.00	0.00	0.00	0.00	481,522.27	522,433.22	
Total Ending Balances:	0.00	0.00	0.00	0.00	481,522.27	522,433.22	
TOTAL EXPENDITURES:	6.71	26.11	25.46	20.16	481,522.27	522,433.22	
FUND GAIN/LOSS:	201,118.15	303,570.39	377,708.51	370,496.99	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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012 Technology Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 02 Beginning Balance - Technology Reserve Fund	302,994.81	279,363.46	208,866.40	263,910.48	121,181.36	325,395.00	
001 Beginning Balances	302,994.81	279,363.46	208,866.40	263,910.48	121,181.36	325,395.00	
Total Beginning Balances:	302,994.81	279,363.46	208,866.40	263,910.48	121,181.36	325,395.00	
Miscellaneous							
361 10 00 20 Unrealized Gain/Loss	2,033.24	512.17	-1,261.52	-6,963.99	0.00	0.00	
361 11 00 20 Interest Earned - Technology Reserve Fund	3,124.60	1,977.11	735.74	911.11	1,500.00	1,000.00	
361 30 00 20 Realized Gain/Loss On Investments	455.95	639.55	1.44	212.64	0.00	0.00	
361 41 00 20 Investment Interest - Purchased	-259.75	-130.96	11.33	1,443.57	0.00	0.00	
001 Interest & Other Earnings	5,354.04	2,997.87	-513.01	-4,396.67	1,500.00	1,000.00	
025 Miscellaneous	5,354.04	2,997.87	-513.01	-4,396.67	1,500.00	1,000.00	
Total Miscellaneous:	5,354.04	2,997.87	-513.01	-4,396.67	1,500.00	1,000.00	
Interfund Transfers							
397 00 00 13 Interfund Transfer CE To Tech Reserve Fund	46,000.00	94,000.00	200,000.00	450,000.00	600,000.00	400,000.00	
070 Operating Transfers	46,000.00	94,000.00	200,000.00	450,000.00	600,000.00	400,000.00	
Total Interfund Transfers:	46,000.00	94,000.00	200,000.00	450,000.00	600,000.00	400,000.00	
Grants							
333 20 00 03 Federal Indirect Grant From Department Of Transportation - PHMSA	0.00	0.00	99,540.00	0.00	0.00	0.00	Pipeline Hazardous Material Safety Association Grant
001 Indirect Federal Grants	0.00	0.00	99,540.00	0.00			

5 YEAR BUDGET COMPARISON

City Of College Place

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012 Technology Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
101 Indirect Federal Grants	0.00	0.00	99,540.00	0.00	0.00	0.00	
Total Grants:	0.00	0.00	99,540.00	0.00	0.00	0.00	
TOTAL REVENUES:	354,348.85	376,361.33	507,893.39	709,513.81	722,681.36	726,395.00	

Data Processing

514 20 41 00 Professional Financial / Banking	20.49	299.08	16.42	14.21	40.00	20.00	
025 Miscellaneous	20.49	299.08	16.42	14.21	40.00	20.00	
518 88 41 00 Professional Technology Services	37,642.17	87,336.58	39,351.58	37,094.02	42,000.00	99,539.00	IMESD Contract Per Recent Renewal: \$90,307, Revize Website Hosting: \$6,000, AWC GIS Consortium Tier 1: \$3,232
518 88 41 01 Professional Technology Services-Data Storage	2,849.08	2,907.41	2,994.62	3,777.12	3,155.00	3,000.00	
518 89 31 00 Operating Supplies - Data Processing	1,018.68	1,115.75	194.57	0.00	0.00	0.00	
518 89 31 01 Office Supplies - Data Processing	581.49	782.19	518.19	418.56	1,200.00	500.00	Server Memory (RAM)
518 89 35 00 Sm Tools/Minor Equipment	0.00	0.00	0.00	0.00	400.00	400.00	
518 89 41 00 Professional Services	0.00	0.00	4,788.00	179.36	0.00	0.00	ArchiveSocial 4,788 - for 2021 has been budgeted in 514 30 41
518 89 42 00 Communication	180.00	60.00	387.10	2,062.90	2,400.00	2,400.00	Wifi at City Parks (\$200 a month/four locations total)
518 89 45 00 Operating Rentals/Leases	1,440.56	1,541.21	1,557.72	389.43	1,300.00	1,300.00	
518 89 48 00 Repairs & Maintenance	1.41	674.25	0.00	0.00	1,000.00	1,000.00	
518 89 49 01 Registration Fees - Training Classes & Seminars	0.00	0.00	0.00	0.00	200.00	200.00	
594 18 63 00 Capital Expenditures/Expenses - Professional Services - Grant Funded	0.00	0.00	49,770.00	0.00	0.00	0.00	
594 18 64 00 Machinery / Equipment	0.00	0.00	215.22	0.00	600.00	600.00	
594 18 64 01 Machinery & Equipment - Technology	19,572.36	35,509.17	90,207.62	156,169.19	334,000.00	18,500.00	Server Memory \$500, Coper Replacement at PD: \$13,000, Computers: \$5,000 (\$3,000 FinanceAdmin, \$1,000 Community Development, \$1,000 Police)
594 18 64 02 Machinery & Equipment	0.00	1,500.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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012 Technology Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
594 18 64 03 Software / Software Update Purchases	11,679.15	35,769.29	53,981.87	136,074.58	171,332.00	277,853.74	Cloudstrike: \$500, DocLocator (FinalYear) - \$4,000, SBX (Final Year) - \$14,583, Tyler Finance Maint & Implementation: \$181,760 (75% of total est. cost), KnowBe4: \$3,229 ESRI: \$4,300, Office 365 G3: \$30,600, Bluebeam: \$1,050, Survey Monkey: \$3,000, Tyler ComDev Main: \$12,248, Firehouse \$10,000, Neogov: \$6,970.74, Neogov E-Forms: \$5,613
518 Data Processing Services	74,964.90	167,195.85	243,966.49	336,165.16	557,587.00	405,292.74	
591 18 75 05 Capital Leases & Installment Purchases - Postage Meter	0.00	0.00	0.00	778.86	1,560.00	1,560.00	Post Meter Lease
002 Interest & Other Debt Costs	0.00	0.00	0.00	778.86	1,560.00	1,560.00	
591 Interest & Debt Service	0.00	0.00	0.00	778.86	1,560.00	1,560.00	
Total Data Processing:	74,985.39	167,494.93	243,982.91	336,958.23	559,187.00	406,872.74	

Police Operations

591 21 75 01 Capital Leases & Installment Purchases - Police Department	0.00	0.00	0.00	21,792.86	21,793.00	21,792.86	3rd Payment for PD Body Cams
002 Interest & Other Debt Costs	0.00	0.00	0.00	21,792.86	21,793.00	21,792.86	
591 Interest & Debt Service	0.00	0.00	0.00	21,792.86	21,793.00	21,792.86	
Total Police Operations:	0.00	0.00	0.00	21,792.86	21,793.00	21,792.86	

Planning/Community Development

591 58 75 04 Capital Leases & Installment Purchases - CD Copier Lease	0.00	0.00	0.00	2,455.44	2,805.00	2,805.00	CD Copier Lease
002 Interest & Other Debt Costs	0.00	0.00	0.00	2,455.44	2,805.00	2,805.00	
591 Interest & Debt Service	0.00	0.00	0.00	2,455.44	2,805.00	2,805.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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012 Technology Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Planning/Community Development:	0.00	0.00	0.00	2,455.44	2,805.00	2,805.00	
Ending Balances							
508 41 00 02 Ending Balance	0.00	0.00	0.00	0.00	138,896.36	294,924.40	
999 Ending Balance	0.00	0.00	0.00	0.00	138,896.36	294,924.40	
Total Ending Balances:	0.00	0.00	0.00	0.00	138,896.36	294,924.40	
TOTAL EXPENDITURES:	74,985.39	167,494.93	243,982.91	361,206.53	722,681.36	726,395.00	
FUND GAIN/LOSS:	279,363.46	208,866.40	263,910.48	348,307.28	0.00	0.00	

5 YEAR BUDGET COMPARISON

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061 Employee Benefit Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 03 Beginning Balance - Employee Benefit Reserve Fund	279,238.55	255,779.86	318,709.27	342,845.16	351,732.50	407,230.00	
001 Beginning Balances	279,238.55	255,779.86	318,709.27	342,845.16	351,732.50	407,230.00	
Total Beginning Balances:	279,238.55	255,779.86	318,709.27	342,845.16	351,732.50	407,230.00	
Miscellaneous							
361 10 00 61 Unrealized Gain/Loss	2,102.19	519.18	-1,746.43	-9,108.51	0.00	0.00	
361 11 00 61 Investment Interest-Employee Benefit Reserve	2,982.78	2,005.04	1,230.21	1,106.93	2,500.00	2,000.00	
361 30 00 61 Realized Gain/Loss On Investments	426.46	624.22	12.10	276.24	0.00	0.00	
361 41 00 61 Investment Interest - Purchased	-256.18	-144.77	0.95	1,373.09	0.00	0.00	
001 Interest & Other Earnings	5,255.25	3,003.67	-503.17	-6,352.25	2,500.00	2,000.00	
025 Miscellaneous	5,255.25	3,003.67	-503.17	-6,352.25	2,500.00	2,000.00	
Total Miscellaneous:	5,255.25	3,003.67	-503.17	-6,352.25	2,500.00	2,000.00	
Interfund Transfers							
397 00 00 61 Interfund Transfer From CE Fund To Employee Benefit Reserve Fund	0.00	75,000.00	50,000.00	0.00	100,000.00	100,000.00	*
070 Operating Transfers	0.00	75,000.00	50,000.00	0.00	100,000.00	100,000.00	
Total Interfund Transfers:	0.00	75,000.00	50,000.00	0.00	100,000.00	100,000.00	
TOTAL REVENUES:	284,493.80	333,783.53	368,206.10	336,492.91	454,232.50	509,230.00	

Human Resources

518 61 20 01 Postemployment Benefits - Med Exp Reimb LEOFF 1	17,960.00	2,800.00	16,427.55	14,997.00	75,000.00	75,000.00	Per conversation with Brian, leaving budgeted amount high to cover potential cost of nursing home.
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5 YEAR BUDGET COMPARISON

City Of College Place

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061 Employee Benefit Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
518 61 20 02 Postemployment Benefits - Ins Premiums LEOFF 1	10,734.00	8,910.00	8,910.00	8,167.50	9,600.00	12,450.00	Payment of LEOFF 1 former employee insurance premiums (Health insurance and medicare). Max of 6% projected increase on AWC Health). Unsure on Medicare as he did not submit reimbursement last year.
518 61 20 04 Postemployment Benefits - Ins Premiums Non LEOFF 1	0.00	3,336.94	0.00	0.00	0.00	0.00	
517 Employee Benefit Program	28,694.00	15,046.94	25,337.55	23,164.50	84,600.00	87,450.00	
518 10 41 50 Professional Services-Banking Fees	19.94	27.32	23.39	17.78	65.00	25.00	
562 Employee Benefit Reserve	19.94	27.32	23.39	17.78	65.00	25.00	
Total Human Resources:	28,713.94	15,074.26	25,360.94	23,182.28	84,665.00	87,475.00	
Ending Balances							
508 41 00 03 Ending Balance Employee Benefit Reserve Fund	0.00	0.00	0.00	0.00	369,567.50	421,755.00	
999 Ending Balance	0.00	0.00	0.00	0.00	369,567.50	421,755.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	369,567.50	421,755.00	
TOTAL EXPENDITURES:	28,713.94	15,074.26	25,360.94	23,182.28	454,232.50	509,230.00	
FUND GAIN/LOSS:	255,779.86	318,709.27	342,845.16	313,310.63	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 04 Beginning Balance - Street Fund	211,418.51	234,853.24	305,359.44	255,391.92	185,151.23	250,360.00	
001 Beginning Balances	211,418.51	234,853.24	305,359.44	255,391.92	185,151.23	250,360.00	
Total Beginning Balances:	211,418.51	234,853.24	305,359.44	255,391.92	185,151.23	250,360.00	
Taxes							
004 Excise Taxes	0.00	0.00	0.00	0.00			
Total Taxes:	0.00	0.00	0.00	0.00	0.00	0.00	
Permits & Licenses							
322 40 00 00 Street & Curb Permits	7,725.00	5,325.00	9,525.00	4,875.00	6,000.00	6,000.00	
002 Non-Business License & Permits	7,725.00	5,325.00	9,525.00	4,875.00	6,000.00	6,000.00	
003 Licenses & Permits	7,725.00	5,325.00	9,525.00	4,875.00	6,000.00	6,000.00	
Total Permits & Licenses:	7,725.00	5,325.00	9,525.00	4,875.00	6,000.00	6,000.00	
Charges For Goods & Services							
001 Charges For Goods & Services	0.00	0.00	0.00	0.00			
345 83 00 05 Plan Checking Fees - Engineering - Pass Through	4,050.00	8,516.40	0.00	0.00	0.00	0.00	
006 Engineering	4,050.00	8,516.40	0.00	0.00			
006 Charges For Goods & Services	4,050.00	8,516.40	0.00	0.00	0.00	0.00	
Total Charges For Goods & Services:	4,050.00	8,516.40	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Miscellaneous							
361 10 00 01 Unrealized Gain/Loss	1,052.06	108.37	-1,408.68	-21,201.36	0.00	0.00	
361 11 00 01 Investment Interest	2,689.80	2,310.84	566.69	1,709.10	1,000.00	750.00	
361 30 00 01 Realized Gain/Loss On Investments	493.80	581.48	-11.32	205.78	0.00	0.00	
361 40 00 10 Interest On Delinquent Receivables	34.02	19.27	29.94	16.54	0.00	0.00	
361 41 00 01 Investment Interest - Purchased	-214.67	-201.93	26.07	4,808.29	0.00	0.00	
001 Interest & Other Earnings	4,055.01	2,818.03	-797.30	-14,461.65	1,000.00	750.00	
369 10 00 01 Sale Of Surplus - Streets	0.00	0.00	42,090.00	0.00	0.00	0.00	
369 91 00 01 Other Misc. Revenue	543.59	79.92	27,369.96	524.78	0.00	0.00	
005 Other Miscellaneous Revenue	543.59	79.92	69,459.96	524.78			
011 Project Plans & Specs Payments	0.00	0.00	0.00	0.00			
025 Miscellaneous	4,598.60	2,897.95	68,662.66	-13,936.87	1,000.00	750.00	
Total Miscellaneous:	4,598.60	2,897.95	68,662.66	-13,936.87	1,000.00	750.00	

Interfund Transfers

397 00 00 01 Transfer From CE To Sts	450,000.00	400,000.00	650,000.00	800,000.00	800,000.00	600,000.00	
070 Operating Transfers	450,000.00	400,000.00	650,000.00	800,000.00	800,000.00	600,000.00	
Total Interfund Transfers:	450,000.00	400,000.00	650,000.00	800,000.00	800,000.00	600,000.00	

Grants

001 Indirect Federal Grants	0.00	0.00	0.00	0.00			
334 02 30 01 State Grant From Department Of Natural Resources - Urban Forestry Grant	0.00	0.00	19,913.04	0.00	0.00	0.00	
001 State Grants	0.00	0.00	19,913.04	0.00			

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
005 Fire Department Grants	0.00	0.00	0.00	0.00			
105 State Grants	0.00	0.00	19,913.04	0.00	0.00	0.00	
Total Grants:	0.00	0.00	19,913.04	0.00	0.00	0.00	

State Shared Revenues

336 00 71 00 Multimodal Transportation – Cities	13,286.14	13,175.13	13,133.15	9,657.40	12,771.00	12,812.00	Per MRSC
336 00 87 00 Motor Veh Fuel Tax St.	202,336.34	178,034.94	186,414.11	155,725.45	200,000.00	190,596.00	Per MRSC
107 State Entitlements	215,622.48	191,210.07	199,547.26	165,382.85	212,771.00	203,408.00	
Total State Shared Revenues:	215,622.48	191,210.07	199,547.26	165,382.85	212,771.00	203,408.00	

Federal Revenues

332 92 10 01 American Rescue Act Plan Revenue (CFDA #21.027)	0.00	0.00	0.00	0.00	0.00	0.00	*
Total Federal Revenues:	0.00	0.00	0.00	0.00	0.00	0.00	

Street Department

395 20 00 10 Insurance/Other Compensation For Loss	8,663.88	825.49	5,565.83	6,839.75	0.00	0.00	
004 Insurance Recoveries	8,663.88	825.49	5,565.83	6,839.75			
019 Physical Environment	8,663.88	825.49	5,565.83	6,839.75	0.00	0.00	
Total Street Department:	8,663.88	825.49	5,565.83	6,839.75	0.00	0.00	

TOTAL REVENUES:	902,078.47	843,628.15	1,258,573.23	1,218,552.65	1,204,922.23	1,060,518.00	
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Miscellaneous

543 30 41 00 Professional Financial / Banking	18.09	23.67	423.91	396.02	25.00	400.00	Based on 2022 annualization
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5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
025 Miscellaneous	18.09	23.67	423.91	396.02	25.00	400.00	
Total Miscellaneous:	18.09	23.67	423.91	396.02	25.00	400.00	

Interfund Transfers

Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
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Grants

544 20 41 02 Professional Services - Grant Reimbursed	0.00	0.00	19,913.04	0.00	0.00	0.00	
001	0.00	0.00	19,913.04	0.00			
544 Engineering	0.00	0.00	19,913.04	0.00	0.00	0.00	
Total Grants:	0.00	0.00	19,913.04	0.00	0.00	0.00	

Public Works & Engineering

544 20 42 00 Communications - Engineering	0.00	507.72	0.00	0.00	0.00	0.00	
544 20 48 00 Repairs And Maintenance	79.91	102.69	0.00	0.00	0.00	0.00	
010	79.91	610.41	0.00	0.00			
532	79.91	610.41	0.00	0.00	0.00	0.00	
Total Public Works & Engineering:	79.91	610.41	0.00	0.00	0.00	0.00	

Street Department

515 31 41 42 Legal Services - Streets	0.00	0.00	75.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 Legal	0.00	0.00	75.00	0.00	0.00	0.00	
542 67 20 01 Benefits - Uniforms	0.00	0.00	0.00	0.00	0.00	200.00	Uniform budget

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
002	Right Of Way	0.00	0.00	0.00	0.00		200.00	
542 30 10 00	Wages & OT	67,463.03	64,753.35	70,596.78	70,594.52	74,103.24	82,587.00	2023-5
542 30 20 00	Benefits	41,144.25	37,674.13	39,336.04	37,297.74	41,434.91	44,125.00	2023-5
542 30 20 01	Benefits - Uniforms	446.87	812.28	444.94	410.07	800.00	800.00	Clothing allowances, safety boots, other safety gear as needed.
542 30 31 00	Operating Supplies - Traveled Way	17,283.76	9,715.98	12,015.08	31,634.93	20,000.00	35,000.00	Rock, hot mix asphalt (HMA), concrete, lumber & supplies, tack, crack sealer. (Increased materials costs)
542 30 35 00	Sm Tools/Equipment	0.00	255.80	201.95	39.63	500.00	500.00	
542 30 41 00	Professional Services	52.69	269.80	4,481.16	3,921.44	2,500.00	2,500.00	Pavement ratings, surveys, etc.
542 30 42 00	Communications	868.71	1,647.03	2,174.29	1,812.83	2,500.00	2,500.00	Telephone service.
542 30 43 00	Travel	209.55	167.85	15.48	146.68	0.00	0.00	
542 30 45 00	Operating Rentals	4,263.50	0.00	5,247.59	5,128.26	10,000.00	10,000.00	Jackhammer, Sled Compactor, misc small power equipment. Rental of crack sealer rather than purchase.
542 30 48 00	Repairs/Maintenance	34,460.03	517.04	611.73	7,929.69	2,500.00	3,500.00	Accouts for increased accident damage needed repairs
542 30 49 00	Miscellaneous	1,032.60	202.19	493.38	310.30	300.00	300.00	
542 30 49 96	Interfund Rentals - O & M	40,187.66	20,982.80	28,377.65	38,196.26	35,000.00	35,000.00	
594 42 64 01	Machinery/Equipment	61.25	4,982.81	0.00	0.00	2,000.00	0.00	*
004	Traveled Way	207,473.90	141,981.06	163,996.07	197,422.35	191,638.15	216,812.00	
542 63 47 00	Public Util St. Lighting	42,987.54	41,385.71	33,473.20	30,326.41	40,000.00	40,000.00	Street lights from Pacificorp & Columbia REA
005	Street Lighting	42,987.54	41,385.71	33,473.20	30,326.41	40,000.00	40,000.00	
542 64 10 00	Wages & OT	25,194.66	24,211.84	26,456.39	27,036.66	28,311.74	32,405.00	2023-5
542 64 20 00	Benefits	15,564.77	14,351.13	15,046.65	14,598.17	16,246.00	17,245.00	2023-5
542 64 20 01	Benefits - Uniforms	0.00	0.00	0.00	0.00	0.00	200.00	New for 2023
542 64 31 00	Operating Supplies - Traffic Control Devices	21,590.17	12,978.10	13,833.69	33,607.52	20,000.00	35,000.00	Street Paint, Thinner, Signs, Barricades, Cones, Thermoplastic Markings, Sign Posts & Brackets, LED Pedestrian Signals at Wal-Mart, High Efficiency Cobra Heads on Lamperti. (Increase due to need for increased signage and road marking improvements)
542 64 35 00	Sm Tools/Equipment	46.63	417.90	0.00	258.58	1,000.00	1,000.00	Hand tools & small power tools
542 64 47 00	Public Utilities	4,540.11	5,492.08	7,351.96	12,998.90	6,800.00	6,800.00	
542 64 49 00	Intergovernmntl Services	8,502.28	5,817.03	6,708.60	4,869.31	15,000.00	7,500.00	Signal Controller Certification, Signal Maintenance contract with WSDOT
542 64 49 01	Miscellaneous	0.00	0.00	0.00	100.30	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
542 64 49 96	Interfund Rentals - O & M	19,183.52	15,732.40	14,044.69	19,663.68	14,000.00	14,500.00	Based on 2022 annualization
006	Traffic Control Devices	94,622.14	79,000.48	83,441.98	113,133.12	101,357.74	114,650.00	
542 66 10 00	Wages & OT	14,544.35	14,122.86	15,310.97	16,373.34	16,841.48	19,073.00	2023-5
542 66 20 00	Benefits	9,558.90	8,777.55	9,181.68	9,052.86	10,040.00	10,715.00	2023-5
542 66 31 00	Operating Supplies - Snow & Ice Removal	4,265.46	154.87	3,703.86	1,359.88	5,000.00	5,000.00	Estimation based on historical numbers
542 66 49 00	Miscellaneous	0.00	0.00	0.00	100.30	0.00	0.00	
542 66 49 96	Interfund Rentals - O & M	7,140.74	4,066.64	5,909.56	5,942.15	6,800.00	6,800.00	Estimation based on historical numbers
007	Snow & Ice Removal	35,509.45	27,121.92	34,106.07	32,828.53	38,681.48	41,588.00	
542 67 20 00	Benefits	20.36	0.00	0.00	0.00	0.00	0.00	
542 67 31 00	Operating Supplies - Street Cleaning	0.00	0.00	0.00	19.19	0.00	0.00	
008	Street Cleaning	20.36	0.00	0.00	19.19			
542 70 10 00	Wages & OT	18,339.34	17,861.01	19,320.84	20,919.94	21,415.47	24,182.00	2023-5
542 70 20 00	Benefits	12,258.63	11,244.13	11,755.17	11,639.09	12,896.00	13,782.00	2023-5
542 70 20 01	Benefits - Uniforms	0.00	0.00	0.00	0.00	0.00	200.00	Uniforms budget
542 70 31 00	Operating Supplies - Roadside	2,332.32	3,923.09	5,206.79	6,541.47	5,000.00	6,000.00	\$6,000 general supplies (increase due to increased costs)
542 70 32 00	Fuel	0.00	0.00	0.00	0.00	500.00	500.00	
542 70 35 00	Sm Tools/Equipment	0.00	378.82	486.95	438.08	500.00	500.00	Small Hand, Backpack Sprayers & Power Tools
542 70 41 00	Professional Services	0.00	0.00	0.00	18.60	0.00	0.00	
542 70 45 00	Operating Rentals	88.43	75.65	2,110.07	0.00	0.00	0.00	
542 70 48 00	Repairs/Maintenance	1,057.52	2,515.56	3,652.32	0.00	1,000.00	1,000.00	Miscellaneous repairs/maintenance services.
542 70 48 10	Road & Street Repairs & Maintenance - Myra Rd	9,970.00	0.00	0.00	0.00	3,000.00	3,000.00	
542 70 49 00	Intergovernmental Services	2,633.74	7,676.03	6,895.94	-1,591.87	7,800.00	7,800.00	
542 70 49 01	Miscellaneous	0.00	0.00	0.00	141.60	0.00	0.00	
542 70 49 96	Interfund Rentals - O & M	11,801.97	7,613.20	10,212.59	8,284.63	9,000.00	9,000.00	
009	Roadside	58,481.95	51,287.49	59,640.67	46,391.54	61,111.47	65,964.00	
597 00 01 00	Transfer To 320 For Equipment Replacement	82,500.00	7,000.00	480,250.00	416,750.00	340,000.00	120,000.00	Equipment Replacement Transfer
011	Interfund Transfers	82,500.00	7,000.00	480,250.00	416,750.00	340,000.00	120,000.00	
012	Capital Projects	0.00	0.00	0.00	0.00			

5 YEAR BUDGET COMPARISON

City Of College Place

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
542 Road & Street Maintenance	521,595.34	347,776.66	854,907.99	836,871.14	772,788.84	599,214.00	
542 90 10 00 Wages & OT	4,584.21	4,215.69	4,559.58	9,370.82	10,039.29	8,351.00	2023-5
542 90 20 00 Benefits	2,829.38	2,404.97	2,441.45	4,808.46	5,359.52	4,172.00	2023-5
543 10 10 00 Wages & OT	25,700.15	22,306.57	26,586.11	57,119.07	63,735.81	54,083.00	2023-5
543 10 10 02 Wages - Clerical	2,097.85	3,954.51	6,547.36	860.32	937.84	984.00	2023-5
543 10 20 00 Benefits	10,272.81	8,700.40	16,877.50	23,865.36	28,460.53	24,759.00	2023-5
543 10 20 02 Benefits - Clerical	1,727.65	1,954.62	4,680.19	603.99	649.88	683.00	2023-5
543 10 31 00 Operating Supplies - Administration	261.10	1,062.99	1,177.18	213.04	1,850.00	1,850.00	
543 10 31 01 Office Supplies - Administration	134.25	294.31	613.76	202.53	500.00	500.00	
543 10 35 00 Small Tools & Minor Equipment	0.00	124.46	0.00	0.00	0.00	0.00	
543 10 41 00 Professional Services	1,025.75	446.66	5,081.96	1,700.58	1,500.00	1,500.00	
543 10 42 00 Communication	714.30	423.92	254.40	233.99	400.00	400.00	Postage & phone.
543 10 44 01 Advertising	582.79	168.79	184.99	670.70	300.00	300.00	
543 10 47 00 Public Services	1,106.24	796.72	1,024.21	1,141.41	1,400.00	1,400.00	
543 10 48 00 Repairs And Maintenance	8.65	0.00	0.00	0.00	0.00	0.00	
543 10 49 00 Miscellaneous	126.95	92.00	492.79	921.97	500.00	500.00	Memberships
001 Administration	51,172.08	46,946.61	70,521.48	101,712.24	115,632.87	99,482.00	
543 30 46 00 Insurance	2,000.00	24,000.00	19,441.48	22,248.42	22,220.00	32,261.00	WCIA Estimate - 45% increase
002 General Services	2,000.00	24,000.00	19,441.48	22,248.42	22,220.00	32,261.00	
543 30 43 00 Travel - Training	296.20	1,466.79	1,688.06	-66.94	500.00	500.00	Per Diem Costs
543 30 49 01 Registrations/Fees - Training Classes & Seminars	782.67	92.02	-565.46	475.00	500.00	500.00	Pesticide training, road maintenance training.
004 Training	1,078.87	1,558.81	1,122.60	408.06	1,000.00	1,000.00	
543 Road & Street General Admin.	54,250.95	72,505.42	91,085.56	124,368.72	138,852.87	132,743.00	
Total Street Department:	575,846.29	420,282.08	946,068.55	961,239.86	911,641.71	731,957.00	

Engineering

544 20 10 00 Salary / Wages - City Engineer	53,632.65	41,205.17	25,580.60	13,060.68	23,704.13	2,280.00	2023-5
544 20 20 00 Benefits - City Engineer	24,279.73	14,817.85	7,683.93	4,932.05	6,160.24	227.00	2023-5
544 20 31 00 Operating Supplies - Engineering	157.48	23.12	7.71	54.45	200.00	200.00	Increase anticipated: color copier costs
544 20 31 01 Office Supplies - Engineering	178.50	74.03	0.00	49.34	200.00	200.00	Increase anticipated: color copier costs
544 20 41 00 Professional Services - Engineering	11,909.50	57,850.57	3,239.79	23.98	37,500.00	37,500.00	JUB Engineering Services

5 YEAR BUDGET COMPARISON

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100 Street Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
544 20 41 01 Engineering Costs - Pass Through	0.00	2,175.00	0.00	0.00	0.00	0.00	
544 20 43 00 Travel Expense - Engineering	343.65	0.00	0.00	145.56	0.00	0.00	
544 20 44 00 Advertising - Engineering	328.90	1,011.19	0.00	0.00	650.00	650.00	Project advertsing
544 20 48 00 Repairs And Maintenance	0.00	0.00	0.61	8.48	0.00	0.00	
544 20 49 00 Miscellaneous - Engineering	215.53	195.62	110.97	81.75	150.00	150.00	Membership dues
544 20 49 01 Training Registration Fees - Engineering	235.00	0.00	152.20	32.25	500.00	500.00	
544 Engineering	91,280.94	117,352.55	36,775.81	18,388.54	69,064.37	41,707.00	
Total Engineering:	91,280.94	117,352.55	36,775.81	18,388.54	69,064.37	41,707.00	
Ending Balances							
508 41 00 04 Ending Fund Balance	0.00	0.00	0.00	0.00	224,191.15	286,454.00	
999 Ending Balance	0.00	0.00	0.00	0.00	224,191.15	286,454.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	224,191.15	286,454.00	
TOTAL EXPENDITURES:	667,225.23	538,268.71	1,003,181.31	980,024.42	1,204,922.23	1,060,518.00	
FUND GAIN/LOSS:	234,853.24	305,359.44	255,391.92	238,528.23	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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120 Criminal Justice Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 31 00 01 Beginning Balance - Criminal Justice Fund	25,590.34	15,164.54	15,432.97	45,539.60	41,748.23	30,117.00	
001 Beginning Balances	25,590.34	15,164.54	15,432.97	45,539.60	41,748.23	30,117.00	
Total Beginning Balances:	25,590.34	15,164.54	15,432.97	45,539.60	41,748.23	30,117.00	
Miscellaneous							
361 10 00 12 Unrealized Gain/Loss	173.10	27.81	-263.15	-979.98	0.00	0.00	
361 11 00 12 Interest Earned - Criminal Justice	236.32	121.57	83.72	144.69	150.00	100.00	
361 30 00 12 Realized Gain/Loss On Investments	28.69	39.40	0.70	36.69	0.00	0.00	
361 41 00 12 Investment Interest - Purchased	-17.47	-9.44	-0.05	154.20	0.00	0.00	
001 Interest & Other Earnings	420.64	179.34	-178.78	-644.40	150.00	100.00	
025 Miscellaneous	420.64	179.34	-178.78	-644.40	150.00	100.00	
Total Miscellaneous:	420.64	179.34	-178.78	-644.40	150.00	100.00	
Grants							
002 Police Dept Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	
State Shared Revenues							
336 06 21 00 C.J. Funds - Regular	2,876.87	2,295.11	3,218.08	3,359.84	3,386.00	3,548.00	Per MRSC
336 06 26 00 C.J. - Municipal Criminal Justice Funding	10,350.47	10,836.26	11,458.86	11,913.08	11,997.00	12,516.00	Per MRSC
107 State Entitlements	13,227.34	13,131.37	14,676.94	15,272.92	15,383.00	16,064.00	
Total State Shared Revenues:	13,227.34	13,131.37	14,676.94	15,272.92	15,383.00	16,064.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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120 Criminal Justice Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Legislative							
335 04 01 00 LE & CJ Legislative 2022-2023 Biennium One-Time Allocation	0.00	0.00	38,209.00	0.00	0.00	0.00	
009 Criminal Justice	0.00	0.00	38,209.00	0.00			
521 Law Enforcement	0.00	0.00	38,209.00	0.00	0.00	0.00	
Total Legislative:	0.00	0.00	38,209.00	0.00	0.00	0.00	
TOTAL REVENUES:	39,238.32	28,475.25	68,140.13	60,168.12	57,281.23	46,281.00	
Miscellaneous							
521 10 41 02 Banking Service Fees/ Charges - CJ Fund	1.54	1.67	2.37	2.13	0.00	0.00	
025 Miscellaneous	1.54	1.67	2.37	2.13	0.00	0.00	
Total Miscellaneous:	1.54	1.67	2.37	2.13	0.00	0.00	
Interfund Transfers							
Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
Grants							
002 Police Department Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	
Police Operations							
521 30 10 13 Salaries & Wages - Seatbelts CFDA#20.602 Grant Program	17.77	0.00	0.00	0.00	0.00	0.00	
521 30 10 14 Salaries & Wages - Impaired Driving CFDA#20.600 Grant Program	35.54	19.58	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

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120 Criminal Justice Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
521 30 20 13 Personnel Benefits - Seatbelts CFDA#20.602 Grant Program	8.58	0.00	0.00	0.00	0.00	0.00	
521 30 20 14 Personnel Benefits - Impaired Driving CFDA#20.600 Grant Program	17.17	6.70	0.00	0.00	0.00	0.00	
003 Patrol	79.06	26.28	0.00	0.00			
521 30 10 12 Salaries & Wages - School Programs Officer	8,723.64	9,391.75	10,394.49	5,562.61	10,296.00	0.00	*
521 30 20 12 Personnel Benefits - School Programs Officer	3,698.42	3,622.58	3,923.67	2,046.79	3,681.00	0.00	*
004 School Resource Officer	12,422.06	13,014.33	14,318.16	7,609.40	13,977.00		
521 30 49 01 Misc Criminal Justice	0.00	0.00	0.00	0.00	0.00	300.00	
594 21 64 03 Equip. Criminal Justice	11,571.12	0.00	8,280.00	0.00	0.00	0.00	
009 Criminal Justice	11,571.12	0.00	8,280.00	0.00		300.00	
521 Law Enforcement	24,072.24	13,040.61	22,598.16	7,609.40	13,977.00	300.00	
591 18 75 02 Capital Leases & Installment Purchases - Police Department	0.00	0.00	0.00	17,000.00	26,000.00	17,000.00	3rd payment for Tasers and Body Cams - project 3015
002 Interest & Other Debt Costs	0.00	0.00	0.00	17,000.00	26,000.00	17,000.00	
591 Interest & Debt Service	0.00	0.00	0.00	17,000.00	26,000.00	17,000.00	
Total Police Operations:	24,072.24	13,040.61	22,598.16	24,609.40	39,977.00	17,300.00	
Ending Balances							
508 31 00 01 Ending Balance - C.J. Fund	0.00	0.00	0.00	0.00	17,304.23	28,981.00	
999 Ending Balance	0.00	0.00	0.00	0.00	17,304.23	28,981.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	17,304.23	28,981.00	
TOTAL EXPENDITURES:	24,073.78	13,042.28	22,600.53	24,611.53	57,281.23	46,281.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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120 Criminal Justice Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
FUND GAIN/LOSS:	15,164.54	15,432.97	45,539.60	35,556.59	0.00	0.00	

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121 Forfeited Proceeds Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 31 00 02 Beginning Fund Balance - Forfeited Proceeds Fund	2,200.79	2,036.74	2,060.49	2,056.76	2,076.87	2,020.00	
001 Beginning Balances	2,200.79	2,036.74	2,060.49	2,056.76	2,076.87	2,020.00	
Total Beginning Balances:	2,200.79	2,036.74	2,060.49	2,056.76	2,076.87	2,020.00	
Fines & Forfeits							
352 90 00 00 Superior Court Forfeited Proceeds (PD)	223.02	0.00	0.00	0.00	500.00	500.00	
003 Forfeited Proceeds	223.02	0.00	0.00	0.00	500.00	500.00	
012 Court Fines And Forfeitures	223.02	0.00	0.00	0.00	500.00	500.00	
Total Fines & Forfeits:	223.02	0.00	0.00	0.00	500.00	500.00	
Miscellaneous							
361 10 00 02 Unrealized Gain/Loss	17.35	4.00	-11.81	-56.22	0.00	0.00	
361 30 00 02 Realized Gain/Loss On Investments	3.50	4.98	0.08	1.66	0.00	0.00	
361 41 00 02 Investment Interest - Purchased	-2.06	-1.19	0.00	8.60	0.00	0.00	
001 Interest & Other Earnings	18.79	7.79	-11.73	-45.96			
025 Miscellaneous	18.79	7.79	-11.73	-45.96	0.00	0.00	
361 11 00 02 Investment Interest	24.08	16.18	8.14	6.84	20.00	20.00	
001 Interest & Other Earnings	24.08	16.18	8.14	6.84	20.00	20.00	
035 Other Miscellaneous	24.08	16.18	8.14	6.84	20.00	20.00	
Total Miscellaneous:	42.87	23.97	-3.59	-39.12	20.00	20.00	

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121 Forfeited Proceeds Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
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Grants

002 Police Dept Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	

TOTAL REVENUES:	2,466.68	2,060.71	2,056.90	2,017.64	2,596.87	2,540.00	
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Miscellaneous

514 29 41 21 Bank Service Charges / Costs	0.17	0.22	0.14	0.11	0.00	0.00	
025 Miscellaneous	0.17	0.22	0.14	0.11	0.00	0.00	
Total Miscellaneous:	0.17	0.22	0.14	0.11	0.00	0.00	

Interfund Transfers

Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
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Police Operations

521 21 31 21 Operating Supplies	191.98	0.00	0.00	0.00	0.00	0.00	Not requested
594 21 64 04 Equipment Purchases	237.79	0.00	0.00	0.00	0.00	0.00	Not requested
594 21 64 08 Equipment Purchases - Grant Funded	0.00	0.00	0.00	0.00	0.00	0.00	Not requested
521 Law Enforcement	429.77	0.00	0.00	0.00	0.00	0.00	
Total Police Operations:	429.77	0.00	0.00	0.00	0.00	0.00	

Ending Balances

508 31 00 02 Ending Balance - Forfeited Proceeds Fund	0.00	0.00	0.00	0.00	2,596.87	2,540.00	
999 Ending Balance	0.00	0.00	0.00	0.00	2,596.87	2,540.00	

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121 Forfeited Proceeds Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Ending Balances:	0.00	0.00	0.00	0.00	2,596.87	2,540.00	
TOTAL EXPENDITURES:	429.94	0.22	0.14	0.11	2,596.87	2,540.00	
FUND GAIN/LOSS:	2,036.74	2,060.49	2,056.76	2,017.53	0.00	0.00	

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130 Hotel/Motel Tax

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 31 00 03 Beginning Balance - Hotel/Motel Tax	10,154.11	23,829.69	26,025.71	36,064.23	45,719.90	44,217.00	
001 Beginning Balances	10,154.11	23,829.69	26,025.71	36,064.23	45,719.90	44,217.00	
Total Beginning Balances:	10,154.11	23,829.69	26,025.71	36,064.23	45,719.90	44,217.00	
Taxes							
313 31 00 01 Hotel/Motel Lodging	7,980.50	6,038.42	13,098.08	15,373.38	18,000.00	18,000.00	
313 31 00 02 Hotel/Motel Stadium	7,990.63	6,123.93	10,676.08	15,373.38	18,000.00	18,000.00	
002 Retail Sales & Use Tax	15,971.13	12,162.35	23,774.16	30,746.76	36,000.00	36,000.00	
002 Taxes	15,971.13	12,162.35	23,774.16	30,746.76	36,000.00	36,000.00	
Total Taxes:	15,971.13	12,162.35	23,774.16	30,746.76	36,000.00	36,000.00	
Miscellaneous							
361 10 00 30 Unrealized Gain/Loss	102.39	40.80	-201.98	-1,198.82	0.00	0.00	
361 30 00 30 Realized Gain/Loss On Investments	21.96	57.61	1.84	29.06	0.00	0.00	
361 41 00 30 Investment Interest - Purchased	-14.17	-15.46	-1.13	202.89	0.00	0.00	
001 Interest & Other Earnings	110.18	82.95	-201.27	-966.87			
025 Miscellaneous	110.18	82.95	-201.27	-966.87	0.00	0.00	
361 11 01 30 Investment Interest	147.69	195.77	121.51	138.78	200.00	150.00	
001 Interest & Other Earnings	147.69	195.77	121.51	138.78	200.00	150.00	
035 Other Miscellaneous	147.69	195.77	121.51	138.78	200.00	150.00	
Total Miscellaneous:	257.87	278.72	-79.76	-828.09	200.00	150.00	
TOTAL REVENUES:	26,383.11	36,270.76	49,720.11	65,982.90	81,919.90	80,367.00	

5 YEAR BUDGET COMPARISON

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130 Hotel/Motel Tax

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Tourism							
557 30 31 30 Community Services - Office & Operating Supplies	0.00	6,522.00	10,000.00	0.00	10,000.00	10,000.00	Not sure what LTAC will approve for line item distribution, but this is the amount that they will be using for the allocation.
557 30 41 30 Professional Financial / Banking	1.10	2.80	2.38	2.29	0.00	3.00	Not sure what LTAC will approve for line item distribution, but this is the amount that they will be using for the allocation.
557 30 44 30 Tourism Advertising	952.32	1,720.25	153.50	1,000.00	3,600.00	3,600.00	Not sure what LTAC will approve for line item distribution, but this is the amount that they will be using for the allocation.
557 30 49 01 Contributions To Other Agencies - Miscellaneous	0.00	2,000.00	3,500.00	4,000.00	4,000.00	4,000.00	Not sure what LTAC will approve for line item distribution, but this is the amount that they will be using for the allocation.
557 30 49 30 City Event Entertainment	1,600.00	0.00	0.00	6,500.00	12,500.00	12,500.00	Not sure what LTAC will approve for line item distribution, but this is the amount that they will be using for the allocation.
557 Economic Development	2,553.42	10,245.05	13,655.88	11,502.29	30,100.00	30,103.00	
Total Tourism:	2,553.42	10,245.05	13,655.88	11,502.29	30,100.00	30,103.00	
Ending Balances							
508 31 00 03 Ending Balance - Hotel/Motel Tax	0.00	0.00	0.00	0.00	51,819.90	50,264.00	
999 Ending Balance	0.00	0.00	0.00	0.00	51,819.90	50,264.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	51,819.90	50,264.00	
TOTAL EXPENDITURES:	2,553.42	10,245.05	13,655.88	11,502.29	81,919.90	80,367.00	
FUND GAIN/LOSS:	23,829.69	26,025.71	36,064.23	54,480.61	0.00	0.00	

5 YEAR BUDGET COMPARISON

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201 ULTGO Bond Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 05 Beginning Balance Forward - ULTGO Bond Fund	15,457.06	15,167.67	14,887.94	15,509.44	15,798.43	20,925.00	
001 Beginning Balances	15,457.06	15,167.67	14,887.94	15,509.44	15,798.43	20,925.00	
Total Beginning Balances:	15,457.06	15,167.67	14,887.94	15,509.44	15,798.43	20,925.00	
Miscellaneous							
361 11 00 21 Investment Interest	10.67	24.87	21.65	176.73	10.00	10.00	
001 Interest & Other Earnings	10.67	24.87	21.65	176.73	10.00	10.00	
025 Miscellaneous	10.67	24.87	21.65	176.73	10.00	10.00	
Total Miscellaneous:	10.67	24.87	21.65	176.73	10.00	10.00	
Interfund Transfers							
397 00 00 21 Transfer CE To ULTGO 201	489,050.00	487,950.00	487,950.00	487,950.00	487,950.00	489,050.00	
070 Operating Transfers	489,050.00	487,950.00	487,950.00	487,950.00	487,950.00	489,050.00	
Total Interfund Transfers:	489,050.00	487,950.00	487,950.00	487,950.00	487,950.00	489,050.00	
Loan Proceeds							
006 CARS Bonds	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	504,517.73	503,142.54	502,859.59	503,636.17	503,758.43	509,985.00	

Miscellaneous

5 YEAR BUDGET COMPARISON

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201 ULTGO Bond Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
514 29 41 01 Banking Service Fees/Charges - ULTGO Bond Fund	0.06	4.60	0.15	30.72	0.00	0.00	
025 Miscellaneous	0.06	4.60	0.15	30.72	0.00	0.00	
Total Miscellaneous:	0.06	4.60	0.15	30.72	0.00	0.00	

Long Term Debt Payment/Interes

591 95 71 01 Principle UTGO 2014 Issue (CARS)	290,000.00	295,000.00	300,000.00	0.00	300,000.00	320,000.00	Payment 10/20, 3.38% Balance after 2023 pmt = \$3,950,000
592 95 83 01 Interest UTGO 2014 Issue (CARS)	198,750.00	192,950.00	187,050.00	89,025.00	187,050.00	168,750.00	CARS Bond, Pmt 10/20 3.38% Balance after 2023 pmt = \$3,950,000
592 95 83 02 Other Debt Service Costs (CARS)	0.00	0.00	0.00	0.00	0.00	300.00	CARS Bond Loan Fee
001 Long Term Debt Redemption	0.00	0.00	0.00	0.00			
592 95 83 02 Other Debt Service Costs (CARS)	600.00	300.00	300.00	300.00	0.00	0.00	
002 Interest & Other Debt Costs	600.00	300.00	300.00	300.00			
591 Interest & Debt Service	489,350.00	488,250.00	487,350.00	89,325.00	487,050.00	489,050.00	
Total Long Term Debt Payment/Interes:	489,350.00	488,250.00	487,350.00	89,325.00	487,050.00	489,050.00	

Ending Balances

508 41 00 05 Ending Fund Balance	0.00	0.00	0.00	0.00	16,708.43	20,935.00	
999 Ending Balance	0.00	0.00	0.00	0.00	16,708.43	20,935.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	16,708.43	20,935.00	
TOTAL EXPENDITURES:	489,350.06	488,254.60	487,350.15	89,355.72	503,758.43	509,985.00	
FUND GAIN/LOSS:	15,167.67	14,887.94	15,509.44	414,280.45	0.00	0.00	

5 YEAR BUDGET COMPARISON

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202 LTGO Bond Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
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Beginning Balances

308 41 00 06	Beginning Balance - South End Bond Fund	51,995.10	52,006.12	0.00	0.00	0.00	0.00
001	Beginning Balances	51,995.10	52,006.12	0.00	0.00	0.00	0.00
Total Beginning Balances:		51,995.10	52,006.12	0.00	0.00	0.00	0.00

Miscellaneous

361 11 00 22	Interest Earned - Southend Bond Fund	11.18	5.28	0.00	0.00	0.00	0.00
001	Interest & Other Earnings	11.18	5.28	0.00	0.00		
025	Miscellaneous	11.18	5.28	0.00	0.00	0.00	0.00
Total Miscellaneous:		11.18	5.28	0.00	0.00	0.00	0.00

Interfund Transfers

397 00 00 22	Transfer CE To 202 LTGO Bond Fund	51,127.00	224,423.58	0.00	0.00	0.00	0.00
070	Operating Transfers	51,127.00	224,423.58	0.00	0.00	0.00	0.00
Total Interfund Transfers:		51,127.00	224,423.58	0.00	0.00	0.00	0.00

TOTAL REVENUES:	103,133.28	276,434.98	0.00	0.00	0.00	0.00
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Miscellaneous

514 29 41 02	Banking Service Fees/Charges - South End Bond Fund	0.14	4.12	0.00	0.00	0.00	0.00
025	Miscellaneous	0.14	4.12	0.00	0.00	0.00	0.00
Total Miscellaneous:		0.14	4.12	0.00	0.00	0.00	0.00

5 YEAR BUDGET COMPARISON

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202 LTGO Bond Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Interfund Transfers								
Total Interfund Transfers:		0.00	0.00	0.00	0.00	0.00	0.00	
Long Term Debt Payment/Interes								
591 58 71 22	Principle LTGO Fire Engine Bond	44,875.82	269,254.90	0.00	0.00	0.00	0.00	
001	Long Term Debt Redemption	44,875.82	269,254.90	0.00	0.00			
592 58 83 22	Interest LTGO Fire Engine Bond	6,251.20	7,175.96	0.00	0.00	0.00	0.00	
002	Interest & Other Debt Costs	6,251.20	7,175.96	0.00	0.00			
591	Interest & Debt Service	51,127.02	276,430.86	0.00	0.00	0.00	0.00	
Total Long Term Debt Payment/Interes:		51,127.02	276,430.86	0.00	0.00	0.00	0.00	
Ending Balances								
Total Ending Balances:		0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES:		51,127.16	276,434.98	0.00	0.00	0.00	0.00	
FUND GAIN/LOSS:		52,006.12	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

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235 Commercial Drive Bond Debt Service Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 07 Beginning Balance - Commercial Dr. Bond Debt Service Fund	142,460.73	143,829.45	143,602.82	143,705.70	143,719.89	0.00	Loan Paid off in 2022
001 Beginning Balances	142,460.73	143,829.45	143,602.82	143,705.70	143,719.89	0.00	
Total Beginning Balances:	142,460.73	143,829.45	143,602.82	143,705.70	143,719.89	0.00	
Miscellaneous							
361 11 00 23 Interest Earned - Comm Drive Debt Service Fund	1,372.65	529.37	107.36	58.65	250.00	0.00	*
001 Interest & Other Earnings	1,372.65	529.37	107.36	58.65	250.00		
025 Miscellaneous	1,372.65	529.37	107.36	58.65	250.00	0.00	
Total Miscellaneous:	1,372.65	529.37	107.36	58.65	250.00	0.00	
Interfund Transfers							
397 00 00 24 INF To #235 From #001 Current Expense	140,484.00	139,735.00	140,484.00	260,057.04	140,484.00	0.00	Loan Paid off in 2022
070 Operating Transfers	140,484.00	139,735.00	140,484.00	260,057.04	140,484.00	0.00	
Total Interfund Transfers:	140,484.00	139,735.00	140,484.00	260,057.04	140,484.00	0.00	
Capital Contributions							
001 Development agreements	0.00	0.00	0.00	0.00			
Total Capital Contributions:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	284,317.38	284,093.82	284,194.18	403,821.39	284,453.89	0.00	

5 YEAR BUDGET COMPARISON

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235 Commercial Drive Bond Debt Service Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Miscellaneous							
514 29 41 22 Bank Charges / Services	4.20	7.27	4.75	1.52	0.00	0.00	
514 Finance & Administration	4.20	7.27	4.75	1.52	0.00	0.00	
Total Miscellaneous:	4.20	7.27	4.75	1.52	0.00	0.00	
Long Term Debt Payment/Interes							
591 95 71 09 Principal On Long Term External GO Debt	107,530.01	112,372.67	117,633.31	379,381.62	122,924.00	0.00	Loan Paid Off in 2022
001 Long Term Debt Redemption	107,530.01	112,372.67	117,633.31	379,381.62	122,924.00		
592 95 83 09 Interest On Long Term External Debt	32,953.72	28,111.06	22,850.42	24,438.25	17,559.00	0.00	Loan Paid off in 2022
002 Interest & Other Debt Costs	32,953.72	28,111.06	22,850.42	24,438.25	17,559.00		
591 Interest & Debt Service	140,483.73	140,483.73	140,483.73	403,819.87	140,483.00	0.00	
Total Long Term Debt Payment/Interes:	140,483.73	140,483.73	140,483.73	403,819.87	140,483.00	0.00	
Ending Balances							
508 41 00 07 Ending Balance	0.00	0.00	0.00	0.00	143,970.89	0.00	*
999 Ending Balance	0.00	0.00	0.00	0.00	143,970.89	0.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	143,970.89	0.00	
TOTAL EXPENDITURES:	140,487.93	140,491.00	140,488.48	403,821.39	284,453.89	0.00	
FUND GAIN/LOSS:	143,829.45	143,602.82	143,705.70	0.00	0.00	0.00	

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301 Street Capital Contribution Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 08 Beginning Balance - Street Capital Contribution Fund	16,046.31	16,052.31	16,057.74	4,135.00	16,060.35	4,137.00	
001 Beginning Balances	16,046.31	16,052.31	16,057.74	4,135.00	16,060.35	4,137.00	
Total Beginning Balances:	16,046.31	16,052.31	16,057.74	4,135.00	16,060.35	4,137.00	
Miscellaneous							
361 11 00 03 Investment Interest	16.57	5.43	2.26	1.42	20.00	15.00	
001 Interest & Other Earnings	16.57	5.43	2.26	1.42	20.00	15.00	
025 Miscellaneous	16.57	5.43	2.26	1.42	20.00	15.00	
Total Miscellaneous:	16.57	5.43	2.26	1.42	20.00	15.00	
Interfund Transfers							
Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
Capital Contributions							
345 89 01 23 Street Capital Developer Contributions	62,568.49	11,925.34	0.00	0.00	61,000.00	380,828.00	Developer Fees - Projects 6035 \$36,049.50, 6064 \$284,778.50
001 Development agreements	62,568.49	11,925.34	0.00	0.00	61,000.00	380,828.00	
370 Capital Contributions	62,568.49	11,925.34	0.00	0.00	61,000.00	380,828.00	
Total Capital Contributions:	62,568.49	11,925.34	0.00	0.00	61,000.00	380,828.00	
TOTAL REVENUES:	78,631.37	27,983.08	16,060.00	4,136.42	77,080.35	384,980.00	

5 YEAR BUDGET COMPARISON

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301 Street Capital Contribution Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Interfund Transfers							
597 00 01 01 Interfund Transfer For CARS Signalization	62,579.06	11,925.34	11,925.00	0.00	40,000.00	40,000.00	
597 00 03 11 Interfund Transfer To Street Improvement Fund	0.00	0.00	0.00	0.00	10,000.00	320,828.00	Transfers for 6035, 6064
070 Operating Transfers	62,579.06	11,925.34	11,925.00	0.00	50,000.00	360,828.00	
Total Interfund Transfers:	62,579.06	11,925.34	11,925.00	0.00	50,000.00	360,828.00	
Street Department							
012 Capital Projects	0.00	0.00	0.00	0.00			
Total Street Department:	0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balances							
508 41 00 08 Ending Balance - Street Capital Contribution Fund	0.00	0.00	0.00	0.00	27,080.35	24,152.00	
999 Ending Balance	0.00	0.00	0.00	0.00	27,080.35	24,152.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	27,080.35	24,152.00	
TOTAL EXPENDITURES:	62,579.06	11,925.34	11,925.00	0.00	77,080.35	384,980.00	
FUND GAIN/LOSS:	16,052.31	16,057.74	4,135.00	4,136.42	0.00	0.00	

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305 Capital Improvement Fund (REET)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Grants:	0.00	0.00	0.00	0.00	0.00	64,500.00	

Federal Revenues

397 00 04 05 Interfund Transfer From CE For ARPA Expenses (CFDA #21.027)	0.00	0.00	0.00	0.00	0.00	0.00	*
Total Federal Revenues:	0.00	0.00	0.00	0.00	0.00	0.00	

TOTAL REVENUES:	331,277.05	420,567.24	544,925.62	733,427.89	665,641.61	821,272.00	
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Miscellaneous

514 20 41 35 Professional Financial / Banking	15.14	34.57	28.92	27.05	0.00	35.00	Based on 2022 annualization
025 Miscellaneous	15.14	34.57	28.92	27.05	0.00	35.00	
Total Miscellaneous:	15.14	34.57	28.92	27.05	0.00	35.00	

Interfund Transfers

597 00 00 34 Transfer From REET(305) For CARS Project	0.00	0.00	0.00	61,544.80	0.00	0.00	
070 Operating Transfers	0.00	0.00	0.00	61,544.80	0.00	0.00	
Total Interfund Transfers:	0.00	0.00	0.00	61,544.80	0.00	0.00	

Street Department

594 42 63 00 Street And Path Projects	0.00	0.00	17,226.12	54,247.79	100,000.00	251,656.00	Projects: 6059 \$32,000, 6019 \$219,656
594 42 65 02 Chipsealing / Walla Walla Cnty PW	46,500.30	97,281.13	60,013.36	64.12	60,000.00	75,000.00	Project 6018
542 Road & Street Maintenance	46,500.30	97,281.13	77,239.48	54,311.91	160,000.00	326,656.00	
Total Street Department:	46,500.30	97,281.13	77,239.48	54,311.91	160,000.00	326,656.00	

Capital Expenditures

595 30 63 02 Other Capital Improvements - REET	1,504.44	0.00	0.00	0.00	0.00	0.00	
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305 Capital Improvement Fund (REET)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
595 10 63 00 Professional Services - Engineering Services	0.00	0.00	0.00	0.00	0.00	60,000.00	TIF Project Proposal
005 Planning & Design	0.00	0.00	0.00	0.00		60,000.00	
594 Capital Improvements	1,504.44	0.00	0.00	0.00	0.00	60,000.00	
Total Capital Expenditures:	1,504.44	0.00	0.00	0.00	0.00	60,000.00	
Ending Balances							
508 41 00 09 Ending Fund Balance	0.00	0.00	0.00	0.00	505,641.61	434,581.00	
999 Ending Balance	0.00	0.00	0.00	0.00	505,641.61	434,581.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	505,641.61	434,581.00	
TOTAL EXPENDITURES:	48,019.88	97,315.70	77,268.40	115,883.76	665,641.61	821,272.00	
FUND GAIN/LOSS:	283,257.17	323,251.54	467,657.22	617,544.13	0.00	0.00	

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306 Capital Improvement Fund (REET 2)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 10 Beginning Balance - Capital Improvement Fund (REET II)	189,588.12	433,260.05	583,591.82	1,247,975.84	1,279,804.29	1,429,130.00	Funding for Lions Park in 2023
001 Beginning Balances	189,588.12	433,260.05	583,591.82	1,247,975.84	1,279,804.29	1,429,130.00	
Total Beginning Balances:	189,588.12	433,260.05	583,591.82	1,247,975.84	1,279,804.29	1,429,130.00	
Taxes							
318 35 00 00 REET 2 - Second Quarter Percent	155,419.06	150,652.71	216,422.28	197,812.59	210,000.00	220,000.00	
004 Excise Taxes	155,419.06	150,652.71	216,422.28	197,812.59	210,000.00	220,000.00	
002 Taxes	155,419.06	150,652.71	216,422.28	197,812.59	210,000.00	220,000.00	
Total Taxes:	155,419.06	150,652.71	216,422.28	197,812.59	210,000.00	220,000.00	
Miscellaneous							
361 10 00 36 Unrealized Gain/Loss	2,011.40	642.35	-6,406.73	-36,308.28	0.00	0.00	
361 11 00 36 Investment Interest	2,844.56	3,783.87	2,895.40	4,306.47	4,000.00	2,500.00	
361 30 00 36 Realized Gain/Loss On Investments	410.21	1,084.39	31.58	1,005.53	0.00	0.00	
361 41 00 36 Investment Interest - Purchased	-262.27	-314.38	-10.62	5,751.89	0.00	0.00	
001 Interest & Other Earnings	5,003.90	5,196.23	-3,490.37	-25,244.39	4,000.00	2,500.00	
395 10 00 01 Proceeds From Sale Of Capital Assets	64,621.97	0.00	0.00	0.00	0.00	0.00	
005 Other Miscellaneous Revenue	64,621.97	0.00	0.00	0.00			
025 Miscellaneous	69,625.87	5,196.23	-3,490.37	-25,244.39	4,000.00	2,500.00	
Total Miscellaneous:	69,625.87	5,196.23	-3,490.37	-25,244.39	4,000.00	2,500.00	
Contributions / Donations Priv							
367 11 00 06 Contr/Donations - Private	9,203.91	0.00	500,042.38	53,028.00	500,000.00	76,273.59	Project 4001,\$51,274, 4007 \$25,000

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306 Capital Improvement Fund (REET 2)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
004 Other Donations	9,203.91	0.00	500,042.38	53,028.00	500,000.00	76,273.59	
030 Contr & Donations Priv Sources	9,203.91	0.00	500,042.38	53,028.00	500,000.00	76,273.59	
Total Contributions / Donations Priv:	9,203.91	0.00	500,042.38	53,028.00	500,000.00	76,273.59	

Grants

331 11 00 00 Federal Direct Grant From The Department Of Commerce.	0.00	0.00	0.00	0.00	0.00	512,735.90	DOC Grant for Lions Park - 4001
001 Direct Federal Grants	0.00	0.00	0.00	0.00		512,735.90	
100 Direct Federal Grants	0.00	0.00	0.00	0.00	0.00	512,735.90	
367 00 03 06 Local Grants - Lions Park Renovation	0.00	0.00	0.00	1,500.00	0.00	1,025,471.80	Project 4001
102 Grants - Private Sources	0.00	0.00	0.00	1,500.00	0.00	1,025,471.80	
334 02 70 01 Recreation And Conservation Office Grant - Lions' Park	0.00	0.00	0.00	19,313.19	1,500,000.00	1,435,660.52	RCO Grant for Lions Park - 4001
334 03 10 09 State Direct/Indirect Grant From Department Of Ecology	0.00	0.00	0.00	0.00	0.00	820,377.44	
334 04 20 03 CERB Grant - S. College Place Study	48,500.24	0.00	0.00	0.00	0.00	0.00	
001 State Grants	48,500.24	0.00	0.00	19,313.19	1,500,000.00	2,256,037.96	
105 State Grants	48,500.24	0.00	0.00	19,313.19	1,500,000.00	2,256,037.96	
Total Grants:	48,500.24	0.00	0.00	20,813.19	1,500,000.00	3,794,245.66	
TOTAL REVENUES:	472,337.20	589,108.99	1,296,566.11	1,494,385.23	3,493,804.29	5,522,149.25	

Miscellaneous

514 20 41 36 Professional Financial / Banking	20.75	53.17	64.93	70.14	0.00	0.00	
025 Miscellaneous	20.75	53.17	64.93	70.14	0.00	0.00	

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306 Capital Improvement Fund (REET 2)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Miscellaneous:	20.75	53.17	64.93	70.14	0.00	0.00	
Capital Expenditures							
595 30 63 36 Other Capital Improvements - REET	-9,443.84	5,464.00	48,525.34	46,225.40	3,256,683.00	1,306,839.75	Projects: 4001 \$1,281,839.75, 4007 \$25,000
595 30 63 37 Other Capital Improvements - Grant Reimbursed	48,500.24	0.00	0.00	0.00	0.00	3,845,519.25	Project 4001
594 Capital Improvements	39,056.40	5,464.00	48,525.34	46,225.40	3,256,683.00	5,152,359.00	
Total Capital Expenditures:	39,056.40	5,464.00	48,525.34	46,225.40	3,256,683.00	5,152,359.00	
Ending Balances							
508 41 00 10 Ending Fund Balance	0.00	0.00	0.00	0.00	237,121.29	369,790.25	
999 Ending Balance	0.00	0.00	0.00	0.00	237,121.29	369,790.25	
Total Ending Balances:	0.00	0.00	0.00	0.00	237,121.29	369,790.25	
TOTAL EXPENDITURES:	39,077.15	5,517.17	48,590.27	46,295.54	3,493,804.29	5,522,149.25	
FUND GAIN/LOSS:	433,260.05	583,591.82	1,247,975.84	1,448,089.69	0.00	0.00	

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309 CDBG Projects Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 11 Estimated Beginning Balance - CDBG Projects Fund	0.00	0.00	0.05	0.15	0.00	0.00	Based on annualization for 2021 end of year budget.
001 Beginning Balances	0.00	0.00	0.05	0.15	0.00	0.00	
Total Beginning Balances:	0.00	0.00	0.05	0.15	0.00	0.00	
Miscellaneous							
361 11 00 09 Investment Interest - CDBG Project Fund	0.00	0.05	0.10	0.09	0.00	0.00	
001 Interest & Other Earnings	0.00	0.05	0.10	0.09			
025 Miscellaneous	0.00	0.05	0.10	0.09	0.00	0.00	
Total Miscellaneous:	0.00	0.05	0.10	0.09	0.00	0.00	
Grants							
333 14 00 00 Federal Indirect Grant From Dept Of Housing And Urban Dev-Sidewalks-CDBG	0.00	0.00	247,951.66	193,351.84	364,000.00	309,400.00	Job 6048
333 14 00 01 Federal Indirect Grant From Dept Of Housing And Urban Dev - Microbusiness-CDBG	0.00	0.00	0.00	34,755.58	0.00	15,000.00	
333 14 00 02 Federal Indirect Grant From Dept Of Housing And Urban Dev-Stormwater Study-CDBG	0.00	0.00	30,000.00	0.00	0.00	0.00	
001 Indirect Federal Grants	0.00	0.00	277,951.66	228,107.42	364,000.00	324,400.00	
101 Indirect Federal Grants	0.00	0.00	277,951.66	228,107.42	364,000.00	324,400.00	
Total Grants:	0.00	0.00	277,951.66	228,107.42	364,000.00	324,400.00	

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309 CDBG Projects Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
TOTAL REVENUES:	0.00	0.05	277,951.81	228,107.66	364,000.00	324,400.00	

Miscellaneous

Total Miscellaneous:	0.00	0.00	0.00	0.00	0.00	0.00	
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Grants

012 CDBG	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	

Stormwater

006 Storm Drainage	0.00	0.00	0.00	0.00			
Total Stormwater:	0.00	0.00	0.00	0.00	0.00	0.00	

Street Department

595 61 63 00 Capital Expenditures/Expenses - Sidewalks	0.00	0.00	0.00	0.00	364,000.00	309,400.00	Project 6048
595 61 63 01 Capital Expenditures/Expenses - Grant Funded Sidewalks	0.00	0.00	277,951.66	193,351.84	0.00	0.00	
012 Capital Projects	0.00	0.00	277,951.66	193,351.84	364,000.00	309,400.00	
542 Road & Street Maintenance	0.00	0.00	277,951.66	193,351.84	364,000.00	309,400.00	
Total Street Department:	0.00	0.00	277,951.66	193,351.84	364,000.00	309,400.00	

Planning/Community Development

5 YEAR BUDGET COMPARISON

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309 CDBG Projects Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
558 70 40 00 Economic Development - Microbusiness Assistance Program	0.00	0.00	0.00	51,599.54	0.00	15,000.00	Covers two seats in program. BMAC taking it over from Mercycorps/City of WW next year. Last couple years we had a CDBG grant for this.
002 Development	0.00	0.00	0.00	51,599.54		15,000.00	
558 Planning/Community Development	0.00	0.00	0.00	51,599.54	0.00	15,000.00	
Total Planning/Community Development:	0.00	0.00	0.00	51,599.54	0.00	15,000.00	
Ending Balances							
508 41 00 11 Ending Balance	0.00	0.00	0.00	0.00	0.00	0.00	Based on annualization for 2021 end of year forecast.
Total Ending Balances:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES:	0.00	0.00	277,951.66	244,951.38	364,000.00	324,400.00	
FUND GAIN/LOSS:	0.00	0.05	0.15	-16,843.72	0.00	0.00	

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311 Street Improvement Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 12 Beginning Balance - Street Improvement Fund	336,423.07	115,934.51	395,775.25	186,386.87	238,171.81	205,926.00	
001 Beginning Balances	336,423.07	115,934.51	395,775.25	186,386.87	238,171.81	205,926.00	
Total Beginning Balances:	336,423.07	115,934.51	395,775.25	186,386.87	238,171.81	205,926.00	

Miscellaneous

361 10 00 11 Unrealized Gain/Loss	2,729.88	-780.38	-895.13	-4,150.23	0.00	0.00	
361 11 00 11 Investment Interest St. Improvement Fund	3,508.42	1,751.15	1,157.00	479.24	2,000.00	1,500.00	
361 30 00 11 Realized Gain/Loss On Investments	546.67	394.92	-1.14	150.18	0.00	0.00	
361 41 00 11 Investment Interest - Purchased	-283.91	-285.81	26.00	573.41	0.00	0.00	
001 Interest & Other Earnings	6,501.06	1,079.88	286.73	-2,947.40	2,000.00	1,500.00	
025 Miscellaneous	6,501.06	1,079.88	286.73	-2,947.40	2,000.00	1,500.00	
Total Miscellaneous:	6,501.06	1,079.88	286.73	-2,947.40	2,000.00	1,500.00	

Interfund Transfers

397 00 03 11 Interfund Transfer From Street Capital Developer Contributions Fund	0.00	0.00	0.00	0.00	10,000.00	320,828.00	Projects 6035 \$36,049.50, 6064 \$284,778.50
397 00 13 11 Transfer From CE To Street Improvement Fund	400,000.00	0.00	0.00	0.00	50,000.00	0.00	*
070 Operating Transfers	400,000.00	0.00	0.00	0.00	60,000.00	320,828.00	
Total Interfund Transfers:	400,000.00	0.00	0.00	0.00	60,000.00	320,828.00	

Grants

331 20 00 00 Federal Direct Grant From The Department Of Transportation.	0.00	0.00	0.00	0.00	0.00	164,241.00	Fed DOT Grant,Project 5006, MPO Grant 5006
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311 Street Improvement Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
002 Police Dept Grants	0.00	0.00	0.00	0.00		164,241.00	
331 97 00 02 Federal Direct Grant From The Department Of Homeland Security.	0.00	0.00	0.00	0.00	0.00	223,199.25	Fema Grant 6032 \$223,199
003 Fire Dept Grants	0.00	0.00	0.00	0.00		223,199.25	
100 Direct Federal Grants	0.00	0.00	0.00	0.00	0.00	387,440.25	
001 Indirect Federal Grants	0.00	0.00	0.00	0.00			
333 20 62 01 WASPC - Traffic Safety Equipment Grant Safe Sidewalks	2,301.90	65,198.10	0.00	0.00	0.00	0.00	
002 Police Department Grants	2,301.90	65,198.10	0.00	0.00			
101 Indirect Federal Grants	2,301.90	65,198.10	0.00	0.00	0.00	0.00	
367 00 03 11 Pacific Power Grant	9,517.40	0.00	0.00	0.00	71,100.00	89,279.70	Project 6032
102 Grants - Private Sources	9,517.40	0.00	0.00	0.00	71,100.00	89,279.70	
334 00 10 11 State Grant From Legislature	0.00	0.00	0.00	0.00	1,637,537.00	0.00	*
334 03 80 06 TIB C Street Grant	341,901.88	852,375.80	0.00	0.00	50,000.00	50,000.00	
334 03 80 07 TIB 4th Street Sidewalks Grant	142,342.30	0.00	0.00	0.00	0.00	0.00	
334 03 80 08 TIB Overlay Grants	0.00	0.00	264,593.00	0.00	282,204.00	1,085,476.00	Projects 5006 \$164,952, 6058 \$160,524, 6014 \$760,000
334 03 80 09 TIB Relight Washington Grant	77,661.00	235,030.00	0.00	0.00	0.00	0.00	
334 03 80 31 State Grant From TIB - Complete Streets	500,000.00	0.00	0.00	0.00	0.00	0.00	*
001 State Grants	1,061,905.18	1,087,405.80	264,593.00	0.00	1,969,741.00	1,135,476.00	
105 State Grants	1,061,905.18	1,087,405.80	264,593.00	0.00	1,969,741.00	1,135,476.00	
Total Grants:	1,073,724.48	1,152,603.90	264,593.00	0.00	2,040,841.00	1,612,195.95	

Loan Proceeds

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311 Street Improvement Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
391 10 00 03 Revenue Bond Proceeds - TIF	0.00	0.00	0.00	0.00	0.00	764,589.00	TIF Projects 5006 \$381,807, 6035 \$36,049.50, 6063 \$61,954, 6064 \$284,778.50
008 Fire Engine Bond	0.00	0.00	0.00	0.00		764,589.00	
092 Loan Receipts	0.00	0.00	0.00	0.00	0.00	764,589.00	
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	764,589.00	
TOTAL REVENUES:	1,816,648.61	1,269,618.29	660,654.98	183,439.47	2,341,012.81	2,905,038.95	

Miscellaneous

543 30 41 11 Professional Financial / Banking	22.93	25.72	19.34	7.01	25.00	25.00	
025 Miscellaneous	22.93	25.72	19.34	7.01	25.00	25.00	
Total Miscellaneous:	22.93	25.72	19.34	7.01	25.00	25.00	

Interfund Transfers

597 00 31 33 Transfer From Street Improvement Fund To Economic Development Fund	500,000.00	200,000.00	100,000.00	100,000.00	100,000.00	0.00	*
070 Operating Transfers	500,000.00	200,000.00	100,000.00	100,000.00	100,000.00	0.00	
Total Interfund Transfers:	500,000.00	200,000.00	100,000.00	100,000.00	100,000.00	0.00	

Street Department

006 Traffic Control Devices	0.00	0.00	0.00	0.00			
009 Roadside	0.00	0.00	0.00	0.00			
595 10 63 20 Street Fund Capital Project Engineering	198,933.13	6,709.00	0.00	0.00	1,000,000.00	0.00	*

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311 Street Improvement Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
595 10 63 21 Street Fund Capital Project Engineering - Grant Portion	2,301.90	65,198.10	0.00	0.00	0.00	0.00	
595 30 63 21 Street Fund Capital Project Roadways - TIB Grant Portion	341,901.88	852,375.80	0.00	0.00	0.00	924,952.00	Projects: 5006 \$164,952, 614 \$760,000
010 Engineering	543,136.91	924,282.90	0.00	0.00	1,000,000.00	924,952.00	
595 20 63 20 Street Fund Capital Project ROW	14,950.06	35,090.33	83,749.68	-32,436.73	0.00	0.00	
595 30 63 12 Roads/Streets Const. & Other Infrastructure - St Improvement Fund	0.00	2,074.00	0.00	8,522.08	10,000.00	312,478.95	Project 6032
595 30 63 20 Street Fund Capital Project Roadways	459,896.23	-594,214.96	11,684.63	16,142.89	711,000.00	1,522,618.00	Projects: 5006 \$381,807, 6035 \$36,049.50, 6048 \$54,600, 6058 \$178,360, 6014 \$40,000, 6063 \$61,954, 6064 \$ 284,778.50, 5006, \$54,036, 5006, \$110,205, 6035, \$36,049.50. 6064 \$284,778.50
595 31 63 03 Overlays - City Portion	35,039.63	62,196.89	56,806.43	0.00	0.00	0.00	
595 31 63 04 Overlays - TIB Grant Portion	0.00	244,388.16	222,008.03	0.00	313,560.00	0.00	*
595 61 63 11 4th St Sidewalks - City Portion	48,576.80	0.00	0.00	0.00	0.00	0.00	
595 63 63 00 Street Lights - TIB Grant Portion	91,574.14	0.00	0.00	0.00	0.00	0.00	
595 63 63 01 Street Lights - Private Grant Portion	7,517.40	0.00	0.00	0.00	0.00	0.00	
012 Capital Projects	657,554.26	-250,465.58	374,248.77	-7,771.76	1,034,560.00	1,835,096.95	
542 Road & Street Maintenance	1,200,691.17	673,817.32	374,248.77	-7,771.76	2,034,560.00	2,760,048.95	
Total Street Department:	1,200,691.17	673,817.32	374,248.77	-7,771.76	2,034,560.00	2,760,048.95	
Ending Balances							
508 41 00 12 Ending Balance	0.00	0.00	0.00	0.00	206,427.81	144,965.00	
999 Ending Balance	0.00	0.00	0.00	0.00	206,427.81	144,965.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	206,427.81	144,965.00	
TOTAL EXPENDITURES:	1,700,714.10	873,843.04	474,268.11	92,235.25	2,341,012.81	2,905,038.95	
FUND GAIN/LOSS:	115,934.51	395,775.25	186,386.87	91,204.22	0.00	0.00	

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315 Facility Maintenance Reserve Fund (CE)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 13 Beginning Fund Balance - Facility Maintenance Reserve Fund	115,809.10	80,237.26	232,666.61	477,136.16	158,897.56	675,991.00	Project Carryover from 2022
001 Beginning Balances	115,809.10	80,237.26	232,666.61	477,136.16	158,897.56	675,991.00	
Total Beginning Balances:	115,809.10	80,237.26	232,666.61	477,136.16	158,897.56	675,991.00	
Miscellaneous							
361 10 00 15 Unrealized Gain/Loss	633.24	63.37	-1,915.82	-16,217.03	0.00	0.00	
361 11 00 15 Investment Interest- Facility Maintenance Reserve Fund	1,459.99	838.86	1,146.95	1,956.60	1,500.00	1,000.00	
361 30 00 15 Realized Gain/Loss On Investments	281.51	182.04	0.38	384.44	0.00	0.00	
361 41 00 15 Investment Interest - Purchased	-115.10	-78.97	21.42	2,889.27	0.00	0.00	
001 Interest & Other Earnings	2,259.64	1,005.30	-747.07	-10,986.72	1,500.00	1,000.00	
025 Miscellaneous	2,259.64	1,005.30	-747.07	-10,986.72	1,500.00	1,000.00	
Total Miscellaneous:	2,259.64	1,005.30	-747.07	-10,986.72	1,500.00	1,000.00	
Interfund Transfers							
397 00 00 15 Operating Transfer From CE To Bldg Fac Reserve	150,000.00	295,100.00	400,000.00	350,000.00	500,000.00	1,100,000.00	\$200,000 General Projects, \$700,000 Council Chambers project (ARPA), \$200,000 City Hall Design
070 Operating Transfers	150,000.00	295,100.00	400,000.00	350,000.00	500,000.00	1,100,000.00	
Total Interfund Transfers:	150,000.00	295,100.00	400,000.00	350,000.00	500,000.00	1,100,000.00	
Grants							
331 97 00 01 Federal Direct Grant From The Department Of Homeland Security.	0.00	0.00	0.00	0.00	0.00	0.00	*
003 Fire Dept Grants	0.00	0.00	0.00	0.00			

5 YEAR BUDGET COMPARISON

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315 Facility Maintenance Reserve Fund (CE)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
367 00 03 15 Pacific Power Lighting Grant	0.00	16,706.00	0.00	0.00	0.00	20,524.30	Project 3011
367 00 03 16 Contributions And Donations From Nongovernmental Services	0.00	0.00	0.00	0.00	0.00	20,000.00	WCIA grant project 1020
102 Grants - Private Sources	0.00	16,706.00	0.00	0.00	0.00	40,524.30	
001 State Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	16,706.00	0.00	0.00	0.00	40,524.30	

Loan Proceeds

391 20 04 12 Revenue Bond Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	*
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	

TOTAL REVENUES:	268,068.74	393,048.56	631,919.54	816,149.44	660,397.56	1,817,515.30
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Physical Environment

Total Physical Environment:	0.00	0.00	0.00	0.00	0.00	0.00
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Miscellaneous

514 20 41 15 Financial Services / Fees & Charges	12.83	9.10	22.30	32.93	100.00	100.00
025 Miscellaneous	12.83	9.10	22.30	32.93	100.00	100.00
Total Miscellaneous:	12.83	9.10	22.30	32.93	100.00	100.00

Building / Facilities / ISM

594 18 62 15 Capital Expenditures/Expenses - Buildings & Structures (Local Funds)	172.46	0.00	3,141.73	0.00	0.00	0.00
594 18 62 16 Capital Expenditures/Expenses - Buildings & Structures (Grant Funds)	0.00	16,706.00	0.00	0.00	0.00	0.00
594 18 62 17 Capital Expenditures/Expenses - Buildings & Structures	132,593.88	117,681.77	143,590.38	120,790.46	462,900.00	1,133,300.00
						Projects: 1002 \$25,000, 1008 792,000, 1020 \$40,000, 2016 \$64,900, 2017 \$60,000, 3010 \$34,400, 1018 \$117,000

5 YEAR BUDGET COMPARISON

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315 Facility Maintenance Reserve Fund (CE)

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
594 18 63 15 Capital Expenditures/Expenses - Other Imprvmnts	49,614.63	12,572.36	0.00	0.00	0.00	0.00	
594 18 64 15 Capital Expenditures/Expenses - Equipment/Furnishings	5,437.68	13,412.72	8,028.97	0.00	30,000.00	30,000.00	Misc Equipment/Furnishings
003 Annex Facility	187,818.65	160,372.85	154,761.08	120,790.46	492,900.00	1,163,300.00	
519 Other General Gov Services	187,818.65	160,372.85	154,761.08	120,790.46	492,900.00	1,163,300.00	
Total Building / Facilities / ISM:	187,818.65	160,372.85	154,761.08	120,790.46	492,900.00	1,163,300.00	
Ending Balances							
508 41 00 13 Ending Fund Balance	0.00	0.00	0.00	0.00	167,397.56	654,115.30	
999 Ending Balance	0.00	0.00	0.00	0.00	167,397.56	654,115.30	
Total Ending Balances:	0.00	0.00	0.00	0.00	167,397.56	654,115.30	
TOTAL EXPENDITURES:	187,831.48	160,381.95	154,783.38	120,823.39	660,397.56	1,817,515.30	
FUND GAIN/LOSS:	80,237.26	232,666.61	477,136.16	695,326.05	0.00	0.00	

5 YEAR BUDGET COMPARISON

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320 Equipment Reserve Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances								
308 41 00 14	Beginning Balance - Equipment Reserve Fund	436,732.89	451,365.34	265,080.78	458,264.00	289,334.16	608,487.00	
001	Beginning Balances	436,732.89	451,365.34	265,080.78	458,264.00	289,334.16	608,487.00	
Total Beginning Balances:		436,732.89	451,365.34	265,080.78	458,264.00	289,334.16	608,487.00	
Miscellaneous								
361 10 00 04	Unrealized Gain/Loss	3,057.29	1,336.32	-2,608.27	-11,473.58	0.00	0.00	
361 11 00 04	Investment Interest	4,360.48	2,664.77	1,470.02	1,552.32	2,500.00	2,000.00	
361 30 00 04	Realized Gain/Loss On Investments	631.81	927.57	40.58	369.24	0.00	0.00	
361 41 00 04	Investment Interest - Purchased	-389.99	-168.36	-49.79	1,655.45	0.00	0.00	
001	Interest & Other Earnings	7,659.59	4,760.30	-1,147.46	-7,896.57	2,500.00	2,000.00	
025	Miscellaneous	7,659.59	4,760.30	-1,147.46	-7,896.57	2,500.00	2,000.00	
Total Miscellaneous:		7,659.59	4,760.30	-1,147.46	-7,896.57	2,500.00	2,000.00	
Interfund Transfers								
397 00 01 00	Transfer From Streets For Equipment Replacement	82,500.00	7,000.00	480,250.00	416,750.00	340,000.00	120,000.00	Transfer for Equipment Replacement
397 00 15 21	Transfer From PD For Equipment Replacement	20,254.50	38,100.00	0.00	0.00	157,130.00	228,351.00	Transfer for Equipment Replacement
397 00 15 22	Transfer From FD For Equipment Replacement	64,000.00	150,000.00	15,000.00	692,348.15	1,183,000.00	175,000.00	Transfer for Equipment Replacement
397 00 15 24	Transfer From Bldg/Facilities For Equipment Replacement	24,500.00	25,000.00	0.00	0.00	0.00	0.00	
397 00 15 26	Transfer From EMS For Equipment Replacement	28,500.00	0.00	0.00	0.00	0.00	0.00	
397 00 15 76	Transfer From Parks For Equipment Replacement	5,000.00	30,000.00	7,500.00	2,500.00	45,000.00	100,000.00	Transfer for Equipment Replacement
070	Operating Transfers	224,754.50	250,100.00	502,750.00	1,111,598.15	1,725,130.00	623,351.00	
Total Interfund Transfers:		224,754.50	250,100.00	502,750.00	1,111,598.15	1,725,130.00	623,351.00	

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320 Equipment Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
TOTAL REVENUES:	669,146.98	706,225.64	766,683.32	1,561,965.58	2,016,964.16	1,233,838.00	

Miscellaneous

514 89 41 20 Professional Financial / Banking	28.18	42.32	28.55	26.10	0.00	33.00	Based on 2022 annualization
514 Finance & Administration	28.18	42.32	28.55	26.10	0.00	33.00	
Total Miscellaneous:	28.18	42.32	28.55	26.10	0.00	33.00	

Interfund Transfers

597 00 15 31 Transfer To Stormwater Capital Fund	100,000.00	0.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	100,000.00	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	100,000.00	0.00	0.00	0.00	0.00	0.00	

Police Operations

594 21 64 32 Vehicles/Equip Police Department	10,462.47	54,390.24	67,893.23	133,101.65	0.00	60,000.00	Replace #411/#473
003 Patrol	10,462.47	54,390.24	67,893.23	133,101.65		60,000.00	
521 Law Enforcement	10,462.47	54,390.24	67,893.23	133,101.65	0.00	60,000.00	
591 21 75 03 Capital Leases & Installment Purchases - Police Department	0.00	0.00	0.00	7,175.09	157,130.00	168,351.00	Police Vehicle Leasing Program.
002 Interest & Other Debt Costs	0.00	0.00	0.00	7,175.09	157,130.00	168,351.00	
591 Interest & Debt Service	0.00	0.00	0.00	7,175.09	157,130.00	168,351.00	
Total Police Operations:	10,462.47	54,390.24	67,893.23	140,276.74	157,130.00	228,351.00	

Fire Department

594 22 64 31 Vehicles/Equip Fire Department	52,421.75	0.00	52,417.91	972,388.64	1,004,000.00	0.00	*
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320 Equipment Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Administration	52,421.75	0.00	52,417.91	972,388.64	1,004,000.00		
594 22 64 32 Vehicles/Equip Fire Department Mobilization	0.00	155,360.04	8,634.89	290.40	125,000.00	175,000.00	Replace E061 Brush Truck
010 Mobilization Program	0.00	155,360.04	8,634.89	290.40	125,000.00	175,000.00	
522 Fire Control	52,421.75	155,360.04	61,052.80	972,679.04	1,129,000.00	175,000.00	
594 22 64 27 Vehicles/Equip EMS	0.00	62,546.84	-45,039.00	0.00	0.00	0.00	
008 Emergency Med Servs - Rescue	0.00	62,546.84	-45,039.00	0.00			
526 Emergency Medical Services	0.00	62,546.84	-45,039.00	0.00	0.00	0.00	
Total Fire Department:	52,421.75	217,906.88	16,013.80	972,679.04	1,129,000.00	175,000.00	

Street Department

594 42 64 32 Vehicles/Equip Streets	0.00	99,835.45	0.00	0.00	0.00	120,000.00	Replace #504/#540
594 48 64 03 Capital Expenditures/Expenses - Machinery & Equipment	0.00	0.00	0.00	0.00	0.00	100,000.00	Parks Lawn Mower - Job 4010
003 Roadway	0.00	99,835.45	0.00	0.00		220,000.00	
542 Road & Street Maintenance	0.00	99,835.45	0.00	0.00	0.00	220,000.00	
594 18 64 20 Vehicles/Equip CE	0.00	0.00	224,483.74	239,337.05	415,000.00	0.00	*
594 48 64 03 Vehicles/Equip CE	0.00	68,969.97	0.00	0.00	0.00	0.00	
594 48 64 32 Capital Expenditure - Equipment	54,869.24	0.00	0.00	0.00	0.00	0.00	
550 General Services	54,869.24	68,969.97	224,483.74	239,337.05	415,000.00	0.00	
Total Street Department:	54,869.24	168,805.42	224,483.74	239,337.05	415,000.00	220,000.00	

Ending Balances

508 41 00 14 Ending Balance - Equipment Reserve Fund	0.00	0.00	0.00	0.00	315,834.16	610,454.00	
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5 YEAR BUDGET COMPARISON

City Of College Place

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320 Equipment Reserve Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
999	Ending Balance	0.00	0.00	0.00	0.00	315,834.16	610,454.00	
Total Ending Balances:		0.00	0.00	0.00	0.00	315,834.16	610,454.00	
TOTAL EXPENDITURES:		217,781.64	441,144.86	308,419.32	1,352,318.93	2,016,964.16	1,233,838.00	
FUND GAIN/LOSS:		451,365.34	265,080.78	458,264.00	209,646.65	0.00	0.00	

5 YEAR BUDGET COMPARISON

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330 Economic Development Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 15 Beginning Balance - Economic Development Fund	57,116.03	380,736.07	577,091.38	601,324.89	562,288.94	100,221.00	
001 Beginning Balances	57,116.03	380,736.07	577,091.38	601,324.89	562,288.94	100,221.00	
Total Beginning Balances:	57,116.03	380,736.07	577,091.38	601,324.89	562,288.94	100,221.00	
Charges For Goods & Services							
007 Planning & Development	0.00	0.00	0.00	0.00			
Total Charges For Goods & Services:	0.00	0.00	0.00	0.00	0.00	0.00	
Miscellaneous							
361 11 00 30 Interest Earned Economic Development	813.99	1,270.97	365.19	178.41	250.00	200.00	
001 Interest & Other Earnings	813.99	1,270.97	365.19	178.41	250.00	200.00	
025 Miscellaneous	813.99	1,270.97	365.19	178.41	250.00	200.00	
Total Miscellaneous:	813.99	1,270.97	365.19	178.41	250.00	200.00	
Interfund Transfers							
397 00 00 35 IFT From REET 305 To ED 330	0.00	0.00	0.00	61,544.80	0.00	0.00	
397 00 01 01 Interfund Transfer For Signalization	62,579.06	11,925.34	11,925.00	0.00	40,000.00	40,000.00	
397 00 31 33 Transfer From Street Improvement Fund To Economic Development Fund	500,000.00	200,000.00	100,000.00	100,000.00	100,000.00	0.00 *	
070 Operating Transfers	562,579.06	211,925.34	111,925.00	161,544.80	140,000.00	40,000.00	
Total Interfund Transfers:	562,579.06	211,925.34	111,925.00	161,544.80	140,000.00	40,000.00	

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City Of College Place

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330 Economic Development Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
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Grants

001	Direct Federal Grants	0.00	0.00	0.00	0.00		
001	State Grants	0.00	0.00	0.00	0.00		
003	Planning Department	0.00	0.00	0.00	0.00		
Total Grants:		0.00	0.00	0.00	0.00	0.00	0.00

Loan Proceeds

006	CARS Bonds	0.00	0.00	0.00	0.00		
Total Loan Proceeds:		0.00	0.00	0.00	0.00	0.00	0.00

Capital Contributions

003	CARS Project	0.00	0.00	0.00	0.00		
Total Capital Contributions:		0.00	0.00	0.00	0.00	0.00	0.00

TOTAL REVENUES:	620,509.08	593,932.38	689,381.57	763,048.10	702,538.94	140,421.00	
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Miscellaneous

514 29 41 33	Banking Service Fees/Charges - Econ Dev Fund	70.00	0.00	0.00	0.00	0.00	0.00
025	Miscellaneous	70.00	0.00	0.00	0.00	0.00	0.00
Total Miscellaneous:		70.00	0.00	0.00	0.00	0.00	0.00

Interfund Transfers

5 YEAR BUDGET COMPARISON

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330 Economic Development Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
597 00 03 31 Transfer To Current Expense	4,909.05	0.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	4,909.05	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	4,909.05	0.00	0.00	0.00	0.00	0.00	

Legal

Total Legal:	0.00	0.00	0.00	0.00	0.00	0.00	
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Street Department

010 Engineering	0.00	0.00	0.00	0.00			
595 20 63 03 ROW Acquisition	0.00	0.00	0.00	0.00	0.00	40,000.00	ROW for Mojonnier Rd Project
595 30 63 04 Roadway Construction	0.00	0.00	342.88	226,216.36	100,000.00	0.00	*
595 30 63 05 Construction - Complete Streets Funded	4,308.62	16,841.00	87,713.80	532,123.48	500,000.00	0.00	*
595 30 63 44 CARS Construction (Bond Funded)	230,485.34	0.00	0.00	0.00	0.00	0.00	
012 Capital Projects	234,793.96	16,841.00	88,056.68	758,339.84	600,000.00	40,000.00	
542 Road & Street Maintenance	234,793.96	16,841.00	88,056.68	758,339.84	600,000.00	40,000.00	
Total Street Department:	234,793.96	16,841.00	88,056.68	758,339.84	600,000.00	40,000.00	

Ending Balances

508 41 00 15 Ending Balance - Economic Dev. Fund	0.00	0.00	0.00	0.00	102,538.94	100,421.00	
999 Ending Balance	0.00	0.00	0.00	0.00	102,538.94	100,421.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	102,538.94	100,421.00	
TOTAL EXPENDITURES:	239,773.01	16,841.00	88,056.68	758,339.84	702,538.94	140,421.00	

5 YEAR BUDGET COMPARISON

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330 Economic Development Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
FUND GAIN/LOSS:	380,736.07	577,091.38	601,324.89	4,708.26	0.00	0.00	

5 YEAR BUDGET COMPARISON

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340 Economic Development Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 16 Beg Balance - Economic Development Reserve Fund	64.86	64.86	64.86	64.86	65.00	0.00	*
001 Beginning Balances	64.86	64.86	64.86	64.86	65.00	0.00	
Total Beginning Balances:	64.86	64.86	64.86	64.86	65.00	0.00	
Miscellaneous							
361 11 00 32 Interest Earned - Econ Development Reserve Fund	0.00	0.00	0.00	1.63	0.00	0.00	
025 Miscellaneous	0.00	0.00	0.00	1.63	0.00	0.00	
Total Miscellaneous:	0.00	0.00	0.00	1.63	0.00	0.00	
TOTAL REVENUES:	64.86	64.86	64.86	66.49	65.00	0.00	
Miscellaneous							
Total Miscellaneous:	0.00	0.00	0.00	0.00	0.00	0.00	
Long Term Debt Payment/Interes							
002 Interest & Other Debt Costs	0.00	0.00	0.00	0.00			
Total Long Term Debt Payment/Interes:	0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balances							
508 41 00 16 Ending Balance - Economic Dev Reserve Fund	0.00	0.00	0.00	0.00	65.00	0.00	*
999 Ending Balance	0.00	0.00	0.00	0.00	65.00	0.00	

5 YEAR BUDGET COMPARISON

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340 Economic Development Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Ending Balances:	0.00	0.00	0.00	0.00	65.00	0.00	
TOTAL EXPENDITURES:	0.00	0.00	0.00	0.00	65.00	0.00	
FUND GAIN/LOSS:	64.86	64.86	64.86	66.49	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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400 Water Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 51 00 01 Beginning Fund Balance - Water	650,673.52	680,037.88	462,575.12	474,793.74	445,760.91	298,747.00	
001 Beginning Balances	650,673.52	680,037.88	462,575.12	474,793.74	445,760.91	298,747.00	
Total Beginning Balances:	650,673.52	680,037.88	462,575.12	474,793.74	445,760.91	298,747.00	
Permits & Licenses							
343 40 01 40 Water Front Footage Fees	0.00	0.00	0.00	21,900.00	0.00	0.00	
002 Non-Business License & Permits	0.00	0.00	0.00	21,900.00			
003 Licenses & Permits	0.00	0.00	0.00	21,900.00	0.00	0.00	
Total Permits & Licenses:	0.00	0.00	0.00	21,900.00	0.00	0.00	
Charges For Goods & Services							
341 70 00 00 Sale Of Merchandise	52,763.20	12,290.98	36,976.23	7,956.32	50,000.00	58,304.00	Per 2022 rate model
001 Charges For Goods & Services	52,763.20	12,290.98	36,976.23	7,956.32	50,000.00	58,304.00	
343 40 01 70 Misc Util Fees/Activation Fees	7,438.48	4,375.12	3,738.12	4,772.63	5,000.00	8,056.00	Per 2022 rate model
004 Fines / Penalties / Charges	7,438.48	4,375.12	3,738.12	4,772.63	5,000.00	8,056.00	
343 40 00 00 Water Sales	1,280,477.61	1,401,504.00	1,587,613.68	1,363,139.04	1,642,000.00	1,600,822.00	Per 2022 rate model
343 40 00 01 Water Sales - Irrigation Only	3,342.84	0.00	86.34	471.42	0.00	0.00	
343 40 00 02 Water Charges For Utility Tax	242,904.76	275,314.93	302,120.99	271,874.76	299,716.00	285,310.00	Per 2022 rate model
362 00 00 01 Water - Hydrant Meter & Backflow Rental Fees	5,143.12	1,249.00	4,516.00	3,625.97	1,500.00	1,060.00	Per 2022 rate model
009 Water	1,531,868.33	1,678,067.93	1,894,337.01	1,639,111.19	1,943,216.00	1,887,192.00	
006 Charges For Goods & Services	1,592,070.01	1,694,734.03	1,935,051.36	1,651,840.14	1,998,216.00	1,953,552.00	
Total Charges For Goods & Services:	1,592,070.01	1,694,734.03	1,935,051.36	1,651,840.14	1,998,216.00	1,953,552.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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400 Water Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Fines & Forfeits							
359 90 00 40 Penalty/Late Fee	22,356.00	6,401.02	5,620.31	16,991.61	10,000.00	20,000.00	Per 2022 rate model
009 Water	22,356.00	6,401.02	5,620.31	16,991.61	10,000.00	20,000.00	
006 Charges For Goods & Services	22,356.00	6,401.02	5,620.31	16,991.61	10,000.00	20,000.00	
Total Fines & Forfeits:	22,356.00	6,401.02	5,620.31	16,991.61	10,000.00	20,000.00	

Miscellaneous

361 10 00 40 Unrealized Gain/Loss	5,348.21	1,744.97	-3,200.66	-10,076.33	0.00	0.00	
361 11 00 40 Investment Interest	7,932.80	6,459.70	1,801.02	1,328.69	3,000.00	2,000.00	
361 30 00 40 Realized Gain/Loss On Investments	1,122.23	2,609.24	9.92	382.56	0.00	0.00	
361 40 00 40 Interests On Delinquent Accounts	0.00	8.59	0.00	-1.97	0.00	0.00	
361 41 00 40 Investment Interest - Purchased	-709.13	-226.35	12.38	1,257.41	0.00	0.00	
001 Interest & Other Earnings	13,694.11	10,596.15	-1,377.34	-7,109.64	3,000.00	2,000.00	
362 00 50 40 Rental Charges / Fees	19,520.10	21,900.60	23,700.10	18,250.50	25,000.00	19,044.00	Per 2022 rate model
002 Rents & Leases	19,520.10	21,900.60	23,700.10	18,250.50	25,000.00	19,044.00	
369 10 00 06 Sale Of Surplus - Water	888.95	12,742.20	20,508.10	926.60	10,000.00	5,405.00	
369 91 00 40 Other Misc. Revenues	0.00	0.00	330.57	415.23	0.00	0.00	
005 Other Miscellaneous Revenue	888.95	12,742.20	20,838.67	1,341.83	10,000.00	5,405.00	
025 Miscellaneous	34,103.16	45,238.95	43,161.43	12,482.69	38,000.00	26,449.00	
Total Miscellaneous:	34,103.16	45,238.95	43,161.43	12,482.69	38,000.00	26,449.00	

Interfund Transfers

Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
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Grants

5 YEAR BUDGET COMPARISON

City Of College Place

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400 Water Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
334 04 90 01 State Direct/Indirect Grant From Department Of Health - Green Tank Consolidation	0.00	12,090.47	10,247.02	0.00	0.00	0.00	
001 State Grants	0.00	12,090.47	10,247.02	0.00			
105 State Grants	0.00	12,090.47	10,247.02	0.00	0.00	0.00	
Total Grants:	0.00	12,090.47	10,247.02	0.00	0.00	0.00	

Capital Contributions

Total Capital Contributions:	0.00	0.00	0.00	0.00	0.00	0.00	
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Non-Revenues

382 10 00 01 Water - Hydrant Meter DEPOSIT	0.00	1,000.00	2,500.00	2,000.00	0.00	0.00	
382 10 00 40 Refundable Deposits	2,500.00	0.00	0.00	0.00	0.00	0.00	
080 Non-Revenues	2,500.00	1,000.00	2,500.00	2,000.00	0.00	0.00	
Total Non-Revenues:	2,500.00	1,000.00	2,500.00	2,000.00	0.00	0.00	

Water Department

395 20 00 40 Insurance Recovery	2,499.24	0.00	0.00	0.00	0.00	0.00	
004 Insurance Recoveries	2,499.24	0.00	0.00	0.00			
019 Physical Environment	2,499.24	0.00	0.00	0.00	0.00	0.00	
343 40 01 85 Water - Sale Of Materials & Services	13,704.40	13,015.10	17,375.21	15,049.69	22,000.00	14,812.00	Per 2022 rate model
003 Maintenance	13,704.40	13,015.10	17,375.21	15,049.69	22,000.00	14,812.00	
534 Water Utilities	13,704.40	13,015.10	17,375.21	15,049.69	22,000.00	14,812.00	
Total Water Department:	16,203.64	13,015.10	17,375.21	15,049.69	22,000.00	14,812.00	

5 YEAR BUDGET COMPARISON

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400 Water Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
TOTAL REVENUES:	2,317,906.33	2,452,517.45	2,476,530.45	2,195,057.87	2,513,976.91	2,313,560.00	

Miscellaneous

534 90 41 00 Professional Financial / Banking	55.92	65.39	830.36	934.55	0.00	920.00	Based on 2022 annualization
025 Miscellaneous	55.92	65.39	830.36	934.55	0.00	920.00	
Total Miscellaneous:	55.92	65.39	830.36	934.55	0.00	920.00	

Interfund Transfers

597 34 00 41 Interfund Transfer - Revenue Reserved For Rate-Funded Capital	300,000.00	300,000.00	200,000.00	350,000.00	300,000.00	100,000.00	Per Rate Model
597 34 00 95 Interfund Rentals - Repl	60,110.00	145,000.00	27,750.00	9,250.00	37,000.00	80,000.00	Equipment Replacement Transfer
070 Operating Transfers	360,110.00	445,000.00	227,750.00	359,250.00	337,000.00	180,000.00	
Total Interfund Transfers:	360,110.00	445,000.00	227,750.00	359,250.00	337,000.00	180,000.00	

Grants

534 20 41 01 Professional Eng. Srvs - DOH Feasibility Study Grant	0.00	0.00	3,621.82	0.00	0.00	0.00	
001 Indirect Federal Grants	0.00	0.00	3,621.82	0.00			
101 Indirect Federal Grants	0.00	0.00	3,621.82	0.00	0.00	0.00	
534 20 41 01 Professional Eng. Srvs - DOH Feasibility Study Grant	0.00	22,337.49	0.00	0.00	0.00	0.00	
001 State Grants	0.00	22,337.49	0.00	0.00			
105 State Grants	0.00	22,337.49	0.00	0.00	0.00	0.00	
Total Grants:	0.00	22,337.49	3,621.82	0.00	0.00	0.00	

Water Department

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400 Water Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
534 31 41 34 Legal Services - Water	2,487.50	180.00	0.00	0.00	0.00	0.00	
515 Legal	2,487.50	180.00	0.00	0.00	0.00	0.00	
594 34 63 04 Other Capital Improvements	2,174.80	0.00	0.00	0.00	0.00	0.00	
534 10 10 00 Wages & OT	106,297.39	98,801.19	108,698.70	84,909.77	91,095.62	99,663.00	2023-5
534 10 20 00 Benefits	46,637.69	39,497.23	56,055.35	34,845.71	36,803.35	41,983.00	2023-5
534 10 31 00 Operating Supplies - Administration	0.00	941.26	1,723.19	211.75	1,000.00	1,000.00	
534 10 31 01 Office Supplies - Administration	657.47	723.39	1,306.70	763.59	1,500.00	1,500.00	Paper, computer supplies
534 10 35 00 Small Tools/Equipment	0.00	124.46	0.00	0.00	500.00	500.00	Misc. small office equipment
534 10 41 00 Professional Service	15,841.43	37,833.54	50,097.08	43,775.13	11,665.00	42,000.00	Includes \$18k for Ferguson / Includes \$24k for 25% of IMESD
534 10 42 00 Communication	3,406.58	4,069.34	3,556.98	2,971.49	4,000.00	4,000.00	Postage, shipping, and phone charges.
534 10 43 00 Travel	585.50	113.01	821.82	318.64	3,000.00	3,000.00	Per diem & lodging
534 10 44 00 External Taxes	107,362.86	114,573.38	128,088.00	101,134.44	115,000.00	115,000.00	Based on 2022 annualized
534 10 44 01 Advertising	778.18	244.60	409.52	0.00	1,000.00	1,000.00	
534 10 44 02 Utility Tax	242,904.76	275,314.93	302,140.33	228,645.99	290,000.00	290,000.00	Increase due to increase in water rates
534 10 46 00 Insurance	3,000.00	35,999.00	40,023.45	45,818.00	45,740.00	66,436.00	WCIA Estimate - 45% increase
534 10 49 00 Miscellaneous	1,517.47	3,312.01	2,700.09	1,493.03	3,500.00	3,500.00	Memberships, permits, etc.
534 10 49 01 Registrations/Fees - Training Classes & Seminars	588.65	5,674.79	1,320.08	1,135.98	3,500.00	3,500.00	Classes & training. Based on 2022 annualized
001 Administration / General	529,577.98	617,222.13	696,941.29	546,023.52	608,303.97	673,082.00	
534 20 10 00 Salaries & Wages	14,423.64	14,473.50	15,389.13	28,089.57	30,091.04	25,899.00	2023-5
534 20 20 00 Benefits	7,275.12	7,051.80	7,499.72	13,415.80	14,516.27	12,575.00	2023-5
534 20 41 00 Professional Services	0.00	17.88	296.94	0.00	0.00	0.00	
002 Administrative/Planning	21,698.76	21,543.18	23,185.79	41,505.37	44,607.31	38,474.00	
534 50 10 00 Wages & OT	190,643.52	238,121.09	269,677.01	238,303.16	268,675.58	286,139.00	2023-5
534 50 20 00 Benefits	116,785.46	141,172.39	145,810.65	126,434.40	145,694.04	149,022.00	2023-5
534 50 20 01 Benefits Uniforms	1,167.45	966.55	913.04	766.19	1,500.00	1,500.00	Based on 2022 annualized
534 50 31 00 Operating Supplies - Maintenance	67,109.52	58,816.14	97,179.20	81,173.20	120,000.00	120,000.00	Supplies needed to replace water services on Highland Park
534 50 35 00 Sm Tools/Equipment	556.18	1,603.23	583.42	636.62	1,500.00	1,500.00	Hand & small power tools
534 50 41 00 Professional Services	278.89	2,353.50	342.00	11,312.20	13,000.00	3,000.00	Software support contract on handheld and misc.;
534 50 43 00 Travel	0.00	0.00	0.00	0.00	0.00	200.00	
534 50 45 00 Operating Rentals/Leases	419.04	1,784.28	512.92	1,210.55	500.00	1,000.00	Rental of special tools
534 50 48 00 Repairs & Maintenance	6,047.81	4,007.12	2,607.65	6,304.38	15,000.00	10,000.00	Use of contractors on certain projects
534 50 49 96 Interfund Rentals - O & M	26,806.65	41,687.93	69,859.31	59,751.53	46,000.00	46,000.00	Based on 2022 annualization
594 34 64 04 Machinery/Equipment	0.00	0.00	3,413.18	0.00	4,500.00	4,500.00	Water service drill & tap machines

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400 Water Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
003	Maintenance	409,814.52	490,512.23	590,898.38	525,892.23	616,369.62	622,861.00	
534 50 49 00	County 911 / Dispatch Services	2,096.00	1,739.68	1,383.36	698.67	2,100.00	2,100.00	
534 50 49 01	Miscellaneous	0.00	0.00	0.00	745.26	0.00	200.00	Registration and membership fees
534 80 10 00	Wages & OT	11,261.44	10,423.29	12,141.34	10,175.73	12,060.02	11,549.00	2023-5
534 80 20 00	Benefits	6,319.71	6,730.60	7,074.12	5,877.78	7,124.00	5,869.00	2023-5
534 80 31 00	Operating Supplies - General	15,635.27	17,543.47	40,048.27	25,995.15	45,000.00	30,000.00	Chlorine Tablets, electrical supplies, control valve parts, well supplies, chlorinator supplies, control & electrical parts.
534 80 33 00	Water Purchase For Resale	0.00	0.00	0.00	0.00	1,000.00	1,000.00	Intertie usage
534 80 35 00	Small Tools/Equipment	247.20	162.26	0.00	-0.24	1,000.00	1,000.00	
534 80 41 00	Water Utilities - Professional Services - Water Testing	7,641.39	9,362.44	20,786.62	20,397.26	27,000.00	17,000.00	Bacti Tests, other required quality testing & iWorq Asset Management (\$10,500)
534 80 47 00	Public Utility Services	114,869.56	139,453.40	178,809.23	158,345.65	165,000.00	165,000.00	Electricity
534 80 48 00	Repairs/Maintenance	5,939.45	26,930.38	12,789.95	7,761.52	15,000.00	15,000.00	
534 80 49 00	Intergov Maintenance	4,878.40	6,548.40	4,423.40	4,427.03	7,500.00	7,500.00	State permits and fees. Based on annualization.
534 80 49 01	Miscellaneous	0.00	0.00	0.00	60.91	0.00	200.00	Registration and membership fees
594 34 64 05	Capital Expenditures/Expenses - Machinery & Equipment	0.00	0.00	0.00	0.00	2,000.00	2,000.00	Contingency budget
004	Operations / General	168,888.42	218,893.92	277,456.29	234,484.72	284,784.02	258,418.00	
005	Capital Expenditures	0.00	0.00	0.00	0.00			
534 27 10 00	Water Utilities - Salaries & Wages	77,574.66	94,083.23	95,628.27	89,651.49	99,685.19	101,468.00	2023-5
534 27 20 00	Water Utilities - Personnel Benefits	33,502.62	44,275.14	44,933.38	42,637.85	50,110.05	49,248.00	2023-5
534 27 31 00	Water Utilities - Operating Supplies	1,703.43	1,398.13	688.38	872.85	2,000.00	1,500.00	Envelopes and billing paper
534 27 31 01	Water Utilities - Office Supplies	1,346.28	1,115.00	456.04	771.66	1,000.00	1,000.00	
534 27 35 00	Water Utilities - Small Tools And Minor Equipment	31.88	0.00	0.00	0.00	100.00	200.00	
534 27 41 00	Water Utilities - Professional Services	19,436.60	25,896.89	31,850.32	14,696.31	24,757.00	22,704.00	Includes \$8,154 for audit, \$1,288 for billing statements (OutWest Printing), \$943 for WebCheck, \$3,696 for XPress Billpay, \$7,699 for credit card merchant account fees, and \$924 miscellaneous.
534 27 42 00	Water Utilities - Communications	4,589.23	4,448.41	4,805.67	4,418.86	5,000.00	5,000.00	
534 27 43 00	Water Utilities - Travel	218.22	210.00	93.37	337.85	1,000.00	400.00	Postage and phone
534 27 48 00	Water Utilities - Repairs & Maintenance	483.46	364.42	626.95	232.89	750.00	300.00	Copy machine
534 27 49 00	Water Utilities - Miscellaneous	284.55	101.67	143.58	100.79	300.00	300.00	

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400 Water Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
534 27 49 01 Water Utilities - Registrations/Fees - Trainings & Seminars	389.62	295.10	326.82	268.29	1,500.00	500.00	
009 Finance	139,560.55	172,187.99	179,552.78	153,988.84	186,202.24	182,620.00	
534 Water Utilities	1,271,715.03	1,520,359.45	1,768,034.53	1,501,894.68	1,740,267.16	1,775,455.00	
Total Water Department:	1,274,202.53	1,520,539.45	1,768,034.53	1,501,894.68	1,740,267.16	1,775,455.00	
Non-Expenditures							
582 10 00 01 Water - Hydrant Meter Deposit Refund	0.00	2,000.00	1,500.00	1,500.00	0.00	0.00	
582 10 00 40 Refund Or Deposit	3,500.00	0.00	0.00	0.00	0.00	0.00	
589 Non-Expenditures	3,500.00	2,000.00	1,500.00	1,500.00	0.00	0.00	
Total Non-Expenditures:	3,500.00	2,000.00	1,500.00	1,500.00	0.00	0.00	
Interfund Transfers							
Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balances							
508 51 00 01 Fund Ending Balance	0.00	0.00	0.00	0.00	436,709.75	357,185.00	
999 Ending Balance	0.00	0.00	0.00	0.00	436,709.75	357,185.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	436,709.75	357,185.00	
TOTAL EXPENDITURES:	1,637,868.45	1,989,942.33	2,001,736.71	1,863,579.23	2,513,976.91	2,313,560.00	
FUND GAIN/LOSS:	680,037.88	462,575.12	474,793.74	331,478.64	0.00	0.00	

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401 Wastewater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 51 00 02 Beginning Fund Balance - Wastewater Fund	1,298,187.28	1,679,839.30	1,791,064.09	753,009.38	2,327,816.48	1,185,431.00	
001 Beginning Balances	1,298,187.28	1,679,839.30	1,791,064.09	753,009.38	2,327,816.48	1,185,431.00	
Total Beginning Balances:	1,298,187.28	1,679,839.30	1,791,064.09	753,009.38	2,327,816.48	1,185,431.00	
Permits & Licenses							
343 50 01 41 Wastewater Front Footage Fees	-18,600.00	0.00	22,400.00	14,600.00	0.00	0.00	
343 50 02 41 Sewer Assessment Charges	2,114.96	0.00	0.00	1,365.35	0.00	2,027.00	Per 2022 rate model
002 Non-Business License & Permits	-16,485.04	0.00	22,400.00	15,965.35		2,027.00	
003 Licenses & Permits	-16,485.04	0.00	22,400.00	15,965.35	0.00	2,027.00	
Total Permits & Licenses:	-16,485.04	0.00	22,400.00	15,965.35	0.00	2,027.00	
Charges For Goods & Services							
001 Charges For Goods & Services	0.00	0.00	0.00	0.00			
343 50 00 00 Wastewater Charges	2,179,802.77	2,271,747.92	2,437,701.98	2,229,934.75	2,558,700.00	2,688,157.00	Per 2022 rate model
343 50 00 02 Wastewater Charges For Utility Tax	309,232.34	311,130.01	330,872.86	307,237.02	335,023.00	364,796.00	Per 2022 rate model
010 Wastewater	2,489,035.11	2,582,877.93	2,768,574.84	2,537,171.77	2,893,723.00	3,052,953.00	
006 Charges For Goods & Services	2,489,035.11	2,582,877.93	2,768,574.84	2,537,171.77	2,893,723.00	3,052,953.00	
Total Charges For Goods & Services:	2,489,035.11	2,582,877.93	2,768,574.84	2,537,171.77	2,893,723.00	3,052,953.00	
Fines & Forfeits							
359 90 00 41 Penalty/Late Fee	9,616.53	3,016.28	3,125.04	5,889.37	5,000.00	3,125.00	Per 2022 rate model
010 Wastewater	9,616.53	3,016.28	3,125.04	5,889.37	5,000.00	3,125.00	

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401 Wastewater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
006 Charges For Goods & Services	9,616.53	3,016.28	3,125.04	5,889.37	5,000.00	3,125.00	
Total Fines & Forfeits:	9,616.53	3,016.28	3,125.04	5,889.37	5,000.00	3,125.00	

Physical Environment

343 50 00 41 Misc Util Fees & Charges	1,188.39	1,087.66	2,026.55	892.16	871.00	2,261.00	Per 2022 rate model
001 Physical Environment	1,188.39	1,087.66	2,026.55	892.16	871.00	2,261.00	
019 Physical Environment	1,188.39	1,087.66	2,026.55	892.16	871.00	2,261.00	
Total Physical Environment:	1,188.39	1,087.66	2,026.55	892.16	871.00	2,261.00	

Miscellaneous

361 10 00 41 Unrealized Gain/Loss	10,881.34	2,809.07	-4,476.09	-24,386.57	0.00	0.00	
361 11 00 41 Investment Interest WW	16,534.98	15,354.24	5,378.30	2,707.41	9,000.00	3,000.00	
361 30 00 41 Realized Gain/Loss On Investments	2,583.00	4,626.95	6.73	606.72	0.00	0.00	
361 40 00 41 Interest On Sewer Delinquent Accounts	0.00	0.00	0.00	-4.44	0.00	0.00	
361 41 00 41 Investment Interest - Purchased	-1,506.19	-1,162.82	100.36	3,916.01	0.00	0.00	
001 Interest & Other Earnings	28,493.13	21,627.44	1,009.30	-17,160.87	9,000.00	3,000.00	
002 Rents & Leases	0.00	0.00	0.00	0.00			
369 10 00 07 Sale Of Surplus - Wastewater	0.00	351.80	0.00	5,200.00	0.00	0.00	
369 91 00 41 Other Misc Revenues	118,846.35	41,463.48	2,260.59	125,724.07	0.00	0.00	
005 Other Miscellaneous Revenue	118,846.35	41,815.28	2,260.59	130,924.07			
025 Miscellaneous	147,339.48	63,442.72	3,269.89	113,763.20	9,000.00	3,000.00	
Total Miscellaneous:	147,339.48	63,442.72	3,269.89	113,763.20	9,000.00	3,000.00	

Interfund Transfers

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401 Wastewater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	

Grants

001 State Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	

Loan Proceeds

007 WWTP Energy Efficiency Project	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	

Capital Contributions

Total Capital Contributions:	0.00	0.00	0.00	0.00	0.00	0.00	
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Wastewater Department

004 Insurance Recoveries	0.00	0.00	0.00	0.00			
Total Wastewater Department:	0.00	0.00	0.00	0.00	0.00	0.00	

TOTAL REVENUES:	3,928,881.75	4,330,263.89	4,590,460.41	3,426,691.23	5,236,410.48	4,248,797.00	
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Miscellaneous

535 90 41 00 Professional Financial / Banking	114.46	204.43	591.84	638.93	120.00	630.00	Based on 2022 annualization
025 Miscellaneous	114.46	204.43	591.84	638.93	120.00	630.00	
Total Miscellaneous:	114.46	204.43	591.84	638.93	120.00	630.00	

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401 Wastewater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Interfund Transfers							
597 40 14 11 Transfer For Rate Funded Capital	200,000.00	300,000.00	1,850,000.00	300,000.00	300,000.00	300,000.00	Per Rate Model
597 35 00 95 Interfund Rentals - Repl.	78,187.50	63,000.00	0.00	0.00	0.00	0.00	Transfer for future capital replacements.
050 Maintenance	78,187.50	63,000.00	0.00	0.00			
597 35 08 95 Interfund Rentals - Repl.	78,187.50	63,000.00	0.00	0.00	0.00	0.00	Transfer for future capital replacements.
080 Operations/General	78,187.50	63,000.00	0.00	0.00			
070 Operating Transfers	356,375.00	426,000.00	1,850,000.00	300,000.00	300,000.00	300,000.00	
Total Interfund Transfers:	356,375.00	426,000.00	1,850,000.00	300,000.00	300,000.00	300,000.00	

Wastewater Department

535 31 41 35 Legal Services - Wastewater	2,712.50	3,517.50	855.00	0.00	1,500.00	0.00	*
515 Legal	2,712.50	3,517.50	855.00	0.00	1,500.00	0.00	
535 10 10 00 Wages & OT	36,848.39	52,325.72	57,424.00	66,310.16	71,037.65	89,591.00	2023-5
535 10 20 00 Benefits	16,515.16	20,299.61	26,011.65	24,206.04	24,060.75	32,070.00	2023-5
535 10 31 01 Office Supplies - Administration	322.77	323.57	369.46	281.84	500.00	500.00	
535 10 41 00 Professional Services	1,128,109.33	1,178,989.50	1,095,475.88	1,109,239.50	1,300,000.00	1,300,000.00	CH2M WWTP Operation Contract \$1,223,000.00 + 77,000 misc.
535 10 42 00 Communication	784.04	742.17	372.69	330.49	650.00	350.00	Postage, shipping, phone, cell phone
535 10 43 00 Travel	146.95	14.17	319.12	80.95	500.00	500.00	Based on 2022 annualization
535 10 44 00 External Taxes	62,633.11	56,556.51	65,712.73	54,419.39	68,000.00	68,000.00	Based on 2022 annualization
535 10 44 01 Advertising	115.63	453.93	233.53	0.00	0.00	0.00	
535 10 44 02 Utility Tax	309,314.38	311,130.01	330,911.08	260,923.08	330,000.00	330,000.00	Increase due to increase in wastewater rates
535 10 46 00 Insurance	5,000.00	59,999.00	60,603.11	69,361.16	69,255.00	100,574.00	WCIA Estimate - 45% increase
535 10 49 00 Misc	661.41	395.21	11,328.15	1,228.15	11,500.00	11,500.00	Membership dues
535 10 49 01 Registrations/Fees - Training Classes & Seminars	173.97	39.35	198.57	311.29	500.00	500.00	Training & conference registration
001 Administration / General	1,560,625.14	1,681,268.75	1,648,959.97	1,586,692.05	1,876,003.40	1,933,585.00	
535 20 10 00 Salaries & Wages	14,423.64	14,473.50	15,389.13	23,246.54	24,902.93	26,979.00	2023-5
535 20 20 00 Benefits	7,275.12	7,051.80	7,499.72	11,103.71	12,013.46	13,099.00	2023-5
535 20 31 00 Operating Supplies - Admin. / Planning	0.00	18.47	22.04	3.46	0.00	0.00	

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401 Wastewater Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
535 20 43 00	Travel	20.25	0.00	0.00	0.00	0.00	0.00	
535 20 49 00	Miscellaneous	11.40	6.53	0.00	0.00	0.00	0.00	
002	Administration / Planning	21,730.41	21,550.30	22,910.89	34,353.71	36,916.39	40,078.00	
535 50 31 00	Operating Supplies - Maintenance	32.72	1,041.05	27,069.90	210.14	500.00	500.00	Based on 2022 annualization
535 50 35 00	Small Tools / Equipment	0.00	255.81	245.77	0.00	0.00	0.00	
535 50 41 00	Professional Services	0.00	26,335.74	0.00	0.00	0.00	0.00	
535 50 45 00	Operating Rentals/Leases	0.00	1,708.63	0.00	0.00	0.00	0.00	
535 50 48 00	Repairs / Maintenance	3,258.00	0.00	923.95	93.62	3,000.00	3,000.00	
535 50 48 01	Maintenance Of Poplar Farm / Weed Control WWTP	56,246.21	77,933.90	4,865.00	0.00	0.00	0.00	
535 50 49 00	Intergov Services	220.22	604.53	2,766.37	1,278.24	500.00	2,500.00	Landfill charges
535 50 49 96	Interfund Rentals - O & M	18,400.78	8,733.40	6,279.49	2,064.41	17,500.00	17,500.00	Based on 2022 annualization
594 35 64 03	Capital Expenditures/Expenses - Machinery & Equipment	0.00	0.00	108.50	0.00	0.00	0.00	
003	Maintenance	78,157.93	116,613.06	42,258.98	3,646.41	21,500.00	23,500.00	
535 50 49 01	County 911 / Dispatch Services	2,096.00	1,739.68	1,425.28	698.66	2,096.00	2,096.00	
535 80 31 00	Operating Supplies - General	1,436.09	11,240.56	1,630.54	217.17	0.00	0.00	
535 80 41 00	Professional Services	21,559.45	24,057.82	18,121.32	22,339.36	17,050.00	24,000.00	Includes \$24k for 25% of IMESD - needs to be reallocated
535 80 47 00	Public Utility Services	10,609.08	10,932.12	11,255.52	14,461.31	11,000.00	11,000.00	
535 80 48 00	Repairs / Maintenance Capital Reserve	7,507.47	44,145.52	47,014.03	20,489.73	45,000.00	45,000.00	Contractor work associated with repairs/maintenance outside of contract with CH2M.
535 80 49 00	Miscellaneous	10,320.73	9,545.04	4,116.96	8,404.56	13,000.00	13,000.00	NPDES permit, biosolids permit, lab accreditation, lien fees. Increase in permit fees. Previously budgeted in 535.80.51.00.
535 80 49 02	Registration/Fees-Training Classes & Seminars	0.00	300.00	0.00	0.00	0.00	0.00	
535 80 49 96	Interfund Transfers - O&M	18,400.78	8,733.41	6,279.49	2,064.41	17,500.00	10,000.00	Based on 2022 annualization
004	Operations / General	71,929.60	110,694.15	89,843.14	68,675.20	105,646.00	105,096.00	
005	Operations / Testing	0.00	0.00	0.00	0.00			
535 27 10 00	Sewer Utilities - Salaries & Wages	82,618.52	88,073.62	88,541.25	87,702.15	96,281.90	103,153.00	2023-5
535 27 20 00	Sewer Utilities - Personnel Benefits	35,277.51	40,996.18	41,839.24	41,986.80	48,564.98	49,938.00	2023-5
535 27 31 00	Sewer Utilities - Operating Supplies	2,384.17	1,395.95	854.33	1,004.44	3,500.00	500.00	Paper, billing paper, billing envelopes. Increase based on anticipated price increases.
535 27 31 01	Sewer Utilities - Office Supplies	1,318.17	1,292.87	509.52	808.62	1,500.00	1,000.00	

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401 Wastewater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
535 27 35 00 Sewer Utilities - Small Tools And Minor Equipment	31.88	0.00	0.00	0.00	200.00	200.00	
535 27 41 00 Sewer Utilities - Professional Services	27,425.59	40,168.97	41,979.54	15,253.63	40,700.00	30,578.00	Includes \$8,456 for audit, \$1,959 for billing statements (OutWest Printing), \$1,433 for WebCheck, \$5,619 for XPress Billpay, \$11,706 for credit card merchant account fees & \$1,405 miscellaneous.
535 27 42 00 Sewer Utilities - Communications	6,621.06	6,425.68	6,937.62	5,388.58	7,000.00	500.00	Postage and phone
535 27 43 00 Sewer Utilities - Travel	222.88	0.00	87.17	297.26	1,000.00	400.00	
535 27 48 00 Sewer Utilities - Repairs & Maintenance	841.15	629.43	1,078.41	265.60	1,000.00	300.00	Copy machine charges
535 27 49 00 Sewer Utilities - Miscellaneous	273.75	83.91	134.47	87.92	500.00	300.00	Memberships to WFOA, SCWMCA.
535 27 49 01 Sewer Utilities - Registrations/Fees - Trainings & Seminars	382.73	285.00	69.66	268.38	500.00	500.00	
012 Finance	157,397.41	179,351.61	182,031.21	153,063.38	200,746.88	187,369.00	
535 Wastewater Utilities	1,889,840.49	2,109,477.87	1,986,004.19	1,846,430.75	2,240,812.67	2,289,628.00	
Total Wastewater Department:	1,892,552.99	2,112,995.37	1,986,859.19	1,846,430.75	2,242,312.67	2,289,628.00	
Interfund Transfers							
Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balances							
508 51 00 02 Fund Ending Balance	0.00	0.00	0.00	0.00	2,693,977.81	1,658,539.00	
999 Ending Balance	0.00	0.00	0.00	0.00	2,693,977.81	1,658,539.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	2,693,977.81	1,658,539.00	
TOTAL EXPENDITURES:	2,249,042.45	2,539,199.80	3,837,451.03	2,147,069.68	5,236,410.48	4,248,797.00	
FUND GAIN/LOSS:	1,679,839.30	1,791,064.09	753,009.38	1,279,621.55	0.00	0.00	

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402 Stormwater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
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Beginning Balances

308 51 00 03	Beginning Fund Balance - Stormwater Fund	0.00	229,460.02	368,762.85	568,682.17	613,829.63	696,291.00
001	Beginning Balances	0.00	229,460.02	368,762.85	568,682.17	613,829.63	696,291.00
Total Beginning Balances:		0.00	229,460.02	368,762.85	568,682.17	613,829.63	696,291.00

Charges For Goods & Services

343 10 00 00	Stormwater Charges	560,004.24	585,760.01	601,085.10	540,596.31	605,000.00	623,150.00	Per 2022 rate model
343 10 00 02	Stormwater Charges For Utility Tax	0.00	0.00	1.57	-2.23	0.00	0.00	
011	Stormwater	560,004.24	585,760.01	601,086.67	540,594.08	605,000.00	623,150.00	
006	Charges For Goods & Services	560,004.24	585,760.01	601,086.67	540,594.08	605,000.00	623,150.00	
361 40 04 02	Interest On Delinquent Stormwater Accounts	-0.38	0.00	0.00	0.01	0.00	0.00	
001	Interest & Other Earnings	-0.38	0.00	0.00	0.01			
025	Miscellaneous	-0.38	0.00	0.00	0.01	0.00	0.00	
Total Charges For Goods & Services:		560,003.86	585,760.01	601,086.67	540,594.09	605,000.00	623,150.00	

Fines & Forfeits

359 90 00 42	Penalty/Late Fee - Stormwater	1,011.00	1,032.24	516.19	2,057.58	10,000.00	5,000.00	
011	Stormwater	1,011.00	1,032.24	516.19	2,057.58	10,000.00	5,000.00	
006	Charges For Goods & Services	1,011.00	1,032.24	516.19	2,057.58	10,000.00	5,000.00	
Total Fines & Forfeits:		1,011.00	1,032.24	516.19	2,057.58	10,000.00	5,000.00	

Physical Environment

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402 Stormwater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
343 10 00 41 Misc Util Fees & Charges - Stormwater	419.44	612.42	825.64	535.16	0.00	0.00	
001 Physical Environment	419.44	612.42	825.64	535.16			
019 Physical Environment	419.44	612.42	825.64	535.16	0.00	0.00	
Total Physical Environment:	419.44	612.42	825.64	535.16	0.00	0.00	

Miscellaneous

361 10 04 02 Unrealized Gain/Loss	1,015.32	355.85	-2,779.44	-16,710.54	0.00	0.00	
361 11 04 02 Investment Interest - Stormwater Fund	1,401.91	2,322.26	1,634.92	1,886.23	2,500.00	2,000.00	
361 30 04 02 Realized Gain/Loss On Investments	270.48	660.37	14.88	458.20	0.00	0.00	
361 41 04 02 Investment Interest - Purchased	-176.73	-198.12	2.50	2,582.48	0.00	0.00	
001 Interest & Other Earnings	2,510.98	3,140.36	-1,127.14	-11,783.63	2,500.00	2,000.00	
369 91 00 44 Other Misc. Revenues	0.00	0.00	97.41	115.35	0.00	0.00	
005 Other Miscellaneous Revenue	0.00	0.00	97.41	115.35			
025 Miscellaneous	2,510.98	3,140.36	-1,029.73	-11,668.28	2,500.00	2,000.00	
Total Miscellaneous:	2,510.98	3,140.36	-1,029.73	-11,668.28	2,500.00	2,000.00	

Interfund Transfers

397 00 04 02 Interfund Transfer - CE To SW	85,000.00	0.00	0.00	0.00	0.00	0.00	
080 Operations/General	85,000.00	0.00	0.00	0.00			
070 Operating Transfers	85,000.00	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	85,000.00	0.00	0.00	0.00	0.00	0.00	

Grants

5 YEAR BUDGET COMPARISON

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402 Stormwater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
334 03 10 04 State Direct/Indirect Grant From Department Of Ecology - Stormwater Capacity	0.00	52,695.55	41,512.90	-873.49	0.00	0.00	For operating costs
334 03 10 06 State Direct/Indirect Grant From Department Of Ecology - Pollution Prevention Partnership	0.00	0.00	2,559.63	1,419.49	0.00	0.00	
001 State Grants	0.00	52,695.55	44,072.53	546.00			
105 State Grants	0.00	52,695.55	44,072.53	546.00	0.00	0.00	
Total Grants:	0.00	52,695.55	44,072.53	546.00	0.00	0.00	
TOTAL REVENUES:	648,945.28	872,700.60	1,014,234.15	1,100,746.72	1,231,329.63	1,326,441.00	

Miscellaneous

531 90 41 00 Professional Financial / Banking	0.15	4.71	220.15	231.74	0.00	225.00	Based on 2022 annualization
025 Miscellaneous	0.15	4.71	220.15	231.74	0.00	225.00	
Total Miscellaneous:	0.15	4.71	220.15	231.74	0.00	225.00	

Stormwater

531 31 41 31 Legal Services - Stormwater	4,445.00	2,925.00	0.00	0.00	0.00	0.00	
515 Legal	4,445.00	2,925.00	0.00	0.00	0.00	0.00	
531 10 46 00 Insurance - Stormwater	0.00	12,000.00	0.00	0.00	0.00	0.00	
002 Miscellaneous	0.00	12,000.00	0.00	0.00			
519 Other General Gov Services	0.00	12,000.00	0.00	0.00	0.00	0.00	
531 10 10 00 Wages & OT - Stormwater Administration	26,136.42	27,143.40	36,562.15	46,752.75	50,379.01	67,904.00	2023-5
531 10 20 00 Benefits - Stormwater Administration	13,408.97	12,068.74	18,942.25	17,947.77	19,400.72	26,882.00	2023-5
531 10 31 00 Operating Supplies - Stormwater Administration	48.95	29.21	727.21	106.75	5,000.00	1,000.00	Educational materials/public outreach

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402 Stormwater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
531 10 31 01 Office Supplies - Stormwater Administration	34.47	97.53	200.69	132.65	0.00	200.00	Based on 2022 annualization
531 10 41 00 Professional Services - Stormwater Administration	488.66	465.58	7,154.50	40,384.71	7,055.00	7,055.00	IMESD Contract (4.5%) \$2,837; On Call Engineering Services
531 10 42 00 Communications - Stormwater Administration	13.91	149.88	9.60	0.00	0.00	0.00	
531 10 43 00 Travel - Stormwater	344.81	0.00	124.68	142.30	1,000.00	1,000.00	
531 10 44 00 External Taxes - Stormwater	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
531 10 44 01 Advertising - Stormwater	977.40	575.46	0.00	264.00	500.00	500.00	
531 10 46 00 Insurance - Stormwater	1,000.00	0.00	13,722.85	15,695.44	15,685.00	22,760.00	WCIA Estimate - 45% increase
531 10 49 00 Miscellaneous - Stormwater	147.95	13,221.26	2,829.63	2,434.68	5,000.00	5,000.00	Based on 2022 annualization
531 10 49 01 Registration/Fees - Training Classes Stormwater Admin	809.95	530.52	545.20	760.15	2,500.00	2,500.00	Annual training for CESCL
001 Administration / General	43,411.49	54,281.58	80,818.76	124,621.20	107,519.73	135,801.00	
531 20 10 00 Wages & OT - Stormwater Engineering	28,640.73	19,605.95	9,842.57	25,297.51	37,866.84	50,291.00	2023-5
531 20 20 00 Benefits - Stormwater Engineering	12,978.17	7,414.59	3,385.90	10,465.68	12,362.30	26,505.00	2023-5
531 20 31 00 Operating Supplies - Stormwater Engineering	166.75	712.92	25.02	0.14	1,000.00	0.00	Stormwater Program/Permit Coordinator not allocated to engineering in 2023
531 20 31 01 Office Supplies - Stormwater Engineering	138.90	16.21	11.94	88.42	200.00	0.00	Stormwater Program/Permit Coordinator not allocated to engineering in 2023
531 20 41 00 Professional Services - Stormwater Engineering	130.55	31.45	7,034.52	2,101.05	4,500.00	2,000.00	Water Quality Testing \$2,000
531 20 42 00 Communications - Stormwater Engineering	0.00	129.95	955.97	811.43	0.00	0.00	Stormwater Program/Permit Coordinator not allocated to engineering in 2023
531 20 43 00 Travel Expense - Stormwater Engineering	137.54	0.00	0.00	284.71	750.00	0.00	Stormwater Program/Permit Coordinator not allocated to engineering in 2023
531 50 20 01 Benefits - Uniforms	0.00	0.00	0.00	529.51	0.00	500.00	Based on 2022 annualization
531 70 10 00 Wages & OT - Stormwater Capacity Grant DOE	0.00	18,218.02	14,222.16	0.00	0.00	0.00	
531 70 10 01 Wages & OT - DOE Inter Agency Agreement - Hazardous Waste & Toxics Reduction Program	0.00	0.00	1,893.09	962.68	0.00	0.00	
531 70 20 00 Benefits - Stormwater Capacity Grant DOE	0.00	11,896.37	9,904.37	0.00	0.00	0.00	
531 70 20 01 Benefits - DOE Inter Agency Agreement - Hazardous Waste & Toxics Reduction Program	0.00	0.00	646.95	456.81	0.00	0.00	

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402 Stormwater Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
531 70 43 00	Travel - DOE Inter Agency Agreement - Hazardous Waste & Toxics Reduction Program	0.00	0.00	19.60	0.00	0.00	0.00	
002	Administration / Engineering	42,192.64	58,025.46	47,942.09	40,997.94	56,679.14	79,296.00	
531 50 10 00	Wages & OT - Stormwater Maintenance	22,559.45	39,825.31	52,235.84	37,126.19	104,195.38	96,034.00	2023-5
531 50 20 00	Benefits - Stormwater Maintenance	14,007.89	27,635.61	35,768.08	28,280.34	76,854.00	78,569.00	2023-5
531 50 31 00	Operating Supplies - Stormwater Maintenance	806.97	437.65	837.52	271.02	1,500.00	500.00	Based on 2022 annualization
531 50 35 00	Small Tools/Equipment - Stormwater Maintenance	3,508.67	0.00	0.00	0.00	1,500.00	1,500.00	
531 50 41 00	Professional Services - Stormwater Maintenance	94.86	13.00	0.00	141.22	500.00	500.00	Based on 2022 annualization
531 50 43 00	Travel - Stormwater Maintenance	0.00	0.00	0.00	98.00	0.00	0.00	
531 50 48 00	Repairs & Maintenance - Stormwater Maintenance	0.00	713.55	2,456.91	22.60	1,500.00	100.00	Based on 2022 annualization
531 50 49 96	Interfund Rentals - O&M - Stormwater Maintenance	11,359.37	5,615.01	17,008.83	14,366.56	6,000.00	15,500.00	Based on 2022 annualization
531 70 48 00	Repairs/Maintenance - Stormwater Capacity Grant DOE	0.00	22,149.78	18,609.26	0.00	0.00	0.00	
003	Maintenance	52,337.21	96,389.91	126,916.44	80,305.93	192,049.38	192,703.00	
531 50 49 01	County 911 / Dispatch Services	0.00	0.00	0.00	698.67	0.00	2,000.00	
531 80 31 00	Operating Supplies - Stormwater Operations/General	425.62	307.62	307.66	79.51	0.00	200.00	Based on 2022 annualization
531 80 41 00	Professional Services - Stormwater Operations/General	0.00	98.00	358.00	0.00	0.00	0.00	
531 80 42 00	Communications - Stormwater Maintenance	0.00	0.00	0.00	0.00	500.00	500.00	
531 80 43 00	Travel Expense - Stormwater Operations/General	0.00	0.00	0.00	22.80	500.00	500.00	
531 80 49 01	Registration/Fees - Training Classes Stormwater	0.00	0.00	0.00	0.00	1,500.00	1,500.00	
597 00 04 03	Interfund Transfer - SW Operating To SW Capital	228,500.00	191,000.00	100,000.00	125,000.00	125,000.00	125,000.00	Transfer for Outfall Replacement
004	Operations / General	228,925.62	191,405.62	100,665.66	125,800.98	127,500.00	129,700.00	
531 27 10 00	Stormwater Utilities - Salaries & Wages	31,261.92	57,243.77	58,153.50	55,090.41	60,939.09	59,665.00	2023-5
531 27 20 00	Stormwater Utilities - Personnel Benefits	13,103.91	27,130.03	27,438.53	26,644.67	31,297.24	29,560.00	2023-5
531 27 31 00	Stormwater Utilities - Operating Supplies	565.98	344.60	181.09	546.03	500.00	500.00	Paper, billing paper, billing envelopes.

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402 Stormwater Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
531 27 31 01 Stormwater Utilities - Office Supplies	159.04	231.90	78.38	173.83	250.00	250.00	
531 27 41 00 Stormwater Utilities - Professional Services	910.19	2,610.38	1,104.55	7,435.06	8,380.00	9,110.00	Includes \$4,228 for State Auditors, \$432 for billing statements (Outwest Printing), \$316 for Webcheck, \$1,240 for Xpress Billpay, \$2,584 for Paymentech (utility payments), \$310 for Misc.
531 27 42 00 Stormwater Utilities - Communications	1,786.51	1,206.90	1,303.86	2,472.21	1,600.00	2,600.00	Postage and phone
531 27 43 00 Stormwater Utilities - Travel	115.82	0.00	56.23	214.61	400.00	400.00	Increase requested due to increase in staff.
531 27 48 00 Stormwater Utilities - Repairs & Maintenance	36.61	6.71	551.39	134.82	1,000.00	1,000.00	
531 27 49 00 Stormwater Utilities - Miscellaneous	88.10	40.83	76.20	115.42	120.00	50.00	
531 27 49 01 Stormwater Utilities - Registration/Fees - Training & Seminars	145.07	90.35	45.15	143.13	1,000.00	500.00	
005 Finance	48,173.15	88,905.47	88,988.88	92,970.19	105,486.33	103,635.00	
531 Stormwater	415,040.11	489,008.04	445,331.83	464,696.24	589,234.58	641,135.00	
Total Stormwater:	419,485.11	503,933.04	445,331.83	464,696.24	589,234.58	641,135.00	
Ending Balances							
508 51 00 03 Ending Balance - Stormwater Fund	0.00	0.00	0.00	0.00	642,095.05	685,081.00	
999 Ending Balance	0.00	0.00	0.00	0.00	642,095.05	685,081.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	642,095.05	685,081.00	
TOTAL EXPENDITURES:	419,485.26	503,937.75	445,551.98	464,927.98	1,231,329.63	1,326,441.00	
FUND GAIN/LOSS:	229,460.02	368,762.85	568,682.17	635,818.74	0.00	0.00	

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403 Stormwater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 17 Beginning Fund Balance - Stormwater Capital Reserve Fund	0.00	72,272.91	368,746.77	112,923.10	445,684.95	187,016.00	
001 Beginning Balances	0.00	72,272.91	368,746.77	112,923.10	445,684.95	187,016.00	
Total Beginning Balances:	0.00	72,272.91	368,746.77	112,923.10	445,684.95	187,016.00	
Miscellaneous							
361 10 04 03 Unrealized Gain/Loss	1,744.64	-764.20	-1,059.61	-3,728.74	0.00	0.00	
361 11 04 03 Investment Interest - Stormwater Capital Reserve Fund	1,031.24	1,442.71	1,238.71	443.36	2,200.00	2,000.00	
361 30 04 03 Realized Gain/Loss On Investments	165.95	166.40	10.81	90.99	0.00	0.00	
361 41 04 03 Investment Interest - Purchased	-148.28	-245.51	6.01	682.14	0.00	0.00	
001 Interest & Other Earnings	2,793.55	599.40	195.92	-2,512.25	2,200.00	2,000.00	
025 Miscellaneous	2,793.55	599.40	195.92	-2,512.25	2,200.00	2,000.00	
Total Miscellaneous:	2,793.55	599.40	195.92	-2,512.25	2,200.00	2,000.00	
Interfund Transfers							
397 00 15 31 Transfer From Equipment Replacement Fund	100,000.00	0.00	0.00	0.00	0.00	0.00	
397 00 04 03 Interfund Transfer - SW Operating To SW Capital	228,500.00	191,000.00	100,000.00	125,000.00	125,000.00	125,000.00	Transfer for Outfall Placement
080 Operations/General	228,500.00	191,000.00	100,000.00	125,000.00	125,000.00	125,000.00	
070 Operating Transfers	328,500.00	191,000.00	100,000.00	125,000.00	125,000.00	125,000.00	
Total Interfund Transfers:	328,500.00	191,000.00	100,000.00	125,000.00	125,000.00	125,000.00	

Grants

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403 Stormwater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Direct Federal Grants	0.00	0.00	0.00	0.00			
334 00 10 43 State Grant From Legislature	0.00	0.00	0.00	0.00	555,000.00	555,000.00	
334 03 10 01 Dept Of Ecology - SFAP	42,699.98	38,820.83	6,761.19	0.00	450,500.00	700,000.00	Vactor 901
334 03 10 02 State Direct/Indirect Grant From Department Of Ecology - Stormwater Capacity	25,000.00	0.00	0.00	0.00	0.00	1,482,331.44	Projects:4001 \$820,377.44, 5003 \$91,800, 5004 \$74,154, 5012 \$200,000, 6032 \$240,000, 6069 \$56,000
334 03 10 03 Dept Of Ecology - Centennial Stormwater Grant	18,543.75	0.00	0.00	0.00	0.00	0.00	
334 03 80 43 State Grant From TIB	132,961.84	331,479.48	0.00	0.00	0.00	0.00	
001 State Grants	219,205.57	370,300.31	6,761.19	0.00	1,005,500.00	2,737,331.44	
105 State Grants	219,205.57	370,300.31	6,761.19	0.00	1,005,500.00	2,737,331.44	
Total Grants:	219,205.57	370,300.31	6,761.19	0.00	1,005,500.00	2,737,331.44	

Federal Revenues

397 00 04 04 Interfund Transfer From CE For ARPA Expenses (CFDA #21.027)	0.00	0.00	0.00	0.00	70,325.00	7,446.00	ARPA Transfer Job 5004
109 Federal Revenues	0.00	0.00	0.00	0.00	70,325.00	7,446.00	
Total Federal Revenues:	0.00	0.00	0.00	0.00	70,325.00	7,446.00	

Capital Contributions

Total Capital Contributions:	0.00	0.00	0.00	0.00	0.00	0.00	
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Loan Proceeds

391 10 04 03 General Obligation Bonds Issued	270,000.00	0.00	0.00	0.00	0.00	0.00	
010 LTGO Bonds	270,000.00	0.00	0.00	0.00			
092 Loan Receipts	270,000.00	0.00	0.00	0.00	0.00	0.00	

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403 Stormwater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Direct Federal Loans	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	270,000.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	820,499.12	634,172.62	475,703.88	235,410.85	1,648,709.95	3,058,793.44	

Miscellaneous

531 10 41 41 Banking Service Fee/Charges - SW Cap Res Fund	9.80	24.36	20.89	7.74	0.00	0.00	
025 Miscellaneous	9.80	24.36	20.89	7.74	0.00	0.00	
Total Miscellaneous:	9.80	24.36	20.89	7.74	0.00	0.00	

Stormwater

594 31 64 00 Stormwater Machinery & Equipment	244,126.45	0.00	0.00	0.00	530,000.00	225,000.00	Camera Van
594 31 64 01 Stormwater Machinery & Equipment - Grant Funded	25,000.00	0.00	0.00	0.00	0.00	750,000.00	Vactor
594 31 61 00 Stormwater Land And Land Improvements	0.00	0.00	0.00	0.00	0.00	192,844.15	Project 6032 \$192,844.15
594 31 63 02 Stormwater System Design Engineering	1,040.47	6,326.61	3,666.32	0.00	0.00	167,350.00	Projects: 5003 \$22,950, 5004 \$20,400, 5012 \$50,000, 6032 \$60,000, 6069 \$14,000
594 31 63 03 Stormwater System Design Engineering - Grant Funded	18,543.75	38,820.82	9,418.50	0.00	0.00	669,400.00	Projects: 5003 \$91,800, 5004 \$81,600, 5012 \$200,000, 6032 \$240,000, 6069 \$56,000
595 10 63 45 Stormwater System Design Engineering - Grant Funded (SFAP)	28,027.59	0.00	0.00	0.00	0.00	0.00	
595 40 63 00 Stormwater Infrastructure	249,315.03	-159,926.69	0.00	0.00	0.00	0.00	
595 40 63 01 Stormwater Infrastructure - TIB Grant Portion	132,961.84	331,479.48	0.00	0.00	0.00	0.00	
006 Capital Projects	429,888.68	216,700.22	13,084.82	0.00		1,029,594.15	
531 Stormwater	699,015.13	216,700.22	13,084.82	0.00	530,000.00	2,004,594.15	

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403 Stormwater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Stormwater:	699,015.13	216,700.22	13,084.82	0.00	530,000.00	2,004,594.15	
Long Term Debt Payment/Interes							
591 31 70 00 Principal Payment - Street Sweeper LTGO Bond 2019	0.00	42,112.26	43,354.58	44,633.53	43,355.00	45,950.00	Street Sweeper Bond. Pmt 5/6, 8.2%. Balance after 2023 pmt \$47,306
591 31 70 02 Debt Repayment - Wastewater	46,643.65	0.00	0.00	0.00	0.00	0.00	
001 Long Term Debt Redemption	46,643.65	42,112.26	43,354.58	44,633.53	43,355.00	45,950.00	
592 31 04 02 Interest Payment - Street Sweeper LTGO Bond 2019	-0.37	0.00	0.00	0.00	0.00	0.00	
592 31 80 00 Interest Payment - Street Sweeper LTGO Bond 2019	0.00	6,589.01	5,346.70	4,067.74	5,347.00	2,751.00	Street Sweeper Bond. Pmt 5/6, 8.2%. Balance after 2023 pmt \$47,306
592 31 80 02 Interest Repayment - Wastewater	2,058.00	0.00	0.00	0.00	0.00	0.00	
592 31 80 03 Interest Repayment - Wastewater	500.00	0.00	0.00	0.00	0.00	0.00	
002 Interest & Other Debt Costs	2,557.63	6,589.01	5,346.70	4,067.74	5,347.00	2,751.00	
591 Interest & Debt Service	49,201.28	48,701.27	48,701.28	48,701.27	48,702.00	48,701.00	
Total Long Term Debt Payment/Interes:	49,201.28	48,701.27	48,701.28	48,701.27	48,702.00	48,701.00	
Ending Balances							
508 41 00 17 Ending Balance	0.00	0.00	0.00	0.00	1,070,007.95	1,005,498.29	
999 Ending Balance	0.00	0.00	0.00	0.00	1,070,007.95	1,005,498.29	
Total Ending Balances:	0.00	0.00	0.00	0.00	1,070,007.95	1,005,498.29	
TOTAL EXPENDITURES:	748,226.21	265,425.85	61,806.99	48,709.01	1,648,709.95	3,058,793.44	
FUND GAIN/LOSS:	72,272.91	368,746.77	413,896.89	186,701.84	0.00	0.00	

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410 Water Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 18 Beginning Balance - Water Capital Reserve Fund	3,953,698.45	1,725,877.33	1,360,962.77	1,510,623.25	2,259,255.44	1,880,258.00	
001 Beginning Balances	3,953,698.45	1,725,877.33	1,360,962.77	1,510,623.25	2,259,255.44	1,880,258.00	
Total Beginning Balances:	3,953,698.45	1,725,877.33	1,360,962.77	1,510,623.25	2,259,255.44	1,880,258.00	
Permits & Licenses							
321 50 00 40 Utility Permits	269,000.00	49,500.00	212,800.00	46,298.33	500,000.00	450,750.00	Per CD Planned Development
002 Non-Business License & Permits	269,000.00	49,500.00	212,800.00	46,298.33	500,000.00	450,750.00	
003 Licenses & Permits	269,000.00	49,500.00	212,800.00	46,298.33	500,000.00	450,750.00	
Total Permits & Licenses:	269,000.00	49,500.00	212,800.00	46,298.33	500,000.00	450,750.00	
Miscellaneous							
361 11 00 42 Investment Interest - Water Equip Reserv	56,970.03	5,945.61	1,212.66	7,247.03	2,000.00	1,500.00	
361 10 00 42 Unrealized Gain/Loss	295.69	0.00	0.00	0.00	0.00	0.00	
361 42 00 41 Interest Income - Private Loans	387.27	1,527.16	1,405.34	1,192.92	0.00	0.00	
001 Interest & Other Earnings	682.96	1,527.16	1,405.34	1,192.92			
369 91 00 42 Misc Revenue	0.00	76,684.80	0.00	0.00	0.00	0.00	
005 Other Miscellaneous Revenue	0.00	76,684.80	0.00	0.00			
025 Miscellaneous	57,652.99	84,157.57	2,618.00	8,439.95	2,000.00	1,500.00	
362 00 50 13 Lease Payment (Annual) - Consolidated Irrigation District #14	70,000.00	70,000.00	73,500.00	0.00	70,000.00	75,000.00	
362 00 50 14 Lease Payment (Annual) - WWU	0.00	43,200.93	32,087.80	22,379.43	24,200.00	26,136.00	Inflationary increase for 2023
001 Rents & Leases	70,000.00	113,200.93	105,587.80	22,379.43	94,200.00	101,136.00	

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410 Water Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
026 Rentals & Leases	70,000.00	113,200.93	105,587.80	22,379.43	94,200.00	101,136.00	
Total Miscellaneous:	127,652.99	197,358.50	108,205.80	30,819.38	96,200.00	102,636.00	

Interfund Transfers

397 34 00 41 Interfund Transfer - Revenue Reserved For Rate-funded Capital	300,000.00	300,000.00	200,000.00	350,000.00	300,000.00	100,000.00	Revenue reserved for rate funded capital
397 34 00 95 INF Equip/Veh Lease/Repl.	60,110.00	145,000.00	27,750.00	9,250.00	37,000.00	80,000.00	Transfer for Equipment Replacement
070 Operating Transfers	360,110.00	445,000.00	227,750.00	359,250.00	337,000.00	180,000.00	
Total Interfund Transfers:	360,110.00	445,000.00	227,750.00	359,250.00	337,000.00	180,000.00	

Grants

331 97 00 00 Federal Direct Grant From The Department Of Homeland Security.	0.00	0.00	0.00	0.00	0.00	532,500.25	Fema Grants, 8017 \$120,000, 8018 \$125,000, 8020 \$187,500, 8021 \$100,000
003 Fire Dept Grants	0.00	0.00	0.00	0.00		532,500.25	
100 Direct Federal Grants	0.00	0.00	0.00	0.00	0.00	532,500.25	
367 00 00 00 Developer Proceeds	0.00	0.00	0.00	0.00	0.00	120,000.00	Developer Proceeds, Projects 8017 \$20,000, 8018 \$50,000, 8021 \$50,000
367 00 04 10 Pacific Power Blue Sky Grant Program	0.00	0.00	0.00	202,909.00	450,000.00	0.00	*
102 Grants - Private Sources	0.00	0.00	0.00	202,909.00	450,000.00	120,000.00	
334 00 10 41 State Grant From Legislature	508,471.90	90,988.10	0.00	0.00	1,005,362.00	0.00	*
334 04 20 40 State Grant From Dept Of Commerce	0.00	0.00	0.00	0.00	0.00	69,000.00	Projects 8017,8018,8021
001 State Grants	508,471.90	90,988.10	0.00	0.00	1,005,362.00	69,000.00	
105 State Grants	508,471.90	90,988.10	0.00	0.00	1,005,362.00	69,000.00	
Total Grants:	508,471.90	90,988.10	0.00	202,909.00	1,455,362.00	721,500.25	

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410 Water Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Loan Proceeds							
391 80 04 14 DOC PWTF Loan PC22-96103-062	0.00	0.00	0.00	11,743.00	0.00	0.00	
391 80 04 15 DOC PWTF Loan PC22-96103-055	0.00	0.00	0.00	577,764.41	0.00	0.00	
003 PWTF State Loans	0.00	0.00	0.00	589,507.41			
111 State Loans	0.00	0.00	0.00	589,507.41	0.00	0.00	
Total Loan Proceeds:	0.00	0.00	0.00	589,507.41	0.00	0.00	
Federal Revenues							
397 34 00 04 Interfund Transfer From CE For ARPA Expenses (CFDA #21.027)	0.00	0.00	0.00	300,000.00	299,862.00	0.00	*
109 Federal Revenues	0.00	0.00	0.00	300,000.00	299,862.00	0.00	
Total Federal Revenues:	0.00	0.00	0.00	300,000.00	299,862.00	0.00	
Capital Contributions							
367 00 04 11 Principal Payments On Private Loans For Infrastructure	750.96	3,025.76	3,147.58	2,980.59	0.00	0.00	
001 Development agreements	750.96	3,025.76	3,147.58	2,980.59			
370 Capital Contributions	750.96	3,025.76	3,147.58	2,980.59	0.00	0.00	
Total Capital Contributions:	750.96	3,025.76	3,147.58	2,980.59	0.00	0.00	
Loan Proceeds							
391 80 04 10 DWSRF Loan From EPA/WA St Dept Of Health	19,487.11	750,404.94	241,681.01	1,550,509.76	2,850,000.00	0.00	*
002 Indirect Federal Loans	19,487.11	750,404.94	241,681.01	1,550,509.76	2,850,000.00		
110 Federal Loans	19,487.11	750,404.94	241,681.01	1,550,509.76	2,850,000.00	0.00	

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410 Water Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Loan Proceeds:	19,487.11	750,404.94	241,681.01	1,550,509.76	2,850,000.00	0.00	

TOTAL REVENUES:	5,239,171.41	3,262,154.63	2,154,547.16	4,592,897.72	7,797,679.44	3,335,144.25	
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Miscellaneous

534 10 41 41 Banking Service Fees/Charges - W Cap Res Fund	197.91	63.93	55.92	63.09	280.00	280.00	
025 Miscellaneous	197.91	63.93	55.92	63.09	280.00	280.00	
Total Miscellaneous:	197.91	63.93	55.92	63.09	280.00	280.00	

Interfund Transfers

597 00 04 31 Transfer To 431	500,000.00	600,000.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	500,000.00	600,000.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	500,000.00	600,000.00	0.00	0.00	0.00	0.00	

Water Department

594 34 63 05 Water Utility Capital Expenditures - DWL23479	19,487.11	750,404.94	229,215.14	134,953.85	0.00	0.00	
594 34 63 08 Water Utility Capital Expenditures - DOC CD19-96619-012	508,471.90	90,988.10	0.00	0.00	0.00	0.00	
594 34 61 41 Water Utility Land And Land Improvements	240,737.51	234,837.89	235,150.00	0.00	0.00	193,736.95	Project 6032, \$193,736.95
594 34 62 41 Water Utility Building Improvements	5,563.70	0.00	0.00	0.00	0.00	0.00	
594 34 63 01 Water Utility Capital - C Street/Cedar	723,218.61	0.00	0.00	160.76	0.00	0.00	Neighborhood Sewer - SE 12th & Broadway Lining
594 34 63 03 Water Utility Capital Expenditures	43,284.35	185,420.39	132,079.97	2,896,652.90	4,927,000.00	1,162,500.00	Projects: 8011 \$450,000, 8017 \$200,000, 8018 \$250,000, 8020 \$62,500, 8021 \$76,000, 8021 \$124,000
594 34 64 41 Water Utility Equipment	1,451,336.97	39,476.61	38,172.88	202.62	37,000.00	80,000.00	Replace 601
001 Administration / General	2,464,141.14	459,734.89	405,402.85	2,897,016.28	4,964,000.00	1,436,236.95	
594 34 63 09 Water Utility Capital Expenditures - DOC PWTF PC22-96103-062	0.00	0.00	0.00	11,743.00	0.00	187,500.00	Projects: 8020

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410 Water Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
594 34 63 10 Water Utility Capital Expenditures - DOC PWTF PC22-96103-055 Loan 961G0150	0.00	0.00	0.00	225,000.00	0.00	0.00	
594 34 63 11 Water Utility Capital Expenditures - DOC PWTF PC22-96103-055 Loan 961R0150	0.00	0.00	0.00	352,764.41	0.00	0.00	
007 Capital Expendituers - PWTF	0.00	0.00	0.00	589,507.41		187,500.00	
534 Water Utilities	2,992,100.15	1,301,127.93	634,617.99	3,621,477.54	4,964,000.00	1,623,736.95	
Total Water Department:	2,992,100.15	1,301,127.93	634,617.99	3,621,477.54	4,964,000.00	1,623,736.95	
Long Term Debt Payment/Interes							
002 Interest & Other Debt Costs	0.00	0.00	0.00	0.00			
Total Long Term Debt Payment/Interes:	0.00	0.00	0.00	0.00	0.00	0.00	
Ending Balances							
508 41 00 18 Ending Balance	0.00	0.00	0.00	0.00	2,833,399.44	1,711,127.30	
999 Ending Balance	0.00	0.00	0.00	0.00	2,833,399.44	1,711,127.30	
Total Ending Balances:	0.00	0.00	0.00	0.00	2,833,399.44	1,711,127.30	
TOTAL EXPENDITURES:	3,492,298.06	1,901,191.86	634,673.91	3,621,540.63	7,797,679.44	3,335,144.25	
FUND GAIN/LOSS:	1,746,873.35	1,360,962.77	1,519,873.25	971,357.09	0.00	0.00	

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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 19 Beginning Balance - Wastewater Capital Reserve Fund	1,009,698.23	1,010,321.79	685,578.11	1,833,053.33	237,005.48	1,302,552.00	
001 Beginning Balances	1,009,698.23	1,010,321.79	685,578.11	1,833,053.33	237,005.48	1,302,552.00	
Total Beginning Balances:	1,009,698.23	1,010,321.79	685,578.11	1,833,053.33	237,005.48	1,302,552.00	
Permits & Licenses							
321 50 00 41 Utility Permits	259,000.00	60,000.00	210,000.00	32,000.00	300,000.00	347,600.00	Per CD Planned Development
002 Non-Business License & Permits	259,000.00	60,000.00	210,000.00	32,000.00	300,000.00	347,600.00	
003 Licenses & Permits	259,000.00	60,000.00	210,000.00	32,000.00	300,000.00	347,600.00	
Total Permits & Licenses:	259,000.00	60,000.00	210,000.00	32,000.00	300,000.00	347,600.00	
Miscellaneous							
361 11 00 43 Investment Interest - WW Equip Resev	10,436.53	4,595.80	2,332.60	8,358.57	2,500.00	2,000.00	
361 10 00 43 Unrealized Gain/Loss	7,980.05	3,334.15	-2,465.48	-69,240.36	0.00	0.00	
361 30 00 43 Realized Gain/Loss On Investments	1,680.00	1,224.50	-46.40	1,476.95	0.00	0.00	
361 41 00 43 Investment Interest - Purchased	-904.68	-296.77	112.54	11,906.65	0.00	0.00	
001 Interest & Other Earnings	8,755.37	4,261.88	-2,399.34	-55,856.76			
369 91 00 43 Misc Revenue	0.00	2,801.91	-2,801.91	0.00	0.00	0.00	
005 Other Miscellaneous Revenue	0.00	2,801.91	-2,801.91	0.00			
025 Miscellaneous	19,191.90	11,659.59	-2,868.65	-47,498.19	2,500.00	2,000.00	
Total Miscellaneous:	19,191.90	11,659.59	-2,868.65	-47,498.19	2,500.00	2,000.00	

Interfund Transfers

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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
397 00 04 11 Transfer From Wastewater Debt Service #412	0.00	0.00	1,350,000.00	0.00	0.00	0.00	
397 35 00 95 INF Equip/Veh Lease/Repl.	78,187.50	63,000.00	0.00	0.00	0.00	0.00	
397 35 08 95 INF Equip/Veh Lease/Repl.	78,187.50	63,000.00	0.00	0.00	0.00	0.00	
397 40 14 11 Transfer For Rate Funded Capital	200,000.00	300,000.00	1,850,000.00	300,000.00	300,000.00	300,000.00	Per Rate Model
397 41 24 11 Transfer Of Surplus To Capital Reserve	448,754.00	280,686.00	0.00	0.00	300,000.00	300,000.00	Per Rate Model
070 Operating Transfers	805,129.00	706,686.00	3,200,000.00	300,000.00	600,000.00	600,000.00	

Total Interfund Transfers:	805,129.00	706,686.00	3,200,000.00	300,000.00	600,000.00	600,000.00
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Grants

331 10 04 03 Federal Direct Grant From Dept Of Agriculture - USDA SWSEWER	0.00	0.00	896,145.94	0.00	0.00	0.00	
331 10 04 04 Federal Direct Grant From Dept Of Agriculture - USDA Loan SWSEWER	0.00	0.00	2,838,000.00	0.00	0.00	0.00	
331 11 00 01 Federal Direct Grant From The Department Of Commerce.	0.00	0.00	0.00	0.00	0.00	3,510,000.00	Fed Dept of Commerce Grant for WWTP - 4001
001 Direct Federal Grants	0.00	0.00	3,734,145.94	0.00		3,510,000.00	
100 Direct Federal Grants	0.00	0.00	3,734,145.94	0.00	0.00	3,510,000.00	
337 35 41 01 Port Of Walla Walla 9/10ths Award	0.00	0.00	200,000.00	0.00	0.00	0.00	
103 Intergovernmental Local Grants	0.00	0.00	200,000.00	0.00	0.00	0.00	
334 03 10 07 Dept Of Ecology - SWSEWER Grant Portion - WQC-2021-CoPIED-00133	0.00	0.00	144,295.22	164,781.79	0.00	0.00	
334 03 10 08 DOE Grant - WWTP	0.00	0.00	0.00	0.00	0.00	10,010,000.00	DOE Grant for WWTP
334 04 20 42 State Direct/Indirect Grant From Department Of Commerce	0.00	0.00	0.00	0.00	0.00	1,740,000.00	Project 7019
001 State Grants	0.00	0.00	144,295.22	164,781.79		11,750,000.00	
105 State Grants	0.00	0.00	144,295.22	164,781.79	0.00	11,750,000.00	

Total Grants:	0.00	0.00	4,078,441.16	164,781.79	0.00	15,260,000.00
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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Loan Proceeds							
391 20 04 11 Revenue Bond Proceeds	0.00	0.00	0.00	3,694,045.32	3,640,000.00	0.00	*
092 Loan Receipts	0.00	0.00	0.00	3,694,045.32	3,640,000.00	0.00	
391 80 04 11 DOE CWSRF Loan	0.00	0.00	1,578,394.39	81,229.08	2,000,000.00	12,480,000.00	DOE Loan WWTP 7004
391 80 04 12 DOE SWSEWER Loan WQC-2021-CoPIED-00133	0.00	0.00	1,129,321.75	1,621,327.89	0.00	0.00	
001 Direct State Loans	0.00	0.00	1,129,321.75	1,621,327.89			
391 80 04 13 DOC PWTf Loan PC22-96103-051	0.00	0.00	0.00	43,398.56	0.00	0.00	
003 PWTf State Loans	0.00	0.00	0.00	43,398.56			
111 State Loans	0.00	0.00	2,707,716.14	1,745,955.53	2,000,000.00	12,480,000.00	
Total Loan Proceeds:	0.00	0.00	2,707,716.14	5,440,000.85	5,640,000.00	12,480,000.00	
Capital Contributions							
002 Energy Incentive Agreements	0.00	0.00	0.00	0.00			
Total Capital Contributions:	0.00	0.00	0.00	0.00	0.00	0.00	
Wastewater Department							
Total Wastewater Department:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	2,093,019.13	1,788,667.38	10,878,866.76	7,722,337.78	6,779,505.48	29,992,152.00	
Miscellaneous							
535 10 41 41 Banking Service Fees/Charges - WW Cap Res Fund	66.44	76.77	34.54	140.88	0.00	0.00	Issuance cost on revenue bonds; bank
025 Miscellaneous	66.44	76.77	34.54	140.88	0.00	0.00	

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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Miscellaneous:	66.44	76.77	34.54	140.88	0.00	0.00	

Interfund Transfers

597 00 04 12	Transfer To Wastewater Capital Reserve To Wastewater Debt Service	0.00	0.00	800,000.00	0.00	0.00	0.00
070	Operating Transfers	0.00	0.00	800,000.00	0.00	0.00	0.00
Total Interfund Transfers:		0.00	0.00	800,000.00	0.00	0.00	0.00

Grants

594 35 63 06	Other Improvements - USDA Grant Funded - SWSEWER	0.00	0.00	896,145.94	0.00	0.00	0.00
001	Direct Federal Grants	0.00	0.00	896,145.94	0.00		
100	Direct Federal Grants	0.00	0.00	896,145.94	0.00	0.00	0.00
Total Grants:		0.00	0.00	896,145.94	0.00	0.00	0.00

Wastewater Department

594 35 63 01	Other Improvements	33,807.30	81,210.70	205,416.65	175,647.07	300,000.00	100,000.00	JUB Professional Services - Sewer Lining every second year (2024)
003	Maintenance	33,807.30	81,210.70	205,416.65	175,647.07	300,000.00	100,000.00	
005	Operations / Testing	0.00	0.00	0.00	0.00			
594 35 61 00	Wastewater Land And Land Improvements	456,100.27	0.00	-22,417.77	0.00	0.00	193,736.95	Project 6032 \$193,736.95
007	Interest Payment	456,100.27	0.00	-22,417.77	0.00		193,736.95	
594 35 63 04	Other Improvements	516,287.44	1,021,801.80	2,504,242.03	-1,578,546.00	2,000,000.00	26,000,000.00	Project 7004 - WWTP
594 35 63 05	Other Improvements - DOE Grant Funded	0.00	0.00	1,722,689.61	164,781.79	0.00	0.00	*
594 35 63 06	Other Improvements - DOE Loan Funded	0.00	0.00	0.00	1,702,556.97	0.00	0.00	

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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
594 35 63 07 Other Improvements - USDA Grant Funded	0.00	0.00	0.00	856,045.32	0.00	0.00	
594 35 63 08 Other Improvements - USDA Loan Funded	0.00	0.00	0.00	2,838,000.00	0.00	0.00	
594 35 64 41 Wastewater Capital Equipment	0.00	0.00	0.00	244,965.26	641,859.00	1,863,206.00	Project: 7019 \$1,7400,000, Jacobs Equipment Contract \$123,206
594 35 64 42 Wastewater Capital Equipment - DOE PWTFB Loan PC22-96103-051	0.00	0.00	0.00	43,398.56	0.00	0.00	
008 Capitalized Expenditures	516,287.44	1,021,801.80	4,226,931.64	4,271,201.90	2,641,859.00	27,863,206.00	
594 35 64 41 Wastewater Capital Equipment	76,435.89	0.00	110,952.43	0.00	0.00	0.00	
009 Operating Transfers	76,435.89	0.00	110,952.43	0.00			
535 Wastewater Utilities	1,082,630.90	1,103,012.50	4,520,882.95	4,446,848.97	2,941,859.00	28,156,942.95	
Total Wastewater Department:	1,082,630.90	1,103,012.50	4,520,882.95	4,446,848.97	2,941,859.00	28,156,942.95	
Capital Expenditures							
594 35 63 07 Other Improvements - USDA Loan - SWSEWER	0.00	0.00	2,838,000.00	0.00	0.00	0.00	
001 Direct Federal Loans	0.00	0.00	2,838,000.00	0.00			
110 Federal Loans	0.00	0.00	2,838,000.00	0.00	0.00	0.00	
Total Capital Expenditures:	0.00	0.00	2,838,000.00	0.00	0.00	0.00	
Ending Balances							
508 41 00 19 Ending Balance	0.00	0.00	0.00	0.00	3,837,646.48	1,835,209.05	
999 Ending Balance	0.00	0.00	0.00	0.00	3,837,646.48	1,835,209.05	
Total Ending Balances:	0.00	0.00	0.00	0.00	3,837,646.48	1,835,209.05	
TOTAL EXPENDITURES:	1,082,697.34	1,103,089.27	9,055,063.43	4,446,989.85	6,779,505.48	29,992,152.00	

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411 Wastewater Capital Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
FUND GAIN/LOSS:	1,010,321.79	685,578.11	1,823,803.33	3,275,347.93	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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412 Wastewater Debt Service Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances								
308 41 00 20	Beginning Balance - Wastewater Debt Service Fund	551,546.17	463,187.45	466,817.07	332,301.58	885,895.82	584,694.00	
001	Beginning Balances	551,546.17	463,187.45	466,817.07	332,301.58	885,895.82	584,694.00	
Total Beginning Balances:		551,546.17	463,187.45	466,817.07	332,301.58	885,895.82	584,694.00	
Charges For Goods & Services								
343 50 00 51	LT Debt Collection For Sewer Utility	612,846.37	541,348.05	549,988.17	496,982.22	721,211.00	619,967.00	Per 2022 rate model
006	Charges For Goods & Services	612,846.37	541,348.05	549,988.17	496,982.22	721,211.00	619,967.00	
Total Charges For Goods & Services:		612,846.37	541,348.05	549,988.17	496,982.22	721,211.00	619,967.00	
Miscellaneous								
361 11 00 44	Investment Interest Earned	6,737.82	2,161.75	387.52	4,946.54	1,000.00	2,000.00	
025	Miscellaneous	6,737.82	2,161.75	387.52	4,946.54	1,000.00	2,000.00	
Total Miscellaneous:		6,737.82	2,161.75	387.52	4,946.54	1,000.00	2,000.00	
Interfund Transfers								
397 00 04 12	Transfer From Wastewater Capital Reserve	0.00	0.00	800,000.00	0.00	0.00	0.00	
070	Operating Transfers	0.00	0.00	800,000.00	0.00	0.00	0.00	
Total Interfund Transfers:		0.00	0.00	800,000.00	0.00	0.00	0.00	
Loan Proceeds								
009	Revenue Bonds	0.00	0.00	0.00	0.00			

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412 Wastewater Debt Service Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	

TOTAL REVENUES:	1,171,130.36	1,006,697.25	1,817,192.76	834,230.34	1,608,106.82	1,206,661.00	
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Miscellaneous

535 10 41 42 Banking Service Fees/Charges - WW LTD Res Fund	20.71	25.98	56.98	78.22	25.00	25.00	
025 Miscellaneous	20.71	25.98	56.98	78.22	25.00	25.00	
Total Miscellaneous:	20.71	25.98	56.98	78.22	25.00	25.00	

Interfund Transfers

597 00 04 11 Transfer To Wastewater Capital Reserve #411	0.00	0.00	1,350,000.00	0.00	0.00	0.00	
597 41 24 11 Transfer Of Surplus To Capital Reserve	448,754.00	280,686.00	0.00	0.00	300,000.00	300,000.00	Per Rate Model
070 Operating Transfers	448,754.00	280,686.00	1,350,000.00	0.00	300,000.00	300,000.00	
Total Interfund Transfers:	448,754.00	280,686.00	1,350,000.00	0.00	300,000.00	300,000.00	

Long Term Debt Payment/Interes

591 35 78 51 Loan Payment SRF - Principal L990018A/B	259,168.20	259,168.20	134,834.20	5,250.00	5,250.00	0.00	Loan paid off in 2022
591 35 78 53 Loan Payment USDA - SW SEWER Principal	0.00	0.00	0.00	0.00	52,296.11	52,296.11	SWSewer USDA Loan \$2.8mil @ 1.5% for 40yrs
591 35 78 54 Loan Payment DOE SW SEWER Principal	0.00	0.00	0.00	0.00	0.00	106,024.00	SWSewer DOE Loan \$2.3mil @1.5% for 20 years
591 35 78 55 Loan Payment DOE WWTP Design Principal	0.00	0.00	0.00	0.00	0.00	82,096.00	WWTP Design Loan DOE \$1.9mil @2% for 20 yrs
001 Long Term Debt Redemption	259,168.20	259,168.20	134,834.20	5,250.00	57,546.11	240,416.11	

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412 Wastewater Debt Service Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
592 35 83 53 Interest Payment USDA Loan - SW SEWER	0.00	0.00	0.00	0.00	42,570.00	42,570.00	SWSewer USDA Loan \$2.8mil @ 1.5% for 40yrs
592 35 83 54 Interest Payment DOE Loan - SW SEWER	0.00	0.00	0.00	0.00	0.00	27,535.00	SWSewer DOE Loan \$2.3mil @1.5% for 20 years
592 35 83 55 Interest Payment DOE Loan - WWTP Design	0.00	0.00	0.00	0.00	0.00	37,314.00	WWTP Design Loan DOE \$1.9mil @2% for 20 yrs
002 Interest & Other Debt Costs	0.00	0.00	0.00	0.00	42,570.00	107,419.00	
591 Interest & Debt Service	259,168.20	259,168.20	134,834.20	5,250.00	100,116.11	347,835.11	
Total Long Term Debt Payment/Interes:	259,168.20	259,168.20	134,834.20	5,250.00	100,116.11	347,835.11	
Ending Balances							
508 41 00 20 Ending Balance	0.00	0.00	0.00	0.00	1,207,965.71	558,800.89	
999 Ending Balance	0.00	0.00	0.00	0.00	1,207,965.71	558,800.89	
Total Ending Balances:	0.00	0.00	0.00	0.00	1,207,965.71	558,800.89	
TOTAL EXPENDITURES:	707,942.91	539,880.18	1,484,891.18	5,328.22	1,608,106.82	1,206,661.00	
FUND GAIN/LOSS:	463,187.45	466,817.07	332,301.58	828,902.12	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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413 Water Capital Improvement Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
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Beginning Balances

308 41 00 21	Beginning Balance - Water Capital Improvement Reserve/Debt Fund	1,256,998.91	1,230,587.04	1,186,804.35	1,078,054.73	972,294.35	1,011,565.00
001	Beginning Balances	1,256,998.91	1,230,587.04	1,186,804.35	1,078,054.73	972,294.35	1,011,565.00

Total Beginning Balances:	1,256,998.91	1,230,587.04	1,186,804.35	1,078,054.73	972,294.35	1,011,565.00	
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Charges For Goods & Services

343 40 01 43	Capital Reserve Fund Collections	863,988.07	890,662.33	929,683.36	867,022.05	934,754.00	1,102,504.00	Per 2022 rate model
002	General Government	863,988.07	890,662.33	929,683.36	867,022.05	934,754.00	1,102,504.00	
006	Charges For Goods & Services	863,988.07	890,662.33	929,683.36	867,022.05	934,754.00	1,102,504.00	

Total Charges For Goods & Services:	863,988.07	890,662.33	929,683.36	867,022.05	934,754.00	1,102,504.00	
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Interfund Transfers

397 00 00 43	Interfund Transfer From Water Const Fund #431 To WCIR #413	0.00	0.00	0.00	250,000.00	0.00	150,000.00	Transfer from 431 for Debt Coverage
070	Operating Transfers	0.00	0.00	0.00	250,000.00	0.00	150,000.00	

Total Interfund Transfers:	0.00	0.00	0.00	250,000.00	0.00	150,000.00	
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Grants

001	Indirect Federal Grants	0.00	0.00	0.00	0.00		
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	

Long Term Debt Payment/Interes

361 11 00 13	Interest - Water Capital Reserve Fund	14,398.39	4,785.80	888.83	8,789.49	1,500.00	5,000.00
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5 YEAR BUDGET COMPARISON

City Of College Place

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413 Water Capital Improvement Reserve Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
591	Interest & Debt Service	14,398.39	4,785.80	888.83	8,789.49	1,500.00	5,000.00	
Total Long Term Debt Payment/Interes:		14,398.39	4,785.80	888.83	8,789.49	1,500.00	5,000.00	

TOTAL REVENUES:

Miscellaneous							
534	10 41 43	Banking Service Fees/Charges - W LTD Res Fund	40.52	69.38	39.17	38.04	35.00
025	Miscellaneous		40.52	69.38	39.17	38.04	35.00
Total Miscellaneous:			40.52	69.38	39.17	38.04	35.00

Interfund Transfers

597 00 42 50	Transfer To 425	344,700.00	338,400.00	332,100.00	332,100.00	332,100.00	332,100.00	Per Rate Model
070	Operating Transfers	344,700.00	338,400.00	332,100.00	332,100.00	332,100.00	332,100.00	
Total Interfund Transfers:		344,700.00	338,400.00	332,100.00	332,100.00	332,100.00	332,100.00	

Long Term Debt Payment/Interes

591 34 78 00	Loan Payment SRF Principal 04-65104-005	87,835.49	87,835.49	87,835.49	87,835.49	87,600.00	87,835.00
591 34 78 01	Loan Payment PWTF Principal PW-05-691-010	168,885.24	168,885.24	168,885.23	168,885.23	168,885.00	168,885.00
591 34 78 04	Principal PWTF Loan 2007 PC08-951-011	253,664.48	253,664.48	253,664.48	253,664.48	253,665.00	253,664.00
591 34 78 05	Loan Payment DOH Well #1 Principal DWL23476	13,030.15	49,070.77	65,359.05	65,359.05	65,359.00	65,359.00
591 34 78 06	Loan Payment DOH Well #1 Principal DWL23478	0.00	0.00	18,406.41	20,935.10	22,604.79	25,283.00
591 34 78 07	Loan Payment DOH Well #2 Principal DWL23479	4,383.29	4,383.29	56,595.44	67,608.44	58,817.00	87,996.00
591 34 78 08	Loan Payment DOH Well #2 Principal DWL 24936	0.00	0.00	1,311.85	1,311.85	23,000.00	126,396.00
591 34 78 09	Loan Payment PWTF Principal PC22-96103-055	0.00	0.00	0.00	0.00	0.00	43,151.00

5 YEAR BUDGET COMPARISON

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413 Water Capital Improvement Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
001 Long Term Debt Redemption	527,798.65	563,839.27	652,057.95	665,599.64	679,930.79	858,569.00	
592 34 83 00 Loan Payment SRF Interest 04-65104-005	9,222.73	7,905.19	6,587.66	5,270.13	5,256.00	3,942.00	
592 34 83 01 Loan Payment PWTF Interest PW-05-691-010	5,910.98	5,066.56	4,222.13	3,377.70	3,378.00	3,378.00	
592 34 83 04 Interest PWTF Loan 2007 PC08-951-011	12,683.22	11,414.90	10,146.58	8,878.26	8,878.00	7,610.00	
592 34 83 05 Interest Payment DOH Well #1 Interest DWL23476	3,127.24	11,286.28	14,378.99	13,725.40	13,725.00	13,071.00	
592 34 83 06 Interest Payment DOH Well #1 Interest DWL23478	0.00	0.00	4,049.41	4,396.37	5,532.00	5,567.00	
592 34 83 07 Interest Payment DOH Well #2 Interest DWL23479	1,314.99	1,249.24	15,280.77	17,240.15	18,077.00	25,345.00	
592 34 83 08 Interest Payment DOH Well #2 Interest DWL24936	0.00	0.00	459.15	436.19	5,000.00	46,328.00	
592 34 83 09 Loan Payment PWTF Interest PC22-96103-055	0.00	0.00	0.00	0.00	0.00	0.00	Loan Paid Off in 2022
002 Interest & Other Debt Costs	32,259.16	36,922.17	55,124.69	53,324.20	59,846.00	105,241.00	
591 Interest & Debt Service	560,057.81	600,761.44	707,182.64	718,923.84	739,776.79	963,810.00	
Total Long Term Debt Payment/Interes:	560,057.81	600,761.44	707,182.64	718,923.84	739,776.79	963,810.00	
Ending Balances							
508 41 00 22 Ending Balance	0.00	0.00	0.00	0.00	836,636.56	973,124.00	
999 Ending Balance	0.00	0.00	0.00	0.00	836,636.56	973,124.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	836,636.56	973,124.00	
TOTAL EXPENDITURES:	904,798.33	939,230.82	1,039,321.81	1,051,061.88	1,908,548.35	2,269,069.00	
FUND GAIN/LOSS:	1,230,587.04	1,186,804.35	1,078,054.73	1,152,804.39	0.00	0.00	

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425 Water Revenue Bond Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 23 Beginning Balance - Water/Sewer Revenue Bond Fund	346,510.53	46,064.70	338,401.04	338,695.22	338,675.21	340,118.00	
001 Beginning Balances	346,510.53	46,064.70	338,401.04	338,695.22	338,675.21	340,118.00	
Total Beginning Balances:	346,510.53	46,064.70	338,401.04	338,695.22	338,675.21	340,118.00	

Miscellaneous

361 11 00 25 Investment Interest	1,559.52	265.59	308.53	3,186.61	750.00	1,500.00	
001 Interest & Other Earnings	1,559.52	265.59	308.53	3,186.61	750.00	1,500.00	
025 Miscellaneous	1,559.52	265.59	308.53	3,186.61	750.00	1,500.00	
Total Miscellaneous:	1,559.52	265.59	308.53	3,186.61	750.00	1,500.00	

Interfund Transfers

397 00 04 25 Transfer From Fund 426	0.00	292,082.00	0.00	0.00	0.00	0.00	
397 00 42 50 Transfer From 413	344,700.00	338,400.00	332,100.00	332,100.00	332,100.00	332,100.00	Per Rate Model
070 Operating Transfers	344,700.00	630,482.00	332,100.00	332,100.00	332,100.00	332,100.00	
Total Interfund Transfers:	344,700.00	630,482.00	332,100.00	332,100.00	332,100.00	332,100.00	

TOTAL REVENUES:	692,770.05	676,812.29	670,809.57	673,981.83	671,525.21	673,718.00	
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Miscellaneous

535 10 41 44 Banking Service Fees/Charges - W/S Debt Res Fund	5.35	11.25	14.35	12.32	0.00	0.00	
025 Miscellaneous	5.35	11.25	14.35	12.32	0.00	0.00	
Total Miscellaneous:	5.35	11.25	14.35	12.32	0.00	0.00	

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425 Water Revenue Bond Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Interfund Transfers							
597 42 54 26 Transfer To Fund 426	302,000.00	0.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	302,000.00	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	302,000.00	0.00	0.00	0.00	0.00	0.00	
Long Term Debt Payment/Interes							
591 34 70 17 Principle Payment On 2017 Revenue Bonds	225,000.00	225,000.00	225,000.00	225,000.00	225,000.00	225,000.00	
001 Long Term Debt Redemption	225,000.00	225,000.00	225,000.00	225,000.00	225,000.00	225,000.00	
592 34 83 17 Interest Payment Of 2017 Revenue Bonds	119,700.00	113,400.00	107,100.00	100,800.00	107,100.00	94,500.00	
002 Interest & Other Debt Costs	119,700.00	113,400.00	107,100.00	100,800.00	107,100.00	94,500.00	
591 Interest & Debt Service	344,700.00	338,400.00	332,100.00	325,800.00	332,100.00	319,500.00	
Total Long Term Debt Payment/Interes:	344,700.00	338,400.00	332,100.00	325,800.00	332,100.00	319,500.00	
Ending Balances							
508 41 00 23 Ending Balance	0.00	0.00	0.00	0.00	339,425.21	354,218.00	
999 Ending Balance	0.00	0.00	0.00	0.00	339,425.21	354,218.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	339,425.21	354,218.00	
TOTAL EXPENDITURES:	646,705.35	338,411.25	332,114.35	325,812.32	671,525.21	673,718.00	
FUND GAIN/LOSS:	46,064.70	338,401.04	338,695.22	348,169.51	0.00	0.00	

5 YEAR BUDGET COMPARISON

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426 Water Bond Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 24 Beginning Balance - Water/Sewer Bond Reserve Fund	128,625.16	434,328.05	143,832.19	143,931.60	143,943.70	144,514.00	
001 Beginning Balances	128,625.16	434,328.05	143,832.19	143,931.60	143,943.70	144,514.00	
Total Beginning Balances:	128,625.16	434,328.05	143,832.19	143,931.60	143,943.70	144,514.00	
Miscellaneous							
361 11 00 26 Interest Earned	3,714.00	1,601.69	104.19	1,082.68	500.00	1,000.00	
001 Interest & Other Earnings	3,714.00	1,601.69	104.19	1,082.68	500.00	1,000.00	
025 Miscellaneous	3,714.00	1,601.69	104.19	1,082.68	500.00	1,000.00	
Total Miscellaneous:	3,714.00	1,601.69	104.19	1,082.68	500.00	1,000.00	
Interfund Transfers							
397 42 54 26 Transfer From Fund 425	302,000.00	0.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	302,000.00	0.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	302,000.00	0.00	0.00	0.00	0.00	0.00	
Loan Proceeds							
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:	434,339.16	435,929.74	143,936.38	145,014.28	144,443.70	145,514.00	

Miscellaneous

534 10 41 45 Banking Service Fees/Charges - W/S Bond Res Fund	11.11	15.55	4.78	4.66	0.00	0.00	
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5 YEAR BUDGET COMPARISON

City Of College Place

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426 Water Bond Reserve Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
025 Miscellaneous	11.11	15.55	4.78	4.66	0.00	0.00	
Total Miscellaneous:	11.11	15.55	4.78	4.66	0.00	0.00	
Interfund Transfers							
597 00 04 25 Transfer To Fund 425	0.00	292,082.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	0.00	292,082.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	0.00	292,082.00	0.00	0.00	0.00	0.00	
Ending Balances							
508 41 00 24 Ending Balance	0.00	0.00	0.00	0.00	144,443.70	145,514.00	
999 Ending Balance	0.00	0.00	0.00	0.00	144,443.70	145,514.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	144,443.70	145,514.00	
TOTAL EXPENDITURES:	11.11	292,097.55	4.78	4.66	144,443.70	145,514.00	
FUND GAIN/LOSS:	434,328.05	143,832.19	143,931.60	145,009.62	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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431 Water System Construction Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 41 00 25 Beginning Fund Balance - Water System Construction Fund	139,805.10	476,921.09	1,133,038.79	1,194,518.71	1,238,384.46	1,173,092.00	
001 Beginning Balances	139,805.10	476,921.09	1,133,038.79	1,194,518.71	1,238,384.46	1,173,092.00	
Total Beginning Balances:	139,805.10	476,921.09	1,133,038.79	1,194,518.71	1,238,384.46	1,173,092.00	

Miscellaneous

361 10 00 31 Unrealized Gain/Loss	1,859.23	850.44	-6,767.32	-31,406.84	0.00	0.00	
361 11 00 31 Investment Interest	2,773.11	4,015.24	4,389.24	3,889.90	6,500.00	4,000.00	
361 30 00 31 Realized Gain/Loss On Investments	705.94	1,692.68	38.30	962.46	0.00	0.00	
361 41 00 31 Investment Interest - Purchased	-365.41	-231.84	10.75	4,300.57	0.00	0.00	
001 Interest & Other Earnings	4,972.87	6,326.52	-2,329.03	-22,253.91	6,500.00	4,000.00	
009 PWTF Loan Related	0.00	0.00	0.00	0.00			
025 Miscellaneous	4,972.87	6,326.52	-2,329.03	-22,253.91	6,500.00	4,000.00	
Total Miscellaneous:	4,972.87	6,326.52	-2,329.03	-22,253.91	6,500.00	4,000.00	

Interfund Transfers

397 00 04 31 Transfer From 410	500,000.00	600,000.00	0.00	0.00	0.00	0.00	
070 Operating Transfers	500,000.00	600,000.00	0.00	0.00	0.00	0.00	
Total Interfund Transfers:	500,000.00	600,000.00	0.00	0.00	0.00	0.00	

Grants

334 00 10 31 State Grant From Legislature	873,000.00	0.00	0.00	0.00	0.00	0.00	
001 State Grants	873,000.00	0.00	0.00	0.00			

5 YEAR BUDGET COMPARISON

City Of College Place

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431 Water System Construction Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
105	State Grants	873,000.00	0.00	0.00	0.00	0.00	0.00	
Total Grants:		873,000.00	0.00	0.00	0.00	0.00	0.00	
Loan Proceeds								
391 80 00 41	DWSRF Federal Loan From EPA/St Dept Of Health	1,367,189.16	1,385,009.00	106,205.15	0.00	100,000.00	0.00	*
391 80 04 31	DWSRF Federal Loan From EPA/St Dept Of Health	0.00	809,881.93	0.00	0.00	0.00	0.00	
001	Direct State Loans	1,367,189.16	2,194,890.93	106,205.15	0.00	100,000.00		
111	State Loans	1,367,189.16	2,194,890.93	106,205.15	0.00	100,000.00	0.00	
Total Loan Proceeds:		1,367,189.16	2,194,890.93	106,205.15	0.00	100,000.00	0.00	
Capital Contributions								
367 00 04 12	Pacific Power Well No. 4 Energy Savings	0.00	0.00	11,669.25	0.00	0.00	0.00	
002	Energy Incentive Agreements	0.00	0.00	11,669.25	0.00			
370	Capital Contributions	0.00	0.00	11,669.25	0.00	0.00	0.00	
Total Capital Contributions:		0.00	0.00	11,669.25	0.00	0.00	0.00	
Loan Proceeds								
003	PWTF State Loans	0.00	0.00	0.00	0.00			
Total Loan Proceeds:		0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES:		2,884,967.13	3,278,138.54	1,248,584.16	1,172,264.80	1,344,884.46	1,177,092.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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431 Water System Construction Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Miscellaneous							
534 10 49 31 Banking Service Fees/Charges - W Const Fund	17.18	54.99	87.84	62.48	20.00	0.00	*
025 Miscellaneous	17.18	54.99	87.84	62.48	20.00	0.00	
Total Miscellaneous:	17.18	54.99	87.84	62.48	20.00	0.00	

Interfund Transfers

597 00 00 43 Interfund Transfer To WCIR #413 From Water Const Fund #431	0.00	0.00	0.00	250,000.00	0.00	150,000.00	Transfer for Debt Coverage
070 Operating Transfers	0.00	0.00	0.00	250,000.00	0.00	150,000.00	
Total Interfund Transfers:	0.00	0.00	0.00	250,000.00	0.00	150,000.00	

Water Department

594 34 63 06 Water Utility Capital Expenditures - DWL23476	1,367,189.16	1,385,009.00	0.00	0.00	0.00	0.00	
594 34 63 07 Water Utility Capital Expenditures - DWL23748	0.00	809,881.93	106,205.15	0.00	0.00	0.00	
594 34 63 09 Water Utility Capital Expenditures - DOC 18-96616-037	873,000.00	0.00	0.00	0.00	0.00	0.00	
594 34 63 02 Water Utility Capital Expenditures	188,835.72	-49,846.17	-52,227.54	0.00	100,000.00	0.00	*
001 Administration / General	188,835.72	-49,846.17	-52,227.54	0.00	100,000.00		
005 Capital Expenditures	0.00	0.00	0.00	0.00			
534 Water Utilities	2,429,024.88	2,145,044.76	53,977.61	0.00	100,000.00	0.00	
Total Water Department:	2,429,024.88	2,145,044.76	53,977.61	0.00	100,000.00	0.00	

Ending Balances

508 41 00 25 Ending Fund Balance	0.00	0.00	0.00	0.00	1,244,864.46	1,027,092.00	
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431 Water System Construction Fund

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
999	Ending Balance	0.00	0.00	0.00	0.00	1,244,864.46	1,027,092.00	
Total Ending Balances:		0.00	0.00	0.00	0.00	1,244,864.46	1,027,092.00	
TOTAL EXPENDITURES:		2,429,042.06	2,145,099.75	54,065.45	250,062.48	1,344,884.46	1,177,092.00	
FUND GAIN/LOSS:		455,925.07	1,133,038.79	1,194,518.71	922,202.32	0.00	0.00	

5 YEAR BUDGET COMPARISON

City Of College Place

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440 Ambulance

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 51 00 05 Beginning Balance- Ambulance Utility	0.00	0.00	0.00	0.00	0.00	317,312.00	
001 Beginning Balances	0.00	0.00	0.00	0.00	0.00	317,312.00	
Total Beginning Balances:	0.00	0.00	0.00	0.00	0.00	317,312.00	
Taxes							
342 21 41 02 Emergency Medical Services	0.00	0.00	0.00	429,556.68	400,000.00	400,000.00	2023 Estimate
005 Emergency Services	0.00	0.00	0.00	429,556.68	400,000.00	400,000.00	
002 Taxes	0.00	0.00	0.00	429,556.68	400,000.00	400,000.00	
Total Taxes:	0.00	0.00	0.00	429,556.68	400,000.00	400,000.00	
Charges For Goods & Services							
342 60 00 07 Misc Util Fees/Activation Fees	0.00	0.00	0.00	208.15	0.00	0.00	
004 Fines / Penalties / Charges	0.00	0.00	0.00	208.15			
342 60 00 10 Ambulance Services - Commercial/State Insurance	0.00	0.00	0.00	88,986.78	50,000.00	50,000.00	Paid By Commercial Insurance
342 60 00 20 Ambulance Services - Medicare	0.00	0.00	0.00	128,091.23	130,000.00	130,000.00	Paid by Medicare
342 60 00 30 Ambulance Services - Medicaid	0.00	0.00	0.00	4,288.90	2,000.00	2,000.00	Paid by Medicaid
342 60 00 40 Ambulance Services - Self Pay	0.00	0.00	0.00	31,091.78	15,000.00	15,000.00	Paid by customer/resident
342 60 00 50 Ambulance Services - Restitution	0.00	0.00	0.00	0.00	100.00	100.00	
008 Fire Department	0.00	0.00	0.00	252,458.69	197,100.00	197,100.00	
006 Charges For Goods & Services	0.00	0.00	0.00	252,666.84	197,100.00	197,100.00	
342 60 00 06 Ambulance Charges	0.00	0.00	0.00	73,680.81	0.00	248,000.00	
008 Emergency Med Servs - Rescue	0.00	0.00	0.00	73,680.81		248,000.00	

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440 Ambulance

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
526 Emergency Medical Services	0.00	0.00	0.00	73,680.81	0.00	248,000.00	
Total Charges For Goods & Services:	0.00	0.00	0.00	326,347.65	197,100.00	445,100.00	

Fines & Forfeits

359 90 00 43 Penalty/Late Fee - Ambulance	0.00	0.00	0.00	32.87	0.00	0.00	
012 Ambulance	0.00	0.00	0.00	32.87			
006 Charges For Goods & Services	0.00	0.00	0.00	32.87	0.00	0.00	
Total Fines & Forfeits:	0.00	0.00	0.00	32.87	0.00	0.00	

Miscellaneous

361 11 00 24 Investment Interest - EMS	0.00	0.00	0.00	80.74	0.00	0.00	
001 Interest & Other Earnings	0.00	0.00	0.00	80.74			
025 Miscellaneous	0.00	0.00	0.00	80.74	0.00	0.00	
Total Miscellaneous:	0.00	0.00	0.00	80.74	0.00	0.00	

Interfund Transfers

Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
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Grants

007 EMS Grants	0.00	0.00	0.00	0.00			
Total Grants:	0.00	0.00	0.00	0.00	0.00	0.00	

Federal Revenues

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440 Ambulance

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
332 93 40 10 Ground Emergency Medical Transportation (GEMT) Payment Program	0.00	0.00	0.00	66,327.95	90,000.00	60,000.00	2023 Estimate
109 Federal Revenues	0.00	0.00	0.00	66,327.95	90,000.00	60,000.00	
Total Federal Revenues:	0.00	0.00	0.00	66,327.95	90,000.00	60,000.00	
TOTAL REVENUES:	0.00	0.00	0.00	822,345.89	687,100.00	1,222,412.00	

Miscellaneous

Total Miscellaneous:	0.00	0.00	0.00	0.00	0.00	0.00	
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Fire Department

522 27 10 00 Ambulance Utilities - Salaries & Wages	0.00	0.00	0.00	0.00	0.00	14,936.00	2023-5
522 27 20 00 Ambulance Utilities - Personnel Benefits	0.00	0.00	0.00	0.00	0.00	7,553.00	2023-5
522 27 41 00 Ambulance Utilities - Professional Services	0.00	0.00	0.00	0.00	0.00	5,650.00	Includes \$906 for audit, \$420 for OutWest Printing, \$307 for WebCheck, \$1,205 for XPress Billpay, \$2,511 for credit card merchant account fees & \$301 miscellaneous.
015 Finance	0.00	0.00	0.00	0.00		28,139.00	
522 Fire Control	0.00	0.00	0.00	0.00	0.00	28,139.00	
522 24 10 00 Wages & OT - EMS Admin	0.00	0.00	0.00	0.00	0.00	99,634.00	2023-5
522 24 20 00 Benefits - EMS Admin	0.00	0.00	0.00	0.00	0.00	31,433.00	2023-5
522 24 31 00 Operating Supplies - EMS Administration	0.00	0.00	0.00	880.02	1,000.00	1,000.00	
522 24 44 01 Advertising - EMS	0.00	0.00	0.00	76.36	0.00	0.00	
522 24 48 00 Repairs & Maintenance - EMS	0.00	0.00	0.00	22.18	0.00	0.00	
522 24 49 00 Miscellaneous - EMS Admin	0.00	0.00	0.00	0.00	250.00	100.00	
001 Administration	0.00	0.00	0.00	978.56	1,250.00	132,167.00	
522 24 31 03 Operating Supplies - EMS Training	0.00	0.00	0.00	1,559.84	4,000.00	5,000.00	EMS training books

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440 Ambulance

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
522 24 43 00	Travel - EMS	0.00	0.00	0.00	35.81	0.00	3,000.00	
002	Training	0.00	0.00	0.00	1,595.65	4,000.00	8,000.00	
522 24 10 80	Wages & OT - EMS Rescue & Emergency	0.00	0.00	0.00	216,530.71	439,530.00	426,082.00	2023-5
522 24 10 81	Stipends (Volunteers) - EMS	0.00	0.00	0.00	75,890.28	85,000.00	85,000.00	Volunteer Stipends
522 24 20 80	Benefits - EMS Rescue & Emergency	0.00	0.00	0.00	89,593.17	182,796.00	159,640.00	2023-5
522 24 20 81	Benefits - (Volunteers) - EMS	0.00	0.00	0.00	5,805.62	6,503.00	8,743.00	Volunteer Benefits - SS/Medicare, EAP, Lifeflight
522 24 31 80	Operating Supplies - EMS Rescue & Emergency	0.00	0.00	0.00	10,178.96	20,000.00	1,000.00	
522 24 31 83	Radios/Pagers - Parts & Supplies - EMS	0.00	0.00	0.00	7,915.24	300.00	300.00	
522 24 35 80	Sm Tools / Equipment - EMS Rescue & Emergency	0.00	0.00	0.00	38,370.65	50,000.00	50,000.00	New AED, and new cot. We have applied for grants for these items. But still need the items if grant funding does not occur.
522 24 41 80	Professional Services - EMS Rescue & Emergency	0.00	0.00	0.00	29,491.58	12,000.00	15,000.00	
522 24 42 80	Communication - EMS Rescue & Emergency	0.00	0.00	0.00	9.23	0.00	0.00	Fire Chief now has a city phone
522 24 49 01	Registrations/Fees - Training Classes & Seminars - EMS	0.00	0.00	0.00	0.00	3,500.00	5,000.00	Tuition reimbursement for EMT class.
522 24 49 02	Intergov Services - Dispatch Charges - EMS	0.00	0.00	0.00	12,856.60	24,000.00	25,000.00	
522 24 49 80	Miscellaneous - EMS Rescue & Emergency	0.00	0.00	0.00	117.90	100.00	100.00	
522 24 49 96	Interfund Rentals - O & M	0.00	0.00	0.00	28,477.24	30,000.00	30,000.00	
003	Rescue & Emergency	0.00	0.00	0.00	515,237.18	853,729.00	805,865.00	
594 22 64 80	Equipment - Radios & Pagers (EMS)	0.00	0.00	0.00	0.00	2,000.00	2,000.00	
008	Emergency Med Servs - Rescue	0.00	0.00	0.00	0.00	2,000.00	2,000.00	
526	Emergency Medical Services	0.00	0.00	0.00	517,811.39	860,979.00	948,032.00	
Total Fire Department:		0.00	0.00	0.00	517,811.39	860,979.00	976,171.00	

Ending Balances

508 51 00 05	Ending Balance - Ambulance Utility	0.00	0.00	0.00	0.00	0.00	246,241.00
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5 YEAR BUDGET COMPARISON

City Of College Place

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440 Ambulance

Account		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
999	Ending Balance	0.00	0.00	0.00	0.00	0.00	246,241.00	
Total Ending Balances:		0.00	0.00	0.00	0.00	0.00	246,241.00	
TOTAL EXPENDITURES:		0.00	0.00	0.00	517,811.39	860,979.00	1,222,412.00	
FUND GAIN/LOSS:		0.00	0.00	0.00	304,534.50	-173,879.00	0.00	

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500 Equipment Rental & Replacement

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 51 00 04 Beginning Balance - Equipment Rental & Replacement Fund	179,445.96	191,768.84	190,937.01	199,078.98	232,970.28	210,891.00	
001 Beginning Balances	179,445.96	191,768.84	190,937.01	199,078.98	232,970.28	210,891.00	
Total Beginning Balances:	179,445.96	191,768.84	190,937.01	199,078.98	232,970.28	210,891.00	
Miscellaneous							
361 10 00 50 Unrealized Gain/Loss	1,127.91	213.99	-950.17	-4,000.99	0.00	0.00	
361 11 00 50 Investment Interest	1,707.44	1,443.79	672.79	533.70	1,500.00	1,000.00	
361 30 00 50 Realized Gain/Loss On Investments	262.11	402.04	11.49	160.40	0.00	0.00	
361 41 00 50 Investment Interest - Purchased	-144.64	-93.66	-10.36	932.32	0.00	0.00	
362 00 00 00 Equip & Vehicle Rental	2,579.47	1,897.95	7,802.95	3,146.33	5,000.00	3,000.00	
001 Interest & Other Earnings	5,532.29	3,864.11	7,526.70	771.76	6,500.00	4,000.00	
369 91 00 50 Other Misc. Revenues	165.20	0.00	165.27	375.01	0.00	0.00	
005 Other Miscellaneous Revenue	165.20	0.00	165.27	375.01			
025 Miscellaneous	5,697.49	3,864.11	7,691.97	1,146.77	6,500.00	4,000.00	
Total Miscellaneous:	5,697.49	3,864.11	7,691.97	1,146.77	6,500.00	4,000.00	
Interfund Transfers							
Total Interfund Transfers:	0.00	0.00	0.00	0.00	0.00	0.00	
Loan Proceeds							
008 Fire Engine Bond	0.00	0.00	0.00	0.00			
Total Loan Proceeds:	0.00	0.00	0.00	0.00	0.00	0.00	

Equipment Rental & Replacement

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500 Equipment Rental & Replacement

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
395 20 00 50 Insurance Compensation For Loss	0.00	9,667.00	450.00	0.00	0.00	0.00	
004 Insurance Recoveries	0.00	9,667.00	450.00	0.00			
020 Economic Environment	0.00	9,667.00	450.00	0.00	0.00	0.00	
348 65 00 01 INF - O & M	357,419.59	296,462.36	378,174.66	390,489.22	425,000.00	450,000.00	
070 Operating Transfers	357,419.59	296,462.36	378,174.66	390,489.22	425,000.00	450,000.00	
Total Equipment Rental & Replacement:	357,419.59	306,129.36	378,624.66	390,489.22	425,000.00	450,000.00	
TOTAL REVENUES:	542,563.04	501,762.31	577,253.64	590,714.97	664,470.28	664,891.00	

Fire Department

002 Fire Suppression	0.00	0.00	0.00	0.00			
594 22 64 76 Fire Mobilization Equipment	82.74	0.00	0.00	0.00	500.00	500.00	
010 Mobilization Program	82.74	0.00	0.00	0.00	500.00	500.00	
522 Fire Control	82.74	0.00	0.00	0.00	500.00	500.00	
Total Fire Department:	82.74	0.00	0.00	0.00	500.00	500.00	

Equipment Rental & Replacement

515 31 41 50 Legal Services - ER&R	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
515 41 41 50 Legal Services (External) - ER&R	0.00	0.00	0.00	0.00	0.00	0.00	Not requested after hiring new City Attorney
548 70 10 00 Wages & OT	15,147.47	13,672.79	16,385.54	11,107.54	12,045.31	17,417.00	2023-5
548 70 20 00 Personnel Benefits	6,931.20	5,639.09	9,833.41	5,300.29	5,875.62	8,426.00	2023-5
548 70 31 00 Operating Supplies - ER&R Administration	3.46	4.43	206.58	32.56	0.00	100.00	Based on 2022 annualization
548 70 31 01 Office Supplies - ER&R Administration	452.19	143.45	186.70	567.95	500.00	500.00	Office supplies
548 70 35 00 Small Tools / Equipment	0.00	0.00	0.00	0.00	150.00	150.00	Misc. small office equipment
548 70 41 00 Professional Services	318.46	91.09	2,507.62	831.72	0.00	800.00	

5 YEAR BUDGET COMPARISON

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500 Equipment Rental & Replacement

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
548 70 42 00 Communication	424.64	445.00	564.41	343.64	600.00	600.00	Postage, phone, shipping. Increase in postage rates.
548 70 43 00 Travel	1,377.37	317.82	91.46	581.68	2,000.00	3,000.00	Additional employee added in 2022
548 70 44 01 Advertising	68.15	7.24	0.00	291.34	0.00	500.00	Based on 2022 annualization
548 70 46 00 Insurance	3,120.00	37,439.00	45,829.81	52,450.25	52,375.00	76,053.00	WCIA Estimate - 45% increase
548 70 47 00 Public Utility Services	5,619.89	4,826.52	5,023.00	4,784.85	7,000.00	7,000.00	Gas, water, sewer, power.
548 70 49 00 Miscellaneous	47.42	44.25	58.81	70.46	500.00	500.00	
548 70 49 01 Registrations/Fees - Training Classes & Seminars	1,947.69	763.95	-352.62	1,325.90	2,000.00	3,000.00	Additional employee added in 2022
548 79 41 00 Professional Financial / Banking	11.57	24.30	417.93	374.38	50.00	400.00	Based on 2022 annualization
594 42 64 00 Equipment Purchase	0.00	5,973.07	0.00	6,923.20	50,000.00	0.00	*
594 48 62 00 Buildings/Improvements	0.00	0.00	1,611.98	0.00	0.00	0.00	
001 Administration/Overhead Costs	35,469.51	69,392.00	82,364.63	84,985.76	133,095.93	118,446.00	
548 68 10 00 Wages & OT	65,549.15	63,822.19	66,671.61	89,653.88	64,963.80	118,574.00	2023-5
548 68 20 00 Benefits	37,181.52	36,323.84	36,924.60	52,660.97	36,829.00	79,109.00	2023-5
548 68 20 01 Benefits - Uniforms	44.99	225.84	478.01	1,687.94	500.00	1,500.00	Based on 2022 annualization & additional employee
548 68 31 00 Operating Supplies - General	57,695.15	51,037.36	69,791.26	65,525.14	70,000.00	70,000.00	Oils, lubricant, electrical parts, building maintenance supplies, vehicle parts, etc.
548 68 32 00 Fuel Consumed	71,382.31	53,396.33	83,344.51	90,728.44	70,000.00	75,000.00	Gas & diesel - Fuel prices are still high
548 68 35 00 Small Tools / Equipment	5,599.37	3,730.62	3,891.27	7,595.27	8,500.00	8,500.00	Specialized tools for repair work, misc. small hand and power tools.
548 68 44 00 External Taxes	567.09	489.91	466.43	144.93	700.00	700.00	
548 68 48 00 Repairs / Maintenance	77,222.37	32,088.24	34,242.34	52,919.17	60,000.00	60,000.00	Tire Work, Engine Work, Transmission Work, Fabricating, Hydraulic Work, etc by others.
548 68 49 00 Miscellaneous	0.00	318.97	0.00	205.45	0.00	0.00	
002 Operations / General	315,241.95	241,433.30	295,810.03	361,121.19	311,492.80	413,383.00	
548 Equipment Rental & Replacement	350,711.46	310,825.30	378,174.66	446,106.95	444,588.73	531,829.00	
Total Equipment Rental & Replacement:	350,711.46	310,825.30	378,174.66	446,106.95	444,588.73	531,829.00	

Ending Balances

508 51 00 04 Fund Ending Balance	0.00	0.00	0.00	0.00	219,381.55	132,562.00	
999 Ending Balance	0.00	0.00	0.00	0.00	219,381.55	132,562.00	

5 YEAR BUDGET COMPARISON

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500 Equipment Rental & Replacement

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Total Ending Balances:	0.00	0.00	0.00	0.00	219,381.55	132,562.00	
TOTAL EXPENDITURES:	350,794.20	310,825.30	378,174.66	446,106.95	664,470.28	664,891.00	
FUND GAIN/LOSS:	191,768.84	190,937.01	199,078.98	144,608.02	0.00	0.00	

5 YEAR BUDGET COMPARISON

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625 Flexible Benefits Plan Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Beginning Balances							
308 31 00 04 Beginning Balance - Flexible Benefits Plan Fund	7,499.90	7,785.89	10,020.11	12,953.08	13,051.24	14,793.00	
001 Beginning Balances	7,499.90	7,785.89	10,020.11	12,953.08	13,051.24	14,793.00	
Total Beginning Balances:	7,499.90	7,785.89	10,020.11	12,953.08	13,051.24	14,793.00	
Miscellaneous							
361 11 00 65 Investment Interest	0.00	0.05	0.00	0.00	0.00	0.00	
389 60 00 01 Investment Interest	0.00	0.00	0.99	1.08	0.00	0.00	
001 Interest & Other Earnings	0.00	0.05	0.99	1.08			
025 Miscellaneous	0.00	0.05	0.99	1.08	0.00	0.00	
Total Miscellaneous:	0.00	0.05	0.99	1.08	0.00	0.00	
Non-Revenues							
389 40 00 73 Trust Contribs Employee	18,830.00	13,828.50	12,976.00	8,873.74	15,000.00	10,000.00	
060 Agency & Other Type Deposits	18,830.00	13,828.50	12,976.00	8,873.74	15,000.00	10,000.00	
Total Non-Revenues:	18,830.00	13,828.50	12,976.00	8,873.74	15,000.00	10,000.00	
TOTAL REVENUES:	26,329.90	21,614.44	22,997.10	21,827.90	28,051.24	24,793.00	
Human Resources							
589 40 00 73 Unreimbursed Medical Pays	18,544.01	11,594.33	10,044.02	7,209.91	12,000.00	12,000.00	
589 Non-Expenditures	18,544.01	11,594.33	10,044.02	7,209.91	12,000.00	12,000.00	
Total Human Resources:	18,544.01	11,594.33	10,044.02	7,209.91	12,000.00	12,000.00	

5 YEAR BUDGET COMPARISON

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625 Flexible Benefits Plan Fund

Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed	Comment
Ending Balances							
508 31 00 04 Ending Fund Balance	0.00	0.00	0.00	0.00	16,051.24	12,793.00	
999 Ending Balance	0.00	0.00	0.00	0.00	16,051.24	12,793.00	
Total Ending Balances:	0.00	0.00	0.00	0.00	16,051.24	12,793.00	
TOTAL EXPENDITURES:	18,544.01	11,594.33	10,044.02	7,209.91	28,051.24	24,793.00	
FUND GAIN/LOSS:	7,785.89	10,020.11	12,953.08	14,617.99	0.00	0.00	

5 YEAR BUDGET COMPARISON

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Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed
001 Current Expense Fund	8,963,274.37	9,674,913.71	13,777,236.74	11,501,218.51	12,150,804.60	11,884,888.00
005 Current Expense Reserve Fund	201,124.86	303,596.50	377,733.97	370,517.15	481,522.27	522,433.22
012 Technology Reserve Fund	354,348.85	376,361.33	507,893.39	709,513.81	722,681.36	726,395.00
061 Employee Benefit Reserve Fund	284,493.80	333,783.53	368,206.10	336,492.91	454,232.50	509,230.00
100 Street Fund	902,078.47	843,628.15	1,258,573.23	1,218,552.65	1,204,922.23	1,060,518.00
120 Criminal Justice Fund	39,238.32	28,475.25	68,140.13	60,168.12	57,281.23	46,281.00
121 Forfeited Proceeds Fund	2,466.68	2,060.71	2,056.90	2,017.64	2,596.87	2,540.00
130 Hotel/Motel Tax	26,383.11	36,270.76	49,720.11	65,982.90	81,919.90	80,367.00
201 ULTGO Bond Fund	504,517.73	503,142.54	502,859.59	503,636.17	503,758.43	509,985.00
202 LTGO Bond Fund	103,133.28	276,434.98				
235 Commercial Drive Bond Debt Service Fund	284,317.38	284,093.82	284,194.18	403,821.39	284,453.89	
301 Street Capital Contribution Fund	78,631.37	27,983.08	16,060.00	4,136.42	77,080.35	384,980.00
305 Capital Improvement Fund (REET)	331,277.05	420,567.24	544,925.62	733,427.89	665,641.61	821,272.00
306 Capital Improvement Fund (REET 2)	472,337.20	589,108.99	1,296,566.11	1,494,385.23	3,493,804.29	5,522,149.25
309 CDBG Projects Fund		0.05	277,951.81	228,107.66	364,000.00	324,400.00
311 Street Improvement Fund	1,816,648.61	1,269,618.29	660,654.98	183,439.47	2,341,012.81	2,905,038.95
315 Facility Maintenance Reserve Fund (CE)	268,068.74	393,048.56	631,919.54	816,149.44	660,397.56	1,817,515.30
320 Equipment Reserve Fund	669,146.98	706,225.64	766,683.32	1,561,965.58	2,016,964.16	1,233,838.00
330 Economic Development Fund	620,509.08	593,932.38	689,381.57	763,048.10	702,538.94	140,421.00
340 Economic Development Reserve Fund	64.86	64.86	64.86	66.49	65.00	
400 Water Fund	2,317,906.33	2,452,517.45	2,476,530.45	2,195,057.87	2,513,976.91	2,313,560.00
401 Wastewater Fund	3,928,881.75	4,330,263.89	4,590,460.41	3,426,691.23	5,236,410.48	4,248,797.00
402 Stormwater Fund	648,945.28	872,700.60	1,014,234.15	1,100,746.72	1,231,329.63	1,326,441.00
403 Stormwater Capital Reserve Fund	820,499.12	634,172.62	475,703.88	235,410.85	1,648,709.95	3,058,793.44
410 Water Capital Reserve Fund	5,239,171.41	3,262,154.63	2,154,547.16	4,592,897.72	7,797,679.44	3,335,144.25
411 Wastewater Capital Reserve Fund	2,093,019.13	1,788,667.38	10,878,866.76	7,722,337.78	6,779,505.48	29,992,152.00
412 Wastewater Debt Service Fund	1,171,130.36	1,006,697.25	1,817,192.76	834,230.34	1,608,106.82	1,206,661.00
413 Water Capital Improvement Reserve Fund	2,135,385.37	2,126,035.17	2,117,376.54	2,203,866.27	1,908,548.35	2,269,069.00
425 Water Revenue Bond Fund	692,770.05	676,812.29	670,809.57	673,981.83	671,525.21	673,718.00
426 Water Bond Reserve Fund	434,339.16	435,929.74	143,936.38	145,014.28	144,443.70	145,514.00
431 Water System Construction Fund	2,884,967.13	3,278,138.54	1,248,584.16	1,172,264.80	1,344,884.46	1,177,092.00
440 Ambulance				822,345.89	687,100.00	1,222,412.00
500 Equipment Rental & Replacement	542,563.04	501,762.31	577,253.64	590,714.97	664,470.28	664,891.00
625 Flexible Benefits Plan Fund	26,329.90	21,614.44	22,997.10	21,827.90	28,051.24	24,793.00
	38,857,968.77	38,050,776.68	50,269,315.11	46,694,035.98	58,530,419.95	80,151,289.41
001 Current Expense Fund	6,985,156.23	7,518,435.48	10,037,003.47	7,979,143.10	11,986,925.60	11,884,888.00
005 Current Expense Reserve Fund	6.71	26.11	25.46	20.16	481,522.27	522,433.22
012 Technology Reserve Fund	74,985.39	167,494.93	243,982.91	361,206.53	722,681.36	726,395.00
061 Employee Benefit Reserve Fund	28,713.94	15,074.26	25,360.94	23,182.28	454,232.50	509,230.00
100 Street Fund	667,225.23	538,268.71	1,003,181.31	980,024.42	1,204,922.23	1,060,518.00
120 Criminal Justice Fund	24,073.78	13,042.28	22,600.53	24,611.53	57,281.23	46,281.00
121 Forfeited Proceeds Fund	429.94	0.22	0.14	0.11	2,596.87	2,540.00
130 Hotel/Motel Tax	2,553.42	10,245.05	13,655.88	11,502.29	81,919.90	80,367.00

5 YEAR BUDGET COMPARISON

City Of College Place

Time: 07:51:29 Date: 11/18/2022

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Account	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2022 Appropriated	2023 Proposed
201 ULTGO Bond Fund	489,350.06	488,254.60	487,350.15	89,355.72	503,758.43	509,985.00
202 LTGO Bond Fund	51,127.16	276,434.98				
235 Commercial Drive Bond Debt Service Fund	140,487.93	140,491.00	140,488.48	403,821.39	284,453.89	
301 Street Capital Contribution Fund	62,579.06	11,925.34	11,925.00		77,080.35	384,980.00
305 Capital Improvement Fund (REET)	48,019.88	97,315.70	77,268.40	115,883.76	665,641.61	821,272.00
306 Capital Improvement Fund (REET 2)	39,077.15	5,517.17	48,590.27	46,295.54	3,493,804.29	5,522,149.25
309 CDBG Projects Fund			277,951.66	244,951.38	364,000.00	324,400.00
311 Street Improvement Fund	1,700,714.10	873,843.04	474,268.11	92,235.25	2,341,012.81	2,905,038.95
315 Facility Maintenance Reserve Fund (CE)	187,831.48	160,381.95	154,783.38	120,823.39	660,397.56	1,817,515.30
320 Equipment Reserve Fund	217,781.64	441,144.86	308,419.32	1,352,318.93	2,016,964.16	1,233,838.00
330 Economic Development Fund	239,773.01	16,841.00	88,056.68	758,339.84	702,538.94	140,421.00
340 Economic Development Reserve Fund					65.00	
400 Water Fund	1,637,868.45	1,989,942.33	2,001,736.71	1,863,579.23	2,513,976.91	2,313,560.00
401 Wastewater Fund	2,249,042.45	2,539,199.80	3,837,451.03	2,147,069.68	5,236,410.48	4,248,797.00
402 Stormwater Fund	419,485.26	503,937.75	445,551.98	464,927.98	1,231,329.63	1,326,441.00
403 Stormwater Capital Reserve Fund	748,226.21	265,425.85	61,806.99	48,709.01	1,648,709.95	3,058,793.44
410 Water Capital Reserve Fund	3,492,298.06	1,901,191.86	634,673.91	3,621,540.63	7,797,679.44	3,335,144.25
411 Wastewater Capital Reserve Fund	1,082,697.34	1,103,089.27	9,055,063.43	4,446,989.85	6,779,505.48	29,992,152.00
412 Wastewater Debt Service Fund	707,942.91	539,880.18	1,484,891.18	5,328.22	1,608,106.82	1,206,661.00
413 Water Capital Improvement Reserve Fund	904,798.33	939,230.82	1,039,321.81	1,051,061.88	1,908,548.35	2,269,069.00
425 Water Revenue Bond Fund	646,705.35	338,411.25	332,114.35	325,812.32	671,525.21	673,718.00
426 Water Bond Reserve Fund	11.11	292,097.55	4.78	4.66	144,443.70	145,514.00
431 Water System Construction Fund	2,429,042.06	2,145,099.75	54,065.45	250,062.48	1,344,884.46	1,177,092.00
440 Ambulance				517,811.39	860,979.00	1,222,412.00
500 Equipment Rental & Replacement	350,794.20	310,825.30	378,174.66	446,106.95	664,470.28	664,891.00
625 Flexible Benefits Plan Fund	18,544.01	11,594.33	10,044.02	7,209.91	28,051.24	24,793.00
	25,647,341.85	23,654,662.72	32,749,812.39	27,799,929.81	58,540,419.95	80,151,289.41
FUNDS GAIN/LOSS:	13,210,626.92	14,396,113.96	17,519,502.72	18,894,106.17	-10,000.00	0.00



Memo

To: Citizens of College Place

From: Mayor Norma L. Hernandez

CC: College Place City Council

I am pleased to present the 2023 Operating & Capital Budget for the City of College Place, Washington. The City's budget is more than projected revenues and expenditures for a given year. **The budget attempts to hold the line on expenditures due to the uncertainty surrounding coming out of the COVID-19 pandemic, inflation, and supply chain challenges** all in while still representing our commitment to achieving the community's vision of a vibrant, healthy, and beautiful City. This budget also seeks to take advantage of unprecedented Federal and State grant opportunities made possible by the Bipartisan Infrastructure Act. The College Place City Council adopted a 10-year Strategic Plan in 2017/updated in 2019 & 2021, and the annual budgeting process is one of the most visible ways the City achieves and articulates the vision.

The 2023 budget appropriates \$62.74 million for expenditures, a 16.3% increase from the 2021 budget. The Current Expense Fund, which covers basic core, but vital, municipal services (ex: Fire, Police, and Parks) is \$10.0 million, a 21.8% decrease from the 2022 budget. This temporary increase in the overall spending in 2023 is directly related to the \$2.6 million American Rescue Plan Act funds received from the Federal government, financing from the State and a Federal Government Community Project Grant earmark for the large state-mandated Wastewater Treatment Plant upgrade, as well as the following major capital projects for 2023:

- City Council Chambers Renovation (Grant Funded)
- Fire Station Exterior Staircase Replacement
- Lions Park Renovation (partially grant-funded)
- SE Birch Ave (4th to 6th) Engineering (Grant Funded)
- SW Mojonner Rd Reconstruction Engineering/Start of Construction (College Avenue to Bluvue) (partially grant funded)
- Construction of sidewalks in Central College Place (SW 6th & SW 8th) (grant-funded)

- Chipseal (SW 6th, SW 7th, SW 8th, SW 9th, SW Evans, SW Davis 96th to 8th), Cedar Bend Subdivision)
- Engineering of Stormwater Decant Facility for Street Sweeper (State mandated/grant funded)
- Road resurfacing/water line replacement work (SE 6th – College to Date)
- Start Wastewater Treatment Plant renovation (Federal/State mandated/partial-grant funded)
- Replace Wastewater Life Station #5 on SW 1st (Partial Grant-Funded)
- Engineering work on West side College Place Water System Enhancements (Well #7 & Reservoir #4 engineering)

This budget reflects a combination of cost cuts and minor revenue enhancements. We understand that many are experiencing economic uncertainties and that some residents are facing challenges, therefore this budget proposal is based on taking a 0% property tax increase. The budget before you all allows the City to cover its operations and maintenance costs and slowly begin to work on addressing the \$127.6-million-dollar backlog of Capital Facility projects.

I'd like to thank the citizens of College Place, the City Council, City staff, and our community partners for their creative and hard work to make this budget possible. Working together, we've crafted a plan that improves the quality of life of our community, strengthens the City's infrastructure, and continues to grow the City in a manageable and forward-thinking way.

I'd like to hear from you on where your ideas to continue to be "Where small town living and learning meet." Please stay engaged with city activities and projects by visiting www.cpwa.us, viewing our social media outlets, observing our electronic reader board on College Avenue, reading our utility newsletter mailed to residents, attending our City Council or various board and commission meetings, or attend our quarterly Coffee with the Mayor meetings held at various locations around the City.

Norma L. Hernández, Mayor

Fiscal Year: 2023 Final Budget



By: Brian Carleton – Finance Director

Presented December 13, 2022



Changes since 12/06/2022 Presentation

- No changes

■ Total Preliminary Budget

Beginning Fund Balance: \$18,493,081

Revenues: \$61,658,208

Expenditures: \$62,702,251

Ending Fund Balance: \$17,449,039

Draw Down \$ 1,044,043

2023 Budget Fund Balances - Preliminary

Fund	Title	Beginning Fund Balance	Revenues	Expenditures	Surplus/(Deficit)	Ending Fund Balance
001	Current Expense Fund	4,085,946	7,798,942	9,128,088	(1,329,146)	2,756,800
005	Current Expense Reserve Fund	420,933	101,500	-	101,500	522,433
012	Technology Reserve Fund	325,395	401,000	431,471	(30,471)	294,924
061	Employee Benefit Reserve Fund	407,230	102,000	87,475	14,525	421,755
	Current Expense	5,239,504	8,403,442	9,647,034	(1,243,592)	3,995,913
120	Criminal Justice Fund	30,117	16,164	17,300	(1,136)	28,981
121	Forfeited Proceeds Fund	2,020	520	-	520	2,540
130	Hotel/Motel Tax	44,217	36,150	30,103	6,047	50,264
	Special Revenue Funds	76,354	52,834	47,403	5,431	81,785
201	ULTGO Bond Fund	20,925	489,060	489,050	10	20,935
235	Commercial Drive Bond Debt Service Fund	-	-	-	-	-
	Debt Service Funds	20,925	489,060	489,050	10	20,935
309	CDBG Projects Fund	-	324,400	324,400	-	-
315	Facilitiy Maintenance Reserve Fund (CE)	675,991	1,141,524	1,163,400	(21,876)	654,115
320	Equipment Reserve Fund	608,487	625,351	623,384	1,967	610,454
330	Economic Development Fund	100,221	40,200	40,000	200	100,421
305	Capital Improvement Fund (REET 1)	534,772	286,500	386,691	(100,191)	434,581
306	Capital Improvement Fund (REET 2)	1,429,130	4,093,019	5,152,359	(1,059,340)	369,790
	Capital Reserve Funds	3,348,601	6,510,995	7,690,234	(1,179,239)	2,169,362
100	Street Fund	250,360	810,158	774,064	36,094	286,454
301	Street Capital Contribution Fund	4,137	380,843	360,828	20,015	24,152
311	Street Improvement Fund	205,926	2,699,113	2,760,074	(60,961)	144,965
	Total Streets	460,423	3,890,114	3,894,966	(4,852)	455,571
400	Water Fund	298,747	2,014,813	1,956,375	58,438	357,185
410	Water Capital Reserve Fund	1,880,258	1,454,886	1,624,017	(169,131)	1,711,127
413	Water Capital Improvement Reserve Fund	1,011,565	1,257,504	1,295,945	(38,441)	973,124
426	Water Bond Reserve Fund	144,514	1,000	-	1,000	145,514
431	Water System Construction Fund	1,173,092	4,000	150,000	(146,000)	1,027,092
	Total Water Utility	4,508,176	4,732,203	5,026,337	(294,134)	4,214,042
401	Wastewater Fund	1,185,431	3,063,366	2,590,258	473,108	1,658,539
411	Wastewater Capital Reserve Fund	1,302,552	28,689,600	28,156,943	532,657	1,835,209
412	Wastewater Debt Service Fund	584,694	621,967	647,860	(25,893)	558,801
425	Water Revenue Bond Fund	340,118	333,600	319,500	14,100	354,218
	Total Wastewater Utility	3,412,795	32,708,533	31,714,561	993,972	4,406,767
402	Stormwater Fund	696,291	630,150	641,360	(11,210)	685,081
403	Stormwater Capital Reserve Fund	187,016	2,871,777	2,053,295	818,482	1,005,498
	Total Storm Water Utility	883,307	3,501,927	2,694,655	807,272	1,690,579
440	Ambulance Utility	317,312	905,100	953,682	(48,582)	268,730
500	Equipment Rental & Replacement	210,891	454,000	532,329	(78,329)	132,562
625	Flexible Benefits Plan Fund	14,793	10,000	12,000	(2,000)	12,793
	Total All Funds	18,493,081	61,658,208	62,702,251	(1,044,043)	17,449,039

Financial Policies – Reserve Contingency

Fund	Title	Ending Fund Balance	Reserve Contingency	Factor	Target	Excess
001	Current Expense Fund	\$ 2,756,800	20% Budgeted Revenue	8,403,442	1,680,688	1,076,112
005	Current Expense Reserve Fund	\$ 522,433	10% CE budgeted revenue	8,403,442	840,344	(317,911)
100	Street Fund	\$ 286,454	60 days O&M	774,064	129,011	157,443
315	Facility Maintenance Reserve Fund (CE)	\$ 654,115	Target \$300,000		300,000	354,115
400	Water Fund	\$ 357,185	60 days O&M	1,956,375	326,063	31,123
401	Wastewater Fund	\$ 1,658,539	60 days O&M	2,590,258	431,710	1,226,829
402	Stormwater Fund	\$ 685,081	60 days O&M	641,360	106,893	578,188
412	Wastewater Debt Service Fund	\$ 558,801	1 year annual debt service		347,835	210,966
413	Water Capital Improvement Reserve Fund	\$ 973,124	1 year annual debt service		963,810	9,314
425	Water Revenue Bond Fund	\$ 354,218	1 year annual debt service		338,400	15,818
500	Equipment Rental & Replacement	\$ 132,562	60 days O&M	532,329	88,722	43,841

2023 Budget - Staffing

2023 Staffing Information

- Full-time employees
 - 58 budgeted
- Part-time employees
 - Reserve Police Officer (.25 FTE)
 - Police Records Clerk (.4 FTE)
 - Engineering Intern (.4 FTE)
- Council - 7
- Mayor – 1
- Positions added to 2023 budget
 - Facilities Maintenance II
 - Stormwater Maintenance II
 - Mental Health Co-Responder (grant funded)
 - Police Officer

2023 Wage & Benefit Information

- Projected Wage Increases
 - Police – 5%
 - Fire – 4% (year 3 of 3-year contract)
 - Public – 4%
 - Non Union Exempt – 4%
 - Non-union, Non-exempt – 4%
 - Sergeants – 5%
 - Contract Employees – CPI-W Sept to Sept 8.5%
 - Pay Equity Adjustments included in Budget
- Health Insurance Increases
 - Police
 - Health – 4.8%
 - Vision – No Increase
 - Dental – No Increase
 - Standard Life – No increase
 - Employee Assistance Program – No increase
 - All other employees
 - Health – 4.5%
 - Dental - No increase
 - Vision – No increase
 - Standard Life – No increase
 - Employee Assistance Program – No Increase
- Life Flight added as Employer paid benefit for all employees
 - \$59/employee/year (94 employees X \$59 = \$5,546)
 - Includes: Volunteers, Council, and Mayor

Financial Leverage Calculation

	2016	2107	2018	2109	2020	2021
Liabilities	16,832,665	14,097,688	17,025,208	17,115,164	17,409,917	21,076,116
Cash/Equity Balance	10,354,277	10,073,472	14,306,201	14,597,135	14,396,114	18,002,877
Leverage (Liabilities/Equities)	1.63	1.40	1.19	1.17	1.21	1.17
Good Ratio between 1.0 to 1.5						

Notes:

2021 liability increase due to loans for Southwest Sewer project to DOE and USDA.

Next Steps

1. Budget Adoption – 12/13/2022
2. Prepare Budget Flyer
3. Post Budget to MRSC





Core DISTINCTION GROUP

HOTEL MARKET FEASIBILITY STUDY FINANCIAL PROFORMA

PREPARED FOR

COLLEGE PLACE, WASHINGTON

PREPARED BY

Core Distinction Group, LLC

Lisa Pennau - Founding Partner
l.pennau@coredistinctiongroup.com

Jessica Junker - Managing Partner
j.junker@coredistinctiongroup.com

Offices in Wisconsin

INCLUDES

Projected Land Costs
Projected Building Costs
Projected Fixture, Furnishings and Equipment Costs
Projected Soft Costs
Projected Investment
Projected Revenue
Projected Expenses
Projected Return on Investment

TAKING THE FIRST STEP TO DEVELOP A NEW HOTEL

Cobblestone Hotel & Suites

College Place, WA

Number of Units: 78

Building Specifications: 78 unit, four (4) story, Main St prototype Cobblestone Hotel & Suites, with an expanded guest wine & beer bar, standard (king & queen/queen) rooms, 2-room extended stay suites, free hot breakfast for all guests, guest fitness room, guest laundry room, pool, elevator and meeting room (no restaurant)

Total Land & Prep \$1,000,000

per room

\$12,821

Raw Land (TBD)

\$0

Permit & Community (plan review/permit/inspect/impact/tap fees/etc.)

\$350,000

Site Utility & Excav. (sewer/water/electric/grading & fill/drainage/etc.)

\$650,000

Building Construction \$8,565,000

per room

\$109,808

Fixtures, Furnishings, and Equipment \$1,337,000

per room

\$17,141

Indirect/Soft Costs \$1,267,000

per room

\$16,244

Appraisal

\$7,000

Architectural / Engineering

\$100,000

Cobblestone Franchise Fee

\$40,000

Surveys

\$15,000

Development Services

\$600,000

Pre-Opening Expenses

\$40,000

Working Capital

\$170,000

Legal and Accounting Fees

\$15,000

Construction Period Interest / Loan Fees / Closing

\$100,000

Insurance & Taxes During Construction

\$30,000

Project Contingency

\$150,000

Total Project Costs: \$12,169,000

per room

\$156,013

Requested Loan Amount:

\$8,519,000

70.0%

Expected Cash Injection:

\$3,650,000

30.0%

Sources of Funding

Bank Loan	8,519,000
Expected Cash Injection	3,650,000
Total:	\$12,169,000

Debt Interest:	6.00%
Debt Terms:	25
Debt Service:	\$658,656

* Pricing noted above valid for 90 days from document date shown

Ramp Up Year													Rooms: 78
	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
Lodging Rooms Available	2,418	2,184	2,418	2,340	2,418	2,340	2,418	2,418	2,340	2,418	2,340	2,418	28,470
Lodging Occupancy %	42.8%	49.9%	56.8%	60.6%	63.3%	71.2%	68.9%	62.3%	69.2%	61.4%	51.9%	48.4%	58.9%
Total Occ. Rooms	1,035	1,089	1,373	1,418	1,530	1,665	1,665	1,508	1,620	1,485	1,215	1,170	16,772
Average Daily Rate	\$121.93	\$124.83	\$130.47	\$141.14	\$145.76	\$156.59	\$164.07	\$165.38	\$152.56	\$146.97	\$140.35	\$142.92	\$146.12
Revenue Per Available Room (REVPAR)	\$52.19	\$62.24	\$74.06	\$85.50	\$92.23	\$111.42	\$112.98	\$103.11	\$105.62	\$90.26	\$72.87	\$69.16	\$86.08
Revenue:													
Guest Room Revenue	126,202	135,940	179,074	200,071	223,013	260,723	273,179	249,314	247,142	218,256	170,520	167,222	2,450,657
Meeting Room Revenue	518	545	686	709	765	833	833	754	810	743	608	585	8,386
Vending Revenue	2,588	2,723	3,431	3,544	3,825	4,163	4,163	3,769	4,050	3,713	3,038	2,925	41,929
TOTAL HOTEL REVENUE	129,307	139,207	183,192	204,323	227,603	265,718	278,174	253,837	252,002	222,711	174,165	170,732	2,500,971
Hotel Payroll Expenses:													
Hotel Manager	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	85,000
AGM/Sales	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	50,000
Maintenance	1,940	2,088	2,748	3,065	3,414	3,986	4,173	3,808	3,780	3,341	2,612	2,561	37,515
Housekeeping	7,763	8,168	10,294	10,631	11,475	12,488	12,488	11,306	12,150	11,138	9,113	8,775	125,786
Front Desk	7,572	8,156	10,744	12,004	13,381	15,643	16,391	14,959	14,829	13,095	10,231	10,033	147,039
Workers Comp Insurance	713	742	876	924	988	1,084	1,108	1,033	1,050	971	830	815	11,134
Payroll Tax	3,566	3,708	4,380	4,619	4,940	5,421	5,538	5,165	5,251	4,853	4,151	4,077	55,668
TOTAL HOTEL PAYROLL	32,803	34,111	40,291	42,493	45,448	49,872	50,946	47,521	48,310	44,647	38,187	37,512	512,141
Hotel Operating Expenses:													
Cleaning Supplies	569	599	755	780	842	916	916	829	891	817	668	644	9,224
Laundry Supplies	518	545	686	709	765	833	833	754	810	743	608	585	8,386
Linens	1,035	1,089	1,373	1,418	1,530	1,665	1,665	1,508	1,620	1,485	1,215	1,170	16,772
Guest Supplies	1,553	1,634	2,059	2,126	2,295	2,498	2,498	2,261	2,430	2,228	1,823	1,755	25,157
Operating Supplies	880	926	1,167	1,205	1,301	1,415	1,415	1,281	1,377	1,262	1,033	995	14,256
Uniforms Expense	104	109	137	142	153	167	167	151	162	149	122	117	1,677
Repairs & Maintenance	631	680	895	1,000	1,115	1,304	1,366	1,247	1,236	1,091	853	836	12,253
Swimming Pool Maintenance	833	833	833	833	833	833	833	833	833	833	833	833	10,000
Grounds/Landscaping	750	750	750	500	250	250	250	250	250	250	500	750	5,500
Franchise Fees	8,463	7,644	8,463	8,190	8,463	8,190	8,463	8,463	8,190	8,463	8,190	8,463	99,645
Marketing Funds Fee	1,814	1,638	1,814	1,755	1,814	1,755	1,814	1,755	1,814	1,755	1,814	1,755	21,353
Reservation Expense	775	775	775	775	775	775	775	775	775	775	775	775	9,300
PMS Fee	546	546	546	546	546	546	546	546	546	546	546	546	6,552
Training Expense	417	417	417	417	417	417	417	417	417	417	417	417	5,000
Complimentary Breakfast	5,175	5,445	6,863	7,088	7,650	8,325	8,325	7,538	8,100	7,425	6,075	5,850	83,858
Travel Agent Fees	6,310	6,797	8,954	10,004	11,151	13,036	13,639	12,466	12,357	10,913	8,526	8,361	122,533
Vending Expense	1,294	1,361	1,716	1,772	1,913	2,081	2,081	1,884	2,025	1,856	1,519	1,463	20,964
Marketing / Advertising	1,262	1,359	1,791	2,001	2,230	2,607	2,732	2,493	2,471	2,183	1,705	1,672	24,507
Utilities	5,172	5,568	7,328	8,173	9,104	10,629	11,127	10,153	10,080	8,908	6,967	6,829	100,039
Cable/Internet/Phone	2,418	2,184	2,418	2,340	2,418	2,340	2,418	2,418	2,340	2,418	2,340	2,418	28,470
Credit Card Expense	2,909	3,132	4,122	4,597	5,121	5,979	6,259	5,711	5,670	5,011	3,919	3,841	56,272
Management Fee	7,758	8,352	10,922	12,259	13,656	15,943	16,690	15,230	15,120	13,363	10,450	10,244	150,058
TOTAL OPERATING EXPENSES	51,185	52,383	64,851	68,628	74,340	82,502	85,247	79,022	79,455	72,948	60,836	60,377	831,775
Income Before Fixed Expenses	45,319	52,713	78,050	93,202	107,815	133,344	141,981	127,294	124,237	105,116	75,141	72,843	1,157,055
Gross Operating Profit (GOP)	35.05%	37.87%	42.61%	45.61%	47.37%	50.18%	51.04%	50.15%	49.30%	47.20%	43.14%	42.66%	46.26%
Reserves & Fixed Expenses:													
Debt Service	54,888	54,888	54,888	54,888	54,888	54,888	54,888	54,888	54,888	54,888	54,888	54,888	658,656
Real Estate Taxes (Estimates)	8,429	8,429	8,429	8,429	8,429	8,429	8,429	8,429	8,429	8,429	8,429	8,429	101,153
Insurance	1,940	2,088	2,748	3,065	3,414	3,986	4,173	3,808	3,780	3,341	2,612	2,561	37,515
Reserves For Replacement	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RESERVES & FIXED	65,257	65,406	66,065	66,382	66,731	67,303	67,490	67,125	67,097	66,658	65,930	65,878	797,324
NET OPERATING INCOME (NOI)	34,950	42,195	66,872	81,708	95,972	120,929	129,379	115,057	112,027	93,346	64,100	61,852	1,018,388
NET CASH FLOW	(19,938)	(12,693)	11,984	26,820	41,084	66,041	74,491	60,169	57,139	38,458	9,211	6,964	359,732

NOTE: The above information is a forwards looking projection of anticipated expenses and profits with regard to this project based on the professional experience of Core Distinction Group LLC (CDG) participation in other projects, similar in nature. Occupancy and ADR projections derived from market data trends reported by Smith Travel Research (STR) in the market's proximity along with to date range shopping of local and surrounding hotels. This projection could change due to changes and in the economy, both locally and overall, the acceptance of the project by the local community and patrons and the fact that CDG has not been involved in a project in this area and in a municipality with these demographics in the past. Thereby, all investors understand and acknowledge that these forward projections are not warranted by CDG and are subject to change and fluctuation.

First Full Year Open													Rooms: 78
	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
Lodging Rooms Available	2,418	2,184	2,418	2,340	2,418	2,340	2,418	2,418	2,340	2,418	2,340	2,418	28,470
Lodging Occupancy %	47.6%	55.4%	63.1%	67.3%	70.3%	79.1%	76.5%	69.3%	76.9%	68.2%	57.7%	53.8%	65.5%
Total Occ. Rooms	1,150	1,210	1,525	1,575	1,700	1,850	1,850	1,675	1,800	1,650	1,350	1,300	18,635
Average Daily Rate	\$128.35	\$131.40	\$137.34	\$148.57	\$153.43	\$164.83	\$172.71	\$174.09	\$160.59	\$154.71	\$147.73	\$150.45	\$153.81
Revenue Per Available Room (REVPAR)	\$61.04	\$72.80	\$86.62	\$100.00	\$107.87	\$130.32	\$132.14	\$120.59	\$123.53	\$105.57	\$85.23	\$80.89	\$100.68
Revenue:													
Guest Room Revenue	147,605	158,994	209,444	234,001	260,834	304,939	319,508	291,596	289,055	255,271	199,438	195,581	2,866,265
Meeting Room Revenue	575	605	763	788	850	925	925	838	900	825	675	650	9,318
Vending Revenue	2,875	3,025	3,813	3,938	4,250	4,625	4,625	4,188	4,500	4,125	3,375	3,250	46,588
TOTAL HOTEL REVENUE	151,055	162,624	214,019	238,726	265,934	310,489	325,058	296,621	294,455	260,221	203,488	199,481	2,922,170
Hotel Payroll Expenses:													
Hotel Manager	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	80,000
AGM/Sales	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	50,000
Maintenance	2,266	2,439	3,210	3,581	3,989	4,657	4,876	4,449	4,417	3,903	3,052	2,992	43,833
Housekeeping	8,625	9,075	11,438	11,813	12,750	13,875	13,875	12,563	13,500	12,375	10,125	9,750	139,763
Front Desk	7,380	7,950	10,472	11,700	13,042	15,247	15,975	14,580	14,453	12,764	9,972	9,779	143,313
Workers Comp Insurance	728	757	899	948	1,015	1,115	1,139	1,061	1,080	997	850	834	11,423
Payroll Tax	3,729	3,882	4,607	4,859	5,204	5,716	5,837	5,436	5,535	5,109	4,354	4,274	58,541
TOTAL HOTEL PAYROLL	33,561	34,937	41,459	43,734	46,833	51,444	52,536	48,921	49,818	45,981	39,186	38,462	526,872
Hotel Operating Expenses:													
Cleaning Supplies	633	666	839	866	935	1,018	1,018	921	990	908	743	715	10,249
Laundry Supplies	575	605	763	788	850	925	925	838	900	825	675	650	9,318
Linens	1,150	1,210	1,525	1,575	1,700	1,850	1,850	1,675	1,800	1,650	1,350	1,300	18,635
Guest Supplies	1,725	1,815	2,288	2,363	2,550	2,775	2,775	2,513	2,700	2,475	2,025	1,950	27,953
Operating Supplies	978	1,029	1,296	1,339	1,445	1,573	1,573	1,424	1,530	1,403	1,148	1,105	15,840
Repairs & Maintenance	738	795	1,047	1,170	1,304	1,525	1,598	1,458	1,445	1,276	997	978	14,331
Swimming Pool Maintenance	833	833	833	833	833	833	833	833	833	833	833	833	10,000
Grounds/Landscaping	1,000	1,000	1,000	750	500	500	500	500	500	500	750	1,000	8,500
Franchise Fees	8,463	7,644	8,463	8,190	8,463	8,190	8,463	8,463	8,190	8,463	8,190	8,463	99,645
Marketing Funds Fee	1,814	1,638	1,814	1,755	1,814	1,755	1,814	1,814	1,755	1,814	1,755	1,814	21,353
Reservation Expense	775	775	775	775	775	775	775	775	775	775	775	775	9,300
PMS Fee	546	546	546	546	546	546	546	546	546	546	546	546	6,552
Complimentary Breakfast	4,600	4,840	6,100	6,300	6,800	7,400	7,400	6,700	7,200	6,600	5,400	5,200	74,540
Travel Agent Fees	7,380	7,950	10,472	11,700	13,042	15,247	15,975	14,580	14,453	12,764	9,972	9,779	143,313
Vending Expense	1,438	1,513	1,906	1,969	2,125	2,313	2,313	2,094	2,250	2,063	1,688	1,625	23,294
Marketing / Advertising	1,476	1,590	2,094	2,340	2,608	3,049	3,195	2,916	2,891	2,553	1,994	1,956	28,663
Utilities	4,532	4,879	6,421	7,162	7,978	9,315	9,752	8,899	8,834	7,807	6,105	5,984	87,665
Cable/Internet/Phone	2,418	2,184	2,418	2,340	2,418	2,340	2,418	2,418	2,340	2,418	2,340	2,418	28,470
Credit Card Expense	3,399	3,659	4,815	5,371	5,984	6,986	7,314	6,674	6,625	5,855	4,578	4,488	65,749
Management Fee	9,063	9,757	12,841	14,324	15,956	18,629	19,503	17,797	17,667	15,613	12,209	11,969	175,330
TOTAL OPERATING EXPENSES	53,534	54,927	68,256	72,455	78,626	87,543	90,538	83,836	84,224	77,139	64,073	63,548	878,699
Income Before Fixed Expenses	63,959	72,761	104,304	122,537	140,476	171,502	181,984	163,863	160,412	137,101	100,229	97,471	1,516,599
Gross Operating Profit (GOP)	42.34%	44.74%	48.74%	51.33%	52.82%	55.24%	55.98%	55.24%	54.48%	52.69%	49.26%	48.86%	51.90%
Reserves & Fixed Expenses:													
Debt Service	54,888	54,888	54,888	54,888	54,888	54,888	54,888	54,888	54,888	54,888	54,888	54,888	658,656
Real Estate Taxes (Estimates)	8,429	8,429	8,429	8,429	8,429	8,429	8,429	8,429	8,429	8,429	8,429	8,429	101,153
Insurance	2,266	2,439	3,210	3,581	3,989	4,657	4,876	4,449	4,417	3,903	3,052	2,992	43,833
Reserves For Replacement	3,021	3,252	4,280	4,775	5,319	6,210	6,501	5,932	5,889	5,204	4,070	3,990	58,443
TOTAL RESERVES & FIXED	68,604	69,009	70,808	71,673	72,625	74,185	74,694	73,699	73,623	72,425	70,440	70,299	862,085
NET OPERATING INCOME (NOI)	50,243	58,639	88,384	105,752	122,739	152,206	162,177	145,052	141,677	119,564	84,678	82,060	1,313,171
NET CASH FLOW	(4,645)	3,751	33,496	50,864	67,850	97,318	107,289	90,164	86,789	64,676	29,790	27,172	654,514

Five Year Numbers Projected Summary										
	YEAR 1		YEAR 2		YEAR 3		YEAR 4		YEAR 5	
	AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	
Lodging Rooms Available	28,470		28,470		28,470		28,470		28,470	
Lodging Occupancy %	65.5%		67.4%		69.4%		71.5%		71.5%	
Total Occ. Rooms	18,635		19,194		19,770		20,363		20,363	
Average Daily Rate	\$153.81		\$158.43		\$161.59		\$164.83		\$166.47	
REVENUE:										
Guest Room Revenue	2,866,265	98.1%	3,040,821	98.1%	3,194,686	98.2%	3,356,337	98.2%	3,389,901	98.2%
Meeting Room Revenue	9,318	0.3%	9,597	0.3%	9,885	0.3%	10,181	0.3%	10,181	0.3%
Vending / Bar Revenue	46,588	1.6%	47,985	1.5%	49,425	1.5%	50,907	1.5%	50,907	1.5%
=====										
TOTAL HOTEL REVENUE	2,922,170	100.0	3,098,403	100.0	3,253,996	100.0	3,417,426	100.0	3,450,990	100.0

NOTE: The above information is a forwards looking projection of anticipated expenses and profits with regard to this project based on the professional experience of Core Distinction Group LLC (CDG) participation in other projects, similar in nature. Occupancy and ADR projections derived from market data trends reported by Smith Travel Research (STR) in the market's proximity along with to date range shopping of local and surrounding hotels. This projection could change due to changes and in the economy, both locally and overall, the acceptance of the project by the local community and patrons and the fact that CDG has not been involved in a project in this area and in a municipality with these demographics in the past. Thereby, all investors understand and acknowledge that these forward projections are not warranted by CDG and are subject to change and fluctuation.

5 Year Projection										Rooms:
The following statistics are preliminary projections based on assumed costs of a prototypical hotel.										78
	Year 1	%	Year 2	%	Year 3	%	Year 4	%	Year 5	%
Lodging Rooms Available	28,470		28,470		28,470		28,470		28,470	
Lodging Occupancy %	65.5%	65.5%	67.4%	67.4%	69.4%	69.4%	71.5%	71.5%	71.5%	71.5%
Total Occ. Rooms	18,635		19,194		19,770		20,363		20,363	
Average Daily Rate	\$153.81		\$158.43		\$161.59		\$164.83		\$166.47	
Revenue Per Available Room (REVPAR)	\$100.68		\$106.81		\$112.21		\$117.89		\$119.07	
Revenue:										
Guest Room Revenue	2,866,265	98.09%	3,040,821	98.14%	3,194,686	98.18%	3,356,337	98.21%	3,389,901	98.23%
Meeting Room Revenue	9,318	0.32%	9,597	0.31%	9,885	0.30%	10,181	0.30%	10,181	0.30%
Vending Revenue	46,588	1.59%	47,985	1.55%	49,425	1.52%	50,907	1.49%	50,907	1.48%
TOTAL HOTEL REVENUE	2,922,170	100%	3,098,403	100%	3,253,996	100%	3,417,426	100%	3,450,990	100%
Hotel Payroll Expenses:										
Hotel Manager	80,000	2.74%	81,200	2.62%	82,418	2.53%	83,654	2.45%	84,909	2.46%
AGM/Sales	50,000	1.71%	50,750	1.64%	51,511	1.58%	52,284	1.53%	53,068	1.54%
Maintenance	43,833	1.50%	45,612	1.47%	46,894	1.46%	47,127	1.39%	47,798	1.39%
Housekeeping	139,763	4.78%	143,955	4.65%	148,274	4.56%	152,722	4.47%	152,722	4.43%
Front Desk	143,313	4.90%	147,613	4.76%	152,041	4.67%	156,602	4.58%	161,300	4.67%
Workers Comp Insurance	11,423	0.39%	11,728	0.38%	12,453	0.38%	12,810	0.37%	12,995	0.38%
Payroll Tax	58,541	2.00%	60,107	1.94%	63,824	1.96%	65,650	1.92%	66,599	1.93%
TOTAL HOTEL PAYROLL	526,872	18.03%	540,966	17.46%	574,415	17.65%	590,849	17.29%	599,392	17.37%
Hotel Operating Expenses:										
Cleaning Supplies	10,249	0.35%	10,557	0.34%	10,873	0.33%	11,200	0.33%	11,200	0.32%
Laundry Supplies	9,318	0.32%	9,597	0.31%	9,885	0.30%	10,181	0.30%	10,181	0.30%
Linens	18,635	0.64%	19,194	0.62%	19,770	0.61%	20,363	0.60%	20,363	0.59%
Guest Supplies	27,953	0.96%	28,791	0.93%	29,655	0.91%	30,544	0.89%	30,544	0.89%
Operating Supplies	15,840	0.54%	16,315	0.53%	16,804	0.52%	17,309	0.51%	17,309	0.50%
Repairs & Maintenance	14,331	0.49%	19,765	0.64%	23,960	0.74%	28,529	0.83%	32,204	0.93%
Swimming Pool Maintenance	10,000	0.34%	11,500	0.37%	13,225	0.41%	15,209	0.45%	17,490	0.51%
Grounds/Landscape	8,500	0.29%	8,755	0.28%	9,018	0.28%	9,288	0.27%	9,567	0.28%
Franchise Fees	99,645	3.41%	99,645	3.22%	99,645	3.06%	99,645	2.92%	99,645	2.89%
Marketing Funds Fee	21,353	0.73%	21,353	0.69%	21,353	0.66%	21,353	0.62%	21,353	0.62%
Reservation Expense	9,300	0.32%	9,300	0.30%	9,300	0.29%	9,300	0.27%	9,300	0.27%
PMS Fee	6,552	0.22%	6,552	0.21%	6,552	0.20%	6,552	0.19%	6,552	0.19%
Complimentary Breakfast	74,540	2.55%	76,776	2.48%	79,079	2.43%	81,452	2.38%	81,452	2.36%
Travel Agent Fees	143,313	4.90%	152,041	4.91%	159,734	4.91%	167,817	4.91%	169,495	4.91%
Vending Expense	23,294	0.80%	23,993	0.77%	24,712	0.76%	25,454	0.74%	25,454	0.74%
Marketing / Advertising	28,663	0.98%	30,408	0.98%	31,947	0.98%	33,563	0.98%	33,899	0.98%
Utilities	87,665	3.00%	92,952	3.00%	97,620	3.00%	102,523	3.00%	103,530	3.00%
Cable/Internet/Phone	28,470	0.97%	29,324	0.95%	30,204	0.93%	31,110	0.91%	32,043	0.93%
Credit Card Expense	65,749	2.25%	69,714	2.25%	73,215	2.25%	76,892	2.25%	77,647	2.25%
Management Fee	175,330	6.00%	185,904	6.00%	195,240	6.00%	205,046	6.00%	207,059	6.00%
TOTAL OPERATING EXPENSES	878,699	30.07%	922,436	29.77%	961,791	29.56%	1,003,329	29.36%	1,016,287	29.45%
Income Before Fixed Expenses	1,516,599	51.90%	1,635,001	52.77%	1,717,789	52.79%	1,823,249	53.35%	1,835,311	53.18%
Gross Operating Profit (GOP)										
Reserves & Fixed Expenses:										
Real Estate Taxes (Estimates)	101,153	3.46%	101,153	3.26%	101,153	3.11%	101,153	2.96%	101,153	2.93%
Insurance	43,833	1.50%	46,476	1.50%	48,810	1.50%	51,261	1.50%	51,765	1.50%
Reserves For Replacement	58,443	2.00%	92,952	3.00%	97,620	3.00%	136,697	4.00%	138,040	4.00%
NET OPERATING INCOME (NOI)	1,313,171	44.94%	1,394,420	45.00%	1,470,207	45.18%	1,534,138	44.89%	1,544,354	44.75%
Loan (Interest Payment)	507,015	17.35%	497,662	16.06%	487,732	14.99%	477,190	13.96%	465,998	13.50%
Loan (Principal Reduction)	151,641	5.19%	160,994	5.20%	170,924	5.25%	181,466	5.31%	192,658	5.58%
NET CASH FLOW	\$654,514	22.40%	\$735,764	23.75%	\$811,550	24.94%	\$875,481	25.62%	\$885,698	25.67%
RETURN ON INVESTMENT (ROI) %	17.93%		20.16%		22.23%		23.99%		24.27%	
ROI % (Including Principal Reduction)	22.09%		24.57%		26.92%		28.96%		29.54%	

NOTE: The above information is a forwards looking projection of anticipated expenses and profits with regard to this project based on the professional experience of Core Distinction Group LLC (CDG) participation in other projects, similar in nature. Occupancy and ADR projections derived from market data trends reported by Smith Travel Research (STR) in the market's proximity along with to date range shopping of local and surrounding hotels. This projection could change due to changes and in the economy, both locally and overall, the acceptance of the project by the local community and patrons and the fact that CDG has not been involved in a project in this area and in a municipality with these demographics in the past. Thereby, all investors understand and acknowledge that these forward projections are not warranted by CDG and are subject to change and fluctuation.

5 Year Break Even										Rooms:
The following statistics are preliminary projections based on assumed costs of a prototypical hotel.										78
	Year 1	%	Year 2	%	Year 3	%	Year 4	%	Year 5	%
Lodging Rooms Available	28,470		28,470		28,470		28,470		28,470	
Lodging Occupancy %	42.8%	42.8%	42.4%	42.4%	42.3%	42.3%	42.8%	42.8%	42.8%	42.8%
Total Occ. Rooms	12,185		12,084		12,040		12,195		12,190	
Average Daily Rate	\$153.81		\$158.43		\$161.59		\$164.83		\$166.47	
Revenue Per Available Room (REVPAR)	\$65.83		\$67.24		\$68.34		\$70.60		\$71.28	
Revenue:										
Guest Room Revenue	1,874,185	98.09%	1,914,410	98.14%	1,945,588	98.18%	2,010,048	98.21%	2,029,316	98.23%
Meeting Room Revenue	6,093	0.32%	6,042	0.31%	6,020	0.30%	6,098	0.30%	6,095	0.30%
Vending Revenue	30,463	1.59%	30,210	1.55%	30,100	1.52%	30,488	1.49%	30,475	1.48%
TOTAL HOTEL REVENUE	1,910,740	100%	1,950,662	100%	1,981,708	100%	2,046,633	100%	2,065,886	100%
Hotel Payroll Expenses:										
Hotel Manager	80,000	4.19%	82,400	4.22%	84,872	4.28%	87,418	4.27%	90,041	4.36%
AGM/Sales	50,000	2.62%	50,750	2.60%	51,511	2.60%	52,284	2.55%	53,068	2.57%
Maintenance	28,661	1.50%	28,716	1.47%	38,912	1.96%	50,251	2.46%	50,733	2.46%
Housekeeping	91,388	4.78%	90,630	4.65%	90,300	4.56%	91,463	4.47%	91,425	4.43%
Front Desk	120,000	6.28%	123,600	6.34%	127,308	6.42%	131,127	6.41%	135,061	6.54%
Workers Comp Insurance	9,251	0.48%	9,402	0.48%	9,823	0.50%	10,314	0.50%	10,508	0.51%
Payroll Tax	47,412	2.48%	48,187	2.47%	50,341	2.54%	52,857	2.58%	53,855	2.61%
TOTAL HOTEL PAYROLL	426,712	22.33%	433,686	22.23%	453,066	22.86%	475,714	23.24%	484,691	23.46%
Hotel Operating Expenses:										
Cleaning Supplies	6,702	0.35%	6,646	0.34%	6,622	0.33%	6,707	0.33%	6,705	0.32%
Laundry Supplies	6,093	0.32%	6,042	0.31%	6,020	0.30%	6,098	0.30%	6,095	0.30%
Linens	12,185	0.64%	12,084	0.62%	12,040	0.61%	12,195	0.60%	12,190	0.59%
Guest Supplies	18,278	0.96%	18,126	0.93%	18,060	0.91%	18,293	0.89%	18,285	0.89%
Operating Supplies	10,357	0.54%	10,271	0.53%	10,234	0.52%	10,366	0.51%	10,362	0.50%
Repairs & Maintenance	9,371	0.49%	12,444	0.64%	14,592	0.74%	17,085	0.83%	19,278	0.93%
Swimming Pool Maintenance	10,000	0.52%	11,500	0.59%	13,225	0.67%	15,209	0.74%	17,490	0.85%
Grounds/Landscape	8,500	0.44%	8,755	0.45%	9,018	0.46%	9,288	0.45%	9,567	0.46%
Franchise Fees	99,645	5.21%	99,645	5.11%	99,645	5.03%	99,645	4.87%	99,645	4.82%
Marketing Funds Fee	21,353	1.12%	21,353	1.09%	21,353	1.08%	21,353	1.04%	21,353	1.03%
Reservation Expense	9,300	0.49%	9,300	0.48%	9,300	0.47%	9,300	0.45%	9,300	0.45%
PMS Fee	6,552	0.34%	6,552	0.34%	6,552	0.33%	6,552	0.32%	6,552	0.32%
Complimentary Breakfast	48,740	2.55%	48,336	2.48%	48,160	2.43%	48,780	2.38%	48,760	2.36%
Travel Agent Fees	93,709	4.90%	95,720	4.91%	97,279	4.91%	100,502	4.91%	101,466	4.91%
Vending Expense	15,231	0.80%	15,105	0.77%	15,050	0.76%	15,244	0.74%	15,238	0.74%
Marketing / Advertising	18,742	0.98%	19,144	0.98%	19,456	0.98%	20,100	0.98%	20,293	0.98%
Utilities	76,430	4.00%	78,026	4.00%	79,268	4.00%	81,865	4.00%	82,635	4.00%
Cable/Internet/Phone	28,470	1.49%	29,324	1.50%	30,204	1.52%	31,110	1.52%	32,043	1.55%
Credit Card Expense	42,992	2.25%	43,890	2.25%	44,588	2.25%	46,049	2.25%	46,482	2.25%
Management Fee	114,644	6.00%	117,040	6.00%	118,902	6.00%	122,798	6.00%	123,953	6.00%
TOTAL OPERATING EXPENSES	657,292	34.40%	669,304	34.31%	679,568	34.29%	698,539	34.13%	707,692	34.26%
Income Before Fixed Expenses	826,735		847,672		849,073		872,380		873,504	
Gross Operating Profit (GOP)										
Reserves & Fixed Expenses:										
Real Estate Taxes (Estimates)	101,153	5.29%	101,153	5.19%	101,153	5.10%	101,153	4.94%	101,153	4.90%
Insurance	28,661	1.50%	29,260	1.50%	29,726	1.50%	30,699	1.50%	30,988	1.50%
Reserves For Replacement	38,215	2.00%	58,520	3.00%	59,451	3.00%	81,865	4.00%	82,635	4.00%
NET OPERATING INCOME (NOI)	658,707	34.47%	658,740	33.77%	658,744	33.24%	658,663	32.18%	658,727	31.89%
Loan (Interest Payment)	507,015	26.54%	497,662	25.51%	487,732	24.61%	477,190	23.32%	465,998	22.56%
Loan (Principal Reduction)	151,641	7.94%	160,994	8.25%	170,924	8.63%	181,466	8.87%	192,658	9.33%
NET CASH FLOW	\$50	0.00%	\$84	0.00%	\$87	0.00%	\$6	0.00%	\$71	0.00%

NOTE: The above information is a forwards looking projection of anticipated expenses and profits with regard to this project based on the professional experience of Core Distinction Group LLC (CDG) participation in other projects, similar in nature. Occupancy and ADR projections derived from market data trends reported by Smith Travel Research (STR) in the market's proximity along with to date range shopping of local and surrounding hotels. This projection could change due to changes and in the economy, both locally and overall, the acceptance of the project by the local community and patrons and the fact that CDG has not been involved in a project in this area and in a municipality with these demographics in the past. Thereby, all investors understand and acknowledge that these forward projections are not warranted by CDG and are subject to change and fluctuation.

This lodging demand analysis is based on general observations of the surrounding market area and the overall College Place, WA market area.

1st Quarter (Jan-Mar)	January	February	March	
Lodging Rooms Available	2,418	2,184	2,418	
Lodging Occupancy %	47.6%	55.4%	63.1%	
Total Occ. Rooms	1,150	1,210	1,525	
Average Daily Rate	128.35	131.40	137.34	
Total Revenue	\$147,605	\$158,994	\$209,444	
2nd Quarter (Apr-June)	April	May	June	
Lodging Rooms Available	2,340	2,418	2,340	
Lodging Occupancy %	67.3%	70.3%	79.1%	
Total Occ. Rooms	1,575	1,700	1,850	
Average Daily Rate	148.57	153.43	164.83	
Total Revenue	\$234,001	\$260,834	\$304,939	
3rd Quarter (July-Sept)	July	August	September	
Lodging Rooms Available	2,418	2,418	2,340	
Lodging Occupancy %	76.5%	69.3%	76.9%	
Total Occ. Rooms	1,850	1,675	1,800	
Average Daily Rate	172.71	174.09	160.59	
Total Revenue	\$319,508	\$291,596	\$289,055	
4th Quarter (Oct-Dec)	October	November	December	TOTAL
Lodging Rooms Available	2,418	2,340	2,418	28,470
Lodging Occupancy %	68.2%	57.7%	53.8%	65.5%
Total Occ. Rooms	1,650	1,350	1,300	18,635
Average Daily Rate	154.71	147.73	150.45	\$153.81
Total Revenue	\$255,271	\$199,438	\$195,581	2,866,265

** The above forecasts represent projections for occupancy, ADR, and revenue of a developed 78 unit lodging option. Financial Returns projected based on specific brand chosen for development. Development costs and FDD required by each brand for financial projection estimates.*

NOTE: The above information is a forward looking projection of anticipated occupancies, average daily rate and revenue based on the professional experience of Core Distinction Group LLC's participation in other projects, similar in nature. Occupancy and ADR projections derived from market data trends reported by CoStar/Smith Travel Research (STR) in the market's proximity along with to date rate shopping of local and surrounding hotels, and community feedback. This projection could change due to changes in the economy (both locally and overall), the acceptance of the project by the local community and patrons, and the fact that CDG has not been involved in a project in this area and in a municipality with these demographics in the past. Thereby, all investors understand and acknowledge that these forward looking projections are not warranted by CDG and are subject to change and fluctuation.

Source: Core Distinction Group LLC

First Year Ramp Up Projections of 78 Guestroom Lodging Options:

OCC%	ADR:	REVPAR	Room Revenue:
58.9%	\$146.12	\$86.08	\$2,450,657

1-5 Year Projections:

OCC%	ADR:	REVPAR	Room Revenue:	YEAR 1
65.5%	\$153.81	\$100.68	\$2,866,265	
OCC%	ADR:	REVPAR	Room Revenue:	YEAR 2
67.4%	\$158.43	\$106.81	\$3,040,821	
OCC%	ADR:	REVPAR	Room Revenue:	YEAR 3
69.4%	\$161.59	\$112.21	\$3,194,686	
OCC%	ADR:	REVPAR	Room Revenue:	YEAR 4
71.5%	\$164.83	\$117.89	\$3,356,337	
OCC%	ADR:	REVPAR	Room Revenue:	YEAR 5
71.5%	\$166.47	\$119.07	\$3,389,901	

It should be noted that the above projections are considered to be forecasted for the first full year open. Consideration for a ramp up period at a minimum of 90 to 178 days is typical for new hotel development. It should be noted that projections shown in any forward reaching Pro Forma will indicate a first partial year ramp up period for comparison and budget planning. The opening of this potential hotel development should be in timing up to 90 days prior to peak season to ensure highest potential profitability in year 1. A minimum of \$150k should be factored into the total project cost under working capital to offset this first year ramp up period loss potential. Hotels used in this seasonality analysis are from the regional market of College Place, WA. The market's demand patterns appear average.

Source: Core Distinction Group LLC

Proposed Property

In this section of the report, Core Distinction Group has compiled a projection of income and expense for the proposed hotel development. This projection is based on the hotel's recommendations stated throughout this report, as well as the occupancy and average rate projected throughout this report. This section of the report also details construction/development costs gathered by Core Distinction Group.

Proposed Property Description

The quality of a lodging facility's physical improvements has a direct influence on marketability, attainable occupancy, and average room rate. The design and functionality of the structure can also affect operating efficiency and overall profitability. This section investigates the subject property's proposed physical improvements and personal property in an effort to determine how they are expected to contribute to attainable cash flows.

Projected Construction/Development Costs

Gathering the most accurate costs available may help ensure the hotel project projection estimates set in this report be as accurate as possible. Core Distinction Group requested construction/development costs directly from a reputable hotel construction company and/or the brand selected by the client. Core Distinction Group is not responsible for any discrepancies in costs in the future. The total estimated costs for this proposed hotel development project are listed in table below:

Hotel Construction/Development Costs in College Place, WA	
Total Estimated Costs	\$12,169,000

Hotel Construction/Development Costs in College Place, WA		
Total Estimated Costs	\$156,013	per room/key

Projected Hotel Development Revenue

In this section of this report, Core Distinction Group has compiled projections of revenue for the proposed hotel. This projection is based on the hotel's recommendations stated throughout this report, as well as the occupancy and average rate projected throughout this report. Room revenue is determined by two variables: occupancy and average rate. We projected occupancy and average rate in a previous section of this report. The proposed subject hotel is expected to stabilize by year three. Following the stabilized year, the proposed subject hotel's average rate is projected to increase along with the underlying rate of inflation. Due to the scale of the proposed hotel development, the revenue will also contain a small amount of food and beverage revenue, telephone revenue, meeting space revenue and miscellaneous revenue. Below you will find a five year projection of total revenue for the proposed hotel development:

Five Year Projected Hotel Development Revenue	
Year 1	
	\$2,922,170.25
Year 2	
	\$3,098,402.95
Year 3	
	\$3,253,995.95
Year 4	
	\$3,417,426.37
Year 5	
	\$3,450,989.74

Projected Hotel Development Payroll

The projected hotel development payroll expenses consist of all payroll associated with the revenue obtained by the proposed property. Core Distinction Group includes; the General Manager salary, all maintenance payroll, all housekeeping payroll, all front desk payroll, as well as workers compensation insurance and any payroll taxes in its evaluation. Below you will find the forecasted five year proposed property's total payroll:

Five Year Projected Hotel Development Total Payroll	
Year 1	
	\$526,872.40
Year 2	
	\$540,965.93
Year 3	
	\$574,415.44
Year 4	
	\$590,849.10
Year 5	
	\$599,391.92

Projected Hotel Development Operating Expenses

The projected hotel development operating expenses consist of all operating expenses associated with the revenue obtained by the proposed property. Core Distinction Group includes the following in its operating expenses:

Cleaning Supply Expenses - All expenses related to the cleaning of the proposed hotel project.

Laundry Supply Expenses - All expenses related to the laundering of the linens at the proposed hotel project.

Linen Expenses - All expenses related to the ongoing cost of replacing linens at the proposed hotel project.

Guest Supply Expenses - All expenses related to the restocking of supplies used by the guest at proposed hotel project.

Operating Supply Expenses - All expenses related to the operations of the proposed hotel project.

Repairs and Maintenance Expenses - All expenses related to the repair and maintenance of the proposed hotel project. It should be noted that as a new hotel, these amounts may be lower in the first year or two of operation. However, this also does include any contracts such as elevator maintenance, fire alarm monitoring, etc.

Swimming Pool Maintenance Expenses - All expenses related to the upkeep of the pool at the proposed hotel project. It should be noted that if the proposed hotel does not have a pool, this number will not be present in the proposed hotel project expenses.

Grounds and Landscaping Expenses - All expenses related to the ongoing maintenance of lawn, landscaping and snow removal (if applicable) of the proposed hotel project.

Franchise Fee Expenses - All expenses related to the ongoing fees charged by the franchise to the proposed hotel project.

Property Management System Expenses - All expenses related to the ongoing fees charged by the property management system of the proposed hotel project.

Breakfast Expenses - All expenses related to the breakfast provided by the proposed hotel project.

Travel Agent Fee Expenses - All expenses related to the ongoing fees charged by any travel agent booking revenue at the proposed hotel project. This also includes online travel agent websites.

Reservation Expenses - All expenses related to the ongoing fees charged by the central reservation system of proposed hotel project.

Projected Hotel Development Operating Expenses (continued)

Vending and Bar Expenses - All expenses related to the bar or vending area of the proposed hotel project.

Office Expenses - All expenses related to the office supplies need at the proposed hotel project.

Marketing and Advertising Expenses - All expenses related to the marketing and advertising done for the proposed hotel project.

Utility Expenses - All expenses related to the utilities utilized at the proposed hotel project.

Telephone Expenses - All expenses related to the phone system at the proposed hotel project.

Internet Expenses - All expenses related to the internet system at the proposed hotel project.

Cable Expenses - All expenses related to the cable system at the proposed hotel project.

Waste Removal Expenses - All expenses related to the removal of waste at the proposed hotel project.

Dues and Subscription Expenses - All expenses related to any dues or subscriptions utilized at proposed hotel project.

Licenses and Permitting Expenses - All expenses related to any ongoing licenses or permits for the proposed hotel project.

Credit Card Processing Expenses - All expenses related to the credit card processing system at the proposed hotel project.

Management Fee Expenses - All expenses related to the ongoing professional hotel management fees of the proposed hotel project.

Accounting Service Expenses - All expenses related to the ongoing, professional accounting or accountant fees of the proposed hotel project.

Other Expenses/Frequent Stay Program Expenses - All expenses related to the brand's frequent stay program at the proposed hotel project. This line also includes any miscellaneous expenses.

Projected Hotel Development Operating Expenses (continued)

Below you will find the forecasted five year, proposed property's total operating expenses:

Five Year Projected Hotel Development Total Operating Expenses	
Year 1	
	\$878,698.64
Year 2	
	\$922,436.10
Year 3	
	\$961,791.11
Year 4	
	\$1,003,328.59
Year 5	
	\$1,016,286.72

Projected Hotel Development Reserves and Fixed Expenses

The projected hotel development reserves and fixed expenses consist of all fixed monthly expenses as well as the reserve for replacement expenses associated with the revenue obtained by the proposed property. Core Distinction Group includes the following in its reserves and fixed expenses:

Real Estate Tax Expenses - This expense relates to the real estate taxes assessed for the proposed hotel project. In some cases this item could be an estimate and/or may be reduced due to incentives. Depending on the taxing policy of the municipality, property taxes can be based on the value of the real property or the value of the personal property and the real property. We have based our estimate of the proposed subject property's market value (for tax purposes) on an analysis of assessments of comparable hotel properties in the local municipality. The numbers below are based on what was available to Core Distinction Group representatives at the time of conducting the research in this report.

Insurance Expenses - This expense relates to the ongoing property insurance for the proposed hotel project. In some cases this item could be an estimate. The insurance expense consists of the cost of insuring the hotel and its contents against damage or destruction by fire, weather, sprinkler leakage, boiler explosion, plate glass breakage, and so forth. General insurance costs also include premiums relating to liability, fidelity, and theft coverage. Insurance rates are based on many factors, including building design and construction, fire detection and extinguishing equipment, fire district, distance from the firehouse, and the area's fire experience. Insurance expenses do not vary with occupancy. The numbers to follow are based on what was available to Core Distinction Group representatives at the time of conducting the research in this report.

Reserve for Replacement Expenses - Furniture, fixtures, and equipment are essential to the operation of a lodging facility, and their quality often influences a property's revenue-producing abilities. This expense line includes all non-real estate items that are capitalized, rather than expensed. The furniture, fixtures, and equipment of a hotel are exposed to heavy use and must be replaced at regular intervals. The useful life of these items is determined by their quality, durability, and the amount of guest traffic and use. Periodic replacement of furniture, fixtures, and equipment is essential to maintain the quality, image, and revenue-producing potential of a lodging facility. Studies have indicated that on an ongoing basis a minimum of 4 percent is required to properly maintain hotels. Because the proposed hotel will be a new construction, we used a buildable approach whereas, in the first two years of operation, the reserve was estimated to be 3 percent and in subsequent years the reserve for replacement was estimated to be 4 percent of total sales and is estimated to provide sufficient funds for future capital improvements.

Projected Hotel Development Reserves and Fixed Expenses (continued)

Below you will find the forecasted five year, proposed property's total reserves and fixed expenses:

Five Year Projected Hotel Development Total Reserves and Fixed Expenses	
Year 1	
	\$203,428.61
Year 2	
	\$240,580.78
Year 3	
	\$247,582.47
Year 4	
	\$289,111.10
Year 5	
	\$290,957.09

Projected Hotel Development Loan Expenses

The projected hotel development loan expenses consist of all monthly expenses incurred by the proposed property. Based on our analysis of the current lodging industry's mortgage market and adjustments for specific factors, such as the property's site, proposed facility, and conditions in the hotel market, it is our opinion that a 6% interest, 25-year amortization mortgage is appropriate for the proposed subject hotel. In the mortgage equity analysis, we have applied a loan-to-cost ratio of 70%, which is reasonable to expect based on this interest rate and current parameters. Below you will find the forecasted five year, proposed property's total loan expenses:

Five Year Projected Hotel Development Total Interest Payment	
Year 1	
	\$507,015
Year 2	
	\$497,662
Year 3	
	\$487,732
Year 4	
	\$477,190
Year 5	
	\$465,998

Five Year Projected Hotel Development Total Principal Reduction	
Year 1	
	\$151,641
Year 2	
	\$160,994
Year 3	
	\$170,924
Year 4	
	\$181,466
Year 5	
	\$192,658

Projected Hotel Development Income

The projected hotel development income is measured by two separate parameters for the proposed property:

Return On Investment (ROI) is a performance measure used to evaluate the efficiency of an investment or compare the efficiency of a number of different investments. ROI tries to directly measure the amount of return on a particular investment relative to the investment's cost.

Net Operating Income (NOI) is a calculation used to analyze the profitability of income-generating real estate investments. NOI equals all revenue from the property, minus all reasonably necessary operating expenses.

The projected hotel development Return On Investment (ROI) and Net Operating Income (NOI) for the proposed property are as follows:

Five Year Projected Hotel Development Total Return On Investment (ROI)	
Year 1	
	17.93%
Year 2	
	20.16%
Year 3	
	22.23%
Year 4	
	23.99%
Year 5	
	24.27%

Five Year Projected Hotel Development Total Net Operating Income (NOI)	
Year 1	
	22.09%
Year 2	
	24.57%
Year 3	
	26.92%
Year 4	
	28.96%
Year 5	
	29.54%



Core DISTINCTION GROUP

COMPREHENSIVE HOTEL MARKET FEASIBILITY STUDY

PREPARED FOR

COLLEGE PLACE, WASHINGTON

PREPARED BY:

Core Distinction Group, LLC.

Lisa Pennau - Founding Partner

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Jessica Junker - Managing Partner

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Offices in Wisconsin

INCLUDES

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TAKING THE FIRST STEP TO DEVELOP A NEW HOTEL



Date Wednesday, October 26, 2022

Attn: Mike Rizzitiello

Address 625 S. College Avenue

City, State, Zip College Place, WA 99324

In accordance with our agreement, Core Distinction Group, LLC. has completed a Comprehensive Hotel Market Feasibility Study to determine if College Place, WA has the potential to support a new hotel. In addition, the aforementioned study includes a complete Pro Forma based on construction costs and operating costs provided by the brand(s) requested by you.

As in all studies of this type, the estimated results are based upon competent and efficient management and an effective marketing program and presume no significant change in the competitive position of the hotel industry from that set forth in this report. We have no responsibility to update this report for events and circumstances occurring after completion of our research conducted in September and October 2022. These projections are based upon estimates, assumptions and other information developed from our research and we do not warrant that they will be attained. We do not consider the legal and regulatory requirements applicable to this project, including zoning, permits, licenses and other state and local government regulations.

This report has been prepared for your use and guidance in determining whether hotel development should be pursued in your community and to share with developers, hotel franchise companies, and potential lenders/investors. Neither our name nor the material submitted may be used in any prospectus or used in offerings or representations in connection with the sale of securities or participation interests without our express written permission.

Please do not hesitate to call if Core Distinction Group can be of any further assistance in the interpretation and application of our findings, recommendations and conclusions. We appreciate the cooperation you extended to us during the course of our agreement and look forward to working with you again in the future.

Sincerely,

Jessica Junker
Partner



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Introduction

The following Comprehensive Lodging Feasibility Study Report will review the potential development of a hotel in College Place, WA.

Intended Use - This report is to be used by the Client for determining feasibility and attracting a new hotel.

Intended User - College Place, WA is the only intended user for this report.

Core Distinction Group LLC (CDG) has been engaged to provide this Comprehensive Lodging Feasibility Study Report for the College Place, WA market area. This Lodging Feasibility Study provides an overview of information concerning the market area and the factors that would affect the possible development of a hotel facility in this community.

The consultant from Core Distinction Group LLC met with representatives of the community and the surrounding area to gather information pertinent to hotel development. Comprehensive research was performed and reviewed regarding the community's economic indicators, competitive lodging supply, and lodging demand generators. CDG performed field research to determine the relationship between the community and its lodging need. Economic indicators were studied to determine the stability and future growth potential of the general market. The research was conducted as a macro and micro market analysis of the College Place, WA and the areas immediately surrounding area to determine their viability to support the potential of a hotel development.

This report will present projections for stabilized hotel operation based upon current operating performance in the market area. Occupancy, Average Daily Room Rate, and Sales Revenue projections for the hotel were based upon a detailed review of the field research data. Also, recommendations as to the property type, suggested property size, services, and amenities were included. These projections and recommendations were based upon the market demand research for a potential lodging facility.

This report provides statistical and highlighted narratives to support the conclusions regarding the market area and its ability to support potential hotel development.

General Assumptions - For the purpose of this assignment, we assumed the proposed property will be operated as an upper-mid scaled to upper scaled, franchised hotel with a central reservations system that is fully-integrated with a recognized marketing platform. If this or any of the following are not followed, it could affect the overall feasibility of subject property.

Introduction (continued)

Operational Assumptions - For the purpose of this assignment, we assume the subject property would be managed by a professional hotel management company at an industry standard fee between five and seven percent.

Franchise Fees - For the purpose of this assignment, we assume the subject property would pay franchise fees quoted to Core Distinction Group, LLC by either the developer or franchise representative. In the event that Core Distinction Group is not able to receive a quote, fees will be based on the franchise's registered Franchise Disclosure Document.

Community Overview

For the purpose of this Comprehensive Hotel Market Feasibility Study, Core Distinction Group, LLC representatives gathered information and history about the market to give readers a brief summary. This section offers that Community Overview.

Community Overview and History

College Place is a town in Walla Walla County, Washington, United States. It neighbors the larger city of Walla Walla, and had a population of 9,902 at the 2020 census. College Place is the home of Walla Walla University (formerly Walla Walla College, thus the city's name), a Seventh-day Adventist operated liberal arts university. Due to the primarily Adventist population, most downtown College Place businesses close on Saturday, reopening in most cases on Sunday. College Avenue is the main street running north to south from Highway 12 to the Milton-Freewater Highway.

Walla Walla County is a county located in the U.S. state of Washington. As of the 2020 census, its population was 62,584. The county seat and largest city is Walla Walla. The county was formed on April 25, 1854 and is named after the Walla Walla tribe of Native Americans. Walla Walla County is included in the Walla Walla, WA Metropolitan Statistical Area. The Walla Walla MSA is the second smallest metropolitan area in the United States, after the Carson City, Nevada MSA.

College Place is the home of Walla Walla University, a Seventh-day Adventist operated liberal arts university. Due to the primarily Adventist population, most downtown College Place businesses close on Saturday, reopening in most cases on Sunday. Martin Field, to the west of town, was an air training base during World War II. It is now a private airfield.

The area offers wine, culture, and the beauty of the outdoors meet. Around every corner is a perfect restaurant, ideal tasting room, or must-have purchase. Around every bend is an iconic winery, unforgettable view, or epic adventure. Recognized among the finest wine regions in the nation, the area features more than 120 wineries and 2,800 acres of grapes that welcome you to taste. These robust, exceptional flavors come with a refreshingly relaxed come-as-you-are attitude.

Executive Summary

For the purpose of this Comprehensive Hotel Market Feasibility Study, an executive summary will provide an overview of the document to follow. The Executive Summary will contain the following information:



Methodology



Current Hotel Segment Recommendations for Market Studied



Current Hotel Size Recommendations for Market Studied



Current Hotel Room Configuration Recommendations for Market Studied



Current Economic Impact of Hotel for Market Studied

Further detailed information on findings from research analysis conducted will be highlighted throughout this report. Further detail on the projections and conclusions can be found in the Projections section of this report.

Executive Summary

It is the opinion of Core Distinction Group, that at the time of this study, the community of College Place, Washington and the immediate surrounding areas within Walla Walla County, Washington, offers the current and future demand to support the proposed hotel development in this Comprehensive Hotel Market Feasibility Study . The conclusion and recommendations within this Comprehensive Hotel Market Feasibility Study was based on but not limited to the following criteria:

-  Overall Economic Condition of Community
-  Overall Market Demand Areas
-  Location of Proposed Property
-  Local Demand Generator Need
-  Lodging Demand in Community
-  Lodging Supply in Community
-  Trending Lodging Data of Current Lodging Supply
-  Impact of New Hotel Development on Current Lodging Supply
-  Cost of Construction of New Hotel Development
-  Potential Revenue of New Hotel Development
-  Cost of Operation of New Hotel Development

Executive Summary (continued)

Based on the information provided to Core Distinction Group at the time of researching the subject community, the following recommendations are made:

Property segment recommended for the potential development of a hotel is an Upper Midscale hotel. This type of hotel would allow the property to be positioned properly at the subject site. It is anticipated that a new hotel would capture displaced Lodging Demand currently staying in markets surrounding College Place, WA. Additionally, the newness of the hotel should be well received in the marketplace. It's location will be ideal to serve College Place and regional markets. This type of hotel would also be capable of adjusting rates to best fit the demand in the market and the seasonality of the area.

Property size recommendation of a newly developed hotel was researched to be between 70-90 guestrooms in this report. This would position it to be similar in size to the average room size of 89 noted by the competitive set surveyed. The size would assist the property in achieving the Occupancy projections listed in this report. It is not advisable to over-build in this market at this time. Expansion of the hotel in future years could be considered as the market's Lodging Demand grows. Adjusting the room count will modify Performance.

Economic Impact Potential: There are multiple economic impacts of building and developing a new hotel in a community. Some direct impact drivers include projected hotel revenue including all room revenues, meeting room revenue, as well as vending/bar revenue. On average, this size property will create 15-25 full time jobs. Part-time employment varies by hotel need and hiring practices. Additional economic development will include taxes, which include all sales taxes collected on hotel revenue, as well as all payroll related taxes collected from full-time hotel employees and temporary construction workers. Local governments will also collect new property taxes from the operation of the hotel. Indirect impact includes all jobs and income generated by businesses that supply goods and services to the hotel. A few examples of businesses that will indirectly benefit from the development of a hotel include suppliers of room related goods (housekeeping supplies, room amenities, etc.), telecommunication vendors (internet, cable, etc.), utility companies, food and beverage suppliers, and other hotel related vendors.

Economic Overview

For the purpose of this Comprehensive Hotel Market Feasibility Study, an Economic Overview will provide an overview of the economic condition of the market studied. The Economic Overview will contain the following information:



Consumer Spending Report



Daytime Employment Report



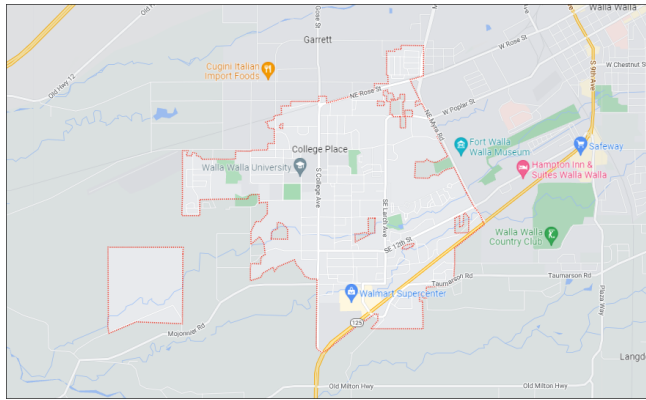
Demographic Detail Report



Demographic Market Comparison Report

Consumer Spending Report

College Place, WA 99324



2022 Annual Spending (\$000s)	1 Mile	5 Mile	10 Mile
Total Specified Consumer Spending	\$124,603	\$639,997	\$772,982
Total Apparel	\$5,993	\$31,284	\$37,928
Women's Apparel	2,264	11,883	14,337
Men's Apparel	1,202	6,455	7,772
Girl's Apparel	449	2,263	2,786
Boy's Apparel	349	1,708	2,111
Infant Apparel	322	1,526	1,866
Footwear	1,406	7,448	9,057
Total Entertainment & Hobbies	\$19,012	\$99,204	\$119,242
Entertainment	3,292	18,007	22,166
Audio & Visual Equipment/Service	3,958	20,031	24,087
Reading Materials	340	1,739	2,053
Pets, Toys, & Hobbies	3,350	17,319	20,716
Personal Items	8,072	42,109	50,220
Total Food and Alcohol	\$34,122	\$174,006	\$209,999
Food At Home	17,999	92,449	112,056
Food Away From Home	13,851	69,974	84,100
Alcoholic Beverages	2,272	11,583	13,843
Total Household	\$18,715	\$96,969	\$115,749
House Maintenance & Repair	3,687	19,707	23,667
Household Equip & Furnishings	7,627	39,192	46,895
Household Operations	5,400	27,639	32,933
Housing Costs	2,001	10,432	12,254

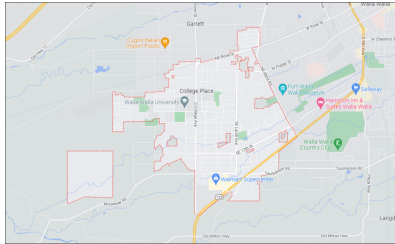
Consumer Spending Report

College Place, WA 99324			
2022 Annual Spending (000s)	1 Mile	5 Mile	10 Mile
Total Transportation/Maint.	\$33,474	\$168,648	\$206,850
Vehicle Purchases	17,141	85,651	106,500
Gasoline	8,700	43,591	53,197
Vehicle Expenses	529	3,383	3,986
Transportation	2,953	15,528	18,341
Automotive Repair & Maintenance	4,151	20,496	24,826
Total Health Care	\$6,249	\$32,520	\$38,962
Medical Services	3,721	19,191	23,038
Prescription Drugs	1,873	9,926	11,869
Medical Supplies	655	3,403	4,055
Total Education/Day Care	\$7,038	\$37,366	\$44,253
Education	4,201	22,709	26,890
Fees & Admissions	2,837	14,657	17,363

Daytime Employment Report

1 Mile Radius

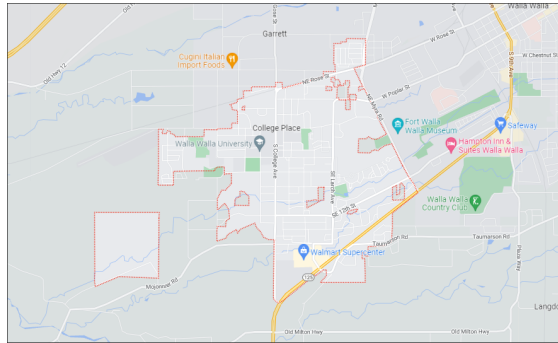
College Place, WA 99324



Business Employment by Type	# of Businesses	# Employees	#Emp/Bus
Total Businesses	226	1,976	9
Retail & Wholesale Trade	28	614	22
Hospitality & Food Service	13	154	12
Real Estate, Renting, Leasing	8	21	3
Finance & Insurance	14	48	3
Information	9	49	5
Scientific & Technology Services	15	46	3
Management of Companies	0	0	0
Health Care & Social Assistance	48	281	6
Educational Services	13	353	27
Public Administration & Sales	8	63	8
Arts, Entertainment, Recreation	1	11	11
Utilities & Waste Management	9	38	4
Construction	26	128	5
Manufacturing	11	52	5
Agriculture, Mining, Fishing	1	3	3
Other Services	22	115	5

Demographic Detail Report

College Place, WA 99324



Radius	1 Mile		5 Mile		10 Mile	
Population						
2027 Projection	10,643		54,912		66,518	
2022 Estimate	10,329		53,397		64,827	
2010 Census	9,646		50,134		61,656	
Growth 2022 - 2027	3.04%		2.84%		2.61%	
Growth 2010 - 2022	7.08%		6.51%		5.14%	
2022 Population by Age	10,329		53,397		64,827	
Age 0 - 4	644	6.23%	2,950	5.52%	3,657	5.64%
Age 5 - 9	654	6.33%	3,084	5.78%	3,877	5.98%
Age 10 - 14	629	6.09%	3,167	5.93%	4,021	6.20%
Age 15 - 19	703	6.81%	3,680	6.89%	4,529	6.99%
Age 20 - 24	867	8.39%	4,316	8.08%	5,141	7.93%
Age 25 - 29	827	8.01%	3,872	7.25%	4,692	7.24%
Age 30 - 34	768	7.44%	3,534	6.62%	4,305	6.64%
Age 35 - 39	709	6.86%	3,409	6.38%	4,103	6.33%
Age 40 - 44	590	5.71%	3,111	5.83%	3,744	5.78%
Age 45 - 49	494	4.78%	2,860	5.36%	3,463	5.34%
Age 50 - 54	462	4.47%	2,797	5.24%	3,397	5.24%
Age 55 - 59	494	4.78%	2,961	5.55%	3,580	5.52%
Age 60 - 64	528	5.11%	3,097	5.80%	3,716	5.73%
Age 65 - 69	526	5.09%	3,036	5.69%	3,631	5.60%
Age 70 - 74	474	4.59%	2,669	5.00%	3,182	4.91%
Age 75 - 79	371	3.59%	1,997	3.74%	2,386	3.68%
Age 80 - 84	256	2.48%	1,301	2.44%	1,564	2.41%
Age 85+	332	3.21%	1,558	2.92%	1,840	2.84%
Age 65+	1,959	18.97%	10,561	19.78%	12,603	19.44%
Median Age	35.50		38.10		37.70	
Average Age	38.60		39.90		39.60	

Demographic Detail Report

College Place, WA 99324					
Radius	1 Mile		5 Mile		10 Mile
2022 Population By Race	10,329		53,397		64,827
White	9,471	91.69%	48,352	90.55%	59,189 91.30%
Black	185	1.79%	1,279	2.40%	1,353 2.09%
Am. Indian & Alaskan	92	0.89%	803	1.50%	949 1.46%
Asian	262	2.54%	1,129	2.11%	1,236 1.91%
Hawaiian & Pacific Island	31	0.30%	213	0.40%	230 0.35%
Other	288	2.79%	1,621	3.04%	1,868 2.88%
Population by Hispanic Origin	10,329		53,397		64,827
Non-Hispanic Origin	7,899	76.47%	41,548	77.81%	48,838 75.34%
Hispanic Origin	2,430	23.53%	11,849	22.19%	15,989 24.66%
2022 Median Age, Male	33.30		36.90		36.40
2022 Average Age, Male	36.70		38.90		38.60
2022 Median Age, Female	38.10		39.50		39.10
2022 Average Age, Female	40.50		41.00		40.70
2022 Population by Occupation Classification	8,260		43,456		52,367
Civilian Employed	4,675	56.60%	23,463	53.99%	28,534 54.49%
Civilian Unemployed	310	3.75%	1,236	2.84%	1,438 2.75%
Civilian Non-Labor Force	3,275	39.65%	18,732	43.11%	22,368 42.71%
Armed Forces	0	0.00%	25	0.06%	27 0.05%
Households by Marital Status					
Married	1,916		9,691		11,887
Married No Children	1,231		6,003		7,262
Married w/Children	684		3,688		4,625
2022 Population by Education	7,097		38,146		45,971
Some High School, No Diploma	861	12.13%	4,164	10.92%	5,432 11.82%
High School Grad (Incl Equivalency)	757	10.67%	6,834	17.92%	8,854 19.26%
Some College, No Degree	2,618	36.89%	14,070	36.88%	16,853 36.66%
Associate Degree	264	3.72%	1,945	5.10%	2,369 5.15%
Bachelor Degree	1,554	21.90%	6,804	17.84%	7,652 16.65%
Advanced Degree	1,043	14.70%	4,329	11.35%	4,811 10.47%

Demographic Detail Report

College Place, WA 99324							
Radius	1 Mile		5 Mile		10 Mile		
2022 Population by Occupation	8,899		43,861		53,349		
Real Estate & Finance	132	1.48%	894	2.04%	979	1.84%	
Professional & Management	1,890	21.24%	10,359	23.62%	12,323	23.10%	
Public Administration	374	4.20%	1,721	3.92%	2,274	4.26%	
Education & Health	1,892	21.26%	7,697	17.55%	8,973	16.82%	
Services	1,008	11.33%	5,317	12.12%	6,387	11.97%	
Information	76	0.85%	397	0.91%	494	0.93%	
Sales	1,086	12.20%	4,753	10.84%	5,809	10.89%	
Transportation	46	0.52%	253	0.58%	256	0.48%	
Retail	353	3.97%	2,087	4.76%	2,681	5.03%	
Wholesale	146	1.64%	483	1.10%	584	1.09%	
Manufacturing	314	3.53%	1,920	4.38%	2,380	4.46%	
Production	349	3.92%	2,362	5.39%	3,137	5.88%	
Construction	309	3.47%	1,426	3.25%	1,749	3.28%	
Utilities	185	2.08%	808	1.84%	955	1.79%	
Agriculture & Mining	268	3.01%	1,284	2.93%	1,799	3.37%	
Farming, Fishing, Forestry	255	2.87%	947	2.16%	1,225	2.30%	
Other Services	216	2.43%	1,153	2.63%	1,344	2.52%	
2022 Worker Travel Time to Job	4,370		22,182		27,092		
<30 Minutes	4,130	94.51%	19,503	87.92%	23,760	87.70%	
30-60 Minutes	149	3.41%	1,465	6.60%	1,967	7.26%	
60+ Minutes	91	2.08%	1,214	5.47%	1,365	5.04%	
2010 Households by HH Size	3,747		18,650		22,841		
1-Person Households	1,112	29.68%	5,571	29.87%	6,599	28.89%	
2-Person Households	1,414	37.74%	6,501	34.86%	7,872	34.46%	
3-Person Households	494	13.18%	2,529	13.56%	3,154	13.81%	
4-Person Households	392	10.46%	2,110	11.31%	2,645	11.58%	
5-Person Households	212	5.66%	1,147	6.15%	1,480	6.48%	
6-Person Households	77	2.05%	476	2.55%	652	2.85%	
7 or more Person Households	46	1.23%	316	1.69%	439	1.92%	
2022 Average Household Size	2.40		2.50		2.50		
Households							
2027 Projection	4,132		20,498		24,718		
2022 Estimate	4,006		19,885		24,037		
2010 Census	3,747		18,650		22,840		
Growth 2022 - 2027	3.15%		3.08%		2.83%		
Growth 2010 - 2022	6.91%		6.62%		5.24%		

Demographic Detail Report

College Place, WA 99324			
Radius	1 Mile	5 Mile	10 Mile
2022 Households by HH Income	4,004	19,884	24,037
<\$25,000	790 19.73%	4,250 21.37%	5,139 21.38%
\$25,000 - \$50,000	1,036 25.87%	4,382 22.04%	5,285 21.99%
\$50,000 - \$75,000	566 14.14%	3,374 16.97%	4,261 17.73%
\$75,000 - \$100,000	462 11.54%	2,142 10.77%	2,593 10.79%
\$100,000 - \$125,000	600 14.99%	2,250 11.32%	2,724 11.33%
\$125,000 - \$150,000	154 3.85%	1,088 5.47%	1,195 4.97%
\$150,000 - \$200,000	236 5.89%	1,262 6.35%	1,458 6.07%
\$200,000+	160 4.00%	1,136 5.71%	1,382 5.75%
2022 Avg Household Income	\$75,929	\$80,318	\$79,764
2022 Med Household Income	\$58,543	\$60,080	\$59,854
2022 Occupied Housing	4,006	19,884	24,037
Owner Occupied	2,295 57.29%	12,335 62.03%	14,911 62.03%
Renter Occupied	1,711 42.71%	7,549 37.97%	9,126 37.97%
2010 Housing Units	4,146	20,865	24,980
1 Unit	3,197 77.11%	16,046 76.90%	19,454 77.88%
2 - 4 Units	571 13.77%	1,844 8.84%	2,212 8.86%
5 - 19 Units	274 6.61%	1,650 7.91%	1,863 7.46%
20+ Units	104 2.51%	1,325 6.35%	1,451 5.81%
2022 Housing Value	2,296	12,335	14,910
<\$100,000	251 10.93%	1,149 9.31%	1,666 11.17%
\$100,000 - \$200,000	537 23.39%	2,821 22.87%	3,572 23.96%
\$200,000 - \$300,000	665 28.96%	3,208 26.01%	3,851 25.83%
\$300,000 - \$400,000	403 17.55%	2,426 19.67%	2,734 18.34%
\$400,000 - \$500,000	169 7.36%	1,102 8.93%	1,294 8.68%
\$500,000 - \$1,000,000	271 11.80%	1,493 12.10%	1,637 10.98%
\$1,000,000+	0 0.00%	136 1.10%	156 1.05%
2022 Median Home Value	\$254,135	\$268,500	\$257,569
2022 Housing Units by Yr Built	4,376	21,984	26,893
Built 2010+	376 8.59%	1,908 8.68%	2,096 7.79%
Built 2000 - 2010	724 16.54%	2,294 10.43%	2,688 10.00%
Built 1990 - 1999	666 15.22%	2,250 10.23%	2,931 10.90%
Built 1980 - 1989	358 8.18%	1,252 5.70%	1,653 6.15%
Built 1970 - 1979	665 15.20%	3,231 14.70%	3,936 14.64%
Built 1960 - 1969	422 9.64%	1,992 9.06%	2,513 9.34%
Built 1950 - 1959	348 7.95%	2,467 11.22%	3,021 11.23%
Built <1949	817 18.67%	6,590 29.98%	8,055 29.95%
2022 Median Year Built	1978	1969	1968

Demographic Market Comparison Report

1 mile radius

College Place, WA 99324

	1 Mile		County	
Population Growth				
Growth 2010 - 2022	7.08%		3.92%	
Growth 2022 - 2027	3.04%		1.64%	
Empl	4,675	93.78%	27,171	93.78%
Unempl	310	6.22%	1,803	6.22%
2022 Population by Race				
White	9,471	91.69%	55,757	91.36%
Black	185	1.79%	1,371	2.25%
Am. Indian & Alaskan	92	0.89%	871	1.43%
Asian	262	2.54%	1,067	1.75%
Hawaiian & Pacific Island	31	0.30%	231	0.38%
Other	288	2.79%	1,735	2.84%
Household Growth				
Growth 2010 - 2022	6.91%		4.01%	
Growth 2022 - 2027	3.15%		1.81%	
Renter Occupied	1,711	42.71%	8,169	36.21%
Owner Occupied	2,295	57.29%	14,389	63.79%
2022 Households by Household Income				
Income <\$25K	790	19.73%	4,349	19.28%
Income \$25K - \$50K	1,036	25.87%	4,982	22.09%
Income \$50K - \$75K	566	14.14%	4,075	18.06%
Income \$75K - \$100K	462	11.54%	2,509	11.12%
Income \$100K - \$125K	600	14.99%	2,353	10.43%
Income \$125K - \$150K	154	3.85%	1,239	5.49%
Income \$150K - \$200K	236	5.89%	1,573	6.97%
Income \$200K+	160	4.00%	1,478	6.55%
2022 Med Household Inc				
2022 Median Age	35.50		38.00	

Demographic Summary Report

College Place, WA 99324

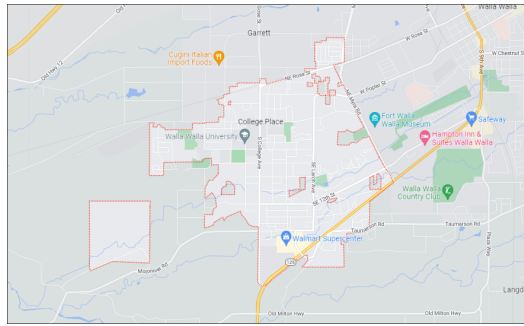


Radius	1 Mile		5 Mile		10 Mile	
Population						
2027 Projection	10,643		54,912		66,518	
2022 Estimate	10,329		53,397		64,827	
2010 Census	9,646		50,134		61,656	
Growth 2022 - 2027	3.04%		2.84%		2.61%	
Growth 2010 - 2022	7.08%		6.51%		5.14%	
2022 Population by Hispanic Origin	2,429		11,850		15,988	
2022 Population	10,329		53,397		64,827	
White	9,471	91.69%	48,352	90.55%	59,189	91.30%
Black	185	1.79%	1,279	2.40%	1,353	2.09%
Am. Indian & Alaskan	92	0.89%	803	1.50%	949	1.46%
Asian	262	2.54%	1,129	2.11%	1,236	1.91%
Hawaiian & Pacific Island	31	0.30%	213	0.40%	230	0.35%
Other	288	2.79%	1,621	3.04%	1,868	2.88%
U.S. Armed Forces	0		25		27	
Households						
2027 Projection	4,132		20,498		24,718	
2022 Estimate	4,006		19,885		24,037	
2010 Census	3,747		18,650		22,840	
Growth 2022 - 2027	3.15%		3.08%		2.83%	
Growth 2010 - 2022	6.91%		6.62%		5.24%	
Owner Occupied	2,295	57.29%	12,335	62.03%	14,911	62.03%
Renter Occupied	1,711	42.71%	7,549	37.96%	9,126	37.97%
2022 Households by HH Income	4,004		19,884		24,037	
Income: <\$25,000	790	19.73%	4,250	21.37%	5,139	21.38%
Income: \$25,000 - \$50,000	1,036	25.87%	4,382	22.04%	5,285	21.99%
Income: \$50,000 - \$75,000	566	14.14%	3,374	16.97%	4,261	17.73%
Income: \$75,000 - \$100,000	462	11.54%	2,142	10.77%	2,593	10.79%
Income: \$100,000 - \$125,000	600	14.99%	2,250	11.32%	2,724	11.33%
Income: \$125,000 - \$150,000	154	3.85%	1,088	5.47%	1,195	4.97%
Income: \$150,000 - \$200,000	236	5.89%	1,262	6.35%	1,458	6.07%
Income: \$200,000+	160	4.00%	1,136	5.71%	1,382	5.75%
2022 Avg Household Income	\$75,929		\$80,318		\$79,764	
2022 Med Household Income	\$58,543		\$60,080		\$59,854	

Demographic Trend Report

1 Mile Radius

College Place, WA 99324



Description	2010		2022		2027	
Population	9,646		10,329		10,643	
Age 0 - 4	578	5.99%	644	6.23%	668	6.28%
Age 5 - 9	528	5.47%	654	6.33%	665	6.25%
Age 10 - 14	513	5.32%	629	6.09%	657	6.17%
Age 15 - 19	891	9.24%	703	6.81%	672	6.31%
Age 20 - 24	1,279	13.26%	867	8.39%	749	7.04%
Age 25 - 29	668	6.93%	827	8.01%	816	7.67%
Age 30 - 34	542	5.62%	768	7.44%	820	7.70%
Age 35 - 39	434	4.50%	709	6.86%	774	7.27%
Age 40 - 44	453	4.70%	590	5.71%	695	6.53%
Age 45 - 49	498	5.16%	494	4.78%	596	5.60%
Age 50 - 54	601	6.23%	462	4.47%	516	4.85%
Age 55 - 59	541	5.61%	494	4.78%	482	4.53%
Age 60 - 64	470	4.87%	528	5.11%	490	4.60%
Age 65 - 69	375	3.89%	526	5.09%	498	4.68%
Age 70 - 74	333	3.45%	474	4.59%	474	4.45%
Age 75 - 79	295	3.06%	371	3.59%	405	3.81%
Age 80 - 84	317	3.29%	256	2.48%	298	2.80%
Age 85+	333	3.45%	332	3.21%	367	3.45%
Age 15+	8,030	83.25%	8,401	81.33%	8,652	81.29%
Age 20+	7,139	74.01%	7,698	74.53%	7,980	74.98%
Age 65+	1,653	17.14%	1,959	18.97%	2,042	19.19%
Median Age	33		36		37	
Average Age	38.00		38.60		39.10	
Population By Race	9,646		10,329		10,643	
White	9,008	93.39%	9,471	91.69%	9,695	91.09%
Black	153	1.59%	185	1.79%	184	1.73%
Am. Indian & Alaskan	77	0.80%	92	0.89%	102	0.96%
Asian	158	1.64%	262	2.54%	299	2.81%
Hawaiian & Pacific Islander	23	0.24%	31	0.30%	34	0.32%
Other	208	2.16%	288	2.79%	329	3.09%

Demographic Trend Report

1 Mile Radius

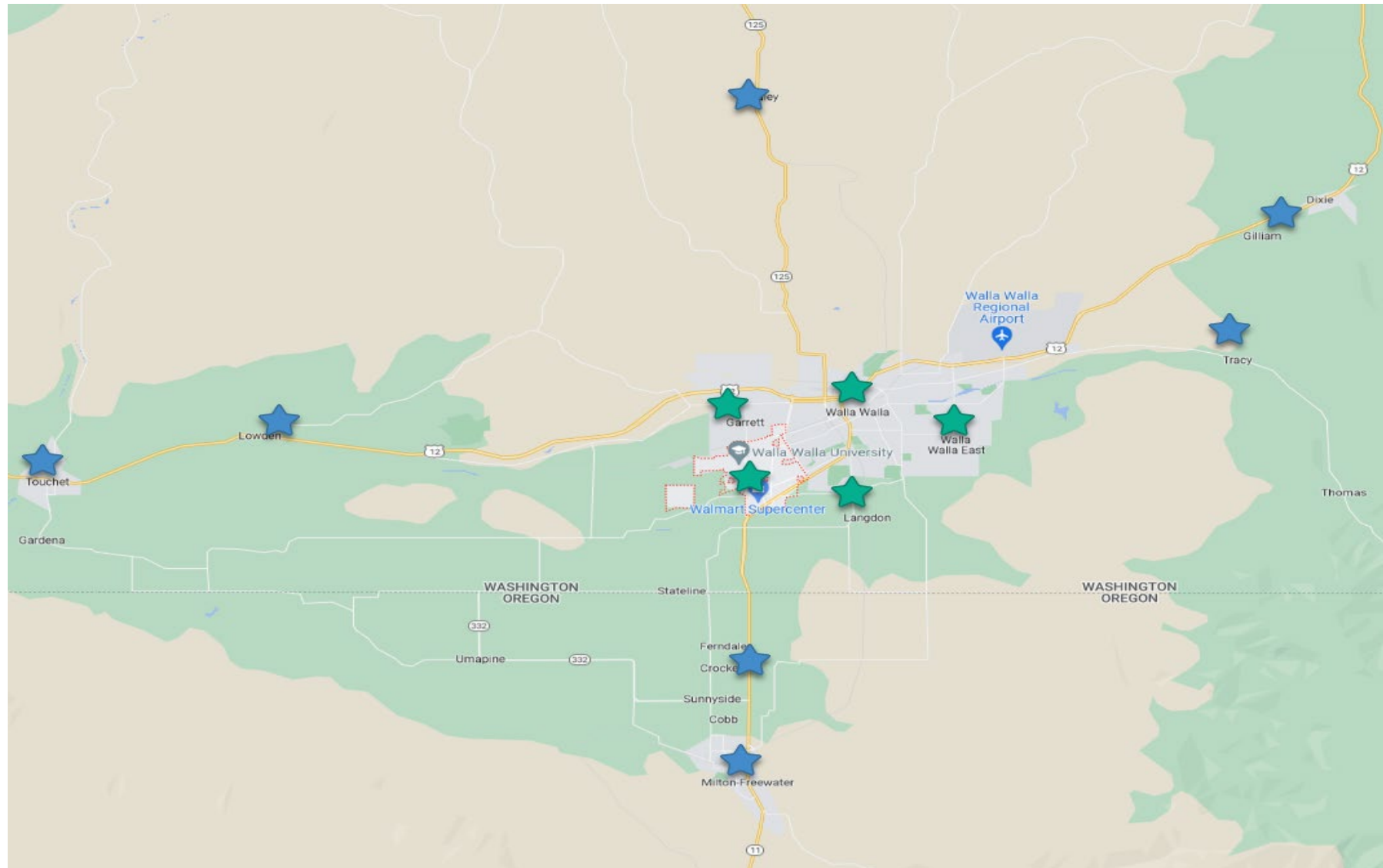
College Place, WA 99324					
Description	2010		2022		2027
Population by Race (Hispanic)	1,975		2,430		2,614
White	1,874	94.89%	2,278	93.74%	2,438 93.27%
Black	21	1.06%	29	1.19%	35 1.34%
Am. Indian & Alaskan	22	1.11%	31	1.28%	38 1.45%
Asian	18	0.91%	26	1.07%	30 1.15%
Hawaiian & Pacific Islander	3	0.15%	6	0.25%	6 0.23%
Other	36	1.82%	59	2.43%	68 2.60%
Household by Household Income	3,746		4,004		4,133
<\$25,000	1,163	31.05%	790	19.73%	789 19.09%
\$25,000 - \$50,000	1,158	30.91%	1,036	25.87%	1,049 25.38%
\$50,000 - \$75,000	631	16.84%	566	14.14%	575 13.91%
\$75,000 - \$100,000	379	10.12%	462	11.54%	480 11.61%
\$100,000 - \$125,000	207	5.53%	600	14.99%	646 15.63%
\$125,000 - \$150,000	45	1.20%	154	3.85%	166 4.02%
\$150,000 - \$200,000	74	1.98%	236	5.89%	256 6.19%
\$200,000+	89	2.38%	160	4.00%	172 4.16%
Average Household Income	\$53,277		\$75,929		\$77,636
Median Household Income	\$37,500		\$58,543		\$60,915



Market Demand

The economic vitality of the market and the surrounding markets or feeder markets, is an important consideration in forecasting lodging demand and future revenue potential. The market lodging demand area for a lodging facility is the geographical region where the sources of demand and the competitive supply are located. In the following document you will find a map of the estimated market lodging demand area for the subject market.

Market Lodging Demand Area: (Focus Area of Sales Efforts of Additional Lodging)



★ Immediate Feeder Market

★ Secondary Feeder Market

** Feeder Market = Outlying Community that feeds travelers into desired market (Sales Focus Area)

Source: Google Maps; Core Distinction Group, LLC.

Site Analysis

For the purposes of this Comprehensive Hotel Market Feasibility Study, a representative with Core Distinction Group LLC evaluated all sites and, although a site has not yet been selected, we recommend that all the selected sites will be improved with a limited-service lodging facility. The potential locations are detailed in the following pages including analysis of each site.



Site Rating, Location, Land



Frontage, Topography, Drainage



Environmental Hazards, Ground Stability, Utilities



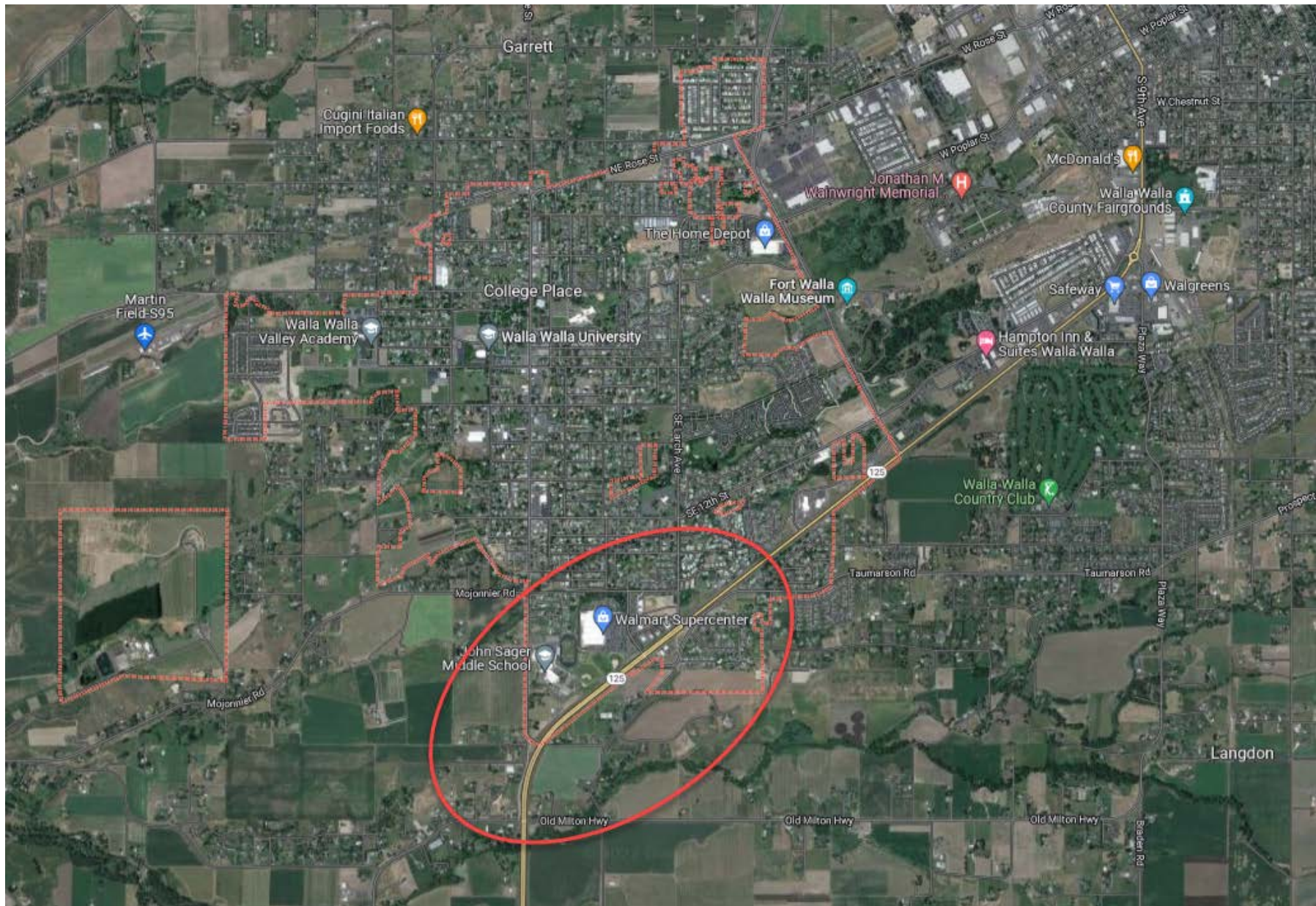
Parking, Easements/Encroachments/Restrictions



Traffic Counts

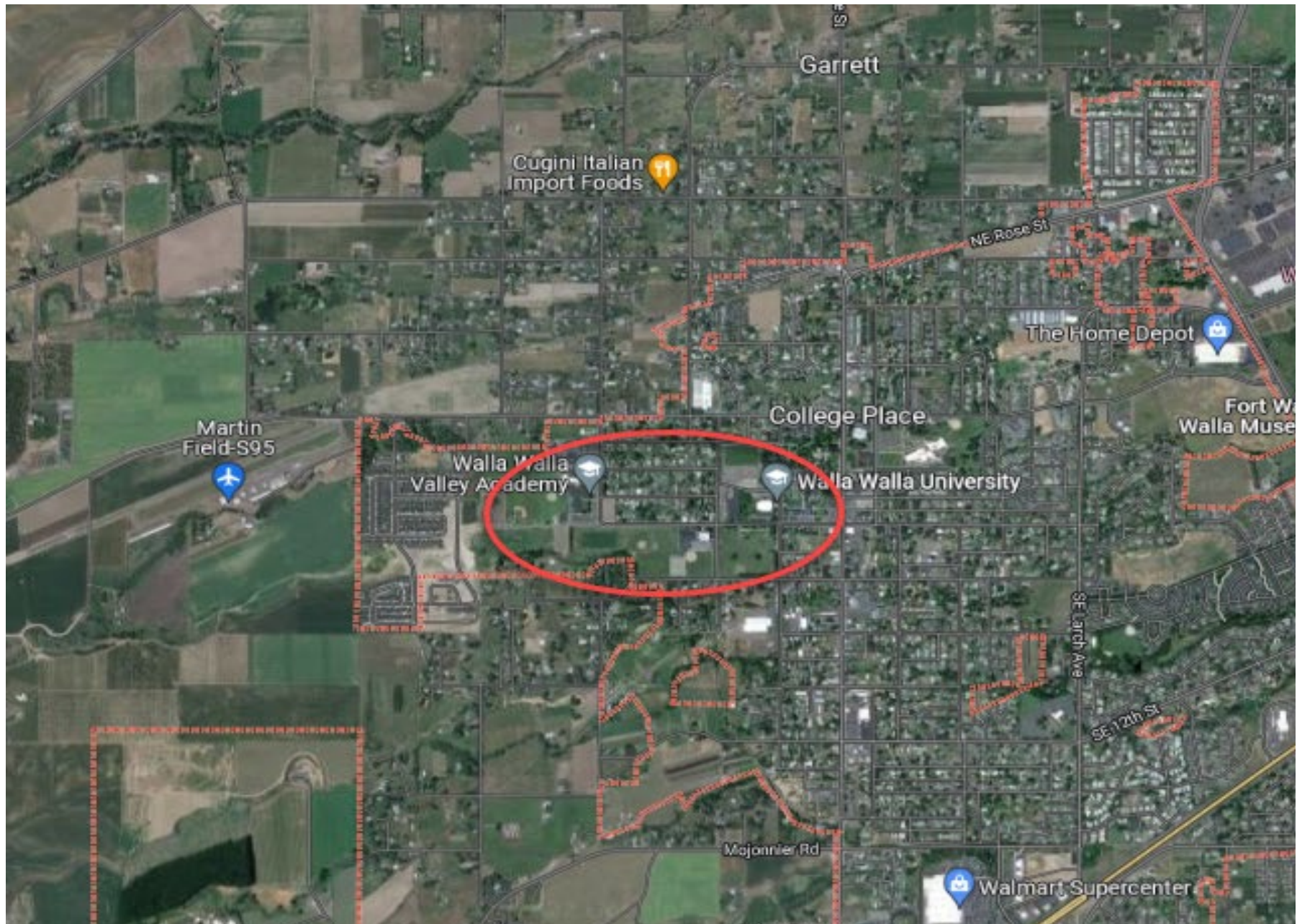
It is important to analyze the site with respect to regional and local transportation routes and demand generators, including ease of access. A detail of traffic information will follow the individual site information in this report.

Vicinity of Highway 125 in the Commerce Area of College Place					
Visibility	1	2	3	4	5
Accessibility	1	2	3	4	5
Traffic Counts	1	2	3	4	5
Site Prep	1	2	3	4	5
Major Utilities	1	2	3	4	5
Zoning	1	2	3	4	5
Area Support Services	1	2	3	4	5
Demand Generator Position	1	2	3	4	5
Competition Position	1	2	3	4	5
Overall Result			96%	43	45
Location	Located in the vicinity of Walmart and the commerce area on Highway 125 in College Place, Washington.				
Land Area	The recommended site size for proposed property is two to three acres.				
Frontage	This proposed should offer frontage or high visibility to Highway 125.				
Topography	The area offers many options with very little issues. The topography does not appear to have development issues at this time.				
Drainage	No drainage issues were observed at the time of visit and none were disclosed to Core Distinction Group at the time of Site Visit.				
Environmental Hazards	An environmental assessment report was not provided for review. However, these issues are out of Core Distinction Group's scope of work and expertise. It is assumed that property is not adversely affected by these hazards.				
Ground Stability	A soil report was not provided for review. However, these issues are out of Core Distinction Group's scope of work and expertise. It is assumed that property is not adversely affected by these hazards.				
Utilities	It is to the understanding of Core Distinction Group that water, electricity and sewer are available in the general area.				
Parking	This area is assumed to offer a site that will be able to accommodate the appropriate number of parking spaces.				
Easements, Encroachments and Restrictions	Core Distinction Group was not provided a title report on said site and was not made aware of any easements, encroachments or restrictions that would affects this site.				

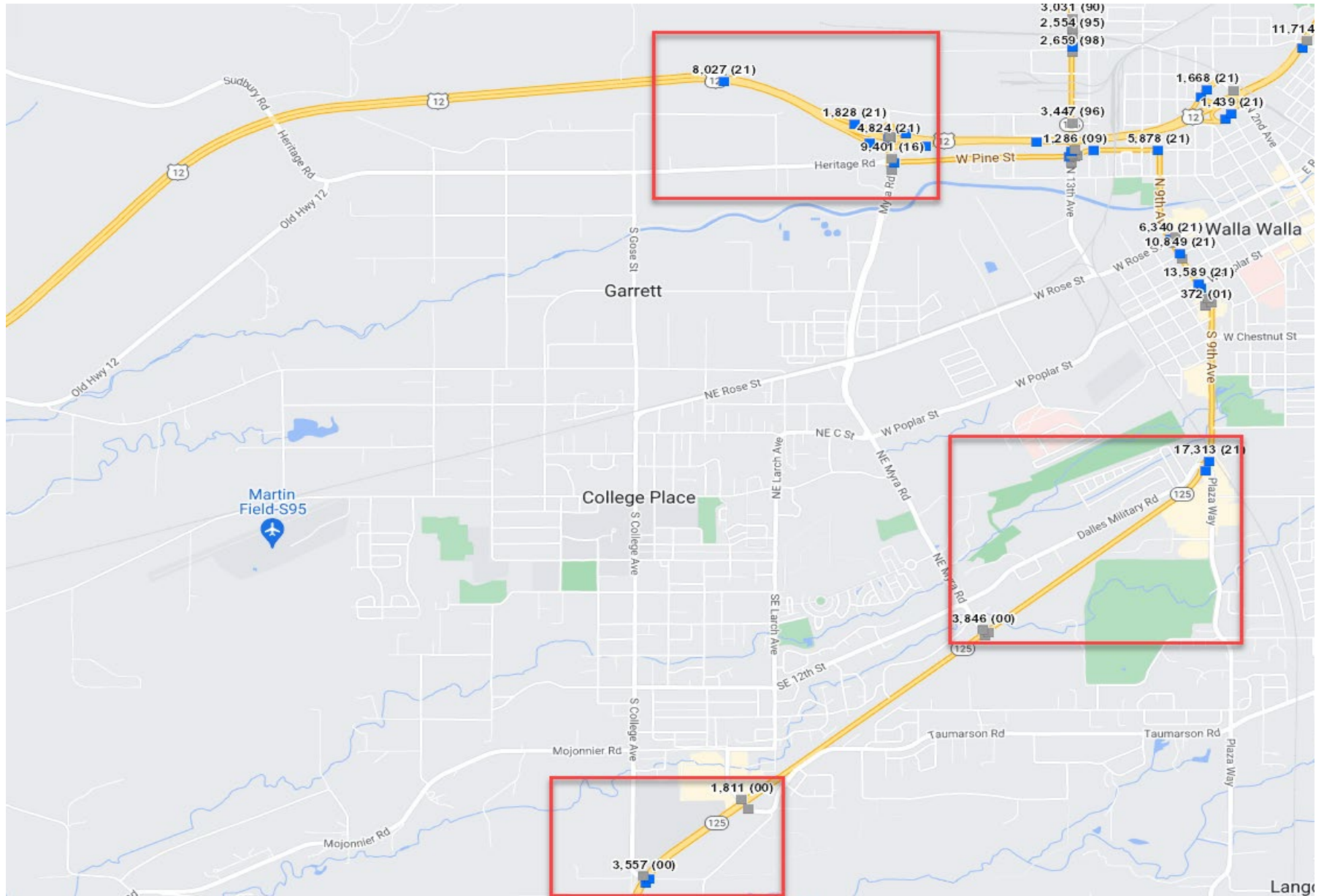


Vicinity of Walla Walla University Campus in College Place					
Visibility	1	2	3	4	5
Accessibility	1	2	3	4	5
Traffic Counts	1	2	3	4	5
Site Prep	1	2	3	4	5
Major Utilities	1	2	3	4	5
Zoning	1	2	3	4	5
Area Support Services	1	2	3	4	5
Demand Generator Position	1	2	3	4	5
Competition Position	1	2	3	4	5
Overall Result			82%	37	45

Location	Located in the vicinity of the Walla Walla University in College Place, Washington.
Land Area	The recommended site size for proposed property is two to three acres.
Frontage	This proposed should offer frontage or high visibility from Walla Walla University.
Topography	The area offers many options with very little issues. The topography does not appear to have development issues at this time.
Drainage	No drainage issues were observed at the time of visit and none were disclosed to Core Distinction Group at the time of Site Visit.
Environmental Hazards	An environmental assessment report was not provided for review. However, these issues are out of Core Distinction Group's scope of work and expertise. It is assumed that property is not adversely affected by these hazards.
Ground Stability	A soil report was not provided for review. However, these issues are out of Core Distinction Group's scope of work and expertise. It is assumed that property is not adversely affected by these hazards.
Utilities	It is to the understanding of Core Distinction Group that water, electricity and sewer are available in the general area.
Parking	This area is assumed to offer a site that will be able to accommodate the appropriate number of parking spaces.
Easements, Encroachments and Restrictions	Core Distinction Group was not provided a title report on said site and was not made aware of any easements, encroachments or restrictions that would affects this site.



Traffic Counts



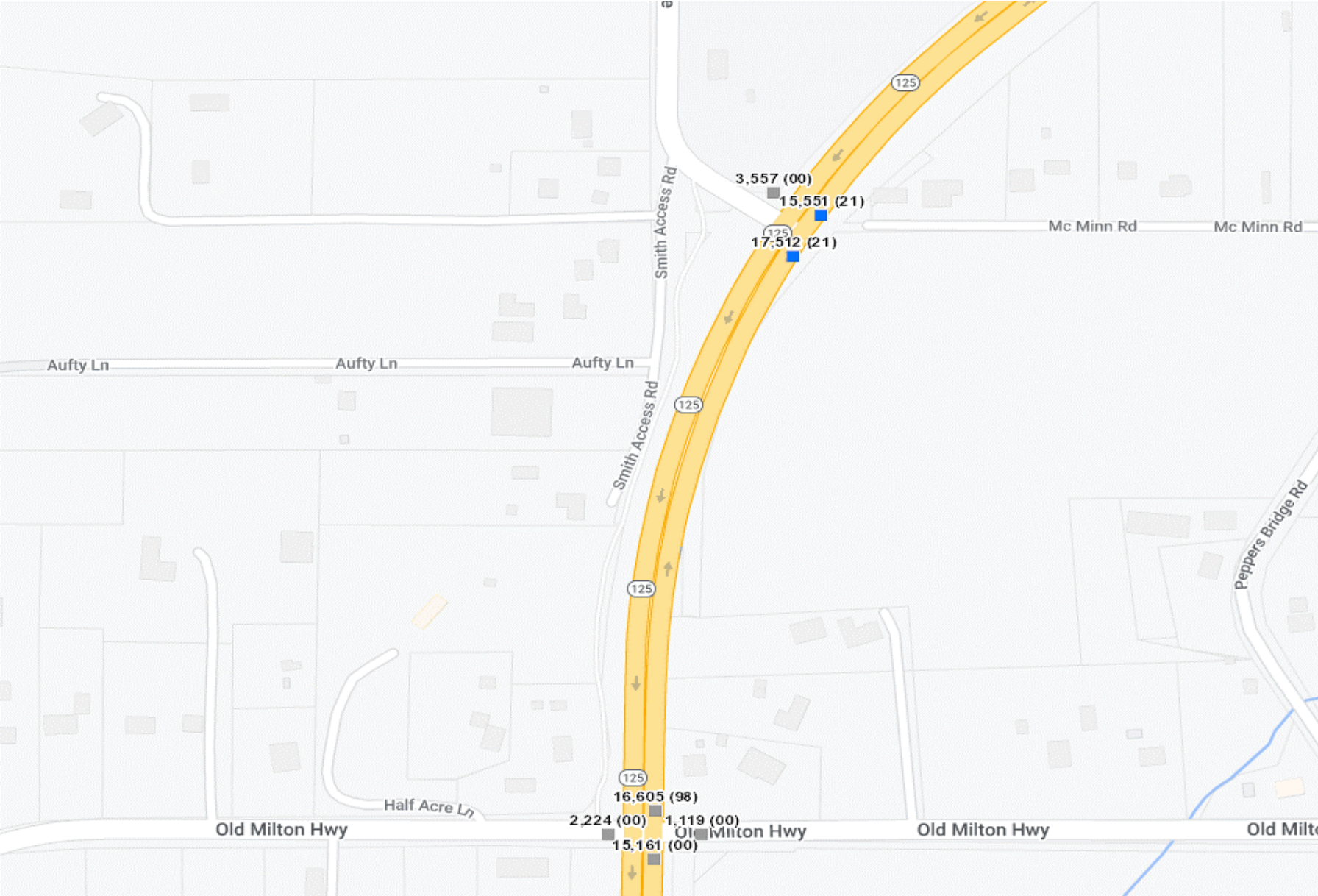
Source: WADOT

Traffic Counts (continued)



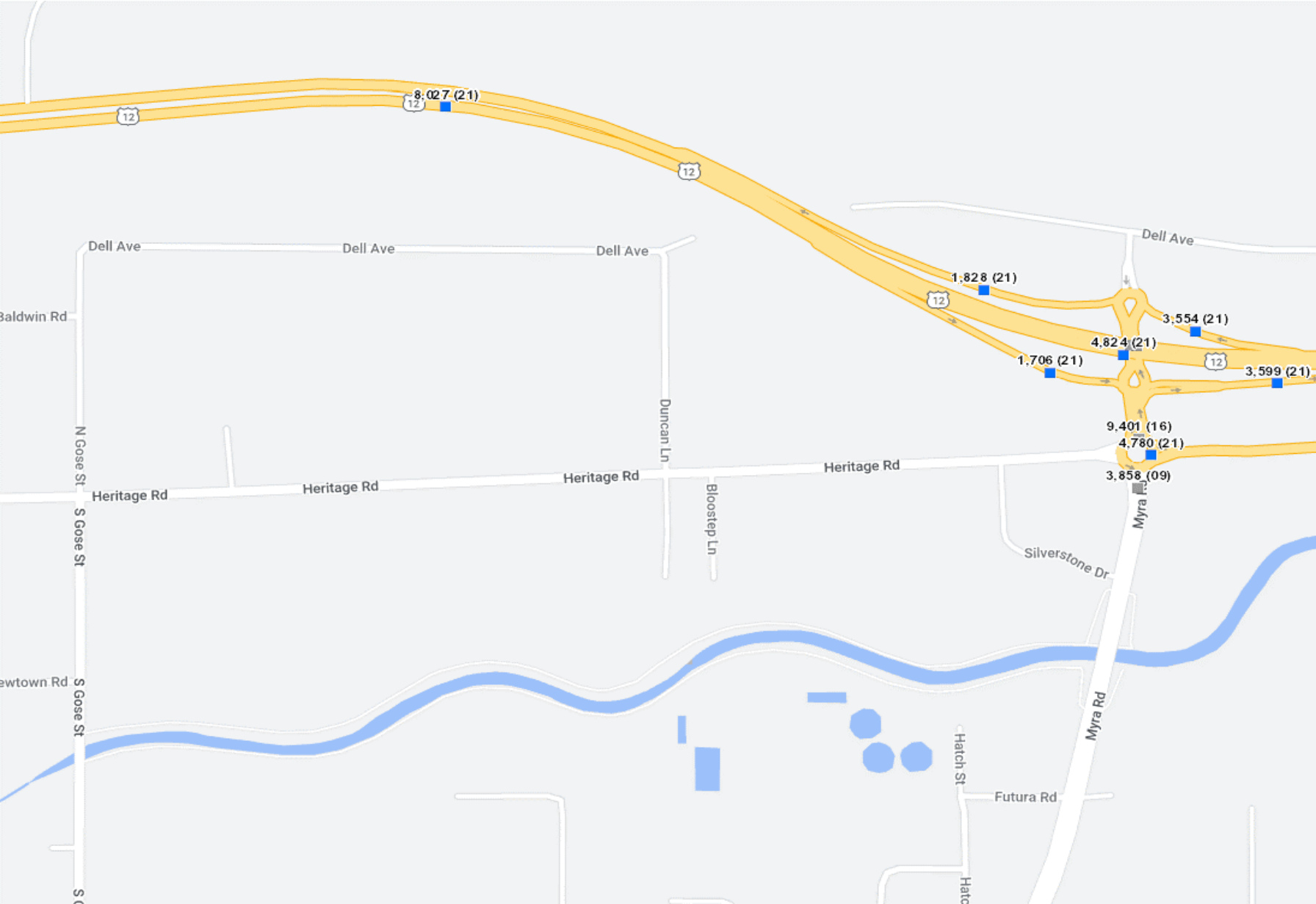
Source: WADOT

Traffic Counts (continued)



Source: WADOT

Traffic Counts (continued)



Source: WADOT

Lodging Demand

For the purposes of this Comprehensive Hotel Market Feasibility Study, it is important to understand the overall demand of lodging in the market as well as surrounding markets. This section reviews need in the areas based on the following market segments:



Market Segmentation Projection



Area Events and Attractions Demand



Transient and Walk-In Demand



Events by Month



Demand Generators and Attractions

In addition to a breakdown and overview of the market's lodging demand segmentation, this sections also details the sources of said lodging demand and in some cases, identifies when the demand peaks.

Attractions & Demand Generators:

Walla Walla University - A Seventh-day Adventist institution of higher education founded in 1892. On its five campuses throughout the Pacific Northwest, WWU cultivates environments of excellence, generosity, beauty, and Christian faith. The headquarters of WWU is located on an 83-acre campus in the Walla Walla Valley in Southeastern Washington state where cultural arts, vibrant dining, and recreational opportunities abound. The university also operates four satellite campuses, including a School of Nursing in Portland, Oregon, a marine biology station near Anacortes, Washington, and School of Social Work and Sociology campuses in Missoula and Billings, Montana.

Parks and Recreation - City of College Place maintains four parks comprising about fifteen acres. The two most popular parks is the seven acre Kiwanis Park located on the east side of the Walla Walla University campus near 3rd and Date streets as well as the seven acre Lions Park located near the center of the city at 8th and Larch Streets. Kiwanis Park offers 4 pickleball courts, one basketball court, restrooms, a playground, and a picnic shelter. Lions Park is located near the geographic center of the community on the southeast corner of Larch & 8 Streets. Garrison Creek meanders through the park. Other landmarks in the park include a picnic shelter, the Lions Club building, and a youth fishing pond located in the southeast corner of the park facility.

The Walla Walla County Fairgrounds - The ideal venue for reunions, picnics, company parties, wedding receptions, banquets and indoor or outdoor activities. The grounds have shady lawn areas, an outdoor stage, RV camping, picnic tables, benches and more. Families have been coming to the fairgrounds for generations enjoying community and private events experiencing something new on each visit and making memories worth repeating. Browse our website and discover information about upcoming events at the Fairgrounds, Walla Walla Frontier Days, facility rentals, auto events, equine events and a whole lot more!

Wine Valley Golf Club - This stunning Dan Hixson design unfolds on a grand scale, playing over rolling hills in the shadow of the Blue Mountains. Each hole affords multiple lines of play, ensuring a pleasant round for every golfer and a true challenge for those who seek it. Be among the first to experience one of America's most exciting new courses. Golf, Instruction, Tournaments and Golf Outings, Corporate Events, Weddings, Hard Goods, Soft Goods, Driving Range and Practice Facilities.

Attractions & Demand Generators:

Walla Walla Country Club - Founded in 1923 and designed by a local banker, W.W. Baker in 1923 then redesigned by world famous golf course architect A.W. Tillinghast in 1936. The overall length of the course looks as it should lend itself to low scores, but the trees, rough and smallish greens more than make up for the short length. Sitting nestled at the base of the Blue Mountains in Eastern Washington, the Walla Walla Country Club is “The Best Kept Secret in the State”! The Walla Walla Country Club currently has reciprocals with 10 other private country clubs. These reciprocals include complimentary use of the golf course and other recreational facilities along with charge privileges for food, beverages and pro shop purchases.

Veterans Memorial Golf Course - Set within the breathtaking tranquility of the foothills of the Blue Mountains, Veterans Memorial Golf Course captures the true essence of Southeastern Washington Golf more than any other. From the first tee, Veterans Memorial Golf Course serves up a visual and dynamic feast. Players are treated to an ever-changing landscape or 18 different golf holes, each with its own individual character and spectacular view. Each hole has been carefully designed to challenge the strategy of the expert golfer, at the same time, with 3 tees to choose from it keeps from intimidating the beginner.

Fort Walla Walla Museum - Offering a remarkable journey into Walla Walla’s rich heritage of Indian culture, military establishment, pioneer settlement, and horse-era agriculture. Visitors arrive at the Museum’s expansive new Entrance Hall and Galleries and go on to explore four more exhibit halls as well as a fascinating pioneer settlement.

Gesa Power House Theatre - A 300-seat performing arts venue, located in downtown Walla Walla. The 120-year-old building was once the Walla Walla Gas Plant, built to produce coal gas used to light the streets, businesses, and homes of Walla Walla. The Gesa Power House Theatre is on the Washington State Building Preservation Commission list of State historic buildings and on the National Register of Historic Places. The venue also hosts a variety of other cultural events, musical concerts, and private events (including weddings).

Red Star Barn - Nestled in the foothills of the beautiful Walla Walla Blue Mountains since 1907, Red Star Barn originally served as a shelter for wheat and livestock, during the hostile winter months. Owner Nat Small, whose family have resided in Walla Walla for four generations, has restored and renovated the barn, preserving the authenticity of the old, while incorporating elements of sustainability that align with the ecological backdrop of Eastern Washington’s natural landscape.

Attractions & Demand Generators:

Kontos Cellars - A winery that was born from the heart of Walla Walla. Second-generation winemakers and third-generation farmers, the Kontoses embody the spirit of the Walla Walla Valley and look to welcome you into the tasting room in an experience that emulates the warmth of this community and share wines representative of the Walla Walla Valley AVA.

Mansion Creek Cellars - A family owned winery dedicated to using Portuguese grapes such as Tinta Cão, Touriga Nacional, and Souzão as well as Spanish grapes like Grenache and Tempranillo.

Canoe Ridge Vineyard - Founded in 1994 in Walla Walla, Canoe Ridge Vineyard has established an iconic reputation for sourcing wines directly from its Horse Heaven Hills vineyard. Winemaker Bill Murray is focused on Bordeaux varietal production with emphasis on Merlot. A majority of the cooperage is French oak to add soft toasted notes as the wines age. The wines are made with structure and softness. The winery features small lot 1,000-6,000 fermenters, two presses and a cellar that can hold 3,000 barrels. Tanks in the winery were originally chosen to align with blocks off of Canoe Ridge Vineyard, skewing the winery toward red wine production. The automated barrel racking station allows for efficient and thorough racking and sanitation. Their winery software allows the winemaking team to hone their crafts efficiently and accurately. Their sophisticated in-house laboratory offers full-range tests.

Wl Corazon Winery - They are a small wine producer in the Walla Walla valley specializing in unique varietals such as Cabernet Franc, Petit Verdot, Malbec, and Carmenere.

House of Smith - Charles Smith had humble beginnings and intentions. From a migrant restaurant worker ('79-'89, California) to a rock band manager ('89-'99, Copenhagen, and London) to fledgling winemaker with \$5,000 and an Astro van ('99, Walla Walla, Washington), Charles is now the largest (and most-lauded) independent wine producer in Washington State. His portfolio includes K Vintners, Substance, SIXTO, ViNO CasaSmith, Golden West, POPUP, and B.Leighton.

Waterbrook Winery - Founded in 1984 in the heart of Walla Walla, Waterbrook is recognized for producing wines that truly exemplify the outstanding vineyard sources in the Columbia Valley. From vineyard to bottle, every detail of production is completed by a passionate team, led by winemaker John Freeman.

Attractions & Demand Generators:

Foundry Vineyards - Since 2003, Foundry Vineyards has focused its vision around a unique experience that highlights the creative processes of making both art and wine. There is a distinct aesthetic to each aspect of the winery, from the art-driven labels and the gallery-like tasting room to the modern feel of the contemporary sculpture garden and design store. Today, Foundry Vineyards is operated by Jay & Lisa Anderson (brother and sister duo and second-generation). The focus on art and wine has not wavered, as both children crafted their careers around the family's passion for art in all its forms. Jay has pushed the vision to also include interests in regenerative agriculture, organic farming, and low-intervention winemaking.

Bellaflora Farms - Home to Walla Walla's exclusive wedding experience, Bellaflora Farms offers a gorgeous pastoral setting perfect for any event. From weddings and anniversary parties to corporate events and private galas, the beautiful grounds create the ideal backdrop for any event. Tucked in amongst romantic vineyards and verdant woods our expansive grounds and lush gardens are heightened by the beauty and serenity of rambling Mill Creek.

Creekstone Gardens - A premier outdoor wedding venue in Walla Walla, nestled among our area's most beautiful wheat fields and popular vineyards. Our site has 3.5 acres featuring two beautiful wedding sites, picturesque Titus Creek, and a pond with "Mr. Pickles", our 1946 Ford flatbed, offering picture opportunities unique to our site! New for 2016, our 4300 square foot party barn to be finished in January! Located less than one mile from Walla Walla on Mill Creek Road, we are easy to find out of town guests.

Mackey Vineyards - Dedicated to French style production and winemaking methods to achieve uncompromising expression of terroir, that ineffable quality that links the wines to the unique land where the grapes are grown. Mackey Vineyards produces wines of restraint, balance and finesse, turning every meal and every day into a celebration.

Mark Ryan Winery - Founded in 1999 with the goal of making the best wines in Washington State. Largely self-taught, Mark honed the craft of winemaking through rigorous study and the welcomed advice of some of the area's most experienced producers. Over a decade later, Mark Ryan Winery has grown in size, earned acclaim from wine-lovers and critics alike, and garnered respect from the state's elite producers. The goal, however, remains the same. Make delicious wines that represent the vineyard from which they come, making every vintage better than the last.

Lodging Supply

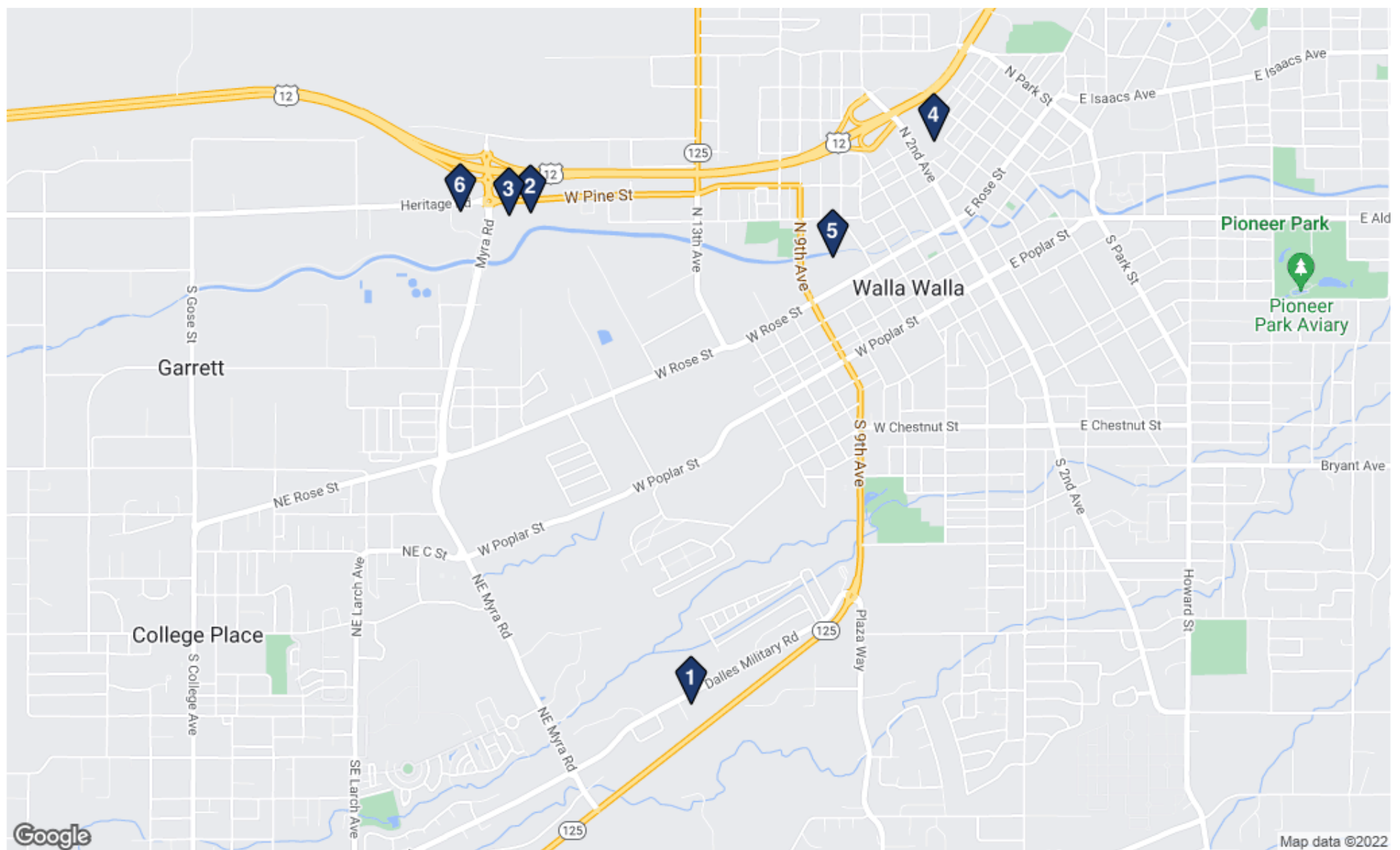
For the purposes of this Comprehensive Hotel Market Feasibility Study, the competitive set includes properties that were determined to be competitive with the proposed hotel based on either their location, brand affiliation, facilities and amenities offered, rate structure, community surveys, and/or market orientation. There are many instances where independent and/or economy hotels do not report to the reporting agency.

In some cases, Core Distinction Group must access data from surrounding or Secondary market hotels to obtain a Smith Travel Research (STR)/CoStar report. This can also include a Secondary Competitive Set. The following information will be presented in Lodging Supply:



Primary Competitive Set Property Overviews

Property Map Overview



Property Summary Report

Hampton by Hilton Inn & Suites Walla Walla

1531 Kelly Pl
Walla Walla, WA 99362 - Washington State Area Submarket

Upper Midscale
Class



HOSPITALITY

Brand	Hampton by Hilton
Hotel Opened	Aug 2008
Operation Type	Franchise
Operation Status	Open

BUILDING

Type	Hotel
Year Built	Aug 2008
Rooms	102
Location	Suburban
Stories	4
Primary Corridors	Interior
Meeting Space	588 SF

LAND

Land Acres	2.21 AC
Zoning	General Commercial
Parcels	360731120060

EXPENSES

Taxes	\$737.60/Room (2022)
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SPACE FEATURES

- Business Center
- Fitness Center
- On-Site Retail
- Pool

SALE

Sold Price	\$9,010,000 (\$88,333/Room)
Date	Feb 2022
Sale Type	Investment
Financing	Down Payment of \$1,226,302 (13.61%) 1st Mortgage: Potlatch No.1 FCU (Acquisition & Development)

TRANSPORTATION

Airport	13 min drive to Walla Walla Regional Airport
Walk Score®	Car-Dependent (30)
Transit Score®	Minimal Transit (22)

Property Summary Report

Comfort Inn & Suites Walla Walla

1419 W Pine St
Walla Walla, WA 99362 - Washington State Area Submarket

Upper Midscale
Class



HOSPITALITY

Brand	Comfort Inn
Hotel Opened	Apr 2007
Operation Type	Franchise
Operation Status	Open

BUILDING

Type	Hotel
Year Built	2006
Rooms	76
Location	Suburban
Stories	4
Primary Corridors	Interior

LAND

Land Acres	2.68 AC
Zoning	CH
Parcels	360719320046

EXPENSES

Taxes	\$479.21/Room (2022)
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SPACE FEATURES

- Fitness Center
- On-Site Retail
- Pool

SALE

Sold Price	\$5,000,000 (\$65,789/Room)
Date	Jan 2019
Sale Type	Investment
Financing	Down Payment of \$1,437,681 (31%) 1st Mortgage: Umpqua Bank

TRANSPORTATION

Airport	10 min drive to Walla Walla Regional Airport
Walk Score®	Car-Dependent (26)
Transit Score®	Minimal Transit (22)

Property Summary Report

Holiday Inn Express Walla Walla

1433 W Pine St
Walla Walla, WA 99362 - Washington State Area Submarket

Upper Midscale
Class



HOSPITALITY

Brand	Holiday Inn Express
Hotel Opened	May 2001
Operation Type	Franchise
Operation Status	Open

BUILDING

Type	Hotel
Year Built	2000
Rooms	81
Location	Suburban
Stories	3
Primary Corridors	Interior
Meeting Space	700 SF

LAND

Land Acres	2.23 AC
Zoning	CH
Parcels	350724410060

EXPENSES

Taxes	\$500.07/Room (2022)
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PARKING

Spaces	65 Surface
Ratio	0.80/Room

SPACE FEATURES

- Business Center
- On-Site Retail
- Spa
- Fitness Center
- Pool

TRANSPORTATION

Parking	65 available (Surface);Ratio of 0.80/Room
Airport	10 min drive to Walla Walla Regional Airport
Walk Score®	Car-Dependent (25)
Transit Score®	Minimal Transit (21)

PROPERTY CONTACTS

True Owner	Randy Grudzinski 3331 Panakres Ln Walla Walla, WA 99362 (509) 529-8099 (p)	Recorded Owner	Walla Walla Hie Llc 1433 W Pine St Walla Walla, WA 99362
Parent Company	IHG Hotels & Resorts		

Property Summary Report

Best Western Plus Walla Walla Suites Inn

7 E Oak St
Walla Walla, WA 99362 - Washington State Area Submarket

Upper Midscale
Class



HOSPITALITY

Brand	Best Western Plus
Hotel Opened	May 1995
Operation Type	Franchise
Operation Status	Open

BUILDING

Type	Hotel
Year Built	1994
Rooms	76
Location	Suburban
Stories	3
Primary Corridors	Interior
Meeting Space	500 SF

LAND

Land Acres	2.01 AC
Zoning	C
Parcels	360720730813

EXPENSES

Taxes	\$515.30/Room (2022)
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SPACE FEATURES

- Business Center
- Fitness Center
- Hot Tub
- Pool

TRANSPORTATION

Airport	9 min drive to Walla Walla Regional Airport
Walk Score®	Very Walkable (77)
Transit Score®	Some Transit (32)

PROPERTY CONTACTS

True Owner	Robert Williams 1120 Magnolia Dr Walla Walla, WA 99362 (509) 525-4700 (p)
Recorded Owner	Walla Walla Suites Motel 7 E Oak St Walla Walla, WA 99362

True Owner	Sherie Greiner 2050 Delmont Pl Walla Walla, WA 99362 (509) 525-4700 (p)
Parent Company	Best Western Hotels & Resorts

Property Summary Report

Courtyard Walla Walla

550 W Rose St
Walla Walla, WA 99362 - Washington State Area Submarket

Upscale
Class



HOSPITALITY

Brand	Courtyard
Hotel Opened	Jan 2015
Operation Type	Franchise
Operation Status	Open

BUILDING

Type	Hotel
Year Built	Jan 2015
Rooms	120
Location	Suburban
Stories	3
Primary Corridors	Interior
Meeting Space	2,576 SF

LAND

Land Acres	8.82 AC
Zoning	CH
Parcels	360719630228

EXPENSES

Taxes	\$646.72/Room (2022)
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SPACE FEATURES

- Fitness Center
- Meeting Event Space
- Pool
- Restaurant

TRANSPORTATION

Airport	10 min drive to Walla Walla Regional Airport
Walk Score®	Very Walkable (78)
Transit Score®	Some Transit (33)

TENANTS

Courtyard by Marriott Walla Walla	-
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PROPERTY CONTACTS

True Owner	A & A Construction & Development, Inc. 202 E Spokane Falls Blvd Spokane, WA 99202 (509) 624-1170 (p)	Recorded Owner	Walla Walla Hospitality LLC 550 Rose St Walla Walla, WA 99362
Developer	USKH Inc 5 N Colville St Walla Walla, WA 99362	Architect	Jensen Design Architects 7730 Leary Way NE Redmond, WA 98052 (425) 216-0318 (p) (425) 216-0329 (f)
Parent Company	Marriott International		



Property Summary Report

La Quinta Inns & Suites Walla Walla

776 Silverstone Dr
Walla Walla, WA 99362 - Washington State Area Submarket

Upper Midscale
Class



HOSPITALITY

Brand	La Quinta Inns & Suites
Hotel Opened	Sep 2017
Operation Type	Franchise
Operation Status	Open

BUILDING

Type	Hotel
Year Built	Sep 2017
Rooms	77
Location	Suburban
Stories	4
Primary Corridors	Interior
Meeting Space	750 SF

LAND

Land Acres	1.32 AC
Zoning	HC
Parcels	350724410074

EXPENSES

Taxes	\$1,038.65/Room (2022)
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SPACE FEATURES

- Business Center
- Fitness Center
- Hot Tub
- Meeting Event Space
- Pool
- Public Access Wifi

TRANSPORTATION

Airport	10 min drive to Walla Walla Regional Airport
Walk Score®	Car-Dependent (21)
Transit Score®	Minimal Transit (20)

PROPERTY CONTACTS

True Owner	Nageshwar Motel, Inc. 7030 Cascade Ave SE Snoqualmie, WA 98065
Parent Company	Wyndham Hotels & Resorts

Recorded Owner	Nageshwar Motel, Inc. 7030 Cascade Ave SE Snoqualmie, WA 98065
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STR/COSTAR Global Data

For the purposes of this Comprehensive Hotel Market Feasibility Study, as stated previously, the competitive set includes those midscale and upper midscale properties that were determined could be competitive with the proposed hotel based on either their location, brand affiliation, facilities and amenities offered, rate structure, community interviews, and/or market orientation. Core Distinction Group must follow specific guidelines in order to access accurate CoStar/STR Global Data. The following guidelines must be followed:



Property Minimum - A trend or a competitive set must include a minimum of three participating properties, not including the subject property if selecting a competitive set. Of the three, there must be a minimum of two properties not affiliated with the subject property (brand, parent, management, ownership and/or asset manager). The minimum number of properties must report data before performance data will be released.



Company Minimum - A trend or a competitive set must include a minimum of two companies not affiliated with the request or the subject property (brand, parent, management, ownership and/or asset manager).



Property - No single property can account for more than 50% of the total participating room supply of a competitive set, excluding the rooms of the subject property and other properties from the same company as the subject (parent, management, ownership and/or asset manager).



Brand - No single brand (e.g. Holiday Inn, Comfort Inn) can account for more than 50% of the total participating room supply of a competitive set, excluding the rooms of the subject and other properties from the same company as the subject.



Company - No single company (e.g. Hilton Worldwide, Interstate Hotels & Resorts, Host Hotels & Resorts) can account for more than 70% of the total participating room supply of a competitive set, excluding the rooms of the subject property and other properties from the same company as the subject (parent, management, ownership and/or asset manager).

This section will include the data provided by CoStar/STR Global.

STR Global - CoStar - Data by Measure - Primary Comp Set

Occupancy (%)													
YR.	January	February	March	April	May	June	July	August	September	October	November	December	YTD
2018	43.6%	51.2%	57.2%	64.6%	68.5%	77.0%	76.8%	79.6%	71.0%	66.8%	53.4%	48.6%	63.2%
2019	47.2%	49.4%	59.1%	65.0%	68.2%	76.2%	76.4%	78.1%	70.4%	66.4%	54.9%	49.2%	63.4%
2020	46.2%	56.6%	32.5%	26.5%	35.7%	51.0%	60.2%	65.5%	64.2%	56.2%	41.2%	38.2%	47.8%
2021	42.1%	46.1%	54.5%	61.2%	64.1%	72.7%	79.1%	78.6%	68.9%	61.0%	53.0%	49.5%	61.0%
2022	44.2%	54.3%	59.9%	64.4%	68.6%	75.3%	75.9%	79.4%					65.3%
Avg	44.8%	50.8%	50.8%	54.3%	59.1%	69.2%	73.1%	75.5%	68.6%	62.6%	50.6%	46.4%	58.8%

ADR (\$)													
YR.	January	February	March	April	May	June	July	August	September	October	November	December	YTD
2018	\$111.69	\$118.39	\$122.15	\$125.23	\$123.35	\$131.44	\$132.08	\$135.49	\$127.98	\$123.15	\$122.04	\$132.25	\$125.44
2019	\$114.92	\$118.37	\$123.78	\$124.86	\$126.06	\$132.86	\$135.33	\$144.10	\$124.06	\$122.79	\$122.15	\$132.17	\$126.79
2020	\$114.80	\$119.24	\$108.17	\$86.12	\$91.12	\$104.71	\$118.18	\$121.21	\$112.74	\$108.75	\$104.21	\$109.49	\$108.23
2021	\$106.96	\$109.50	\$114.45	\$123.81	\$127.86	\$137.36	\$150.18	\$151.38	\$139.64	\$134.53	\$123.11	\$136.77	\$131.77
2022	\$118.30	\$123.95	\$126.31	\$140.42	\$142.77	\$151.35	\$159.94	\$159.47					\$143.00
Avg	\$112.09	\$116.38	\$117.14	\$115.01	\$117.10	\$126.59	\$133.94	\$138.05	\$126.11	\$122.31	\$117.88	\$127.67	\$122.52

RevPAR (\$)													
YR.	January	February	March	April	May	June	July	August	September	October	November	December	YTD
2018	\$48.67	\$60.59	\$69.92	\$80.93	\$84.51	\$101.25	\$101.51	\$107.89	\$90.89	\$82.25	\$65.15	\$64.26	\$79.82
2019	\$54.29	\$58.49	\$73.15	\$81.19	\$86.00	\$101.22	\$103.33	\$112.50	\$87.30	\$81.55	\$67.01	\$65.08	\$80.93
2020	\$53.05	\$67.43	\$35.18	\$22.81	\$32.49	\$53.37	\$71.17	\$79.39	\$72.40	\$61.07	\$42.98	\$41.84	\$52.77
2021	\$45.06	\$50.50	\$62.36	\$75.74	\$81.93	\$99.88	\$118.72	\$119.03	\$96.27	\$82.02	\$65.29	\$67.69	\$81.77
2022	\$52.28	\$67.34	\$75.60	\$90.37	\$97.98	\$113.99	\$121.47	\$126.58					\$93.45
Avg	\$50.27	\$59.25	\$60.15	\$65.17	\$71.23	\$88.93	\$98.68	\$104.70	\$86.72	\$76.72	\$60.11	\$59.72	\$73.47

Revenue (\$)													
YR.	January	February	March	April	May	June	July	August	September	October	November	December	YTD
2018	\$802,604	\$902,519	\$1,153,106	\$1,291,719	\$1,393,759	\$1,615,925	\$1,674,034	\$1,779,366	\$1,450,559	\$1,356,514	\$1,039,870	\$1,059,739	\$15,519,714
2019	\$895,424	\$871,208	\$1,206,352	\$1,295,759	\$1,418,353	\$1,615,416	\$1,704,069	\$1,855,319	\$1,393,320	\$1,344,919	\$1,069,516	\$1,073,319	\$15,742,974
2020	\$874,907	\$1,004,474	\$580,117	\$281,886	\$414,943	\$851,776	\$1,173,720	\$1,309,273	\$1,155,499	\$1,007,119	\$685,900	\$689,979	\$10,029,593
2021	\$743,127	\$752,247	\$1,028,484	\$1,208,786	\$1,351,270	\$1,594,119	\$1,957,896	\$1,962,996	\$1,536,488	\$1,352,684	\$1,042,024	\$1,116,419	\$15,646,540
2022	\$862,186	\$1,003,023	\$1,246,764	\$1,442,259	\$1,615,887	\$1,819,343	\$2,003,277	\$2,087,592					\$12,080,331
Avg	\$829,016	\$882,612	\$992,015	\$1,019,538	\$1,144,581	\$1,419,309	\$1,627,430	\$1,726,739	\$1,383,967	\$1,265,309	\$959,328	\$984,864	\$14,234,705

STR Global - CoStar - 12 Month Moving Average - Primary Comp Set

Occupancy (%)												
YR.	January	February	March	April	May	June	July	August	September	October	November	December
2018	61.9%	61.6%	61.2%	61.1%	61.4%	61.8%	62.2%	62.4%	62.4%	62.7%	63.1%	63.3%
2019	63.6%	63.4%	63.6%	63.6%	63.6%	63.5%	63.5%	63.4%	63.3%	63.3%	63.4%	63.5%
2020	63.4%	63.9%	61.7%	59.1%	56.7%	54.5%	53.1%	52.0%	51.5%	50.6%	49.4%	48.4%
2021	48.1%	47.2%	49.2%	51.7%	53.8%	55.6%	57.1%	58.3%	58.7%	59.1%	60.0%	61.0%
2022	27.2%	61.8%	62.2%	62.5%	62.9%	63.1%	62.8%	62.9%				
Avg	59.3%	59.0%	58.9%	58.9%	58.9%	58.9%	59.0%	59.0%	59.0%	58.9%	59.0%	59.1%

ADR (\$)												
YR.	January	February	March	April	May	June	July	August	September	October	November	December
2018	\$124.65	\$124.76	\$124.84	\$124.84	\$124.54	\$124.93	\$124.85	\$125.08	\$125.21	\$125.64	\$126.04	\$126.33
2019	\$126.47	\$126.48	\$126.60	\$126.57	\$126.82	\$126.95	\$127.28	\$128.16	\$127.80	\$127.77	\$127.77	\$127.77
2020	\$127.78	\$127.76	\$127.20	\$126.23	\$124.74	\$122.17	\$120.10	\$117.04	\$115.76	\$114.26	\$112.80	\$110.83
2021	\$110.19	\$109.27	\$109.84	\$112.02	\$114.53	\$117.73	\$121.50	\$124.96	\$127.48	\$129.61	\$130.57	\$132.12
2022	\$132.74	\$133.48	\$134.31	\$135.67	\$137.00	\$138.38	\$139.33	\$140.21				
Avg	\$122.27	\$122.07	\$122.12	\$122.42	\$122.66	\$122.95	\$123.43	\$123.81	\$124.06	\$124.32	\$124.30	\$124.26

RevPAR (\$)												
YR.	January	February	March	April	May	June	July	August	September	October	November	December
2018	\$77.21	\$76.81	\$76.41	\$76.41	\$76.48	\$77.26	\$77.68	\$78.07	\$78.18	\$78.75	\$79.48	\$79.92
2019	\$80.40	\$80.24	\$80.52	\$80.54	\$80.66	\$80.66	\$80.81	\$81.21	\$80.91	\$80.85	\$81.00	\$81.07
2020	\$80.97	\$81.65	\$78.43	\$74.59	\$70.71	\$66.62	\$63.78	\$60.86	\$59.59	\$57.78	\$55.73	\$53.67
2021	\$52.97	\$51.62	\$54.02	\$57.86	\$61.58	\$65.40	\$69.44	\$72.81	\$74.77	\$76.55	\$78.38	\$80.58
2022	\$81.19	\$82.48	\$83.61	\$84.81	\$86.17	\$87.33	\$87.56	\$88.21				
Avg	\$72.89	\$72.58	\$72.35	\$72.35	\$72.36	\$72.49	\$72.93	\$73.24	\$73.36	\$73.48	\$73.65	\$73.81

Revenue (\$)												
YR.	January	February	March	April	May	June	July	August	September	October	November	December
2018	\$13,755,279	\$13,847,200	\$13,956,086	\$14,086,017	\$14,322,786	\$14,644,604	\$14,907,493	\$15,166,962	\$15,186,566	\$15,294,210	\$15,432,809	\$15,519,714
2019	\$15,612,534	\$15,581,223	\$15,634,469	\$15,638,509	\$15,663,102	\$15,662,593	\$15,692,628	\$15,768,581	\$15,711,343	\$15,699,748	\$15,729,394	\$15,742,974
2020	\$15,722,457	\$15,855,723	\$15,229,488	\$14,215,615	\$13,212,205	\$12,448,565	\$11,918,216	\$11,372,170	\$11,134,348	\$10,796,548	\$10,412,932	\$10,029,592
2021	\$9,897,812	\$9,645,586	\$10,093,953	\$11,020,853	\$11,957,181	\$12,699,523	\$13,483,700	\$14,137,423	\$14,518,413	\$14,863,978	\$15,220,102	\$15,646,542
2022	\$15,765,601	\$16,016,376	\$16,234,656	\$16,468,129	\$16,732,746	\$16,957,970	\$17,003,351	\$17,127,946				
Avg	\$13,747,021	\$13,732,433	\$13,728,499	\$13,740,249	\$13,788,819	\$13,863,821	\$14,000,509	\$14,111,284	\$14,137,668	\$14,163,621	\$14,198,809	\$14,234,706

Primary Competitive Set Date

For the purposes of this Comprehensive Hotel Market Feasibility Study, the competitive set includes properties that were determined to be competitive with the proposed hotel based on either their location, brand affiliation, facilities and amenities offered, rate structure, community surveys, and/or market orientation. There are many instances where independent and/or economy hotels do not report to the reporting agency. The following information will be analyzed in Competitive Set Analysis:



Key Performance Indicators



Supply & Demand/Supply & Demand Changes



Occupancy/Occupancy Changes



Average Daily Rate/Average Daily Rate Changes

Primary Competitive Hotel Properties Data Summary

Primary Competitive Set			
Property Name	Industry Segment	Open Date	Room Count
Hampton by Hilton Inn & Suites Walla Walla	Upper Midscale	2008	102
Comfort Inn & Suites Walla Walla	Upper Midscale	2007	76
Holiday Inn Express Walla Walla	Upper Midscale	2001	81
Best Western Plus Walla Walla Suites Inn	Upper Midscale	1995	76
La Quinta Inns & Suites Walla Walla	Upper Midscale	2017	77
Courtyard Walla Walla	Upscale	2015	120
Primary Competitive Set Room Count Average			89
Source: CoStar/STR Core Distinction Group, LLC			

Primary Competitive Set Current			
Time Frame	Occupancy	Average Daily Rate	Revenue Per Available Room
YTD	63.5%	\$143.00	\$93.45
3 Month Average	76.9%	\$157.03	\$120.75
12 Month Average	62.9%	\$140.21	\$88.21
Source: CoStar/STR Core Distinction Group, LLC			

Primary Competitive Set Prior Year			
Time Frame	Occupancy	Average Daily Rate	Revenue Per Available Room
12 Month Average	58.1%	\$124.00	\$72.00
Source: CoStar/STR Core Distinction Group, LLC			

Primary Competitive Set Year Over Year Percentage Change			
Time Frame	Occupancy	Average Daily Rate	Revenue Per Available Room
Percent of Change	8.3%	12.6%	21.9%
Source: CoStar/STR Core Distinction Group, LLC			

Primary Competitive Hotel Quoted Rates

Primary Competitive Set Listed Rates - Weekdays				
Property Name	OCT	JAN	APR	JUL
Hampton by Hilton Inn & Suites Walla Walla	\$125	\$105	\$125	\$155
Comfort Inn & Suites Walla Walla	\$110	\$110	\$110	\$125
Holiday Inn Express Walla Walla	\$115	\$110	\$110	\$125
Best Western Plus Walla Walla Suites Inn	\$110	\$130	\$130	\$130
La Quinta Inns & Suites Walla Walla	\$110	\$90	\$95	\$110
Courtyard Walla Walla	\$160	\$160	\$160	\$180
Primary Competitive Set Average	\$122	\$118	\$122	\$138
Primary Competitive Set Rate Average				\$125

Primary Competitive Set Listed Rates - Weekends				
Property Name	OCT	JAN	APR	JUL
Hampton by Hilton Inn & Suites Walla Walla	\$155	\$140	\$180	\$180
Comfort Inn & Suites Walla Walla	\$160	\$130	\$185	\$180
Holiday Inn Express Walla Walla	\$160	\$140	\$180	\$180
Best Western Plus Walla Walla Suites Inn	\$160	\$140	\$190	\$200
La Quinta Inns & Suites Walla Walla	\$135	\$115	\$130	\$145
Courtyard Walla Walla	\$250	\$220	\$250	\$240
Primary Competitive Set Average	\$170	\$148	\$186	\$188
Primary Competitive Set Rate Average				\$173
Source: CoStar/STR Core Distinction Group, LLC				

Primary Competitive Set Trend			
Time Frame	Occupancy	Average Daily Rate	Revenue Per Available Room
YTD	63.5%	\$143.00	\$93.45
3 Month Average	76.9%	\$157.03	\$120.75
12 Month Average	62.9%	\$140.21	\$88.21
Source: CoStar/STR Core Distinction Group, LLC			

Projected Primary Competitive Set Rates	
Time Frame	Average Daily Rate
3 Month Average	\$157.03
12 Month Average	\$140.21
Future Quoted Rate Average	\$148.65
Projected Average Daily Rates	\$148.63
Source: Google Travel/CoStar/STR Core Distinction Group, LLC	

Search Analytics

INVENTORY ROOMS

532 +0%

Prior Period 532

UNDER CONSTRUCTION ROOMS

0 -

Prior Period 0

12 MO OCC RATE

62.9% +8.3%

Prior Period 58.1%

12 MO ADR

\$140 +12.6%

Prior Period \$124

12 MO REVPAR

\$88 +21.9%

Prior Period \$72

MARKET SALE PRICE/ROOM

\$118K +1.7%

Prior Period \$116K

MARKET CAP RATE

7.9% -0.1%

Prior Period 8.0%

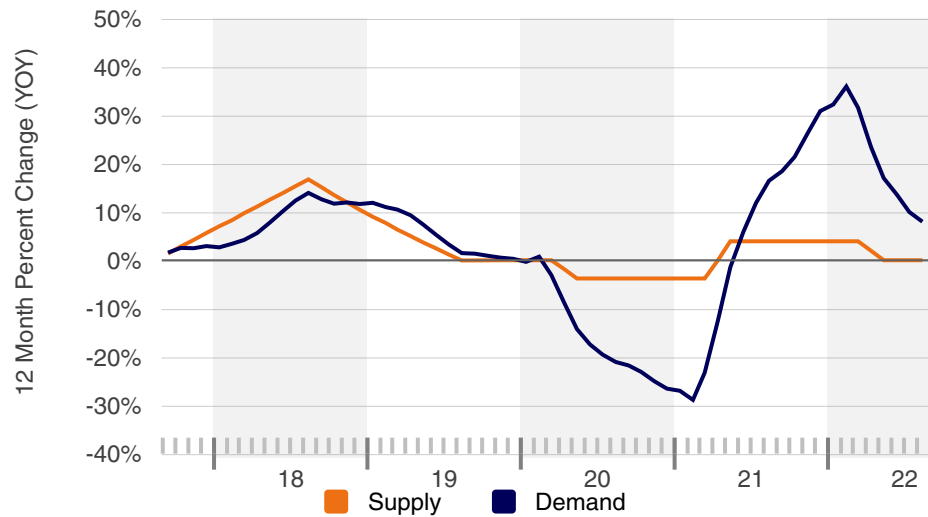
Key Metrics

Inventory		Sales Past Year	
Existing Properties	6 ↕	Sales Volume	\$9M ↑
12 Mo Delivered Rooms	0 ↕	Properties Sold	1 ↑
12 Mo Delivered Properties	0 ↕	Months to Sale	-
12 Mo Recently Opened Rooms	0 ↕	Average Price Per Building	\$9M
12 Mo Recently Opened Properties	0 ↕	Market Price Per Room	\$118K ↑
Under Construction Properties	0 ↕	Market Cap Rate	7.9% ↓

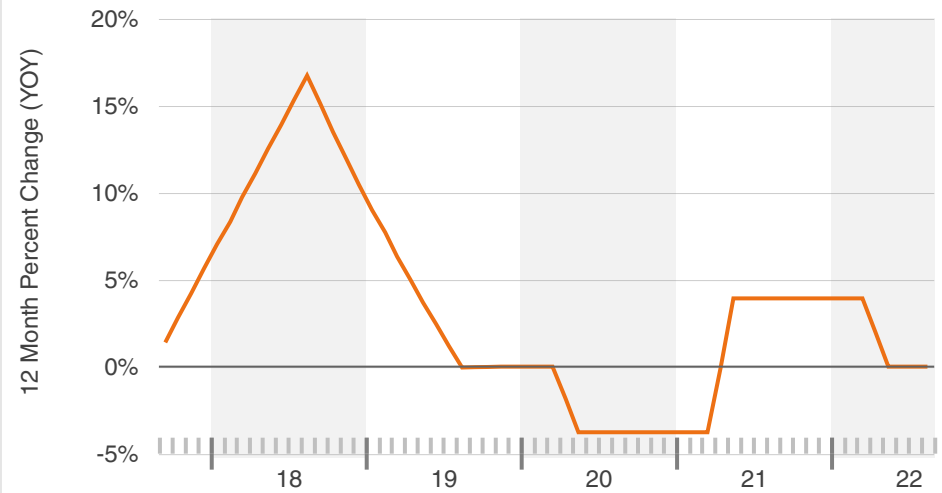
Performance Trend	
Occupancy Rate	79.4% ↑
Average Daily Rate	\$159.47 ↑
Revenue Per Available Room	\$126.58 ↑
YTD Occupancy Rate	65.3% ↑
YTD Average Daily Rate	\$143.00 ↑
YTD RevPAR	\$93.45 ↑
3 Mo Occupancy Rate	76.9% ↑
3 Mo Average Daily Rate	\$157.03 ↑
3 Mo RevPAR	\$120.75 ↑
12 Mo Occupancy Rate	62.9% ↑
12 Mo Average Daily Rate	\$140.21 ↑
12 Mo RevPAR	\$88.21 ↑

Search Analytics

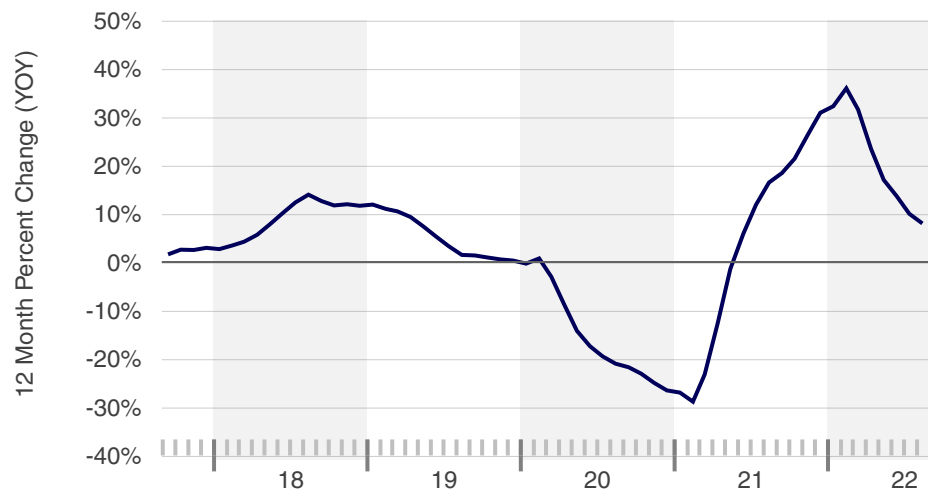
Supply & Demand Change



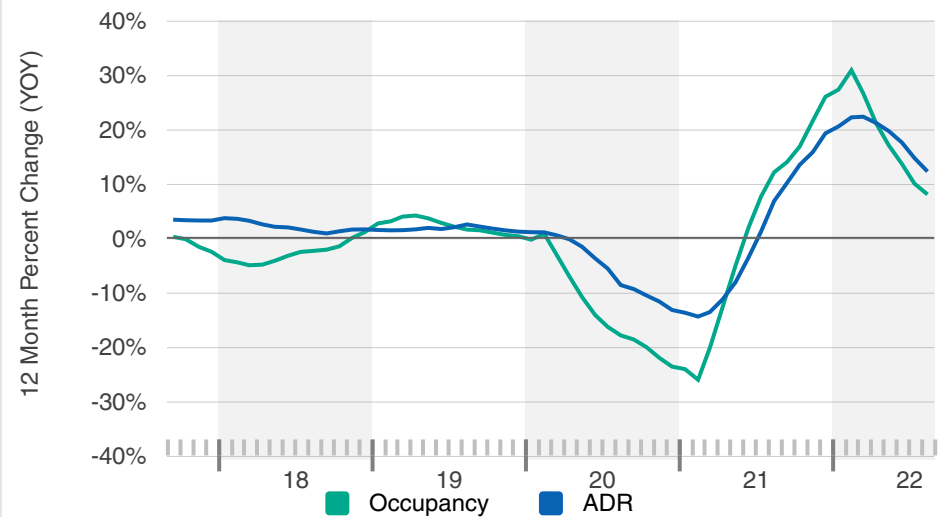
Supply Change



Demand Change

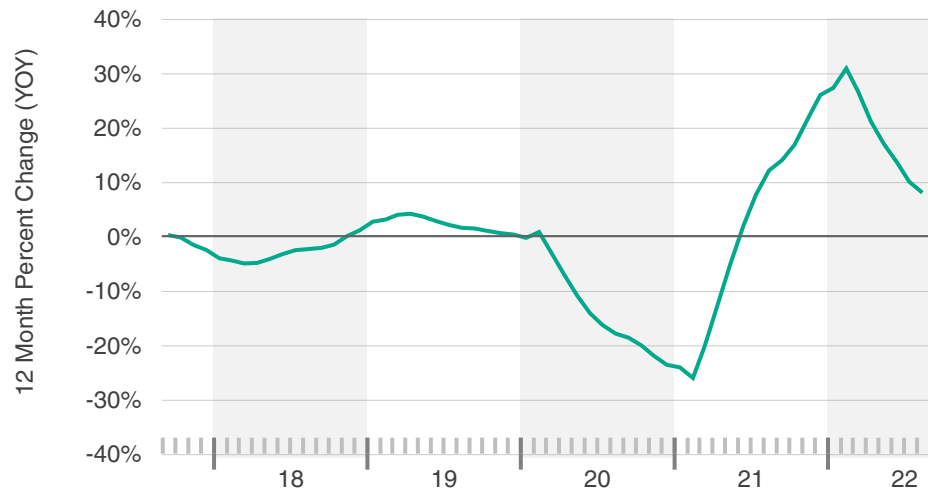


Occupancy & ADR Change

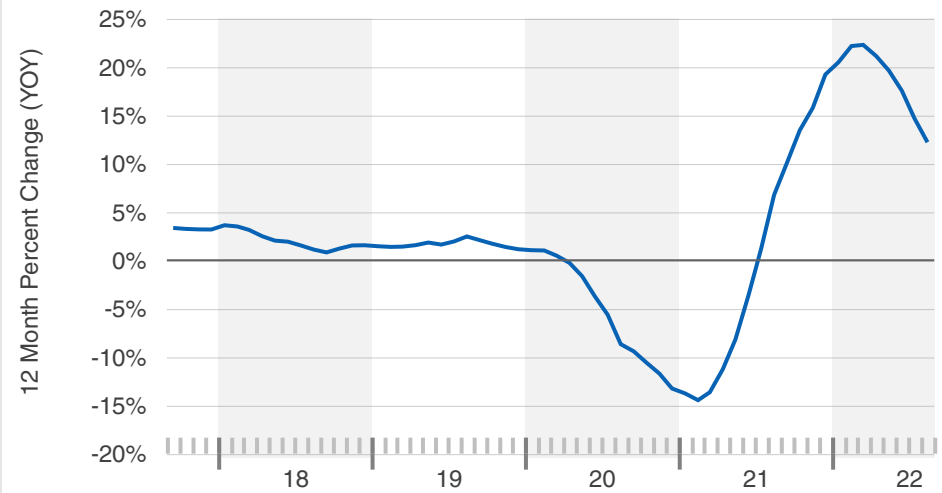


Search Analytics

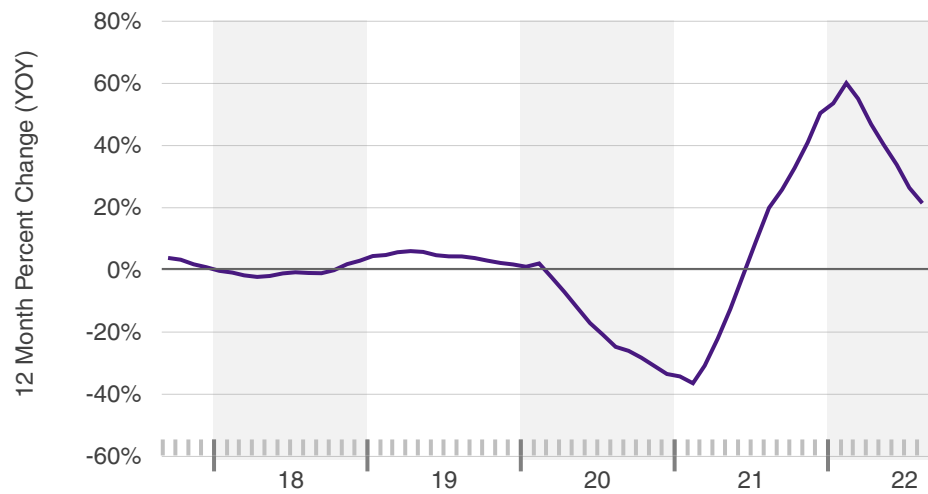
Occupancy Change



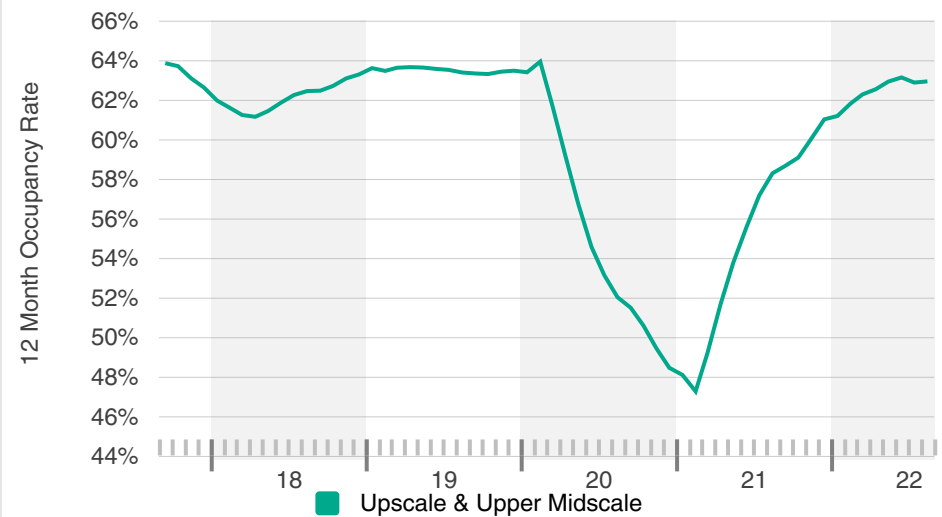
ADR Change



RevPAR Change

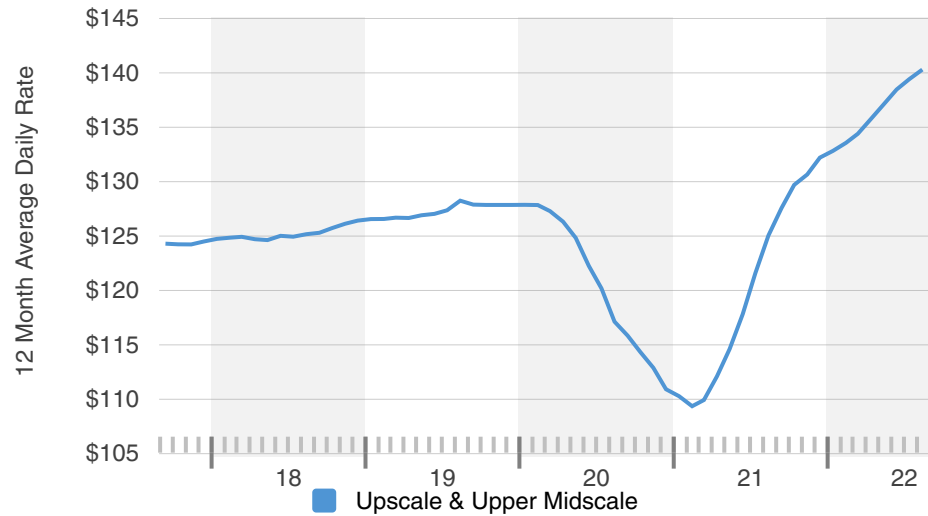


Occupancy By Class

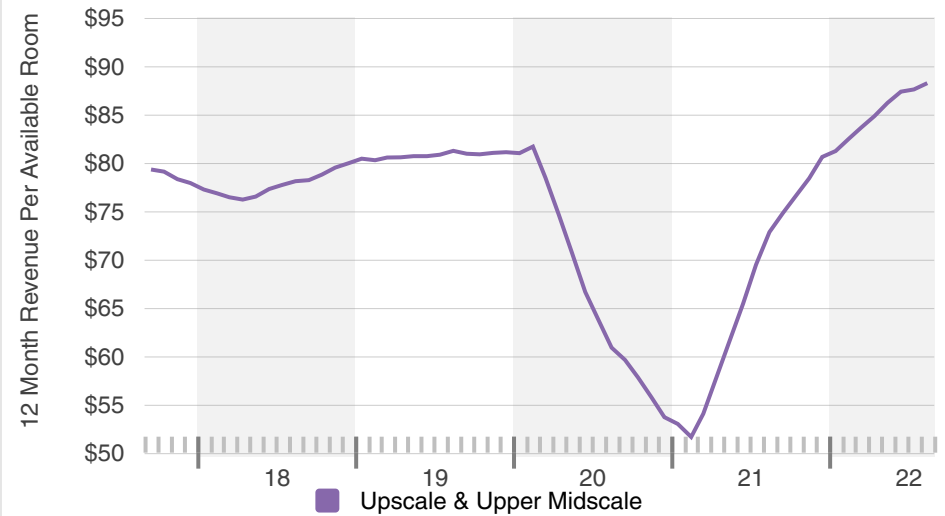


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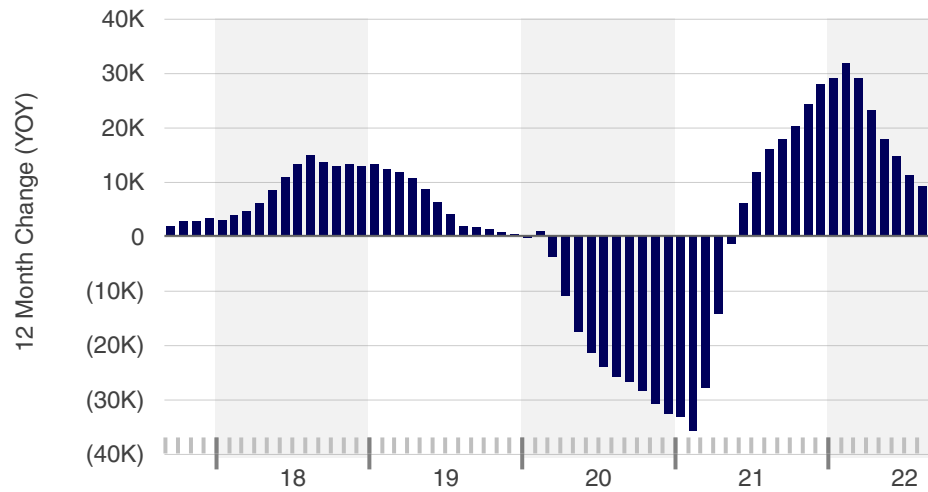
ADR By Class



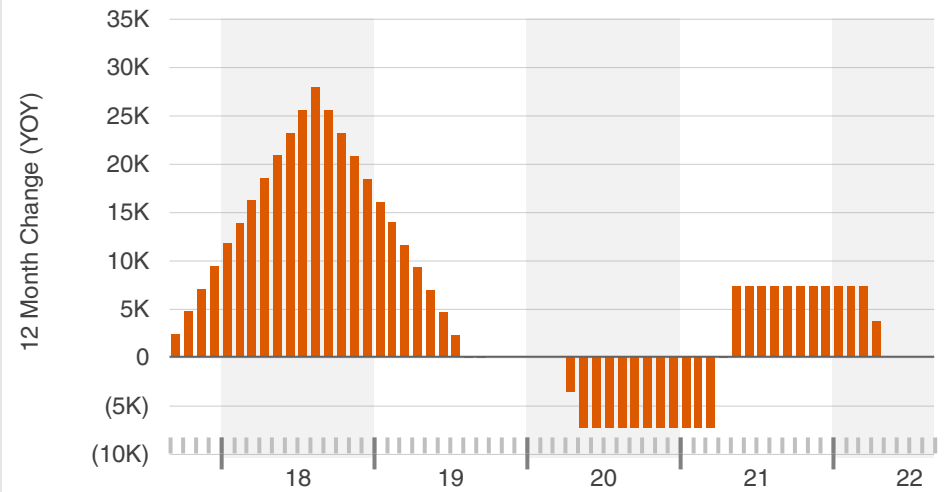
RevPAR By Class



Demand Change

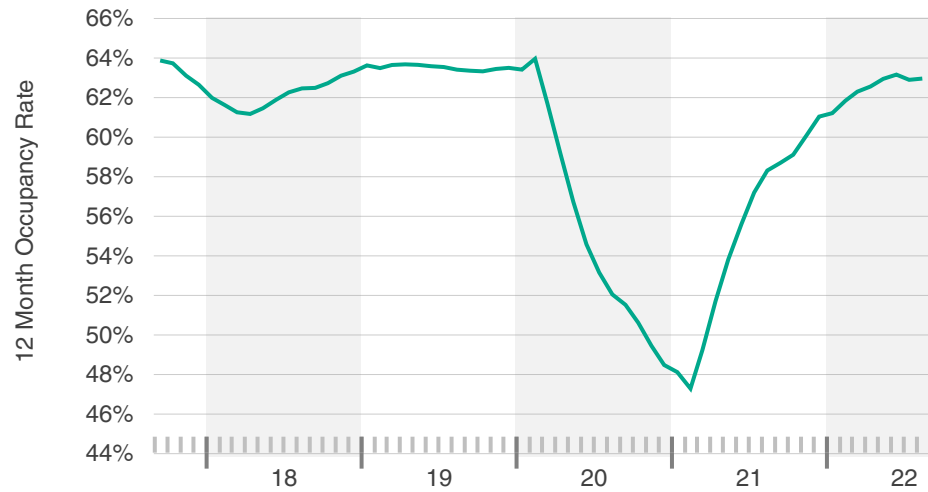


Supply Change

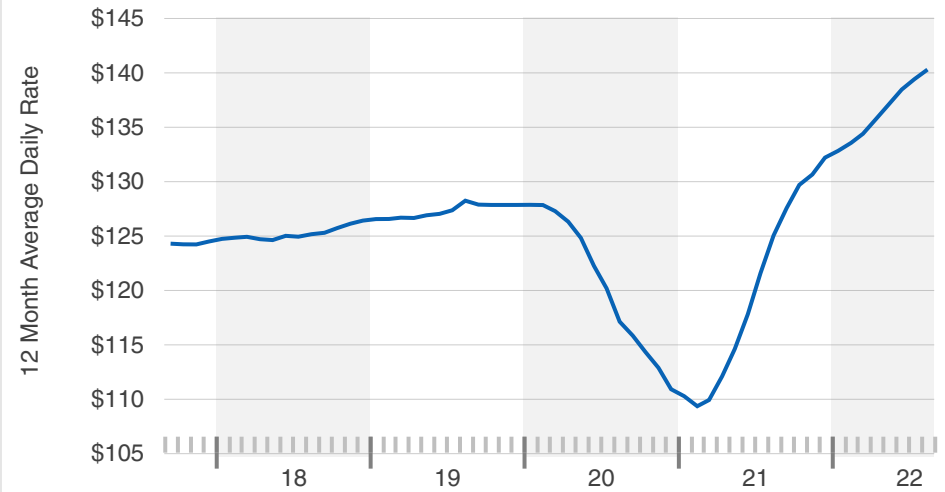


Search Analytics

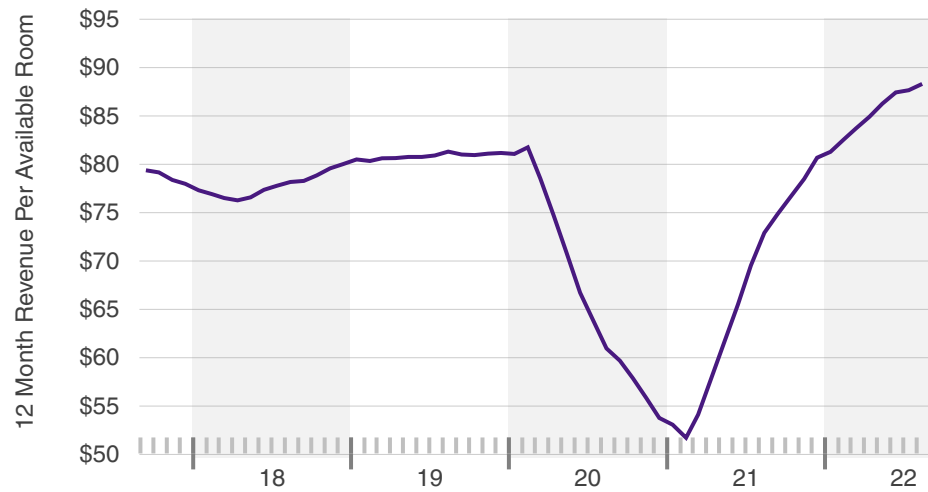
Occupancy



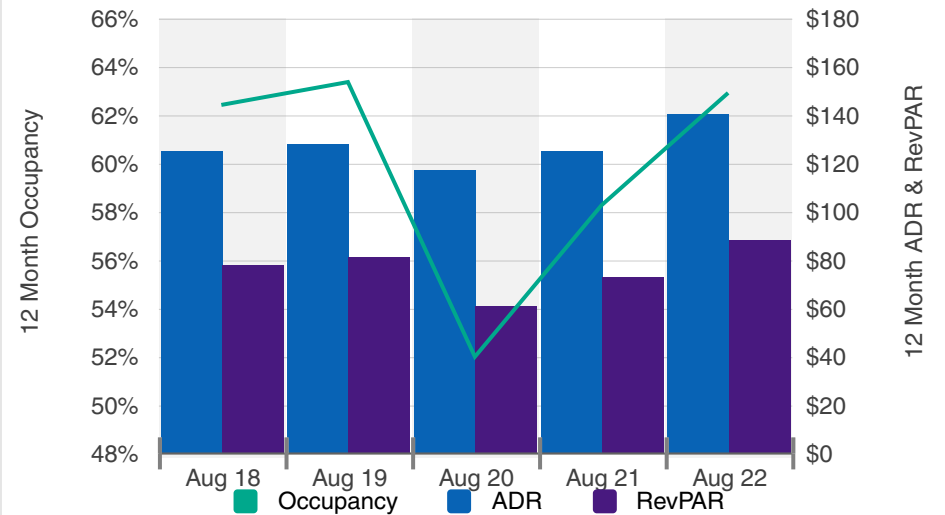
ADR



RevPAR

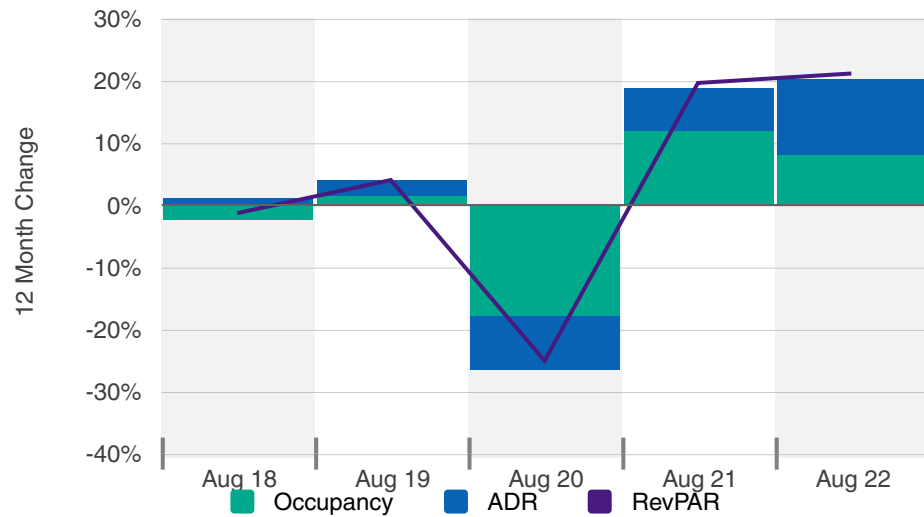


Occupancy, ADR & RevPAR

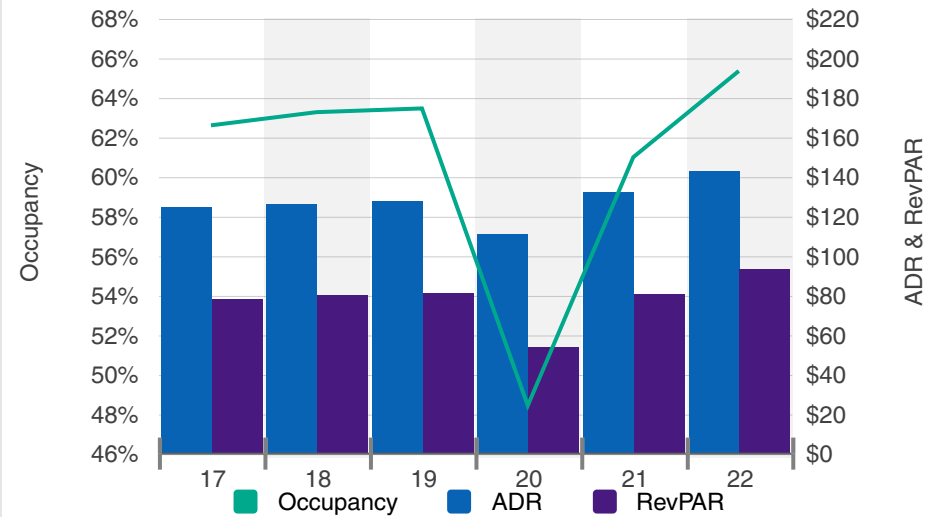


Search Analytics

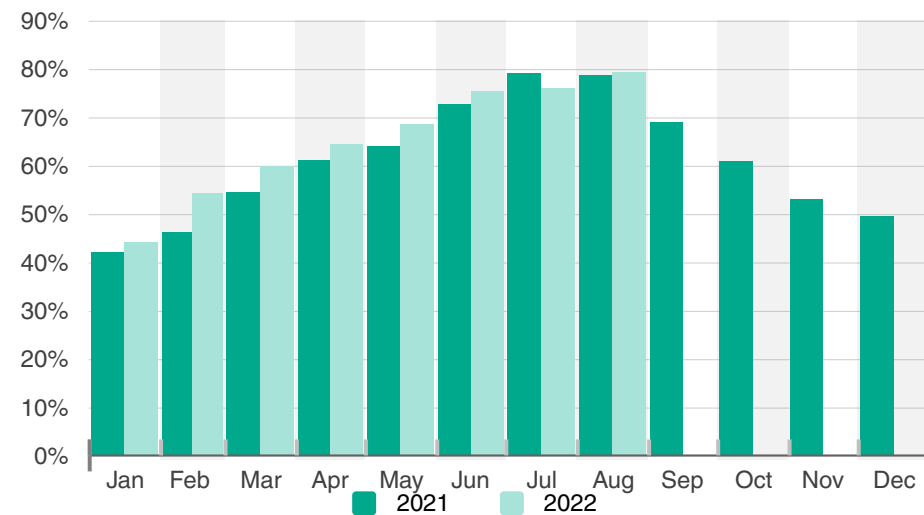
RevPAR Growth Composition



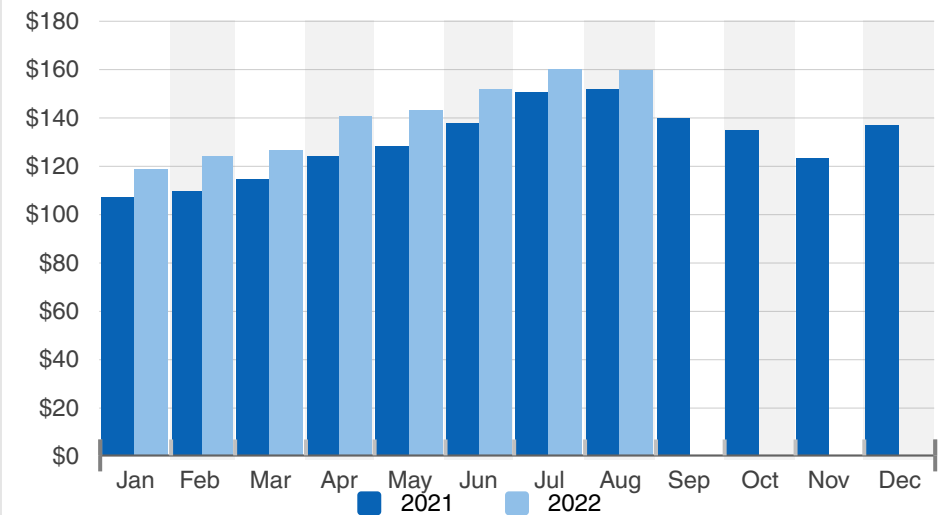
Occupancy, ADR & RevPAR Annualized vs YTD



Occupancy Monthly

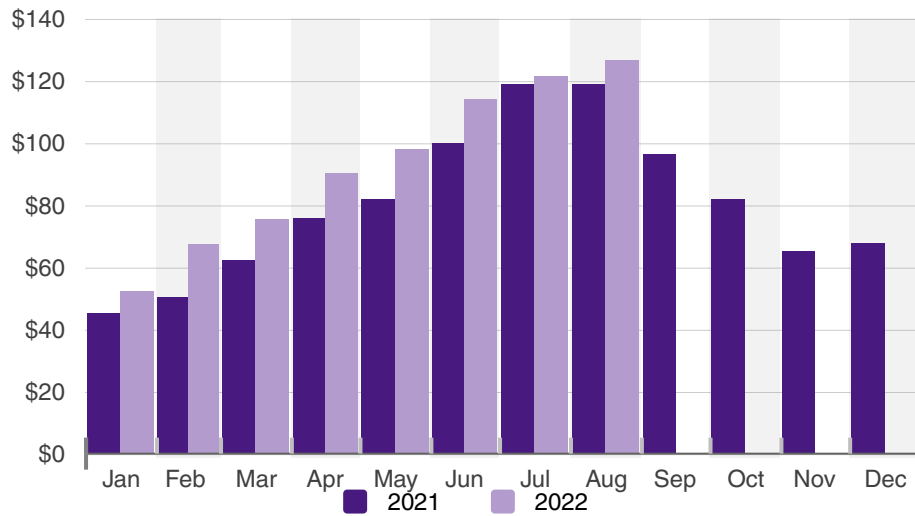


ADR Monthly

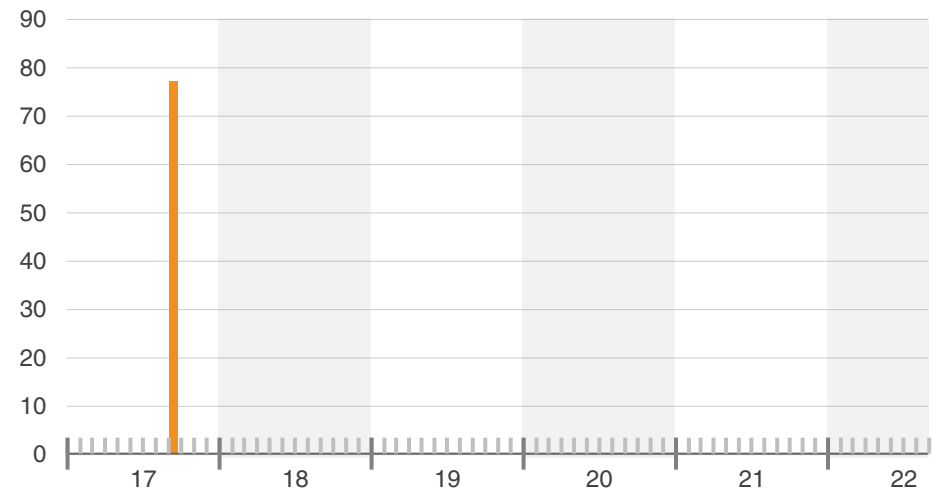


Search Analytics

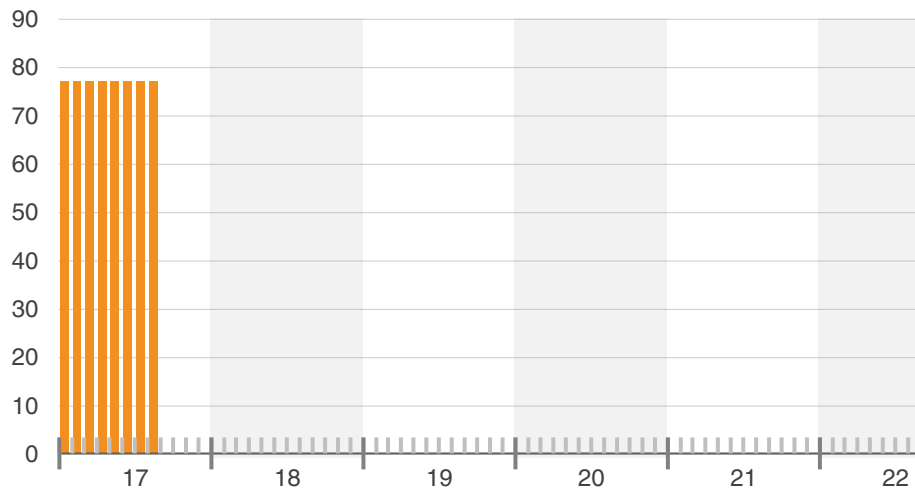
RevPAR Monthly



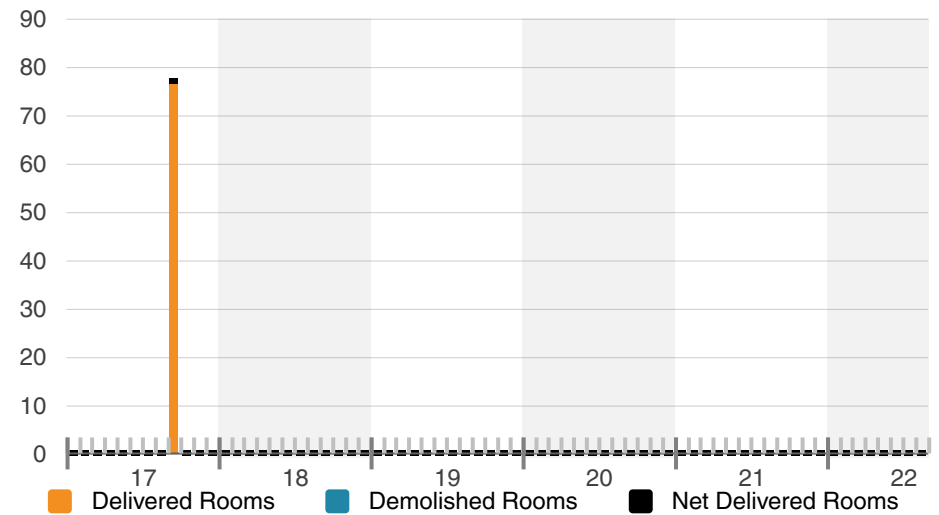
Rooms Delivered



Rooms Under Construction

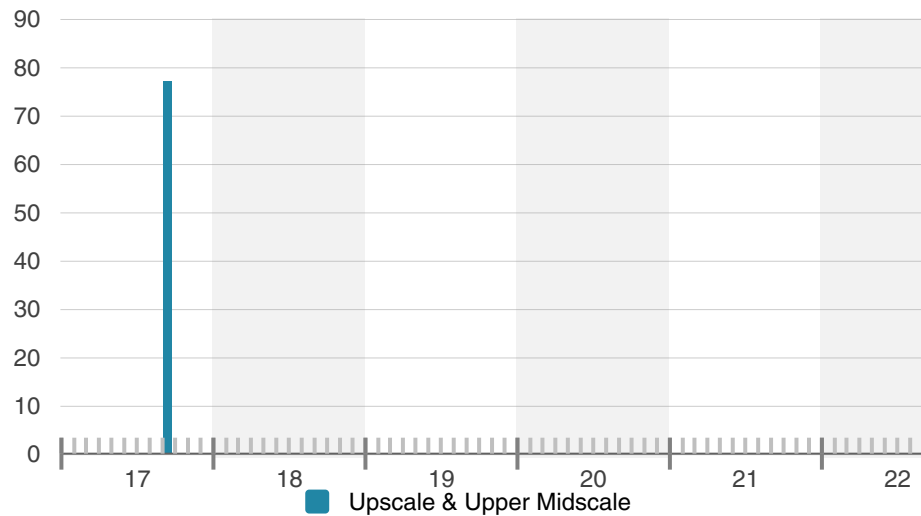


Delivered, Demolished & Net Delivered Rooms



Search Analytics

Rooms Delivered By Class



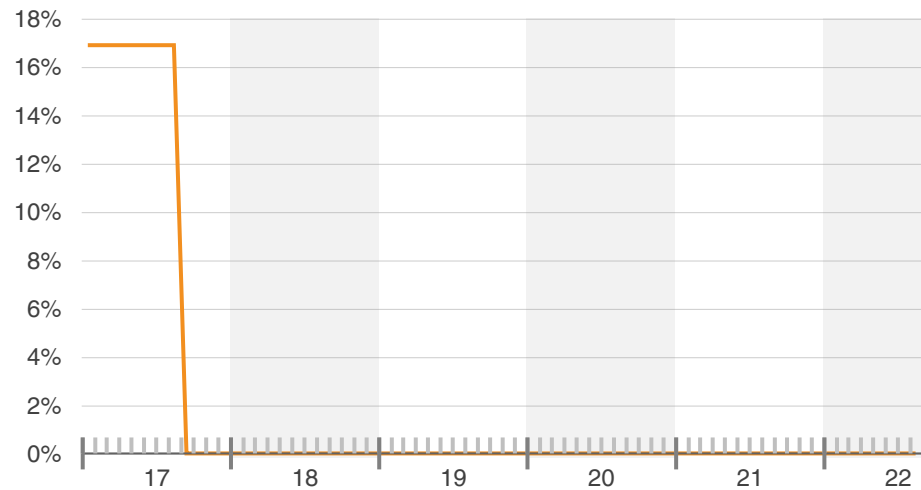
Demolished Rooms

No Data Available

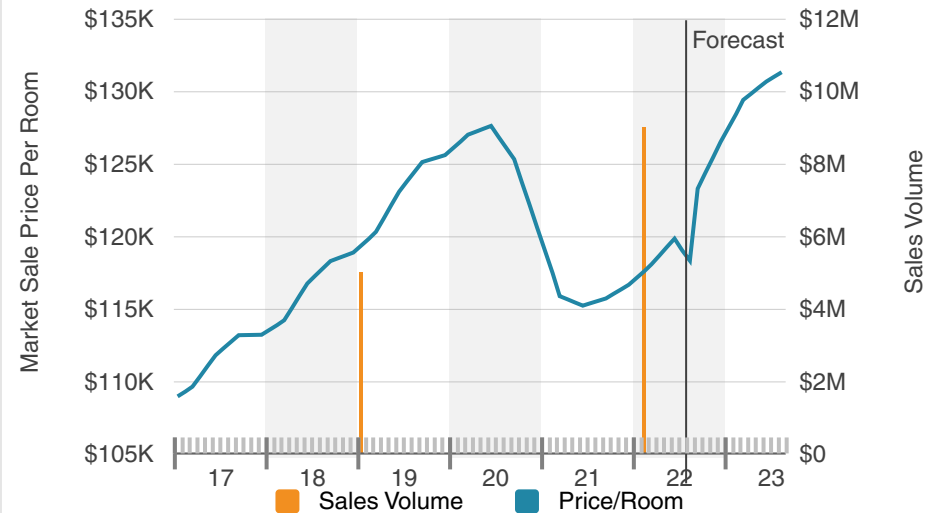


No data available for the past 5 years

Rooms Under Construction % of Inventory

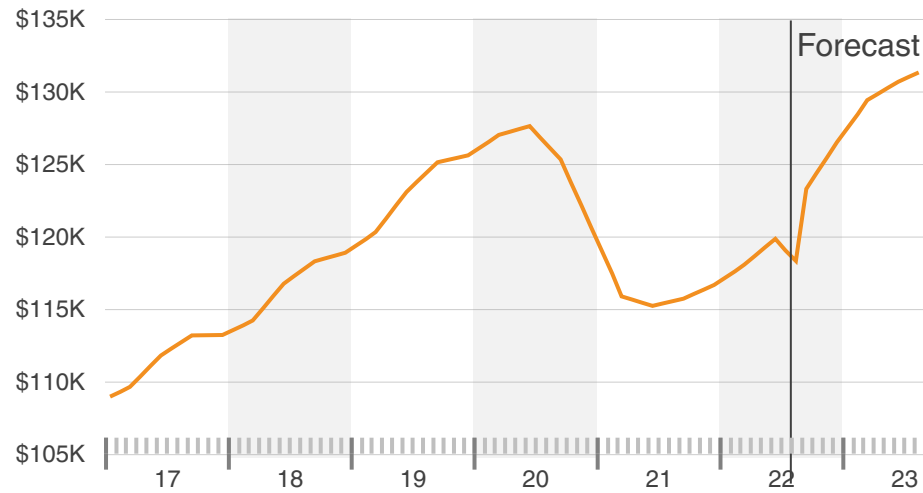


Sales Volume & Market Sale Price Per Room

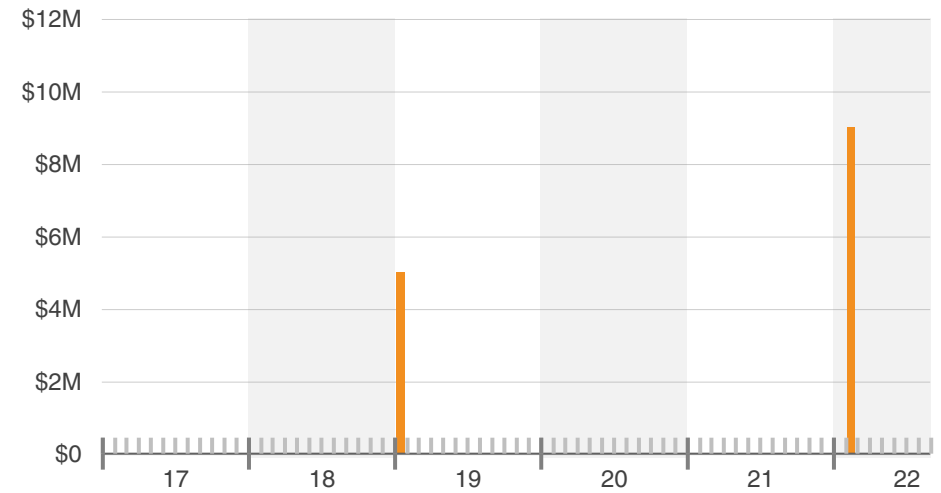


Search Analytics

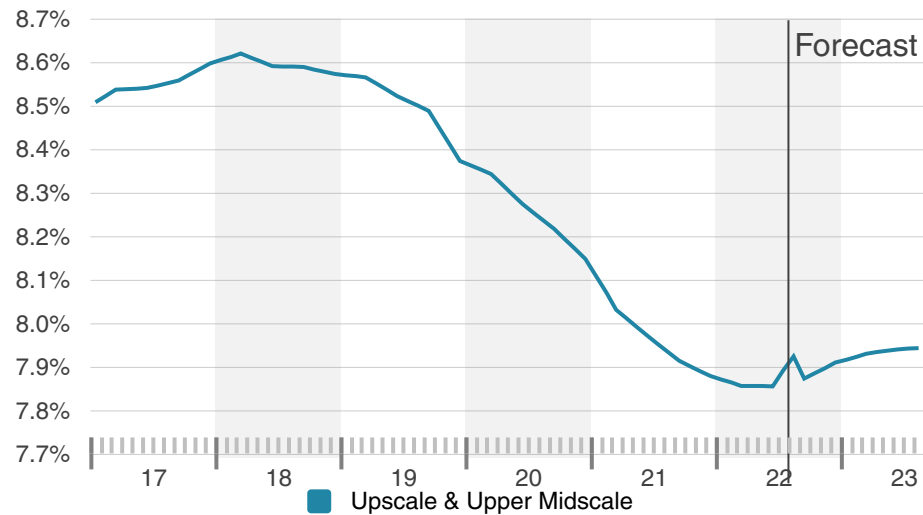
Market Sale Price Per Room



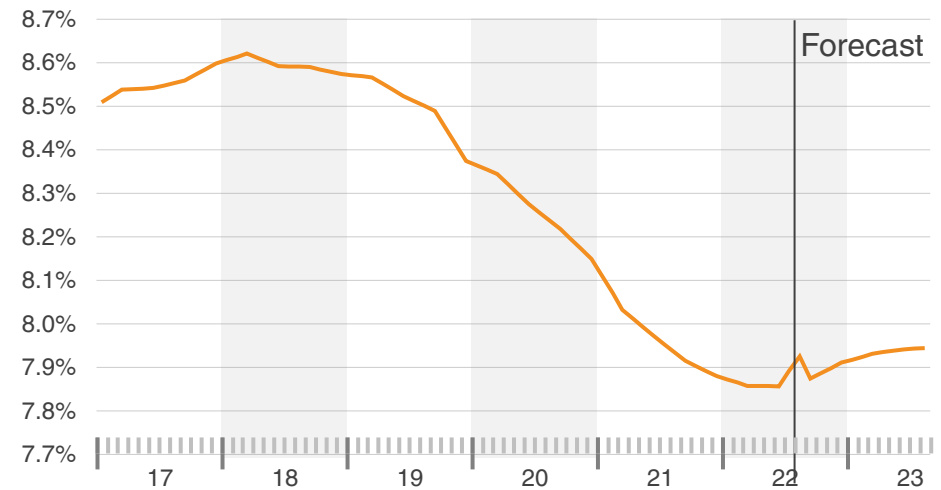
Sales Volume



Market Cap Rate By Class



Market Cap Rate



Search Analytics

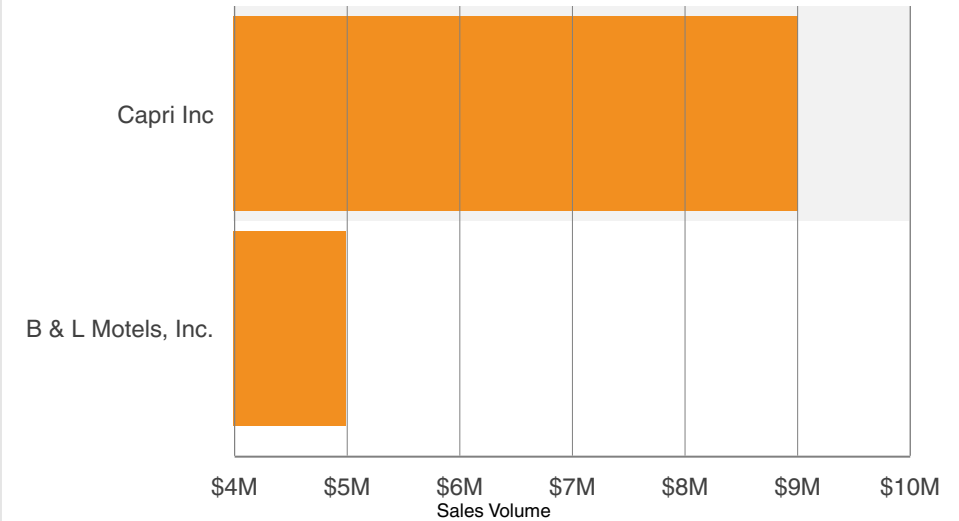
Top Brand Delivered

No Data Available

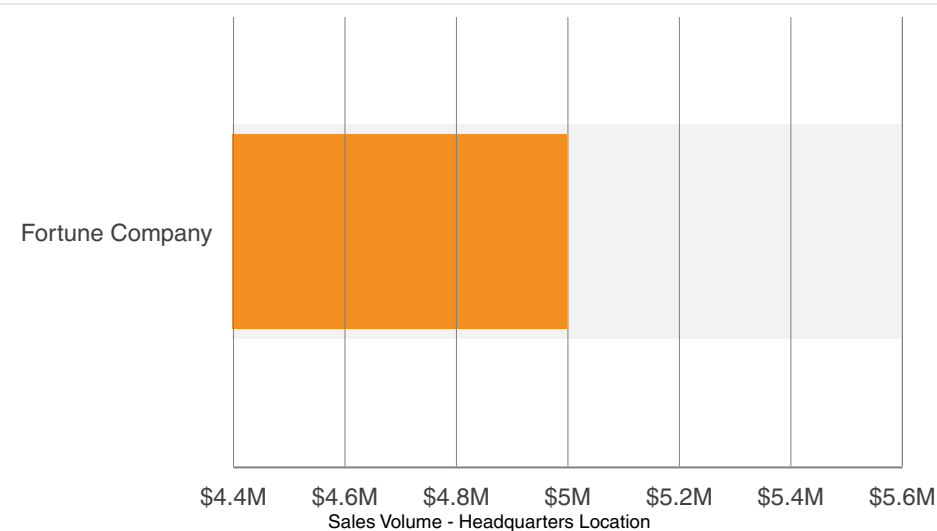


No data available for the current selection

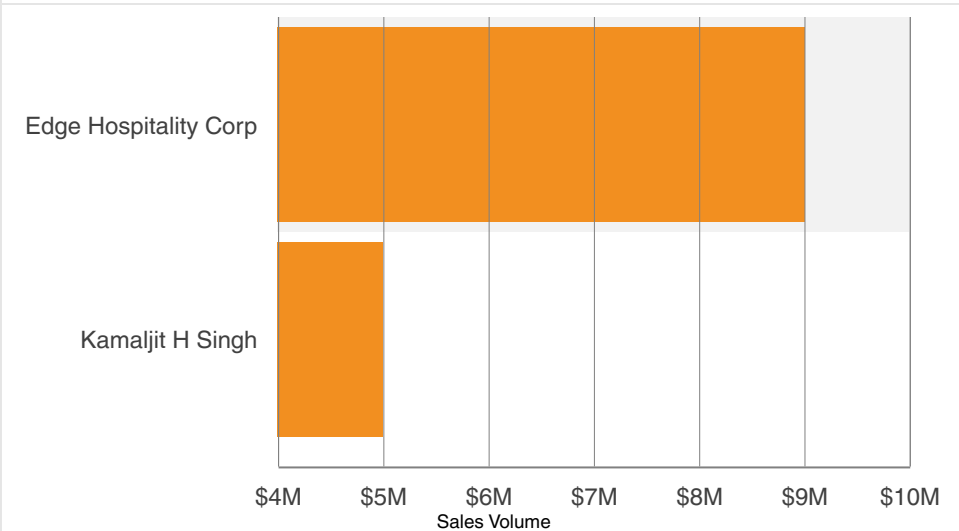
Top Sellers



Top Seller Brokers



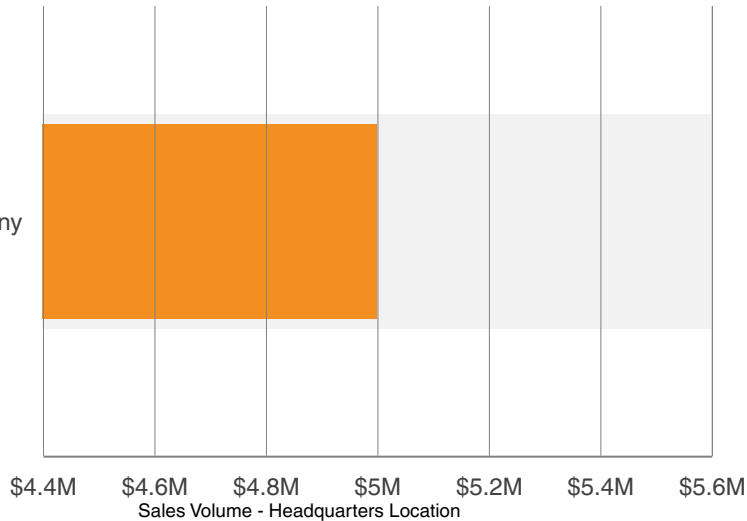
Top Buyers



Search Analytics

Top Buyer Brokers

Fortune Company



Report Criteria

- 6 Properties / 0 Spaces
- 5 mi Radius
- Property Type: Hospitality
- Construction Status: Existing
- Scale: Upscale +1

Regional Industry Overview

For the purposes of this Comprehensive Hotel Market Feasibility Study, Core Distinction Group reviewed Regional/Market/Submarket data to help gain knowledge of the market and surrounding areas. The following information will be analyzed in Regional Industry Overview Data:



Regional Competitive Hotel Properties Data Summary



Market Overview



Performance Data



Past Construction Data



Under Construction Data



Sales Data



Economy Data



Submarket Data

Regional Competitive Hotel Properties Data Summary

Washington State Area Hospitality

Regional Submarket Competitive Set Performance			
Time Frame	Occupancy	Average Daily Rate	Revenue Per Available Room
YTD	60.1%	\$132.55	\$79.67
3 Month Average	71.7%	\$148.58	\$106.50
12 Month Average	57.8%	\$128.77	\$74.42
Source: CoStar/STR Core Distinction Group, LLC			

Regional Submarket Performance by Class (Running 12 Months)			
Time Frame	Occupancy	Average Daily Rate	Revenue Per Available Room
Upscale & Upper Midscale	63.1%	\$150.07	\$94.69
Midscale & Economy	55.0%	\$103.29	\$56.78
Source: CoStar/STR Core Distinction Group, LLC			

Overview

Washington State Area Hospitality

12 Mo Occupancy

57.8%

12 Mo ADR

\$128.77

12 Mo RevPAR

\$74.42

12 Mo Supply

6.1M

12 Mo Demand

3.5M

Washington State Area is a large hotel submarket, and has about 17,000 rooms spread across some 320 properties. That adds up to about a third of the Washington State market's hotel inventory. Washington State Area is characterized by very small hotels, with an average property size of 52 rooms. That's even lower than the 67-room-per-building market average, and both are well below the national norm of about 90 rooms per building.

The submarket's inventory skews towards cost-efficient lodging: Over half of the rooms here are Economy or Midscale. The broader Washington State market likewise has a high proportion of Economy and Midscale rooms relative to the typical U.S. hotel market.

The COVID-19 pandemic had a profound impact on the entire U.S. hospitality sector, and the Washington State Area hotel submarket was no exception to this trend. At worst, occupancies dropped to a monthly rate of 25.6% in April of 2020. While occupancies have started to recover, room demand is down by 0.6% as of August,

when compared to the same month the prior year.

Twelve-month RevPAR in the Washington State Area hotel submarket was up sharply as of August, climbing at a 21.4% year-over-year rate. In the Washington State market, RevPAR increased at an even stronger rate of 30.5% over the same timeframe.

There are about 260 rooms spread between three projects underway in the Washington State Area submarket, representing a 1.5% expansion of the existing inventory. This extends a stretch of new development in the submarket, which saw 9 projects containing around 620 rooms deliver in the past three years. That development was partially offset by a number of demolitions, which took around 160 rooms off line over the same timeframe.

Washington State Area recorded about 26 hotel trades over the past year—well above the norm in what is already one of the more actively traded US hotel submarkets.

KEY INDICATORS

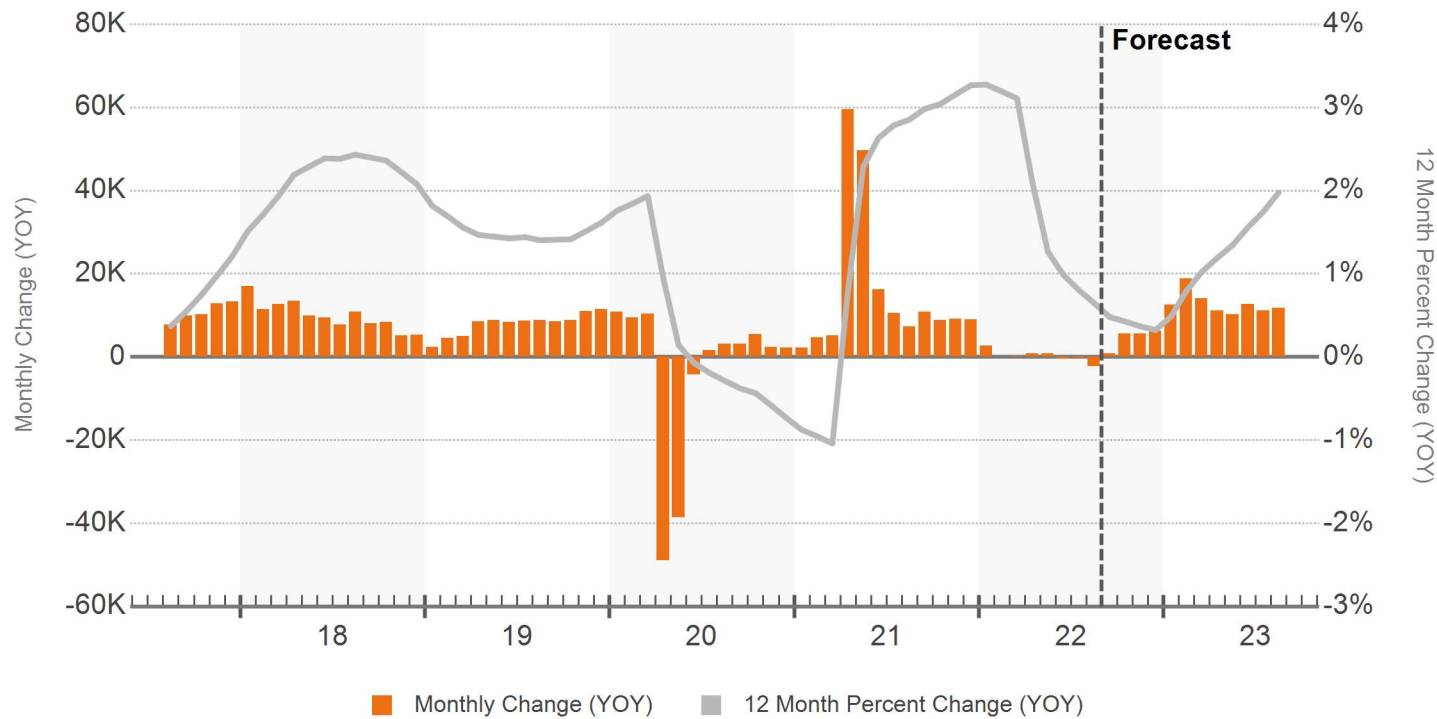
Class	Rooms	12 Mo Occ	12 Mo ADR	12 Mo RevPAR	12 Mo Delivered	Under Construction
Luxury & Upper Upscale	980	54.5%	\$238.29	\$129.89	18	0
Upscale & Upper Midscale	5,917	63.1%	\$150.07	\$94.69	76	160
Midscale & Economy	9,812	55.0%	\$103.29	\$56.78	0	95
Total	16,709	57.8%	\$128.77	\$74.42	94	255

Average Trend	Current	3 Mo	YTD	12 Mo	Historical Average	Forecast Average
Occupancy	72.9%	71.7%	60.1%	57.8%	54.9%	60.4%
Occupancy Change	-0.2%	-0.5%	3.1%	6.2%	-0.1%	0.9%
ADR	\$152.47	\$148.58	\$132.55	\$128.77	\$113.56	\$136.94
ADR Change	10.3%	11.1%	12.3%	14.3%	3.8%	1.8%
RevPAR	\$111.21	\$106.50	\$79.67	\$74.42	\$62.40	\$82.67
RevPAR Change	10.1%	10.5%	15.8%	21.4%	3.7%	2.7%

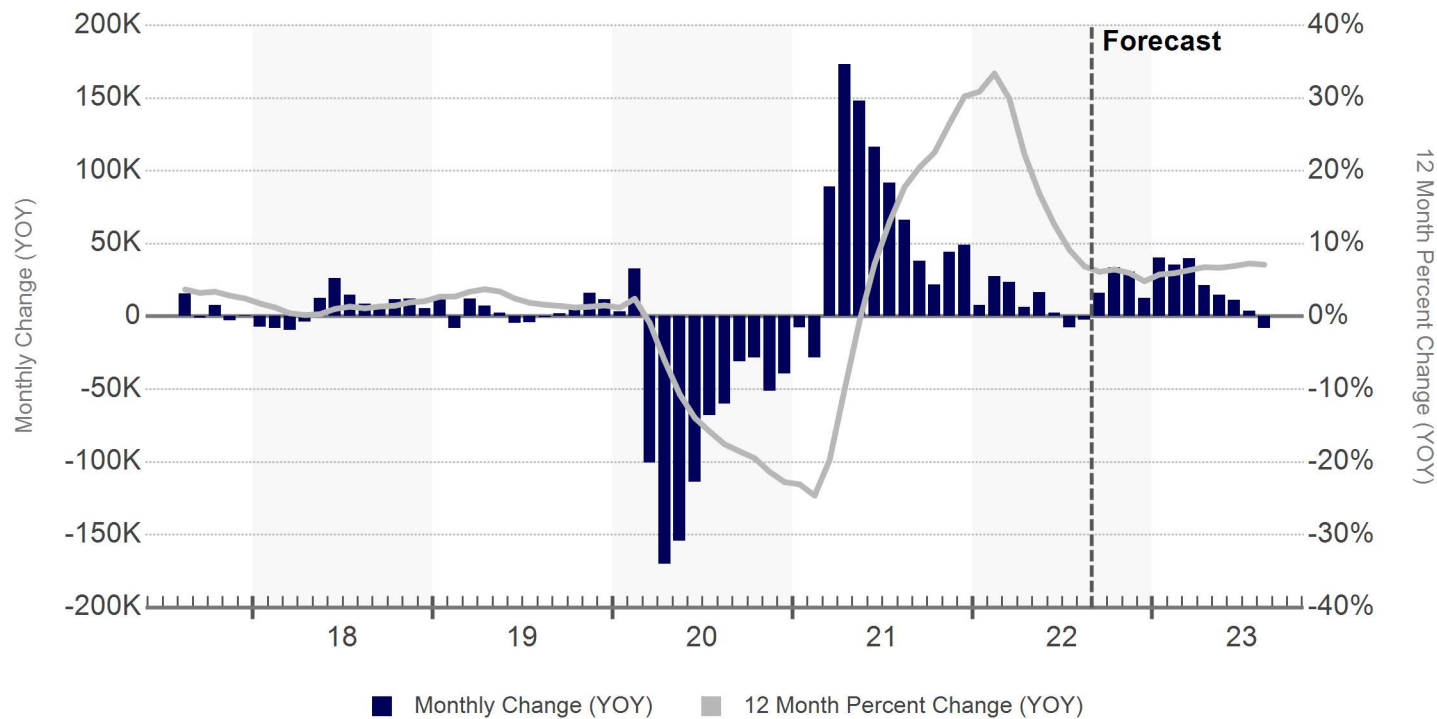
Performance

Washington State Area Hospitality

SUPPLY CHANGE



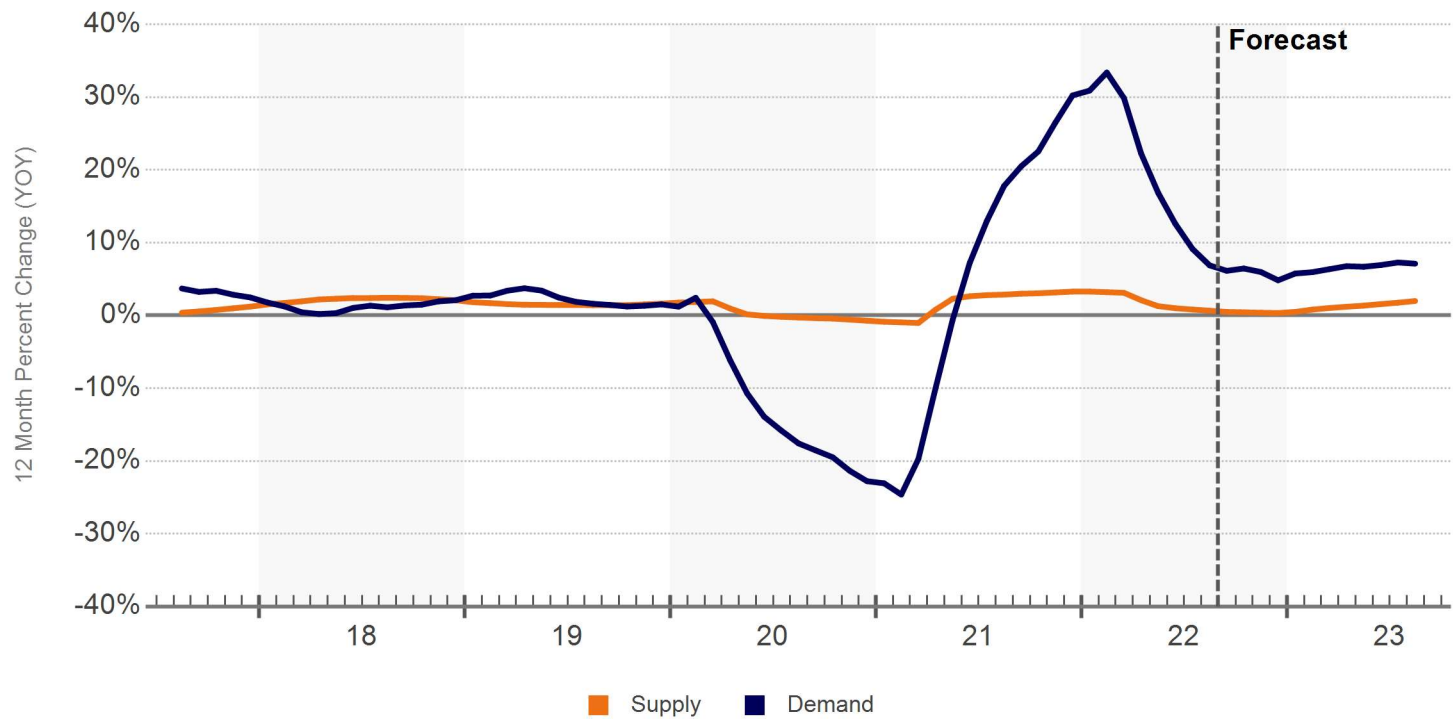
DEMAND CHANGE



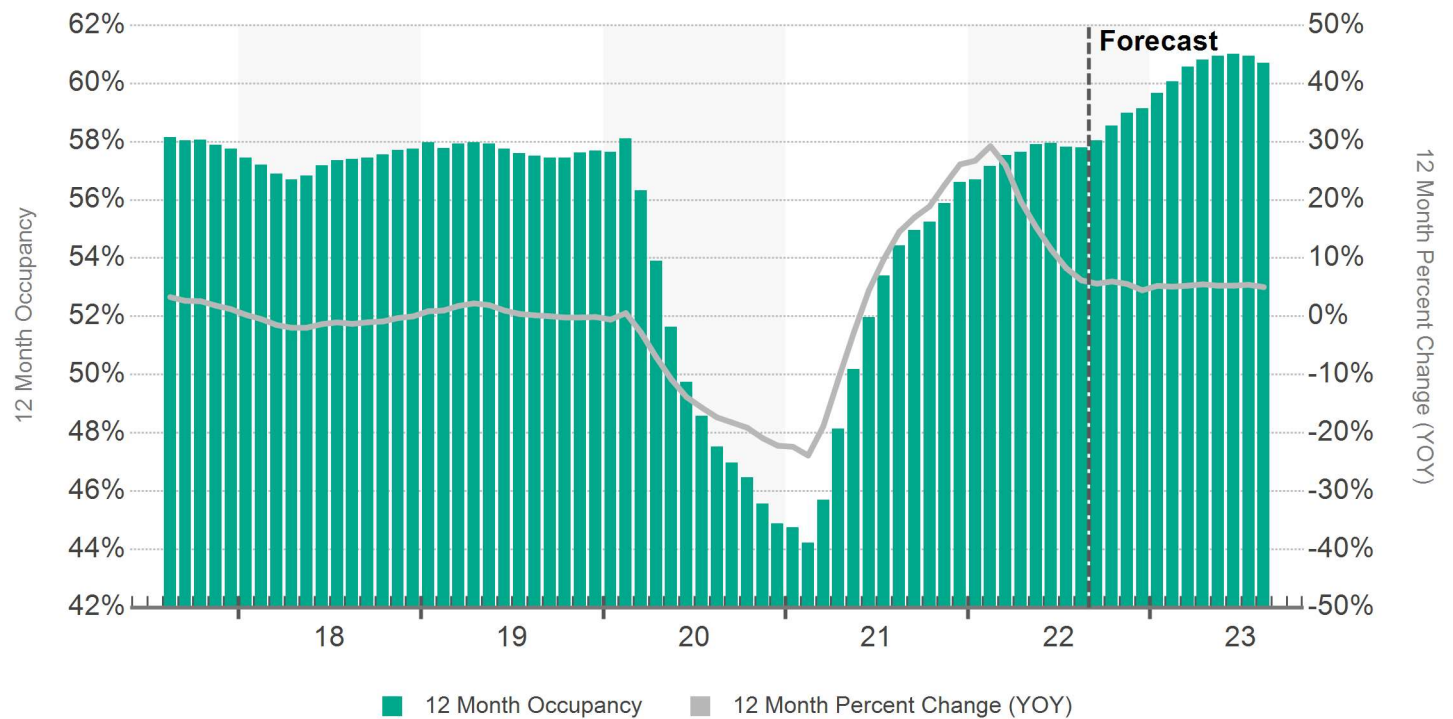
Performance

Washington State Area Hospitality

SUPPLY & DEMAND CHANGE



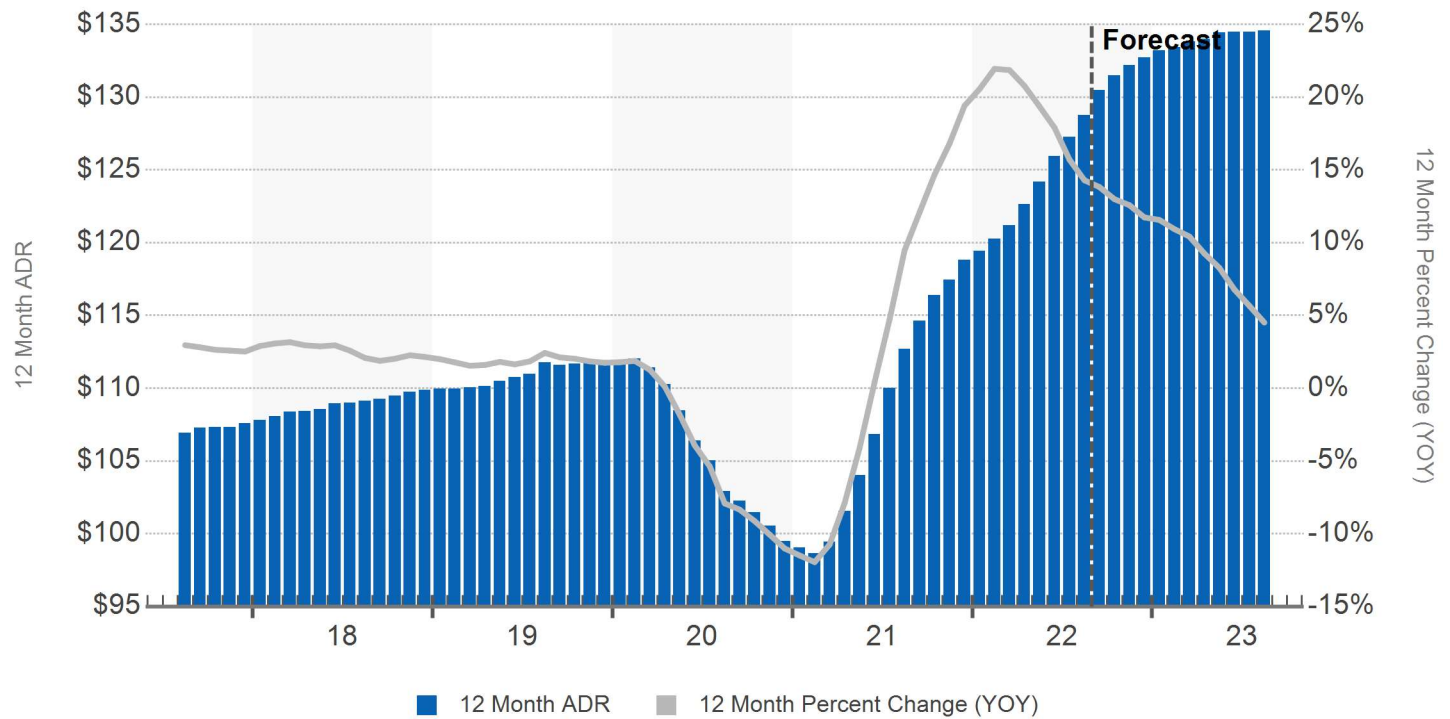
OCCUPANCY



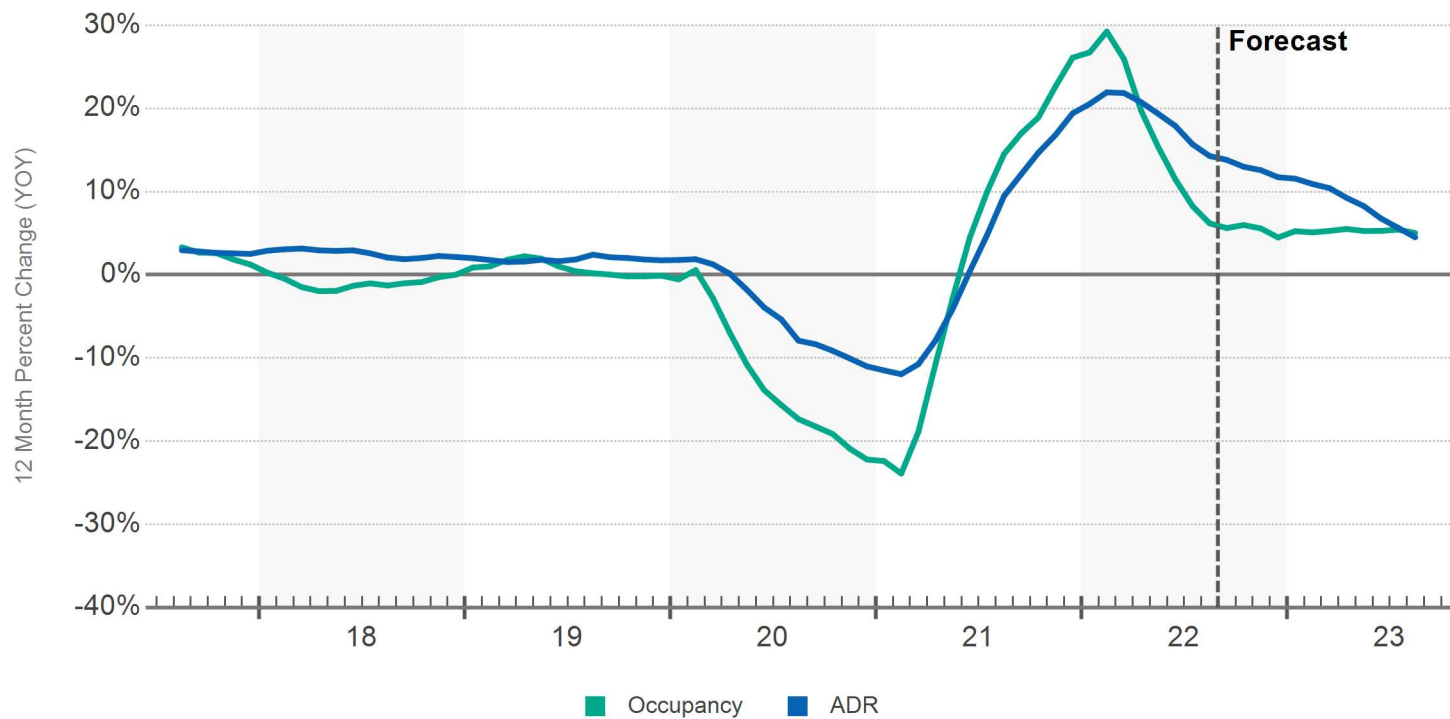
Performance

Washington State Area Hospitality

ADR



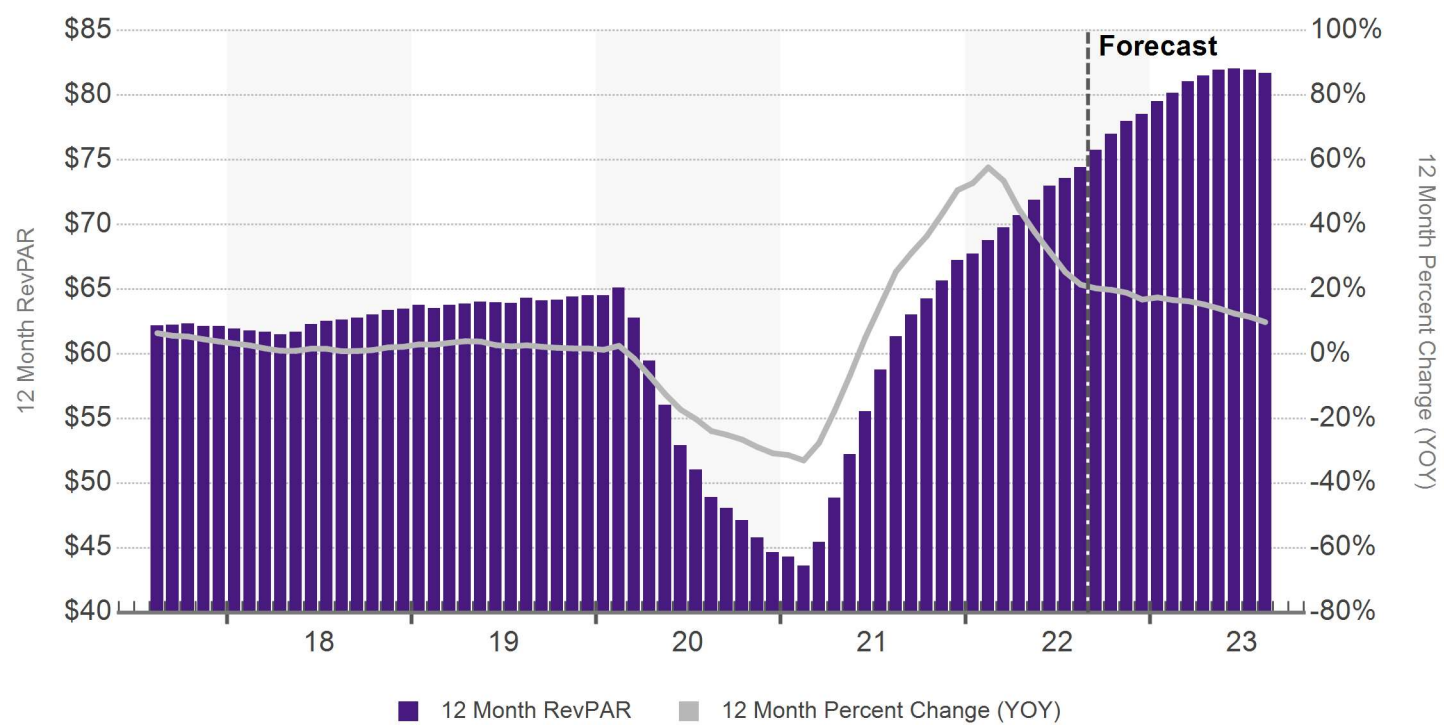
OCCUPANCY & ADR CHANGE



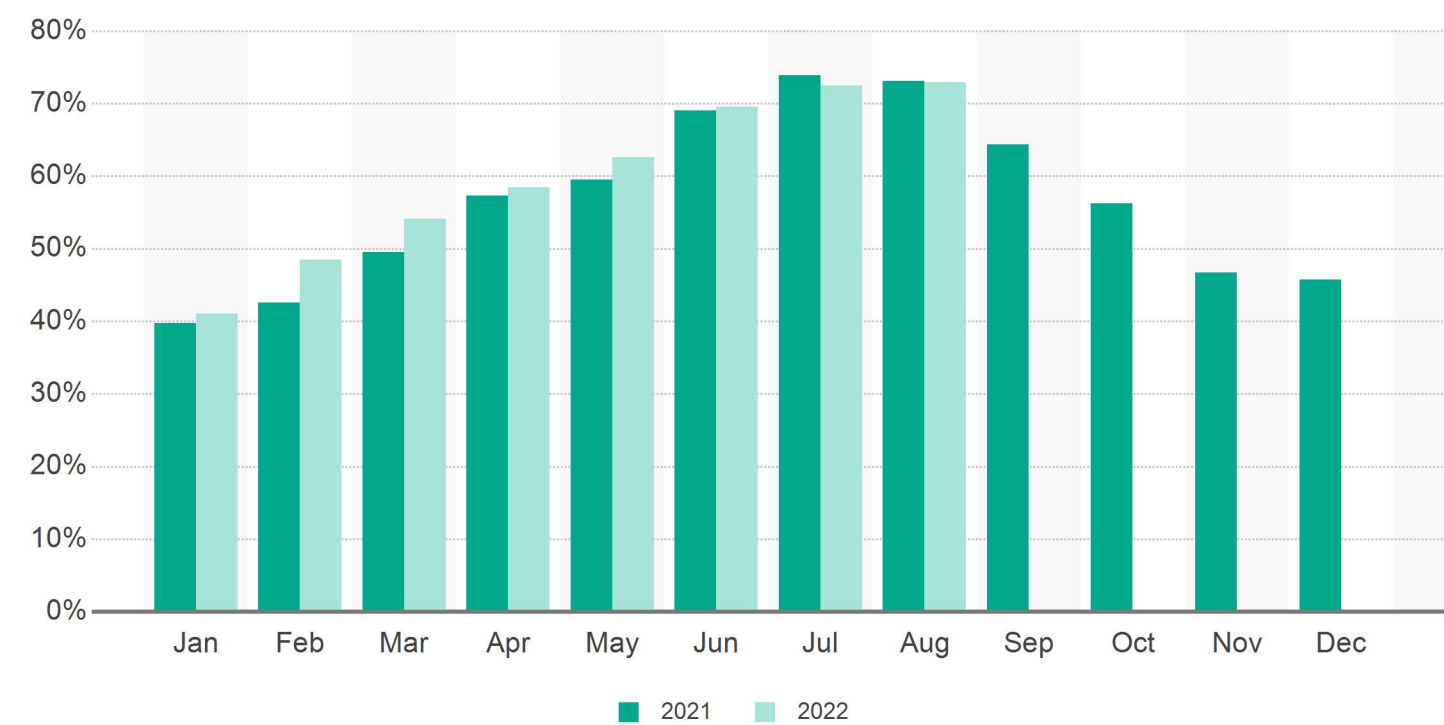
Performance

Washington State Area Hospitality

REVPAR



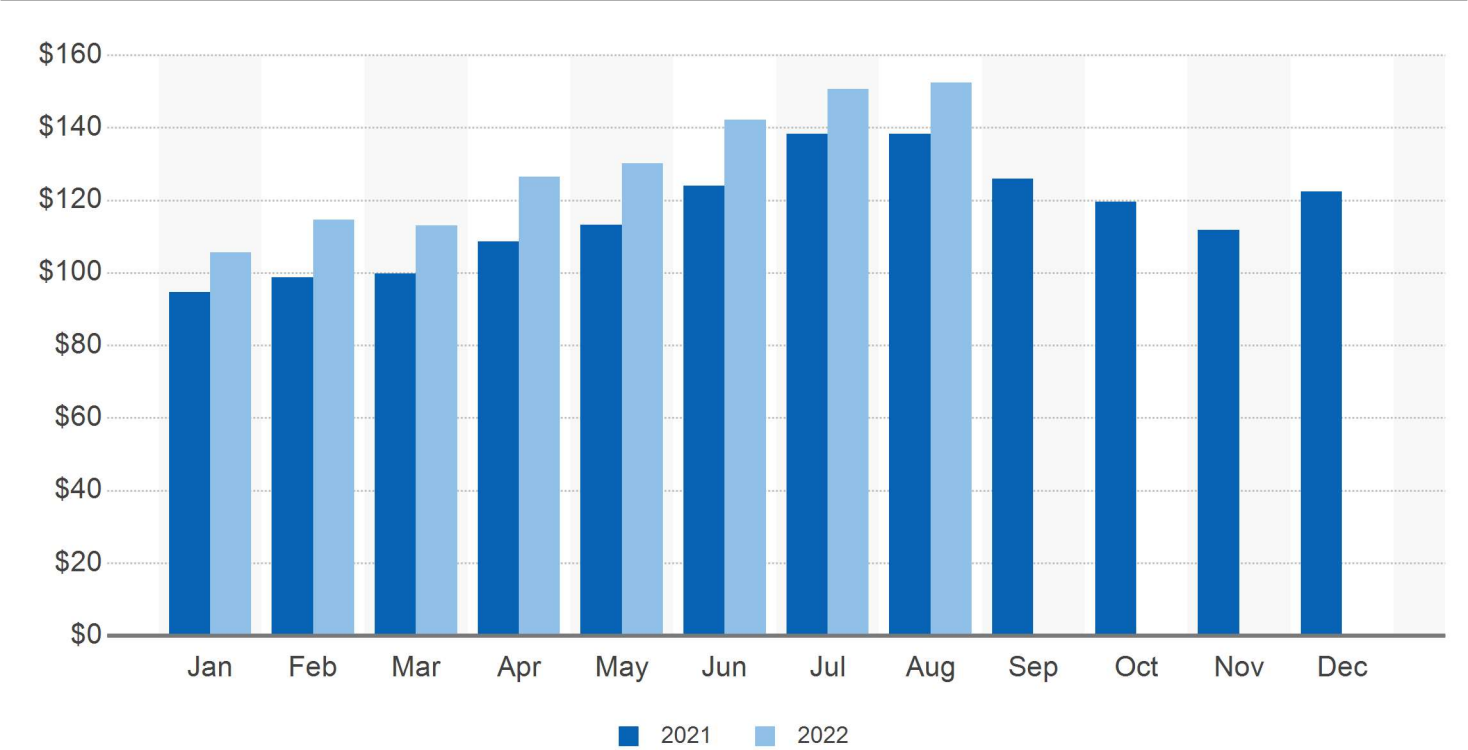
OCCUPANCY MONTHLY



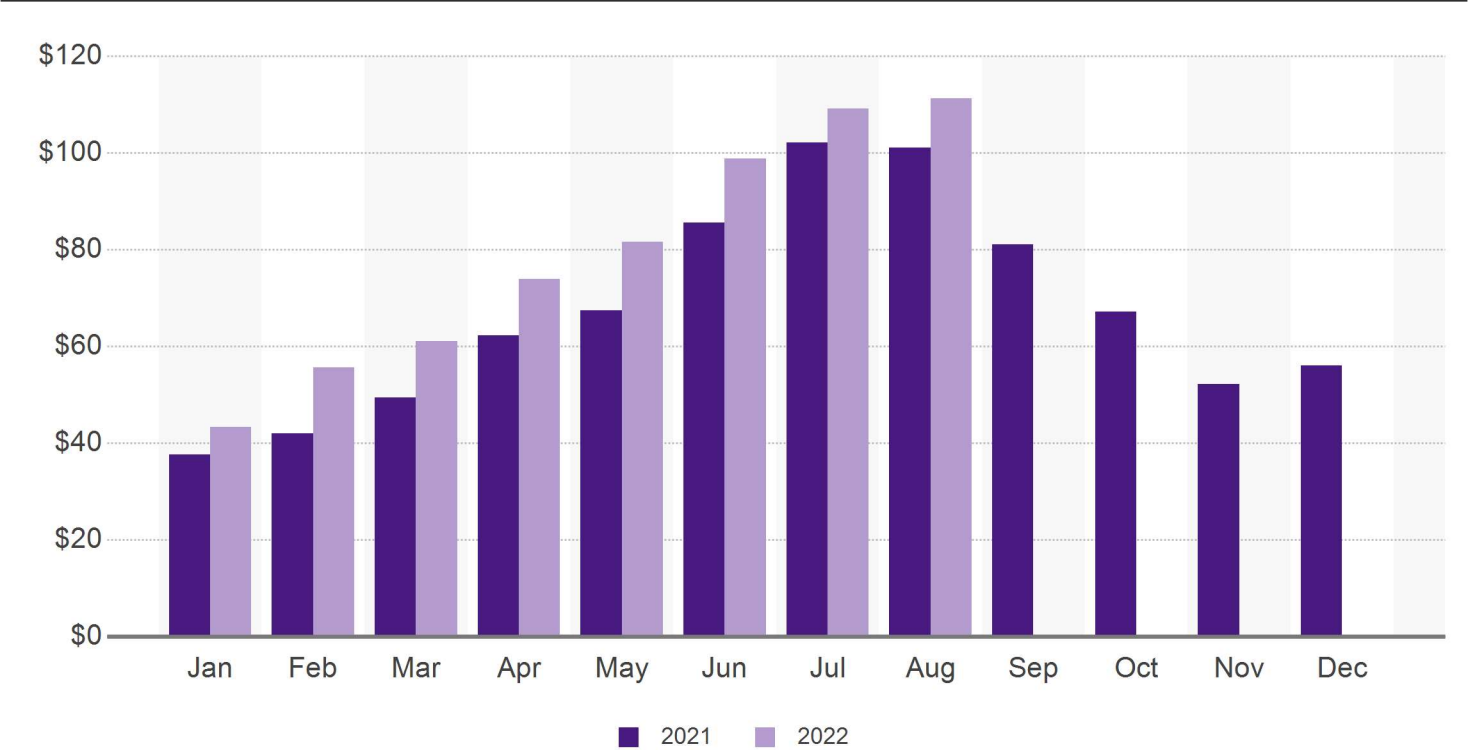
Performance

Washington State Area Hospitality

ADR MONTHLY



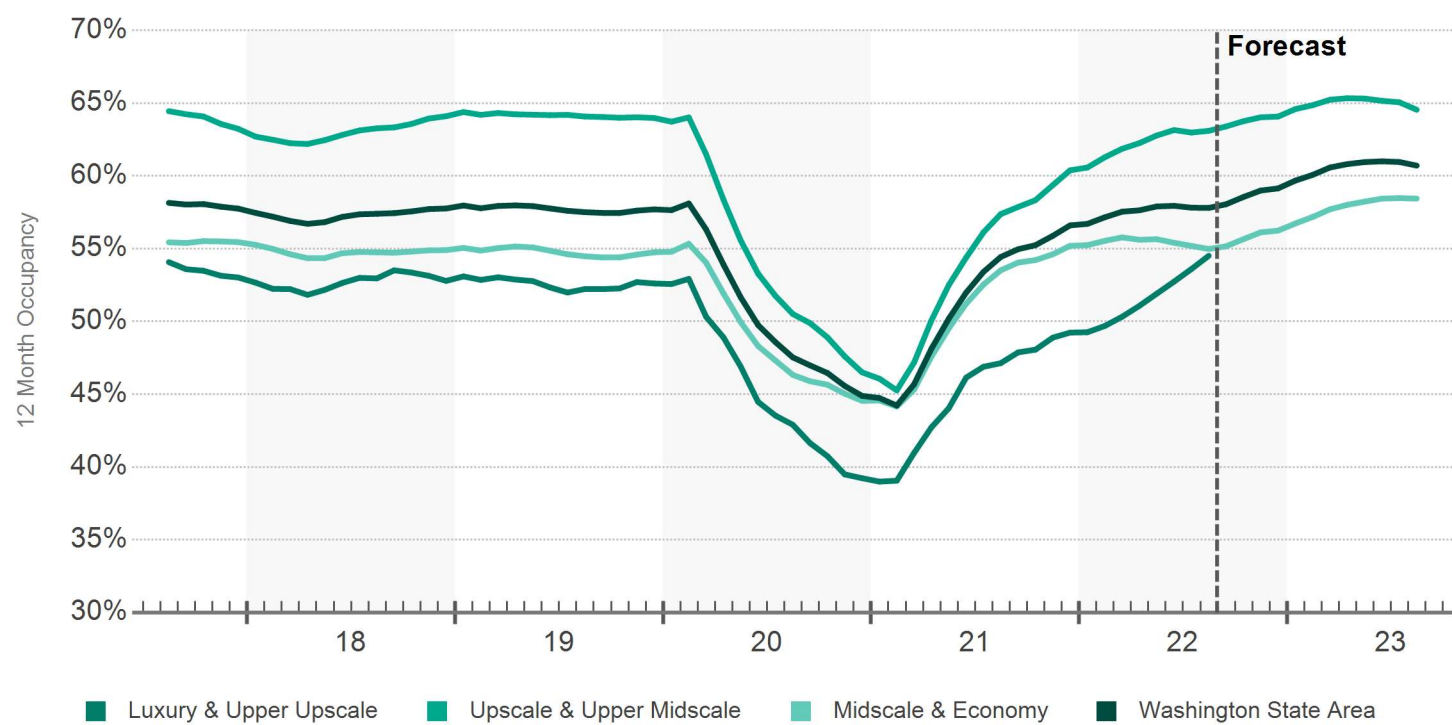
REVPAR MONTHLY



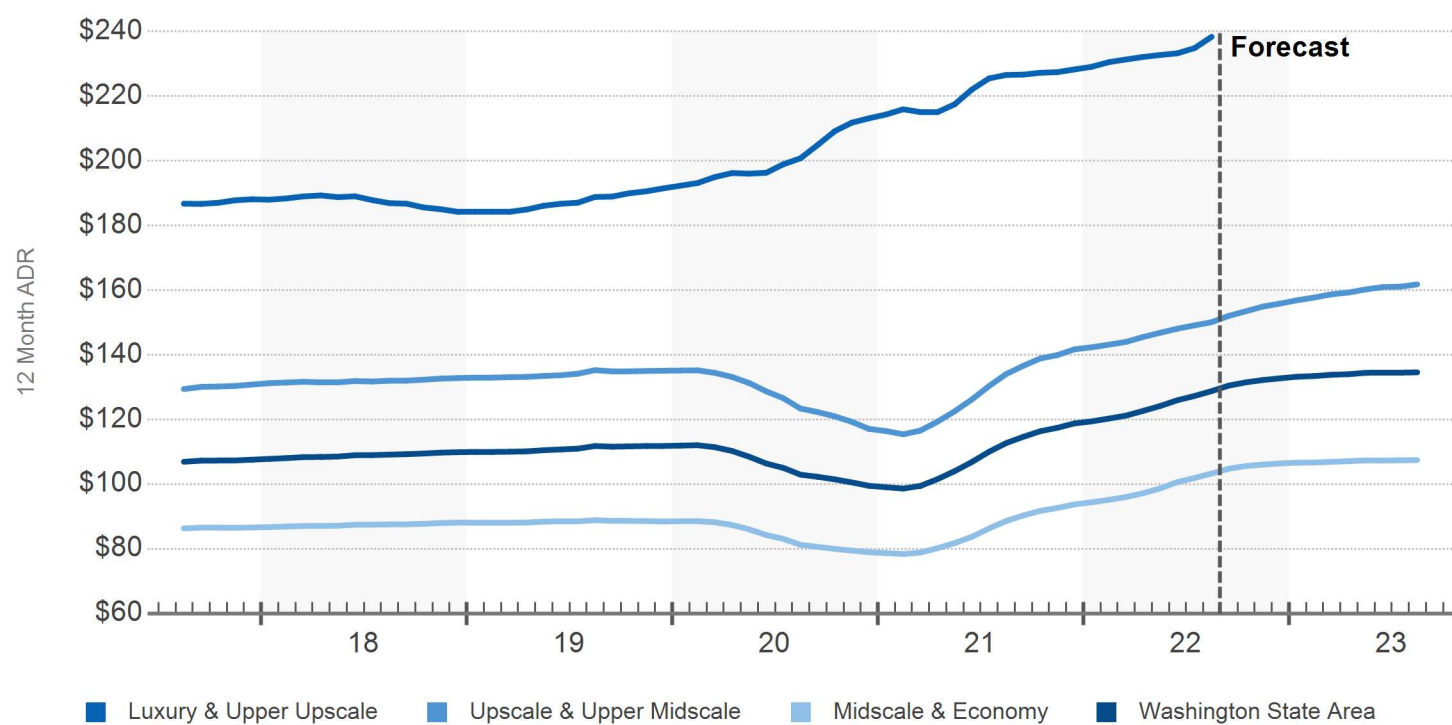
Performance

Washington State Area Hospitality

OCCUPANCY BY CLASS



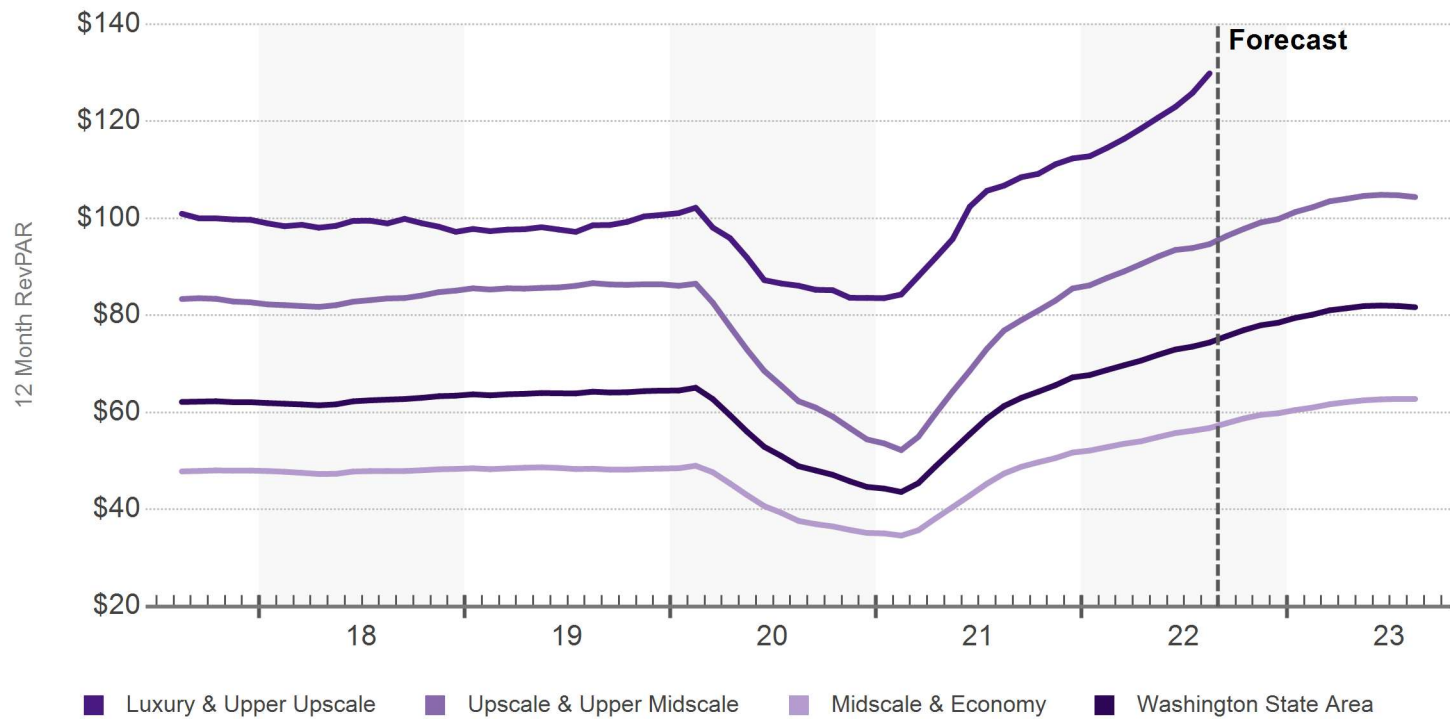
ADR BY CLASS



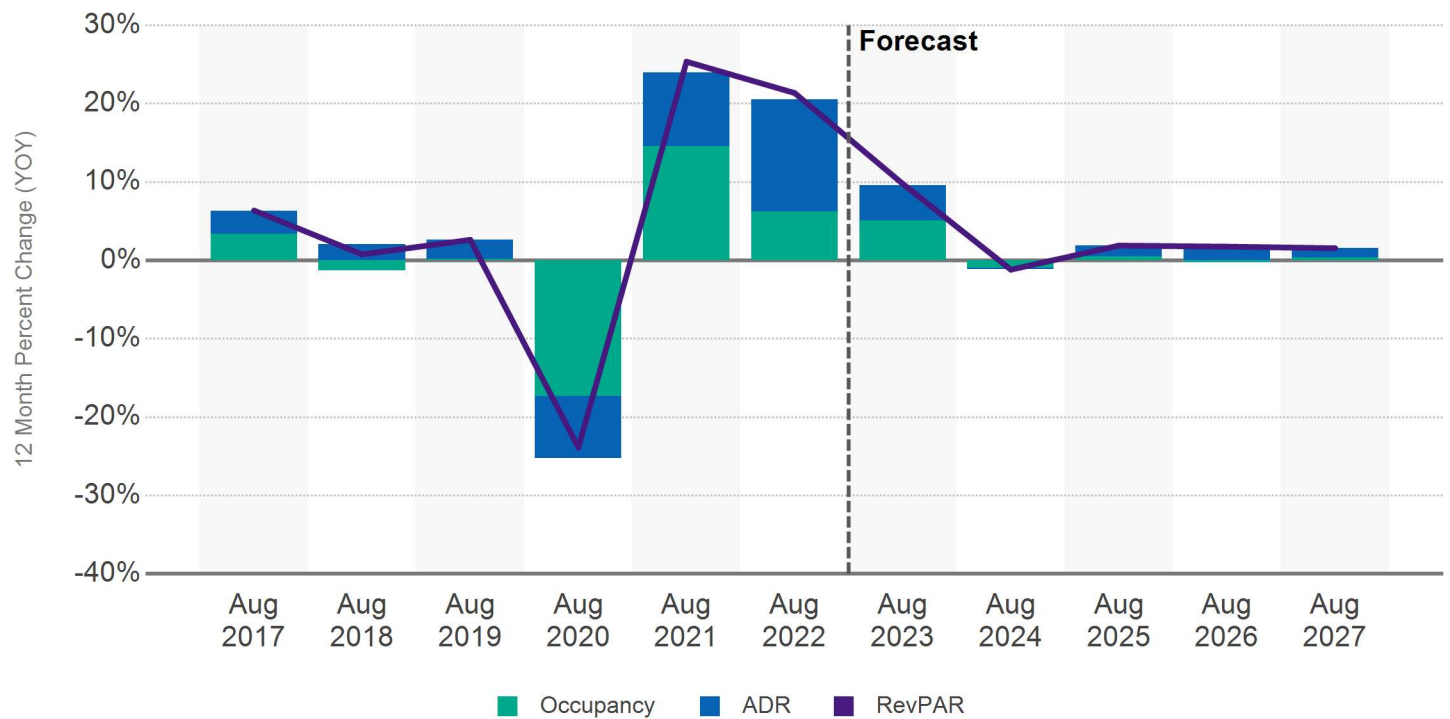
Performance

Washington State Area Hospitality

REVPAR BY CLASS



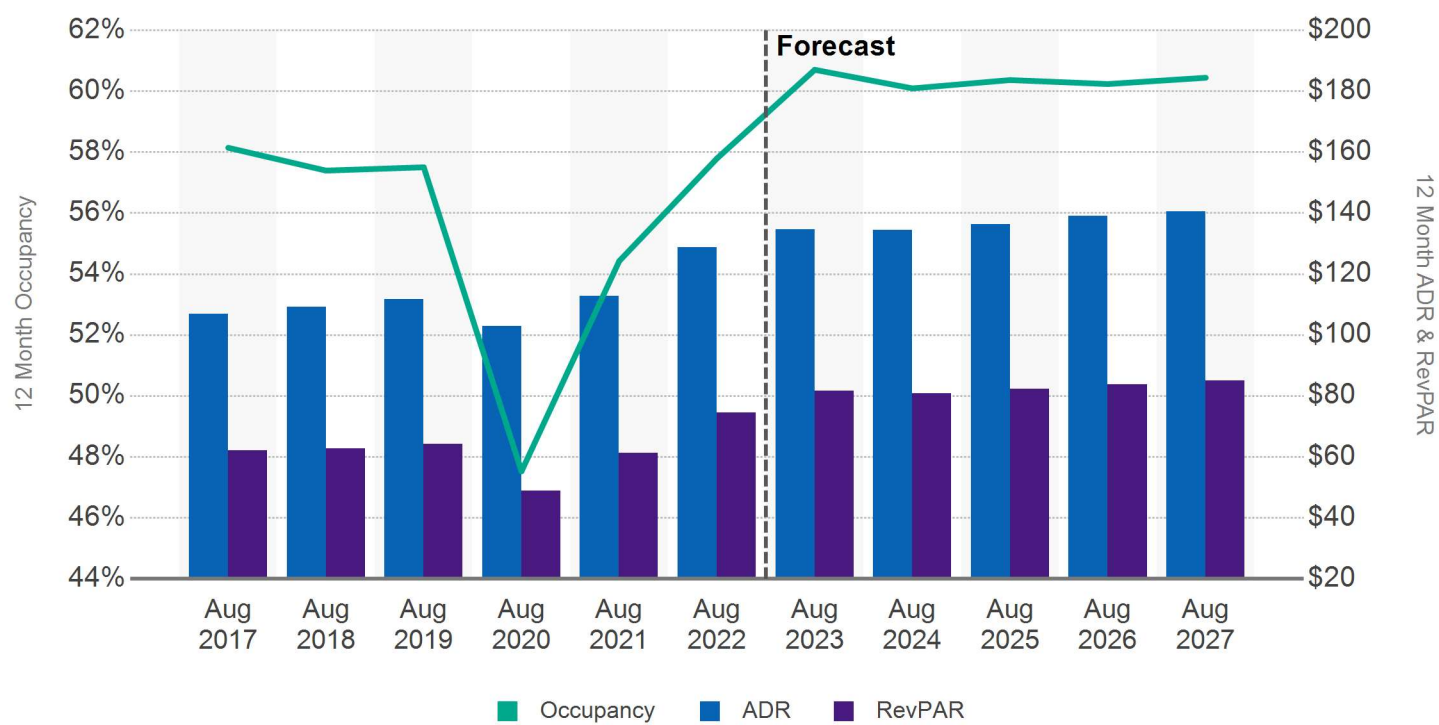
REVPAR GROWTH COMPOSITION



Performance

Washington State Area Hospitality

OCCUPANCY, ADR & REVPAR



Performance

Washington State Area Hospitality

FULL-SERVICE HOTELS PROFITABILITY (ANNUAL)

Market	2021			2020-2021 % Change	
	% of Revenues	PAR	POR	PAR	POR
Revenue					
Rooms	-	-	-	-	-
Food	-	-	-	-	-
Beverage	-	-	-	-	-
Other F&B	-	-	-	-	-
Other Departments	-	-	-	-	-
Miscellaneous Income	-	-	-	-	-
Total Revenue	-	-	-	-	-
Operating Expenses					
Rooms	-	-	-	-	-
Food & Beverage	-	-	-	-	-
Other Departments	-	-	-	-	-
Administrative & General	-	-	-	-	-
Information & Telecommunication Systems	-	-	-	-	-
Sales & Marketing	-	-	-	-	-
Property Operations & Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Gross Operating Profit	-	-	-	-	-
Management Fees	-	-	-	-	-
Rent	-	-	-	-	-
Property Taxes	-	-	-	-	-
Insurance	-	-	-	-	-
EBITDA	-	-	-	-	-
Total Labor Costs	-	-	-	-	-

(1) For Annual P&L, the current year exchange rate is used for each year going back in time. This current year exchange rate is the average of all 12 monthly rates for that year.

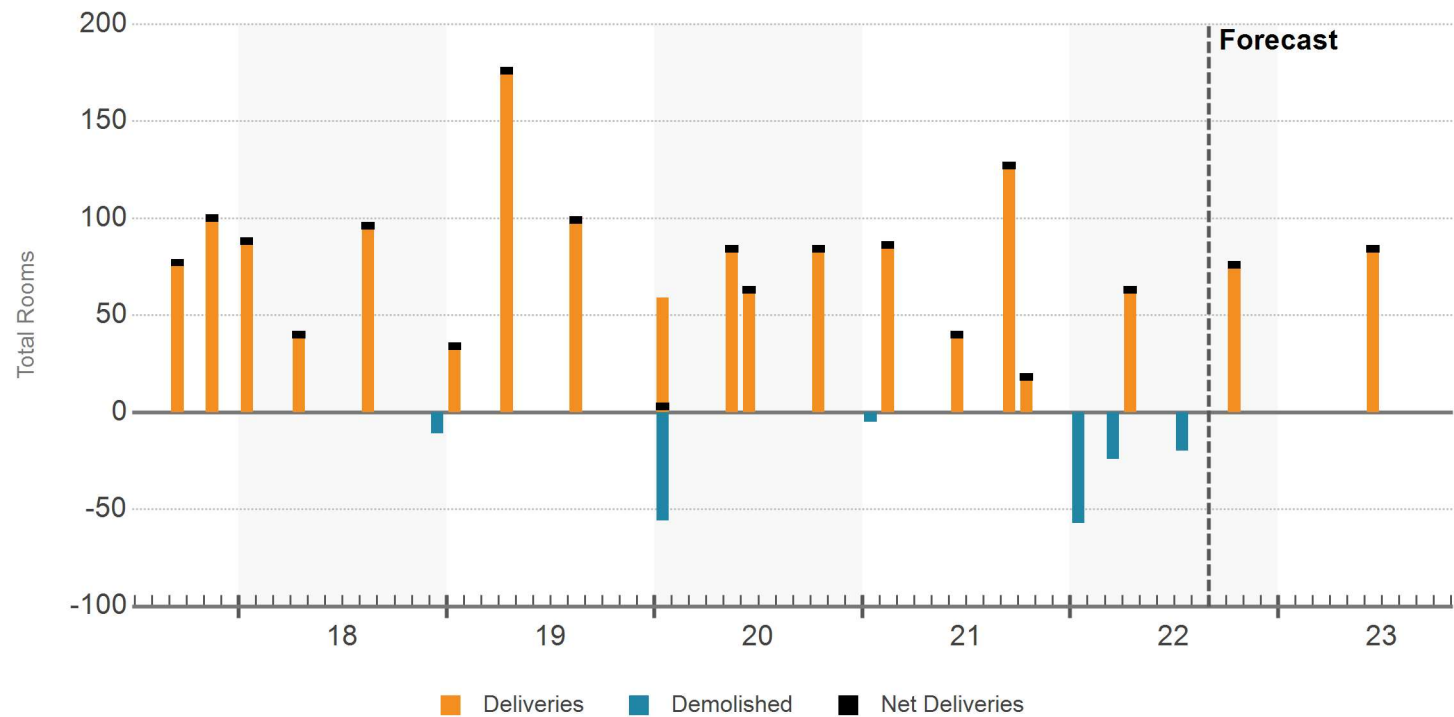
(2) Percentage of Revenues for departmental expenses (Rooms, Food & Beverage, and Other Departments) are based on their respective departmental revenues. All other expense percentages are based on Total Revenue.

(3) Labor costs are already included in the operating expenses above. Amounts shown in Total Labor Costs are for additional detail only.

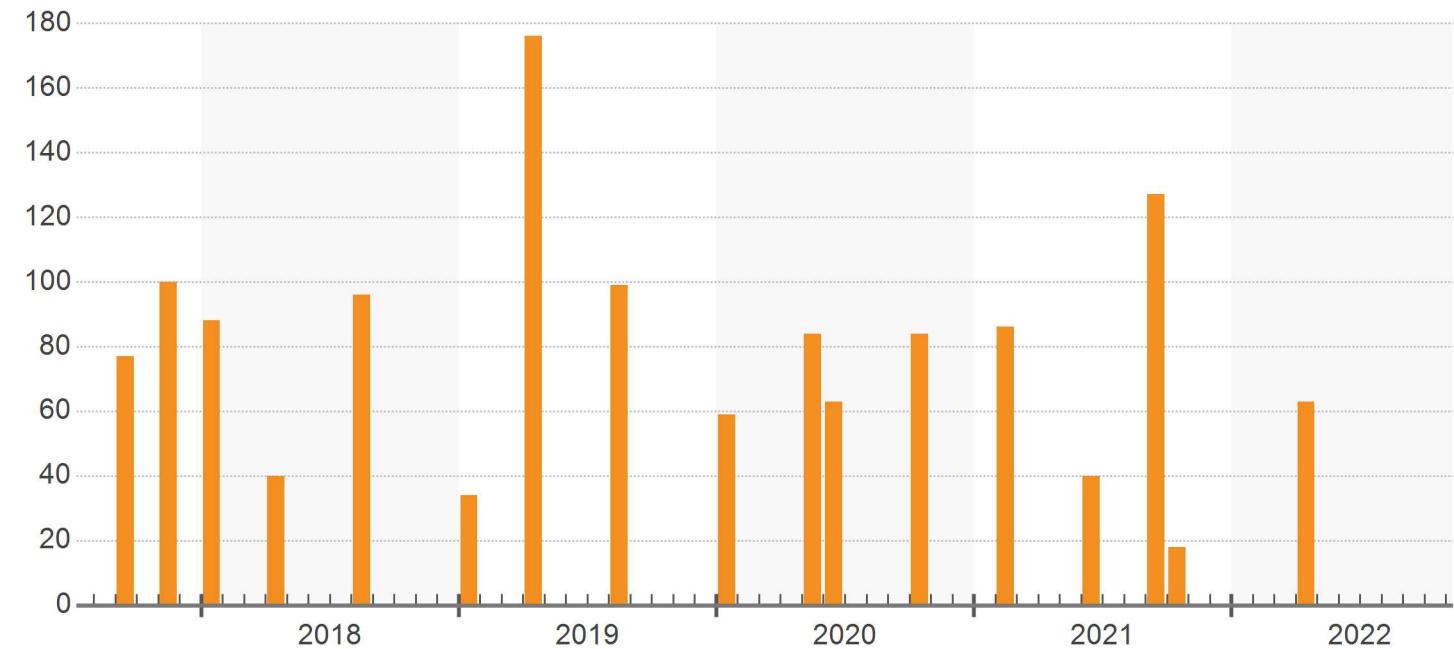
Construction

Washington State Area Hospitality

DELIVERIES & DEMOLITIONS



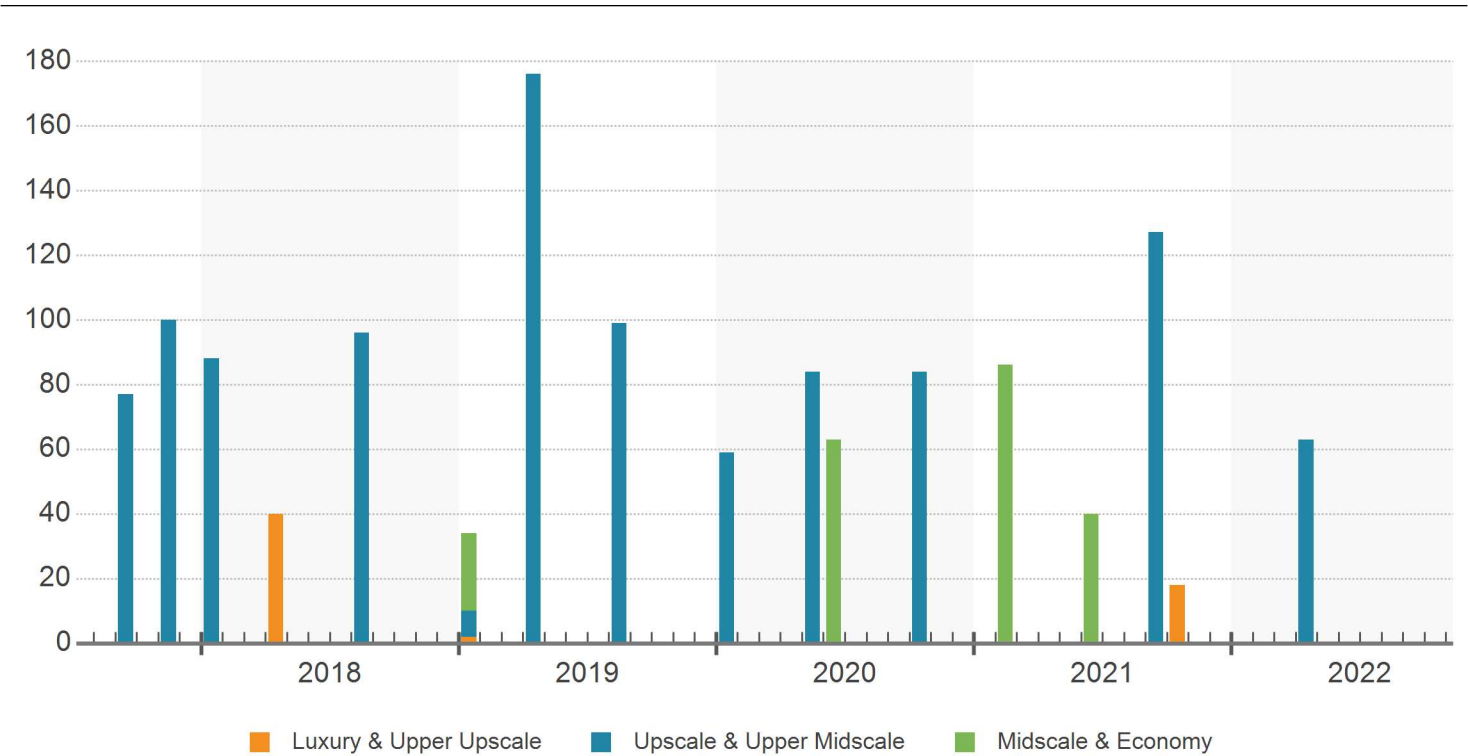
ROOMS DELIVERED



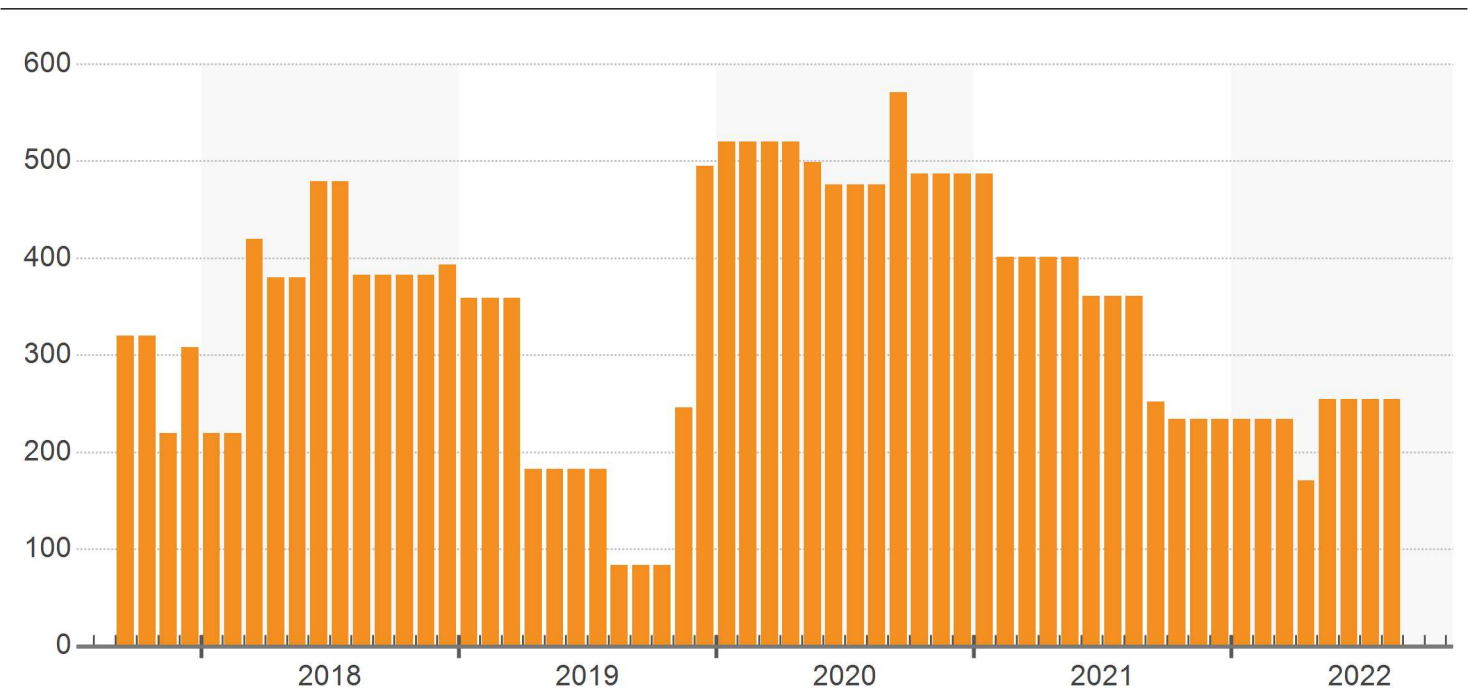
Construction

Washington State Area Hospitality

ROOMS DELIVERED BY CLASS



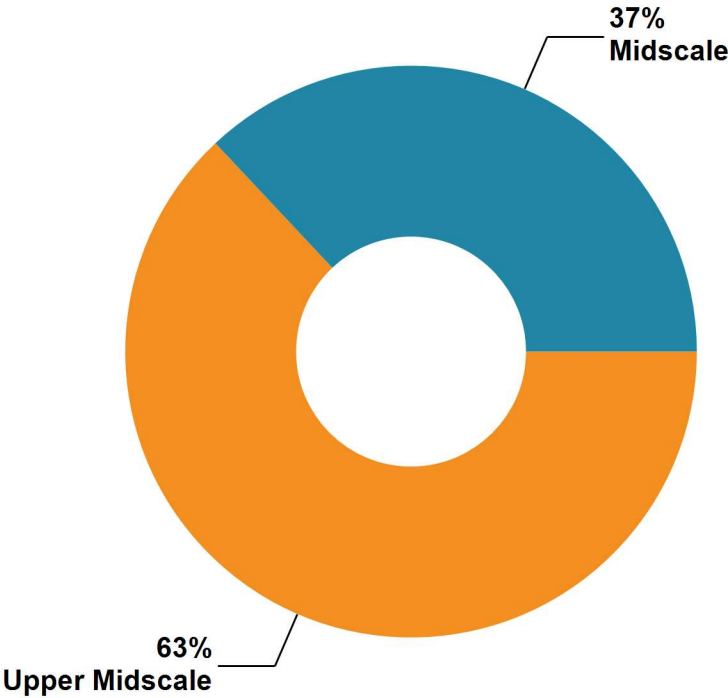
ROOMS UNDER CONSTRUCTION



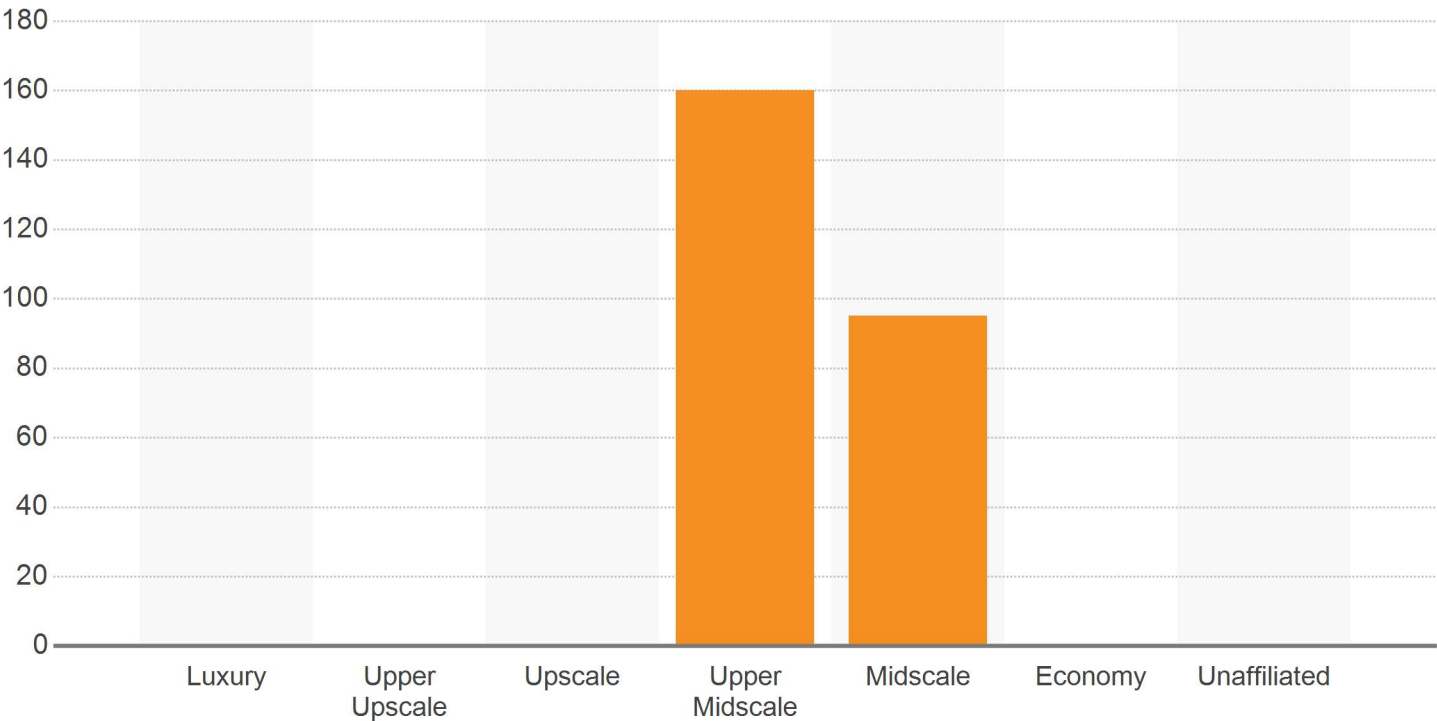
Construction

Washington State Area Hospitality

TOTAL ROOMS UNDER CONSTRUCTION BY SCALE



ROOMS UNDER CONSTRUCTION BY SCALE



Under Construction Properties

Washington State Area Hospitality

Properties

Rooms

Percent of Inventory

Average Rooms

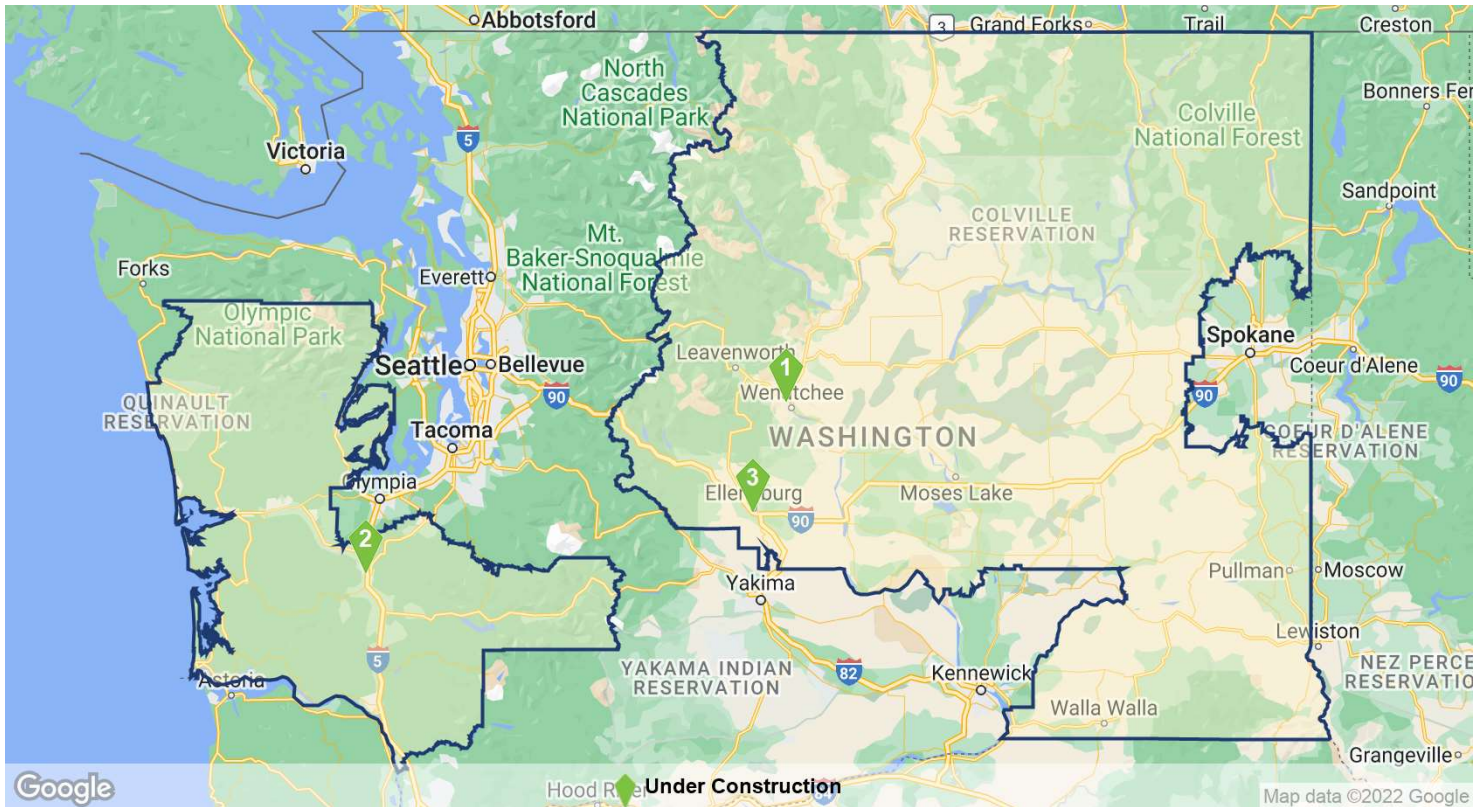
3

255

1.5%

85

UNDER CONSTRUCTION PROPERTIES



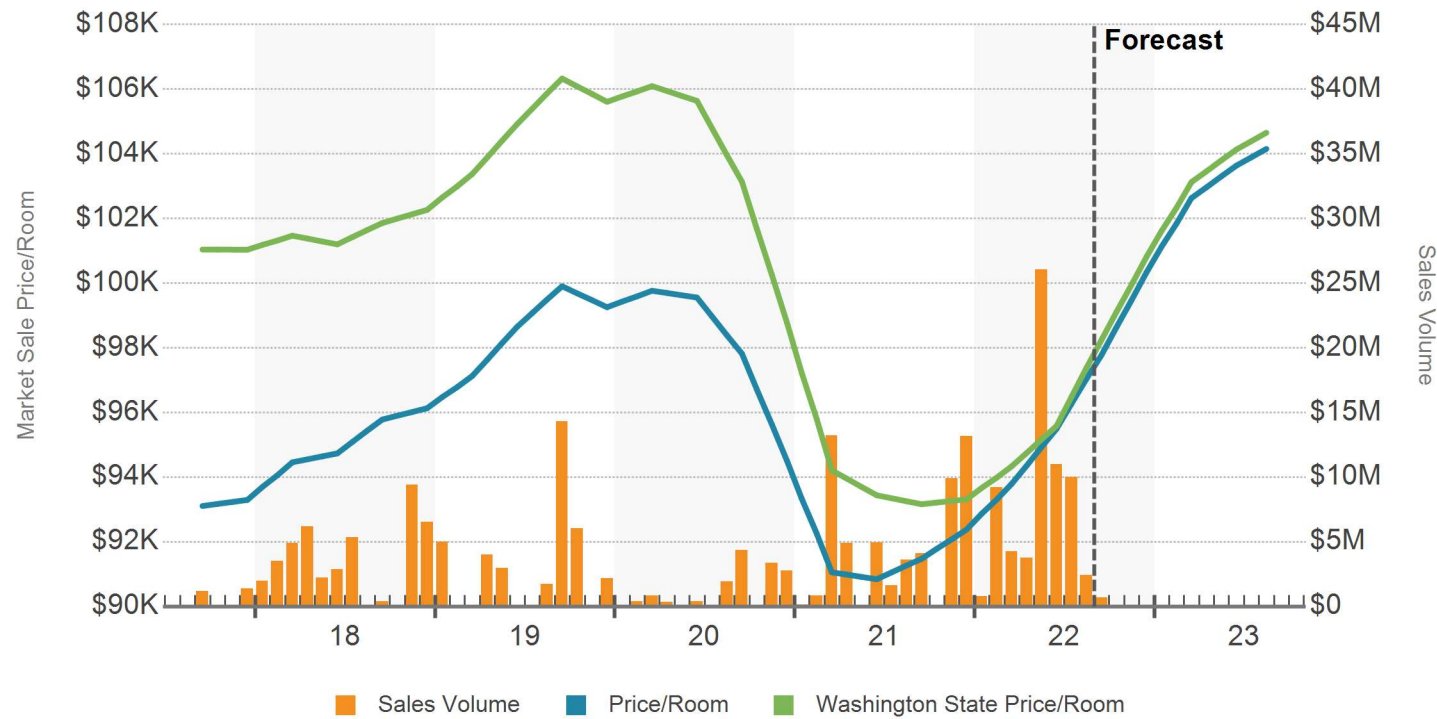
UNDER CONSTRUCTION

	Property Name/Address	Class	Rooms	Stories	Start	Complete	Brand/Developer
1	avid hotel Wenatchee 1640 N Wenatchee Ave	Midscale	95	5	Sep 2020	Sep 2022	Avid
2	La Quinta Inns & Suites Centralia 1225 Mellen St	Upper Midscale	84	4	May 2022	Jun 2023	La Quinta Inns & Suites Nicholson Development Prope...
3	TownePlace Suites Ellensburg 1709 Opportunity St	Upper Midscale	76	1	Nov 2019	Oct 2022	TownePlace Suites Hogback B C LLC

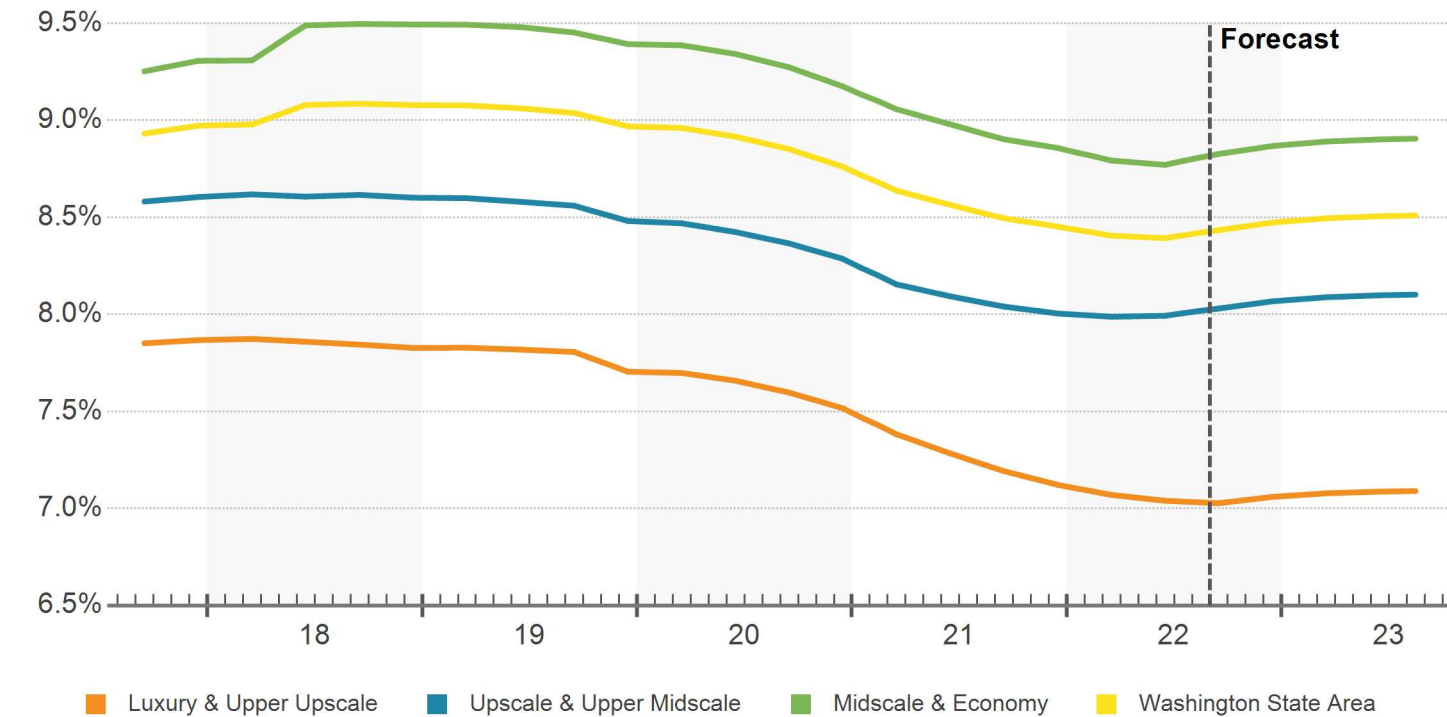
Sales

Washington State Area Hospitality

SALES VOLUME & MARKET SALE PRICE PER ROOM



MARKET CAP RATE



Sales Past 12 Months

Washington State Area Hospitality

Sale Comparables

Average Price/Room

Average Price

Average Cap Rate

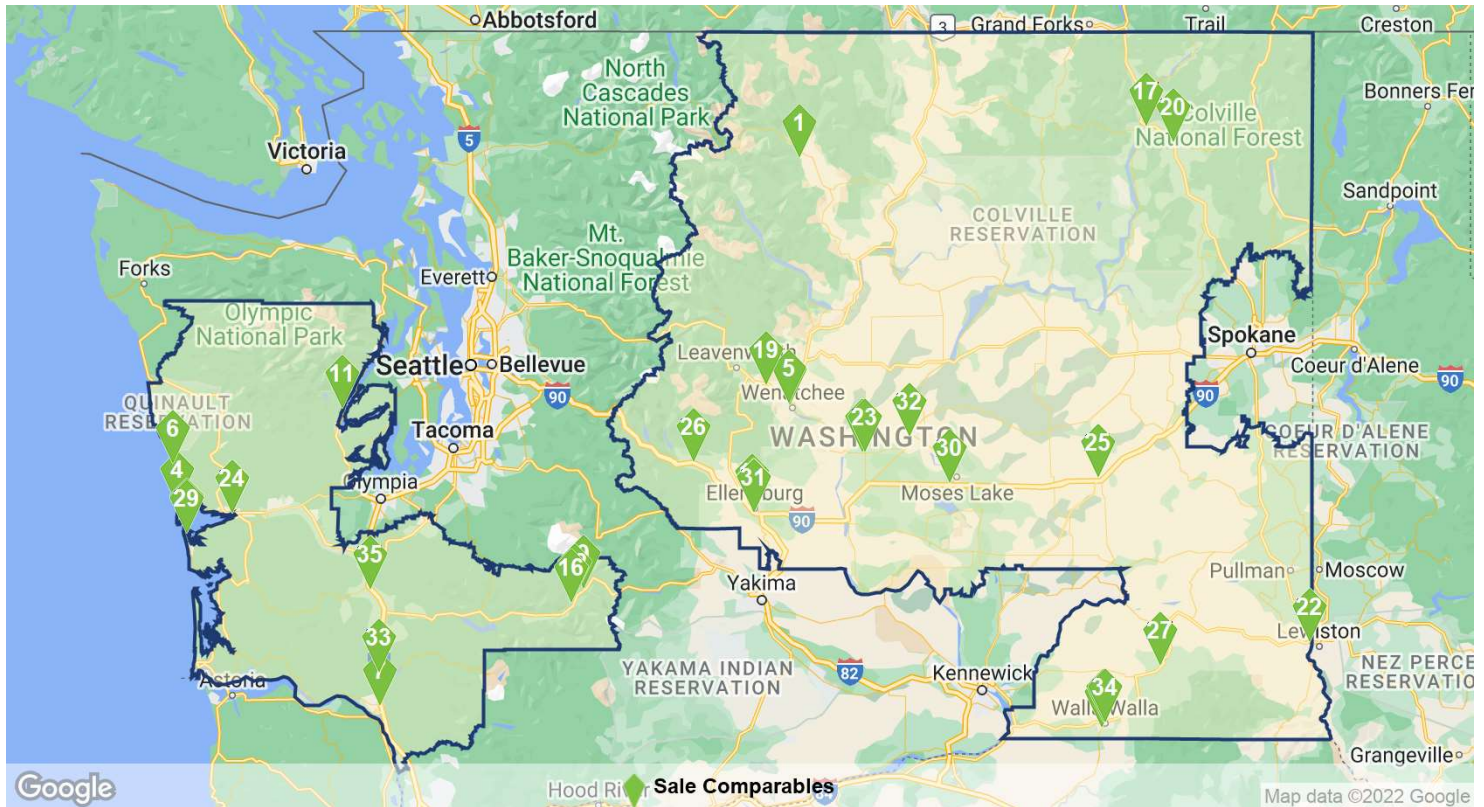
35

\$80K

\$3.5M

10.5%

SALE COMPARABLE LOCATIONS



SALE COMPARABLES SUMMARY STATISTICS

Sale Attributes	Low	Average	Median	High
Sale Price	\$104,430	\$3,505,457	\$1,600,000	\$12,500,000
Price/Room	\$2,429	\$80,160	\$60,273	\$226,774
Cap Rate	8.9%	10.5%	11.0%	11.6%
Time Since Sale in Months	0.7	5.7	5.0	10.6
Property Attributes	Low	Average	Median	High
Property Size in Rooms	11	43	32	112
Number of Floors	1	2	2	4
Total Meeting Space	120	1,434	1,434	7,079
Year Built	1900	1971	1970	2008
Class	Economy	Midscale	Economy	Upper Upscale

Sales Past 12 Months

Washington State Area Hospitality

RECENT SIGNIFICANT SALES

	Property Name/Address	Property Information				Sale Information		
		Class	Yr Built	Rooms	Brand	Sale Date	Price	Price/Room
1	Sun Mountain Lodge 604 Patterson Lake Rd	Upper Upscale	1900	112	-	5/11/2022	\$12,500,000	\$111,607
2	Hampton by Hilton Inn & Suites W... 1531 Kelly Pl	Upper Midscale	2008	102	Hampton by Hilton	2/16/2022	\$9,010,000	\$88,333
3	Best Western Plus Wenatchee Do... 815 N Wenatchee Ave	Upper Midscale	1997	81	Best Western Plus	11/17/2021	\$8,800,000	\$108,642
4	Ocean Paradise Hotel & Resort 773 Ocean Shores Blvd NW	Economy	1998	62	-	5/20/2022	\$7,600,000	\$122,581
5	Quality Inn Wenatchee 1401 N Miller St	Midscale	1984	102	Quality Inn	7/20/2022	\$7,371,468	\$72,269
6	Sandpiper Beach Resort 4159 State Route 109	Economy	1973	31	-	12/28/2021	\$7,030,000	\$226,774
7	Super 8 Kelso/Longview Area 250 Kelso Dr	Economy	1993	84	Super 8	6/23/2022	\$5,999,846	\$71,427
8	Budget Inn Walla Walla 305 N 2nd Ave	Economy	1961	57	-	12/7/2021	\$4,735,670	\$83,082
9	Packwood Lodge 13807 US Highway 12	Midscale	1969	30	-	5/2/2022	\$4,000,000	\$133,333
10	Travelodge by Wyndham Aberdeen 521 W Wishkah St	Economy	1962	65	Travelodge	3/9/2022	\$3,840,000	\$59,077
11	Glen Ayr Canal Resort 25381 N US Highway 101	Economy	1976	17	-	4/29/2022	\$3,750,000	\$220,588
12	The Cowlitz River Lodge 13069 U.S. Hwy 12	Economy	1990	32	-	6/22/2022	\$3,550,000	\$110,938
13	403 W University Way	Economy	1967	72	Motel 6	8/8/2022	\$2,434,000	\$33,806
14	Quincy Inn & Suites 500 F St SW	Economy	1991	30	-	7/14/2022	\$1,600,000	\$53,333
15	Nites Inn 1200 S Ruby St	Economy	1984	32	-	5/23/2022	\$1,500,000	\$46,875
16	Crest Trail Lodge 12729 US Highway 12	Economy	1995	27	-	6/22/2022	\$1,450,000	\$53,704
17	Grandview Inn Motel & RV Park 978 Highway 395 N	Economy	1950	13	-	12/6/2021	\$1,165,000	\$89,615
18	Breakers Boutique Inn 971 Montesano St	Economy	1959	13	-	11/30/2021	\$1,100,000	\$84,615
19	Cashmere Inn 229 Cottage Ave	Economy	1956	21	-	7/25/2022	\$1,000,000	\$47,619
20	Selkirk Motel 369 S Main St	Economy	1953	19	-	1/10/2022	\$700,000	\$36,842

Appendix

Washington State Area Hospitality

OVERALL SUPPLY & DEMAND

Year	Supply			Demand		
	Available Rooms	Change	% Change	Occupied Rooms	Change	% Change
2026	6,244,843	0	0%	3,756,248	(14,892)	-0.4%
2025	6,244,843	0	0%	3,771,140	14,722	0.4%
2024	6,244,843	12,607	0.2%	3,756,418	(22,238)	-0.6%
2023	6,232,236	114,820	1.9%	3,778,656	161,001	4.5%
2022	6,117,416	19,749	0.3%	3,617,655	166,504	4.8%
YTD	4,044,467	1,505	0%	2,430,885	73,910	3.1%
2021	6,097,667	192,915	3.3%	3,451,151	801,001	30.2%
2020	5,904,752	(43,555)	-0.7%	2,650,150	(781,761)	-22.8%
2019	5,948,307	94,627	1.6%	3,431,912	51,036	1.5%
2018	5,853,680	119,096	2.1%	3,380,875	69,249	2.1%
2017	5,734,584	68,586	1.2%	3,311,627	79,643	2.5%
2016	5,665,998	3,301	0.1%	3,231,983	68,272	2.2%
2015	5,662,697	69,926	1.3%	3,163,711	78,604	2.5%
2014	5,592,771	35,396	0.6%	3,085,106	146,822	5.0%
2013	5,557,375	54,300	1.0%	2,938,285	170,071	6.1%
2012	5,503,075	56,802	1.0%	2,768,213	(9,888)	-0.4%

LUXURY & UPPER UPSCALE SUPPLY & DEMAND

Year	Supply			Demand		
	Available Rooms	Change	% Change	Occupied Rooms	Change	% Change
2026	358,022	0	0%			
2025	358,022	0	0%			
2024	358,022	0	0%			
2023	358,022	8,572	2.5%			
2022	349,450	(38,510)	-9.9%			
YTD	229,890	(25,396)	-9.9%	137,269	6,633	5.1%
2021	387,960	27,372	7.6%	190,995	49,546	35.0%
2020	360,588	(29,012)	-7.4%	141,449	(63,501)	-31.0%
2019	389,600	3,600	0.9%	204,950	1,215	0.6%
2018	386,000	22,825	6.3%	203,735	11,189	5.8%
2017	363,175	0	0%	192,546	(4,853)	-2.5%
2016	363,175	0	0%	197,400	10,936	5.9%
2015	363,175	0	0%	186,464	9,683	5.5%
2014	363,175	0	0%	176,781	5,707	3.3%
2013	363,175	2,416	0.7%	171,074	12,707	8.0%
2012	360,759	3,424	1.0%	158,366	(4,209)	-2.6%

Appendix

Washington State Area Hospitality

UPSCALE & UPPER MIDSACLE SUPPLY & DEMAND

Year	Supply			Demand		
	Available Rooms	Change	% Change	Occupied Rooms	Change	% Change
2026	2,220,182	0	0%	1,421,632	(5,269)	-0.4%
2025	2,220,182	0	0%	1,426,901	6,780	0.5%
2024	2,220,182	12,607	0.6%	1,420,121	(2,557)	-0.2%
2023	2,207,575	50,670	2.3%	1,422,678	40,737	2.9%
2022	2,156,905	58,260	2.8%	1,381,941	114,788	9.1%
YTD	1,427,963	40,316	2.9%	938,924	82,385	9.6%
2021	2,098,645	98,425	4.9%	1,267,153	337,067	36.2%
2020	2,000,220	16,177	0.8%	930,086	(339,232)	-26.7%
2019	1,984,043	86,085	4.5%	1,269,318	52,805	4.3%
2018	1,897,958	99,656	5.5%	1,216,513	79,468	7.0%
2017	1,798,302	57,901	3.3%	1,137,045	10,526	0.9%
2016	1,740,401	3,043	0.2%	1,126,519	29,651	2.7%
2015	1,737,358	68,981	4.1%	1,096,868	44,261	4.2%
2014	1,668,377	42,235	2.6%	1,052,607	49,968	5.0%
2013	1,626,142	34,703	2.2%	1,002,639	61,739	6.6%
2012	1,591,439	1,890	0.1%	940,900	(13,560)	-1.4%

MIDSCALE & ECONOMY SUPPLY & DEMAND

Year	Supply			Demand		
	Available Rooms	Change	% Change	Occupied Rooms	Change	% Change
2026	3,666,639	0	0%	2,117,173	(8,718)	-0.4%
2025	3,666,639	0	0%	2,125,891	6,973	0.3%
2024	3,666,639	0	0%	2,118,918	(19,673)	-0.9%
2023	3,666,639	55,578	1.5%	2,138,591	107,813	5.3%
2022	3,611,061	(1)	0%	2,030,778	37,775	1.9%
YTD	2,386,614	(13,415)	-0.6%	1,354,692	(15,108)	-1.1%
2021	3,611,062	67,118	1.9%	1,993,003	414,549	26.3%
2020	3,543,944	(30,720)	-0.9%	1,578,454	(378,582)	-19.3%
2019	3,574,664	4,942	0.1%	1,957,035	(2,627)	-0.1%
2018	3,569,722	(3,385)	-0.1%	1,959,662	(21,519)	-1.1%
2017	3,573,107	10,685	0.3%	1,981,182	73,856	3.9%
2016	3,562,422	258	0%	1,907,326	27,867	1.5%
2015	3,562,164	945	0%	1,879,459	24,897	1.3%
2014	3,561,219	(6,839)	-0.2%	1,854,562	91,100	5.2%
2013	3,568,058	17,181	0.5%	1,763,462	95,702	5.7%
2012	3,550,877	51,488	1.5%	1,667,760	7,791	0.5%

Appendix

Washington State Area Hospitality

OVERALL PERFORMANCE

Year	Occupancy		ADR		RevPAR	
	Percent	% Change	Per Room	% Change	Per Room	% Change
2026	60.1%	-0.4%	\$139.88	2.0%	\$84.13	1.6%
2025	60.4%	0.4%	\$137.14	1.8%	\$82.82	2.2%
2024	60.2%	-0.8%	\$134.68	0.7%	\$81.02	-0.1%
2023	60.6%	2.5%	\$133.74	0.8%	\$81.09	3.3%
2022	59.1%	4.5%	\$132.72	11.7%	\$78.49	16.7%
YTD	60.1%	3.1%	\$132.55	12.3%	\$79.67	15.8%
2021	56.6%	26.1%	\$118.78	19.4%	\$67.23	50.6%
2020	44.9%	-22.2%	\$99.48	-11.0%	\$44.65	-30.8%
2019	57.7%	-0.1%	\$111.79	1.7%	\$64.50	1.6%
2018	57.8%	0%	\$109.87	2.1%	\$63.46	2.2%
2017	57.7%	1.2%	\$107.57	2.5%	\$62.12	3.8%
2016	57.0%	2.1%	\$104.92	3.9%	\$59.85	6.1%
2015	55.9%	1.3%	\$100.99	4.3%	\$56.42	5.6%
2014	55.2%	4.3%	\$96.82	8.7%	\$53.41	13.4%
2013	52.9%	5.1%	\$89.10	1.9%	\$47.11	7.1%
2012	50.3%	-1.4%	\$87.41	-1.8%	\$43.97	-3.2%

LUXURY & UPPER UPSCALE PERFORMANCE

Year	Occupancy		ADR		RevPAR	
	Percent	% Change	Per Room	% Change	Per Room	% Change
2026						
2025						
2024						
2023						
2022						
YTD	59.7%	16.7%	\$249.15	6.0%	\$148.77	23.7%
2021	49.2%	25.5%	\$228.22	7.1%	\$112.35	34.4%
2020	39.2%	-25.4%	\$213.11	11.3%	\$83.60	-17.0%
2019	52.6%	-0.3%	\$191.45	3.9%	\$100.71	3.6%
2018	52.8%	-0.4%	\$184.19	-2.1%	\$97.22	-2.5%
2017	53.0%	-2.5%	\$188.07	3.7%	\$99.71	1.2%
2016	54.4%	5.9%	\$181.31	4.9%	\$98.55	11.1%
2015	51.3%	5.5%	\$172.81	-0.4%	\$88.72	5.1%
2014	48.7%	3.3%	\$173.50	0.8%	\$84.45	4.2%
2013	47.1%	7.3%	\$172.10	-0.3%	\$81.07	7.0%
2012	43.9%	-3.5%	\$172.67	4.7%	\$75.80	1.0%

Appendix

Washington State Area Hospitality

UPSCALE & UPPER MIDSACLE PERFORMANCE

Year	Occupancy		ADR		RevPAR	
	Percent	% Change	Per Room	% Change	Per Room	% Change
2026	64.0%	-0.4%	\$166.66	2.0%	\$106.71	1.6%
2025	64.3%	0.5%	\$163.45	1.6%	\$105.05	2.1%
2024	64.0%	-0.7%	\$160.87	0.4%	\$102.90	-0.3%
2023	64.4%	0.6%	\$160.21	2.8%	\$103.25	3.4%
2022	64.1%	6.1%	\$155.82	10.0%	\$99.84	16.7%
YTD	65.8%	6.5%	\$153.02	8.6%	\$100.61	15.7%
2021	60.4%	29.9%	\$141.69	21.0%	\$85.55	57.2%
2020	46.5%	-27.3%	\$117.07	-13.3%	\$54.44	-37.0%
2019	64.0%	-0.2%	\$135.06	1.7%	\$86.41	1.5%
2018	64.1%	1.4%	\$132.79	1.5%	\$85.11	2.9%
2017	63.2%	-2.3%	\$130.80	3.6%	\$82.70	1.2%
2016	64.7%	2.5%	\$126.29	1.8%	\$81.74	4.4%
2015	63.1%	0.1%	\$124.04	3.2%	\$78.31	3.3%
2014	63.1%	2.3%	\$120.18	17.7%	\$75.83	20.5%
2013	61.7%	4.3%	\$102.09	2.3%	\$62.94	6.7%
2012	59.1%	-1.5%	\$99.76	-5.3%	\$58.98	-6.7%

MIDSCALE & ECONOMY PERFORMANCE

Year	Occupancy		ADR		RevPAR	
	Percent	% Change	Per Room	% Change	Per Room	% Change
2026	57.7%	-0.4%	\$113.80	2.0%	\$65.71	1.6%
2025	58.0%	0.3%	\$111.53	2.1%	\$64.67	2.5%
2024	57.8%	-0.9%	\$109.21	1.8%	\$63.11	0.9%
2023	58.3%	3.7%	\$107.27	0.8%	\$62.57	4.6%
2022	56.2%	1.9%	\$106.39	13.5%	\$59.83	15.7%
YTD	56.8%	-0.5%	\$106.55	15.1%	\$60.48	14.4%
2021	55.2%	23.9%	\$93.73	18.7%	\$51.73	47.1%
2020	44.5%	-18.6%	\$78.95	-10.8%	\$35.16	-27.4%
2019	54.7%	-0.3%	\$88.46	0.4%	\$48.43	0.1%
2018	54.9%	-1.0%	\$88.09	1.7%	\$48.36	0.7%
2017	55.4%	3.6%	\$86.61	2.4%	\$48.02	6.0%
2016	53.5%	1.5%	\$84.61	5.0%	\$45.30	6.5%
2015	52.8%	1.3%	\$80.59	5.4%	\$42.52	6.8%
2014	52.1%	5.4%	\$76.44	3.5%	\$39.81	9.0%
2013	49.4%	5.2%	\$73.88	1.8%	\$36.51	7.1%
2012	47.0%	-1.0%	\$72.58	0.2%	\$34.09	-0.8%

Appendix

Washington State Area Hospitality

OVERALL SALES

Year	Completed Transactions (1)						Market Pricing Trends (2)		
	Deals	Volume	Turnover	Avg Price	Avg Price/Room	Avg Cap Rate	Price/Room	Price Index	Cap Rate
2026	-	-	-	-	-	-	\$120,854	247	8.5%
2025	-	-	-	-	-	-	\$116,711	239	8.5%
2024	-	-	-	-	-	-	\$111,748	229	8.5%
2023	-	-	-	-	-	-	\$105,824	217	8.5%
2022	-	-	-	-	-	-	\$100,327	205	8.5%
YTD	20	\$68.1M	5.4%	\$3,403,911	\$75,142	10.3%	\$96,782	198	8.4%
2021	21	\$56.4M	5.2%	\$2,686,492	\$64,846	11.4%	\$92,383	189	8.5%
2020	15	\$14.3M	2.2%	\$951,460	\$39,208	12.9%	\$94,515	193	8.8%
2019	11	\$36.1M	3.6%	\$3,284,026	\$60,713	9.4%	\$99,252	203	9.0%
2018	21	\$43.3M	5.8%	\$2,063,695	\$45,957	10.1%	\$96,132	197	9.1%
2017	16	\$26.3M	4.3%	\$1,643,863	\$38,341	10.4%	\$93,296	191	9.0%
2016	12	\$28.4M	3.2%	\$2,369,179	\$56,521	11.0%	\$88,388	181	8.9%
2015	16	\$27.3M	4.6%	\$1,704,989	\$38,314	10.2%	\$83,414	171	8.8%
2014	14	\$23.1M	4.8%	\$1,648,630	\$31,317	11.9%	\$77,657	159	8.7%
2013	7	\$10M	2.7%	\$1,429,986	\$24,355	8.4%	\$73,210	150	8.7%
2012	2	\$3.6M	0.4%	\$1,818,750	\$58,669	5.0%	\$69,193	142	8.6%

(1) Completed transaction data is based on actual arms-length sales transactions and levels are dependent on the mix of what happened to sell in the period.

(2) Market price trends data is based on the estimated price movement of all properties in the market, informed by actual transactions that have occurred.

LUXURY & UPPER UPSCALE SALES

Year	Completed Transactions (1)						Market Pricing Trends (2)		
	Deals	Volume	Turnover	Avg Price	Avg Price/Room	Avg Cap Rate	Price/Room	Price Index	Cap Rate
2026	-	-	-	-	-	-	\$454,944	290	7.1%
2025	-	-	-	-	-	-	\$439,350	280	7.1%
2024	-	-	-	-	-	-	\$420,668	268	7.1%
2023	-	-	-	-	-	-	\$398,366	254	7.1%
2022	-	-	-	-	-	-	\$377,675	241	7.1%
YTD	1	\$12.5M	11.4%	\$12,500,000	\$111,607	-	\$364,451	232	7.0%
2021	-	-	-	-	-	-	\$337,757	215	7.1%
2020	-	-	-	-	-	-	\$334,670	213	7.5%
2019	-	-	-	-	-	-	\$349,631	223	7.7%
2018	-	-	-	-	-	-	\$336,041	214	7.8%
2017	-	-	-	-	-	-	\$316,379	202	7.9%
2016	-	-	-	-	-	-	\$297,577	190	7.8%
2015	-	-	-	-	-	-	\$281,205	179	7.7%
2014	-	-	-	-	-	-	\$263,166	168	7.6%
2013	-	-	-	-	-	-	\$240,558	153	7.6%
2012	-	-	-	-	-	-	\$217,287	139	7.7%

(1) Completed transaction data is based on actual arms-length sales transactions and levels are dependent on the mix of what happened to sell in the period.

(2) Market price trends data is based on the estimated price movement of all properties in the market, informed by actual transactions that have occurred.

Appendix

Washington State Area Hospitality

UPSCALE & UPPER MIDSACLE SALES

Year	Completed Transactions (1)						Market Pricing Trends (2)		
	Deals	Volume	Turnover	Avg Price	Avg Price/Room	Avg Cap Rate	Price/Room	Price Index	Cap Rate
2026	-	-	-	-	-	-	\$143,644	245	8.1%
2025	-	-	-	-	-	-	\$138,720	236	8.1%
2024	-	-	-	-	-	-	\$132,822	226	8.1%
2023	-	-	-	-	-	-	\$125,780	214	8.1%
2022	-	-	-	-	-	-	\$119,247	203	8.1%
YTD	1	\$9M	1.7%	\$9,010,000	\$88,333	-	\$115,004	196	8.0%
2021	4	\$19.1M	3.6%	\$4,783,750	\$90,259	-	\$111,471	190	8.0%
2020	-	-	-	-	-	-	\$115,091	196	8.3%
2019	2	\$16.5M	2.8%	\$8,250,000	\$105,769	10.6%	\$121,016	206	8.5%
2018	1	\$4.5M	2.0%	\$4,487,500	\$41,939	9.6%	\$117,270	200	8.6%
2017	1	\$3.6M	2.0%	\$3,600,000	\$33,962	-	\$112,667	192	8.6%
2016	3	\$17M	4.0%	\$5,680,000	\$88,750	11.1%	\$106,625	182	8.6%
2015	3	\$12.8M	6.4%	\$4,250,000	\$41,803	6.9%	\$100,398	171	8.5%
2014	2	\$7.5M	5.7%	\$3,732,550	\$27,959	-	\$93,093	159	8.4%
2013	-	-	-	-	-	-	\$89,046	152	8.3%
2012	-	-	-	-	-	-	\$85,253	145	8.2%

(1) Completed transaction data is based on actual arms-length sales transactions and levels are dependent on the mix of what happened to sell in the period.

(2) Market price trends data is based on the estimated price movement of all properties in the market, informed by actual transactions that have occurred.

MIDSCALE & ECONOMY SALES

Year	Completed Transactions (1)						Market Pricing Trends (2)		
	Deals	Volume	Turnover	Avg Price	Avg Price/Room	Avg Cap Rate	Price/Room	Price Index	Cap Rate
2026	-	-	-	-	-	-	\$74,732	230	8.9%
2025	-	-	-	-	-	-	\$72,171	222	8.9%
2024	-	-	-	-	-	-	\$69,102	213	8.9%
2023	-	-	-	-	-	-	\$65,438	202	8.9%
2022	-	-	-	-	-	-	\$62,039	191	8.9%
YTD	18	\$46.6M	7.1%	\$2,587,123	\$67,295	10.3%	\$59,855	184	8.8%
2021	17	\$37.3M	6.6%	\$2,193,019	\$56,659	11.4%	\$57,208	176	8.9%
2020	15	\$14.3M	3.7%	\$951,460	\$39,208	12.9%	\$58,906	181	9.2%
2019	9	\$19.6M	4.5%	\$2,180,477	\$44,702	8.3%	\$61,935	191	9.4%
2018	20	\$38.9M	8.5%	\$1,942,505	\$46,471	10.3%	\$60,197	185	9.5%
2017	15	\$22.7M	5.9%	\$1,513,454	\$39,141	10.4%	\$60,059	185	9.3%
2016	9	\$11.4M	3.2%	\$1,265,572	\$36,624	10.9%	\$57,176	176	9.2%
2015	13	\$14.5M	4.2%	\$1,117,679	\$35,700	11.3%	\$54,063	167	9.1%
2014	12	\$15.6M	4.8%	\$1,301,310	\$33,225	11.9%	\$50,438	155	9.0%
2013	7	\$10M	4.2%	\$1,429,986	\$24,355	8.4%	\$47,463	146	9.0%
2012	2	\$3.6M	0.6%	\$1,818,750	\$58,669	5.0%	\$45,133	139	8.9%

(1) Completed transaction data is based on actual arms-length sales transactions and levels are dependent on the mix of what happened to sell in the period.

(2) Market price trends data is based on the estimated price movement of all properties in the market, informed by actual transactions that have occurred.

Appendix

Washington State Area Hospitality

DELIVERIES & UNDER CONSTRUCTION

Year	Inventory			Deliveries		Net Deliveries		Under Construction	
	Bldgs	Rooms	% Change	Bldgs	Rooms	Bldgs	Rooms	Bldgs	Rooms
YTD	324	16,709	-1.1%	1	63	(2)	(38)	3	255
2021	327	16,890	1.6%	4	271	3	266	3	234
2020	324	16,626	0.7%	4	290	2	234	6	487
2019	323	16,518	1.7%	5	309	5	309	6	495
2018	321	16,234	1.6%	3	224	2	213	6	393
2017	318	15,979	2.8%	4	354	4	354	4	308
2016	313	15,551	0%	1	1	1	1	3	254
2015	313	15,554	0.9%	2	141	1	129	1	1
2014	313	15,409	0.7%	2	139	2	139	2	141
2013	313	15,300	0.9%	1	50	1	50	1	131
2012	312	15,168	0.8%	1	16	1	16	1	50

Room Share Overview

For the purposes of this Comprehensive Hotel Market Feasibility Study, Core Distinction Group reviewed Room Share Market data to help gain knowledge of the market and surrounding areas. The following information will be analyzed in Room Share Overview Data:



Occupancy Rate



Average Daily Rate



Monthly Revenue



Unit Type



Rental Growth



Unit Amenities

Room Share Data Summary

Core Distinction Group pulled data in the College Place, Washington Area order to gain an understanding the overall area room share market. The area had 36 active room share rental units.

Room Share Occupancy in the College Place, Washington Area:

Occupancy Rate



Room Share Average Daily Rate in the College Place, Washington Area:

Average Daily Rate

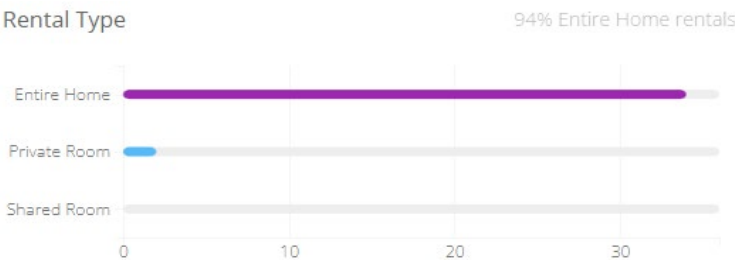


Room Share Average Monthly Revenue in the College Place, Washington

Revenue



Room Share Rental Type in the College Place, Washington Area:



Source: AirDNA.com

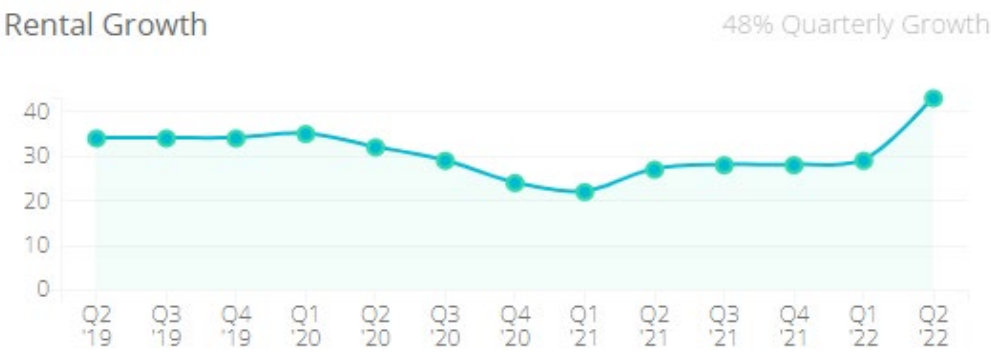
Room Share Data Summary (continued)

At the time of this report, the area units, 55% were listed in airbnb, 6% are listed on Vrbo, and 39% were listed on both.

Room Share Rental Sizes in the College Place, Washington Area:

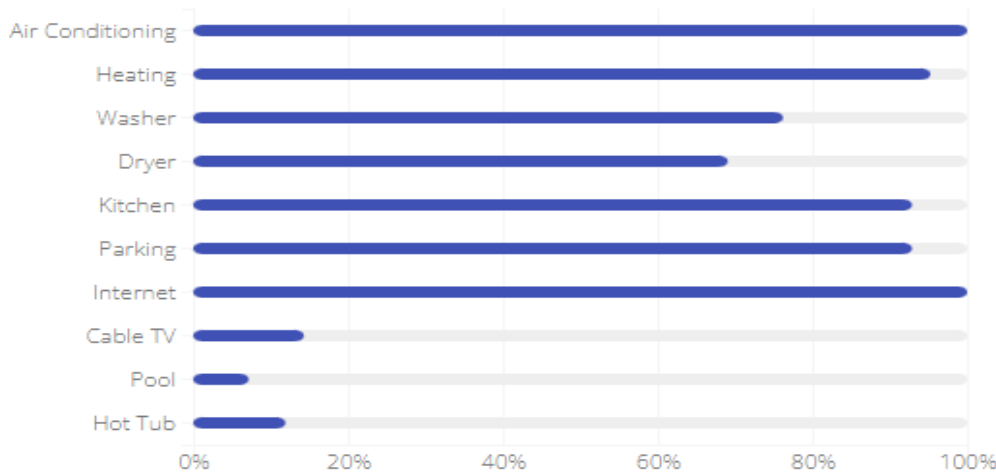


Room Share Rental Growth in the College Place, Washington Area:

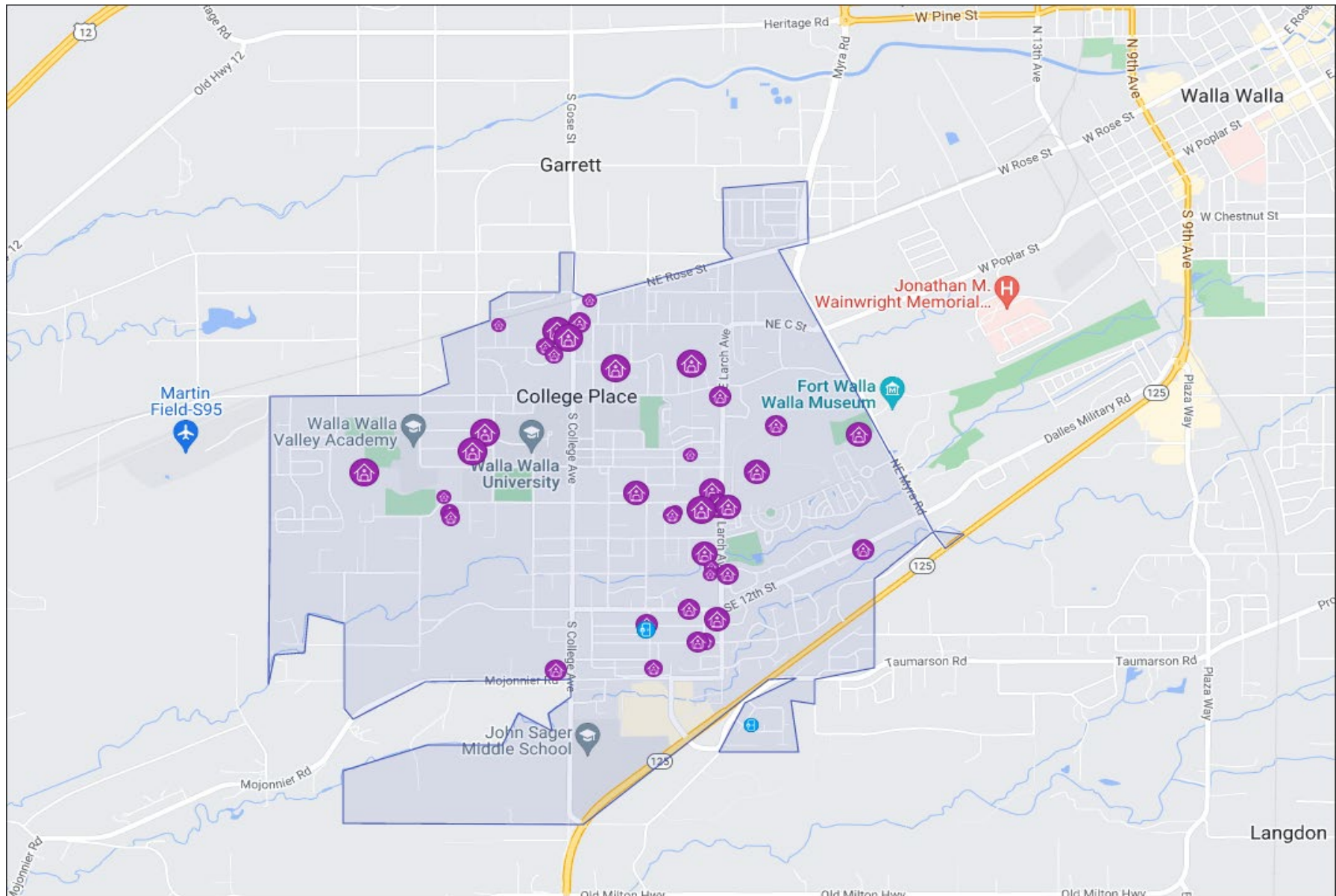


Room Share Rental Amenities in the College Place, Washington Area:

Amenities



Source: AirDNA.com



Source: AirDNA.com

Economic Impact Summary

In this section of the report, Core Distinction Group has compiled a summary of what the potential direct and indirect economic impact could be for the proposed hotel development. This projection offers revenue and job creation information based on this hotel's recommendations stated throughout this report, as well as the occupancy and average rate projected.

 **Direct Economic Impact**

 **Indirect Economic Impact**

Direct Economic Impact

When considering the potential Direct Economic Impact of a new hotel in the community, you look at the direct tax revenue the community is gaining from the project. This takes into consideration Lodging/Bed Taxes when applicable, Sales Taxes and Real Estate Taxes. Below you will find the estimated tax revenue of this project broken down in each category:

Sales Tax Revenue Per Year	
Year	Sales Tax
Ramp Up Year	\$222,586
Year One	\$260,073
Year Two	\$275,758
Year Three	\$289,606
Year Four	\$304,151
Year Five	\$307,138

Based on 8.9% College Place City Sales Tax

Lodging/Bed Tax Revenue Per Year	
Year	Lodging/Bed Tax
Ramp Up Year	\$125,049
Year One	\$146,109
Year Two	\$154,920
Year Three	\$162,700
Year Four	\$170,871
Year Five	\$172,549

Based on estimated 5% Lodging/Bed/Innkeepers Tax if implemented by College Place.

Real Estate Tax Revenue Per Year (Based on Estimates)	
Year	Real Estate Tax
Ramp Up Year	\$101,153
Year One	\$101,153
Year Two	\$101,153
Year Three	\$101,153
Year Four	\$101,153
Year Five	\$101,153

This information does not account for the collateral economic impact as well. There are many collateral economic impacts that can be accounted for. Additional revenue (and usage) from your sewer, water, trash disposal, utilities and so on all noted in the Pro Forma. The construction period can also promote additional economic growth. All of these add up and vary.

Indirect Economic Impact Estimates

When considering the potential Indirect Economic Impact of a new hotel in the community, you look at the spending of the guest within the community. For the purpose of this summary, we have identified the potential spending on food/dining. This does not take into consideration any taxes increased by said purchases. Below you will find the average rooms sold each year for the potential hotel project:

Rooms Sold Per Year Average		
Year	Occupancy	Rooms Sold
Ramp Up Year	58.9%	16,772
Year One	65.5%	18,635
Year Two	67.4%	19,194
Year Three	69.4%	19,770
Year Four	71.5%	20,363
Year Five	71.5%	20,363

Taking this into consideration, the estimates of rooms sold each day can be found below:

Average Rooms Per Night Sold	
Ramp Up Year	46
Year One	51
Year Two	53
Year Three	54
Year Four	56
Year Five	56

Indirect Economic Impact Estimates (continued)

The average cost of food in the United States of America is \$45 per day. Based on the spending habits of previous travelers, when dining out an average meal in the United States of America should cost around \$18 per person. Breakfast prices are usually a little cheaper than lunch or dinner. The price of food in sit-down restaurants in the United States of America is often higher than fast food prices or street food prices. The total estimated indirect food revenue in your community is estimated* to be around:

Average Indirect Food Revenue Per Day	
Ramp Up Year	\$2,068
Year One	\$2,297
Year Two	\$2,366
Year Three	\$2,437
Year Four	\$2,511
Year Five	\$2,511

Average Indirect Food Revenue Per Year	
Ramp Up Year	\$754,718
Year One	\$838,575
Year Two	\$863,732
Year Three	\$889,644
Year Four	\$916,334
Year Five	\$916,334

** Based on the assumption of one person per room night sold.*

Based on this information, it can be assumed this additional revenue will also create indirect food service jobs. When considering the additional food revenue into your community, industry standards states that around 30% of revenue goes towards labor. Based on the amount of additional revenue, this would bring in the following amount of full-time equivalent jobs*:

Average Indirect Food Service Jobs Needed	
Ramp Up Year	12.2
Year One	13.6
Year Two	14.0
Year Three	14.4
Year Four	14.9
Year Five	14.9

** Based on 32 hours a week and the median average base hourly rate of Food Service Workers of \$11.12 per hour, at the time of this report according to www.payscale.com.*

Indirect Economic Impact Estimates (continued)

Entertainment and activities in the United States of America typically cost an average of \$45 per person, per day. This includes fees paid for admission tickets to museums and attractions, day tours, and other sightseeing expense.

Average Indirect Entertainment/Activities Revenue Per Day	
Ramp Up Year	\$2,068
Year One	\$2,297
Year Two	\$2,366
Year Three	\$2,437
Year Four	\$2,511
Year Five	\$2,511

Average Indirect Entertainment/Activities Revenue Per Year	
Ramp Up Year	\$754,718
Year One	\$838,575
Year Two	\$863,732
Year Three	\$889,644
Year Four	\$916,334
Year Five	\$916,334

** Based on the assumption of one person per room night sold.*

Based on this information, it can be assumed this additional revenue will also create indirect tour guide or tourism industry jobs. When considering the additional food revenue into your community, industry standards states that around 25% of revenue goes towards labor. Based on the amount of additional revenue, this would bring in the following amount of full-time equivalent jobs*:

Average Indirect Entertainment/Activities Jobs Needed	
Ramp Up Year	7.6
Year One	8.4
Year Two	8.7
Year Three	8.9
Year Four	9.2
Year Five	9.2

** Based on 32 hours a week and the median average base hourly rate of Tour Guide of \$15 per hour, at the time of this report according to www.salary.com.*

Indirect Economic Impact Estimates (continued)

The average person spends about \$21 on alcoholic beverages in the United States of America per day.

Average Indirect Alcoholic Beverages Revenue Per Day	
Ramp Up Year	\$965
Year One	\$1,072
Year Two	\$1,104
Year Three	\$1,137
Year Four	\$1,172
Year Five	\$1,172

Average Indirect Alcoholic Beverages Revenue Per Year	
Ramp Up Year	\$352,202
Year One	\$391,335
Year Two	\$403,075
Year Three	\$415,167
Year Four	\$427,622
Year Five	\$427,622

** Based on the assumption of one person per room night sold.*

Based on this information, it can be assumed this additional revenue will also create indirect bartender jobs. When considering the additional alcoholic beverage revenue into your community, industry standards states that around 30% of revenue goes towards labor. Based on the amount of additional revenue, this would bring in the following amount of full-time equivalent jobs*:

Average Indirect Bartender Jobs Needed	
Ramp Up Year	5.8
Year One	6.4
Year Two	6.6
Year Three	6.8
Year Four	7.0
Year Five	7.0

** Based on 32 hours a week and the median average base hourly rate of a bartender of \$11 per hour, at the time of this report according to www.salary.com.*

Indirect Economic Impact Estimates (continued)

The average price for Tips and Handouts in the United States of America is \$12 per day. The usual amount for a tip in the United States of America is 10% - 20%.

Average Indirect Tips/Handouts Revenue Per Day	
Ramp Up Year	\$551
Year One	\$613
Year Two	\$631
Year Three	\$650
Year Four	\$669
Year Five	\$669

Average Indirect Tips/Handouts Revenue Per Year	
Ramp Up Year	\$201,258
Year One	\$223,620
Year Two	\$230,329
Year Three	\$237,238
Year Four	\$244,356
Year Five	\$244,356

** Based on the assumption of one person per room night sold.*

Based on this additional revenue being paid, the increase in both food, beverage, and entertainment/activity, service worker's hourly wage would increase substantially in the market.

Source: BudgetYourTravel.com

Conclusion

For the purposes of this Comprehensive Hotel Market Feasibility Study, Core Distinction Group LLC offers an overview and overall description of the conclusion and recommendations found through its research and analysis. This section will contain:



Current Hotel Segment Recommendations for Market Studied



Current Hotel Size Recommendations for Market Studied



Recommended Sleeping Room Configuration for Market Studied



Current Economic Impact of Hotel for Market Studied

Conclusion and Recommendations

Property segment recommended for the potential development of a hotel is an Upper Midscale hotel. This type of hotel would allow the property to be positioned properly at the subject site. It is anticipated that a new hotel would capture displaced Lodging Demand currently staying in markets surrounding College Place, WA. Additionally, the newness of the hotel should be well received in the marketplace. It's location will be ideal to serve College Place and regional markets. This type of hotel would also be capable of adjusting rates to best fit the demand in the market and the seasonality of the area.

Property size recommendation of a newly developed hotel was researched to be between 70-90 guestrooms in this report. This would position it to be similar in size to the average room size of 89 noted by the competitive set surveyed. The size would assist the property in achieving the Occupancy projections listed in this report. It is not advisable to over-build in this market at this time. Expansion of the hotel in future years could be considered as the market's Lodging Demand grows. Adjusting the room count will modify Performance.

Economic Impact Potential: There are multiple economic impacts of building and developing a new hotel in a community. Some direct impact drivers include projected hotel revenue including all room revenues, meeting room revenue, as well as vending/bar revenue. On average, this size property will create 15-25 full time jobs. Part-time employment varies by hotel need and hiring practices. Additional economic development will include taxes, which include all sales taxes collected on hotel revenue, as well as all payroll related taxes collected from full-time hotel employees and temporary construction workers. Local governments will also collect new property taxes from the operation of the hotel. Indirect impact includes all jobs and income generated by businesses that supply goods and services to the hotel. A few examples of businesses that will indirectly benefit from the development of a hotel include suppliers of room related goods (housekeeping supplies, room amenities, etc.), telecommunication vendors (internet, cable, etc.), utility companies, food and beverage suppliers, and other hotel related vendors.

Understanding Terms

For the purposes of this Comprehensive Hotel Market Feasibility Study, Core Distinction Group, LLC has taken the time to offer detailed definitions of words and terms highlighted throughout this report. This section contains the information to help readers navigate industry terms.

Understanding Terms:

Below you will find definitions of industry terms used throughout this report to help the reader gain an understanding of certain phrases and indicators:

Average Daily Rate (ADR)

A measure of the average rate paid for rooms sold, calculated by dividing room revenue by rooms sold. $ADR = \text{Room Revenue} / \text{Rooms Sold}$

Chain Scale

Chain Scale segments are grouped primarily according to actual average room rates. An independent hotel, regardless of average room rate, is included as a separate Chain Scale category. The Chain Scale segments are: Luxury, Upper Upscale, Upscale, Upper Midscale, Midscale, Economy and Independent.

Competitive Set (Comp Set)

A peer group of hotels that competes for business and is selected to benchmark the subject property's performance.

Date-To-Date Comparison

Comparison of daily performance by actual calendar date (1st of January this year vs. 1st of January last year).

Day-To-Day Comparison

Comparison of daily performance by day of week (Monday this year vs. Monday last year).

Demand

The number of rooms sold in a specified time period (excludes complimentary rooms).

Group Rooms

Typically defined as 10 or more rooms per night sold, pursuant to a signed agreement. Refer to Data Reporting Guidelines for more specific application.

Index

Measures a hotel's performance relative to an aggregated grouping of hotels (i.e., competitive set, market or submarket). We utilize indexes to measure performance in three key areas: Occupancy, ADR and RevPAR. An index of 100 means a hotel is capturing a fair share compared to the aggregated group of hotels. An index greater than 100 represents more than a fair share of the aggregated group's performance. Conversely, an index below 100 reflects less than a fair share of the aggregated group's performance.

Occupancy (OCC)

Percentage of available rooms sold during a specified time period. Occupancy is calculated by dividing the number of rooms sold by rooms available. $\text{Occupancy} = \text{Rooms Sold} / \text{Rooms Available}$

Revenue Per Available Room (RevPAR)

Total room revenue divided by the total number of available rooms. $\text{Room Revenue} / \text{Rooms Available} = \text{RevPAR}$

Total Revenue

Revenue from all hotel operations - including rooms, Food and Beverage, other revenue departments (i.e., spa, golf, parking) and miscellaneous revenue (i.e., rentals, leases, resort fees and cancellation fees).

Year to Date

Period starting at the beginning of the current year and ending on the current date.

Hotel Types - Hotel classifications are driven primarily by building structure and, secondarily, by service level. Hotel types include:

- All-Inclusive: Property with rooms sold only as a complete package, bundling overnight accommodations and value-added amenities and services (i.e., food, beverage, activities and gratuities, etc.)
- All-Suite: Property with guestroom inventory that exclusively consists of rooms offering more space and furniture than a typical hotel room, including a designated living area or multiple rooms.
- B&B/Inn: Independently owned and operated properties that typically include breakfast in the room rates, 20 rooms or fewer and a resident/owner innkeeper.
- Boutique: Hotel that appeals to guests because of its atypical amenity and room configurations. Boutiques are normally independent (with fewer than 200 rooms), have a high average rate and offer high levels of service. Boutique hotels often provide authentic cultural, historic experiences and interesting guest services.
- Condo: Individually and wholly-owned condominium units. Inventory is included in a rental pool operated and serviced by a management company.
- Conference Center: Lodging hotel with a major focus on conference facilities.
- Convention Center: Property with a minimum of 300 rooms and large meeting facilities (minimum of 20,000 square feet).
- Destination Resort: Property that appeals to leisure travelers, typically located in resort markets, and considered a destination in and of themselves with extensive amenity offerings. These properties are typically larger and full-service.

**Hotel Types - Hotel classifications are driven primarily by building structure and, secondarily, by service level.
(Continued)**

- Extended Stay: Properties typically focused on attracting guests for extended periods. These properties quote weekly rates. The typical length of stay average for guests is four to seven nights.
- Full Service Hotel: Typically Upscale, Upper Upscale and Luxury properties with a wide variety of onsite amenities, such as restaurants, meeting spaces, exercise rooms or spas.
- Gaming/Casino: Property with a major focus on casino operations.
- Golf: Property that includes a golf course amenity as part of its operations. A property does not qualify if it only has privileges on a nearby course.
- Hotel/Motel: Standard hotel or motel operation.
- Limited Service: Property that offers limited facilities and amenities, typically without a full-service restaurant. These hotels are often in the Economy, Midscale or Upper Midscale class.
- Lifestyle Brand: Group of hotels operating under the same brand that is adapted to reflect current trends.
- New Build: Property built from the ground up, not a conversion of a building that was not previously a hotel.
- Ski: Property with onsite access to ski slopes.
- Soft Brand: Collection of hotels that allows owners and operators to affiliate with a major chain while retaining their unique name, design and orientation.
- Spa: Property with an onsite spa facility and full-time staff offering spa treatments.
- Timeshare: Property that typically is a resort condominium unit, in which multiple parties hold property use rights, and each timeshare owner is allotted a period of time when the property may be used.
- Waterpark: An indoor or outdoor waterpark resort with a lodging establishment containing an aquatic facility.

LEADERSHIP

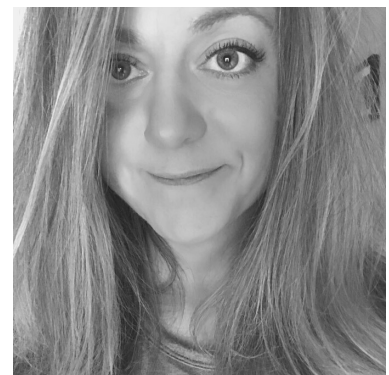
LISA PENNAU

Mrs. Pennau offers more than 25 years of hospitality industry experience. She began in the industry as a rental car agent at the airport in Oshkosh, Wisconsin where she worked while completing her degrees in both hospitality management and sales & marketing at the local college. Lisa moved on to work as a manager in training for Super 8 hotels in Wichita, Kansas and quickly was promoted to general manager of a Super 8 in Omaha, Nebraska. She was recruited by Baymont to become a traveling manager and served several distressed Midwest properties until moving on to work for Hilton as a General Manager at a Hampton Inn Minnetonka, MN. When that hotel sold, Lisa was promoted by the new owners to Regional Director of Operations for Pillar Hotels overseeing 25+ Midwest hotels, in both both rural and metropolitan markets, including Minnesota, Wisconsin, Illinois, Iowa, North Dakota, and South Dakota. During her 10 years as Regional Director of Operations, Lisa oversaw multiple brands such as: Choice, Hilton, Hyatt, IHG, and Marriott. In her final year with Pillar she received the highest honor of Regional Director of the Year for Highest Performing Hotels in all capacities including, revenue, operations, guest service score, turnover, etc.



JESSICA JUNKER

Miss Junker offers more than 18 years of hospitality industry experience. From her beginning in the industry as a banquet server at a full-service hotel in downtown Green Bay, Wisconsin, to overseeing that very property as the manager in only a couple of years. Jessica moved on to work as a Director of Sales at a Residence Inn by Marriott, Area Director of Sales with Interstate Hotels, and Regional Director of Sales and Marketing with Pillar Hotels working on Sales, Marketing, and Revenue Management of anywhere between 15 and 52 hotels with every major and not so major brand in the country. After learning everything she needed about running a hotel, she set her sights on what happens before a hotel is built. She worked in many separate executive roles within an up-and-coming hotel franchise. Miss Junker offers hands-on expert knowledge in hotel operations, sales, marketing, training, contracting, development, construction, really all things hotels. She gained this knowledge from industry leaders like Marriott, Hilton, InterContinental Hotels Group, Choice Hotels, TMI Hospitality, Interstate Hotels, Pillar Hotels & Resorts, Cobblestone Hotels, Wyndham Hotels & Resorts, and many more.



SCOPE OF WORK

Core Distinction Group takes immense pride in the work we do. Throughout each phase of our projects we communicate with our clients regularly. This ensures everyone involved in the project is up-to-date on the progress. We also keep a very tight timeline on our projects. Each phase is well thoughtout and followed consistently. The objective of our studies are to identify and determine the need for lodging in the community, the loss of lodging to the area due to lack of quality or amount of lodging, as well as determine if there is enough need to justify a new hotel. A new hotel that makes good business sense. Below you will find each part and its timing in the process:

RESEARCH & COMMUNITY OUTREACH

This phase involves speaking with community leaders to compile a list of potential demand generators in the local and regional community. Research and Community Outreach is conducted within the first one to two weeks following receipt of the retainer.

SITE VISIT & COMMUNITY INTERVIEWS

This phase involves an in-depth local tour given by community leaders to help Core Distinction understand said community and need for lodging. The tour also includes a detailed analysis of potential sites for the project.

COMMUNITY INTERVIEWS

This phase involves conducting online and phone interviews with potential demand generators gathered during the Research and Community Outreach of the study process. This phase will take place in the first two weeks of the study process.

DATA COMPILATION

This phase of the process involves compiling all the data gathered during our visit to gain the overall picture of what is needed for the community. This phase is conducted in the two weeks following our community visit completion.

*DATA RECEIVING & REPORTING

Once all the demand generator information is gathered, Core Distinction Group begins pulling industry data for target market as well as industry trends to help us gain a better understanding of the local and regional opportunity areas.

COST GATHERING

This involves all things cost. Core Distinction Group gathers actual cost for the development, construction, financing, taxes, and all other ongoing costs associated with the specific project.

PROJECT PRO FORMA

Immediately following Development and Operational Cost Gathering, Core Distinction Group will construct a project, brand, market, and scale specific Pro Forma that is bank, investor, brand and developer friendly.

DRAFT COMPLETION/SUBMITTAL

After Core Distinction has conducted all previous phases, we complete a draft of the study and financial pro forma and submit it for review by the contracted entity. Changes to the study may be made at this point but are limited to spelling and grammar updates.

FINAL

After all requested changes are made and final payment is received, Core Distinction Group will submit a final draft of the Hotel Market Feasibility Study and Brand Specific Pro Forma to the community for distribution.

*If at this point, Core Distinction Group does not feel there is enough need for lodging to merit the costs of a new build hotel, we will stop the process, communicate with the community and offer alternative options for accommodations. If this happens, the contracted entity is not responsible for the remaining study costs highlighted in (Cost) and will receive a report indicating the reasoning behind the decision.

DISCLAIMER

Thank you for the opportunity to complete this market and feasibility study for the proposed hotel project located in College Place, WA. We have studied the market area for additional demand for a lodging facility and the results of our fieldwork and analysis are presented in this report. We have also made recommendations for the scope of the proposed project, including general site location, size of hotel, and brand segment.

We hereby certify that we have no undisclosed interest in the property and our employment and compensation are not contingent upon our findings. This study is subject to the comments made throughout this report and to all assumptions and limiting conditions set forth herein.

The conclusions presented in this report are based upon the information available and received at the time the report was filed. Core Distinction Group, LLC (CDG) has taken every possible precaution to evaluate this information for its complete accuracy and reliability. Parts of this report were prepared or arranged by third-party contributors, as indicated throughout the document. While third-party contributions have been reviewed by CDG for reasonableness and consistency to be included in this report, third-party information has not been fully audited or sought to be verified by CDG. CDG does not provide financial advice.

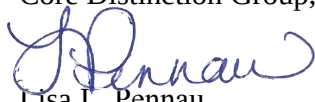
It should be understood that economic and marketplace conditions are in constant change. The results presented in this report are the professional opinion of CDG and are based on information available at the time of the report preparation. These opinions infer that market conditions do not change the information received upon which those opinions have been based. CDG assumes no responsibility for changes in the marketplace. CDG assumes no responsibility for information that becomes outdated once this report is written; nor are we responsible for keeping this information current after the date of the final document presentation.

CDG makes no express or implied representation or warranty that the contents of this report are verified, accurate, suitably qualified, reasonable or free from errors, omissions or other defects of any kind or nature. Those who rely on this report do so at their own risk and CDG disclaims all liability, damages or loss with respect to such reliance.

It is presumed that those reading this report understand the contents and recommendations. If this reader is unclear of understanding the contents, clarification can be received directly from a representative of CDG. While the terms of CDG's engagement do not require that revisions be made to this report to reflect events or conditions which occur subsequent to the date of completion of fieldwork, we are available to discuss the necessity for revisions in view of changes in the economic climate or market factors affecting the proposed hotel project.

Please do not hesitate to call should you have any comments or questions.

Sincerely,
Core Distinction Group, LLC



Lisa L. Pennau
Owner

Daily Incident Log



Print Date/Time: 12/05/2022 13:24
Login ID: mbarr
Disposition: All

From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/01/2022 00:01	Warrant Service	2022-00007454	300 W ALDER ST 1	,	No		
11/01/2022 06:03	Coroner Call Out	2022-00007425	420 SE MYRA RD	MARTINEZ, LAURA	No		
11/01/2022 07:32	Traffic Call	2022-00007426	SE 12TH ST / SE MYRA RD	CC, M	No	416	416
						409	409
11/01/2022 07:53	911 Call	2022-00007427	31 SE ASH AVE	COLLEGE PLACE SCHOOLS,	No	416	416
						409	409
11/01/2022 08:06	Traffic Call	2022-00007428	SE MEADOWBROOK BLVD / SE LAMPERTI ST	SAMS, TED	No	419	419
						416	416
						403	403
11/01/2022 08:22	Premises Check	2022-00007429	1755 S COLLEGE AVE	,	No	416	416
11/01/2022 08:24	Recovered Stolen	2022-00007430	600 SE ELM AVE BLK	CPPD, 419	Yes	419	419
						416	416
						409	409
						403	403
11/01/2022 08:25	Animal Call	2022-00007431	309 NE ASH AVE	OLSEN, DYLAN	No	448	448
11/01/2022 09:08	Assist	2022-00007432	801 SE DATE AVE	HANCOCK, MAURICE	No	409	409
						403	403
11/01/2022 12:21	Premises Check	2022-00007433	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/01/2022 16:31	Information Report	2022-00007434	507 SE SCENIC VIEW DR	ANDROES, GRACIELA	No	419	419
11/01/2022 18:23	Traffic Call	2022-00007435	THE DALLES MILITARY RD / BUSINESS ONE CIR	JACKSON, ZINISHA	No	419	419
11/01/2022 18:44	Premises Check	2022-00007436	1700 SE MEADOWBROOK BLVD	,	No	407	407
11/01/2022 19:58	Missing Person	2022-00007437	1017 NE C ST	DUHART, LARISA	No	407	407
11/01/2022 21:10	Traffic Stop	2022-00007438	SE 12TH ST / SE LARCH AVE	,	No	406	406
11/01/2022 21:19	Assist	2022-00007439	SE CENTRAL AVE / SE SUNNY DR	,	Yes	407	407
11/01/2022 21:42	Premises Check	2022-00007440	1700 SE MEADOWBROOK BLVD	,	No	406	406
11/01/2022 21:50	Traffic Stop	2022-00007441	NE ROSE ST / N COLLEGE AVE	,	No	415	415
11/01/2022 22:04	Traffic Stop	2022-00007442	SE LAMPERTI ST / S COLLEGE AVE	,	No	406	406

Daily Incident Log



Print Date/Time: 12/05/2022 13:24
Login ID: mbarr
Disposition: All

From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/01/2022 22:45	Premises Check	2022-00007443	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/01/2022 22:48	Suspicious Activity	2022-00007444	1017 SE CRESTLANE DR	KELTER, SCOTT	No	406	406
						407	407
						404	404
11/01/2022 23:11	Traffic Stop	2022-00007445	S COLLEGE AVE / SE 6TH ST	,	No	406	406
Total Incidents for 11/01/2022 : 22							
11/02/2022 00:18	Accident Non Injury	2022-00007446	SE LARCH AVE / SE 12TH ST	HILT, ARIELLE	Yes	406	406
						407	407
						404	404
11/02/2022 09:06	Accident Non Injury	2022-00007447	FROG HOLLOW RD / DANIEL LN	COERS, SHAUNTINA	No	409	409
11/02/2022 09:46	Theft	2022-00007448	230 SE 6TH ST B	ABRAMS, MIRANDA	Yes	409	409
11/02/2022 11:10	Paper Service	2022-00007449	1700 SE MEADOWBROOK BLVD	,	No		
11/02/2022 12:33	Welfare Check	2022-00007450	427 SE BIRCH AVE	CARMONA, MIRANDA	No	409	409
11/02/2022 15:04	Traffic Stop	2022-00007452	S CAMPBELL RD / W WHITMAN DR	CCPD, 156	Yes	409	409
						403	403
11/02/2022 15:05	Information Report	2022-00007453	S HWY 125 / STATELINE RD	UCSO,	No	403	403
11/02/2022 16:10	Information Report	2022-00007458	1205 S COLLEGE AVE	WARD, DAN	No	417	417
11/02/2022 16:17	Threats	2022-00007459	116 W WHITMAN DR	MEAGHER, ANSON	No	417	417
						403	403
11/02/2022 16:17	Traffic Stop	2022-00007455	E WHITMAN DR / NE ASH AVE	,	No	417	417
						403	403
11/02/2022 16:19	Domestic Problem	2022-00007456	962 NE BELROY ST	BLACKBURN JONES, DORIS	No	417	417
						403	403
11/02/2022 16:33	911 Call	2022-00007457	880 NE ROSE ST	COULTER, RICK	No	417	417
						403	403
11/02/2022 16:41	911 Call	2022-00007460	331 NE MYRA RD	MOBILITY, AT&T	No	417	417

Daily Incident Log



Print Date/Time: 12/05/2022 13:24
Login ID: mbarr
Disposition: All

From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/02/2022 17:17	Follow Up	2022-00007461	300 W ALDER ST 1	,	No	417	417
11/02/2022 17:24	Traffic Stop	2022-00007462	SE LARCH AVE / SE TAMARACK ST	,	No	417	417
11/02/2022 17:56	Traffic Stop	2022-00007463	1700 SE MEADOWBROOK BLVD	,	No	403	403
11/02/2022 18:27	911 Call	2022-00007464	1721 SE MEADOWBROOK BLVD	,	No		
11/02/2022 19:02	Premises Check	2022-00007465	1101 NE C ST	,	No	417	417
11/02/2022 19:14	Premises Check	2022-00007466	1100 NE C ST	,	No	417	417
11/02/2022 19:29	Traffic Stop	2022-00007467	SE LARCH AVE / SE TAMARACK ST	,	No	417	417
11/02/2022 19:44	Premises Check	2022-00007468	SW DOANS AVE / SW 4TH ST	,	No	417	417
11/02/2022 21:13	Traffic Stop	2022-00007469	SE 12TH ST / SE LARCH AVE	,	No	417	417
11/02/2022 21:15	Traffic Stop	2022-00007470	NE MYRA RD / NE SPITZENBURG ST	,	No	406	406
11/02/2022 21:19	Traffic Stop	2022-00007471	SE MYRA RD / SE 12TH ST	,	No	417	417
						406	406
11/02/2022 21:48	Premises Check	2022-00007472	801 SE LARCH AVE	,	No	417	417
11/02/2022 21:51	Premises Check	2022-00007473	231 SE DATE AVE	,	No	417	417
11/02/2022 22:01	Traffic Stop	2022-00007474	N COLLEGE AVE / NE C ST	,	No	406	406
Total Incidents for 11/02/2022 : 27							
11/03/2022 00:04	Premises Check	2022-00007475	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/03/2022 00:34	Traffic Stop	2022-00007476	1755 S COLLEGE AVE	,	No	417	417
11/03/2022 01:15	Parking Complaint	2022-00007477	168 SE ASH AVE	,	No	417	417
11/03/2022 02:43	Premises Check	2022-00007478	1700 SE MEADOWBROOK BLVD	,	No	406	406
11/03/2022 05:16	Alarm	2022-00007479	325 NE MYRA RD	THOMPSON, AC	No	406	406
11/03/2022 06:46	Parking Complaint	2022-00007480	558 SW ALICIA LOOP	,	No	448	448
11/03/2022 06:55	911 Call	2022-00007481	730 SW DAVIS AVE	,	No	CPPD	
11/03/2022 09:02	Follow Up	2022-00007482	1100 NE C ST	,	No	409	409
11/03/2022 09:16	Premises Check	2022-00007483	1100 NE C ST	,	No	409	409
11/03/2022 10:06	911 Call	2022-00007484	575 DANA DR	KLEIN, JAMES D	No	409	409
11/03/2022 11:12	Paper Service	2022-00007485	309 NE ASH AVE B	,	No	409	409

Daily Incident Log



Print Date/Time: 12/05/2022 13:24
Login ID: mbarr
Disposition: All

From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/03/2022 13:56	Domestic Physical	2022-00007486	238 NE DAMSON AVE D	, ASHLEY	Yes	409	409
						403	403
11/03/2022 16:05	Traffic Call	2022-00007487	S COLLEGE AVE / S HWY 125	, VERIZON	No	417	417
11/03/2022 16:32	Animal Call	2022-00007488	522 SW 1ST ST	,	No	448	448
11/03/2022 16:48	Traffic Stop	2022-00007489	SE 4TH ST / SE ELM AVE	,	No	417	417
11/03/2022 16:49	Code Enforcement	2022-00007490	622 SW 1ST ST	,	No	448	448
11/03/2022 16:53	Animal Call	2022-00007491	31 SW ACADEMY WAY	,	No	448	448
11/03/2022 16:55	Parking Complaint	2022-00007492	21 SW ACADEMY WAY	,	No	448	448
11/03/2022 17:06	Traffic Stop	2022-00007493	SE 8TH ST / SE LARCH AVE	,	No	417	417
11/03/2022 17:14	Traffic Stop	2022-00007494	SE 4TH ST / S COLLEGE AVE	,	No	417	417
11/03/2022 17:57	Premises Check	2022-00007495	1100 NE C ST	,	No	417	417
11/03/2022 18:18	Accident Non Injury	2022-00007496	NE LARCH AVE / E WHITMAN DR	CPPD, 417	No	417	417
						403	403
11/03/2022 18:46	Accident Non Injury	2022-00007497	S HWY 125 / S COLLEGE AVE	MOLINA, CYNTHIA	No	403	403
11/03/2022 20:20	Missing Person	2022-00007498	504 SW 7TH ST	ANDERSON, DENNIS	No	406	406
11/03/2022 22:04	Traffic Stop	2022-00007499	S COLLEGE AVE / SE SUNNY DR	,	No	417	417
						406	406
11/03/2022 22:10	Premises Check	2022-00007500	1700 SE MEADOWBROOK BLVD	,	No	417	417
						406	406
11/03/2022 23:13	Disturbance	2022-00007501	1017 NE C ST	JACQUES, DEBBIE	No	417	417
						406	406
11/03/2022 23:28	Traffic Stop	2022-00007502	E WHITMAN DR / NE LARCH AVE	,	No	417	417
						406	406
11/03/2022 23:39	Premises Check	2022-00007503	200 SE DATE AVE BLK	,	No	417	417
11/03/2022 23:42	Premises Check	2022-00007504	879 SE 8TH ST	,	No	417	417
11/03/2022 23:46	Premises Check	2022-00007505	1750 S COLLEGE AVE	,	No	417	417
11/03/2022 23:48	Phone Message	2022-00007507	623 S COLLEGE AVE	FARNWORTH, ISAAC	No	406	406

Daily Incident Log



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Disposition: All

From Date: 11/01/2022 00:00
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College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/03/2022 23:48	Traffic Stop	2022-00007506	1775 S COLLEGE AVE	,	No	417	417
11/03/2022 23:58	Traffic Stop	2022-00007508	1755 S COLLEGE AVE	,	No	417	417
Total Incidents for 11/03/2022 : 34							
11/04/2022 08:05	Malicious Mischief	2022-00007509	E WHITMAN DR / SE MYRA RD	CHAMBERLAIN, RANDY	No	409	409
11/04/2022 10:11	Parking Complaint	2022-00007510	30 NE ROSE ST	FARR, JAMES	No	448	448
11/04/2022 10:50	Paper Service	2022-00007511	304 SE 12TH ST	,	No		
11/04/2022 12:40	Custodial Interference/Problem	2022-00007512	31 SE ASH AVE	CAMPA, SERGIO	No	409	409
11/04/2022 13:02	Threats	2022-00007513	219 SE 10TH ST	, CARLA	No	409	409
11/04/2022 13:34	Lost Property	2022-00007514	1700 SE MEADOWBROOK BLVD	PENA, LORENZO	No	409	409
11/04/2022 17:00	Parking Complaint	2022-00007515	1156 SE SENTRY DR	WWPD, 240	No	417	417
11/04/2022 17:22	Custodial Interference/Problem	2022-00007517	623 S COLLEGE AVE	CAMPO, SERGIO	No	417	417
						431	431
11/04/2022 17:29	Premises Check	2022-00007516	1735 SE MEADOWBROOK BLVD	,	No	417	417
11/04/2022 17:29	Shoplifting	2022-00007518	1017 NE C ST	WARNER, TRACY	Yes	417	417
						431	431
11/04/2022 18:16	Suspicious Activity	2022-00007519	1700 SE MEADOWBROOK BLVD	BOONE, KAYLA	No	417	417
11/04/2022 18:45	Premises Check	2022-00007520	28 SE 12TH ST	,	No	417	417
11/04/2022 18:47	Narcotics Call	2022-00007521	1254 SW SETTLEMENT ST	PEERY, SANDY	No	417	417
						431	431
11/04/2022 18:55	Suspicious Activity	2022-00007522	729 S COLLEGE AVE	SIERRA, CARLOS	No	417	417
						431	431
11/04/2022 19:29	Threats	2022-00007524	17 NW EARL LN	RODRIGUEZ, AZIMBA	No	417	417
						431	431
11/04/2022 19:38	Premises Check	2022-00007523	801 SE LARCH AVE	,	No	417	417
11/04/2022 19:54	Paper Service	2022-00007525	1825 S COLLEGE AVE	,	No		
11/04/2022 20:05	Disturbance	2022-00007526	583 NW EVANS AVE	ALLAN, DOROTHY	No	417	417

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From Date: 11/01/2022 00:00
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College Place Police Dept
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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/04/2022 20:05	Disturbance	2022-00007526	583 NW EVANS AVE	ALLAN, DOROTHY	No	406	406
11/04/2022 20:35	Premises Check	2022-00007527	1118 NE C ST	,	No	417	417
11/04/2022 20:44	Premises Check	2022-00007528	1100 NE C ST	,	No	406	406
11/04/2022 21:11	Premises Check	2022-00007529	SW DOANS AVE / SW 4TH ST	,	No	417	417
11/04/2022 21:14	Premises Check	2022-00007530	1700 SE MEADOWBROOK BLVD	,	No	417	417
						406	406
Total Incidents for 11/04/2022 : 22							
11/05/2022 02:21	Citizen Contact	2022-00007531	SE 8TH ST / SE BIRCH AVE	,	No	406	406
11/05/2022 05:49	Premises Check	2022-00007532	1017 NE C ST	,	No	416	416
11/05/2022 06:15	Premises Check	2022-00007533	801 SE LARCH AVE	,	No	416	416
11/05/2022 08:59	Mail Tampering	2022-00007534	SE 6TH ST / SE DATE AVE	CHRISTENSEN, RYAN	No	419	419
						431	431
11/05/2022 10:03	Malicious Mischief	2022-00007535	200 SW ACADEMY WAY	PATTERSON, MIKE	No	419	419
11/05/2022 11:35	Animal Found	2022-00007536	SE 12TH ST / SE MYRA RD	KLEIN, SUSAN	No	CPPD	
11/05/2022 11:58	Assist	2022-00007537	765 SE HERON DR	TILLAY, COLLEEN	Yes	416	416
11/05/2022 13:00	Premises Check	2022-00007538	1100 NE C ST	,	No	416	416
11/05/2022 13:17	Premises Check	2022-00007539	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/05/2022 13:33	Narcotics Call	2022-00007540	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	No	419	419
11/05/2022 13:40	Lost Property	2022-00007541	931 SE LARKSPUR PL	LARA-MADRIGAL, ULYSSES	No	416	416
11/05/2022 15:07	Citizen Contact	2022-00007542	625 S COLLEGE AVE	,	No	404	404
11/05/2022 16:12	Burglary Attempted	2022-00007543	806 SE DATE AVE	VILLEGAS, RUBI	No	419	419
11/05/2022 18:52	Parking Complaint	2022-00007544	S COLLEGE AVE / SE 12TH ST	DICKERSON, STEVE	No	417	417
						407	407
11/05/2022 20:29	Traffic Stop	2022-00007545	1755 S COLLEGE AVE	,	No		
11/05/2022 20:33	Traffic Stop	2022-00007548	S COLLEGE AVE / S HWY 125	,	No		
11/05/2022 20:47	Premises Check	2022-00007546	1700 SE MEADOWBROOK BLVD	,	No	415	415

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College Place Police Dept
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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/05/2022 20:47	Premises Check	2022-00007546	1700 SE MEADOWBROOK BLVD	,	No	407	407
11/05/2022 21:09	Shoplifting	2022-00007547	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	407	407
11/05/2022 21:26	Traffic Stop	2022-00007549	830 NE ROSE ST	,	No	415	415
11/05/2022 21:46	Shoplifting	2022-00007550	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	415	415
11/05/2022 22:33	Traffic Stop	2022-00007551	830 NE ROSE ST	,	No	415	415
11/05/2022 22:49	Premises Check	2022-00007552	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/05/2022 23:19	Traffic Stop	2022-00007553	S GOSE ST / WALLULA AVE	,	Yes	415	415
						407	407
						404	404
Total Incidents for 11/05/2022 : 23							
11/06/2022 01:33	Parking Complaint	2022-00007554	SE ASH AVE / SE 2ND ST	,	No	407	407
11/06/2022 03:08	Traffic Stop	2022-00007555	S HWY 125 / SE MEADOWBROOK BLVD	,	No		
11/06/2022 06:05	Premises Check	2022-00007556	801 SE LARCH AVE	,	No	416	416
11/06/2022 06:17	Premises Check	2022-00007557	1017 NE C ST	,	No	416	416
11/06/2022 06:56	Premises Check	2022-00007558	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/06/2022 07:22	Disturbance	2022-00007559	1017 NE C ST	CC, F	No	416	416
11/06/2022 07:47	Missing Person	2022-00007560	214 SE 11TH ST	SCHNEIDER, ELANA	No	416	416
11/06/2022 09:27	Traffic Stop	2022-00007561	SE LARCH AVE / SE MOCKINGBIRD DR	,	No	419	419
11/06/2022 09:58	Premises Check	2022-00007562	1100 NE C ST	,	No	416	416
11/06/2022 12:27	Premises Check	2022-00007563	1700 SE MEADOWBROOK BLVD	,	No	419	419
11/06/2022 12:30	Paper Service	2022-00007564	834 SE COVEY CT	,	No	416	416
11/06/2022 12:30	Found Property	2022-00007565	1700 SE MEADOWBROOK BLVD	,	No	419	419
11/06/2022 12:40	Paper Service	2022-00007566	1250 SE COMMERCIAL DR	,	No	416	416
11/06/2022 13:01	Traffic Stop	2022-00007567	TWIN CREEK PL / SE MYRA RD	,	No	419	419
11/06/2022 13:13	Citizen Contact	2022-00007568	SE LARCH AVE / SE SYDNEE LN	,	No	419	419
						416	416

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/06/2022 13:31	Paper Service	2022-00007569	309 NE ASH AVE	,	No	416	416
11/06/2022 13:49	Traffic Stop	2022-00007570	167 NW MARIA ST	,	No	419	419
11/06/2022 13:49	Theft	2022-00007571	1735 SE MEADOWBROOK BLVD	KELLER, CHRIS	No	419	419
						416	416
11/06/2022 13:54	Citizen Contact	2022-00007572	WALLULA AVE / HARDING RD	,	No	419	419
11/06/2022 15:02	Trespass	2022-00007574	583 NW EVANS AVE 6	ALLEN,	No	419	419
11/06/2022 15:12	Animal Call	2022-00007573	NW DAVIS AVE / WALLULA AVE	,	Yes	419	419
11/06/2022 16:51	Coroner Call Out	2022-00007575	420 SE MYRA RD	GWINN, MICHAEL	No		
11/06/2022 18:45	Suspicious Activity	2022-00007576	S HUSSEY ST / PEARMAIN AVE	OFF-DUTY, WWPD 232	No	407	407
11/06/2022 19:22	Premises Check	2022-00007577	1700 SE MEADOWBROOK BLVD	,	No	407	407
11/06/2022 19:58	Shots Fired	2022-00007578	517 NE VILLA AVE	MARKS, NANCY	No	407	407
						404	404
11/06/2022 20:24	Shoplifting	2022-00007579	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	Yes	415	415
						407	407
11/06/2022 21:04	Disturbance	2022-00007580	801 SE LARCH AVE	STRICKLUND, SARA	No	415	415
						407	407
						404	404
11/06/2022 21:28	Open Door/Window	2022-00007581	NE C ST / NE CEDAR AVE	,	No	404	404
11/06/2022 21:45	Shoplifting	2022-00007582	1700 SE MEADOWBROOK BLVD	,	Yes	415	415
						407	407
						404	404
11/06/2022 22:34	Premises Check	2022-00007583	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/06/2022 23:02	Traffic Stop	2022-00007584	S COLLEGE AVE / SE 4TH ST	,	No	404	404
Total Incidents for 11/06/2022 : 31							
11/07/2022 05:19	Welfare Check	2022-00007585	615 S COLLEGE AVE	SWANSON, JOE	No	415	415
11/07/2022 06:20	Premises Check	2022-00007586	801 SE LARCH AVE	,	No	416	416

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/07/2022 06:39	Premises Check	2022-00007587	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/07/2022 07:22	Follow Up	2022-00007588	1735 SE MEADOWBROOK BLVD	,	No	416	416
11/07/2022 08:20	Premises Check	2022-00007589	1755 S COLLEGE AVE	,	No	416	416
11/07/2022 08:31	Bike Theft	2022-00007590	201 SW 1ST ST	MONTERROSA, JOEL	Yes	419	419
11/07/2022 10:26	Alarm	2022-00007591	335 N COLLEGE AVE	WW ELECTRIC,	No	419	419
						416	416
11/07/2022 10:32	Paper Service	2022-00007594	801 SE DATE AVE	,	No		
11/07/2022 10:37	Citizen Contact	2022-00007592	NE ASH AVE / NE A ST	,	No	419	419
11/07/2022 10:46	Premises Check	2022-00007593	31 SE ASH AVE	,	No	416	416
11/07/2022 11:05	Premises Check	2022-00007595	1700 SE MEADOWBROOK BLVD	,	No	419	419
11/07/2022 11:33	Alarm	2022-00007596	315 NE A ST	POCKETINET,	No	419	419
						416	416
11/07/2022 11:46	Vehicle Prowl	2022-00007597	1700 SE MEADOWBROOK BLVD	RHOADS, DARRYL	Yes	419	419
11/07/2022 11:57	Traffic Stop	2022-00007598	W WHITMAN DR / S CAMPBELL RD	,	No	416	416
11/07/2022 12:02	Traffic Stop	2022-00007599	W WHITMAN DR / S CAMPBELL RD	,	No	416	416
11/07/2022 12:12	Premises Check	2022-00007600	1755 S COLLEGE AVE	,	No	416	416
11/07/2022 12:20	Information Report	2022-00007601	623 S COLLEGE AVE	BARCENAS, SUMMER	No	419	419
11/07/2022 13:30	Paper Service	2022-00007602	801 SE DATE AVE	,	No		
11/07/2022 14:02	Threats	2022-00007604	619 S COLLEGE AVE	NEWMAN, DEAN	No	419	419
11/07/2022 14:04	Traffic Stop	2022-00007603	S COLLEGE AVE / SE 10TH ST	,	No	412	412
11/07/2022 14:11	Traffic Stop	2022-00007605	W WHITMAN DR / SW CLAY AVE	,	No	412	412
11/07/2022 14:15	Shoplifting	2022-00007606	1700 SE MEADOWBROOK BLVD	MILLS, DERIK	Yes	416	416
						412	412
11/07/2022 14:59	Traffic Stop	2022-00007607	S COLLEGE AVE / SE SUNNY DR	,	No	419	419
11/07/2022 15:04	Traffic Stop	2022-00007608	MOJONNIER RD / CLARENCE AVE	,	No	412	412
11/07/2022 15:16	Traffic Stop	2022-00007609	SE SCENIC VIEW DR / SE LARCH AVE	,	No	412	412
11/07/2022 15:17	Traffic Stop	2022-00007610	S COLLEGE AVE / SE SUNNY DR	,	No	419	419

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/07/2022 16:00	Traffic Stop	2022-00007611	S HWY 125 / SE MEADOWBROOK BLVD	,	No	412	412
11/07/2022 16:21	Unwanted Person	2022-00007612	710 S COLLEGE AVE	QUINTERO, ALEJANDRA	No	419	419
						412	412
11/07/2022 16:22	Information Report	2022-00007618	240 OWENS RD	USVA 710,	No		
11/07/2022 16:48	Traffic Stop	2022-00007613	NE LARCH AVE / NE BUNKY LN	,	No	412	412
11/07/2022 16:50	Sex Offense	2022-00007615	420 SE MYRA RD	STEVENSON, LORRIE	Yes	419	419
11/07/2022 16:52	Traffic Call	2022-00007614	NE LARCH AVE / E WHITMAN DR	,	No	419	419
						412	412
11/07/2022 17:34	Traffic Stop	2022-00007616	S COLLEGE AVE / SE 12TH ST	,	Yes	412	412
						407	407
11/07/2022 17:46	Traffic Call	2022-00007617	W POPLAR ST / NE MYRA RD	NEWMAN, REBECCA	No	419	419
						412	412
11/07/2022 19:08	Paper Service	2022-00007619	530 SE MOUNTAIN VIEW DR	,	No		
11/07/2022 19:31	Unwanted Person	2022-00007620	1700 SE MEADOWBROOK BLVD	MILLS, DERIK	No	419	419
						407	407
						404	404
11/07/2022 20:24	Malicious Mischief	2022-00007621	1100 NE C ST	,	No	404	404
11/07/2022 20:34	Citizen Contact	2022-00007622	206 SE 11TH ST	,	No	415	415
						407	407
11/07/2022 21:01	Traffic Stop	2022-00007623	N COLLEGE AVE / NE C ST	,	No	415	415
						407	407
11/07/2022 21:03	Traffic Stop	2022-00007624	SE 8TH ST / S COLLEGE AVE	,	No	404	404
11/07/2022 21:20	Assist	2022-00007625	20 SE LARCH AVE 108	ROLLINS, WAYNE	No		
11/07/2022 21:30	Traffic Stop	2022-00007626	NE ROSE ST / NE CAREY CT	,	No	415	415
11/07/2022 22:07	Open Door/Window	2022-00007627	1017 NE C ST	HILDEBRAND, GENE	No	415	415
						407	407
						404	404

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11/07/2022 22:38	Premises Check	2022-00007628	1700 SE MEADOWBROOK BLVD	,	No	415	415
						407	407
11/07/2022 23:01	Traffic Stop	2022-00007629	1700 SE MEADOWBROOK BLVD	,	No	415	415
						407	407
11/07/2022 23:03	Unwanted Person	2022-00007630	209 SE 6TH ST B	PUCKETT, COREY	No	415	415
Total Incidents for 11/07/2022 : 46							
11/08/2022 02:05	Traffic Stop	2022-00007631	S HWY 125 / SE MYRA RD	,	No	415	415
						407	407
11/08/2022 08:57	Parking Complaint	2022-00007632	24 NE TREMONT DR	,	No	448	448
11/08/2022 09:06	Parking Complaint	2022-00007633	31 NE IVY LN	,	No	448	448
11/08/2022 09:19	Traffic Stop	2022-00007634	NE MULBERRY CT / E WHITMAN DR	,	No	416	416
11/08/2022 09:34	Premises Check	2022-00007635	1100 NE C ST	,	No	416	416
11/08/2022 09:38	Citizen Contact	2022-00007637	619 S COLLEGE AVE	STANLEY, TERRI	No	412	412
11/08/2022 09:50	911 Call	2022-00007636	502 NE FLEETWOOD AVE	WOODWORTH, G	No	416	416
						412	412
						409	409
11/08/2022 10:08	Traffic Stop	2022-00007638	W WHITMAN DR / SW BADE AVE	,	No	416	416
11/08/2022 10:18	Parking Complaint	2022-00007639	1100 S COLLEGE AVE	,	No	448	448
11/08/2022 10:25	Paper Service	2022-00007640	619 S COLLEGE AVE	,	No	419	419
11/08/2022 10:30	Paper Service	2022-00007642	311 NE CARGILL AVE	,	No		
11/08/2022 10:35	Traffic Stop	2022-00007641	1200 SE 12TH ST	,	No	419	419
11/08/2022 10:39	Premises Check	2022-00007643	1700 SE MEADOWBROOK BLVD	,	No	409	409
11/08/2022 10:58	Traffic Stop	2022-00007644	SW BADE AVE / SW 4TH ST	,	No	412	412
11/08/2022 11:16	Traffic Stop	2022-00007645	116 N COLLEGE AVE	,	No	419	419
11/08/2022 11:26	Premises Check	2022-00007646	1755 S COLLEGE AVE	,	No	416	416
11/08/2022 11:28	Traffic Stop	2022-00007647	N COLLEGE AVE / BLALOCK DR	,	No	419	419
11/08/2022 11:52	Suspicious Activity	2022-00007648	SE BLISS LN / TAUMARSON RD	CRAWFORD, KEN	No	419	419

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11/08/2022 11:52	Suspicious Activity	2022-00007648	SE BLISS LN / TAUMARSON RD	CRAWFORD, KEN	No	412	412
11/08/2022 13:04	Traffic Stop	2022-00007649	830 NE ROSE ST	,	No	412	412
11/08/2022 13:23	Traffic Stop	2022-00007650	S COLLEGE AVE / E WHITMAN DR	,	No	412	412
11/08/2022 13:43	Mail Tampering	2022-00007651	418 SE 3RD ST	Jacobson, Sherilynn	No	412	412
						409	409
11/08/2022 13:58	Traffic Stop	2022-00007652	S HWY 125 / SE MEADOWBROOK BLVD	,	No	419	419
11/08/2022 14:23	Traffic Stop	2022-00007653	SE 12TH ST / SE MYRA RD	,	No	419	419
11/08/2022 14:51	Traffic Stop	2022-00007654	W WHITMAN DR / SW DOANS AVE	,	No	409	409
11/08/2022 14:54	Traffic Call	2022-00007655	W POPLAR ST / S 11TH AVE	GARCIA, LARS	No	409	409
11/08/2022 15:04	Sex Offense Child	2022-00007656	311 NE CARGILL AVE	CPPD, 411	Yes	411	411
11/08/2022 16:21	Disturbance	2022-00007658	24 NE ASH AVE	NEWMAN, DEAN	No	419	419
						417	417
						412	412
						404	404
11/08/2022 16:22	Traffic Stop	2022-00007657	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
11/08/2022 17:28	Traffic Call	2022-00007659	SE MEADOWBROOK BLVD / S HWY 125	LINDSAY, NICK	No	407	407
11/08/2022 17:39	Traffic Stop	2022-00007660	SE 12TH ST / SE LARCH AVE	,	No	407	407
11/08/2022 20:36	Premises Check	2022-00007661	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/08/2022 20:48	Premises Check	2022-00007662	1100 NE C ST	,	No	406	406
11/08/2022 20:54	Traffic Stop	2022-00007663	N COLLEGE AVE / E WHITMAN DR	,	No	417	417
11/08/2022 21:01	Traffic Stop	2022-00007664	N COLLEGE AVE / NW B ST	,	No	415	415
11/08/2022 21:01	Premises Check	2022-00007665	286 NE DECCIO RD	,	No	417	417
11/08/2022 21:10	Traffic Stop	2022-00007666	NE C ST / NE ASH AVE	,	No	417	417
						406	406
11/08/2022 21:19	Premises Check	2022-00007667	229 SE DATE AVE	,	No	417	417
11/08/2022 21:22	Premises Check	2022-00007668	910 SE 8TH ST	,	No	417	417

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/08/2022 21:25	Traffic Stop	2022-00007669	N COLLEGE AVE / NW B ST	,	No	415	415
11/08/2022 21:31	Traffic Stop	2022-00007670	801 SE LARCH AVE	,	No	417	417
11/08/2022 21:41	Citizen Contact	2022-00007671	SE 8TH ST / SE DATE AVE	,	No	417	417
						406	406
						407	407
11/08/2022 21:41	Traffic Stop	2022-00007672	SE DATE AVE / SE 10TH ST	,	No	415	415
						407	407
11/08/2022 21:50	Traffic Stop	2022-00007673	1755 S COLLEGE AVE	,	No	417	417
11/08/2022 21:54	Premises Check	2022-00007674	1700 SE MEADOWBROOK BLVD	,	No	415	415
						407	407
11/08/2022 22:06	Traffic Stop	2022-00007675	1117 S COLLEGE AVE	CPPD, 406	Yes	417	417
						406	406
11/08/2022 22:25	Citizen Contact	2022-00007676	729 S COLLEGE AVE	,	No	415	415
11/08/2022 22:39	Suspicious Activity	2022-00007677	1610 UNIVERSITY DR	CC, FEMALE	No	415	415
Total Incidents for 11/08/2022 : 47							
11/09/2022 04:03	Traffic Call	2022-00007678	S COLLEGE AVE / SE 9TH ST	HASTINGS, ADAM	No	415	415
						406	406
11/09/2022 04:53	Traffic Call	2022-00007679	S HWY 125 / SE MEADOWBROOK BLVD	BARNES, HEATHER	No		
11/09/2022 08:58	Animal Lost	2022-00007680	25 NE TREMONT DR	HOALST, SHARON	No	CPPD	
11/09/2022 09:13	Paper Service	2022-00007681	309 NE ASH AVE B	,	No	409	409
11/09/2022 09:22	Paper Service	2022-00007682	1263 SE FALBO DR	,	No	409	409
11/09/2022 09:24	Parking Complaint	2022-00007683	505 SE 5TH ST	,	No	448	448
11/09/2022 09:50	Fish and Game Incident	2022-00007685	SW DOANS AVE / W WHITMAN DR	CPPD, 400	No		
11/09/2022 09:55	Parking Complaint	2022-00007684	807 S COLLEGE AVE	GUILD, TIM	No	448	448
						409	409
11/09/2022 11:20	Child Abuse	2022-00007686	504 SW 7TH ST	SMITH, KRISTEN	No	409	409

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11/09/2022 13:33	Traffic Stop	2022-00007687	S COLLEGE AVE / SE SUNNY DR	,	No	409	409
11/09/2022 14:26	Alarm	2022-00007688	1446 SE BOBOLINK LN	RESEARCH, HOME SECURITY	No	431	431
						409	409
						403	403
11/09/2022 14:34	Accident Unknown Injury	2022-00007689	S COLLEGE AVE / SE 4TH ST	HOGUE, CAROL	Yes	409	409
						403	403
11/09/2022 15:33	Parking Complaint	2022-00007690	836 SE SENTRY DR	,	No	448	448
11/09/2022 15:43	Parking Complaint	2022-00007691	234 SE 12TH ST	,	No	448	448
11/09/2022 16:25	Traffic Stop	2022-00007692	E WHITMAN DR / SE ALPINE AVE	,	No	417	417
						407	407
11/09/2022 16:40	Traffic Stop	2022-00007693	SE LARCH AVE / SE 4TH ST	,	No	417	417
11/09/2022 19:10	Traffic Call	2022-00007694	46.0463250000000000 - 118.3538299990000000	MEZA, JONATHON	No	417	417
11/09/2022 19:44	Premises Check	2022-00007695	286 NE DECCIO RD	,	No	417	417
11/09/2022 20:03	Shots Fired	2022-00007696	1100 SE BIRCH AVE BLK	VILLAGOMEZ, JULIAN	Yes	417	417
						406	406
						411	411
						403	403
11/09/2022 22:25	Premises Check	2022-00007697	1700 SE MEADOWBROOK BLVD	,	No	417	417
						406	406
11/09/2022 22:56	Premises Check	2022-00007698	1016 NE C ST	,	No	417	417
11/09/2022 23:01	Premises Check	2022-00007699	227 SE DATE AVE	,	No	417	417
11/09/2022 23:04	Premises Check	2022-00007700	998 SE 8TH ST	,	No	417	417
11/09/2022 23:05	Traffic Stop	2022-00007701	801 SE LARCH AVE	,	No	417	417
11/09/2022 23:18	Premises Check	2022-00007702	400 SW HOMESTEAD AVE BLK	,	No	417	417
Total Incidents for 11/09/2022 : 25							
11/10/2022 02:49	Alarm	2022-00007703	1014 SOUTHVIEW DR	STATION, CENTRAL	No	406	406

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11/10/2022 03:40	Domestic Problem	2022-00007704	543 SW ANGELINA LOOP	NAUTA, JEREMY	No	406	406
11/10/2022 09:17	Information Report	2022-00007705	1100 NE C ST	BUSHNELL, EMILY	No	409	409
11/10/2022 10:39	Vehicle Prowl	2022-00007706	302 NE DELLA AVE	REINLAND, JEFFERY	No	409	409
11/10/2022 10:50	Paper Service	2022-00007708	1779 S COLLEGE AVE cp high school	,	No		
11/10/2022 10:52	Parking Complaint	2022-00007707	1100 S COLLEGE AVE	,	No	448	448
11/10/2022 12:36	Information Report	2022-00007709	209 SE 6TH ST	CRT, JAMALA	No	403	403
11/10/2022 13:23	Alarm	2022-00007710	1225 SE COMMERCIAL DR	CONTROL, JOHNSON	No	409	409
						403	403
11/10/2022 15:04	Parking Complaint	2022-00007712	SE CEDAR BEND DR / S COLLEGE AVE	, BOB	No	409	409
11/10/2022 15:13	Citizen Contact	2022-00007711	813 SE BIRCH AVE	,	No	409	409
						403	403
11/10/2022 16:04	Phone Message	2022-00007713	625 S COLLEGE AVE	SLUSHER,	No	417	417
11/10/2022 16:20	Traffic Stop	2022-00007714	E WHITMAN DR / SE BIRCH AVE	,	No	417	417
11/10/2022 16:26	Traffic Stop	2022-00007715	NE BIRCH AVE / E WHITMAN DR	,	No	417	417
11/10/2022 16:39	Malicious Mischief	2022-00007716	222 SE 11TH ST	CAMPOS, JOSE	No	417	417
						403	403
11/10/2022 16:59	Assist	2022-00007717	1700 SE MEADOWBROOK BLVD	, DRAEL	No	417	417
						403	403
11/10/2022 17:23	Fraud	2022-00007718	1123 SW JULIA ST	FLAIGG, LONA	No		
11/10/2022 18:15	Phone Message	2022-00007719	623 S COLLEGE AVE	ARMSTRONG, PAIGE	No	431	431
11/10/2022 18:36	Shoplifting	2022-00007720	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	No	417	417
						431	431
						403	403
11/10/2022 19:53	Follow Up	2022-00007721	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/10/2022 19:54	Premises Check	2022-00007722	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/10/2022 20:15	Paper Service	2022-00007723	238 NE DAMSON AVE D	,	No		
11/10/2022 20:20	Paper Service	2022-00007724	311 NE CARGILL AVE	,	No		

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11/10/2022 21:15	Paper Service	2022-00007725	24 NE ASH AVE	,	No	417	417
						431	431
11/10/2022 21:24	Traffic Stop	2022-00007726	S HWY 125 / SE MEADOWBROOK BLVD	,	No	406	406
11/10/2022 21:31	Traffic Stop	2022-00007727	S HWY 125 / OLD MILTON HWY	,	No	406	406
11/10/2022 21:34	Paper Service	2022-00007728	309 NE ASH AVE	,	No	417	417
						431	431
11/10/2022 21:42	Premises Check	2022-00007729	1100 NE C ST	,	No	417	417
11/10/2022 21:43	Traffic Stop	2022-00007730	NE C ST / NE MYRA RD	,	No	417	417
						406	406
11/10/2022 21:54	Premises Check	2022-00007731	1700 SE MEADOWBROOK BLVD	,	No	417	417
						406	406
Total Incidents for 11/10/2022 : 29							
11/11/2022 01:21	Premises Check	2022-00007732	934 SE 8TH ST	,	No	417	417
11/11/2022 08:20	Phone Message	2022-00007733	24 NE ASH AVE	GONZALES, MIKALAH	No	409	409
11/11/2022 08:54	Bike Theft	2022-00007734	111 E WHITMAN DR 5	FOLLETT, NATHAN	Yes	416	416
						403	403
11/11/2022 09:15	Paper Service	2022-00007735	309 NE ASH B	,	No	409	409
11/11/2022 09:18	Theft Motor Vehicle	2022-00007736	205 SE 4TH ST	LIBBY, JOEL	Yes	409	409
11/11/2022 10:46	Mental Health	2022-00007737	55 SW SILVERSTAR LN	PETERSON, ANN	No	409	409
						403	403
11/11/2022 16:34	Follow Up	2022-00007738	619 S COLLEGE AVE	,	No	417	417
11/11/2022 18:27	Traffic Stop	2022-00007739	46.0542018490000000 - 118.3671483040000000	,	No	417	417
						431	431
11/11/2022 18:40	Premises Check	2022-00007740	1017 NE C ST	,	No	431	431
11/11/2022 18:46	911 Call	2022-00007741	233 SE ROSEVILLE LN	OLSON, MORGAN	No	417	417
						431	431

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/11/2022 21:10	Missing Person	2022-00007742	1877 SE BLISS LN	KNAUFT, MARCI	Yes	417	417
						416	416
						406	406
11/11/2022 21:16	Premises Check	2022-00007743	1700 SE MEADOWBROOK BLVD	,	No	417	417
						406	406
11/11/2022 21:22	Traffic Stop	2022-00007744	200 SW BADE AVE	,	No	431	431
11/11/2022 22:02	Traffic Stop	2022-00007745	N COLLEGE AVE / NE C ST	,	No	431	431
11/11/2022 23:31	Premises Check	2022-00007746	923 SE LARCH AVE	,	No	417	417
11/11/2022 23:34	Premises Check	2022-00007747	431 SE 3RD ST	,	No	417	417
11/11/2022 23:57	Citizen Contact	2022-00007748	S HWY 125 / SE COMMERCIAL DR	,	No		
Total Incidents for 11/11/2022 : 17							
11/12/2022 00:05	Disturbance	2022-00007749	227 SE ROSEVILLE LN E	CLARK, BRITTNEY	No	417	417
						406	406
11/12/2022 01:59	Disturbance	2022-00007750	200 W WHITMAN DR BLK	ROBERTSON, SUSAN	No	406	406
11/12/2022 02:44	Welfare Check	2022-00007751	1020 SW PUFF LN C	GWENN, LORI	Yes	406	406
11/12/2022 06:04	Premises Check	2022-00007752	1017 NE C ST	,	No	416	416
11/12/2022 06:16	Premises Check	2022-00007753	801 SE LARCH AVE	,	No	416	416
11/12/2022 07:50	Bike Found	2022-00007754	406 S COLLEGE AVE	,	No	416	416
11/12/2022 09:39	Paper Service	2022-00007755	309 NE ASH AVE	,	No	416	416
						431	431
11/12/2022 10:01	Traffic Stop	2022-00007756	NE C ST / N COLLEGE AVE	,	No	416	416
						431	431
11/12/2022 10:08	Disturbance	2022-00007757	440 NE C ST	WIDNER, NATALIE	No	416	416
						412	412
11/12/2022 10:57	Paper Service	2022-00007758	1263 SE FALBO DR	,	No	416	416
						431	431
11/12/2022 11:12	Traffic Stop	2022-00007759	S HWY 125 / SE COMMERCIAL DR	,	No	431	431

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11/12/2022 11:32	Phone Message	2022-00007760	625 S COLLEGE AVE	SCHAFFER, JOEY	No	416	416
11/12/2022 14:00	Premises Check	2022-00007761	1100 NE C ST	,	No	416	416
11/12/2022 14:15	Premises Check	2022-00007762	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/12/2022 14:35	Unwanted Person	2022-00007763	1700 SE MEADOWBROOK BLVD	MILLS, DERIK	No	416	416
						412	412
11/12/2022 14:50	Shoplifting	2022-00007764	1700 SE MEADOWBROOK BLVD	,	Yes	412	412
11/12/2022 17:01	Animal Noise Complaint	2022-00007765	205 SW 12TH ST	BARRETT, JAMES	No	419	419
11/12/2022 18:33	Traffic Stop	2022-00007766	N COLLEGE AVE / NW B ST	,	No	419	419
11/12/2022 18:33	Assault	2022-00007768	EVERGREEN ST / N ROOSEVELT ST	HUMBERT, EDDIE	No	407	407
11/12/2022 18:43	Shoplifting	2022-00007767	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	419	419
						407	407
11/12/2022 21:02	Follow Up	2022-00007769	232 NE CEDAR AVE	,	No	419	419
						407	407
11/12/2022 21:38	Traffic Stop	2022-00007770	SE JUSTICE AVE / SE CONSTITUTION DR	,	No	407	407
11/12/2022 21:46	Premises Check	2022-00007771	1700 SE MEADOWBROOK BLVD	,	No	407	407
11/12/2022 22:30	Premises Check	2022-00007772	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/12/2022 23:41	Traffic Stop	2022-00007773	SULLIVAN PL / S HUSSEY ST	,	No	415	415
						407	407
11/12/2022 23:58	Traffic Stop	2022-00007774	NE MYRA RD / W ROSE ST	,	No	419	419
11/12/2022 23:59	Suspicious Activity	2022-00007775	536 SW 4TH ST	ORTIZ, DENISE	No	415	415
						407	407
Total Incidents for 11/12/2022 : 27							
11/13/2022 00:34	Traffic Stop	2022-00007776	S HWY 125 / S COLLEGE AVE	,	No	419	419
						407	407
11/13/2022 00:50	Traffic Call	2022-00007777	S HWY 125 / SE MEADOWBROOK BLVD	,	No	419	419

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11/13/2022 06:02	Premises Check	2022-00007778	1017 NE C ST	,	No	416	416
11/13/2022 06:09	Premises Check	2022-00007779	801 SE LARCH AVE	,	No	416	416
11/13/2022 06:18	Premises Check	2022-00007780	1240 SE COMMERCIAL DR	,	No	416	416
11/13/2022 08:17	Premises Check	2022-00007781	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/13/2022 10:09	Accident Non Injury	2022-00007782	1200 SE 12TH ST	MEAGHER, CAROL	No	412	412
11/13/2022 11:40	Traffic Stop	2022-00007783	W WHITMAN DR / SW BADE AVE	,	No	416	416
11/13/2022 11:41	Assist	2022-00007784	1715 SE MEADOWBROOK BLVD	johnson comntrols,	Yes	412	412
11/13/2022 11:47	Traffic Stop	2022-00007785	SW DAVIS AVE / SW 4TH ST	,	No	416	416
11/13/2022 11:58	Citizen Contact	2022-00007786	625 S COLLEGE AVE	,	No	416	416
						412	412
11/13/2022 12:23	Shoplifting	2022-00007787	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	416	416
						412	412
11/13/2022 13:42	Malicious Mischief	2022-00007788	205 SW 12TH ST	BENZEL, DEREK	Yes	419	419
						412	412
11/13/2022 15:32	Premises Check	2022-00007789	1100 NE C ST	,	No	416	416
11/13/2022 16:07	Traffic Stop	2022-00007790	TWIN CREEK PL / SE MYRA RD	,	No	412	412
11/13/2022 16:48	Traffic Stop	2022-00007791	W ROSE ST / KENWOOD ST	,	No	412	412
11/13/2022 17:49	Traffic Stop	2022-00007792	SE 3RD ST / S COLLEGE AVE	,	No	412	412
11/13/2022 18:30	Traffic Stop	2022-00007793	1100 NE C ST	,	No	419	419
11/13/2022 19:02	Premises Check	2022-00007794	1700 SE MEADOWBROOK BLVD	,	No	419	419
11/13/2022 19:44	Assist	2022-00007795	127 SW 6TH ST	HOMEWOOD, JARED	No	419	419
11/13/2022 20:20	Suspicious Activity	2022-00007796	13 N 3RD AVE	COOK, WSP679	No	415	415
11/13/2022 21:02	Traffic Stop	2022-00007797	N COLLEGE AVE / NE C ST	,	No	415	415
11/13/2022 21:26	Traffic Stop	2022-00007798	SE MYRA RD / SE COMMERCIAL DR	,	No	419	419
11/13/2022 21:27	Traffic Stop	2022-00007799	325 NE ASH AVE	,	No	415	415
11/13/2022 21:57	Traffic Stop	2022-00007800	1200 SE 12TH ST	,	No	419	419
						415	415

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11/13/2022 22:07	Premises Check	2022-00007801	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/13/2022 23:38	Traffic Stop	2022-00007802	N COLLEGE AVE / E WHITMAN DR	,	No	419	419
Total Incidents for 11/13/2022 : 27							
11/14/2022 02:46	Open Door/Window	2022-00007803	1631 W ROSE ST	,	No	419	419
11/14/2022 03:15	Traffic Stop	2022-00007804	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/14/2022 05:21	Open Door/Window	2022-00007805	BLALOCK DR / NW VERA LN	RICHARDS, BRIAN	No	415	415
11/14/2022 06:03	Premises Check	2022-00007806	1017 NE C ST	,	No	416	416
11/14/2022 06:35	Premises Check	2022-00007807	801 SE LARCH AVE	,	No	416	416
11/14/2022 06:41	Traffic Stop	2022-00007808	SE 12TH ST / SE MYRA RD	,	No	416	416
11/14/2022 07:33	Traffic Stop	2022-00007809	E WHITMAN DR / SE ALPINE AVE	,	No	416	416
11/14/2022 09:17	Premises Check	2022-00007810	1755 S COLLEGE AVE	,	No	416	416
11/14/2022 09:45	Follow Up	2022-00007811	205 SW 12TH ST	,	No	412	412
11/14/2022 13:36	Premises Check	2022-00007812	1100 NE C ST	,	No	416	416
11/14/2022 14:08	Accident Non Injury	2022-00007814	1200 SE 12TH ST	ROSTROM, PATTY	No	416	416
11/14/2022 14:09	Traffic Stop	2022-00007813	S COLLEGE AVE / SE 12TH ST	,	No	412	412
11/14/2022 14:29	Burglary	2022-00007815	1004 SW PUFF LN 26	WORDEN, JODI	No	412	412
11/14/2022 14:52	911 Call	2022-00007816	1250 SE COMMERCIAL DR	WAYPOINT,	No	CPPD	
11/14/2022 15:15	Burglary	2022-00007817	226 BLALOCK DR	LACKEY, DAN	No	416	416
11/14/2022 15:31	Domestic Problem	2022-00007818	SE SANDPIPER LN / SE MOCKINGBIRD DR	CC, JOSE	No	416	416
11/14/2022 15:52	Code Enforcement	2022-00007819	30 NE ALPINE DR	DAVIS, WES	No	448	448
11/14/2022 16:01	Burglary	2022-00007820	1063 SE DOVE LN	CHANDLER, RUSS	Yes	412	412

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11/14/2022 20:16	Paper Service	2022-00007821	238 NE DAMSON AVE D	,	No		
11/14/2022 21:25	Traffic Stop	2022-00007822	N COLLEGE AVE / W WHITMAN DR	,	No	419	419
11/14/2022 21:27	Traffic Stop	2022-00007823	N COLLEGE AVE / W WHITMAN DR	,	No	415	415
11/14/2022 21:39	Premises Check	2022-00007824	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/14/2022 21:53	Traffic Stop	2022-00007825	SE MEADOWBROOK BLVD / SE LAMPERTI ST	,	No	419	419
						415	415
11/14/2022 22:03	Traffic Stop	2022-00007826	1700 SE MEADOWBROOK BLVD	,	No	419	419
						415	415
11/14/2022 22:35	Premises Check	2022-00007827	1700 SE MEADOWBROOK BLVD	,	No	419	419
						415	415
11/14/2022 22:57	Traffic Stop	2022-00007828	S COLLEGE AVE / SE SUNNY DR	,	No	415	415
11/14/2022 23:03	Assist	2022-00007829	SE 4TH ST / S COLLEGE AVE	,	No	415	415
Total Incidents for 11/14/2022 : 27							
11/15/2022 00:41	Premises Check	2022-00007830	801 SE LARCH AVE	,	No	419	419
11/15/2022 02:21	Traffic Stop	2022-00007831	1200 SE 12TH ST	,	No	419	419
						415	415
11/15/2022 06:07	Premises Check	2022-00007832	1017 NE C ST	,	No	416	416
11/15/2022 06:27	Premises Check	2022-00007833	1017 NE C ST	,	No	409	409
11/15/2022 07:21	Premises Check	2022-00007834	801 SE LARCH AVE	,	No	416	416
						409	409
11/15/2022 08:47	Citizen Contact	2022-00007835	1100 NE C ST	SEGOVIA, JUAN	No	416	416
11/15/2022 09:29	Accident Hit and Run	2022-00007836	900 NE ALDEN ST	MOORE, JUDI	No	412	412
						403	403
11/15/2022 09:44	Alarm	2022-00007837	144 NW MARIA ST	WW ELECTRIC, 2	No	416	416
						412	412
						409	409
11/15/2022 09:51	Premises Check	2022-00007838	1100 NE C ST	,	No	416	416

Daily Incident Log



Print Date/Time: 12/05/2022 13:24
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Disposition: All

From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/15/2022 09:51	Premises Check	2022-00007838	1100 NE C ST	,	No	409	409
11/15/2022 10:32	Assist	2022-00007840	1100 NE C ST	FIELDS, RALPH	Yes	416	416
11/15/2022 10:34	Phone Message	2022-00007839	504 SW 7TH ST	,	No	409	409
11/15/2022 12:41	APS Referral	2022-00007841	550 E WHITMAN DR	ID 239402, APS	No	403	403
11/15/2022 12:50	Accident Non Injury	2022-00007842	S HWY 125 / S COLLEGE AVE	,	No		
11/15/2022 14:13	Shoplifting	2022-00007843	1017 NE C ST	WARNER, TRACY	Yes	412	412
11/15/2022 14:43	Shoplifting	2022-00007844	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	Yes	416	416
						412	412
						409	409
11/15/2022 15:15	Traffic Stop	2022-00007845	SE LARCH AVE / SE 8TH ST	,	No	412	412
11/15/2022 16:09	Traffic Stop	2022-00007846	E WHITMAN DR / NE ASH AVE	,	No	417	417
11/15/2022 16:18	Traffic Stop	2022-00007847	E WHITMAN DR / NE ASH AVE	,	Yes	417	417
11/15/2022 17:56	Premises Check	2022-00007848	1017 NE C ST	,	No	417	417
11/15/2022 18:09	Traffic Stop	2022-00007849	SE LARCH AVE / SE 12TH ST	,	No	419	419
						412	412
11/15/2022 18:14	Premises Check	2022-00007850	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/15/2022 18:43	Traffic Stop	2022-00007851	1117 S COLLEGE AVE	,	No	417	417
11/15/2022 18:59	Traffic Stop	2022-00007852	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
11/15/2022 19:14	Premises Check	2022-00007853	1700 SE MEADOWBROOK BLVD	,	No	419	419
						417	417
11/15/2022 19:15	Traffic Stop	2022-00007854	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/15/2022 19:41	Traffic Stop	2022-00007855	1700 SE MEADOWBROOK BLVD	CPPD, 419	Yes	419	419
						417	417
11/15/2022 19:55	Animal Noise Complaint	2022-00007856	652 NE SPITZENBURG ST	DEENEY, RANDY	No	415	415
11/15/2022 20:39	Traffic Stop	2022-00007857	NE C ST / NE DECCIO RD	,	No	406	406
11/15/2022 20:45	Premises Check	2022-00007858	1700 SE MEADOWBROOK BLVD	,	No	415	415

Daily Incident Log



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From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/15/2022 21:02	Citizen Contact	2022-00007859	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/15/2022 22:14	Intoxicated Person	2022-00007861	1404 SE CENTRAL AVE	KIRKPATRICK, MARK	No	417	417
						415	415
						406	406
11/15/2022 22:15	Traffic Stop	2022-00007860	S COLLEGE AVE / E WHITMAN DR	,	No	419	419
11/15/2022 22:23	Premises Check	2022-00007862	966 SE 8TH ST	,	No	417	417
11/15/2022 22:29	Premises Check	2022-00007863	1700 SE MEADOWBROOK BLVD	,	No	417	417
						415	415
						406	406
11/15/2022 23:12	Traffic Stop	2022-00007864	NE MYRA RD / W ROSE ST	,	No	419	419
Total Incidents for 11/15/2022 : 35							
11/16/2022 00:20	Premises Check	2022-00007865	227 SE DATE AVE	,	No	417	417
11/16/2022 00:26	Premises Check	2022-00007866	454 SW DOANS AVE	,	No	417	417
11/16/2022 00:35	Premises Check	2022-00007867	1755 S COLLEGE AVE	,	No	415	415
11/16/2022 00:57	Traffic Stop	2022-00007868	NE C ST / NE DANNER LN	,	No	417	417
						406	406
11/16/2022 01:05	Suicide Threats	2022-00007869	623 S COLLEGE AVE	KOUNTZ, CYNTHIA	No	419	419
						417	417
						415	415
						406	406
11/16/2022 01:34	Traffic Stop	2022-00007870	11 / COBB RD	,	No	CPPD	
11/16/2022 01:41	Traffic Stop	2022-00007871	E WHITMAN DR / NE LARCH AVE	,	No	419	419
						417	417
11/16/2022 07:13	Welfare Check	2022-00007872	500 S COLLEGE AVE	PUTNAM, WILLIAM	No	409	409
11/16/2022 08:33	Unwanted Person	2022-00007873	720 S COLLEGE AVE	HANAFIN, KEN	No	409	409
						403	403
11/16/2022 10:00	Alarm In Test	2022-00007874	1775 S COLLEGE AVE	,	No		

Daily Incident Log



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From Date: 11/01/2022 00:00
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College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/16/2022 10:44	Lost Property	2022-00007875	801 SE LARCH AVE	ROSENDAHL, ROBERT MICHAEL	No		
11/16/2022 10:48	Parking Complaint	2022-00007876	30 NE ALPINE DR	,	No	448	448
11/16/2022 16:25	Traffic Stop	2022-00007877	E WHITMAN DR / NE ASH AVE	,	No	417	417
11/16/2022 16:43	Traffic Stop	2022-00007878	1100 NE C ST	,	No	417	417
11/16/2022 16:49	Premises Check	2022-00007879	1100 NE C ST	,	No	417	417
11/16/2022 17:08	Premises Check	2022-00007880	1100 NE C ST. COLLEGE PLACE, WA	,	No	417	417
11/16/2022 17:15	Accident Non Injury	2022-00007881	1605 SE MEADOWBROOK BLVD	SPETS, JAZMIN	No	417	417
11/16/2022 17:34	Premises Check	2022-00007882	1700 SE MEADOWBROOK BLVD, COLLEGE PLACE WA	,	No	417	417
11/16/2022 17:35	Theft	2022-00007883	550 E WHITMAN DR	VEVERKA, DON	No	417	417
11/16/2022 17:59	Theft	2022-00007884	550 E WHITMAN DR	,	No	417	417
11/16/2022 19:49	Traffic Stop	2022-00007885	S COLLEGE AVE / SE 8TH ST	,	No	417	417
11/16/2022 19:58	Traffic Stop	2022-00007886	SE 4TH ST / SE LARCH AVE	,	No	417	417
11/16/2022 20:38	Shoplifting	2022-00007887	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	Yes	417	417
						406	406
11/16/2022 21:09	Unwanted Person	2022-00007888	1105 S COLLEGE AVE 202	WAGONER, JOSH	No	417	417
						406	406
11/16/2022 21:52	Premises Check	2022-00007889	449 SW HOMESTEAD AVE	,	No	417	417
11/16/2022 21:59	Premises Check	2022-00007890	271 SE DATE AVE	,	No	417	417
11/16/2022 22:01	Premises Check	2022-00007891	915 SE 8TH ST	,	No	417	417
11/16/2022 22:02	Traffic Stop	2022-00007892	E WHITMAN DR / NE DECCIO RD	,	No	406	406
11/16/2022 22:03	Traffic Stop	2022-00007893	SE LARCH AVE / SE 4TH ST	,	No	417	417
11/16/2022 22:08	Disturbance	2022-00007895	GRASSI CT / S GOSE ST	MILLER, JOSH	No	417	417
						406	406
11/16/2022 22:10	Traffic Stop	2022-00007894	801 SE LARCH AVE	,	No	417	417

Total Incidents for 11/16/2022 : 31

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College Place Police Dept
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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/17/2022 02:29	Premises Check	2022-00007896	1100 NE C ST	,	No	406	406
11/17/2022 02:33	Premises Check	2022-00007897	1017 NE C ST	,	No	406	406
11/17/2022 02:39	Premises Check	2022-00007898	225 SE 2ND ST	,	No	406	406
11/17/2022 02:44	Premises Check	2022-00007899	801 SE LARCH AVE	,	No	406	406
11/17/2022 02:50	Premises Check	2022-00007900	1240 SE COMMERCIAL DR	,	No	406	406
11/17/2022 07:18	Premises Check	2022-00007901	1017 NE C ST	,	No	409	409
11/17/2022 07:20	Premises Check	2022-00007902	1100 NE C ST	,	No	409	409
11/17/2022 07:36	Prowler	2022-00007903	333 NE MYRA RD	JACQUES, DEBBIE	No	409	409
11/17/2022 08:10	Found Property	2022-00007904	801 SE LARCH AVE	,	No	409	409
11/17/2022 08:33	Assist	2022-00007905	1104 SE CREEKSIDE DR	PETERSON, JOHN	Yes		
11/17/2022 10:50	Threats	2022-00007906	1775 S COLLEGE AVE	Hair, Sheila Kathleen	No		
11/17/2022 13:53	Parking Complaint	2022-00007907	SE 9TH ST / S COLLEGE AVE	,	No	448	448
11/17/2022 14:21	Parking Complaint	2022-00007908	1245 SE DEWEY DR	,	No	448	448
11/17/2022 14:53	Parking Complaint	2022-00007909	119 W WHITMAN DR	,	No	448	448
11/17/2022 15:45	CPS Intake	2022-00007910	305 NE COTTONWOOD LN	HATLEY, JAMES FLETCHER	No		
11/17/2022 15:53	Citizen Contact	2022-00007911	630 SE ELM AVE	,	No	417 403	417 403
11/17/2022 16:14	Bike Found	2022-00007914	722 S COLLEGE AVE	HANAFIN, KEN	No	417	417
11/17/2022 16:18	Accident Non Injury	2022-00007913	1240 SE COMMERCIAL DR	COLWELL, BOB	No	417 403	417 403
11/17/2022 16:21	Traffic Stop	2022-00007912	SE ALPINE AVE / E WHITMAN DR	,	No	417	417
11/17/2022 17:40	Accident Non Injury	2022-00007915	SE 8TH ST / SE DATE AVE	GALAN, TRACY	No	417 410	417 410
11/17/2022 18:21	Premises Check	2022-00007916	1100 NE C ST	,	No	417	417
11/17/2022 18:46	Premises Check	2022-00007917	1017 NE C ST	,	No	417	417
11/17/2022 18:46	911 Call	2022-00007918	729 S COLLEGE AVE	PATTON, BRANDY	No	417 410	417 410

Daily Incident Log



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College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/17/2022 18:46	911 Call	2022-00007918	729 S COLLEGE AVE	PATTON, BRANDY	No	431	431
11/17/2022 19:28	Traffic Stop	2022-00007919	SE 4TH ST / SE DATE AVE	,	No	417	417
						431	431
11/17/2022 19:41	Traffic Stop	2022-00007920	NE C ST / NE SPRUCEWOOD PL	,	No	417	417
11/17/2022 19:53	Premises Check	2022-00007921	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/17/2022 20:25	Premises Check	2022-00007922	46.0332100000000000 - 118.3831683333330000	,	No	431	431
11/17/2022 21:22	Traffic Stop	2022-00007923	NE MYRA RD / NE SPITZENBURG ST	,	No	406	406
11/17/2022 21:36	Premises Check	2022-00007924	1700 SE MEADOWBROOK BLVD	,	No	406	406
11/17/2022 22:01	Traffic Stop	2022-00007925	N COLLEGE AVE / E WHITMAN DR	,	No	406	406
11/17/2022 22:37	Traffic Stop	2022-00007926	1755 S COLLEGE AVE	,	No	417	417
						410	410
11/17/2022 22:40	Premises Check	2022-00007927	46.0307916666667000 - 118.3853850000000000	,	No	417	417
11/17/2022 22:46	Premises Check	2022-00007928	998 SE 8TH ST	,	No	417	417
11/17/2022 22:51	Premises Check	2022-00007929	227 SE DATE AVE	,	No	417	417
11/17/2022 22:52	Premises Check	2022-00007930	129 SE ASH AVE	,	No	417	417
11/17/2022 22:58	Premises Check	2022-00007931	400 SW DOANS AVE BLK	,	No	417	417
11/17/2022 23:51	Missing Person	2022-00007932	1877 SE BLISS LN	KNAUFT, MARCY	No	417	417
						406	406
						410	410
Total Incidents for 11/17/2022 : 37							
11/18/2022 00:32	Alarm	2022-00007933	520 S COLLEGE AVE	COOK SOLUTIONS, MARLIN	No	417	417
						406	406
						410	410
11/18/2022 01:08	Suspicious Activity	2022-00007939	9657 W HWY 12	MARTINEZ, VULEIKA	Yes	406	406
11/18/2022 02:04	Premises Check	2022-00007934	1100 NE C ST	,	No	406	406
11/18/2022 02:09	Premises Check	2022-00007935	1253 SE COMMERCIAL DR	,	No	406	406

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/18/2022 02:13	Premises Check	2022-00007936	801 SE LARCH AVE	,	No	406	406
11/18/2022 02:20	Premises Check	2022-00007937	200 SE 3RD AVE, COLLEGE PLACE	,	No	406	406
11/18/2022 02:25	Premises Check	2022-00007938	1017 NE C ST	,	No	406	406
11/18/2022 06:44	Premises Check	2022-00007940	1017 NE C ST	,	No	409	409
11/18/2022 06:49	Premises Check	2022-00007941	1100 NE C ST	,	No	409	409
11/18/2022 07:20	Found Property	2022-00007942	E WHITMAN DR / SE LARCH AVE	,	No	409	409
11/18/2022 08:07	Traffic Stop	2022-00007943	1634 W POPLAR ST	,	No	403	403
11/18/2022 09:37	Suspicious Activity	2022-00007944	123 NW EARL LN	PLANTARICE, STEPHANIE	No	409	409
11/18/2022 09:45	Assist	2022-00007945	1192 SE CONSTITUTION DR	SMITH, KRISTEN	No	409	409
						403	403
11/18/2022 09:53	Assault	2022-00007946	1775 S COLLEGE AVE	BRADLEY, DAVID	No	403	403
11/18/2022 10:05	Information Report	2022-00007947	704 SE ELM AVE	FEM, CC	No	403	403
11/18/2022 12:29	Assist	2022-00007948	583 NW EVANS AVE	, WSP	No	409	409
11/18/2022 12:40	Traffic Call	2022-00007949	NE LARCH AVE / NE C ST	DARBY, KYLE	No	409	409
11/18/2022 13:34	Citizen Contact	2022-00007950	625 S COLLEGE AVE	,	No	403	403
11/18/2022 14:22	911 Call	2022-00007954	420 SE MYRA RD	MAUIRI, MIKE	No		
11/18/2022 14:57	Animal Call	2022-00007951	88 NW DAVIS AVE	HILDRETH, SARA	No	409	409
11/18/2022 15:14	Traffic Stop	2022-00007952	339 / LOCUST RD	,	No	CPPD	
11/18/2022 15:28	Alarm	2022-00007953	1705 SE MEADOWBROOK BLVD 2	ACCESS UNLIMITED, SARAH	No	409	409
						403	403
11/18/2022 16:34	Shoplifting	2022-00007955	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	Yes	417	417
						431	431
						403	403
11/18/2022 18:18	Prowler	2022-00007956	123 NW EARL LN	GRAFF, SUSAN	No	417	417
						431	431
11/18/2022 19:03	Traffic Stop	2022-00007957	NE ROSE ST / NE ASH AVE	,	No	431	431
11/18/2022 19:31	Suspicious Activity	2022-00007958	440 NE C ST	WIDNER, NATALIE	No	417	417

Daily Incident Log



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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/18/2022 19:31	Suspicious Activity	2022-00007958	440 NE C ST	WIDNER, NATALIE	No	431	431
11/18/2022 19:39	Premises Check	2022-00007959	1100 NE C ST	,	No	417	417
11/18/2022 19:56	Premises Check	2022-00007960	1100 NE C ST	,	No	431	431
11/18/2022 20:12	Traffic Stop	2022-00007961	N COLLEGE AVE / NE A ST	,	No	406	406
11/18/2022 20:26	Traffic Stop	2022-00007962	S HWY 125 / SE MEADOWBROOK BLVD	,	No	417	417
						406	406
11/18/2022 20:32	Traffic Stop	2022-00007963	S HWY 125 / S COLLEGE AVE	,	No	417	417
						431	431
11/18/2022 20:51	Traffic Stop	2022-00007964	SE MEADOWBROOK BLVD / SE LAMPERTI ST	,	No	406	406
11/18/2022 21:01	Traffic Stop	2022-00007965	S COLLEGE AVE / SE 8TH ST	,	No	406	406
11/18/2022 21:49	Traffic Stop	2022-00007966	SE LAMPERTI ST / SE LARCH AVE	,	No	406	406
11/18/2022 21:54	Premises Check	2022-00007967	1700 SE MEADOWBROOK BLVD	,	No	406	406
11/18/2022 22:11	Traffic Stop	2022-00007968	SE LARCH AVE / SE LAMPERTI ST	,	No	406	406
11/18/2022 23:55	Premises Check	2022-00007969	1700 SE MEADOWBROOK BLVD	,	No	417	417
Total Incidents for 11/18/2022 : 37							
11/19/2022 00:13	Premises Check	2022-00007970	929 SE LARCH AVE	,	No	417	417
11/19/2022 00:19	Premises Check	2022-00007971	255 SE DATE AVE	,	No	417	417
11/19/2022 00:25	Premises Check	2022-00007972	453 SW HOMESTEAD AVE	,	No	417	417
11/19/2022 01:19	Alarm	2022-00007973	729 S COLLEGE AVE	, ADT	No	417	417
						406	406
11/19/2022 02:16	Premises Check	2022-00007974	801 SE LARCH AVE	,	No	406	406
11/19/2022 04:42	Premises Check	2022-00007975	225 SE DATE AVE	,	No	406	406
11/19/2022 04:47	Premises Check	2022-00007976	1100 NE C ST	,	No	406	406
11/19/2022 04:53	Premises Check	2022-00007977	1251 SE COMMERCIAL DR	,	No	406	406
11/19/2022 05:55	Animal Call	2022-00007979	S HWY 125 / SE MEADOWBROOK BLVD	JOHNSON, DIRK	No	416	416
11/19/2022 06:16	Premises Check	2022-00007978	801 SE LARCH AVE	,	No	416	416

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/19/2022 06:28	Premises Check	2022-00007980	1017 NE C ST	,	No	416	416
11/19/2022 07:31	Premises Check	2022-00007981	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/19/2022 09:51	Theft Motor Vehicle	2022-00007982	115 W WHITMAN DR	LOMELI, ERIC	Yes	416	416
						403	403
11/19/2022 10:07	Paper Service	2022-00007983	204 SE 12TH ST 5	,	No	412	412
11/19/2022 10:16	Paper Service	2022-00007984	108 SE 6TH ST 6	,	No		
11/19/2022 11:07	Follow Up	2022-00007985	1100 NE C ST	,	No	416	416
11/19/2022 13:26	Premises Check	2022-00007986	1100 NE C ST	,	No	416	416
11/19/2022 15:02	Unwanted Person	2022-00007987	1017 NE C ST	SHACK, JOYCE	Yes	416	416
						412	412
11/19/2022 15:10	Warrant Service	2022-00007988	1017 NE C ST	,	Yes	416	416
						412	412
11/19/2022 16:16	Animal Call	2022-00007989	1409 SW JULIA ST	VASQUEZ, KIMBERLY	Yes	419	419
						412	412
11/19/2022 16:59	Traffic Call	2022-00007990	SE MYRA RD / THE DALLES MILITARY RD	AAA, 10090 SYLVANA	No	419	419
11/19/2022 17:34	Animal Call	2022-00007991	618 SE ELM AVE	, JUAN	No	419	419
11/19/2022 19:10	Premises Check	2022-00007992	1700 SE MEADOWBROOK BLVD	,	No	419	419
11/19/2022 19:11	Animal Call	2022-00007993	SW DAVIS AVE / SW 6TH ST	GLESSING, KOBY	No	419	419
11/19/2022 19:51	911 Call	2022-00007994	110 SW 6TH ST	,	No	419	419
						415	415
11/19/2022 20:47	Malicious Mischief	2022-00007995	1413 S COLLEGE AVE 6	MONTGOMERY, PAIGE	Yes	419	419
						415	415
11/19/2022 21:13	Malicious Mischief	2022-00007996	227 SE VALLEY DR	HUMMEL, BRENDAN	No	415	415
11/19/2022 21:29	Suspicious Activity	2022-00007997	302 W WHITMAN DR	NORRIS, JENNIFER	No	419	419
11/19/2022 21:38	Premises Check	2022-00007998	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/19/2022 22:41	Shoplifting	2022-00007999	1700 SE MEADOWBROOK BLVD	MILLS, DERIK	No	419	419
						415	415

Daily Incident Log



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From Date: 11/01/2022 00:00
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College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/19/2022 23:00	Paper Service	2022-00008000	1700 SE MEADOWBROOK BLVD	,	No		
11/19/2022 23:19	Found Property	2022-00008001	625 S COLLEGE AVE	TEAFORD, CASEY	No	419	419
Total Incidents for 11/19/2022 : 32							
11/20/2022 01:02	Traffic Stop	2022-00008002	N COLLEGE AVE / NE C ST	,	No	415	415
11/20/2022 01:53	Suspicious Activity	2022-00008003	407 SW 3RD ST	WRIGHT, SPENCER	No	419	419
						415	415
11/20/2022 06:18	Premises Check	2022-00008004	1017 NE C ST	,	No	416	416
11/20/2022 07:21	Premises Check	2022-00008005	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/20/2022 08:24	Bike Found	2022-00008006	1100 NE C ST	,	No	416	416
11/20/2022 08:28	Found Property	2022-00008007	1100 NE C ST	,	No		
11/20/2022 11:29	Domestic Problem	2022-00008008	535 SE MOUNTAIN VIEW DR	SULLIVAN, SUSANNE	No	416	416
						412	412
11/20/2022 11:49	Premises Check	2022-00008009	1100 NE C ST	,	No	416	416
11/20/2022 11:58	Domestic Problem	2022-00008010	535 SE MOUNTAIN VIEW DR	CLAY, CHANDRA	No	416	416
						412	412
11/20/2022 12:24	Information Report	2022-00008011	WALLULA AVE / N COLLEGE AVE	CPPD, 416	No	416	416
11/20/2022 12:53	Malicious Mischief	2022-00008012	324 SE 12TH ST	KOORENY, MICHAEL	No	412	412
11/20/2022 13:56	Malicious Mischief	2022-00008013	500 SE MOUNTAIN VIEW DR BLK	CPPD, 416	Yes	416	416
11/20/2022 15:14	Citizen Contact	2022-00008014	625 S COLLEGE AVE	,	No	416	416
						412	412
11/20/2022 16:09	Suspicious Activity	2022-00008015	1319 SE INDEPENDENCE DR	FOX, JULIE	No	412	412
11/20/2022 17:55	Assist	2022-00008016	SE 6TH ST / SE ELM AVE	,	Yes	419	419
						415	415
						412	412
11/20/2022 19:11	Citizen Contact	2022-00008017	625 S COLLEGE AVE	,	No	412	412
11/20/2022 20:00	Shoplifting	2022-00008018	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	Yes	419	419
						415	415

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From Date: 11/01/2022 00:00
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College Place Police Dept
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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/20/2022 20:28	Shoplifting	2022-00008019	1700 SE MEADOWBROOK BLVD	,	Yes	415	415
11/20/2022 22:04	Traffic Stop	2022-00008020	SE MYRA RD / W POPLAR ST	,	No	419	419
11/20/2022 22:16	Premises Check	2022-00008021	1200 SE 12TH ST	,	No	415	415
11/20/2022 22:36	Premises Check	2022-00008022	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/20/2022 23:43	Traffic Stop	2022-00008023	SE MYRA RD / SE COMMERCIAL DR	,	No	419	419
						415	415
Total Incidents for 11/20/2022 : 22							
11/21/2022 06:15	Assault	2022-00008024	1700 SE MEADOWBROOK BLVD	FUNKHOUSER, CHRIS	Yes	416	416
						403	403
11/21/2022 07:10	Premises Check	2022-00008025	1017 NE C ST	,	No	416	416
11/21/2022 07:26	Traffic Stop	2022-00008026	W ROSE ST / AVERY ST	,	No	403	403
11/21/2022 07:28	Unwanted Person	2022-00008027	1700 SE MEADOWBROOK BLVD	CHANDLER, CRYSTAL	No	416	416
						403	403
11/21/2022 07:39	Fraud	2022-00008028	731 NE DAWSON ST	ALLON, NANCY	Yes	416	416
11/21/2022 08:56	Premises Check	2022-00008029	1755 S COLLEGE AVE	,	No	416	416
11/21/2022 10:17	Domestic Physical	2022-00008030	1220 W POPLAR ST	HAWES, BRADY	No	412	412
11/21/2022 11:43	Animal Call	2022-00008031	1266 SE CREEKSIDE DR	MOHRLAND, JOANN	No		
11/21/2022 12:14	Lewd Conduct	2022-00008033	SE MYRA RD / THE DALLES MILITARY RD	THORNBURG, JARRED	Yes	412	412
11/21/2022 12:17	Paper Service	2022-00008032	204 SE 12TH ST 5	,	No		
11/21/2022 12:41	Theft	2022-00008034	1240 SE COMMERCIAL DR	,	No	416	416
11/21/2022 13:06	Premises Check	2022-00008035	1100 NE C ST	,	No	416	416
11/21/2022 13:16	Welfare Check	2022-00008036	803 SE DATE AVE	WWPD, 277	No	412	412
11/21/2022 13:53	APS Referral	2022-00008037	720 S COLLEGE AVE N	240179, INTAKE ID	No	403	403
11/21/2022 14:06	Trespass	2022-00008038	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	Yes	416	416
						412	412
11/21/2022 14:12	Shoplifting	2022-00008039	910 S 9TH AVE	WILEY, JASON	Yes	416	416

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/21/2022 17:27	Shoplifting	2022-00008040	1700 SE MEADOWBROOK BLVD	MILLS, DERIK	Yes	419	419
						412	412
11/21/2022 17:31	Trespass	2022-00008041	S HWY 125 / SE MEADOWBROOK BLVD	REID, JOSH	Yes	419	419
						412	412
11/21/2022 20:00	Information Report	2022-00008043	1250 SE COMMERCIAL DR	DWAYNE,	No		
11/21/2022 20:40	Premises Check	2022-00008042	1700 SE MEADOWBROOK BLVD	,	No	419	419
						415	415
11/21/2022 20:58	Shoplifting	2022-00008044	1700 SE MEADOWBROOK BLVD	CPPD, 415	Yes	419	419
						415	415
11/21/2022 22:43	Premises Check	2022-00008045	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/21/2022 22:45	Traffic Stop	2022-00008046	E WHITMAN DR / NE LARCH AVE	,	No	419	419
11/21/2022 23:10	Alarm	2022-00008047	1705 SE MEADOWBROOK BLVD 7	RAPID RESPONSE,	No	419	419
						415	415
11/21/2022 23:47	Alarm	2022-00008048	1705 SE MEADOWBROOK BLVD 7	RAPID RESPONSE,	No	419	419
						415	415
Total Incidents for 11/21/2022 : 25							
11/22/2022 00:36	Traffic Stop	2022-00008049	S HWY 125 / OLD MILTON HWY	,	No	419	419
11/22/2022 02:29	Citizen Contact	2022-00008050	SE 12TH ST / SE BIRCH AVE	,	No	419	419
11/22/2022 06:23	Shoplifting	2022-00008051	729 S COLLEGE AVE	ROGERS, JEREMY	No	416	416
						409	409
11/22/2022 06:47	Premises Check	2022-00008052	1017 NE C ST	,	No	416	416
11/22/2022 08:16	Premises Check	2022-00008053	1700 SE MEADOWBROOK BLVD	,	No	416	416
						409	409
11/22/2022 08:52	Shoplifting	2022-00008054	1017 NE C ST	WARNER, TRACY	Yes	416	416
						412	412
11/22/2022 09:50	Theft	2022-00008055	420 SE MYRA RD	MAIURI, MIKE	No	CPPD	
11/22/2022 10:21	Towed Vehicle	2022-00008057	218 SE 4TH ST	CC, TIM	No		

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/22/2022 10:36	Domestic Problem	2022-00008056	55 SW SILVERSTAR LN 103	PETERSON, GEORGE	No	416	416
						412	412
						409	409
11/22/2022 12:53	Premises Check	2022-00008058	1755 S COLLEGE AVE	,	No	416	416
11/22/2022 13:26	Citizen Contact	2022-00008059	YORK ST / S GOSE ST	,	Yes	416	416
						412	412
						409	409
11/22/2022 13:50	Traffic Call	2022-00008060	W ROSE ST / NE MYRA RD	,	No	416	416
11/22/2022 14:05	Accident Non Injury	2022-00008061	1700 SE MEADOWBROOK BLVD	WINN, KEISHA	No	416	416
11/22/2022 15:19	Assist	2022-00008062	1755 S COLLEGE AVE	BRYANT, AMBRA	Yes	419	419
						412	412
						403	403
11/22/2022 15:35	Citizen Contact	2022-00008063	625 S COLLEGE AVE	,	No	409	409
11/22/2022 16:31	Information Report	2022-00008067	1250 SE COMMERCIAL DR	CC, DEWAYNE	No		
11/22/2022 16:33	Premises Check	2022-00008064	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/22/2022 16:42	Warrant Service	2022-00008065	1700 SE MEADOWBROOK BLVD	CPPD, 412	Yes	417	417
						412	412
11/22/2022 16:44	Traffic Call	2022-00008066	CHISHOLM CT / HIGHLAND RD	BRUNSON, ALAINA	No	CPPD	
11/22/2022 17:33	Unwanted Person	2022-00008068	2376 TAUMARSON RD	KINCLOE, HEIDI	No	419	419
						412	412
11/22/2022 17:49	Traffic Stop	2022-00008069	1700 SE MEADOWBROOK BLVD	,	No	412	412
11/22/2022 19:03	Premises Check	2022-00008070	1100 NE C ST	,	No	417	417
11/22/2022 19:04	Traffic Stop	2022-00008071	NE C ST / NE LARCH AVE	,	No		
11/22/2022 19:31	Premises Check	2022-00008072	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/22/2022 19:44	Domestic Problem	2022-00008073	543 SW ANGELINA LOOP	,	Yes	419	419
						417	417
11/22/2022 20:19	Accident Injury	2022-00008074	5400 FROG HOLLOW RD BLK	D6, DO361	Yes	415	415

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11/22/2022 21:28	Traffic Stop	2022-00008075	SE 12TH ST / SE BIRCH AVE	,	No	406	406
11/22/2022 21:37	Traffic Stop	2022-00008076	SE EDMONT AVE / SE STANFORD PL	,	No	406	406
11/22/2022 21:49	Traffic Stop	2022-00008077	SE 12TH ST / SE NEWGATE DR	,	No	406	406
11/22/2022 22:05	Traffic Stop	2022-00008078	SE 12TH ST / SE NEWGATE DR	,	No	406	406
11/22/2022 22:13	Premises Check	2022-00008079	1700 SE MEADOWBROOK BLVD	,	No	406	406
11/22/2022 22:25	Premises Check	2022-00008080	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/22/2022 22:26	Traffic Stop	2022-00008081	SE MOCKINGBIRD DR / SE LARCH AVE	,	No	406	406
11/22/2022 22:51	Traffic Stop	2022-00008082	200 FARMLAND RD	,	No	406	406
Total Incidents for 11/22/2022 : 34							
11/23/2022 00:07	Premises Check	2022-00008083	801 SE LARCH AVE	,	No	406	406
11/23/2022 00:11	Premises Check	2022-00008084	225 SE DATE AVE	,	No	406	406
11/23/2022 00:17	Premises Check	2022-00008085	1100 NE C ST	,	No	406	406
11/23/2022 00:23	Traffic Stop	2022-00008086	SE 12TH ST / SE MYRA RD	,	No	419	419
						406	406
11/23/2022 01:49	Recovered Stolen	2022-00008087	1900 OLD MILTON HWY BLK	,	No	417	417
						415	415
						406	406
11/23/2022 06:35	Accident Unknown Injury	2022-00008088	OLD MILTON HWY / BUSSELL RD	JOHNSON, AMY	No	409	409
11/23/2022 07:40	Traffic Call	2022-00008089	N COLLEGE AVE / E WHITMAN DR	CC, M	No	409	409
11/23/2022 11:07	Lost Property	2022-00008090	1700 SE MEADOWBROOK BLVD	SANCHEZ, JAZMINE	No	409	409
11/23/2022 11:15	Shoplifting	2022-00008091	1017 NE C ST	WARNER, TRACY	Yes	409	409
11/23/2022 14:40	Follow Up	2022-00008092	1700 SE MEADOWBROOK BLVD	,	No	409	409
11/23/2022 16:06	Traffic Stop	2022-00008093	S COLLEGE AVE / SE 4TH ST	,	No	417	417
						410	410
11/23/2022 16:16	Traffic Stop	2022-00008094	SE 12TH ST / SE LARCH AVE	,	No	417	417

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/23/2022 16:16	Traffic Stop	2022-00008094	SE 12TH ST / SE LARCH AVE	,	No	410	410
11/23/2022 16:31	Traffic Stop	2022-00008095	SE 4TH ST / SE BIRCH AVE	,	Yes	419	419
						417	417
						410	410
11/23/2022 17:05	Traffic Stop	2022-00008096	SE 4TH ST / SE DATE AVE	,	No	419	419
						417	417
						410	410
11/23/2022 17:07	Accident Injury	2022-00008097	S HWY 125 / SE MEADOWBROOK BLVD	DIANE,	Yes	419	419
						417	417
						410	410
11/23/2022 17:44	Premises Check	2022-00008098	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/23/2022 17:55	Malicious Mischief	2022-00008099	500 SE MOUNTAIN VIEW DR BLK	EARNEY, MIKE	No	419	419
11/23/2022 18:49	Trespass	2022-00008100	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	Yes	419	419
						417	417
						410	410
11/23/2022 18:50	Disturbance	2022-00008101	SW DAVIS AVE / W WHITMAN DR	BAKER, ISAAC	No	419	419
						417	417
						410	410
11/23/2022 20:00	Premises Check	2022-00008102	397 SE HIGHLAND PARK DR	,	No	417	417
11/23/2022 20:03	Traffic Stop	2022-00008103	SE 4TH ST / SE HIGHLAND PARK DR	,	No	419	419
						417	417
						410	410
11/23/2022 20:09	Premises Check	2022-00008104	1100 NE C ST	,	No	417	417
11/23/2022 20:17	Traffic Stop	2022-00008105	SE 12TH ST / SE MYRA RD	,	No	406	406
11/23/2022 20:27	Traffic Stop	2022-00008106	SE LAMPERTI ST / SE MEADOWBROOK BLVD	,	No	406	406
11/23/2022 20:35	Premises Check	2022-00008107	800 SE 8TH ST BLK	,	No	417	417
11/23/2022 20:39	Premises Check	2022-00008108	1100 NE C ST	,	No	406	406

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11/23/2022 20:46	Traffic Stop	2022-00008109	N COLLEGE AVE / BLALOCK DR	,	No	419	419
11/23/2022 21:05	911 Call	2022-00008110	1875 S COLLEGE AVE	KERRI, UMATILLA	No	419	419
						417	417
						406	406
11/23/2022 21:24	Traffic Stop	2022-00008111	S HWY 125 / PLAZA WAY	,	No	419	419
11/23/2022 21:31	Traffic Stop	2022-00008112	SE 12TH ST / SE NEWGATE DR	,	No	419	419
						406	406
11/23/2022 21:51	Traffic Stop	2022-00008113	SE 12TH ST / SE NEWGATE DR	,	No	406	406
11/23/2022 21:56	Suspicious Activity	2022-00008114	277 NW LAURELLA LN	CUEVAS, LILLIAN	No	419	419
						417	417
						406	406
11/23/2022 22:09	Premises Check	2022-00008115	454 SW DOANS AVE	,	No	417	417
11/23/2022 22:17	Premises Check	2022-00008116	419 SE 3RD ST	,	No	417	417
11/23/2022 22:55	Premises Check	2022-00008117	1700 SE MEADOWBROOK BLVD	,	No	406	406
11/23/2022 23:07	Domestic Problem	2022-00008118	309 NE ASH AVE B	LANGLOIS, TINA	Yes	419	419
						417	417
						406	406
						410	410
11/23/2022 23:45	Citizen Contact	2022-00008119	801 SE LARCH AVE	,	No	406	406
Total Incidents for 11/23/2022 : 37							
11/24/2022 01:04	Follow Up	2022-00008120	305 SE 11TH ST	,	No	419	419
11/24/2022 02:55	Premises Check	2022-00008121	225 SE DATE AVE	,	No	406	406
11/24/2022 02:59	Premises Check	2022-00008122	801 SE LARCH AVE	,	No	406	406
11/24/2022 03:03	Premises Check	2022-00008123	397 SE HIGHLAND PARK DR	,	No	406	406
11/24/2022 07:24	Premises Check	2022-00008124	1700 SE MEADOWBROOK BLVD	,	No	409	409
11/24/2022 07:31	Premises Check	2022-00008125	1017 NE C ST	,	No	409	409
11/24/2022 07:37	Premises Check	2022-00008126	1100 NE C ST	,	No	409	409

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/24/2022 08:10	Malicious Mischief	2022-00008127	734 SE BEDFORD LOOP	LOPEZ, AMBER	Yes	409	409
11/24/2022 11:10	Malicious Mischief	2022-00008128	600 SE MOUNTAIN VIEW DR BLK	EARNEY, GINA	Yes	409	409
11/24/2022 11:21	Public Works	2022-00008129	731 SE 3RD ST	JAMES, KEVIN	No		
11/24/2022 11:41	Malicious Mischief	2022-00008130	600 SE SCENIC VIEW DR BLK	ANDROES, DANIEL	Yes	409	409
11/24/2022 12:01	Malicious Mischief	2022-00008131	600 SE 12TH ST	CPPD 409,	Yes	409	409
11/24/2022 18:02	Premises Check	2022-00008132	801 SE LARCH AVE	,	No	417	417
11/24/2022 18:03	Disturbance	2022-00008133	12 SE 8TH ST	ORDINOLA, JENNY	No	417	417
						410	410
11/24/2022 18:22	Premises Check	2022-00008134	456 SW DOANS AVE	,	No	417	417
11/24/2022 18:30	Premises Check	2022-00008135	1017 NE C ST	,	No	417	417
11/24/2022 18:33	Premises Check	2022-00008136	1100 NE C ST	,	No	417	417
11/24/2022 18:36	Premises Check	2022-00008137	421 SE 3RD ST	,	No	417	417
11/24/2022 18:42	Premises Check	2022-00008138	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/24/2022 19:46	Follow Up	2022-00008139	956 SE ROBIN DR	,	No	417	417
						410	410
11/24/2022 19:57	Premises Check	2022-00008140	1341 SE BROADWAY AVE	,	No	417	417
11/24/2022 21:25	Death Investigation	2022-00008141	1056 SE DOVE LN	,	Yes	417	417
						406	406
						410	410
11/24/2022 23:24	Domestic Physical	2022-00008142	521 SE 4TH ST	BREWER, JESSICA	No	417	417
						406	406
						410	410
Total Incidents for 11/24/2022 : 23							
11/25/2022 02:12	Premises Check	2022-00008143	397 SE HIGHLAND PARK DR	,	No	406	406
11/25/2022 02:18	Premises Check	2022-00008144	801 SE LARCH AVE	,	No	406	406
11/25/2022 02:23	Premises Check	2022-00008145	225 SE DATE AVE	,	No	406	406
11/25/2022 02:28	Premises Check	2022-00008146	1100 NE C ST	,	No	406	406

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11/25/2022 02:35	Premises Check	2022-00008147	1700 SE MEADOWBROOK BLVD	,	No	406	406
11/25/2022 06:15	Premises Check	2022-00008148	1700 SE MEADOWBROOK BLVD	,	No	409	409
11/25/2022 08:56	Suspicious Activity	2022-00008149	274 YORK ST	AICHELE, MONTI	No	409	409
11/25/2022 09:53	Accident Hit and Run	2022-00008150	1700 SE MEADOWBROOK BLVD	STREAMER, CHUCK	No	409	409
11/25/2022 10:28	Premises Check	2022-00008151	1700 SE MEADOWBROOK BLVD	,	No	409	409
11/25/2022 11:12	Burglary	2022-00008152	209 SE 6TH ST A	WILLIAMS, MELODIE	Yes	409	409
11/25/2022 12:30	Animal Lost	2022-00008153	830 NE ROSE ST	JOHNSON, LEE	No		
11/25/2022 12:46	Bike Theft	2022-00008154	105 SW SILVERSTAR LN 103	AVERYFAIRBANKS, LUNA	Yes	409	409
11/25/2022 13:09	Civil Problem	2022-00008155	211 SW 12TH ST	WEBER, KEN	No	409	409
11/25/2022 15:25	Malicious Mischief	2022-00008156	509 SE DATE AVE	RADELFINGER, WANITA	Yes	409	409
11/25/2022 15:31	Coroner Call Out	2022-00008158	420 SE MYRA RD	CC, LORI	No		
11/25/2022 16:47	Shoplifting	2022-00008157	1700 SE MEADOWBROOK BLVD	MILLS, DERIK	Yes	417	417
						431	431
11/25/2022 17:43	Premises Check	2022-00008159	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/25/2022 17:47	Premises Check	2022-00008160	921 SE LARCH AVE	,	No	417	417
11/25/2022 17:51	Premises Check	2022-00008161	243 SE DATE AVE	,	No	417	417
11/25/2022 17:53	Premises Check	2022-00008162	1100 NE C ST	,	No	417	417
						431	431
11/25/2022 19:04	Traffic Stop	2022-00008163	830 NE ROSE ST	,	No	431	431
11/25/2022 19:23	Phone Message	2022-00008164	619 S COLLEGE AVE	,	No	417	417
11/25/2022 20:22	Traffic Stop	2022-00008165	N COLLEGE AVE / E WHITMAN DR	,	Yes	417	417
						406	406
						431	431
11/25/2022 20:59	Premises Check	2022-00008166	416 SW DOANS AVE	,	No	417	417
11/25/2022 21:13	Traffic Stop	2022-00008167	S COLLEGE AVE / SE 6TH ST	,	No	406	406
11/25/2022 21:23	Traffic Stop	2022-00008168	BLALOCK DR / N COLLEGE AVE	,	No	406	406

Daily Incident Log



Print Date/Time: 12/05/2022 13:24
Login ID: mbarr
Disposition: All

From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/25/2022 21:23	Traffic Stop	2022-00008168	BLALOCK DR / N COLLEGE AVE	,	No	431	431
11/25/2022 21:37	Traffic Stop	2022-00008169	SE LARCH AVE / SE 3RD ST	,	No	417	417
						406	406
11/25/2022 22:31	Follow Up	2022-00008170	619 S COLLEGE AVE	,	No	417	417
11/25/2022 23:54	Traffic Stop	2022-00008171	130 SW SILVERSTAR LN BLK	,	No	431	431
Total Incidents for 11/25/2022 : 29							
11/26/2022 02:10	Premises Check	2022-00008172	1700 SE MEADOWBROOK BLVD	,	No	406	406
11/26/2022 02:15	Premises Check	2022-00008173	801 SE LARCH AVE	,	No	406	406
11/26/2022 02:21	Premises Check	2022-00008174	225 SE DATE ST	,	No	406	406
11/26/2022 02:27	Premises Check	2022-00008175	1100 NE C ST	,	No	406	406
11/26/2022 06:48	Premises Check	2022-00008176	1017 NE C ST	,	No	416	416
11/26/2022 06:56	Premises Check	2022-00008177	801 SE LARCH AVE	,	No	416	416
11/26/2022 07:30	Malicious Mischief	2022-00008178	SE DATE AVE / SE STANFORD PL	,	Yes	416	416
11/26/2022 10:38	Traffic Stop	2022-00008179	S COLLEGE AVE / SW 9TH ST	,	No	416	416
11/26/2022 10:45	Premises Check	2022-00008180	1100 NE C ST	,	No	416	416
11/26/2022 11:03	Premises Check	2022-00008181	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/26/2022 14:59	Premises Check	2022-00008182	1100 NE C ST	,	No	416	416
						412	412
11/26/2022 17:33	Burglary	2022-00008183	2929 ISAACS AVE	RIENER, DAN	Yes	431	431
11/26/2022 17:47	Shoplifting	2022-00008184	1700 SE MEADOWBROOK BLVD	MILLS, DERIK	No	412	412
						407	407
11/26/2022 19:38	Traffic Stop	2022-00008185	SE GARRISON VILLAGE WAY / SE LARKSPUR PL	,	No	431	431
11/26/2022 21:06	Traffic Stop	2022-00008186	NE A ST / NE ASH AVE	,	No	431	431
11/26/2022 21:18	Traffic Stop	2022-00008187	NE ROSE ST / NE ASH AVE	,	No	431	431
11/26/2022 21:26	Traffic Stop	2022-00008188	WALLULA AVE / NE DAMSON AVE	,	No	431	431
11/26/2022 21:52	Traffic Stop	2022-00008189	S HWY 125 / SE COMMERCIAL DR	,	No	431	431

Daily Incident Log



Print Date/Time: 12/05/2022 13:24
Login ID: mbarr
Disposition: All

From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/26/2022 22:08	Suspicious Activity	2022-00008190	110 N COLLEGE AVE	JONES, JEFF	No	431	431
						407	407
11/26/2022 22:46	Extra Patrol	2022-00008192	1015 SE SENTRY DR	SALEEM, ABI	No	407	407
11/26/2022 22:51	Premises Check	2022-00008191	215 SW BADE AVE	,	No	431	431
11/26/2022 23:28	Traffic Stop	2022-00008193	SW DAVIS AVE / SW 2ND ST	,	No	431	431
11/26/2022 23:51	Traffic Stop	2022-00008194	100 SW 4TH ST	,	No	431	431
Total Incidents for 11/26/2022 : 23							
11/27/2022 00:29	Traffic Stop	2022-00008195	46.0463250000000000 - 118.3538299990000000	,	No	431	431
11/27/2022 00:58	Traffic Stop	2022-00008196	46.0463250000000000 - 118.3538299990000000	,	No	431	431
11/27/2022 01:13	Traffic Stop	2022-00008197	SE LARCH AVE / SE LANDEN DR	,	No	431	431
11/27/2022 01:35	Disturbance	2022-00008198	609 NW EVANS AVE	FLEENOR, STEVE	No	407	407
11/27/2022 02:05	Traffic Stop	2022-00008199	S HWY 125 / PLAZA WAY	,	No	431	431
11/27/2022 02:30	Citizen Contact	2022-00008200	1117 S COLLEGE AVE	,	No	407	407
11/27/2022 04:09	Mental Health	2022-00008201	110 SE 10TH ST	CLARK, CODY ALLEN	No	407	407
11/27/2022 05:20	Premises Check	2022-00008202	801 SE LARCH AVE	,	No	416	416
11/27/2022 05:25	Premises Check	2022-00008203	1017 NE C ST	,	No	416	416
11/27/2022 06:29	Premises Check	2022-00008204	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/27/2022 10:11	Domestic Problem	2022-00008205	1015 SE SENTRY DR	GRIGSBY, DELAINA	No	416	416
11/27/2022 11:36	Premises Check	2022-00008206	1100 NE C ST	,	No	416	416
11/27/2022 13:18	Traffic Call	2022-00008207	S HWY 125 / SE MYRA RD	SHIPPENTOWER, ALEXA	No	412	412
11/27/2022 13:40	Traffic Stop	2022-00008208	SE LARCH AVE / SE GARRISON VILLAGE WAY	,	No	416	416
11/27/2022 17:44	Traffic Stop	2022-00008209	S COLLEGE AVE / SE 10TH ST	,	No	412	412
						407	407
11/27/2022 18:56	Accident Injury	2022-00008210	1913 MOJONNIER RD	CREECH, DAVE	Yes	407	407
						404	404

Daily Incident Log



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From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/27/2022 19:36	Animal Found	2022-00008211	NE A ST / NE BIRCH AVE	ROGERS, ELLYOTT	No	404	404
11/27/2022 20:23	Premises Check	2022-00008212	1700 SE MEADOWBROOK BLVD	,	No	415	415
11/27/2022 22:24	Premises Check	2022-00008213	1700 SE MEADOWBROOK BLVD	,	No	415	415
						407	407
11/27/2022 22:44	Traffic Call	2022-00008214	SE DATE AVE / SE 12TH ST	,	Yes	415	415
Total Incidents for 11/27/2022 : 20							
11/28/2022 00:15	Premises Check	2022-00008215	801 SE LARCH AVE	,	No	415	415
11/28/2022 00:48	Premises Check	2022-00008216	1200 SE 12TH ST	,	No	415	415
11/28/2022 00:53	Public Works	2022-00008220	321 SE VALLEY DR	BUTLER, STEPHEN	No		
11/28/2022 05:33	Alarm	2022-00008217	1288 SE COMMERCIAL DR	COOKS SOLUTIONS, 011578	No	415	415
11/28/2022 06:13	Premises Check	2022-00008218	801 SE LARCH AVE	,	No	416	416
11/28/2022 06:59	Malicious Mischief	2022-00008219	629 S COLLEGE AVE	,	Yes	416	416
11/28/2022 07:57	Suspicious Activity	2022-00008222	WALLULA AVE / NE ROSE ST	OSBORN, TOM	No	CPPD	
11/28/2022 07:57	Traffic Stop	2022-00008221	E WHITMAN DR / NE ALPINE DR	,	No	416	416
11/28/2022 08:07	Premises Check	2022-00008223	1755 S COLLEGE AVE	,	No	416	416
11/28/2022 09:37	Premises Check	2022-00008224	1700 SE MEADOWBROOK BLVD	,	No	416	416
11/28/2022 09:37	Suspicious Activity	2022-00008225	801 SE DATE AVE 2	SHARP, TROY	No	412	412
11/28/2022 10:12	Malicious Mischief	2022-00008226	SE 3RD ST / SE LARCH AVE	SOLER, ANGELA	Yes	416	416
11/28/2022 11:10	Premises Check	2022-00008227	1100 NE C ST	,	No	416	416
11/28/2022 11:33	Theft	2022-00008228	623 S COLLEGE AVE	PARK, JAMES	No	412	412
11/28/2022 12:16	Citizen Contact	2022-00008229	543 SW ANGELINA LOOP	CRAIK, KRISTEN	No	416	416
11/28/2022 13:06	Premises Check	2022-00008230	31 SE ASH AVE	,	No	416	416
11/28/2022 13:12	Suspicious Activity	2022-00008231	205 SW 12TH ST	BENZIL, DEREK	No	412	412
11/28/2022 13:17	Animal Noise Complaint	2022-00008233	420 SE 5TH ST	CARIVEAU, FAYE	No	412	412
11/28/2022 13:25	Domestic Problem	2022-00008232	123 NW EARL LN	PLANTARIC, STEPHANIE	No	416	416
						412	412

Daily Incident Log



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From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/28/2022 13:27	Paper Service	2022-00008234	535 SE MOUNTAIN VIEW DR	SULLIVAN, SUZANNE	No	412	412
11/28/2022 13:42	Threats	2022-00008235	320 SE 4TH ST	SAAVEZRA, METTHALI	No	416	416
11/28/2022 14:16	Narcotics Call	2022-00008236	623 S COLLEGE AVE	,	Yes		
11/28/2022 15:37	Animal Call	2022-00008237	630 SW 3RD ST	HAYES, JUDY	Yes	416	416
11/28/2022 15:41	Malicious Mischief	2022-00008238	418 SE MOUNTAIN VIEW DR	ARMIJO, TONY	No	407	407
11/28/2022 15:55	APS Referral	2022-00008239	20 SE LARCH AVE	241318, APS ID	No	404	404
11/28/2022 18:43	Mental Health	2022-00008240	55 SW SILVERSTAR LN	PETERSON, SARAH	No	407	407
11/28/2022 21:22	Premises Check	2022-00008241	1700 SE MEADOWBROOK BLVD	,	No	415	415
						407	407
11/28/2022 21:52	Traffic Stop	2022-00008242	W WHITMAN DR / SW BADE AVE	,	No	415	415
11/28/2022 22:13	Suspicious Activity	2022-00008244	274 NW SCHNABEL LN	LEINBACH, JALENE	No	415	415
						407	407
11/28/2022 22:15	Citizen Contact	2022-00008243	801 SE LARCH AVE	,	No	404	404
Total Incidents for 11/28/2022 : 30							
11/29/2022 00:52	Citizen Contact	2022-00008245	1700 SE MEADOWBROOK BLVD	,	No	404	404
11/29/2022 04:11	911 Call	2022-00008246	435 SW 1ST ST	,	No		
11/29/2022 07:54	Accident Unknown Injury	2022-00008247	E WHITMAN DR / SE LARCH AVE	DEENEY, ANNETTE	Yes	409	409
11/29/2022 08:39	Code Enforcement	2022-00008248	119 SW 12TH ST	,	No	448	448
11/29/2022 09:13	Information Report	2022-00008249	31 SE ASH AVE	, FAVIOLA	No	CPPD	
11/29/2022 09:26	Animal Found	2022-00008251	231 NW RUBY LN	, BRIAN	No	448	448
						CPPD	
11/29/2022 09:27	Shoplifting	2022-00008250	1017 NE C ST	WARNER, TRACY	Yes	409	409
11/29/2022 10:08	Accident Non Injury	2022-00008252	349 NE MYRA RD	HANSON, CHERYL	No		
11/29/2022 12:17	Accident Hit and Run	2022-00008253	SW DOANS AVE / W WHITMAN DR	LARSON, JENNIFER	No	409	409
11/29/2022 13:14	Missing Person	2022-00008254	1571 W ROSE ST	DARROW, GRANT	No	409	409

Daily Incident Log



Print Date/Time: 12/05/2022 13:24
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From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/29/2022 14:52	Phone Message	2022-00008255	535 SE MOUNTAIN VIEW DR	SULLIVAN, SUZANNE	No	409	409
						404	404
11/29/2022 15:37	Premises Check	2022-00008256	31 SE ASH AVE	,	No	409	409
11/29/2022 17:38	Traffic Call	2022-00008257	E WHITMAN DR / NE LARCH AVE	MARTIN, SHARON	Yes	404	404
11/29/2022 18:03	Traffic Stop	2022-00008258	1100 NE C ST	,	No	431	431
11/29/2022 18:31	Phone Message	2022-00008259	625 S COLLEGE AVE	,	No	404	404
11/29/2022 18:50	Phone Message	2022-00008260	625 S COLLEGE AVE	,	No	404	404
11/29/2022 19:00	Traffic Stop	2022-00008261	1900 S COLLEGE AVE BLK	,	No	431	431
11/29/2022 19:13	Premises Check	2022-00008262	17 E WHITMAN DR	,	No	431	431
11/29/2022 19:13	Traffic Call	2022-00008263	S HWY 125 / TAUMARSON RD	BRUN, MCKENNA	No	404	404
11/29/2022 19:21	Traffic Stop	2022-00008264	NE C ST / NE REDWOOD PL	,	No	404	404
11/29/2022 20:27	Traffic Stop	2022-00008265	SE MEADOWBROOK BLVD / S HWY 125	,	Yes	415	415
						404	404
11/29/2022 21:11	Traffic Stop	2022-00008266	SE GARRISON VILLAGE WAY / SE WHIMBREL LOOP	,	No	431	431
11/29/2022 21:19	Citizen Contact	2022-00008267	757 SE MYRA RD	,	No	431	431
11/29/2022 21:38	Premises Check	2022-00008268	1700 SE MEADOWBROOK BLVD	,	No	415	415
Total Incidents for 11/29/2022 : 24							
11/30/2022 01:22	Theft	2022-00008269	962 NE BELROY ST	JONES, DORIS BLACKBURN	No	415	415
11/30/2022 09:18	Paper Service	2022-00008270	1263 SE FALBO DR	,	No	409	409
11/30/2022 09:38	Traffic Stop	2022-00008271	E WHITMAN DR / NE MULBERRY CT	,	No	409	409
11/30/2022 11:04	Parking Complaint	2022-00008272	TAUMARSON RD / SEDGWICK CT	,	No	448	448
11/30/2022 11:31	Traffic Stop	2022-00008273	S COLLEGE AVE / SE 12TH ST	,	No	409	409
11/30/2022 11:32	Disturbance	2022-00008274	1100 NE C ST	BEEBE, PRESTON	No	409	409
11/30/2022 13:17	Traffic Stop	2022-00008275	SE DATE AVE / SE 4TH ST	,	No		
11/30/2022 14:34	Fraud	2022-00008276	17 NW EARL LN	LAMBERT, NICK	Yes	409	409
11/30/2022 16:40	Animal Lost	2022-00008277	310 NE A ST	ENGLEHART, JOE	No	CPPD	

Daily Incident Log



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Disposition: All

From Date: 11/01/2022 00:00
To Date: 11/30/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
11/30/2022 16:54	Traffic Stop	2022-00008278	S COLLEGE AVE / SE LAMPERTI ST	,	No		
11/30/2022 17:24	Premises Check	2022-00008279	1100 NE C ST	,	No	417	417
11/30/2022 17:25	Disturbance	2022-00008280	1700 SE MEADOWBROOK BLVD	CHRIST, ALEXANDRA	No	419	419
						417	417
11/30/2022 17:36	Traffic Stop	2022-00008281	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/30/2022 17:38	Violation of Court Order	2022-00008282	535 SE MOUNTAIN VIEW DR	SULLIVAN, SUZANNE MARIE	Yes	417	417
11/30/2022 17:56	Premises Check	2022-00008283	1700 SE MEADOWBROOK BLVD	,	No	417	417
11/30/2022 17:58	Premises Check	2022-00008284	1700 SE MEADOWBROOK BLVD	,	No	419	419
11/30/2022 19:43	Phone Message	2022-00008285	535 SE MOUNTAIN VIEW DR	SULLIVAN, SUZANNE	No	417	417
11/30/2022 19:53	Premises Check	2022-00008286	919 SE LARCH AVE	,	No	417	417
11/30/2022 19:57	Premises Check	2022-00008287	225 SE DATE AVE	,	No	417	417
11/30/2022 19:58	Citizen Contact	2022-00008288	31 SE ASH AVE	,	No	419	419
						417	417
						410	410
11/30/2022 20:41	Traffic Stop	2022-00008289	E WHITMAN DR / NE LARCH AVE	,	No	419	419
11/30/2022 21:15	Violation of Court Order	2022-00008290	1200 SE BROADWAY AVE k	STAUFFER, RYAN JOSEPH	Yes	417	417
						406	406
						410	410
11/30/2022 21:29	Disturbance	2022-00008291	46.0466350000000000 - 118.3536279990000000	, STEPHANIE	No	419	419
						406	406
11/30/2022 22:14	Premises Check	2022-00008292	1700 SE MEADOWBROOK BLVD	,	No	417	417
						406	406
						410	410
11/30/2022 22:38	Traffic Stop	2022-00008293	NE MYRA RD / W ROSE ST	,	No	419	419
11/30/2022 23:53	Death Investigation	2022-00008294	945 NE CHELAN ST	SNARR, GARY	Yes	419	419
						417	417
						406	406

Daily Incident Log



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Login ID: mbarr
Disposition: All

From Date: 11/01/2022 00:00
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College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
Total Incidents for 11/30/2022 : 26							

Incident Activity Report



Print Date/Time: 12/05/2022 13:25
 Login ID: mbarr
 Layer: All
 Areas: All

From Date: 11/01/2022 00:00
 To Date: 11/30/2022 23:59

College Place Police Dept
 ORI Number: WA0360200
 Incident Type: All

Hour	SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		TOTAL	
	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%
24	4	0.5	3	0.3	4	0.5	9	1.0	2	0.2	1	0.1	4	0.5	27	3.1
1	5	0.6	0	0.0	0	0.0	5	0.6	2	0.2	2	0.2	2	0.2	16	1.8
2	2	0.2	1	0.1	3	0.3	0	0.0	9	1.0	10	1.2	7	0.8	32	3.7
3	1	0.1	1	0.1	0	0.0	0	0.0	2	0.2	0	0.0	0	0.0	4	0.5
4	1	0.1	0	0.0	1	0.1	2	0.2	0	0.0	0	0.0	3	0.3	7	0.8
5	2	0.2	3	0.3	0	0.0	0	0.0	1	0.1	0	0.0	2	0.2	8	0.9
6	8	0.9	8	0.9	5	0.6	1	0.1	2	0.2	3	0.3	7	0.8	34	3.9
7	3	0.3	8	0.9	4	0.5	2	0.2	6	0.7	1	0.1	3	0.3	27	3.1
8	3	0.3	4	0.5	9	1.0	2	0.2	3	0.3	5	0.6	1	0.1	27	3.1
9	2	0.2	4	0.5	13	1.5	9	1.0	3	0.3	6	0.7	2	0.2	39	4.5
10	2	0.2	6	0.7	12	1.4	3	0.3	5	0.6	5	0.6	8	0.9	41	4.7
11	8	0.9	7	0.8	4	0.5	7	0.8	4	0.5	1	0.1	6	0.7	37	4.3
12	7	0.8	7	0.8	5	0.6	1	0.1	2	0.2	5	0.6	0	0.0	27	3.1
13	10	1.2	11	1.3	7	0.8	2	0.2	3	0.3	4	0.5	5	0.6	42	4.8
14	0	0.0	12	1.4	7	0.8	4	0.5	2	0.2	2	0.2	5	0.6	32	3.7
15	4	0.5	9	1.0	5	0.6	4	0.5	4	0.5	4	0.5	3	0.3	33	3.8
16	4	0.5	7	0.8	9	1.0	16	1.8	14	1.6	3	0.3	3	0.3	56	6.4
17	3	0.3	4	0.5	6	0.7	18	2.1	5	0.6	8	0.9	4	0.5	48	5.5
18	3	0.3	1	0.1	9	1.0	3	0.3	14	1.6	8	0.9	4	0.5	42	4.8
19	6	0.7	2	0.2	13	1.5	12	1.4	7	0.8	9	1.0	4	0.5	53	6.1
20	5	0.6	6	0.7	7	0.8	11	1.3	4	0.5	9	1.0	4	0.5	46	5.3
21	7	0.8	10	1.2	22	2.5	15	1.7	10	1.2	11	1.3	13	1.5	88	10.1
22	7	0.8	9	1.0	15	1.7	13	1.5	9	1.0	3	0.3	7	0.8	63	7.2
23	3	0.3	5	0.6	2	0.2	7	0.8	10	1.2	5	0.6	8	0.9	40	4.6
Totals:	100	11.5	128	14.7	162	18.6	146	16.8	123	14.2	105	12.1	105	12.1	869	100.00

Permit Report

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Special Inspection

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0384.IN0003	Windsor Properties 1192 Constitution Dr SE 35-07-36-62-0306	ADULT FAMILY HOME		11/03/2022	66.00	
Contractor	My Caring Angels LLC, Alejandra Camerina					
Totals:	1				66.00	

Mechanical Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0394.MP0088	Paine Scott C. 111 6th St SE 35-07-36-60-0428	GAS PIPING DUE TO METER BEING MOVED		11/07/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0398.MP0089	Walla Walla Valley Academy 300 Academy Way SW 35-07-35-21-0102	HEAT PUMP		11/09/2022	100.00	100.00
Contractor	College Place HTG & A/C,					
2022.0402.MP0090	Marin Manuel 312 Spitzenburg St NE 35-07-25-52-3633	HEAT PUMP & AIR HANDLER		11/16/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0403.MP0091	Douglas Sharp Holdings, LLC, Shar 1010 Birch Ave SE 35-07-36-60-1318	GAS PIPING		11/16/2022	66.00	66.00
Contractor	Douglas Sharp Holdings, LLC, Sharp Douglas					
2022.0405.MP0092	NW Hillcrest Properties LLC, Hamby 1421 College Ave S #13 35-07-36-58-0101	HEAT PUMP		11/18/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0406.MP0093	Becker Becky 34 Spagnuolo Circle NW 35-07-26-60-0008	GAS FURNACE & AIR CONDITIONER		11/18/2022	132.00	132.00
Contractor	College Place HTG & A/C,					

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Mechanical Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0409.MP0094	Bigler Kent H & Andrea 1164 Sentry Dr SE 35-07-36-77-0001	HEAT PUMP & AIR HANDLER		11/22/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
Totals:	7				694.00	694.00

Plumbing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0382.PP0048	Lamar Jamey 323 B St NW 35-07-26-52-3984	INTERIOR REMODEL: PLUMBING	5,000.00	11/02/2022	122.30	122.30
Contractor	Smith Construction, LLC, Smith Cody					
2022.0392.PP0050	May Joshua 1431 Central Ave SE 35-07-36-58-0906	REPLACE SEWER SVC LINE FROM THE HOUSE TO CITY MAIN		11/07/2022	66.00	66.00
Contractor	R&W Excavation LLC, Richardson Taylor					
2022.0386.PP0049	Martnick, Nathan Barcenias, Summe 105 13th St SW 35-07-35-44-0031	REPLACE SEWER SVC FROM HOUSE TO CITY MAIN		11/07/2022	66.00	66.00
Contractor	R&W Excavation LLC, Richardson Taylor					
2022.0404.PP0051	Galan Josue & Traci L 714 Date Ave SE 35-07-36-60-0625	DIG UP SEWER FROM BACK OF HOUSE TO SIDEWALK IN DRIVEWAY, INSTALL 2 ONE WAY CLEANOUTS.		11/17/2022	66.00	66.00
Contractor	A-1 Plumbing,					
Totals:	4		5,000.00		320.30	320.30

Roofing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0381.RO0052	Madrigal Rafael 226 8th St SE 35-07-36-60-1125	REROOF		11/01/2022	270.50	270.50
Contractor	Madrigal Rafael					

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Roofing Permit**Permit Type:**

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0385.RO0053	Martinez Maria 911 Date Ave SE 35-07-36-60-1011	REROOF		11/04/2022	270.50	270.50
Contractor	J Lopez Construction					
2022.0390.RO0054	Waddle Richard P & Nicole D 518 Birch Ave SE 35-07-36-60-0422	REROOF		11/07/2022	138.50	
Contractor	Real Roofing, Alondra					
2022.0391.RO0055	Waddle Richard P & Nicole D 518 Birch Ave SE 35-07-36-60-0422	REROOF		11/07/2022	138.50	
Contractor	Real Roofing, Alondra					
2022.0395.RO0056	Wagner, Mabel 315 4th St SE 35-07-36-51-2127	REROOF		11/08/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					
2022.0397.RO0057	Kyle Kendall 1207 Dewey Dr SE 35-07-36-56-0211	REEROOF		11/09/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					
2022.0401.RO0059	Peterson Lauren 414 Mountain View Dr SE 35-07-36-58-0803	REROOF AREA ON SOUTH EAST SIDE		11/16/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					
2022.0407.RO0060	Paynter Lawrence & Carol 411 Elm Ave SE 35-07-36-52-0403	REROOF		11/21/2022	138.50	138.50
Contractor	Pina's Roofing, Pina Enrique					
2022.0408.RO0061	Prusia Eleanor 1037 Bade Ave SW 35-07-35-53-0009	rREROOF		11/21/2022	270.50	270.50
Contractor	Als Remodeling, Hernandez Al					

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Roofing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0410.RO0062	Lamar Jamey 319 B St NW 35-07-26-52-3984	REROOF		11/23/2022	138.50	
Contractor	PNW Real Estate Consulting, Krivosheenko Tim					

Totals: 10 1,781.00 1,365.50

Sign Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0380.SI0003	M.V. Investments, LLC, 1705 Meadowbrook Blvd SE 35-06-01-21-0082	INSTALL 2 LIGHTED WALL SIGNS MOVED FROM SUITE 1 TO SUITE 3		11/01/2022	150.00	150.00
Contractor	Cascade Sign & Fabrication, Fischer Joe					

Totals: 1 150.00 150.00

Solar Panels

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0400.SO0012	Horn Tomi 404 8th St SE 35-07-36-60-1016	ROOFTOP SOLAR		11/16/2022	101.50	101.50
Contractor	Hot Solar Solutions, Woody Troy					

Totals: 1 101.50 101.50

Report Summary

Permit Type:	Total Qty.	Total Valuation	Total Fees	Nov. Qty.	Nov. Valuation	Nov. Fees
Mechanical Permit	7		694.00	7		694.00
Plumbing Permit	4	5,000.00	320.30	4	5,000.00	320.30
Roofing Permit	10		1,781.00	10		1,781.00
Sign Permit	1		150.00	1		150.00
Solar Panels	1		101.50	1		101.50
Special Inspection	1		66.00	1		66.00

Report Summary

Permit Type:	Total Qty.	Total Valuation	Total Fees	Nov. Qty.	Nov. Valuation	Nov. Fees
	24	5,000.00	3,112.80	24	5,000.00	3,112.80



CITY OF COLLEGE PLACE

Community Development Department

625 South College Avenue
College Place, WA 99324
509-394-8522

November, 2022

Re: Facility Maintenance Report

November 1,
Fire Department; Condensate waste drain repair on water heater and boiler.

November 3,
Police Department; Replace the air filters in the two rooftop units.

November 7,
City Hall; Set clocks to Standard Time.
Fire Department; Heat plate bypass to reduce air handler loop pump pressures.

November 8,
Fire Department; HVAC and loop pump pressure monitoring.
Facilities report to Jon Rickard.

November 9,
Fire Department; HVAC and loop pressure monitoring.

November 10,
Fire Department, HVAC and loop pressure monitoring.

November 14,
City Hall; HVAC monitoring. Snow removal equipment prep.
COMDEV; HVAC startup in Jon Rickards office.
Fire Department; Resident women's bathroom water closet flush valve repair.

November 15,
City Hall; Snow and ice removal supply purchases.
Fire Department; HVAC and loop pressure monitoring. Men's restroom water closet flush valve repair. Loop pressure tank drain down and air recharge.

November 16,
Fire Department; HVAC and loop pressure monitoring.

November 17,
Fire Department; HVAC and loop pressure monitoring.

November 18,
Fire Department; HVAC and loop pressure monitoring. Bay radiant heater odor investigation.

November 21,
City Hall; HVAC monitoring.
Fire Department; HVAC, loop pressure and radiant heater monitoring.

November 22,
City Hall; Council chamber and lobby HVAC system reboot and thermostat adjustments.
Fire Department; HVAC, loop pressure and radiant heater monitoring. Boiler specifications for replacement bidding. Double check valve testing prep.

November 23,
Police Department; Treat entry walking surfaces for ice.
City Hall; Treat sidewalks for ice. Remove water from lobby floor and adjust drinking fountain bubbler height.
Fire Department; HVAC, loop pressure and radiant heater monitoring. Treat entry sidewalk for ice. Testing of double check valves in mechanical and riser rooms.

November 28,
City Hall; HVAC monitoring.
Fire Department; HVAC, loop pressure and radiant heater monitoring.

November 29,
City Hall Campus; Snow removal and ice treatment of all sidewalks.
Police Department; Light bulb replacement in carport.
Fire Department; HVAC, loop pressure and radiant heater monitoring.

November 30,
City Hall; HVAC monitoring.
Fire Department; HVAC, loop pressure and radiant heater monitoring.

Scott Hall, Building Official
City of College Place
shall@cpwa.us
509-394-8522

2022 Inspection Counts-Building Inspector

Date	Residential	Reinspect	Commercial	Reinspect	Investigation		Daily Total:
11/1/2022	8	2					10
11/2/2022	5				1		6
11/3/2022	4				1		5
11/4/2022	0	0	0	0	0		0
11/5/2022							0
11/6/2022							0
11/7/2022	10						10
11/8/2022	6						6
11/9/2022	8						8
11/10/2022	5						5
11/11/2022	HOLIDAY						0
11/12/2022							0
11/13/2022							0
11/14/2022	5						5
11/15/2022	4	2					6
11/16/2022	4	1			3		8
11/17/2022	9						9
11/18/2022	3	1			1		5
11/19/2022							0
11/20/2022							0
11/21/2022	3		2		1		6
11/22/2022	9	2	1				12
11/23/2022	3	1					4
11/24/2022	HOLIDAY						0
11/25/2022	HOLIDAY						0
11/26/2022							0
11/27/2022							0
11/28/2022	4				1		5
11/29/2022	1				2		3
11/30/2022	3	2	1				6
							0
							Monthly Total:
Totals:	94	11	4	0	10		119
Residential Total	105						
Commercial Total	4						

2022 Inspection Counts-Building Official

Date	Residential	Reinspect	Commercial	Reinspect	Investigation	Daily Total:
11/1/2022	3	2	0	0	1	6
11/2/2022	1	0	1	0	3	5
11/3/2022	1	0	0	0	2	3
11/4/2022	3	0	0	0	4	7
11/5/2022						0
11/6/2022						0
11/7/2022	3	0	0	0	4	7
11/8/2022	4	0	0	0	1	5
11/9/2022	2	0	1	0	3	6
11/10/2022	2	0	0	0	1	3
11/11/2022	Veterans Day					0
11/12/2022						0
11/13/2022						0
11/14/2022	1	1	0	0	2	4
11/15/2022	2	0	0	0	3	5
11/16/2022	5	0	0	0	6	11
11/17/2022	5	1	0	0	4	10
11/18/2022	Off					0
11/19/2022						0
11/20/2022						0
11/21/2022	0	0	3	0	4	7
11/22/2022	3	2	0	0	3	8
11/23/2022	0	0	0	0	3	3
11/24/2022	Holiday					0
11/25/2022	Holiday					0
11/26/2022						0
11/27/2022						0
11/28/2022	1	0	1	0	2	4
11/29/2022	2	0	3	0	4	9
11/30/2022	2	2	0	1	1	6
						0

Monthly

Total:

Totals:	40	8	9	1	51	109
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Residential

Total 48

Commercial

Total 10

Permit Report

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Accessory Dwelling Unit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0022.AD0001	Finkbiner Bob 354 Highland Park Dr SE 35-07-36-63-0218	MAIN FLOOR ACCESSORY DWELLING UNIT	20,500.00	01/31/2022	666.86	666.86
Contractor	Barber Construction, Barber Dave					
2022.0253.AD0002	Villegas Alberto & Elena 806 Date Ave SE 35-07-36-60-1139	ADU	198,317.21 Sq. Ft.: 1337	07/13/2022	4,568.54	4,568.54
Contractor	Villegas Alberto & Elena					
Totals:	2		218,817.21		5,235.40	5,235.40

Sq. Ft.

1,337

Boundary Line Adjustment

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0112.BO0001	Maiuri Marcus & Angie 429 12th St SW 35-07-35-43-0054	BLA		03/28/2022	100.00	100.00
Contractor	Maiuri Marcus & Angie					
2022.0133.BO0002	Chamberlain Charles B Irrev Trust, (C 995 Grandview Ave SW 35-07-35-42-0113	BLA		04/22/2022	100.00	100.00
Contractor	Chamberlain Charles B Irrev Trust, Quinn Marlilen					
2022.0154.BO0003	O'Flaherty Eric & Heather 865 Makiah Ct NE 35-07-25-79-0002	BLA		05/05/2022	100.00	100.00
Contractor	O'Flaherty Eric & Heather					
2022.0214.BO0004	James Shaw 116 Whitman Dr W 35-07-26-52-3928	BLA between 134, 128, 126, & 116 W Whitman Dr		06/21/2022	100.00	100.00
Contractor	PBS Engineering & Environmental,					
2022.0383.BO0005	Ordelheide Chad 838 Whispering Creek Ct. SE 35-07-36-07-0008	JOIN PARCEL TO LOT 11 VILLA TUSCANY ESTATES PERCEL 35-07-36-89-0011		11/03/2022	100.00	
Contractor	Ordelheide Chad					

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Boundary Line Adjustment

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
Totals:	5				500.00	400.00

Building Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0002.BP0001	Hamilton Douglas K & Sheryl E 959 Sentry Dr SE 35-07-36-71-0124	WINDOWS	1,500.00	01/07/2022	65.85	65.85
Contractor	Perfection Glass, Brooks Daniel					
2022.0006.BP0002	Lang Kuyler and Christie 976 Commodore PI SE 35-07-36-71-0215	FINISH BASMENT	45,000.00	01/11/2022	659.00	659.00
Contractor	Serl Construction, Serl Larry					
2022.0017.BP0003	Barnes Steve 404 Highland Park Dr SE 35-07-36-54-0201	EGRESS WINDOW	7,650.00	01/21/2022	334.53	334.53
Contractor	Lozanos Remodel LLC, Lozano Adan					
2022.0029.BP0004	Moon Sean 626 4th St SE 35-07-36-60-0111	BEST BARN	14,371.20 Sq. Ft.: 240	02/02/2022	512.40	512.40
Contractor	Moon Sean					
2022.0032.BP0005	Jacobson, Julie 719 Date Ave SE 35-07-36-60-0732	FRONT PORCH COVER	2,500.00	02/03/2022	207.48	207.48
Contractor	Jacobson, Julie					
2022.0033.BP0006	Hoalst Sharon 25 Tremont Dr NE 35-07-25-56-0213	REPAIR FIRE DAMAGE	60,000.00	02/04/2022	791.55	791.55
Contractor	Hoalst Sharon					
2022.0035.BP0007	Decker Richard S & Patricia E 919 Sentry Dr SE 35-07-36-70-0101	REMODEL BASEMENT	5,900.00	02/07/2022	283.71	283.71
Contractor	Decker Richard S & Patricia E					

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Building Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0037.BP0008	Fanning Roy 312 Redwood Pl NE 35-07-25-68-0009	COVERED PATIO	16,766.40 Sq. Ft.: 280	02/08/2022	563.22	563.22
Contractor	Eaton Construction Inc, Eaton Andrew					
2022.0049.BP0009	Rookstool Hanns 506 Date Ave SE 35-07-36-61-0312	PERGOLA CANOPY	3,527.00	02/17/2022	232.89	232.89
Contractor	CH Concrete LLC, Hayes Chad					
2022.0059.BP0010	Walla Walla University - AP, 322 1st St SW 35-07-35-51-0605	WALL SUPPORT	2,500.00	02/22/2022	157.48	157.48
Contractor	High Point Contracting, Heagy Joseph					
2022.0063.BP0011	Medica Gina 103 Mountain View Dr SE 35-07-36-58-0238	ROOF REPAIR	2,500.00	03/02/2022	207.48	207.48
Contractor	Salazar General Construction, Salazar Celestino					
2022.0069.BP0012	CTRAIN Enterprises INC, 125 8th St SE 35-07-36-60-0524	REMODEL	55,000.00	03/07/2022	2,034.86	2,034.86
Contractor	CTRAIN Enterprises INC,					
2022.0070.BP0013	Craik Aaron 317 8TH SE 35-07-36-60-0613	SIDING & WINDOWS AT 317, 319 & 321	8,800.00	03/08/2022	374.30	374.30
Contractor	Craik Aaron					
2022.0086.BP0014	Maiuri Marcus & Angie 359 12th St SW 35-07-35-43-0055	INTERIOR REMODEL	35,000.00	03/11/2022	949.81	949.81
Contractor	Maiuri Marcus & Angie					
2022.0087.BP0015	Bigler Kent H & Andrea 1168 Sentry Dr SE 35-07-36-77-0002	1168 SE Sentry Dr. Window Replacement	3,500.00	03/15/2022	113.40	113.40
Contractor	GK Prime Construction,					

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Building Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0089.BP0016	WMP Rentals LLC, Plugard Willie 70 Rose NE 35-07-25-70-0005	70 NE Rose St. Install 3 basement bedroom egress windows.	3,000.00	03/16/2022	98.00	98.00
Contractor	WMP Rentals LLC, Plugard Willie					
2022.0093.BP0017	Hedine Eric 1223 Central Ave SE 35-07-36-58-0736	1223 SE Central Ave. Basement remodel.	18,000.00	03/16/2022	861.13	861.13
Contractor	Hedine Eric					
2022.0113.BP0018	Montgomery C. Ross 461 Lambert Ave NE 35-07-25-52-2425	SHEETROCK BED & BATH VENT PLUMBING FIXTURE	1,500.00	04/07/2022	104.43	104.43
Contractor	Montgomery C. Ross					
2022.0114.BP0019	Medica Gina 103 Mountain View Dr SE 35-07-36-58-0238	INTERIOR REMODEL	2,500.00	04/08/2022	157.48	157.48
Contractor	Medica Gina					
2022.0120.BP0020	Maiuri Marcus & Angie 359 12th St SW 35-07-35-43-0055	WINDOWS & SIDING	30,000.00	04/13/2022	858.15	858.15
Contractor	Maiuri Marcus & Angie					
2022.0121.BP0021	Nelson Charles L & Myrna 1282 12th St SE 36-07-31-23-0063	KITCHEN REMODEL	85,000.00	04/13/2022	1,619.46	1,619.46
Contractor	Arrow Construction, Louderback Ken					
2022.0141.BP0022	Sulock Thomas 890 Parkside PI SE 35-07-36-79-0010	INTERIOR REMODEL AND ADDITION	100,000.00	04/26/2022	1,860.03	1,860.03
Contractor	Raffaele Exiana Design, Exiana Rexiana					
2022.0153.BP0023	Morales, Katrina & Rojelio 1502 Freedom PI SE 35-07-36-62-0110	MASTER BEDROOM / BATH / KITCHEN & 2 BATHROOMS REMODEL	138,000.00	05/05/2022	2,245.64	2,245.64
Contractor	519 DesignBuild LLC, Reese Robinson					

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Building Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0162.BP0025	Corona, Jose 307 Scenic View Dr SE 35-07-36-58-0323	SHED	13,413.12 Sq. Ft.: 224	05/06/2022	486.99	486.99
Contractor	Corona, Jose					
2022.0161.BP0024	Walla Walla University - AP, 313 Whitman Dr W 35-07-35-51-0611	INTERIOR REMODEL	15,000.00	05/06/2022	462.40	462.40
Contractor	4 Seasons Color, Moeller Greg					
2022.0165.BP0026	Peterson Laura 112 Davis Ave SW 35-07-35-52-4425	BATHROOM REMODEL	3,100.00	05/06/2022	182.89	182.89
Contractor	Settle In Construction, Settle Ken					
2022.0171.BP0027	Eichner Bonavee 308 2nd St SE 35-07-36-51-2128	REPAIR / REMODEL FROM WATER DAMAGE	95,000.00	05/17/2022	1,746.51	1,746.51
Contractor	Five Star Disaster Services, Cannone Vince					
2022.0176.BP0028	Herrera Jose 818 Birch Ave SE 35-07-36-60-1224	ADDITION	30,000.00	05/18/2022	858.15	858.15
Contractor	Herrera, J Augustin & Antonia					
2022.0182.BP0029	Walla Walla University - AP, 120 2nd St SE 35-07-36-51-1102	REMODEL BATHROOM AND KITCHEN	10,000.00	05/27/2022	335.35	335.35
Contractor	4 Seasons Color, Moeller Greg					
2022.0183.BP0030	Walla Walla University - AP, 105 Whitman Dr E 35-07-25-33-0057	FRONT DOOR	1,280.09	05/27/2022	93.37	93.37
Contractor	Walla Walla University - AP,					
2022.0186.BP0031	Colin Miguel 321 Lambert Ave NE 35-07-25-76-0002	INTERIOR REMODEL	10,000.00	06/01/2022	534.65	534.65
Contractor	Colin Miguel					

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Building Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0194.BP0032	Davis Steven & Janice 214 Maria St NW 35-07-26-77-0006	SHED	35,599.20 Sq. Ft.: 240	06/06/2022	968.14	968.14
Contractor	Davis Steven & Janice					
2022.0201.BP0033	Carnuck Josiah & Lauren 411 8th St SE 35-07-36-60-0740	SIDING	8,650.00	06/10/2022	309.94	309.94
Contractor	Carnuck Josiah & Lauren					
2022.0218.BP0034	Flores Laurie & Patrick 59 College Ave N 35-07-26-52-3901	REPLACE SIDING & WINDOWS	40,500.00	06/29/2022	614.56	614.56
Contractor	4 Seasons Color, Moeller Greg					
2022.0241.BP0035	Wahner, Velma 421 4th St SE 35-07-36-21-0056	BEDROOM WALLS AND FINISH	7,500.00	07/12/2022	284.53	284.53
Contractor	Serl Construction, Serl Larry					
2022.0251.BP0036	Walla Walla University - AP, 313 Whitman Dr W 35-07-35-51-0611	REMOVE AND REPLACE EXISTING PORCH	2,934.12 Sq. Ft.: 49	07/13/2022	157.48	157.48
Contractor	4 Seasons Color Inc, Moeller Greg					
2022.0252.BP0037	Johnson Paul 231 Whitman Dr E 35-07-25-56-0306	STORAGE SHED	14,371.20 Sq. Ft.: 240	07/13/2022	436.17	512.40
Contractor	Johnson Paul					
2022.0270.BP0038	McCoon Scott & Trina 332 Highland Park Dr SE 35-07-36-63-0207	SIDING/PORCH REPAIR/WINDOW	3,000.00	07/22/2022	157.48	157.48
Contractor	McCoon Scott & Trina					
2022.0274.BP0039	Mohedano Ceballos Virginia 134 12th St SE 35-07-36-58-0207	REMODEL (FINISH) HOME	29,000.00	07/27/2022	514.47	514.47
Contractor	Aspire Homes LLC,					

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Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0281.BP0040	Saldana Juan M & Fabiola S 26 6th St SE 35-07-36-60-0519	SIDING & SLIDING DOOR	2,000.00	08/03/2022	132.07	132.07
Contractor	Saldana Juan M & Fabiola S					
2022.0292.BP0041	KS Davis Design and Construction, 935 Sentry Dr SE 35-07-36-71-0127	REMODEL BATHS AND KITCHENS	50,000.00	08/10/2022	1,174.78	1,174.78
Contractor	KS Davis Design and Construction,					
2022.0306.BP0042	Ball Jonathan 661 1st St SW 35-07-35-68-0001	12' x 16' SHED	11,496.96 Sq. Ft.: 192	08/23/2022	436.17	436.17
Contractor	Ball Fred					
2022.0341.BP0043	Lamar Jamey 323 B St NW 35-07-26-52-3984	EXTENSIVE INTERIOR REMODEL	35,000.00	09/28/2022	899.81	899.81
Contractor	Smith Construction, LLC, Smith Cody					
2022.0350.BP0044	Bennett Matthew R & Shaunna R 1405 Broadway Ave SE 35-07-36-58-0401	CONVERT GARAGE INTO BEDROOM	5,000.00	09/29/2022	208.30	208.30
Contractor	Bennett Matthew R & Shaunna R					
2022.0354.BP0046	Koch Brenden & Melanie 223 6th St SW 35-07-35-60-2331	WINDOWS	6,972.00	10/05/2022	159.60	159.60
Contractor	Home Depot, Jamie Reed					
2022.0353.BP0045	Dixon Terry and Kathy 513 Highland Park Dr SE 35-07-36-13-0010	SIDING	4,000.00	10/05/2022	252.38	252.38
Contractor	Dixon Terry and Kathy					
2022.0368.BP0047	Stanger LaKatherine & Christopher 304 11th St SW 35-07-35-65-0105	SIDING & WINDOWS	10,000.00	10/18/2022	335.35	335.35
Contractor	Stanger LaKatherine & Christopher					

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Permit Type:

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2022.0374.BP0048	VGC Master Property Management 1068 Garrison Village Way SE 35-07-36-92-9901	STORAGE SHED 12'x24'	28,847.10	10/21/2022	839.82	839.82
Contractor	Lozanos Remodel LLC, Lozano Adan					
Totals:	48		1,115,178.39		27,873.64	27,949.87

Sq. Ft.

1,465

Commercial

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0005.CO0001	City of College Place Building, Hall 5 80 Maple Ave SE 35-07-25-43-0065	WELL HOUSE	1,206,500.00	01/10/2022	11,414.21	11,414.21
Contractor	Nelson Construction Corp, Nelson John					
2022.0010.CO0002	SJP, LLC, Mason, Justin Shulman, J 900 College Ave S 35-07-35-60-2521	HOT MAMAS	282,000.00	01/18/2022	3,675.38	3,675.38
Contractor	Pearce Moody Construction Co, Pearce Justin					
2022.0011.CO0003	EIG14T WA WALLA WALLA LLC, 1225 Commercial Dr SE 35-07-36-05-0003	UREGENT CARE FACILITY	659,509.50 Sq. Ft.: 4030	01/20/2022	7,273.53	7,273.53
Contractor	Stout Building Contractors, Ouderkirk Brian					
2022.0026.CO0004	Walla Walla University - AP, 100 4th St SW 35-07-35-51-0704	REMODEL CLASSROOM	220,000.00	02/02/2022	3,046.23	3,046.23
Contractor	Walla Walla University - AP,					
2022.0066.CO0005	Andy's Market 1117 College Ave S 35-07-36-60-1334	FRONT ENTRANCE REMODEL	5,000.00	03/03/2022	349.10	349.10
Contractor	Perfection Glass, Brooks Daniel					
2022.0067.CO0006	Andy's Market 1117 College Ave S 35-07-36-60-1334	FRONT ENTRANCE REMODEL	1,000.00	03/04/2022	137.89	137.89
Contractor	Andy's Market					

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Commercial**Permit Type:**

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0184.CO0007	M.V. Investments, Watts Travis 1605 Meadowbrook Blvd SE 35-06-01-21-0081	TENANT IMPROVEMENTS SUITE 4 & 5 = PERMIT AS 1 UNIT PER JRICKARD 5/18/22	4,500.00	05/27/2022	226.80	226.80
Contractor	M.V. Investments, Watts Travis					
2022.0191.CO0008	City of College Place Comm Develo 625 College Ave S 35-07-36-60-0508	COUNCIL CHAMBERS UPGRADE	675,000.00	06/03/2022	7,403.47	7,403.47
Contractor	Nelson Construction Corp, Nelson John					
2022.0197.CO0009	M.V. Investments, Watts Travis 1705 Meadowbrook Blvd SE 35-06-01-21-0082	TENANT IMPROVEMENTS OF VERIZON	145,000.00	06/07/2022	2,285.17	2,285.17
Contractor	M.V. Investments, Watts Travis					
2022.0308.CO0010	City of College Place Public Works, 55 Maple Ave SE 35-07-25-43-0066	SOLAR ARRAY-GROUND MOUNT	391,000.00	08/25/2022	4,781.46	4,781.46
Contractor	McKinstry Essention LLC, Lambarth Laine					
2022.0342.CO0011	City of College Place Public Works, 218 4th St SE 35-07-36-61-0318	FOR VERIZON WIRELESS TO MODIFY WIRELESS MOUNTS ON CITY WATER TOWER	10,000.00	09/28/2022	353.85	353.85
Contractor	Strata, Inc, Dehn Cheryl					
2022.0356.CO0012	Upper Columbia Mission Soc SDA, 212 4th St SW 35-07-35-51-1601	COMMERCIAL KITCHEN	115,000.00	10/07/2022	1,980.75	1,980.75
Contractor	Upper Columbia Mission Soc SDA,					
Totals:	12		3,714,509.50		42,927.84	42,927.84
		Sq. Ft.	4,030			

Demolition Permit**Permit Type:**

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0109.DP0001	Anderson Rental Properties, LLC, G 1015 College Ave S 35-07-36-60-1321	DEMO HOUSE & GARAGE		03/29/2022	72.50	72.50
Contractor	Bee Construction, Wirtzberger Jessica					

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Demolition Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0249.DP0002	Upper Columbia Mission Soc SDA, 1 700 Suncrest Terrace 35-07-35-24-0010	REMOVING 145 SQUARE FEET OF STRUCTURE		07/13/2022	72.50	72.50
Contractor	Dick's Construction, Phillips Richard					
2022.0298.DP0003	Clyde E Petersen Testamentary Tru 914 College Ave S 35-07-35-60-2530	DEMO HOUSE		08/17/2022	72.50	72.50
Contractor	Bee Construction, Wirtzberger Jessica					
Totals:	3				217.50	217.50

Franchise Agreement

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0321.FA0001	Ziply Fiber Pacific, LLC, Epley Jessi	NEW FRANCHISE		09/14/2022	5,000.00	5,000.00
Contractor	Ziply Fiber Pacific, LLC, Epley Jessica					
Totals:	1				5,000.00	5,000.00

Grading Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0009.GR0001	SJP, LLC, Mason, Justin Shulman, J 900 College Ave S 35-07-35-60-2521	HOT MAMAS	18,000.00	01/18/2022	347.50	347.50
Contractor	Pearce Moody Construction Co, Pearce Justin					
2022.0012.GR0002	EIG14T WA WALLA WALLA LLC, 1225 Commercial Dr SE 35-07-36-05-0003	UREGENT CARE FACILITY	633,437.51	01/20/2022	4,281.55	4,281.55
Contractor	Stout Building Contractors, Ouderkirk Brian					
2022.0275.GR0003	College Place Public Schools, Fry J 1755 College Ave S 35-06-01-22-0058	Bus Barn Parking Lot Expansion	83,482.00	06/29/2022	994.85	994.85
Contractor						

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Grading Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0340.GR0004	Walla Walla University - AP, 418 Davis Ave SW 35-07-35-60-1904	WEC parking lot	277,396.00	09/27/2022	2,212.75	2,212.75
Contractor	Royse Hydroseeding & Excavating,					
Totals:	4		1,012,315.51		7,836.65	7,836.65

Special Inspection

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0384.IN0003	Windsor Properties 1192 Constitution Dr SE 35-07-36-62-0306	ADULT FAMILY HOME		11/03/2022	66.00	
Contractor	My Caring Angels LLC, Alejandra Camerina					
Totals:	1				66.00	

Manufactured Home Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0290.MH0001	Country Estates 1461 Osprey Ln SE 35-07-36-43-0051	Manufactured Home Placement		08/09/2022	300.00	300.00
Contractor	Country Estates					
Totals:	1				300.00	300.00

Mechanical Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0001.MP0001	Waring Jessalyn 207 A St NE 35-07-25-57-0301	GAS FURNACE		01/03/2022	66.00	66.00
Contractor	College Place HTG & A/C,					

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Permit Type:

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2022.0003.MP0002	Davidson, Steve & Valerie 1402 Newgate Dr SE 35-07-36-97-0501	GAS FURNACE		01/07/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0007.MP0003	Lopez Hector Lopez-Macias 118 12th St SW 35-07-35-53-0004	2.5 TON HEAT PUMP & ELECTRIC FURNACE IN ATTIC		01/11/2022	132.00	132.00
Contractor	Campbell & Company, Jessica Castilleja					
2022.0018.MP0004	Reay, Don & Sue 950 Harvest Dr SE 35-06-01-52-0309	GAS FURNACE AND HEAT PUMP		01/27/2022	132.00	132.00
Contractor	Total Comfort Solutions LLC,					
2022.0024.MP0005	W T Grizell Trust, 1096 Garrison Village Way SE 35-07-36-96-0006	HEAT PUMP AND AIR HANDLER		01/31/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0025.MP0006	Clifton, Jerry & Brenda 531 4th St SE 35-07-36-65-0002	HEAT PUMP & AIR HANDLER		01/31/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0036.MP0007	Ornelas Ruben 915 Date Ave SE 35-07-36-60-1012	GAS PIPING FOR RANGE AND WATER HEATER		02/08/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0041.MP0008	Ruthven, Robert 607 Scenic View Dr SE 35-07-36-58-0821	GAS FURNACE		02/10/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0044.MP0009	Hoalst Sharon 25 Tremont Dr NE 35-07-25-56-0213	GAS FURNACE & AIR CONDITIONER		02/11/2022	132.00	132.00
Contractor	College Place HTG & A/C,					

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2022.0054.MP0011	Medica Gina 103 Mountain View Dr SE 35-07-36-58-0238	DUCTLESS HEAT PUMJP WITH 3 HEADS		02/17/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0050.MP0010	Griebel Delmar Francia & Terrie L 448 12th St SW 35-07-35-42-0128	SFR		02/17/2022	507.13	507.13
Contractor	Griebel Delmar Francia & Terrie L					
2022.0056.MP0012	Walla Walla University - AP, 21 Ash NE 35-07-25-33-0065	GAS WATER HEATER		02/18/2022	66.00	66.00
Contractor	Blaze 2 Blizzard, Zavala Anthony					
2022.0060.MP0013	Schafer Donald & Glenda 996 Admiral PI SE 35-07-36-01-0001	GAS FURNACE AND AIR CONDITIONER		02/22/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0062.MP0014	Williams Ian 325 Ash Ave NE 35-07-25-70-0004	DUCTLESS HEAT PUMP		03/01/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0071.MP0015	God Wink Properties, 227 Valley Dr SE 35-07-36-58-0619	GAS FURNACE & AIR CONDITIONER		03/08/2022	132.00	132.00
Contractor	Total Comfort Solutions LLC,					
2022.0074.MP0016	Preas Dan and Marva 809 Whispering Creek Ct. SE 35-07-36-07-0002	SFR		03/10/2022	437.02	437.02
Contractor	Aspire Homes LLC,					
2022.0095.MP0017	EIG14T WA WALLA WALLA LLC, 1225 Commercial Dr SE 35-07-36-05-0003	1225 SE Commercial Dr. HVAC installation.	98,926.43	03/17/2022	1,085.35	1,085.35
Contractor	Campbell & Company, Jessica Castilleja					

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2022.0100.MP0018	Vietz Gary 956 Garrison Dr SE 35-07-36-71-0201	HEAT PUMP & GAS FURNACE		03/21/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0101.MP0019	Spinoza Enterprises Real Estate LLC 615 College Ave S 35-07-36-60-0507	ELECTRIC FURNACE AND HEAT PUMP		03/21/2022	200.00	200.00
Contractor	Total Comfort Solutions LLC,					
2022.0102.MP0020	Rowe Janet 835 Spitzenburg St NE 35-07-25-52-2318	ELECTRIC WATER HEATER		03/22/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0107.MP0021	Regency At The Park 420 Myra Rd SE 36-07-31-91-0001	AC & GAS FURNACE RM #915		03/28/2022	200.00	200.00
Contractor	Grassi Refrigeration Serv Inc.,					
2022.0108.MP0022	Espinoza T.J. 258 Damson Pl NE B 35-07-25-58-0310	ELECTRIC FURNACE & HEAT PUMP		03/29/2022	132.00	132.00
Contractor	Total Comfort Solutions LLC,					
2022.0111.MP0023	Geoghegan Kathy 224 3rd St SE 35-07-36-51-2138	AIR CONDITIONER		04/06/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0116.MP0024	Regency At The Park 420 Myra Rd SE 36-07-31-91-0001	SAFETY VALVE ON GAS METER		04/08/2022	100.00	100.00
Contractor	Youngs Heating and Cooling, Young Erik					
2022.0122.MP0025	Rau Gerald & Heidi 521 Whitman Dr W 35-07-35-52-4431	TANKLESS GAS WATER HEATER		04/14/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					

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2022.0123.MP0026	Thonney Michael & Janice 1113 Falbo Dr SE 35-07-36-97-0102	GAS PIPING FOR THE HOMEOWNER'S RANGE		04/15/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0124.MP0027	Zagelow Robert L 108 C St NE Apt D 35-07-25-33-0043	ELECTRIC FURNACE / AIR CONDITIONER		04/15/2022	132.00	132.00
Contractor	Grassi Refrigeration Serv Inc.,					
2022.0125.MP0028	Deming Joan 324 Sprucewood Pl NE 35-07-25-67-0011	REPLACE FURNACE AND AIR CONDITIONER		04/18/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0130.MP0029	Ludwig Alan G & Patricia B 772 Heron Dr SE 35-07-36-88-0008	GAS FURNACE & AIR CONDITIONER		04/20/2022	132.00	132.00
Contractor	Total Comfort Solutions LLC,					
2022.0131.MP0030	Lemke Charlotte 753 Bedford Lp SE 35-07-36-48-0107	WATER HEATER		04/21/2022	66.00	66.00
Contractor	Sure Temp Mechanical LLC,					
2022.0135.MP0031	Preas Dan and Marva 808 Whispering Creek Ct. SE 35-07-36-07-0011	SFR		04/26/2022	472.07	472.07
Contractor	Aspire Homes LLC,					
2022.0147.MP0032	Goetzman #, Gordon B 140 Destito Ct NW 35-07-26-60-0022	GAS PKG UNIT		04/27/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0151.MP0033	Bais Don 843 Vintage Way SE 35-07-36-89-0006	GAS FURNACE AND HEAT PUMP		05/02/2022	132.00	132.00
Contractor	College Place HTG & A/C,					

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2022.0152.MP0034	Paddock, Roger 26 8th St SW 35-07-35-60-2416	GAS FURNACE		05/04/2022	66.00	66.00
Contractor	Grassi Refrigeration Serv Inc.,					
2022.0155.MP0035	Rogers Terence & Lydia 1097 Date Ave SE 35-07-36-60-1503	SFR		05/06/2022	327.24	327.24
Contractor	Eaton Construction Inc, Eaton Andrew					
2022.0167.MP0036	Gorashi Masood & Robin 366 Highland Park Dr SE 35-07-36-55-0205	GAS FURNACE		05/13/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0172.MP0037	Beck, Karrlayn 312 Highland Park Dr SE 35-07-36-63-0202	REPLACE GAS FURNACE & AC		05/17/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0173.MP0038	Schleer, Lee & Rosanne 930 Harvest Dr SE 35-06-01-52-0307	HEAT PUMP & GAS FURNACE		05/17/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0174.MP0039	Nelson Mindy 27 Mulberry Ct NE 35-07-25-71-0004	HEAT PUMP & FURNACE		05/17/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0185.MP0040	Cowl, Shirley 433 5th St SE 35-07-36-52-0302	GAS FURNACE & AC		06/01/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0195.MP0041	Warraen Carlene 718 Scenic View Dr SE 35-07-36-74-0102	REPLACE GAS FURNACE & AIR CONDITIONER		06/07/2022	132.00	132.00
Contractor	College Place HTG & A/C,					

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2022.0196.MP0042	Fisher Allen 857 Covey Ct SE 35-07-36-92-0022	REPLACE GAS FURNACE & AC		06/07/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0198.MP0043	Cahoon Robert 119 Valley Dr SE 35-07-36-58-0511	AIR HANDLER & HEAT PUMP		06/09/2022	132.00	132.00
Contractor	Campbell & Company, Jessica Castilleja					
2022.0200.MP0045	Carlin Roger 983 Brigade Pl SE 35-07-36-71-0218	REPLACE GAS FURNACE & AC		06/09/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0208.MP0047	Zaro Bruce 1019 Harvest Dr SE 35-06-01-52-0209	AC & Gas Furnace		06/16/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0209.MP0048	Walla Walla University - AP, 313 Whitman Dr W 35-07-35-51-0611	Ductless mini split with 2 indoor heads		06/16/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0210.MP0049	Wright J'Non 238 Damson Pl NE Apt B 35-07-25-58-0309	Heat Pump & AC - Unit B		06/23/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0219.MP0050	Kakazu Ron 425 Larch Ave SE 35-07-36-54-0203	Gas Furnace		06/29/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0221.MP0051	Templeton,, Steve and LeRae 303 Redwood Pl NE 35-07-25-68-0001	Gas Furnace & AC		06/29/2022	132.00	132.00
Contractor	College Place HTG & A/C,					

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2022.0227.MP0052	Crawford, Kenneth 1822 Bliss Ln SE 35-06-01-54-0012	REPLACE AIR CONDITIONER		07/07/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0229.MP0053	Granger, Barry 433 Stanford PI SE 35-07-36-67-0304	FURNACE/COOLER/DUCT WORK		07/07/2022	132.00	132.00
Contractor	Grassi Refrigeration Serv Inc.,					
2022.0230.MP0054	Goff Ray 960 Creekside Dr SE 35-07-36-96-0022	GAS FURNACE & AIR CONDITIONER		07/07/2022	132.00	132.00
Contractor	Total Comfort Solutions LLC,					
2022.0234.MP0055	Stokes Tom A 518 12th St SE 35-07-36-58-0711	FURNACE / AC		07/11/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0235.MP0056	Foster James 1103 Falbo Dr SE 35-07-36-97-0101	Furnace / AC		07/11/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0238.MP0057	Wiggins Ken 390 Highland Park Dr SE 35-07-36-54-0504	AC		07/11/2022	66.00	66.00
Contractor	Sure Temp Mechanical LLC,					
2022.0243.MP0058	Preas Dan and Marva 829 Whispering Creek Ct. SE 35-07-36-07-0004	SFR		07/12/2022	452.70	452.70
Contractor	Aspire Homes LLC,					
2022.0258.MP0059	Arnold, Jerry & Angela 722 8th St SE 35-07-36-66-0014	HEAT PUMP & AIR HANDLER		07/14/2022	132.00	132.00
Contractor	College Place HTG & A/C,					

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2022.0265.MP0060	Walla Walla University - AP, 128 2nd St SE 35-07-36-51-1101	SINGLE HEAD DUCTLESS MINI SPLIT		07/20/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0272.MP0062	Walla Walla Valley Academy 300 Academy Way SW 35-07-35-21-0102	SINGLE HEAD DUCTLESS MINI SPLIT		07/26/2022	100.00	100.00
Contractor	College Place HTG & A/C,					
2022.0271.MP0061	Reid Leonard 1421 Greeley St SW 35-07-35-73-0023	GAS WATER HEATER		07/26/2022	66.00	66.00
Contractor	J & J Plumbing of the Tri Cities, Garvin Wes					
2022.0273.MP0063	Zachrisson #, James 134 Whitman Dr W 35-07-26-52-3924	GAS WATER HEATER		07/26/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0277.MP0064	James Lamar 323 B St NW 35-07-26-52-3984	DUCTLESS HEAT PUMP		08/01/2022	66.00	66.00
Contractor	Youngs Heating and Cooling, Young Erik					
2022.0283.MP0065	Tabacco Terry 134 Scenic View Dr SE 35-07-36-58-0439	GAS FURNACE AND AC		08/04/2022	132.00	132.00
Contractor	Total Comfort Solutions LLC,					
2022.0284.MP0066	Flores Jesse A 17 Evans Ave SW 35-07-35-52-4437	SINGLE HEAD MINI SPLIT IN GARAGE		08/04/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0285.MP0067	Varnell, Dan 846 Tuscany Dr SE 35-07-36-89-0012	GAS FURNACE & AC		08/04/2022	132.00	132.00
Contractor	College Place HTG & A/C,					

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2022.0287.MP0068	Brannon Frank 1036 Crestlane Dr SE 35-07-36-49-0015	GAS FURNACE AND AC		08/05/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0289.MP0069	Wright J'Non 238 Damson PI NE Apt D 35-07-25-58-0309	HEAT PUMP & AIR HANDLER		08/08/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0291.MP0070	Austin Lijuana 1145 Sentry Dr SE 35-07-36-85-0001	GAS PIPING TO RANGE		08/09/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0294.MP0071	Johnson Melissa 1134 Vista PI SE 35-07-36-93-0002	FURNACE & AC		08/11/2022	132.00	132.00
Contractor	Grassi Refrigeration Serv Inc.,					
2022.0295.MP0072	Gospel Outreach 712 C St NE 35-07-25-58-0404	AIR CONDITIONER		08/15/2022	100.00	100.00
Contractor	College Place HTG & A/C,					
2022.0300.MP0073	Walla Walla Valley Academy 300 Academy Way SW 35-07-35-21-0102	REPLACE PACKAGE UNIT		08/18/2022	100.00	100.00
Contractor	College Place HTG & A/C,					
2022.0305.MP0074	Guglielmelli Pauline 580 Rose NE St 35-07-25-52-2429	GAS FURNACE & AC		08/19/2022	132.00	132.00
Contractor	Grassi Refrigeration Serv Inc.,					
2022.0316.MP0075	Myers #, Guy & Jacquie 349 Fernwood PI NE 35-07-25-64-0017	HEAT PUMP & GAS FURNACE		09/06/2022	132.00	132.00
Contractor	College Place HTG & A/C,					

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2022.0317.MP0076	Bowes Rick & Sharman 126 6th St SW 35-07-35-60-1711	GAS FURNACE & AC		09/06/2022	132.00	132.00
Contractor	Grassi Refrigeration Serv Inc.,					
2022.0318.MP0077	Toon Phil 1007 Sentry Dr SE 35-07-36-71-0123	GAS FURNACE		09/08/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0326.MP0078	Mertens Thomas 709 Date Ave SE 35-07-36-60-0711	HEAT PUMP & AIR HANDLER		09/16/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0346.MP0080	Rose, George 102 6th St SW 35-07-35-60-1709	FURNACE		09/28/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0348.MP0081	Simons Richard JR & Marjorie 965 Ensign Pl SE 35-07-36-71-0206	GAS FURNACE		09/29/2022	66.00	66.00
Contractor	College Place HTG & A/C,					
2022.0351.MP0082	Oltman Joshua 1100 College Ave S #3 35-07-35-60-2809	HEAT PUMP & AIR HANDLER		10/04/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0352.MP0083	Lewis Cameron & Jennifer 253 Schnabel Ln NW 35-07-26-72-0006	GAS FURNACE & AC		10/04/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0357.MP0084	Walla Walla University, 108 3rd St SE 35-07-36-51-2004	GAS FURNACE & AC		10/07/2022	132.00	132.00
Contractor	College Place HTG & A/C,					

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2022.0358.MP0085	Le Fore Olson Sandra 1090 Garrison Village Way SE 35-07-36-96-0005	GAS FURNACE		10/10/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0367.MP0086	College Place Public Schools, Fry J 1755 College Ave S 35-06-01-22-0058	REPLACE CONDENSING UNITS FOR (1) WALK IN COOLER AND (1) WALK IN FREEZER		10/18/2022	200.00	200.00
Contractor	Grassi Refrigeration Serv Inc.,					
2022.0376.MP0087	Walla Walla University - AP, 21 Ash NE 35-07-25-33-0065	FURNACE & AC		10/24/2022	132.00	132.00
Contractor	Blaze to Blizzard, Avalos Anthony					
2022.0394.MP0088	Paine Scott C. 111 6th St SE 35-07-36-60-0428	GAS PIPING DUE TO METER BEING MOVED		11/07/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2022.0398.MP0089	Walla Walla Valley Academy 300 Academy Way SW 35-07-35-21-0102	HEAT PUMP		11/09/2022	100.00	100.00
Contractor	College Place HTG & A/C,					
2022.0402.MP0090	Marin Manuel 312 Spitzenburg St NE 35-07-25-52-3633	HEAT PUMP & AIR HANDLER		11/16/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0403.MP0091	Douglas Sharp Holdings, LLC, Shar 1010 Birch Ave SE 35-07-36-60-1318	GAS PIPING		11/16/2022	66.00	66.00
Contractor	Douglas Sharp Holdings, LLC, Sharp Douglas					
2022.0405.MP0092	NW Hillcrest Properties LLC, Hamby 1421 College Ave S #13 35-07-36-58-0101	HEAT PUMP		11/18/2022	66.00	66.00
Contractor	Total Comfort Solutions LLC,					

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2022.0406.MP0093	Becker Becky 34 Spagnuolo Circle NW 35-07-26-60-0008	GAS FURNACE & AIR CONDITIONER		11/18/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
2022.0409.MP0094	Bigler Kent H & Andrea 1164 Sentry Dr SE 35-07-36-77-0001	HEAT PUMP & AIR HANDLER		11/22/2022	132.00	132.00
Contractor	College Place HTG & A/C,					
Totals:	91		98,926.43		12,367.51	12,367.51

Pool Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0023.PO0001	Pierce Matt 92 Doans Ave SW 35-07-35-69-0004	INGROUND SWIMMING POOL	20,000.00	01/31/2022	639.45	639.45
Contractor	B & B Pools,					
2022.0040.PO0002	Lopez Elden D & Alisa C 977 Commodore PI SE 35-07-36-71-0213	INGROUND SWIMMING POOL	20,000.00	02/09/2022	639.45	639.45
Contractor	B & B Pools,					
2022.0276.PO0003	Burnham Halle 33 Hadley Way NE 35-07-25-78-0211	SWIM SPA	5,000.00	08/01/2022	258.95	258.95
Contractor	Burnham Halle					
Totals:	3		45,000.00		1,537.85	1,537.85

Plumbing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0019.PP0001	Masden Martha L 33 Tremont Dr NE 35-07-25-56-0209	WATER SERVICE LINE		01/28/2022	66.00	66.00
Contractor	Vixie Construction, Vixie James					

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2022.0027.PP0002	Hardin Matthew 1101 Broadway Ave SE 35-07-36-60-1306	SEWER SVC LINE		02/02/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0031.PP0004	Reedy Dallas 502 Whitman Dr W 35-07-26-52-4008	REPLACE WATER LINE		02/02/2022	66.00	66.00
Contractor	Settle In Construction, Settle Ken					
2022.0038.PP0005	Thomas Alan 121 3rd St SE 35-07-36-51-1109	REPLACE SEWER SVC LINE		02/09/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0039.PP0006	Dawson Jeremiah 210 Rose St NE 35-07-25-52-3521	REPLACE SEWER SVC LINE		02/09/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0045.PP0007	Dull William 426 Birch Ave SE 35-07-36-60-0427	REPLACE WATER LINE		02/11/2022	66.00	66.00
Contractor	Zaco Construction,					
2022.0051.PP0008	Griebel Delmar Francia & Terrie L 448 12th St SW 35-07-35-42-0128	SFR		02/17/2022	507.13	507.13
Contractor	Griebel Delmar Francia & Terrie L					
2022.0057.PP0009	Strampher, Sandee 115 8th St SE 35-07-36-60-0526	REPLACE SEWER SVC LINE		02/18/2022	66.00	66.00
Contractor	A-1 Plumbing,					
2022.0061.PP0010	Ornelas Ruben 915 Date Ave SE 35-07-36-60-1012	INTERIOR REMODEL		02/23/2022	71.21	71.21
Contractor	A-1 Plumbing,					

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2022.0064.PP0011	Saldana Juan M & Fabiola S 26 6th St SE 35-07-36-60-0519	UNDERGROUND IRRIGATION		03/02/2022	66.00	66.00
Contractor	Saldana Juan M & Fabiola S					
2022.0072.PP0012	Myers Dianne 316 4th St SE 35-07-36-60-0308	REPLACE SEWER SVC LINE		03/08/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0075.PP0013	Preas Dan and Marva 809 Whispering Creek Ct. SE 35-07-36-07-0002	SFR		03/10/2022	437.02	437.02
Contractor	Aspire Homes LLC,					
2022.0088.PP0014	Rookstool Hanns 506 Date Ave SE 35-07-36-61-0312	506 SE Date. Irrigation system backflow prevention devise.		03/16/2022	66.00	66.00
Contractor	Rookstool Hanns					
2022.0090.PP0015	Stokes Tom A 518 12th St SE 35-07-36-58-0711	SEWER LINE REPLACEMENT		03/16/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0098.PP0016	Harrison Melissa 405 8th St SE 35-07-36-60-0739	SEWER LINE REPLACEMENT		03/18/2022	66.00	66.00
Contractor	Johnson Custom Farming & Excavating, Mike Johnson					
2022.0105.PP0017	Skyway Apartments 204 12th St SE 35-07-36-58-0208	IRRIGATION SYSTEM		03/24/2022	66.00	66.00
Contractor	Andrews Irrigation Repair, Torrey Andrew					
2022.0115.PP0018	Peterson Laura 112 Davis Ave SW 35-07-35-52-4425	BATH & KITCHEN		04/08/2022	66.00	66.00
Contractor	Settle In Construction, Settle Ken					

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2022.0118.PP0019	Hernandez Aaron & Norma 805 4th St SE 35-07-36-54-0102	REPLACING WATERLINE FROM METER TO HOUSE		04/12/2022	66.00	66.00
Contractor	A-1 Plumbing,					
2022.0136.PP0021	Preas Dan and Marva 808 Whispering Creek Ct. SE 35-07-36-07-0011	SFR		04/26/2022	472.07	472.07
Contractor	Aspire Homes LLC,					
2022.0144.PP0022	Kleffer Jennifer 104 8th St SE 35-07-36-60-1220	WATER SVC REPLACEMENT		04/27/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0145.PP0023	Xiao Li Rong 1253 Falbo Dr SE 35-07-36-97-0407	UNDERGROUND SPRINKLERS		04/27/2022	66.00	66.00
Contractor	Xiao Li Rong					
2022.0149.PP0024	Coffeen, Nathanael & Janalee 515 Bade Ave SW 35-07-35-60-1713	REPLACE SEWER SVC FROM HOUSE TO CITY MAIN		04/29/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0156.PP0025	Rogers Terence & Lydia 1097 Date Ave SE 35-07-36-60-1503	SFR		05/06/2022	327.24	327.24
Contractor	Eaton Construction Inc, Eaton Andrew					
2022.0169.PP0026	Simons Richard JR & Marjorie 220 Rose NE 35-07-25-52-3519	REPLACE SEWER SVC FROM HOUSE TO CITY STUB BEHIND SIDEWALK		05/13/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0203.PP0027	Harral Don 27 6th St SW 35-07-35-60-2401	REPLACE SEWER SERVICE FROM HOUSE TO CITY MAIN		06/10/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					

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2022.0213.PP0028	Zagelow Robert L 108 C St NE Apt D 35-07-25-33-0043	Replace water service line, meter to building.		06/20/2022	66.00	
Contractor	Richardson Excavation, Richardson Jay					
2022.0226.PP0029	Wren Joseph and Cheryl 966 Brentwood Pl SE 35-07-36-66-0011	IRRIGATION SYSTEM		07/07/2022	66.00	66.00
Contractor	Wren Joseph and Cheryl					
2022.0231.PP0030	Eichner Bonavee 308 2nd St SE 35-07-36-51-2128	IRRIGATION SYSTEM		07/07/2022	66.00	66.00
Contractor	Andrews Irrigation Repair, Torrey Andrew					
2022.0244.PP0031	Preas Dan and Marva 829 Whispering Creek Ct. SE 35-07-36-07-0004	SFR		07/12/2022	452.70	452.70
Contractor	Aspire Homes LLC,					
2022.0260.PP0032	Clarke Carol A 706 5th St SE 35-07-36-59-0014	REPLACE SEWER SVC LINE FROM HOUSE TO CITY MAIN ON SE HILLCREST DR		07/14/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0268.PP0033	Knight Nicholas 217 C St NE 35-07-25-52-3502	REPLACE SEWER SVC LINE FROM HOUSE TO CITY STUB		07/20/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0304.PP0035	Schultz Meghan & Tyven 928 Birch Ave SE 35-07-36-60-1227	REPLACE SEWER SVC FROM HOUSE TO CITY MAIN		08/19/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0301.PP0034	Hewitt, Joseph 129 9th St SW 35-07-35-60-2505	IRRIGATION SYSTEM		08/19/2022	66.00	66.00
Contractor	Hewitt, Joseph					

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2022.0313.PP0036	Lepiane, Dennis & Carol 621 8th St SE 35-07-36-60-0806	IRRIGATION SYSTEM		08/30/2022	66.00	66.00
Contractor	STACEY & SON LANDSCAPING LLC, Towslee Stacey					
2022.0319.PP0037	Brunot Kevin 209 Birch Ave SE 35-07-36-51-2101	INTERIOR OF HOME SEWER REPLACEMENT		09/13/2022	66.00	66.00
Contractor	Roto Rooter, Emblem Brooklynne					
2022.0320.PP0038	Brunot Kevin 209 Birch Ave SE 35-07-36-51-2101	EXTERIOR OF HOME SEWER LINE REPLACEMENT		09/13/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0324.PP0039	Saldana Sergio 307 Cottonwood Ln NE 35-07-25-52-3527	IRRIGATION SYSTEM		09/15/2022	66.00	66.00
Contractor	Saldana Sergio					
2022.0333.PP0040	Piercy Bob & Jan 227 11th St SE 35-07-36-57-0107	EVACUATE AND REPLACE SEWER MAIN		09/21/2022	66.00	66.00
Contractor	A-1 Plumbing,					
2022.0343.PP0041	Kimes Donald 327 6th St SW 35-07-35-60-2316	IRRIGATION SYSTEM		09/28/2022	66.00	66.00
Contractor	Kimes Donald					
2022.0349.PP0042	Andy's Market 1117 College Ave S 35-07-36-60-1334	RECONNECTION OF CONDENSATE LINES	7,500.00	09/29/2022	168.50	168.50
Contractor	Tektoniks Corp.,					
2022.0365.PP0043	Rudolf, LaVerne M. 720 5th St SE 35-07-36-59-0011	REPLACE SEWER		10/17/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					

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2022.0369.PP0044	Mayne Marilyn 212 4th St SE 35-07-36-60-0324	REPLACE ORANGEBURG LINE		10/18/2022	66.00	66.00
Contractor	A-1 Plumbing & Emergency Rooter,					
2022.0371.PP0045	Flud, James 608 Mountain View Dr SE 35-07-36-58-0816	REPLACE SEWER		10/19/2022	66.00	66.00
Contractor	Johnson Custom Farming & Excavating, Johnson Mlke					
2022.0372.PP0046	Raffi Karnik Soghomonian, Garabed 213 12th St SE 35-07-36-57-0213	REPLACE SEWER		10/19/2022	66.00	66.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0373.PP0047	Yaw Randy 721 College Ave S 35-07-36-60-0513	IRRIGATION SYSTEM		10/20/2022	66.00	66.00
Contractor	Mario's Yard Care, Aguayo Mario					
2022.0382.PP0048	Lamar Jamey 323 B St NW 35-07-26-52-3984	INTERIOR REMODEL: PLUMBING	5,000.00	11/02/2022	122.30	122.30
Contractor	Smith Construction, LLC, Smith Cody					
2022.0392.PP0050	May Joshua 1431 Central Ave SE 35-07-36-58-0906	REPLACE SEWER SVC LINE FROM THE HOUSE TO CITY MAIN		11/07/2022	66.00	66.00
Contractor	R&W Excavation LLC, Richardson Taylor					
2022.0386.PP0049	Martnick, Nathan Barcenas, Summe 105 13th St SW 35-07-35-44-0031	REPLACE SEWER SVC FROM HOUSE TO CITY MAIN		11/07/2022	66.00	66.00
Contractor	R&W Excavation LLC, Richardson Taylor					
2022.0404.PP0051	Galan Josue & Traci L 714 Date Ave SE 35-07-36-60-0625	DIG UP SEWER FROM BACK OF HOUSE TO SIDEWALK IN DRIVEWAY, INSTALL 2 ONE WAY CLEANOUTS.		11/17/2022	66.00	66.00
Contractor	A-1 Plumbing,					

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Totals:	49		12,500.00		5,264.17	5,198.17

Preliminary Plat

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0215.PR0001	J & J Kelly Construction, Inc, 418 12th St SW 35-07-35-42-0131	Deer Meadows 11 Lot Preliminary Plat		06/22/2022	900.00	900.00
Contractor	J & J Kelly Construction, Inc,					
Totals:	1				900.00	900.00

Short Plat

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0132.PS0001	HLS Trust, Shaw Tom 880 C St NE 35-07-25-43-0045	SHORT PLAT		04/22/2022	400.00	400.00
Contractor	HLS Trust, Shaw Tom					
2022.0396.PS0002	Douglas Sharp Holdings, LLC, Shar 1010 Birch Ave SE 35-07-36-60-1318	DIVIDE LOT 1 OF BLOCK 13 OF COLLEGE PLACE NO. 2 PLAT INTO 2 LOTS		11/08/2022	400.00	400.00
Contractor	Douglas Sharp Holdings, LLC, Sharp Douglas					
Totals:	2				800.00	800.00

Roofing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0034.RO0001	Aberle Brandon J. 704 Evans Ave SW 35-07-35-60-2219	REROOF		02/07/2022	138.50	138.50
Contractor	VW Quality Roofing LLC, Venegas Jesus					

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Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0043.RO0002	Rechberger, Yvonne I. 624 Mockingbird Dr SE 35-07-36-74-0305	REROOF		02/11/2022	138.50	138.50
Contractor	Pinas Roofing, Pina Enrique					
2022.0047.RO0003	Reed Noemi 15 8th St SE 35-07-36-60-0521	REROOF		02/15/2022	138.50	138.50
Contractor	Pina's Roofing,					
2022.0055.RO0004	Clarke Carol A 706 5th St SE 35-07-36-59-0014	REROOF		02/17/2022	138.50	138.50
Contractor	Eminent Roofing Inc, Torres Jr Hector					
2022.0085.RO0005	Wise Todd 1230 Dewey Dr SE 35-07-36-56-0107	REROOF		03/10/2022	138.50	138.50
Contractor	Wise Todd					
2022.0096.RO0006	Lesmeister, Todd & Teri 846 Marine Dr SE 35-07-36-70-0302	846 SE Marine Dr. Reroof.		03/17/2022	138.50	138.50
Contractor	Padilla Construction,					
2022.0106.RO0008	Quezada Jose 1224 Central Ave SE 35-07-36-58-0220	REROOF		03/25/2022	138.50	138.50
Contractor	Quezada Jose					
2022.0110.RO0009	Denney, Marvin 30 Tremont Dr NE 35-07-25-56-0113	REROOF		04/01/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					
2022.0119.RO0010	Paddock, Roger 26 8th St SW 35-07-35-60-2416	REROOF		04/13/2022	138.50	138.50
Contractor	VW Quality Roofing LLC, Jesus Venegas					

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2022.0126.RO0011	Peace of Home LLC, 429 College Ave S 35-07-36-60-0418	REROOF		04/18/2022	138.50	138.50
Contractor	MR General Construction, Ruiz Mario					
2022.0146.RO0012	Paynter, Lawrence & Carol 311 Highland Park Dr SE 35-07-36-63-0101	REROOF		04/27/2022	138.50	138.50
Contractor	Pinas Roofing, Pina Enrique					
2022.0163.RO0013	Arellano Veronica 805 Marine Dr SE 35-07-36-70-0210	REROOF TO ALSO INCLUDE 801 SE MARINE DR		05/06/2022	138.50	138.50
Contractor	Arellano Veronica					
2022.0175.RO0014	Vasquez Jorge 117 Scenic View Dr SE 35-07-36-58-0335	REROOF		05/17/2022	138.50	138.50
Contractor	Vasquez Jorge					
2022.0177.RO0015	Case Robert 817 Cedar Ave SE 35-07-36-60-1102	REROOF		05/19/2022	138.50	138.50
Contractor	Golden Touch Construction, Perez Julian					
2022.0178.RO0016	Caton Walt 308 Scenic View Dr SE 35-07-36-58-0416	REROOF		05/19/2022	138.50	
Contractor	Silver Star Construction, Gonzalez Fred					
2022.0180.RO0017	Colin Miguel 321 Lambert Ave NE 35-07-25-76-0002	REROOF		05/20/2022	138.50	138.50
Contractor	Colin Miguel					
2022.0187.RO0018	Siebe Amy 288 Deccio Rd NE 35-07-25-59-0205	REROOF		06/02/2022	138.50	138.50
Contractor	R & Z Roofing & Gutters LLC, Fry Zachary					

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2022.0192.RO0019	Johnson, Betty 291 Deccio Rd NE 35-07-25-43-0063	REROOF		06/06/2022	138.50	138.50
Contractor	Real Roofing,					
2022.0205.RO0020	Blake Sandi 615 Birch Ave SE 35-07-36-60-0611	REROOF FOR BOTH 615 & 619		06/16/2022	138.50	138.50
Contractor	VW Quality Roofing LLC, Jesus Venegas					
2022.0211.RO0021	Eichner, Don 308 2nd St SE 35-07-36-51-2128	REROOF		06/23/2022	138.50	138.50
Contractor	Palmer Roofing,					
2022.0220.RO0022	Myers #, Guy & Jacquie 349 Fernwood PI NE 35-07-25-64-0017	Re-roof - composition		06/29/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					
2022.0222.RO0023	Stokes Tom A 518 12th St SE 35-07-36-58-0711	Flat Roof		06/30/2022	138.50	138.50
Contractor	VW Quality Roofing LLC, Jesus Venegas					
2022.0233.RO0024	Wentland, Shirley 224 12th St SE 35-07-36-58-0213	REROOF		07/08/2022	138.50	138.50
Contractor	Wentland, Shirley					
2022.0236.RO0025	Walla Walla University - AP, 120 2nd St SE 35-07-36-51-1102	REROOF		07/11/2022	138.50	138.50
Contractor	Elsom Roofing Inc, More Scot					
2022.0237.RO0026	Walla Walla University - AP, 313 Whitman Dr W 35-07-35-51-0611	REROOF		07/11/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					

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2022.0239.RO0027	Pewitt Braden 1347 4th St SW 35-07-35-73-0035	REROOF		07/12/2022	138.50	138.50
Contractor	VW Quality Roofing LLC, Venegas Jesus					
2022.0240.RO0028	Borth, Shaun &Sandra 1048 Creekside Dr SE 35-07-36-88-0044	REROOF		07/12/2022	138.50	138.50
Contractor	Real Roofing,					
2022.0250.RO0029	Walters, Alvern 736 Landen Dr SE 35-07-36-74-0201	REROOF		07/13/2022	138.50	138.50
Contractor	Dabella Exteriors, Dickison Mica					
2022.0278.RO0030	Deccio Pam 220 Maple Ave NE 35-07-25-43-0013	REROOF		08/01/2022	138.50	138.50
Contractor	Elsom Roofing Inc, More Scot					
2022.0279.RO0031	Deccio Pam 279 Maple Ave NE 35-07-25-61-0108	REROOF		08/03/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					
2022.0293.RO0032	Cole Bryce 632 4th St SW 35-07-35-52-4520	REROOF		08/10/2022	138.50	138.50
Contractor	Cole Bryce					
2022.0296.RO0033	Shelton Living Trust Nancy 730 8th St SE 35-07-36-60-0901	REROOF		08/15/2022	138.50	138.50
Contractor	Browning Construction LLC, Browning Seth					
2022.0297.RO0034	Scully Brent 229 Sunny Dr SE 35-07-36-58-0426	REROOF		08/16/2022	138.50	138.50
Contractor	Scully Brent					

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2022.0299.RO0035	Fuentealba Glenda 964 Ensign Pl SE 35-07-36-71-0209	REROOF		08/18/2022	138.50	138.50
Contractor	America's Construction,					
2022.0302.RO0036	Nostdal, Jim 721 4th St SE 35-07-36-65-0007	REROOF		08/19/2022	138.50	138.50
Contractor	Elsom Roofing Inc, More Scot					
2022.0311.RO0038	Scott, Kraig & Julie 966 Ensign Pl SE 35-07-36-71-0208	REROOF		08/29/2022	138.50	138.50
Contractor	MR General Construction, Ruiz Mario					
2022.0315.RO0039	Forsyth, Jim N 1227 Constitution Dr SE 35-07-36-62-0217	REROOF		09/06/2022	138.50	138.50
Contractor	R & Z Roofing & Gutters LLC, Fry Zachary					
2022.0323.RO0040	Lamar Jamey 323 B St NW 35-07-26-52-3984	REROOF		09/15/2022	138.50	138.50
Contractor	Columbia Roofing, Morales Eddie					
2022.0325.RO0041	Crosswhite Gina & Kyle 80 Spagnuolo Circle NW 35-07-26-60-0005	REROOF		09/16/2022	138.50	138.50
Contractor	Berentsen Roofing & Construction,					
2022.0335.RO0042	Vaughan Anthony & RoDawna 1024 Date Ave SE 35-07-36-57-0101	REROOF		09/22/2022	138.50	138.50
Contractor	Vaughan Anthony & RoDawna					
2022.0336.RO0043	Martinez, Janet 454 Stanford Pl SE 35-07-36-67-0202	REROOF		09/23/2022	138.50	138.50
Contractor	Martinez, Janet					

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2022.0337.RO0044	Munoz Manuel & Janet 109 10th St SE 35-07-36-60-1230	REROOF		09/23/2022	138.50	138.50
Contractor	Munoz Manuel & Janet					
2022.0344.RO0045	Opara James 111 Ash St NE 35-07-25-57-0104	REROOF		09/28/2022	138.50	
Contractor	Alex Lara General Contractor, Lara Alejandro					
2022.0347.RO0046	Sulock Thomas 890 Parkside Pl SE 35-07-36-79-0010	REROOF		09/29/2022	138.50	138.50
Contractor	C & C Construction Services Inc,					
2022.0355.RO0047	Cleveland, Nancy A 115 Sunny Dr SE 35-07-36-58-0436	REROOF		10/06/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					
2022.0359.RO0048	Mitchell, Robert 217 Birch Ave SE 35-07-36-51-2107	REROOF		10/12/2022	138.50	138.50
Contractor	Real Roofing, Alondra					
2022.0360.RO0049	Chapman Sandra E 409 Scenic View Dr SE 35-07-36-58-0834	REROOF		10/12/2022	138.50	138.50
Contractor	Pina's Roofing, Pina Enrique					
2022.0362.RO0050	Hollister Peter & Heidi 219 6th St SW 35-07-35-60-2302	REROOF		10/17/2022	138.50	138.50
Contractor	Hollister Peter & Heidi					
2022.0363.RO0051	Libby Joel T & Cynthia G 26 Tremont Dr NE 35-07-25-56-0115	REROOF		10/17/2022	138.50	138.50
Contractor	Libby Joel T & Cynthia G					

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2022.0381.RO0052	Madrigal Rafael 226 8th St SE 35-07-36-60-1125	REROOF		11/01/2022	270.50	270.50
Contractor	Madrigal Rafael					
2022.0385.RO0053	Martinez Maria 911 Date Ave SE 35-07-36-60-1011	REROOF		11/04/2022	270.50	270.50
Contractor	J Lopez Construction					
2022.0390.RO0054	Waddle Richard P & Nicole D 518 Birch Ave SE 35-07-36-60-0422	REROOF		11/07/2022	138.50	
Contractor	Real Roofing, Alondra					
2022.0391.RO0055	Waddle Richard P & Nicole D 518 Birch Ave SE 35-07-36-60-0422	REROOF		11/07/2022	138.50	
Contractor	Real Roofing, Alondra					
2022.0395.RO0056	Wagner, Mabel 315 4th St SE 35-07-36-51-2127	REROOF		11/08/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					
2022.0397.RO0057	Kyle Kendall 1207 Dewey Dr SE 35-07-36-56-0211	REEROOF		11/09/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					
2022.0401.RO0059	Peterson Lauren 414 Mountain View Dr SE 35-07-36-58-0803	REROOF AREA ON SOUTH EAST SIDE		11/16/2022	138.50	138.50
Contractor	Elsom Roofing, Inc, Elsom Dan					
2022.0407.RO0060	Paynter Lawrence & Carol 411 Elm Ave SE 35-07-36-52-0403	REROOF		11/21/2022	138.50	138.50
Contractor	Pina's Roofing, Pina Enrique					

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2022.0408.RO0061	Prusia Eleanor 1037 Bade Ave SW 35-07-35-53-0009	rREROOF		11/21/2022	270.50	270.50
Contractor	Als Remodeling, Hernandez Al					
2022.0410.RO0062	Lamar Jamey 319 B St NW 35-07-26-52-3984	REROOF		11/23/2022	138.50	
Contractor	PNW Real Estate Consulting, Krivosheenko Tim					
Totals:	59				8,567.50	7,875.00

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Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0193.RP0002	Upper Columbia Mission Soc SDA, 1 36 8th St SW 35-07-35-60-2410	REROOF	11,000.00	06/06/2022	239.70	239.70
Contractor	Elsom Roofing Inc, More Scot					
2022.0263.RP0003	Walla Walla Valley Academy 300 Academy Way SW 35-07-35-21-0102	REROOF	108,400.00	07/19/2022	1,173.40	1,173.40
Contractor	Elsom Roofing Inc, More Scot					
2022.0312.RP0004	Wal-Mart Stores Inc. # 01-2476 1700 Meadowbrook Blvd SE 35-06-01-21-0067	REROOF	654,200.00	08/29/2022	4,391.80	4,391.80
Contractor	Clifford Lee and Associates, Phillips Susan					
Totals:	3		773,600.00		5,804.90	5,804.90

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2022.0004.RW0001	City of College Place Public Works, 80 Maple Ave SE 35-07-25-43-0065	WELL HOUSE		01/10/2022	75.00	75.00
Contractor	Nelson Construction Corp, Nelson John					

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2022.0008.RW0002	SJP, LLC, Mason, Justin Shulman, 900 College Ave S 35-07-35-60-2521	HOT MAMAS		01/18/2022	150.00	150.00
Contractor	Pearce Moody Construction Co, Pearce Justin					
2022.0013.RW0003	EIG14T WA WALLA WALLA LLC, 1225 Commercial Dr SE 35-07-36-05-0003	UREGENT CARE FACILITY		01/20/2022	150.00	150.00
Contractor	Stout Building Contractors, Ouderkirk Brian					
2022.0028.RW0004	Hardin Matthew 1101 Broadway Ave SE 35-07-36-60-1306	SEWER SVC LINE		02/02/2022	75.00	75.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0042.RW0005	Thomas Alan 121 3rd St SE 35-07-36-51-1109	REPLACE SEWER SVC LINE		02/11/2022	150.00	150.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0048.RW0006	City of College Place Public Works,	4BIKES CONSTRUCTION		02/16/2022	150.00	150.00
Contractor	RIGHT-OF-WAY Culbert Construction, Inc.,					
2022.0058.RW0007	Strampher, Sandee 115 8th St SE 35-07-36-60-0526	REPAIR SEWER SVC LINE		02/18/2022	150.00	150.00
Contractor	A-1 Plumbing,					
2022.0061.RW0008	Washington State Dept of Transport	WSDOT PROJECT NO: XL 6348 PAVING		03/03/2022		
Contractor	RIGHT-OF-WAY	FEES WAIVED				
2022.0080.RW0010	Ferraro Excavation LLC, Ferraro Levi	REPAIR IRRIGATION LINE		03/10/2022	75.00	75.00
Contractor	RIGHT-OF-WAY Ferraro Excavation LLC, Ferraro Levi					

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2022.0081.RW0011	Petersen Gary 605 Landen Dr SE 35-07-36-34-0071	MOVING HOUSE		03/10/2022	75.00	75.00
Contractor	Petersen Gary					
2022.0076.RW0009	Preas Dan and Marva 809 Whispering Creek Ct. SE 35-07-36-07-0002	SFR		03/10/2022	75.00	75.00
Contractor	Aspire Homes LLC,					
2022.0091.RW0012	Stokes Tom A 518 12th St SE 35-07-36-58-0711	SEWER LINE REPLACEMENT		03/16/2022	75.00	75.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0099.RW0013	Harrison Melissa 405 8th St SE 35-07-36-60-0739	SEWER LINE REPLACEMENT		03/18/2022	150.00	150.00
Contractor	Johnson Custom Farming & Excavating, Mike Johnson					
2022.0104.RW0015	Blue Mountain Action Council, RIGHT-OF-WAY	GRAVEL PARKING STRIP AND DIVIDING CURB FOR ADDRESSES 342 THRU 358		03/23/2022	75.00	75.00
Contractor	Dick's Construction & Home Remodeling, Phillips Ri					
2022.0103.RW0014	Goodwill Industries of the Columbia, 1017 C St NE 35-07-25-52-3751	CROSSWALK, WATER/SEWER, DRIVEWAY		03/23/2022	150.00	150.00
Contractor	Chervenell Construction Co.,					
2022.0117.RW0016	Walla Walla University - AP, 26 4th St SE 35-07-36-60-0445	RETIRING GAS SERVICE LINE		04/08/2022	75.00	75.00
Contractor	Cascade Natural Gas,					
2022.0129.RW0017	Hernandez Aaron & Norma 805 4th St SE 35-07-36-54-0102	REPLACING WATER LINE FROM METER TO HOUSE		04/18/2022	75.00	75.00
Contractor	A-1 Plumbing,					

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2022.0137.RW0018	Preas Dan and Marva 808 Whispering Creek Ct. SE 35-07-36-07-0011	SFR		04/26/2022	75.00	75.00
Contractor	Aspire Homes LLC,					
2022.0148.RW0019	City of College Place Public Works,	INSTALLING WATER MAINLINES AND WATER SVCS		04/27/2022	75.00	75.00
Contractor	RIGHT-OF-WAY POW Contracting, Seguin Scott					
2022.0150.RW0020	Coffeen, Nathanael & Janalee 515 Bade Ave SW 35-07-35-60-1713	REPLACE SEWER SVC FROM HOUSE TO CITY MAIN		04/29/2022	150.00	150.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0164.RW0022	Goodwill Industries of the Columbia, 1017 C St NE 35-07-25-52-3751	INSTALL NEW GAS SVC LINE		05/06/2022	150.00	150.00
Contractor	Cascade Natural Gas,					
2022.0157.RW0021	Rogers Terence & Lydia 1097 Date Ave SE 35-07-36-60-1503	SFR		05/06/2022	75.00	75.00
Contractor	Eaton Construction Inc, Eaton Andrew					
2022.0168.RW0023	Simons Richard JR & Marjorie 220 Rose NE 35-07-25-52-3519	REPLACE SEWER SVC FROM HOUSE TO CITY STUB BEHIND SIDEWALK		05/13/2022	75.00	75.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0181.RW0024	Mehling Cynthia 314 2nd St SE 35-07-36-51-2105	REPLACE DRIVEWAY & SIDEWALK		05/25/2022	75.00	75.00
Contractor	Dick's Construction, Phillips Richard					
2022.0190.RW0025	Medica Gina 103 Mountain View Dr SE 35-07-36-58-0238	DRIVEWAY		06/03/2022	75.00	75.00
Contractor	Salazar General Construction, Salazar Celestino					

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2022.0202.RW0026	Harral Don 27 6th St SW 35-07-35-60-2401	REPLACE SEWER SERVICE FROM HOUSE TO CITY MAIN		06/10/2022	150.00	150.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0207.RW0027	College Place Public Schools, Fry J 31 Ash Ave SE 35-07-36-51-2205	31 SE Ash Ave - Replace non-ADA sidewalks		06/22/2022	150.00	150.00
Contractor	Moreno & Nelson Construction,					
2022.0228.RW0028	Mohedano Ceballos Virginia 134 12th St SE 35-07-36-58-0207	SIDEWALK & CURBING		07/07/2022	75.00	75.00
Contractor	All in 1 Design LLC, McNicol Robert					
2022.0245.RW0029	Preas Dan and Marva 829 Whispering Creek Ct. SE 35-07-36-07-0004	SFR		07/12/2022	75.00	75.00
Contractor	Aspire Homes LLC,					
2022.0254.RW0030	Villegas Alberto & Elena 806 Date Ave SE 35-07-36-60-1139			07/13/2022	75.00	75.00
Contractor	Villegas Alberto & Elena					
2022.0259.RW0031	Clarke Carol A 706 5th St SE 35-07-36-59-0014	REPLACE SEWER SVC LINE FROM HOUSE TO CITY MAIN ON SE HILLSIDE DR		07/14/2022	75.00	75.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0262.RW0032	Garrison Creek Heights HOA, Carse	REPAIR BROKEN CURBING		07/18/2022	75.00	75.00
Contractor	RIGHT-OF-WAY Tektoniks Corp.,					
2022.0269.RW0035	Walla Walla University - AP, 313 Whitman Dr W 35-07-35-51-0611	Retiring Gas Service Line		07/20/2022	150.00	150.00
Contractor	Cascade Natural Gas,					

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2022.0266.RW0033	Macias-Cuellar Cynthia 112 13th St SW 35-07-35-44-0037	FENCE		07/20/2022	75.00	
Contractor	Macias-cuellar Cynthia					
2022.0267.RW0034	Knight Nicholas, Wilson Jimmie 217 C St NE 35-07-25-52-3502	REPLACE SEWER SVC LINE FROM HOUSE TO CITY STUB		07/20/2022	75.00	75.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0280.RW0036	Pocketlnet Communications Inc, Brande RIGHT-OF-WAY	INSTALL FIBER OPTIC CABLE WESTSIDE OF COLLEGE AVE INTERSECTION 12TH AVE/COLLEGE AVE/S OF SUNNY DR		08/03/2022	75.00	75.00
Contractor	Pocketlnet Communications Inc, Brandenburg Todd					
2022.0288.RW0037	Frey Dean and Myriam 19 C St NE 35-07-25-52-3545	FENCE		08/08/2022	75.00	75.00
Contractor	Frey Dean and Myriam					
2022.0303.RW0038	Schultz Meghan & Tyven 928 Birch Ave SE 35-07-36-60-1227	REPLACE SEWER SVC FROM HOUSE TO CITY MAIN		08/19/2022	75.00	75.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0309.RW0039	Nunez, Alfredo & Socorro 1243 Dewey Dr SE 35-07-36-56-0202	DEMO DRIVEWAY, APPROACH & CURB		08/26/2022	75.00	75.00
Contractor	O&E Concrete, Espindola Oswaldo					
2022.0314.RW0040	Masden, Glenn 33 Tremont Dr NE 35-07-25-56-0209	NEW APPROACH TO DRIVEWAY		08/31/2022	75.00	75.00
Contractor	Vixie Construction, Vixie William					
2022.0330.RW0041	Carrasco Martha A 116 Scenic View Dr SE 35-07-36-58-0403	REPLACE EXISTING GAS SERVICE LINE		09/21/2022	75.00	75.00
Contractor	Cascade Natural Gas,					

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Right Of Way Permit**Permit Type:**

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0332.RW0042	Piercy Bob & Jan 227 11th St SE 35-07-36-57-0107	EVACUATE AND REPLACE SEWER MAIN		09/21/2022	150.00	150.00
Contractor	A-1 Plumbing,					
2022.0334.RW0043	Espinoza, Sr Tito 624 2nd St SW 35-07-35-52-4462	REPLACING LINE EXISTING GAS SERVICE LINE		09/22/2022	75.00	75.00
Contractor	Cascade Natural Gas,					
2022.0339.RW0044	Spanish SDA Church 255 Larch Ave SE 35-07-36-69-0104	SIDEWALK & ADA RAMP		09/23/2022	75.00	75.00
Contractor	America's Construction,					
2022.0361.RW0045	LaPier, William 1419 Independence Dr SE 35-07-36-62-0123	REPLACE DRIVEWAY		10/13/2022	75.00	75.00
Contractor	Salazar General Construction, Salazar Celestino					
2022.0364.RW0046	Rudolf, LaVerne M. 720 5th St SE 35-07-36-59-0011	REPLACE SEWER SVC FROM HOUSE TO MAIN		10/17/2022	75.00	75.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0366.RW0047	Kagels Gary & Margaret 1160 Sentry Dr SE 35-07-36-45-0001	REMOVE AND REPLACE SIDEWALK		10/18/2022	75.00	75.00
Contractor	Zaco Construction,					
2022.0370.RW0048	Ibarra Hector Garcia 419 Birch Ave SE 35-07-36-60-0312	SIDEWALK		10/19/2022	75.00	75.00
Contractor	Triple J Const & Cncrt LLC, Guzman Ayala					
2022.0375.RW0049	Ambriz Tania 631 Dawson St NE 35-07-25-24-0072	REMOVING CUSTOMER APPLIED CONCRETE AROUND WATER METER BOX		10/24/2022	75.00	75.00
Contractor	John's Excavating & Paving,					

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Right Of Way Permit

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Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0377.RW0050	Paine Scott C. 111 6th St SE 35-07-36-60-0428	REPLACE EXISTING GAS SERVICE LINE		10/25/2022	150.00	
Contractor	Cascade Natural Gas,					
2022.0378.RW0051	Flud, James 608 Mountain View Dr SE 35-07-36-58-0816	REPLACE SEWER LINE FROM PROPERTY LINE TO CITY SEWER		10/26/2022	75.00	75.00
Contractor	Johnson Custom Farming & Excavating, Johnson Mike					
2022.0379.RW0052	Lara Alejandro & Elizabeth 1120 Birch Ave SE 35-07-36-60-1315	RETIRING GAS LINE		10/27/2022	75.00	75.00
Contractor	Cascade Natural Gas,					
2022.0389.RW0055	KS Davis Design and Construction, 859 Sentry Dr SE 35-07-36-70-0105	DRIVEWAY EXPANSION = ALREADY FINISHED		11/07/2022	75.00	75.00
Contractor	KS Davis Design and Construction,					
2022.0388.RW0054	Pocketlnet Communications Inc, Brz RIGHT-OF-WAY	INSTALL STRAND AND FIBER OPTIC CABLE ON UTILITY POLE		11/07/2022	75.00	
Contractor	Pocketlnet Communications Inc, Brandenburg Todd					
2022.0393.RW0056	May Joshua 1431 Central Ave SE 35-07-36-58-0906	REPLACE SEWER SVC LINE FROM HOUSE TO CITY MAIN.		11/07/2022	75.00	75.00
Contractor	R&W Excavation LLC, Richardson Taylor					
2022.0387.RW0053	Martnick, Nathan Barcenaz, Summe 105 13th St SW 35-07-35-44-0031	REPLACE SEWER SVC FROM HOUSE TO CITY MAIN		11/07/2022	75.00	75.00
Contractor	R&W Excavation LLC, Richardson Taylor					
Totals:	56				5,175.00	4,875.00

Site Plan

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
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Site Plan

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0224.SA0001	Vespr LLC, 806 College Ave S 35-07-35-60-2514	24-Unit, 3-Story Apartment Building		06/30/2022	900.00	900.00
Contractor	Harms Engineering Inc,					
Totals:	1				900.00	900.00

SEPA Checklist

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0166.SE0001	City of College Place, 625 College Ave S 35-07-36-60-0508	General Sewer Plan - SEPA		05/09/2022	250.00	250.00
Contractor	JUB Engineers,					
2022.0216.SE0002	J & J Kelly Construction, Inc, 418 12th St SW 35-07-35-42-0131	Deer Meadows 11 Lot Preliminary Plat		06/22/2022	250.00	250.00
Contractor	J & J Kelly Construction, Inc,					
2022.0225.SE0003	Vespr LLC, 806 College Ave S 35-07-35-60-2514	24-Unit, 3-Story Apartment Building		06/30/2022	250.00	250.00
Contractor	Harms Engineering Inc,					
2022.0232.SE0004	City of College Place Comm Develo 625 College Ave S 35-07-36-60-0508	Development Code Update		07/08/2022	250.00	250.00
Contractor						
2022.0328.SE0005	City of College Place Public Works, 428 Owens Rd 35-06-03-11-0002	Application for Coverage Under the General Permit for Biosolids Management		09/01/2022	250.00	250.00
Contractor	City of College Place Public Works, McAndrews Robe					
2022.0329.SE0006	City of College Place Public Works, 625 College Ave S 35-07-36-60-0508	Water Rights Change		09/02/2022	250.00	250.00
Contractor	City of College Place Public Works, McAndrews Robe					

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SEPA Checklist

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
Totals:	6				1,500.00	1,500.00

Single Family Residence

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0052.SF0001	Griebel Delmar Francia & Terrie L 448 12th St SW 35-07-35-42-0128	SFR	471,282.92 Sq. Ft.: 4349	02/17/2022	5,634.90	5,634.90
Contractor	Griebel Delmar Francia & Terrie L					
2022.0083.SF0003	Petersen Gary 605 Landen Dr SE 35-07-36-34-0071	MOVING HOUSE	10,000.00	03/10/2022	385.35	385.35
Contractor	Petersen Gary					
2022.0078.SF0002	Preas Dan and Marva 809 Whispering Creek Ct. SE 35-07-36-07-0002	SFR	395,627.88 Sq. Ft.: 3186	03/10/2022	4,863.69	4,863.69
Contractor	Aspire Homes LLC,					
2022.0139.SF0004	Preas Dan and Marva 808 Whispering Creek Ct. SE 35-07-36-07-0011	SFR	433,104.11 Sq. Ft.: 3512	04/26/2022	5,249.30	5,249.30
Contractor	Aspire Homes LLC,					
2022.0159.SF0005	Rogers Terence & Lydia 1097 Date Ave SE 35-07-36-60-1503	SFR	276,462.52 Sq. Ft.: 2289	05/06/2022	3,656.14	3,656.14
Contractor	Eaton Construction Inc, Eaton Andrew					
2022.0247.SF0006	Preas Dan and Marva 829 Whispering Creek Ct. SE 35-07-36-07-0004	SFR	412,030.29 Sq. Ft.: 3358	07/12/2022	5,036.20	5,036.20
Contractor	Aspire Homes LLC,					
Totals:	6		1,998,507.72		24,825.58	24,825.58
		Sq. Ft.	16,694			

Sign Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
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Sign Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0223.SI0001	Mason, Justin Shulman, Steven 900 College Ave S 35-07-35-60-2521	SIGN		06/30/2022	100.00	100.00
Contractor	Quality Signs,					
2022.0264.SI0002	EIG14T WA WALLA WALLA LLC, 1225 Commercial Dr SE 35-07-36-05-0003	(1) FREESTANDING SIGN & (3) BUILDING SIGNS	35,000.00	07/19/2022	943.31	943.31
Contractor	Mustang Sign Group, Lauren Brandon					
2022.0380.SI0003	M.V. Investments, LLC, 1705 Meadowbrook Blvd SE 35-06-01-21-0082	INSTALL 2 LIGHTED WALL SIGNS MOVED FROM SUITE 1 TO SUITE 3		11/01/2022	150.00	150.00
Contractor	Cascade Sign & Fabrication, Fischer Joe					
Totals:	3		35,000.00		1,193.31	1,193.31

Solar Panels

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0016.SO0001	Kavanagh Michael 1379 Virginia St SW 35-07-35-77-0021	ROOF TOP SOLAR PANELS		01/21/2022	101.50	101.50
Contractor	Solgen Power LLC, George Jezreel					
2022.0142.SO0002	Brown Ricky 207 Mountain View Dr SE 35-07-36-58-0230	ROOFTOP SOLAR PANELS		04/26/2022	101.50	101.50
Contractor	Solgen Power LLC, Johnson Jackie					
2022.0143.SO0003	Stratton, Yvonne 376 Highland Park Dr SE 35-07-36-55-0304	ROOFTOP SOLAR PANELS		04/26/2022	101.50	101.50
Contractor	Nationwide Energy, Knapp Thomas					
2022.0170.SO0004	Nelson Kaitlyn 336 Kingwood PI NE 35-07-25-66-0011	ROOFTOP SOLAR		05/16/2022	101.50	101.50
Contractor	Forecast Solar, LLC, Habenicht Will					

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Solar Panels

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0179.SO0005	Siviter David 654 Whimbrel Loop SE 35-07-36-68-0031	SOLAR		05/20/2022	101.50	101.50
Contractor	Hot Solar Solutions, Woody Troy					
2022.0212.SO0006	Rosa Raul 1133 Julia St SW 35-07-35-80-0016	PV Solar Array		06/23/2022	101.50	101.50
Contractor	Solgen Power, LLC, Gallardo Jose					
2022.0261.SO0007	Vernon Justin 406 Highland Park Dr SE 35-07-36-54-0202	ROOF TOP SOLAR		07/14/2022	101.50	101.50
Contractor	Solgen Power, LLC, Marte Gina Jean					
2022.0282.SO0008	Alvarado Rubren & Evelyn 3 Hadley Way NE 35-07-25-78-0213	ROOFTOP SOLAR		08/03/2022	101.50	101.50
Contractor	Hot Solar Solutions, Woody Troy					
2022.0286.SO0009	Ramirez, Melito And Kerri 1516 Independence Dr SE 35-07-36-62-0301	ROOFTOP SOLAR PANELS		08/05/2022	101.50	101.50
Contractor	Solgen Power LLC, Johnson Jackie					
2022.0327.SO0010	Lewis Theodore 393 Highland Park Dr SE 35-07-36-54-0305	ROOFTOP SOLAR		09/19/2022	101.50	101.50
Contractor	Solgen Power, LLC, Calderon Joan					
2022.0331.SO0011	Navarre Don Ramon 58 Mulberry Ct NE 35-07-25-71-0007	ROOFTOP SOLAR		09/21/2022	101.50	101.50
Contractor	Walla Walla Electric Co Inc, Knudson Everett					
2022.0400.SO0012	Horn Tomi 404 8th St SE 35-07-36-60-1016	ROOFTOP SOLAR		11/16/2022	101.50	101.50
Contractor	Hot Solar Solutions, Woody Troy					

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Solar Panels

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
Totals:	12				1,218.00	1,218.00

Sewer Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0014.SP0001	EIG14T WA WALLA WALLA LLC, 1225 Commercial Dr SE 35-07-36-05-0003	UREGENT CARE FACILITY		01/20/2022	19,531.35	19,531.35
Contractor	Stout Building Contractors, Ouder Kirk Brian					
2022.0020.SP0002	Finkbiner Bob 354 Highland Park Dr SE 35-07-36-63-0218	BASEMENT REMODEL FOR GUESTS		01/31/2022	500.00	500.00
Contractor	Barber Construction, Barber Dave					
2022.0046.SP0003	Sharp Donald B & Trudy Marie 995 C St NE 35-07-25-52-3744	SEWER HOOK UP INSTALL		02/11/2022	3,566.00	3,566.00
Contractor	Richardson Excavation, Richardson Jay					
2022.0082.SP0005	Petersen Gary 605 Landen Dr SE 35-07-36-34-0071	MOVING HOUSE		03/10/2022	3,566.00	3,566.00
Contractor	Petersen Gary					
2022.0077.SP0004	Preas Dan and Marva 809 Whispering Creek Ct. SE 35-07-36-07-0002	SFR		03/10/2022	3,566.00	3,566.00
Contractor	Aspire Homes LLC,					
2022.0138.SP0006	Preas Dan and Marva 808 Whispering Creek Ct. SE 35-07-36-07-0011	SFR		04/26/2022	3,566.00	3,566.00
Contractor	Aspire Homes LLC,					
2022.0158.SP0007	Rogers Terence & Lydia 1097 Date Ave SE 35-07-36-60-1503	SFR		05/06/2022	3,566.00	3,566.00
Contractor	Eaton Construction Inc, Eaton Andrew					

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Sewer Permit**Permit Type:**

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0246.SP0008	Preas Dan and Marva 829 Whispering Creek Ct. SE 35-07-36-07-0004	SFR		07/12/2022	3,566.00	3,566.00
Contractor	Aspire Homes LLC,					
2022.0255.SP0009	Villegas Alberto & Elena 806 Date Ave SE 35-07-36-60-1139			07/13/2022	3,500.00	3,500.00
Contractor	Villegas Alberto & Elena					
Totals:	9				44,927.35	44,927.35

Vacation Rental**Permit Type:**

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0092.VR0001	Villanueva Kevin & Kimberly 45 Alpine Dr NE 35-07-25-78-0104	SHORT TERM VACATION RENTAL		03/16/2022	150.00	150.00
Contractor	Outline Holdings Northwest LLC,					
2022.0094.VR0002	Cochran Colin 609 Elm Ave SE 35-07-36-60-0727	VACATION RENTAL		03/16/2022	150.00	150.00
Contractor	Blue Hill Properties,					
2022.0127.VR0003	Madsen Rebecca 103 Birch Ave NE 35-07-25-57-0202	SHORT TERM VACATION RENTAL		04/18/2022	150.00	150.00
Contractor	Madsen Rebecca					
2022.0134.VR0004	Rookstool Hanns Frederick 506 Date Ave SE 35-07-36-61-0312	ANNUAL RENEWAL		04/25/2022	116.00	116.00
Contractor	Rookstool Hanns Frederick					
2022.0188.VR0005	Rude Rea 307 6th St SE 35-07-36-61-0307	MAIN HOUSE AND UNIT 2 \$150 EACH DWELLING		06/02/2022	300.00	300.00
Contractor	Rude Rea					

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Vacation Rental

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0206.VR0006	White Michael Brent 535 Doans Ave SW 35-07-35-79-0039	Vacation Rental		06/22/2022	150.00	150.00
Contractor	White Michael Brent					
2022.0217.VR0007	Finkbiner Bob 354 Highland Park Dr SE 35-07-36-63-0218	VACATION RENTAL		06/28/2022	150.00	150.00
Contractor	Finkbiner Bob					
2022.0257.VR0008	Wren Joseph and Cheryl 966 Brentwood PI SE 35-07-36-66-0011	Vacation Rental - Two Units		07/13/2022	150.00	150.00
Contractor						
2022.0338.VR0009	Hulett, Chad Van Cleve, Kate 716 Nuthatch Dr SE 35-07-36-04-0031	SHORT TERM RENTAL		09/23/2022	150.00	150.00
Contractor	Hulett, Chad Van Cleve, Kate					
Totals:	9				1,466.00	1,466.00

Wireless Communication

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0310.WC0001	Walla Walla University - AP, 200 Ash Ave SE 35-07-36-51-1216	ROOFTOP WIRELESS COMMUNICATION FACILITY	90,000.00	08/26/2022	1,676.48	1,676.48
Contractor	Modus,					
Totals:	1		90,000.00		1,676.48	1,676.48

Water Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0015.WP0001	EIG14 WA WALLA WALLA LLC, 1225 Commercial Dr SE 35-07-36-05-0003	Urgent Care		01/20/2022	40,692.87	40,692.87
Contractor	Stout Building Contractors, Ouderkirk Brian					

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Water Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0021.WP0002	Finkbiner Bob 354 Highland Park Dr SE 35-07-36-63-0218	BASEMENT REMODEL FOR GUESTS		01/31/2022	500.00	500.00
Contractor	Barber Construction, Barber Dave					
2022.0053.WP0003	Griebel Delmar Francia & Terrie L 448 12th St SW 35-07-35-42-0128			02/17/2022	4,494.54	4,494.54
Contractor	Griebel Delmar Francia & Terrie L					
2022.0084.WP0005	Petersen Gary 605 Landen Dr SE 35-07-36-34-0071	MOVING HOUSE		03/10/2022	4,494.54	4,494.54
Contractor	Petersen Gary					
2022.0079.WP0004	Preas Dan and Marva 809 Whispering Creek Ct. SE 35-07-36-07-0002	SFR		03/10/2022	4,494.54	4,494.54
Contractor	Aspire Homes LLC,					
2022.0140.WP0006	Preas Dan and Marva 808 Whispering Creek Ct. SE 35-07-36-07-0011	SFR		04/26/2022	4,494.54	4,494.54
Contractor	Aspire Homes LLC,					
2022.0160.WP0007	Rogers Terence & Lydia 1097 Date Ave SE 35-07-36-60-1503	SFR		05/06/2022	4,494.54	4,494.54
Contractor	Eaton Construction Inc, Eaton Andrew					
2022.0248.WP0008	Preas Dan and Marva 829 Whispering Creek Ct. SE 35-07-36-07-0004	SFR		07/12/2022	4,494.54	4,494.54
Contractor	Aspire Homes LLC,					
2022.0256.WP0009	Villegas Alberto & Elena 806 Date Ave SE 35-07-36-60-1139			07/13/2022	3,500.00	3,500.00
Contractor	Villegas Alberto & Elena					

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Water Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
Totals:	9				71,660.11	71,660.11

Zoning Amendment

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2022.0068.ZA0001	The Planning and Zoning Resource 1255 Commercial Dr SE 35-07-36-41-0054	PROPOSED SUN RENTAL		03/04/2022	69.00	69.00
Contractor	The Planning and Zoning Resource Company, Lyles Sh					
2022.0322.ZA0002	Realm Land Services, Reed Brianna 550 Whitman Dr E 35-07-36-99-0001	ZONING COMPLIANCE LETTER		09/15/2022	69.00	69.00
Contractor	Realm Land Services, Reed Brianna					
Totals:	2				138.00	138.00

Report Summary

Permit Type:	Total Qty.	Total Valuation	Total Fees	Nov. Qty.	Nov. Valuation	Nov. Fees
Accessory Dwelling Unit	2	218,817.21	5,235.40			
Boundary Line Adjustment	5		500.00	1		100.00
Building Permit	48	1,115,178.39	27,873.64			
Commercial	12	3,714,509.50	42,927.84			
Demolition Permit	3		217.50			
Franchise Agreement	1		5,000.00			
Grading Permit	4	1,012,315.51	7,836.65			
Manufactured Home Permit	1		300.00			
Mechanical Permit	91	98,926.43	12,367.51	7		694.00
Plumbing Permit	49	12,500.00	5,264.17	4	5,000.00	320.30
Pool Permit	3	45,000.00	1,537.85			
Preliminary Plat	1		900.00			
Right Of Way Permit	56		5,175.00	4		300.00
Roofing Permit	59		8,567.50	10		1,781.00
Roofing Permit-Commercial	3	773,600.00	5,804.90			

Report Summary

Permit Type:	Total Qty.	Total Valuation	Total Fees	Nov. Qty.	Nov. Valuation	Nov. Fees
SEPA Checklist	6		1,500.00			
Sewer Permit	9		44,927.35			
Short Plat	2		800.00	1		400.00
Sign Permit	3	35,000.00	1,193.31	1		150.00
Single Family Residence	6	1,998,507.72	24,825.58			
Site Plan	1		900.00			
Solar Panels	12		1,218.00	1		101.50
Special Inspection	1		66.00	1		66.00
Vacation Rental	9		1,466.00			
Water Permit	9		71,660.11			
Wireless Communication	1	90,000.00	1,676.48			
Zoning Amendment	2		138.00			
	399	9,114,354.76	279,878.79	30	5,000.00	3,912.80

Report Period 11/1/2022 ~ 11/30/2022

WALLA WALLA AREA BUILDING PERMIT STATISTICS

JURISDICTION SINGLE FAMILY RESIDENCE PERMITS	THIS TIME PERIOD		YEAR TO DATE - Same time in:											
			2022		2021		2020		2019		2018		2017	
	#	\$ Amount	#	\$ Amount	#	\$ Amount	#	\$ Amount	#	\$ Amount	#	\$ Amount	#	\$ Amount
CITY OF WALLA WAL	5	1,223,261	37	10,419,824	38	12,893,341	29	9,484,439	51	15,578,455	112	33,381,863	43	11,877,423
COLLEGE PLACE			6	2,186,825	28	7,924,556	9	3,052,421	51	14,055,418	41	10,055,212	39	9,566,976
WALLA WALLA COU	4	1,746,355	45	18,640,983	32	10,940,074	45	18,209,057	39	14,788,711	47	14,644,611	41	13,908,459
TOTAL SINGLE FAMILY RESIDENCE	9	2,969,616	88	31,247,632	98	31,757,971	83	30,745,917	141	44,422,584	200	58,081,686	123	35,352,858
*MANUFACTURED HOMES														
ALL OTHER BUILDING PERMITS		3,303,731		71,732,726		90,212,846		110,957,454		69,977,123		62,088,397		66,597,162
GRAND TOTAL ALL PERMITS		6,273,347		102,980,358		121,970,817		141,703,371		114,399,707		120,170,083		101,950,020

**Manufactured Homes not included in totals*

HOME BUILDERS ASSOCIATION OF TRI-CITIES - WALLA WALLA BUILDING PERMIT LIST
MONTH END November 30,2022

<i>Jurisdiction</i>	<i>Permit #</i>	<i>Description</i>	<i>Contractor</i>	<i>Owner</i>	<i>Site Address</i>	<i>Value</i>	<i>ValueN</i>	<i>MHValue</i>
CITY OF WALLA WA	220675	COMM REMODEL/RE	OWNER	WALLA WALLA CITY O	925 WHITMAN ST	\$100,000.00	\$0.00	\$0.00
	220826	DUPLEX	OWNER	HENRY, MICHAEL & CA	603 SYCAMORE ST	\$436,181.00	\$0.00	\$0.00
	220856	SFR	***HAYDEN HOMES LLC	HAYDEN HOMES LLC	1412 ARTESIA AVE	\$178,897.00	\$0.00	\$0.00
	220858	DUPLEX	***HAYDEN HOMES LLC	HAYDEN HOMES LLC	308 PEOPLES CT	\$216,399.00	\$0.00	\$0.00
	220885	DUPLEX	***HAYDEN HOMES LLC	HAYDEN HOMES LLC	307 PEOPLES CT	\$216,399.00	\$0.00	\$0.00
	220888	SFR	***HAYDEN HOMES LLC	HAYDEN HOMES LLC	1384 ARTESIA AVE	\$178,897.00	\$0.00	\$0.00
	220890	SFR	***HAYDEN HOMES LLC	HAYDEN HOMES LLC	1372 ARTESIA AVE	\$178,897.00	\$0.00	\$0.00
	220892	PATIO/PATIO COVER	***NARUM CONCRETE CONST	JORDAN, ERNEST R	1007 BOYER AVE	\$9,791.00	\$0.00	\$0.00
	220892	PATIO/PATIO COVER	NYE CONSTRUCTION LLC	JORDAN, ERNEST R	1007 BOYER AVE	\$9,791.00	\$0.00	\$0.00
	220908	SFR	***HAYDEN HOMES LLC	HAYDEN HOMES LLC	1360 ARTESIA AVE	\$178,897.00	\$0.00	\$0.00
	220920	RES REMODEL/REPAI	OWNER	MARTINETTO, JASON	310 E CHESTNUT ST	\$136,038.00	\$0.00	\$0.00
	220921	DUPLEX	***HAYDEN HOMES LLC	HAYDEN HOMES LLC	304 COWDEN CT	\$216,399.00	\$0.00	\$0.00
	220923	DUPLEX	***HAYDEN HOMES LLC	HAYDEN HOMES LLC	312 COWDEN CT	\$216,399.00	\$0.00	\$0.00
	220958	DUPLEX	OWNER	WATTS, BRANDON & N	815 LEWIS ST	\$435,783.00	\$0.00	\$0.00
	220966	COMM REMODEL/RE	OWNER	CORLISS MOTOR COM	11 N COLVILLE ST	\$50,000.00	\$0.00	\$0.00
	220988	SFR	***HAYDEN HOMES LLC	EVANS, ANN LLEWELL	1193 AVA ST	\$507,673.00	\$0.00	\$0.00
	221021	SOLAR MISC	***SOLGEN POWER LLC	BARER, STEVEN J	234 BANDRA DR	\$8,910.00	\$0.00	\$0.00
	221031	RES REMODEL/REPAI	VIXIE CONSTRUCTION	PANTHER, DAVID	877 WHITNEY RD	\$180,000.00	\$0.00	\$0.00
	221034	SOLAR MISC	***SOLGEN POWER LLC	LEWIS, JEREMY SCOT	2366 HOOD PL	\$7,955.00	\$0.00	\$0.00
	221056	SOLAR MISC	UNITY ELECTRICAL SERVICE	MEDINA, KOLBY	505 STONE CREEK PL	\$25,000.00	\$0.00	\$0.00
	221071	GARAGE	OWNER	DAVIS, JEFFREY S	546 S 2ND AVE	\$65,869.00	\$0.00	\$0.00
	221111	SOLAR MISC	***SOLGEN POWER LLC	BAEZ, RICHARD	865 E TIETAN ST	\$11,455.00	\$0.00	\$0.00
	221125	SOLAR MISC	***SOLGEN POWER LLC	BEEGLE, JEFFREY	392 CATHERINE ST	\$6,683.00	\$0.00	\$0.00
	221187	RES REMODEL/REPAI	OWNER	ARCHER PROPERTIES	125 E CHESTNUT ST	\$8,000.00	\$0.00	\$0.00
	221199	SIDING/WINDOWS	OWNER	CHARLOTTE LLC	518 SHERIDAN RD	\$26,800.00	\$0.00	\$0.00
	221239	RES REMODEL/REPAI	FIVE STAR DISASTER SERVIC	SULLIVAN, DENNIS W	1228 TILLAMOOK ST	\$110,000.00	\$0.00	\$0.00
	CW1122	PERMIT UNDR \$5000				\$0.00	\$14,822.00	\$0.00
Jurisdiction Total						\$3,717,113.00	\$14,822.00	\$0.00
COLLEGE PLACE	220382	PLUMBING	SMITH CONSTRUCTION LLC	LAMAR, JAMEY	323 B ST NW	\$5,000.00	\$0.00	\$0.00
Jurisdiction Total						\$5,000.00	\$0.00	\$0.00
WALLA WALLA COU	220019	FIRE ALARM SYST/ H	BLUE MOUNTAIN FIRE PROTE	MAHURIN, WESLEY E	28 LILAC CT	\$17,480.00	\$0.00	\$0.00
	220334	ACCESSORY BLDG	OWNER	CHRISTENSEN, TYLER	55 CAMINO DEL VINO RD	\$50,000.00	\$0.00	\$0.00
	220394	SFR	***ADAIR HOMES	SHEPARD, TODD F	8189 LEWIS PEAK RD	\$287,926.00	\$0.00	\$0.00
	220430	COMM REMODEL/RE	BLUE MOUNTAIN BUILDERS L	LAPORTE, GORAL	STATELINE RD	\$10,000.00	\$0.00	\$0.00
	220444	SFR	ALAN ASHMORE CONST	EMA TRUST-ANDERSO	5681 N HWY 125	\$748,992.00	\$0.00	\$0.00
	220471	POLE BLDG	OWNER	VIAVANT, PETER	218 E LANGDON RD	\$36,928.00	\$0.00	\$0.00
	220474	POLE BLDG	OWNER	ASHLEY, JOSHUA L	867 LOCHER RD	\$26,640.00	\$0.00	\$0.00
	220480	RES REMODEL/REPAI	AAA GENERAL CONSTRUCTIO	BEEBE, DANIELLE S	1321 BARLEEN DR	\$40,000.00	\$0.00	\$0.00
	220481	SFR	OWNER	NIMS, PAUL & ARICIA	1465 SCOTT RD	\$90,522.00	\$0.00	\$0.00

***HBA MEMBER

SFR = SINGLE FAMILY RESIDENCE

<i>Jurisdiction</i>	<i>Permit #</i>	<i>Description</i>	<i>Contractor</i>	<i>Owner</i>	<i>Site Address</i>	<i>Value</i>	<i>ValueN</i>	<i>MHValue</i>
WALLA WALLA COU	220509	POLE BLDG	JACK WALLACE CONSTRUCTI	LES COLLINES LLC	4137 HOOD RD	\$40,800.00	\$0.00	\$0.00
	220510	SFR	***519 DESIGNBUILD LLC	ROSS, MICHAEL & VAL	50 LILAC CT	\$618,915.00	\$0.00	\$0.00
	220511	NEW COMMERCIAL	***APOLLO INC	US ARMY CORP OF EN	1885 SHORELINE DR	\$29,517.00	\$0.00	\$0.00
	220519	RES REMODEL/REPAI	OWNER	FARLEY, CHRISTOPHE	4184 OLD MILTON HWY	\$15,000.00	\$0.00	\$0.00
	220531	HEAT PUMP/HVAC	***TOTAL COMFORT Solutio	TURNER, GALE A	3431 RANCH RD	\$6,450.00	\$0.00	\$0.00
	220533	POLE BLDG	BROWNS CONSTRUCTION	RAHN, HAROLD D	520 RUSSET RD	\$37,296.00	\$0.00	\$0.00
	220534	RES REMODEL/REPAI	RBI CONSTRUCTION LLC	WORDEN, HENRY O III	731 ABBOTT RD	\$293,119.00	\$0.00	\$0.00
	220546	HEAT PUMP/HVAC	***TOTAL COMFORT Solutio	FAUSTI, TERESA MARI	87 KENSINGTON DR	\$8,000.00	\$0.00	\$0.00
	220548	RES REROOF	PINA'S ROOFING	GRAHAM, ANDREW	1325 SCHOOL AVE	\$14,500.00	\$0.00	\$0.00
	220555	HEAT PUMP/HVAC	GORDONS HEATING & COOLI	CASE, STANTON C	192 TERI RD	\$8,190.00	\$0.00	\$0.00
	220563	RES REROOF	OJICIUS ENTERPRISES	TAVAKOLI, SEAN R	1104 BUSSELL CT	\$13,904.00	\$0.00	\$0.00
	220565	HEAT PUMP/HVAC	***TOTAL COMFORT Solutio	RULE, ALEX MCCAIN	160 DOUGLAS WAY	\$14,973.00	\$0.00	\$0.00
	220573	COMM REROOF	GILLESPIE ROOFING	K VINTNERS LLC	820 MILL CREEK RD	\$21,800.00	\$0.00	\$0.00
	220581	HEAT PUMP/HVAC	***CAMPBELL COOL ELEC PLB	MOTT, JAMES	26775 ICE HARBOR DR	\$13,196.00	\$0.00	\$0.00
	220582	RES REROOF	ICON ROOFING LLC	CALVERT, SEAN G	1319 MONROE ST	\$22,100.00	\$0.00	\$0.00
	220583	RES REROOF	GILLESPIE ROOFING	BRICK, PHILIP	10375 MILL CREEK RD	\$31,000.00	\$0.00	\$0.00
	220584	HEAT PUMP/HVAC	***TOTAL COMFORT Solutio	WUEST, ERIC B	67 LOCHER RD	\$7,449.00	\$0.00	\$0.00
	220587	HEAT PUMP/HVAC	***CAMPBELL COOL ELEC PLB	BELL, JANE	1242 W SUNSET DR	\$19,200.00	\$0.00	\$0.00
	220588	HEAT PUMP/HVAC	***TOTAL COMFORT Solutio	SJOREN, NILS MATTHE	158 THIRD ST	\$8,300.00	\$0.00	\$0.00
	WC1122	PERMIT UNDR \$5000				\$0.00	\$4,215.00	\$0.00
<i>Jurisdiction Total</i>						\$2,532,197.00	\$4,215.00	\$0.00
<i>Grand Total</i>						\$6,254,310.00	\$19,037.00	\$0.00