

Tuesday, May 14, 2024
City Council Meeting - Hybrid (In-Person & Electronic)

7:00 P.M.

#2137 Regular City Council Meeting - Hybrid (In-Person & Electronic)

In-Person at College Place 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/88564466463>

Or you may call this number to listen: 1-669-900-9128 ID# 885 6446 6463 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1. Opening Items.

Subject :	1.01 Call To Order
Meeting :	May 14, 2024 - 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 :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Norma L. Hernández

Paul T. Jessup,

Michael Cleveland,

Tito Espinoza Jr.,

Council Members Loren Peterson,

Monica Boyle

Public Content

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

Meeting Protocol for Public Comment:

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

- Your Name
- Your Address

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

Verbal Public Comments may be made during the meeting:

- In-person at the meeting location - provided at the beginning of each agenda.

Telephone and Virtual Comments:

Any member of the public who desires to make a public comment at the City Council meeting by telephone or remote access shall provide at least 24 hours notice (excluding weekends and holidays) prior to the start of the meeting at which the member of the public wants to make a comment, notify the City Clerk or designee in writing or by direct verbal communication of their desire to make a comment. Those notice shall include the member's first and last name, address or place of residence, and the topic or topics the comment will touch upon.

- 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.

2. Consent Agenda.

Subject :	2.01 AB 24100 - Approve Agenda for May 14, 2024
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve agenda for May 14, 2024.

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 24101 - Approve Council Meeting Minutes from April 23, 2024
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.

Access :	Public
Type :	Action (Consent), Minutes
Recommended Action :	Motion to approve council meeting minutes from April 23, 2024.

File Attachments

[2024-4-23_City_Council_Meeting_Minutes_Draft_BoardDocs® Plus.pdf \(760 KB\)](#)

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 24102 - Approve Council Workshop Minutes from May 7, 2024
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes
Recommended Action :	Motion to approve council workshop minutes from May 7, 2024.

File Attachments

[2024-5-7_Council_Workshop_Minutes_Draft_BoardDocs® Plus.pdf \(738 KB\)](#)

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 24103 - January Financials
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Preferred Date :	May 14, 2024

Recommended Action :

Motion to approve the January 2024 check register and financial reports.

Public Content

Information for Consideration:
Due to check stock not being pre-numbered, there are no missing check numbers not accounted for on check the registers.

Claims & Benefits: \$1,419,329.26
Payroll: \$291,575.84
Total Expenses Paid: \$2,010,905.10

File Attachments

[January 2024 Financials.pdf \(5,857 KB\)](#)

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 :	2.05 AB 24104 - Resolution Authorizing the Mayor to Execute the SPAR Program Indigent Defense Services Agreement with Attorney Rachel Cortez.
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve Resolution No. 24-029 authorizing the Mayor to execute the SPAR Program Indigent Defense Services Agreement with Attorney Rachel Cortez.

Public Content

Historical Perspective:

The City applied for and received a grant in the amount of \$41,500 from the state Office of Public Defense for reimbursement of City expenditures for indigent defense services for cases involving simple drug possession. The Simple Possession Advocacy Program was established in part to assist municipalities in the expected and realized increase in indigent defense costs

due to the state legislature reducing simple drug possession crimes from a felony (prosecuted by county prosecutors on behalf of the state) to misdemeanors, the vast majority of which are prosecuted by cities.

Information for Consideration:

All costs will be reimbursed by the state. Staff does not anticipate all funds will be expended. The City requested qualifications from the local bar to fulfill these indigent defense services and received one response from attorney Rachel Cortez. Staff recommends authorizing the Mayor to execute the agreement.

File Attachments

[SPARS Contract - Cortez.pdf \(3,149 KB\)](#)
[Res_No_24-029_SPAR_Program_Indigent_Defense_Services_Rachel_Cortez_2024-5-14.pdf \(148 KB\)](#)

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 :	2.06 Excusing the Absence of Council Member Cleveland
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to excuse the absence of Council Member Cleveland.

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
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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 :	May 14, 2024 - 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 24105 - Support for Walla Walla Sleep Center - Ms. Culwell
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	3. Presentations.
Access :	Public
Type :	Discussion

Public Content

Historical Perspective:

In March of 2023, the City made a one-time support payment of \$2000 to the Walla Walla Alliance for the Homeless (Walla Walla Sleep Center). This funding was in response to a 9th Circuit Court of Appeals decisions which ruled that enforcement of anti-camping ordinances when no alternative housing/shelter options were available unconstitutional as cruel and unusual punishment under the 8th Amendment of the federal Constitution. The City has not made any additional financial contributions to the Sleep Center. While the City did not and does not have anti-camping ordinances per se, the City does have the ability to enforce trespass and nuisance laws associated with public property and right of ways.

Information for Consideration:

This writer believes the US Supreme Court will overturn the 9th Circuit's decision and rule in favor of municipalities regulating the behavior, however it is possible, due to the numerous legal theories/arguments in addition to the cruel and unusual punishment/8th Amendment argument, it

could be a split decision with no majority and less than clear guidance for municipalities. Furthermore, because lack of housing opportunities will continue to be an issue facing College Place and the City's wider community, it is possible additional challenges to existing or new regulations after the Supreme Court decision, raising different legal challenges could and most like will occur.

It is estimated that the City, through the College Place Police Department facilitates the referral and transport of 10-15 individuals a year to the Sleep Center.

This presentation is followed by an Action item to provide financial support to the Sleep Center at Council's direction.

File Attachments

[Sleep_Center_Support_MOU.pdf \(2,222 KB\)](#)
[Sleep Center Support 2024.pdf \(273 KB\)](#)

Subject :	3.02 AB 24106 - National Public Works Week Proclamation - Mayor Hernández
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	3. Presentations.
Access :	Public
Type :	Information

Public Content

Information for Consideration:

Mayor Hernández will read the National Public Works Week Proclamation.

File Attachments

[Proclamation_Public_Works_Week_2024.pdf \(103 KB\)](#)

Subject :	3.03 AB 24107 - National Police Week Proclamation - Mayor Hernández
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	3. Presentations.
Access :	Public
Type :	

Public Content

Information for Consideration:

Mayor Hernández will read the National Police Week Proclamation.

File Attachments

[Proclamation_National_Police_Week_2024.pdf \(104 KB\)](#)

4. Public Hearings. - None

5. Action Items.

Subject :	5.01 AB 24108 - Award of the Lift Station #5 Relocation Project - Mr. McAndrews
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 14, 2024
Absolute Date :	May 14, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$3,061,466.57
Budgeted :	Yes
Budget Source :	State Ecology Financing
Recommended Action :	Motion to award the Lift Station #5 Relocation Project to Apollo Inc. in the amount of \$2,783,151.43, and authorize the Public Works Director to sign the Notice of Intent to Award, project contract documents, and approve additional work up to a total of \$3,061,466.57 which includes a 10% contingency of \$278,315.14 based on the total construction costs.

Public Content

Historical Perspective:

The City and JUB Engineers have been working on design for the Lift Station # 5 Relocation project on SW 1st St. The City and JUB have completed design, acquired property for the new lift station, and have advertised the project. The City originally advertised and scheduled bid openings for April 23, 2024, but no bids were received. The City re-advertised, and held a new bid opening the morning of May 14, 2024 at 9:30am.

Information for Consideration:

The City was ready to advertise this project in early 2024, but had to wait on Department of Ecology approval which delayed the project. At this point the City is moving quickly and recommending that Council authorize award the same day as the bid opening to avoid another month or more of construction delay. The construction efforts must be substantially completed this year to be able to pave the road back before asphalt plants close for the season. Engineer's Estimate for construction costs is \$2,177,800. One bid was received from Apollo Inc. in the amount of \$2,783,151.43. No other bids were received.

File Attachments

[L-RecommendationOfAward.pdf \(285 KB\)](#)

[BidTabFinal.pdf \(9 KB\)](#)

[BidTabAbstract.pdf \(116 KB\)](#)

[NoticeOfIntentToAward.pdf \(12 KB\)](#)

[Engineers Opinion of Probably Cost - Entire Project.pdf \(163 KB\)](#)

[Project Site Map.jpg \(1,190 KB\)](#)

Subject :	5.02 AB 24109 - Commerce Local Project Review: Consolidated Permit Review Grant Program - Mr. Rickard
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 14, 2024
Absolute Date :	May 14, 2024
Dollar Amount :	\$187,500.00
Budgeted :	No
Budget Source :	Grant
Recommended Action :	Motion to approve Resolution No 24-030 - Regarding the Washington State Department of Commerce Local Project Review Consolidated Permit Review Grant Program, a commitment to permit review consolidation requirements, and authorizing Mayor Hernandez to sign the letter of commitment.

Public Content

Historical Perspective:

In 2023, [SB 5290](#) amended the Local Project Review Act, [RCW 36.70B](#) to consolidate, streamline, and further improve local permit review processes for applicants, customers, planners, builders and designers. This grant program is designed to provide financial support to jurisdictions working to consolidate residential building permit review to address housing shortages in their jurisdictions and, collectively, across the state.

Information for Consideration:

The Local Project Review Act, RCW 36.70B, was established in 1995 after the passage of the Growth Management Act (GMA), as the statewide framework for local government land use planning review and development permitting. Fundamental land use planning choices made in adopted comprehensive plans and development regulations serve as the foundation for project review.

Major changes were made to the Local Project Review Act with the passage of Senate Bill (SB) 5290 in 2023. Updates and amendments to the Act are intended to consolidate, streamline, and further improve local permit review processes for applicants, customers, planners, builders and designers. To this end, the

Bill mandates that the Department of Commerce establish a grant program that enables jurisdictions to consolidate residential building permit review in order to address shortages in housing across the state.

Major provision of the grant requirements are:

1. No later than July 1, 2024, the jurisdiction must require final decisions on residential permit applications within 45 business days or 90 calendar days, using consolidated review for building permit applications.
2. No later than July 1, 2024, the jurisdiction must determine a specific fee structure that will allow the jurisdiction to continue providing consolidated permit review within 45 business days or 90 calendar days.
3. On September 15, 2024, December 15, 2024, March 15, 2025, and June 15, 2025, the jurisdiction must provide a quarterly progress report and status update to the Department of Commerce. The report must include the average and maximum time for issuing final decisions on residential building permits using consolidated review during our participation in the grant program. The status update will include a description of work completed under chosen eligible activity or activities.

Applicants must choose one or more of the following activities to perform during the grant period:

1. Consolidated review of residential permits may include an initial technical peer review of the application for conformity with the requirements of the Local Project Review Act, RCW 36.70B.070, Project permit applicationsDetermination of completenessNotice to applicant by all departments, divisions, and sections of the local government with jurisdiction over the project.
2. Contracting with a third-party business to conduct the consolidated permit review or as additional inspection staff. Any funds expended for such a contract may be eligible for reimbursement.
3. Contracting with outside assistance to audit development regulations to identify and correct barriers to housing development.
4. Staff (hiring new staff) & consultant time and expenses necessary to process changes to codes in order to comply with the 45-90 day permit decision timelines, fee guidance, or other requirements of the grant.

File Attachments

[2024.05.14 SCOPE OF WORK.pdf \(147 KB\)](#)
[Res_No_24-030_Local_Project_Review_Consolidation_Permit_Review_Program_2024-5-14.pdf \(138 KB\)](#)
[Letter_of_Commitment_2024-5-14.pdf \(157 KB\)](#)

Subject :	5.03 AB 24110 - Washington State Safe Routes to School Grant Application - Davis Elementary School Area - Mr. Rizzitiello
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 14, 2024

Absolute Date :	May 14, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$640,481.00
Budgeted :	No
Budget Source :	90% WSDOT Safe Routes Grant; 10% City Transportation Benefit District
Recommended Action :	Motion to adopt Resolution No. 24-031 supporting Davis Elementary School Safe Route to School Project.

Public Content

Historical Perspective:

Since the City has an adopted Local Road Safety Plan it can go after Washington State Department of Transportation Safe Routes to School and Pedestrian & Bicycle Grants.

Information for Consideration:

The City submitted this project two years ago. It barely missed funding. A big issue was lack of a dedicated funding source for Transportation projects. Now we have the 0.1% Transportation Benefit District (TBD) Sales Tax. his proposed project is as follows:

- NE Ash Avenue (Whitman to A) Concrete Sidewalk with ADA improvements.
- SE Birch Avenue (2nd to 4th) Concrete sidewalk and advisory shoulder, repave.
- RFB at SE Ash Avenue and 2nd.
- RFB at SE 4th and Date

As part of the grant application we would propose 10% match from local TBD sales tax. If funded by the state contracts would go out around August/September 2025 and we would have three years to finish.

File Attachments

[Budget_BirchAsh.pdf \(239 KB\)](#)

[Cross Sections.pdf \(540 KB\)](#)

[GIS_MXD_Grants_WSDOT_SRTS_2022_NEAtowhitman.pdf \(2.698 KB\)](#)

[GIS_MXD_Grants_WSDOT_SRTS_SEBirch_Sidewalk.pdf \(2.695 KB\)](#)

[LOS_WSDOT_SafeRoutes_Davis_pdf.pdf \(248 KB\)](#)

[NE Ash South of A 2.JPG \(4,030 KB\)](#)

[NE Ash_Whitman.jpg \(788 KB\)](#)

[SE 4th at Birch.JPG \(4,671 KB\)](#)

[SE Ash and 2nd .JPG \(4,413 KB\)](#)

[SE Birch at 3rd.JPG \(6,749 KB\)](#)

[SE Birch between 3rd and 4th.JPG \(6,904 KB\)](#)

[SE Birch_2nd.jpg \(700 KB\)](#)

[Res_No_24-031_WSDOT_Safe_Routes_to_School_Grant_Support_Davis_Elementary_2024-5-14.pdf \(148 KB\)](#)

[LOS_WSDOT_SafeRoutes_Davis_pdf.pdf \(248 KB\)](#)

Subject :	5.04 AB 24111 - Washington State Safe Routes to School Grant Application: Sager Middle School Area -
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Mr. Rizzitiello

Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 14, 2024
Absolute Date :	May 14, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$1,226,474.18
Budgeted :	No
Budget Source :	90% WSDOT Safe Route to School; 10% City Transportation Benefit District
Recommended Action :	Motion to adopt Resolution No. 24-032 supporting the Sager Middle School Safe Route to School Project.

Public Content

Historical Perspective:

Since the City has an adopted Local Road Safety Plan it can go after Washington State Department of Transportation Safe Routes to School and Pedestrian & Bicycle Grants.

Information for Consideration:

The City submitted this project two years ago. It barely missed funding. A big issue was lack of a dedicated funding source for Transportation projects. Now we have the 0.1% Transportation Benefit District (TBD) Sales Tax. We also paired back the project since the SE 8th Street sidewalk is now taken care of with the MPO and State Transportation Improvement Board grants. This proposed project is as follows:

- Pedestrian crosswalk with island with rfb at back Walmart entrance and SE Lamperti Street.
- Six Foot Concrete sidewalk on SE Central from Lamperti to 12th Street.
- Rapid Flashing Beacon at SE 12th and Date/Central
- Six Foot Concrete sidewalk on SE Birch from 12th to 8th Street.

As part of the grant application we would propose 10% match from local TBD sales tax. If funded by the state contracts would go out around August/September 2025 and we would have three years to finish.

File Attachments

[2021 CP_LRSP FINAL.pdf \(7.004 KB\)](#)

[CostEstimatefrom2022.pdf \(76 KB\)](#)

[Cross Sections.pdf \(541 KB\)](#)

[GIS_MXD_Grants_WSDOT_SRTS_2022_SEBirch8th12th.pdf \(3.422 KB\)](#)

[GIS_MXD_Grants_WSDOT_SRTS_2022_SECentral12thValley.pdf \(3.545 KB\)](#)

[LOS_WSDOT_SafeRoutes_Sager_pdf.pdf \(249 KB\)](#)
[SE Birch@9th.JPG \(7,248 KB\)](#)
[SE Lamperti Crossing_ Exhibit 3.pdf \(1,215 KB\)](#)
[SE Lamperti Ped Improvements OPC.pdf \(1,272 KB\)](#)
[SE12thandDate_West.JPG \(4,355 KB\)](#)
[SEBirch_Southat9th.jpg \(786 KB\)](#)
[SECentralat12th.JPG \(3,115 KB\)](#)
[WSDOT_SafeRoutesToSchoolWebsite.pdf \(346 KB\)](#)
[Res_No_24-032_WSDOT_Safe_Routes_to_School_Support_Sager_Middle_School_2024-5-14.pdf \(148 KB\)](#)
[LOS_WSDOT_SafeRoutes_Sager_pdf.pdf \(249 KB\)](#)

Subject :	5.05 AB 24112 - Washington State Pedestrian & Bicycle Program Grant Applications: SR 125 & Tamaurson /Meadowbrook - Mr. Rizzitiello
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 14, 2024
Absolute Date :	May 14, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$1,000,000.00
Budgeted :	Yes
Budget Source :	90% WSDOT Ped and Bike Grant, 10% City Transportation Benefit District
Recommended Action :	Motion to recommend Resolution No. 24-033 authorizing the City submittal for the Washington State Department of Transportation Pedestrian & Bicycle Grant Program (SR 125 & Tamaurson/Meadowbrook).

Public Content

Historical Perspective:

Since the City has an adopted Local Road Safety Plan it can go after Washington State Department of Transportation Safe Routes to School and Pedestrian & Bicycle Grants.

Information for Consideration:

The City submitted this project two years ago. It barely missed funding. A big issue was lack of a dedicated funding source for Transportation projects. Now we have the 0.1% Transportation Benefit District (TBD) Sales Tax. The City successfully obtained one Ped & Bike grant for the Post Office Crosswalk improvements.

- State Route 125 & Meadowbrook Blvd/Tamaurson Rd Improvements: Bike lanes on Tamaurson Rd shrink to nothing at Peppers Bridge. Slightly widen lanes to ensure bike lanes

can be continued at standard width. ADA ramps for sidewalk. Also restriping south side of intersection so right lane is right turn only and left lane is left turn and straight.

As part of the grant application we would propose 10% match from local TBD sales tax. If funded by the state contracts would go out around August/September 2025 and we would have three years to finish.

File Attachments

[SR 125 & Tamaurson.JPG \(154 KB\)](#)
[Webinar_Slides_2024SRTSPBPHOWTOAPPLY.pdf \(1,186 KB\)](#)
[WSDOTWebpage.pdf \(344 KB\)](#)
[Res_No_24-033_WSDOT_Pedestrian_&_Bicycle_Grant_Support_SR125_&_Tamaurson_2024-5-14.pdf \(127 KB\)](#)

Subject :	5.06 AB 24113 - Washington State Pedestrian & Bicycle Program Grant Applications: Myra Rd & Garrison Village Way - Mr. Rizzitiello
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 14, 2024
Absolute Date :	May 14, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$600,000.00
Budgeted :	Yes
Budget Source :	90% WSDOT Ped and Bike Grant, 10% City Transportation Benefit District
Recommended Action :	Motion to approve Resolution No. 24-034 which recommends the City's submittal for the Washington State Department of Transportation Pedestrian & Bicycle Grant Program (Myra & Garrison Village Way).

Public Content

Historical Perspective:

Since the City has an adopted Local Road Safety Plan it can go after Washington State Department of Transportation Safe Routes to School and Pedestrian & Bicycle Grants.

Information for Consideration:

The City submitted this project two years ago. It barely missed funding. A big issue was lack of a dedicated funding source for Transportation projects. Now we have the 0.1% Transportation Benefit District (TBD) Sales Tax. The City successfully obtained one Ped & Bike grant for the Post Office Crosswalk improvements.

- Myra Rd & Garrison Village Way/Fort Walla Walla Park intersection improvements: Stoplight, crosswalks, ADA ramps, sidewalk.

As part of the grant application we would propose 10% match from local TBD sales tax. If funded by the state contracts would go out around August/September 2025 and we would have three years to finish.

File Attachments

[Myra&GarrisonVillageWayMap.JPG \(156 KB\)](#)
[MyraGarrisonVillageWay.JPG \(2.988 KB\)](#)
[MyraGarrisonVillageWay2.JPG \(3.268 KB\)](#)
[MyraRd_GarrisonVillageWay2.jpg \(810 KB\)](#)
[Res_No_24-034_WSDOT_Pedestrian_&_Bicycle_Grant_Support_Myra_&_Garrison_Village_Way_2024-5-14.pdf \(127 KB\)](#)

Subject :	5.07 AB 24114 - Resolution of Support for Veterans Park Renovation Grant to the State of Washington Recreation Conservation Office (RCO) Washington Wildlife and Recreation Program (WWRP) for Local Parks - Mr. Rizzitiello
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 14, 2024
Absolute Date :	May 14, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$1,438,997.00
Budgeted :	No
Budget Source :	\$500,000 RCO WWRP Grant, \$250,000 RCO YAF Grant, Rest covered from REET II and Developer Contributions.
Recommended Action :	Motion to approve Resolution No. 24-035 which authorizes City Administrator to submit a Washington Wildlife and Recreation Program (WWRP) grant application for local parks to the State Recreation Conservation Office (RCO) for the Veterans Park Renovation.

Public Content

Historical Perspective:

The City conducted a survey as to desired amenities of Veterans Park back in 2022. Some listed were pickleball courts, basketball courts, and bathrooms.

Information for Consideration:

The City already has a Youth Athletic Facilities grant that is partially covering the basketball and pickleball court as well as bathroom. Through analysis of our engineer it was determined it would be best to replace playground equipment. The WWRP grant will cover playground equipment cost, pathways, turf/irrigation repair, and trees. The Park, Arbor, and Recreation Board at their April 2024 meeting approved this design concept.

File Attachments

[30-20-075-061_VeteransParkConcept_L101.pdf \(1,892 KB\)](#)
[Veterans_Park_RenovationProject_5-1-2024.pdf \(225 KB\)](#)
[WWRP-FactSheet.pdf \(548 KB\)](#)
[Res_No_24-035_WWRP_Grant_Application_2024-5-14.pdf \(891 KB\)](#)

Subject :	5.08 AB 24115 - Resolution of Support for Kiwanis Park Phase II Renovation Grant to the State of Washington Youth Athletic Facility (YAF) Grant - Mr. Rizzitiello
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 14, 2024
Absolute Date :	May 14, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$1,210,254.00
Budgeted :	Yes
Budget Source :	90% YAF Grant, 10% City Funds
Recommended Action :	Motion to approve Resolution No. 24-036 which authorizes City Administrator to submit a Youth Athletic Facility grant for Kiwanis Park II Renovations.

Public Content

Historical Perspective:

The southern section of Kiwanis Park was remodeled in 2017-2018. Additional improvements were outlined in the 2018 City Parks Master Plan.

Information for Consideration:

The Recreation Conservation Office has introduced equity criteria. For qualifying census block groups local match is reduced to 10%. This is such an area.

Improvements are as follows:

- Pickleball/Basketball Court Lights
- Replace Turf/Irrigation for northern section of park.

- Walking Path to connect everything together.
- Storage building.

File Attachments

[Budget.pdf \(74 KB\)](#)

[IMG_3246.JPG \(5.973 KB\)](#)

[IMG_3247.JPG \(6.012 KB\)](#)

[IMG_3248.JPG \(7.013 KB\)](#)

[IMG_3249.JPG \(2.597 KB\)](#)

[IMG_3250.JPG \(4.051 KB\)](#)

[IMG_3251.JPG \(4.551 KB\)](#)

[YAF-FactSheet.pdf \(341 KB\)](#)

[Res_No. 24-036_Youth_Athletic_Facility_Grant_Kiwanis_Park_Phase_II_Renovations_2024-5-14.pdf \(836 KB\)](#)

Subject :	5.09 AB 24116 - Financial Support for the Walla Walla Sleep Center - Ms. Culwell
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Fiscal Impact :	Yes
Recommended Action :	Motion to authorize the City to financially support the Walla Walla Sleep Center by making [one time payment of \$_____/# equal payments in the amount of \$_____] and to approve Resolution No. 24-037 a Resolution by the City Council of the City of College Place, Washington regarding authorizing City Administrator to execute Memorandum of Understanding with Walla Walla Alliance for the Homeless for Financial Support.

Public Content

Historical Perspective:

In March of 2023, the City made a one-time support payment of \$2000 to the Walla Walla Alliance for the Homeless (Walla Walla Sleep Center). This funding was in response to a 9th Circuit Court of Appeals decisions which ruled that enforcement of anti-camping ordinances when no alternative housing/shelter options were available unconstitutional as cruel and unusual punishment under the 8th Amendment of the federal Constitution. The City has not made any additional financial contributions to the Sleep Center. While the City did not and does not have anti-camping ordinances per se, the City does have the ability to enforce trespass and nuisance laws associated with public property and right of ways.

Information for Consideration:

This writer believes the US Supreme Court will overturn the 9th Circuit's decision and rule in favor of municipalities regulating the behavior, however it is possible, due to the numerous legal theories/arguments in addition to the cruel and unusual punishment/8th Amendment argument, it could be a split decision with no majority and less than clear guidance for municipalities.

Furthermore, because lack of housing opportunities will continue to be an issue facing College Place and the City's wider community, it is possible additional challenges to existing or new regulations after the Supreme Court decision, raising different legal challenges could and most like will occur.

It is estimated that the City, through the College Place Police Department facilitates the referral and transport of 10-15 individuals a year to the Sleep Center.

City Staff request Council determine the amount of financial support to provide to the Sleep Center and how such amounts are to be paid. City Staff recommends making and passing the proposed Motion.

File Attachments

[Sleep_Center_Support_2024.pdf \(273 KB\)](#)
[Res_No_24-037_Walla_Walla_Alliance_Financial_Support_MOU_2024-5-14.pdf \(146 KB\)](#)

6. Administrative Reports.

Subject :	6.01 AB 24117 - Creating Industrial Property Tax Exemption - Mr. Rizzitiello
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	6. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

Historically, the City had only 3.65 acres of Light Industrial Land. This land is the Whitman & Evans Light Industrial site. With the annexation of Martin Airfield, about another 24 acres is Light Industrial that is located between the active runway and Whitman Drive.

Information for Consideration:

The State allows cities in Targeted Urban Areas to create a ten year industrial property tax exemption for family wage jobs. Up until 2021, this program was only allowed for Snohomish County communities per RCW. In 2021 this program was reformed where any community could offer this for light industrial uses on undeveloped or underutilized light industrial areas where the minimum is 10,000 square feet with an improvement value of at least \$800,000, create at least twenty five family living wage jobs (defined as \$23 an hour or more), and participate in state apprenticeship programming. This item was recommended for approval at the May 6th, 2024 Economic Development, Tourism, and Events Commission Meeting.

File Attachments

[2021_JLARC_LegislativeChanges.pdf \(219 KB\)](#)
[ArlingtonWA_IndustrialPropertyTaxExemption.pdf \(562 KB\)](#)
[Draft_CPCode_IndustrialPropertyTaxExemption'.pdf \(135 KB\)](#)
[GIS_EconomicDevelopment_ProposedTUAIndustrial.pdf \(3.631 KB\)](#)

[LakeStevens_IndustrialExemptionOrdinance2.pdf \(133 KB\)](#)
[Pasco_IndustrialTaxExemption.pdf \(568 KB\)](#)
[RCW 84.25-TUA.url \(0 KB\)](#)
[Richland TUA Article.url \(0 KB\)](#)
[Richland_AgendaBill_IndustrialPropertyTaxExemption.pdf \(70 KB\)](#)
[Richland_TargetedUrbanArea_Industrial_PropertyTaxExemption.pdf \(1,296 KB\)](#)
[SessionLaw_1386.SL.pdf \(112 KB\)](#)

Subject : 6.02 AB 24118 - New Strategic Plan (FY 2025 to 2033) - Mr. Rizzitiello

Meeting : May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 6. Administrative Reports.

Access : Public

Type : Discussion, Information

Public Content

Historical Perspective:

The City conducted its first/last full scale Strategic Planning effort in 2017 by Mr. Lawson Knight. Minor updates were conducted in 2019 and 2021.

Information for Consideration:

The existing strategic plan was the first one the City ever done. Since that time four elected officials have changed over (Mayor and three council seats). We are near the tail end of the window of the first plan. It would be wise to do an update. In contacting several folks who do such work, Mr. Ratkai from Sageland Strategic appears to best fit our needs. He has done this work for private, non-profit, and city clients. He has worked for City of Richland and Pasco. He just finished up the Strategic Plan for the City of Toppenish. The ideal would be to go through this process and get it adopted so it can inform investments for FY 2025.

The existing plan was done when the community's population was around 9,000. Now we are hovering right around 10,000. We have seen a lot of residential and commercial development with a lot more to follow. Also, our vision statement needs some work as it is supposed to be succinct.

File Attachments

[College Place Council Prelim ChartV2.pdf \(101 KB\)](#)
[Resolution-2024-15-Adopting-2024-City-of-Toppenish-Strategic-Plan.pdf \(10,258 KB\)](#)
[Sageland_CollegePlace_Proposal 2024.pdf \(1,636 KB\)](#)
[Strategic Plan document_Edited52021.pdf \(688 KB\)](#)
[2024CPWA Consultant Agreement --Sageland Strategic LLC.pdf \(268 KB\)](#)

7. Informational Reports.

Subject : 7.01 Price Computers - Contract Termination

Meeting : May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)

Category :	7. Informational Reports.
Access :	Public
Type :	Information

Public Content

Historical Perspective:

The City of College Place entered into a contract with Price Computers, LLC in June of 2023

Information for Consideration:

The City of College Place is no longer in need of services provided by Price Computers and notified Price Computers on April 24, 2024, pursuant to the OPT-OUT/TERMINATION section of the Agreement, the Agreement will terminate on Tuesday July 23, 2024.

The City is in need of on-call IT support for when the City's IT staff is unavailable and, in case of an emergency, when IT service needs are beyond the capacity of the City's IT staff, if Price Computers is interested in serving the City on an on-call/emergency basis, the city is open to proposing an agreement for their consideration.

File Attachments

[2024.04.24.Price_Termination_Letter.docx \(002\).pdf \(408 KB\)](#)

Subject :	7.02 State & Local Cybersecurity Grant Program - Mr. Rickard
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	7. Informational Reports.
Access :	Public
Type :	Information

Public Content

Historical Perspective:

The U.S. Department of Homeland Security is providing funding, through the Infrastructure Investment and Jobs Act, to address cybersecurity risks and threats to information systems owned or operated by state, local and territorial governments.

Information for Consideration:

Jon Anthes, Information Technology Analyst recently applied for three Cybersecurity Grants. The deadline for grant submissions was May 10, 2023.

Project - Build Immutable Backup Solutions - \$9,552.00. In the next year, we need to refresh our current backup system. Creating an Immutable Backup System would protect beyond

ransomware resiliency. It would provide data integrity, security, corruption prevention and protect against other malicious attacks. We would build it for faster and reliable disaster recovery, ensuring preservation of historical data.

Project - Cybersecurity Server - \$8486.00.This project would be to build a multipurpose server that supports everything related to Cybersecurity. This would include storing network logs, managing endpoint security, system updates, system security logs, video surveillance and Veeam backup server. This additional resource would allow us to restore a virtual machine in case of a failure in our main file server.

Project - Purchase CrowdStrike security suite for enhanced endpoint protection - \$30,054.00. The city would greatly improve its endpoint security by deploying an industry leading product that uses AI to protect the full security stack to fight emerging threats. Purchasing CrowdStrike Falcon Enterprise would give us the new ability to centrally manage systems, log suspicious activity, and provide greater insight as to how an incident may occur. This purchase would allow us to migrate from the current product and evaluate a superior endpoint security solution. This would be the greatest cyber security improvement for the cost and would allow me to build a case before City Council for future renewals.

File Attachments

- [23SLCGP Project Proposal Application \(Backupsys\).pdf \(178 KB\)](#)
- [23SLCGP Project Proposal Application \(ELS\).pdf \(177 KB\)](#)
- [23SLCGP Project Proposal Application \(EPS\).pdf \(179 KB\)](#)

Subject :	7.03 Informational Report - Community Development
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	7. Informational Reports.
Access :	Public
Type :	Information

File Attachments

- [4-2024 CP Building Permit Report.pdf \(36 KB\)](#)
- [2024.04 Facility Report Form.pdf \(135 KB\)](#)
- [4-2024 Permit Report CP Year to Date.pdf \(122 KB\)](#)
- [2024.04 Inspection Count- Scott.pdf \(108 KB\)](#)
- [2024.04 Inspection Count -Zack.pdf \(708 KB\)](#)
- [2024.01 Permit Statistics.pdf \(15 KB\)](#)
- [2024.01 Walla Walla Permit List.pdf \(18 KB\)](#)
- [2024.04 IT Report.pdf \(106 KB\)](#)

Subject :	7.04 Co(W)alla Creative District Certification Letter - Mr. Rizzitiello
Meeting :	May 14, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	7. Informational Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

Information for Consideration:

The Cities of College Place and Walla Walla are now certified as the first dual municipality Creative District in the State of Washington. ArtWalla is the program administrator.

File Attachments

[CoWalla-Certification-letter.pdf \(154 KB\)](#)

8. Executive Session. - None

9. Closing Items.

Subject :	9.01 Good of the Order?
Meeting :	May 14, 2024 - 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 :	May 14, 2024 - 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, April 23, 2024)

Generated by Athen Reid on Tuesday, April 23, 2024

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; Michael Cleveland; Tito Espinoza; Loren Peterson; Heather Schermann

Staff- City Administrator, Michael Rizzitiello; City Attorney, Rea Culwell; Finance Director, Brian Carleton; Public Works Director, Robert McAndrews; City Clerk, Sherri St. Clair; Deputy Clerk, Athen Reid

Also Present - Byron Gunnerson - Gunnerson Consulting and Communication Site Services, LLC
Brett Reall - Gunnerson Consulting and Communication Site Services, LLC
Luafataalae Voigt - Walla Walla University
Jordan Green - Walla Walla Sleep Center
Melodie Williams

MEMBERS EXCUSED:

MEMBERS ABSENT:

Monica Boyle

Procedural: 1.03 Pledge of Allegiance

Information: 1.04 Public Comment - None

2. Consent Agenda.

Action (Consent): 2.01 AB 24086 - Approve Agenda for April 23, 2024 meeting.

Action (Consent), Minutes: 2.02 AB 24087 - Approve Council Minutes for April 9, 2024

Action (Consent): 2.03 AB 24088 - Utility Unit Charge Protocol Code Amendment - Ms. Culwell

Action (Consent): 2.04 Excusing the Absence of Council Member Williams

Action (Consent): 2.05 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Council Member Peterson made a motion to approve the consent agenda. Second by Member Espinoza and the motion passed 5-0.

3. Presentations.

Information: 3.01 AB 24089 - Walla Walla Sleep Center Presentation -

Mr. Green presented on the mission, logistics, and statistics of the Walla Walla Sleep Center. This included data from the past 3 years, and prospective updates and expansions.

Discussion ensued.

Information: 3.02 AB 24090 - Downtown Public Parking Lots Presentation

Luafataalae Voigt shared her Senior Project with the council members. The project analyzed benefits and logistics of 4 potential public parking lot proposals for Downtown College Place.

Discussion ensued.

Information: 3.03 AB 24091 - Engaging consultant to facilitate and administer lease of city property to private parties – Verizon use of City water tower space.

Ms. Culwell shared the proposed agreement between the City and Gunnerson Consulting in regard to taking on the management and administration of property leases of City Property, i.e. the Water Tower.

Discussion ensued.

4. Public Hearings - None

5. Action Items.

Action: 5.01 AB 24092 - Resolution Awarding Task Order under On Call City Engineer Contract for 100% Design of new East-West Rd (College to Teal) and intersection of East-West Rd/College to J-U-B Engineers

Mr. Rizzitiello recommended to award the East-West Road project to JUB Engineers under the existing On-Call Engineer Contract as JUB Engineers is already our On-Call engineer and has already surveyed the project area in the past.

Council Member Jessup made a motion to approve Resolution No. 24-025 awarding task order under On Call City Engineer Contract for \$491,500 +10% contingency equaling \$540,650 to conduct 100% design engineering of new East-West Rd and intersection of new East-West Rd with College Avenue. Second by Member Cleveland and the motion passed 5-0.

Action: 5.02 AB 24093 - Allow City Administrator to Sign Consent for Access to Property for Brownfields Assessment - Lions Park Community Center

Mr. Rizzitiello outlined that in an effort to assemble funds for the Lions Park Community Center Renovation, there is an opportunity for state funding via an assessment program. An access agreement is needed to allow Brownfields Assessment to conduct the building assessment.

Council Member Cleveland made a motion to approve Resolution No. 24-026 allowing City Administrator to sign Consent for Access to Property for Brownfields Assessment - Lions Park Community Center Second by Member Espinoza and the motion passed 5-0.

Action: 5.03 AB 24094 - Resolution of Support - Application into Federal Highway Administration Active Transportation Infrastructure Investment Program for SE 12th Street Engineering

Mr. Rizzitiello explained the Federal Highway Administration Active Transportation Infrastructure Investment Program and how it would benefit upgrades to SE 12th Street.

Discussion Ensued.

Council Member Peterson made a motion to approve Resolution No. 24-027 supporting application into the Federal Highway Administration Active Transportation Infrastructure Investment Program for SE 12th Street (College to Myra) Engineering. Second by Member Cleveland and the motion passed 5-0.

Action: 5.05 AB 24095 - Award of the Damson Ave Reconstruction & Rose Street Rechannelization Project.

Mr. McAndrews shared that while both of the bids received were over the engineer's estimate, Eastern Oregon Contracting LLC was the low Bidder for the Damson Avenue reconstruction project.

Council Member Espinoza made a motion to award the Damson Ave Reconstruction & Rose Street Rechannelization Project to Eastern Oregon Contracting LLC in the amount of

\$1,884,953.40, and authorize Public Works Director to sign contract agreements and approve additional work during the project not to exceed a total of \$2,000,000 Second by Member Peterson and the motion passed 5-0.

Action: 5.06 AB 24096 - Engaging Gunnerson Consulting to administer use and leasing of City property to telecommunication companies.

Ms. Culwell referenced presentation 3.03 and the attached agreement draft proposed between the City and Gunnerson Consulting regarding the leases of City Property to telecommunication providers.

Discussion Ensued.

Council Member Jessup made a motion to approve Resolution 24-028 authorizing the Mayor to execute an agreement with Gunnerson Consulting to administer the use and leasing of City property by telecommunication companies upon satisfactory legal review of the terms and conditions of the agreement. Second by Member Espinoza and the motion passed 5-0.

Action: 5.07 AB 24097 - Chip Seal on NE Rose Street from City Limits to NE Lambert Ave

Mr. McAndrews recommended that College Place follow suite in conjunction with the City of Walla Walla on authorizing Central Washington Asphlt to place chip and fog seal on NE Rose Street.

Discussion Ensued.

Council Member Espinoza made a motion to Authorize Central Washington Asphalt to perform chip seal and fog seal on NE Rose Street from City Limits to NE Lambert Ave for an amount not to exceed \$30,000 Second by Member Peterson and the motion passed 5-0.

6. Administrative Reports.

Discussion: 6.01 AB 24098 - Regulating Private Transfer Fees

Ms. Culwell shared recent citizen concerns regarding transfer fees when homeowners sell/buy homes in particular College Place developments. The fees go towards the developers non-profit organization.

Discussion Ensued.

Action: 6.02 AB 24099 - Award of the Lift Station #5 Relocation Project

Mr. McAndrews shared an update on the award process for the Lift Station #5 Relocation Project. Opening bid has been rescheduled.

Discussion Ensued.

7. Informational Reports - None

8. Executive Session - None

9. Closing Items.

Discussion, Information: 9.01 Good of the Order? - none

Action: 9.02 Conclusion - Motion to Conclude the Meeting.

Council Member Cleveland made a motion to conclude the meeting at 8:59PM. Second by Member Peterson and with no objection, the meeting concluded.

Approved:

Norma L. Hernández – Mayor

Attest:

Athen Reid - Deputy City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred April 23, 2024. Further detail may be obtained by reviewing the actual audio recording made during this session.

City Council Workshop - Hybrid (In-Person & Electronic) (Tuesday, May 7, 2024)

Generated by Sherri St Clair on Tuesday, May 7, 2024

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; Tito Espinoza Jr.; Loren Peterson; Melodie Williams; Heather Schermann; Monica Boyle

Staff- City Administrator, Michael Rizzitiello; Finance Director. Brian Carleton; City Attorney, Rea Culwell; Public Works Director, Robert McAndrews; City Clerk, Sherri St. Clair.

Also Present - Alex Fazzri - JUB Engineers

MEMBERS EXCUSED:

MEMBERS ABSENT:

Procedural: 1.03 Pledge of Allegiance

Information: 1.04 Public Comment - None

2. Workshop Topics.

Discussion, Information: 2.01 Recycling Survey Results -

Mr. Rizzitiello informed the Council that Rebecca Francik of Basin Disposal had previously presented at a council meeting regarding recycling. Mr. Rizzitiello informed the Council that he had posted a survey as requested regarding recycling in College Place. Mr. Rizzitiello presented the survey results to Council.

Discussion ensued.

Information: 2.02 Reservoir 4 Project Update -

Mr. McAndrews introduced Alex Fazzari from JUB Engineers. Mr. Fazzari gave a presentation on the Reservoir 4 Project update outlining the project needs, location, planning efforts, and funding, as well as a status update and proposed project schedule.

Discussion ensued.

Discussion: 2.03 Regulating Camping and Storage of Personal Items on Public Property -

Ms. Culwell informed the Council that she had received feedback from the College Place Police Department regarding camping and storage of personal items on public property. Ms. Culwell informed Council that she had drafted an ordinance regarding this issue.

Discussion ensued.

Information: 2.04 Community Events Update -

Ms. St. Clair presented the City's upcoming events including the City Block Party, College Place Farmers Market, Freedom Festival, and Movies in the Park. In addition, Ms. St. Clair also informed Council that the City is accepting sponsorships for events and has volunteer opportunities available.

Discussion ensued.

3. Closing Items.Discussion, Information: 3.01 Good of the Order

Mr. Rizzitiello informed the Council that the Spring Fling will be this upcoming weekend at Kiwanis Park.

Discussion ensued.

Mr. Peterson informed Council and City staff that he has seen a decrease in speeding on Bade Street and thanked City staff for addressing the issue. Ms. Culwell informed Council that she has seen an increase in infractions for speeding.

Procedural: 3.02 Conclusion

Mayor Hernández concluded the workshop to order at 6:56 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 May 7, 2024. Further detail may be obtained by reviewing the actual audio recording made during this session.

Financial Reports Descriptions

Monthly Expenditure Analysis

Summary of expenditures for the period. This report breaks out Payroll, Capital, and Debt Service expenditures. The total expenditures for the period on this report should tie out to the *Treasurer's Report Fund Totals* expenditure column.

Check Register

Detail of every check or electronic payment issued during the period. This report contains only cash items that require council approval. It does not include transactions that do not require council approval, such as interest income or bank fees. Therefore, the total of this report will not tie to the expenditures total on the *Monthly Expenditure Analysis*, *Treasurer's Report*, or *Cash Flow Report*.

Treasurer's Report, Bank Statement Report & Investment Detail Report

Fund Totals – Presents beginning fund balances, revenues for the period, expenditures for the period, ending fund balances, outstanding items, and fund balances adjusted for outstanding items.

Account Totals – Presents Cash and Investment account beginning balances, deposits, withdrawals, outstanding items, and adjusted ending balances.

Fund Investments by Account – Presents investment balances by fund. This is an allocation of the City's investments to applicable funds. The allocation is adjusted each month by the Finance Director according to fund balance. This adjustment displays in the "Purchases" and "Liquidated" columns.

Fund Investment Totals – Presents fund investments and cash allocated by fund. This report builds on the *Fund Investments by Account* report by also including cash balances.

Cash Flow Report

Shows cash in and cash out by fund for each period and year-to-date. Revenue and Expenditure totals should tie out to revenue and expenditure totals on the *Treasurer's Report Fund Totals* report.

Budget Position Report

Shows revenues and expenditures as compared to budget for the year-to-date. Excludes beginning and ending fund balances.

Totals for Credit Accounts

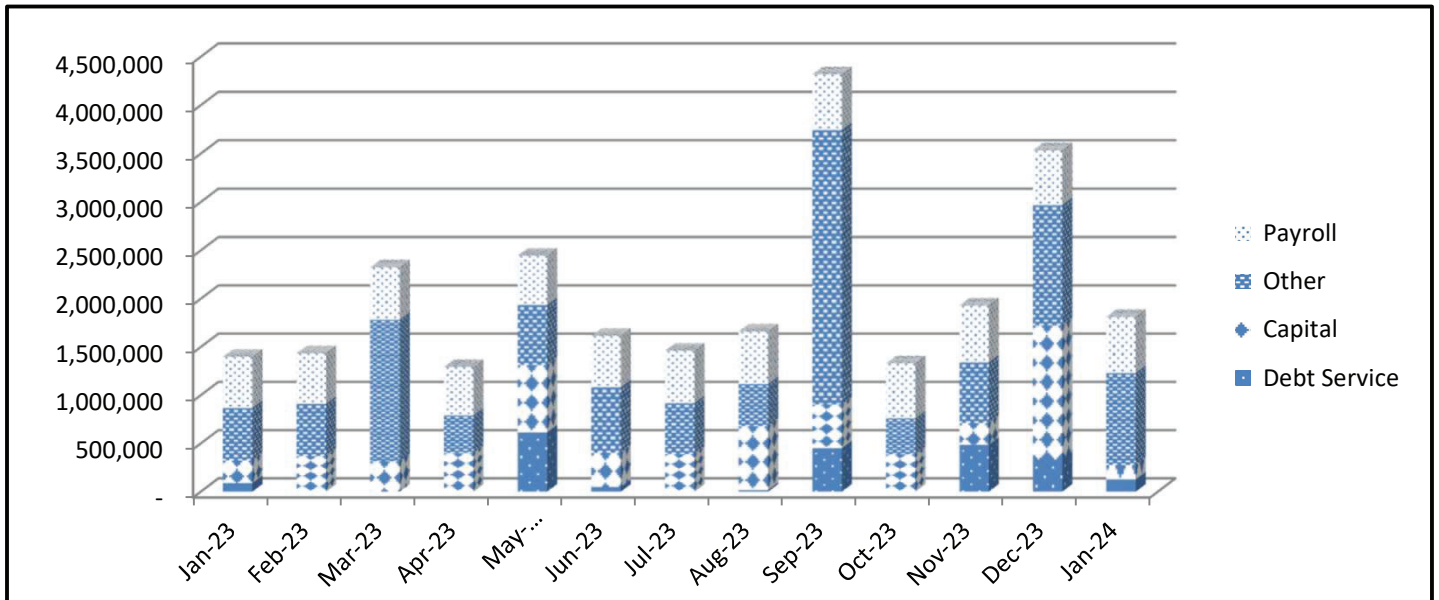
Detail of credit account transactions for the period. Reported by vendor and subtotaled by department.

City of College Place

Monthly Expenditure Analysis

Jan-24

Month	Operating Expenses		Capital	Debt Service	Total
	Payroll	Other			
Jan-24	581,645	952,261	150,217	127,567	1,811,690
Dec-23	564,605	1,245,764	1,390,103	332,939	3,533,411
Nov-23	588,393	630,484	225,475	485,370	1,929,722
Oct-23	568,291	372,438	387,783	234	1,328,745
Sep-23	573,476	2,839,849	452,481	451,826	4,317,633
Aug-23	543,829	435,696	663,709	17,234	1,660,467
Jul-23	541,376	527,641	390,550	256	1,459,823
Jun-23	532,440	678,886	354,169	48,935	1,614,430
May-23	508,788	621,384	698,337	615,313	2,443,822
Apr-23	500,086	389,518	400,622	714	1,290,939
Mar-23	541,212	1,466,309	316,311	234	2,324,065
Feb-23	523,342	540,461	370,301	234	1,434,338
Jan-23	529,217	543,236	235,580	88,752	1,396,785



Other Detail - Significant Expenditures and Related Party Transactions

WCIA Annual City & Liability Insurance	\$	454,304
City of Walla Walla - Dispatch Fees		151,063
Interfund Transfers		64,000
Related Party Transactions: None		
Total Other Detail	\$	669,367



City of College Place, WA

CP Check Register

By Check Number

Date Range: 01/01/2024 - 01/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Bank #28-Bank #28						
Payment Type: Regular						
14697	Boudrieau, Brandon T	01/04/2024	Regular	0.00	45.00	80253
13270	American Legal Services	01/04/2024	Regular	0.00	7.24	80254
95	College Place Fire Fighters Assn.	01/04/2024	Regular	0.00	340.00	80255
5215	IAFF Local 4203, C/O BMCU Acct. 59881001	01/04/2024	Regular	0.00	400.00	80256
14041	Life Flight Network Foundation	01/04/2024	Regular	0.00	4,631.25	80257
3275	Marianne Barr C/O CPPD Emp Donations	01/04/2024	Regular	0.00	175.00	80258
3273	Teamsters - Public Employees	01/04/2024	Regular	0.00	1,768.00	80259
12901	United Way of The Blue Mountains	01/04/2024	Regular	0.00	5.00	80260
5218	WSCFF Employee Benefit Trust	01/04/2024	Regular	0.00	600.00	80261
14041	Life Flight Network Foundation	01/08/2024	Regular	0.00	75.00	80262
92	City Of College Place-General	01/19/2024	Regular	0.00	6,828.25	80263
	Void	01/19/2024	Regular	0.00	0.00	80264
	Void	01/19/2024	Regular	0.00	0.00	80265
14390	Rhodes, Brandon L	01/23/2024	Regular	0.00	225.20	80273
211	Postmaster	01/29/2024	Regular	0.00	1,023.77	80274
211	Postmaster	01/30/2024	Regular	0.00	20.86	80275
103	Columbia Rural Electric	01/31/2024	Regular	0.00	5,621.80	80276
Total Regular:				0.00	21,766.37	

CP Check Register				Date Range: 01/01/2024 - 01/31/2024		
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Virtual Payment						
122	Exchange Club	01/10/2024	Virtual Payment	0.00	175.00	APA000740
14432	KnowBe4 Inc.	01/10/2024	Virtual Payment	0.00	3,498.40	APA000741
976	Planning Association Of Washington	01/10/2024	Virtual Payment	0.00	450.00	APA000742
12672	Schmick, Dylan E	01/10/2024	Virtual Payment	0.00	111.08	APA000743
308	WA St. Dept Of Ecology	01/10/2024	Virtual Payment	0.00	415.00	APA000744
920	Walla Walla County	01/10/2024	Virtual Payment	0.00	25,025.00	APA000745
13715	Washington Cities Insurance Authority	01/10/2024	Virtual Payment	0.00	454,304.00	APA000746
11369	Abadan Tri-Cities	01/25/2024	Virtual Payment	0.00	82.66	APA000929
12539	Anderson Towing LLC	01/25/2024	Virtual Payment	0.00	276.61	APA000930
4893	AWC Drug & Alcohol	01/25/2024	Virtual Payment	0.00	1,150.00	APA000931
12776	AWC Workers' Comp Retro Program	01/25/2024	Virtual Payment	0.00	6,963.52	APA000932
14125	Axon Enterprise, Inc.	01/25/2024	Virtual Payment	0.00	38,792.86	APA000933
8732	Basin Disposal Of Walla Walla	01/25/2024	Virtual Payment	0.00	2,002.55	APA000934
71	Benton Franklin & WW Co.	01/25/2024	Virtual Payment	0.00	100.00	APA000935
5700	CH2M Hill OMI	01/25/2024	Virtual Payment	0.00	113,770.17	APA000936
VEN01025	Christopher Price	01/25/2024	Virtual Payment	0.00	6,030.95	APA000937
809	Columbia Electric Supply	01/25/2024	Virtual Payment	0.00	77.59	APA000938
330	Core & Main LP	01/25/2024	Virtual Payment	0.00	118.17	APA000939
8544	Doering, Shawn R	01/25/2024	Virtual Payment	0.00	24.50	APA000940
13177	ESD - PFMLA	01/25/2024	Virtual Payment	0.00	813.64	APA000941
VEN01023	EverBank, NA	01/25/2024	Virtual Payment	0.00	255.75	APA000942
123	Evergreen Rural Water Of Washington	01/25/2024	Virtual Payment	0.00	940.15	APA000943
6432	Express Services, Inc	01/25/2024	Virtual Payment	0.00	639.40	APA000944
11806	Fortin, Brian R	01/25/2024	Virtual Payment	0.00	300.00	APA000945
13879	GNAT Enterprises	01/25/2024	Virtual Payment	0.00	80.00	APA000946
864	IBS Inc.	01/25/2024	Virtual Payment	0.00	121.73	APA000947
170	Lawson Products Inc.	01/25/2024	Virtual Payment	0.00	456.26	APA000948
9680	Les Schwab Tire Center - CP	01/25/2024	Virtual Payment	0.00	54.33	APA000949
7923	New York Store	01/25/2024	Virtual Payment	0.00	326.69	APA000950
6034	Pepsi Cola Bottling of Walla Walla	01/25/2024	Virtual Payment	0.00	148.00	APA000951
3330	PocketiNet Communications Inc	01/25/2024	Virtual Payment	0.00	200.00	APA000952
8689	Port Of Walla Walla	01/25/2024	Virtual Payment	0.00	1,200.00	APA000953
12508	Public Safety Testing, Inc	01/25/2024	Virtual Payment	0.00	209.00	APA000954
12390	Revize LLC	01/25/2024	Virtual Payment	0.00	6,490.00	APA000955
10275	RH2 Engineering, Inc.	01/25/2024	Virtual Payment	0.00	29,622.83	APA000956
12672	Schmick, Dylan E	01/25/2024	Virtual Payment	0.00	300.00	APA000957
12672	Schmick, Dylan E	01/25/2024	Virtual Payment	0.00	-300.00	APA000957
14838	Sierra Electric, Inc.	01/25/2024	Virtual Payment	0.00	29,748.73	APA000958
13837	Tampa Enterprises LLC	01/25/2024	Virtual Payment	0.00	34.73	APA000959
315	WA St. Auditor's Office	01/25/2024	Virtual Payment	0.00	384.30	APA000960
308	WA St. Dept Of Ecology	01/25/2024	Virtual Payment	0.00	80,761.04	APA000961
5639	WA St. Dept Of Labor & Industries	01/25/2024	Virtual Payment	0.00	174.30	APA000962
299	Walla Walla City of	01/25/2024	Virtual Payment	0.00	151,123.45	APA000963
283	Walla Walla County Auditor	01/25/2024	Virtual Payment	0.00	9,818.00	APA000964
11489	Walla Walla County Corrections Dept	01/25/2024	Virtual Payment	0.00	4,756.71	APA000965
291	Walla Walla Electric	01/25/2024	Virtual Payment	0.00	51.85	APA000966
12666	Watkins, Daniel I	01/25/2024	Virtual Payment	0.00	36.82	APA000967
572	Western States Equipment Co.	01/25/2024	Virtual Payment	0.00	288.10	APA000968
Total Virtual Payment:				0.00	972,403.87	

CP Check Register				Date Range: 01/01/2024 - 01/31/2024		
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Bank Draft						
14312	Empower Retirement, LLC	01/04/2024	Bank Draft	0.00	844.20	DFT0000909
14312	Empower Retirement, LLC	01/04/2024	Bank Draft	0.00	4,779.28	DFT0000910
14312	Empower Retirement, LLC	01/04/2024	Bank Draft	0.00	2,487.27	DFT0000911
14312	Empower Retirement, LLC	01/04/2024	Bank Draft	0.00	3,905.37	DFT0000912
14312	Empower Retirement, LLC	01/04/2024	Bank Draft	0.00	464.68	DFT0000913
3271	American Family Life Ins	01/04/2024	Bank Draft	0.00	347.62	DFT0000914
3271	American Family Life Ins	01/04/2024	Bank Draft	0.00	1,740.34	DFT0000915
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	5,049.60	DFT0000916
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	26.25	DFT0000917
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	15.98	DFT0000918
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	540.00	DFT0000919
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	566.45	DFT0000920
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	1,165.94	DFT0000921
3278	City Of College Place	01/04/2024	Bank Draft	0.00	1,735.85	DFT0000922
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	22,662.58	DFT0000923
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	13,934.96	DFT0000924
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	10,093.22	DFT0000925
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	34,287.74	DFT0000926
3270	State Of Washington	01/04/2024	Bank Draft	0.00	25,772.08	DFT0000927
3543	Washington State Support Registry	01/04/2024	Bank Draft	0.00	803.86	DFT0000928
3270	State Of Washington	01/04/2024	Bank Draft	0.00	23,713.28	DFT0000929
3270	State Of Washington	01/04/2024	Bank Draft	0.00	3,243.25	DFT0000930
3270	State Of Washington	01/04/2024	Bank Draft	0.00	982.23	DFT0000931
3270	State Of Washington	01/04/2024	Bank Draft	0.00	2,154.16	DFT0000932
3269	Washington Teamsters Welfare Trust	01/04/2024	Bank Draft	0.00	1,446.00	DFT0000933
3269	Washington Teamsters Welfare Trust	01/04/2024	Bank Draft	0.00	18,972.57	DFT0000934
3269	Washington Teamsters Welfare Trust	01/04/2024	Bank Draft	0.00	216.00	DFT0000935
3269	Washington Teamsters Welfare Trust	01/04/2024	Bank Draft	0.00	205.20	DFT0000936
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	167.90	DFT0000937
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	75.00	DFT0000938
501	WA St. Dept Of Labor & Industries	01/04/2024	Bank Draft	0.00	3,419.41	DFT0000939
151	Internal Revenue Service (Payroll)	01/04/2024	Bank Draft	0.00	10,194.30	DFT0000940
501	WA St. Dept Of Labor & Industries	01/04/2024	Bank Draft	0.00	188.40	DFT0000941
501	WA St. Dept Of Labor & Industries	01/04/2024	Bank Draft	0.00	546.77	DFT0000942
151	Internal Revenue Service (Payroll)	01/04/2024	Bank Draft	0.00	37,234.44	DFT0000943
501	WA St. Dept Of Labor & Industries	01/04/2024	Bank Draft	0.00	4,050.12	DFT0000944
13177	ESD - PFMLA	01/04/2024	Bank Draft	0.00	1,722.61	DFT0000945
501	WA St. Dept Of Labor & Industries	01/04/2024	Bank Draft	0.00	282.46	DFT0000946
501	WA St. Dept Of Labor & Industries	01/04/2024	Bank Draft	0.00	1,899.70	DFT0000947
570	Oregon Department Of Revenue	01/04/2024	Bank Draft	0.00	940.94	DFT0000948
501	WA St. Dept Of Labor & Industries	01/04/2024	Bank Draft	0.00	590.76	DFT0000949
13120	Oregon Department Of Revenue-Transit	01/04/2024	Bank Draft	0.00	17.02	DFT0000950
151	Internal Revenue Service (Payroll)	01/04/2024	Bank Draft	0.00	26,688.47	DFT0000951
13177	ESD - PFMLA	01/04/2024	Bank Draft	0.00	2,107.75	DFT0000952
501	WA St. Dept Of Labor & Industries	01/04/2024	Bank Draft	0.00	495.47	DFT0000953
13177	ESD - PFMLA	01/04/2024	Bank Draft	0.00	840.72	DFT0000954
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	775.14	DFT0000955
60	Association Of Washington Cities	01/04/2024	Bank Draft	0.00	1.75	DFT0000956
151	Internal Revenue Service (Payroll)	01/12/2024	Bank Draft	0.00	1,280.38	DFT0000971
151	Internal Revenue Service (Payroll)	01/12/2024	Bank Draft	0.00	4,330.70	DFT0000972
570	Oregon Department Of Revenue	01/12/2024	Bank Draft	0.00	72.52	DFT0000973
151	Internal Revenue Service (Payroll)	01/12/2024	Bank Draft	0.00	2,040.83	DFT0000974
82	Cascade Natural Gas Corporation	01/25/2024	Bank Draft	0.00	729.79	DFT0000976
82	Cascade Natural Gas Corporation	01/25/2024	Bank Draft	0.00	291.03	DFT0000977
82	Cascade Natural Gas Corporation	01/25/2024	Bank Draft	0.00	848.89	DFT0000978
82	Cascade Natural Gas Corporation	01/25/2024	Bank Draft	0.00	875.06	DFT0000979
82	Cascade Natural Gas Corporation	01/25/2024	Bank Draft	0.00	15.09	DFT0000980
270	Centurylink Communications LLC	01/25/2024	Bank Draft	0.00	56.86	DFT0000996
11452	CenturyLink Communications LLC	01/25/2024	Bank Draft	0.00	8.50	DFT0000997
103	Columbia Rural Electric	01/25/2024	Bank Draft	0.00	4,548.40	DFT0001003

CP Check Register

Date Range: 01/01/2024 - 01/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
204	Pacific Power & Light	01/25/2024	Bank Draft	0.00	16,083.73	DFT0001004
8712	Verizon Wireless	01/25/2024	Bank Draft	0.00	3,144.28	DFT0001005
318	WA St. Dept Of Revenue	01/25/2024	Bank Draft	0.00	16,396.29	DFT0001095
7404	Banner Bank Credit Cards	01/31/2024	Bank Draft	0.00	9,572.49	DFT0001098
14312	Empower Retirement, LLC	01/31/2024	Bank Draft	0.00	227.19	DFT0001099
3270	State Of Washington	01/31/2024	Bank Draft	0.00	510.88	DFT0001110
501	WA St. Dept Of Labor & Industries	01/31/2024	Bank Draft	0.00	360.78	DFT0001111
151	Internal Revenue Service (Payroll)	01/31/2024	Bank Draft	0.00	106.98	DFT0001112
501	WA St. Dept Of Labor & Industries	01/31/2024	Bank Draft	0.00	43.79	DFT0001113
151	Internal Revenue Service (Payroll)	01/31/2024	Bank Draft	0.00	421.18	DFT0001115
13177	ESD - PFMLA	01/31/2024	Bank Draft	0.00	19.50	DFT0001116
13177	ESD - PFMLA	01/31/2024	Bank Draft	0.00	7.79	DFT0001117
14415	US Dept of Agriculture	01/08/2024	Bank Draft	0.00	88,518.00	DFT0001399
Total Bank Draft:				0.00	424,906.02	

Bank Code Bank #28 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	16	15	0.00	21,766.37
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	108	73	0.00	424,906.02
EFT's	0	0	0.00	0.00
	181	138	0.00	1,419,076.26

CP Check Register

Date Range: 01/01/2024 - 01/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Bank #29 Travel Adv-Bank # 29 Travel Adv						
Payment Type: Regular						
14390	Rhodes, Brandon L	01/26/2024	Regular	0.00	253.00	2034
Total Regular:				0.00	253.00	

Bank Code Bank #29 Travel Adv Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	253.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	253.00

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	17	16	0.00	22,019.37
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	108	73	0.00	424,906.02
EFT's	0	0	0.00	0.00
	182	139	0.00	1,419,329.26

Fund Summary

Fund	Name	Period	Amount
001	Current Expense Fund	1/2024	253.00
997	Pooled Cash Operating	1/2024	1,419,076.26
			1,419,329.26

Authorization Signatures

Check Register

WE, the City Administrator and the City Finance Director of the City of College Place, Walla Walla County, Washington, DO HEREBY certify that the merchandise and services listed above have been received, are appropriate business expenditures of the City of College Place, are an accounting of all expenditures for the period described, and that the related vouchers and checks have been properly documented and approved by City Management.

DocuSigned by:

City Administrator

DocuSigned by:

Finance Director

WE, the undersigned members of the City Council of the City of College Place, Walla Walla County, Washington, representing the entire Council in attendance, DO HEREBY certify that the Council has reviewed the above list of expenditures and related vouchers or checks for the period described, has discussed any concerns with City Management and Staff and has had any such concerns answered adequately. We further certify that the above list of expenditures has been approved by the City of College Place City Council, DATED this _____ day of _____, 2024.

X _____
Councilmember

X _____
Councilmember

X _____
Councilmember



City of College Place, WA

Payroll Bank Transaction Report

By Payment Number

Date: 1/1/2024 - 1/31/2024

Payroll Set: 01 - Payroll Set 01

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
832	01/04/2024	Regular	13529	Adams, Eric H	0.00	4,460.08	4,460.08
833	01/04/2024	Regular	EMP14850	Anthes, Jonathan M	0.00	4,544.26	4,544.26
834	01/04/2024	Regular	57	Antle, M Wade	0.00	4,631.36	4,631.36
835	01/04/2024	Regular	14494	Barker, Kyle A	0.00	5,176.52	5,176.52
836	01/04/2024	Regular	8573	Barr, Marianne K	0.00	3,747.54	3,747.54
837	01/04/2024	Regular	14649	Bartlett, Logan K	0.00	2,934.13	2,934.13
838	01/04/2024	Regular	11879	Bennett, George R	0.00	5,220.56	5,220.56
839	01/04/2024	Regular	14767	Betancourt, Juan C	0.00	1,691.15	1,691.15
840	01/04/2024	Regular	13939	Bollinger, Tanner R	0.00	210.74	210.74
841	01/04/2024	Regular	11916	Boose, John A	0.00	3,615.80	3,615.80
842	01/04/2024	Regular	14222	Boyle, Monica H	0.00	341.66	341.66
843	01/04/2024	Regular	14483	Broxson, Dalton J	0.00	3,503.94	3,503.94
844	01/04/2024	Regular	14696	Bushkovskiy, Anton P	0.00	2,460.38	2,460.38
845	01/04/2024	Regular	13390	Calkins, Noelle E	0.00	1,316.37	1,316.37
846	01/04/2024	Regular	13662	Carleton, Brian J	0.00	5,254.93	5,254.93
847	01/04/2024	Regular	EMP14859	Carlton, Levi E	0.00	352.02	352.02
848	01/04/2024	Regular	13271	Chamberlain, Randall J	0.00	315.08	315.08
849	01/04/2024	Regular	716	Chamberlain, Randall J	0.00	3,604.44	3,604.44
850	01/04/2024	Regular	13924	Charnley-Ovens, Caitlin	0.00	226.42	226.42
851	01/04/2024	Regular	14606	Clark, Camron J	0.00	4,164.06	4,164.06
852	01/04/2024	Regular	12104	Cleveland, Michael A	0.00	341.66	341.66
853	01/04/2024	Regular	12933	Cole, Tanner C	0.00	6,835.56	6,835.56
854	01/04/2024	Regular	13453	Cota De La Cruz, Laurencio	0.00	2,351.66	2,351.66
855	01/04/2024	Regular	14842	Creek, David T	0.00	2,237.02	2,237.02
856	01/04/2024	Regular	14213	Culwell, Rea L	0.00	5,579.48	5,579.48
857	01/04/2024	Regular	14848	Dennis, Austin R	0.00	3,960.87	3,960.87
858	01/04/2024	Regular	12229	Diaz, Salvador M	0.00	8,169.19	8,169.19
859	01/04/2024	Regular	13858	Dill, Benjamin G	0.00	4.78	4.78
860	01/04/2024	Regular	8544	Doering, Shawn R	0.00	5,314.82	5,314.82
861	01/04/2024	Regular	13992	Downs, Emily A	0.00	4,580.36	4,580.36
862	01/04/2024	Regular	11920	Drury, Charles O	0.00	4,774.08	4,774.08
863	01/04/2024	Regular	14650	Erb, Brittney E	0.00	3,882.33	3,882.33
864	01/04/2024	Regular	14423	Espinoza JR, Tito	0.00	341.66	341.66
865	01/04/2024	Regular	12851	Evensen, Patrick J	0.00	2,330.41	2,330.41
866	01/04/2024	Regular	14695	Felty, John	0.00	640.14	640.14
867	01/04/2024	Regular	11806	Fortin, Brian R	0.00	6,276.15	6,276.15
868	01/04/2024	Regular	EMP14855	Fortune, Joshua	0.00	4.78	4.78
869	01/04/2024	Regular	14301	Garcia, Armando	0.00	7.38	7.38
870	01/04/2024	Regular	11862	Goodson, Jeffrey R	0.00	4,378.19	4,378.19
871	01/04/2024	Regular	13829	Goodwin, Sharame L	0.00	2,402.92	2,402.92
872	01/04/2024	Regular	13870	Graham, Jayme L	0.00	93.44	93.44
873	01/04/2024	Regular	14768	Graham, Jayme L	0.00	958.53	958.53
874	01/04/2024	Regular	12611	Grove, Travis B	0.00	2,380.14	2,380.14
875	01/04/2024	Regular	13236	Guse, Neosha K	0.00	29.56	29.56
876	01/04/2024	Regular	13230	Guse, Richard F	0.00	4.78	4.78
877	01/04/2024	Regular	14832	Guse, Wyatt R	0.00	3,062.17	3,062.17
878	01/04/2024	Regular	11934	Hall, Scott W	0.00	4,660.74	4,660.74
879	01/04/2024	Regular	EMP14861	Hammond, Brandon A	0.00	307.78	307.78
880	01/04/2024	Regular	13237	Hanson, Scott A	0.00	19.56	19.56
881	01/04/2024	Regular	11810	Harris, Tanner M	0.00	6,739.70	6,739.70
882	01/04/2024	Regular	13427	Hernandez, Norma L	0.00	904.63	904.63
883	01/04/2024	Regular	14648	Hoffer, Zackery A	0.00	5,112.49	5,112.49
884	01/04/2024	Regular	11735	Holden, Michael C	0.00	3,276.61	3,276.61
885	01/04/2024	Regular	EMP14858	Irwin, Thomas L	0.00	176.63	176.63
886	01/04/2024	Regular	13240	Jackson, Nattilie E	0.00	1,564.71	1,564.71
887	01/04/2024	Regular	13241	James, Jason C	0.00	440.66	440.66
888	01/04/2024	Regular	14460	Jessup, Paul T	0.00	341.66	341.66

Payment			Employee		Direct Deposit		
Number	Payment Date	Payment Type	Number	Employee Name	Check Amount	Amount	Total Payment
889	01/04/2024	Regular	13242	Kelly, William P	0.00	51.72	51.72
890	01/04/2024	Regular	14299	Laizure, Michael A	0.00	115.60	115.60
891	01/04/2024	Regular	12241	Langlois, Joseph T	0.00	4,149.89	4,149.89
892	01/04/2024	Regular	13178	LeBaron, Jacob G	0.00	14.78	14.78
893	01/04/2024	Regular	EMP14854	Lua, Mark	0.00	400.60	400.60
894	01/04/2024	Regular	14268	McAndrews, Robert A	0.00	4,325.40	4,325.40
895	01/04/2024	Regular	14731	Mirasol, Michael L	0.00	86.04	86.04
896	01/04/2024	Regular	EMP14856	Nelson, Aaron M	0.00	381.56	381.56
897	01/04/2024	Regular	14651	Nilsson, Trenton M	0.00	5,081.67	5,081.67
898	01/04/2024	Regular	13128	Nordman, Ronald A	0.00	3,414.41	3,414.41
899	01/04/2024	Regular	14766	Peal, Benjamin O	0.00	1,670.89	1,670.89
900	01/04/2024	Regular	11756	Peterson, Loren D	0.00	341.66	341.66
901	01/04/2024	Regular	EMP14853	Pittis, Moses J	0.00	462.84	462.84
902	01/04/2024	Regular	13697	Price, Joshua W	0.00	514.54	514.54
903	01/04/2024	Regular	EMP14857	Read, Cooper P	0.00	411.12	411.12
904	01/04/2024	Regular	14757	Reid, Athen A	0.00	1,851.55	1,851.55
905	01/04/2024	Regular	14390	Rhodes, Brandon L	0.00	6,278.96	6,278.96
906	01/04/2024	Regular	11826	Rickard, Jonathan J	0.00	6,327.63	6,327.63
907	01/04/2024	Regular	12346	Rizzitiello, Michael J	0.00	5,546.66	5,546.66
908	01/04/2024	Regular	13966	Scherger, Kristi J	0.00	3,386.03	3,386.03
909	01/04/2024	Regular	11804	Schermann, Heather M	0.00	341.66	341.66
910	01/04/2024	Regular	13161	Schild, Andrew D	0.00	5,237.34	5,237.34
911	01/04/2024	Regular	12467	Schmick, DaShari C	0.00	4,718.49	4,718.49
912	01/04/2024	Regular	12672	Schmick, Dylan E	0.00	5,712.69	5,712.69
913	01/04/2024	Regular	14300	Scholl, Richard Ian E	0.00	152.54	152.54
914	01/04/2024	Regular	EMP14860	Schroetlin, Ian H	0.00	551.48	551.48
915	01/04/2024	Regular	14057	St Clair, Andrea M	0.00	3,054.60	3,054.60
916	01/04/2024	Regular	14388	St Clair, Sherri L	0.00	4,553.02	4,553.02
917	01/04/2024	Regular	14691	Starcher, Johna R	0.00	86.04	86.04
918	01/04/2024	Regular	14302	Swopes, Hunter S	0.00	4.78	4.78
919	01/04/2024	Regular	12466	Tomaras, Troy E	0.00	6,455.01	6,455.01
920	01/04/2024	Regular	12666	Watkins, Daniel I	0.00	4,853.72	4,853.72
921	01/04/2024	Regular	14781	West, Robert R	0.00	226.42	226.42
922	01/04/2024	Regular	14673	Widner, Naddile A	0.00	3,093.60	3,093.60
923	01/04/2024	Regular	12193	Williams, Melodie A	0.00	336.66	336.66
924	01/04/2024	Regular	13517	Williams, Troy J	0.00	3,679.17	3,679.17
925	01/04/2024	Regular	11790	Winter, David W	0.00	7,877.31	7,877.31
926	01/04/2024	Regular	11760	Wolpert, Kevin E	0.00	4,337.98	4,337.98
927	01/12/2024	Regular	13529	Adams, Eric H	0.00	1,521.62	1,521.62
928	01/12/2024	Regular	14494	Barker, Kyle A	0.00	1,847.00	1,847.00
929	01/12/2024	Regular	14649	Bartlett, Logan K	0.00	1,742.67	1,742.67
930	01/12/2024	Regular	14767	Betancourt, Juan C	0.00	1,477.60	1,477.60
931	01/12/2024	Regular	11916	Boose, John A	0.00	1,619.04	1,619.04
932	01/12/2024	Regular	13662	Carleton, Brian J	0.00	2,606.33	2,606.33
933	01/12/2024	Regular	13453	Cota De La Cruz, Laurencio	0.00	1,338.09	1,338.09
934	01/12/2024	Regular	14213	Culwell, Rea L	0.00	2,672.17	2,672.17
935	01/12/2024	Regular	12229	Diaz, Salvador M	0.00	1,662.30	1,662.30
936	01/12/2024	Regular	14650	Erb, Brittney E	0.00	591.30	591.30
937	01/12/2024	Regular	12851	Evensen, Patrick J	0.00	1,962.70	1,962.70
938	01/12/2024	Regular	11862	Goodson, Jeffrey R	0.00	230.87	230.87
939	01/12/2024	Regular	12611	Grove, Travis B	0.00	1,350.49	1,350.49
940	01/12/2024	Regular	EMP14861	Hammond, Brandon A	0.00	1,108.20	1,108.20
941	01/12/2024	Regular	11735	Holden, Michael C	0.00	1,120.46	1,120.46
942	01/12/2024	Regular	12241	Langlois, Joseph T	0.00	1,477.60	1,477.60
943	01/12/2024	Regular	14268	McAndrews, Robert A	0.00	3,486.35	3,486.35
944	01/12/2024	Regular	14651	Nilsson, Trenton M	0.00	886.95	886.95
945	01/12/2024	Regular	14766	Peal, Benjamin O	0.00	1,241.75	1,241.75
946	01/12/2024	Regular	14757	Reid, Athen A	0.00	1,439.27	1,439.27
947	01/12/2024	Regular	12346	Rizzitiello, Michael J	0.00	3,325.03	3,325.03
948	01/12/2024	Regular	12672	Schmick, Dylan E	0.00	1,156.38	1,156.38
949	01/12/2024	Regular	12666	Watkins, Daniel I	0.00	1,593.04	1,593.04
950	01/12/2024	Regular	13517	Williams, Troy J	0.00	1,773.90	1,773.90
Total:					0.00	291,575.84	291,575.84



City of College Place, WA

Treasurers Report

Summary

Date Range: 01/01/2024 - 01/31/2024

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Calculated Ending Balance	Actual Ending Balance	Calculated - Actual Ending
001 - Current Expense Fund	2,161,611.16	383,070.11	792,761.46	0.00	0.00	1,751,919.81	1,787,111.18	-35,191.37
005 - Current Expense Reserve Fund	486,157.99	610.65	2.30	0.00	0.00	486,766.34	486,766.34	0.00
012 - Technology Reserve Fund	184,204.61	64,169.50	66,535.62	0.00	0.00	181,838.49	181,838.49	0.00
061 - Employee Benefit Reserve Fund	341,103.13	409.05	1,017.08	0.00	0.00	340,495.10	340,655.10	-160.00
100 - Street Fund	183,927.71	13,539.95	70,347.76	0.00	0.00	127,119.90	127,692.82	-572.92
120 - Criminal Justice Fund	46,969.66	4,190.28	1,188.93	0.00	0.00	49,971.01	49,971.01	0.00
121 - Forfeited Proceeds Fund	2,082.34	2.61	0.01	0.00	0.00	2,084.94	2,084.94	0.00
130 - Hotel/Motel Tax	92,328.62	2,516.90	0.34	0.00	0.00	94,845.18	94,845.18	0.00
201 - ULTGO Bond Fund	17,308.45	26.50	0.00	0.00	0.00	17,334.95	17,334.95	0.00
202 - LTGO Bond Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235 - Commercial Drive Bond Debt Service Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
240 - Local Improvement District Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301 - Street Capital Contribution Fund	2,121.22	0.14	0.00	0.00	0.00	2,121.36	2,121.36	0.00
305 - Capital Improvement Fund (REET)	597,058.74	18,577.60	2.70	0.00	0.00	615,633.64	615,633.64	0.00
306 - Capital Improvement Fund (REET 2)	1,234,740.53	1,535.96	6.09	0.00	0.00	1,236,270.40	1,236,270.40	0.00
309 - CDBG Projects Fund	2,000.00	0.03	0.00	0.00	0.00	2,000.03	2,000.03	0.00
311 - Street Improvement Fund	33,370.71	31.45	23,195.56	0.00	0.00	10,206.60	33,401.82	-23,195.22
315 - Facility Maintenance Reserve Fund (CE)	621,939.30	710.68	4.15	0.00	0.00	622,645.83	622,645.83	0.00
320 - Equipment Reserve Fund	245,831.32	250.65	7,177.25	0.00	0.00	238,904.72	246,079.81	-7,175.09
330 - Economic Development Fund	153,397.24	17.01	0.00	0.00	0.00	153,414.25	153,414.25	0.00
340 - Economic Development Reserve Fund	73.42	0.11	0.00	0.00	0.00	73.53	73.53	0.00
350 - Tax Benefit District Construction Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
360 - Tax Increment Financing Construction Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400 - Water Fund	221,144.21	118,127.76	167,443.57	0.00	0.00	171,828.40	172,271.89	-443.49
401 - Wastewater Fund	2,379,390.66	236,233.23	264,219.99	0.00	0.00	2,351,403.90	2,351,403.90	0.00
402 - Stormwater Fund	632,988.79	56,522.72	67,131.07	0.00	0.00	622,380.44	622,380.44	0.00
403 - Stormwater Capital Reserve Fund	283,447.99	369.14	1.11	0.00	0.00	283,816.02	283,816.02	0.00
410 - Water Capital Reserve Fund	1,472,025.68	4,043.26	2.96	0.00	0.00	1,476,065.98	1,446,443.15	29,622.83
411 - Wastewater Capital Reserve Fund	2,660,690.38	3,326.73	77,873.15	0.00	0.00	2,586,143.96	2,572,561.08	13,582.88
412 - Wastewater Debt Service Fund	1,321,714.98	52,664.81	88,521.47	0.00	0.00	1,285,858.32	1,285,858.32	0.00
413 - Water Capital Improvement Reserve Fund	1,057,150.60	89,916.75	4.70	0.00	0.00	1,147,062.65	1,147,062.65	0.00
425 - Water Revenue Bond Fund	380,383.52	1,321.28	1.22	0.00	0.00	381,703.58	381,703.58	0.00
426 - Water Bond Reserve Fund	151,470.75	537.37	0.51	0.00	0.00	152,007.61	152,007.61	0.00
431 - Water System Construction Fund	956,876.75	1,131.93	5.72	0.00	0.00	958,002.96	958,002.96	0.00
440 - Ambulance	666,555.93	71,419.15	69,208.30	0.00	0.00	668,766.78	669,121.40	-354.62
500 - Equipment Rental & Replacement	214,035.02	426.91	112,025.02	0.00	0.00	102,436.91	102,436.91	0.00
625 - Flexible Benefits Plan Fund	10,294.39	0.09	3,011.81	0.00	0.00	7,282.67	7,282.67	0.00

Treasurers Report

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Date Range: 01/01/2024 - 01/31/2024			
						Calculated Ending Balance	Actual Ending Balance	Calculated - Actual	Ending Actual Ending
997 - Pooled Cash Operating	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
998 - Investment Pool LGIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
999 - Investment Pool Safekeeping	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Report Total:	18,814,395.80	1,125,700.31	1,811,689.85	0.00	0.00	18,128,406.26	18,152,293.26	-23,887.00	



City of College Place, WA

Monthly Bank Statement Balances

Period Ending Date 1/31/2024

Bank Account Number	Bank Account Name	Beginning Balance	Ending Balance	Statement Balance	Is Closed
04	4 LGIP #00410	2,521,125	2,532,734	2,532,734	Yes
12	12 Banner #2526 Gen Acct	260,067	260,067	260,067	Yes
24	24 US Bank #0609 Safekeeping Inv	5,310,453	6,272,619	6,272,619	Yes
25	25 US Bank #12494 MIA	1,153,618	200,730	200,730	Yes
26	26 CB #2204 CDBG Project	1,018	1,018	1,018	Yes
27	27 CB #2255 Farm Market	5,631	5,631	5,631	Yes
28	28 CB #2158 Public Funds Checking	5,127,302	2,852,916	2,852,916	Yes
29	29 CB #2263 Travel Adv	4,755	4,502	4,502	Yes
30	30 CB #2166 Flex Spend	12,575	9,464	9,464	Yes
31	31 CB #2220 Public Funds Acct	3,013,989	3,013,991	3,013,991	Yes
32	32 CB #2174 Dev Escrow Acct	69,309	69,309	69,309	Yes
33	33 CB #2298 Pub Funds Inc	501,167	501,172	501,172	Yes
34	34 CB #2182 Capital Mitigation Acct	17,081	17,081	17,081	Yes
35	35 CB #2271 Projects	2,003,193	2,003,210	2,003,210	Yes
		20,001,281	17,744,443	17,744,443	
Difference between Treasurers Report Calculated Ending Balance and Bank Statement Ending Balance (383,963)					
Difference between Treasurers Report Actual Ending Balance and Bank Statement Ending Balance 407,850					
Tie out to Treasurers Report Calculated Actual Ending Difference				23,887	



City of College Place, WA

Detail Report

Account Summary

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 001 - Current Expense Fund				
001-111-15	Claim On Cash	376,409.02	-375,332.31	1,076.71
001-111-27	CB #2255 Farm Market	5,630.78	0.05	5,630.83
001-111-29	CB #2263 Travel Adv	4,754.69	-252.96	4,501.73
001-111-32	CB #2174 Dev Escrow Acct	69,308.80	0.59	69,309.39
001-111-33	CB #2298 Pub Funds Inc	501,167.37	4.26	501,171.63
Total Fund: 001 - Current Expense Fund:		957,270.66	-375,580.37	581,690.29
Fund: 005 - Current Expense Reserve Fund				
005-111-15	Claim On Cash	270,740.87	414.54	271,155.41
Total Fund: 005 - Current Expense Reserve Fund:		270,740.87	414.54	271,155.41
Fund: 012 - Technology Reserve Fund				
012-111-15	Claim On Cash	3,312.54	-2,528.87	783.67
Total Fund: 012 - Technology Reserve Fund:		3,312.54	-2,528.87	783.67
Fund: 061 - Employee Benefit Reserve Fund				
061-111-15	Claim On Cash	158,727.76	-612.12	158,115.64
Total Fund: 061 - Employee Benefit Reserve Fund:		158,727.76	-612.12	158,115.64
Fund: 100 - Street Fund				
100-111-15	Claim On Cash	84,864.33	-56,324.01	28,540.32
Total Fund: 100 - Street Fund:		84,864.33	-56,324.01	28,540.32
Fund: 120 - Criminal Justice Fund				
120-111-15	Claim On Cash	34,848.23	2,990.45	37,838.68
Total Fund: 120 - Criminal Justice Fund:		34,848.23	2,990.45	37,838.68
Fund: 121 - Forfeited Proceeds Fund				
121-111-15	Claim On Cash	1,157.76	1.77	1,159.53
Total Fund: 121 - Forfeited Proceeds Fund:		1,157.76	1.77	1,159.53
Fund: 130 - Hotel/Motel Tax				
130-111-15	Claim On Cash	60,249.44	2,487.69	62,737.13
Total Fund: 130 - Hotel/Motel Tax:		60,249.44	2,487.69	62,737.13
Fund: 201 - ULTGO Bond Fund				
201-111-15	Claim On Cash	17,308.45	26.50	17,334.95
Total Fund: 201 - ULTGO Bond Fund:		17,308.45	26.50	17,334.95
Fund: 301 - Street Capital Contribution Fund				
301-111-34	Cash	17,080.69	0.14	17,080.83
Total Fund: 301 - Street Capital Contribution Fund:		17,080.69	0.14	17,080.83

Detail Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 305 - Capital Improvement Fund (REET)	Claim On Cash	343,541.30	18,346.79	361,888.09
305-111-15		343,541.30	18,346.79	361,888.09
Total Fund: 305 - Capital Improvement Fund (REET):				
Fund: 306 - Capital Improvement Fund (REET 2)	Claim On Cash	663,577.30	1,016.00	664,593.30
306-111-15		663,577.30	1,016.00	664,593.30
Total Fund: 306 - Capital Improvement Fund (REET 2):				
Fund: 309 - CDBG Projects Fund	Cash	1,017.63	0.01	1,017.64
309-111-26		1,017.63	0.01	1,017.64
Total Fund: 309 - CDBG Projects Fund:				
Fund: 311 - Street Improvement Fund	Claim On Cash	1,709.95	2.62	1,712.57
311-111-15		1,709.95	2.62	1,712.57
Total Fund: 311 - Street Improvement Fund:				
Fund: 315 - Facility Maintenance Reserve Fund (CE)	Claim On Cash	232,783.40	356.41	233,139.81
315-111-15		232,783.40	356.41	233,139.81
Total Fund: 315 - Facility Maintenance Reserve Fund (CE):				
Fund: 320 - Equipment Reserve Fund	Claim On Cash	43,240.61	66.21	43,306.82
320-111-15		43,240.61	66.21	43,306.82
Total Fund: 320 - Equipment Reserve Fund:				
Fund: 330 - Economic Development Fund	Cash	2,003,192.89	17.01	2,003,209.90
330-111-35		2,003,192.89	17.01	2,003,209.90
Total Fund: 330 - Economic Development Fund:				
Fund: 340 - Economic Development Reserve Fund	Claim On Cash	73.42	0.11	73.53
340-111-15		73.42	0.11	73.53
Total Fund: 340 - Economic Development Reserve Fund:				
Fund: 400 - Water Fund	Claim On Cash	106,528.39	-48,975.77	57,552.62
400-111-15		106,528.39	-48,975.77	57,552.62
Total Fund: 400 - Water Fund:				
Fund: 401 - Wastewater Fund	Claim On Cash	1,862,043.06	-31,988.74	1,830,054.32
401-111-15		1,862,043.06	-31,988.74	1,830,054.32
Total Fund: 401 - Wastewater Fund:				
Fund: 402 - Stormwater Fund	Claim On Cash	160,164.35	-11,033.42	149,130.93
402-111-15		160,164.35	-11,033.42	149,130.93
Total Fund: 402 - Stormwater Fund:				
Fund: 403 - Stormwater Capital Reserve Fund	Claim On Cash	178,981.56	274.04	179,255.60
403-111-15		178,981.56	274.04	179,255.60
Total Fund: 403 - Stormwater Capital Reserve Fund:				
Fund: 410 - Water Capital Reserve Fund	Claim On Cash	890,811.65	-28,259.02	862,552.63
410-111-15		890,811.65	-28,259.02	862,552.63
Total Fund: 410 - Water Capital Reserve Fund:				

Detail Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 411 - Wastewater Capital Reserve Fund	Claim On Cash	1,457,735.43	-89,211.62	1,368,523.81
411-111-15		1,457,735.43	-89,211.62	1,368,523.81
Total Fund: 411 - Wastewater Capital Reserve Fund:				
Fund: 412 - Wastewater Debt Service Fund	Claim On Cash	641,883.12	-38,987.27	602,895.85
412-111-15		641,883.12	-38,987.27	602,895.85
Total Fund: 412 - Wastewater Debt Service Fund:				
Fund: 413 - Water Capital Improvement Reserve Fund	Claim On Cash	136,249.25	85,671.32	221,920.57
413-111-15		136,249.25	85,671.32	221,920.57
Total Fund: 413 - Water Capital Improvement Reserve Fund:				
Fund: 425 - Water Revenue Bond Fund	Claim On Cash	140,409.11	214.98	140,624.09
425-111-15		140,409.11	214.98	140,624.09
Total Fund: 425 - Water Revenue Bond Fund:				
Fund: 426 - Water Bond Reserve Fund	Claim On Cash	52,267.79	80.03	52,347.82
426-111-15		52,267.79	80.03	52,347.82
Total Fund: 426 - Water Bond Reserve Fund:				
Fund: 431 - Water System Construction Fund	Claim On Cash	420,185.63	643.35	420,828.98
431-111-15		420,185.63	643.35	420,828.98
Total Fund: 431 - Water System Construction Fund:				
Fund: 440 - Ambulance	Claim On Cash	666,711.15	2,565.47	669,276.62
440-111-15		666,711.15	2,565.47	669,276.62
Total Fund: 440 - Ambulance:				
Fund: 500 - Equipment Rental & Replacement	Claim On Cash	153,810.92	-111,652.33	42,158.59
500-111-15		153,810.92	-111,652.33	42,158.59
Total Fund: 500 - Equipment Rental & Replacement:				
Fund: 625 - Flexible Benefits Plan Fund	Claim On Cash	-2,280.86	100.00	-2,180.86
625-111-15	Cash	12,575.25	-3,111.72	9,463.53
625-111-30		10,294.39	-3,011.72	7,282.67
Total Fund: 625 - Flexible Benefits Plan Fund:				
Grand Totals:		11,772,773.03	-682,989.82	11,089,783.21

Detail Report

Date Range: 01/01/2024 - 01/31/2024

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
001 - Current Expense Fund	957,270.66	-375,580.37	581,690.29
005 - Current Expense Reserve Fund	270,740.87	414.54	271,155.41
012 - Technology Reserve Fund	3,312.54	-2,528.87	783.67
061 - Employee Benefit Reserve Fund	158,727.76	-612.12	158,115.64
100 - Street Fund	84,864.33	-56,324.01	28,540.32
120 - Criminal Justice Fund	34,848.23	2,990.45	37,838.68
121 - Forfeited Proceeds Fund	1,157.76	1.77	1,159.53
130 - Hotel/Motel Tax	60,249.44	2,487.69	62,737.13
201 - ULTGO Bond Fund	17,308.45	26.50	17,334.95
301 - Street Capital Contribution Fund	17,080.69	0.14	17,080.83
305 - Capital Improvement Fund (REET)	343,541.30	18,346.79	361,888.09
306 - Capital Improvement Fund (REET 2)	663,577.30	1,016.00	664,593.30
309 - CDBG Projects Fund	1,017.63	0.01	1,017.64
311 - Street Improvement Fund	1,709.95	2.62	1,712.57
315 - Facility Maintenance Reserve Fund (	232,783.40	356.41	233,139.81
320 - Equipment Reserve Fund	43,240.61	66.21	43,306.82
330 - Economic Development Fund	2,003,192.89	17.01	2,003,209.90
340 - Economic Development Reserve Fur	73.42	0.11	73.53
400 - Water Fund	106,528.39	-48,975.77	57,552.62
401 - Wastewater Fund	1,862,043.06	-31,988.74	1,830,054.32
402 - Stormwater Fund	160,164.35	-11,033.42	149,130.93
403 - Stormwater Capital Reserve Fund	178,981.56	274.04	179,255.60
410 - Water Capital Reserve Fund	890,811.65	-28,259.02	862,552.63
411 - Wastewater Capital Reserve Fund	1,457,735.43	-89,211.62	1,368,523.81
412 - Wastewater Debt Service Fund	641,883.12	-38,987.27	602,895.85
413 - Water Capital Improvement Reserv	136,249.25	85,671.32	221,920.57
425 - Water Revenue Bond Fund	140,409.11	214.98	140,624.09
426 - Water Bond Reserve Fund	52,267.79	80.03	52,347.82
431 - Water System Construction Fund	420,185.63	643.35	420,828.98
440 - Ambulance	666,711.15	2,565.47	669,276.62
500 - Equipment Rental & Replacement	153,810.92	-111,652.33	42,158.59
625 - Flexible Benefits Plan Fund	10,294.39	-3,011.72	7,282.67
Grand Total:	11,772,773.03	-682,989.82	11,089,783.21

CASH FLOW REPORT

City of College Place
YTD 2024

REVENUES

Fund #	Fund Name	January*	February	March	April	May	June	July	August	September	October	November	December	YTD
001	Current Expense Fund	\$383,070												\$383,070
5	Current Expense Fund Reserve	611												611
12	Technology Reserve Fund	64,170												64,170
61	Employee Benefit Reserve Fund	409												409
100	Street Fund	13,540												13,540
120	Criminal Justice Fund	4,190												4,190
121	Forfeited Proceeds Fund	3												3
130	Hotel/Motel Tax	2,517												2,517
201	UL TGO Bond Fund	27												27
235	Commercial Drive Bond Debt Service Fund	-												-
240	Local Improvement District Fund	-												-
301	Street Capital Contribution Fund	0												0
305	Capital Improvement Fund (REET)	18,578												18,578
306	Capital Improvement Fund (REET 2)	1,536												1,536
309	CDBG Projects Fund	0												0
311	Street Improvement Fund	31												31
315	Facility Maintenance Reserve Fund (CE)	711												711
320	Equipment Reserve Fund	251												251
330	Economic Development Fund	17												17
340	Economic Development Reserve Fund	0												0
400	Water Fund	118,128												118,128
401	Wastewater Fund	236,233												236,233
402	Stormwater Fund	56,523												56,523
403	Stormwater Capital Reserve Fund	369												369
410	Water Capital Reserve Fund	4,043												4,043
411	Wastewater Capital Reserve Fund	3,327												3,327
412	Wastewater Debt Service Fund	52,665												52,665
413	Water Capital Improvement Reserve Fund	89,917												89,917
425	Water & Sewer Revenue Bond Fund	1,321												1,321
426	2007 Water/Sewer Bond Reserve Fund	537												537
431	Water System Construction Fund	1,132												1,132
440	Ambulance Fund	71,419												71,419
500	Equipment Rental & Replacement	427												427
625	Flexible Benefits Plan Fund	0												0
		\$ 1,125,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,125,700

*Does not include beginning balances totaling \$ 20,105,269

City of College Place
YTD 2024[illegible]



City of College Place, WA

Detail vs Budget Report

Account Summary

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - Current Expense Fund							
<u>001-311-10-00-00</u>	Real & Personal Prop Tax	-2,126,555.46	0.00	-4,342.91	-4,342.91	-2,122,212.55	-99.80%
<u>001-313-11-00-00</u>	Retail Sales & Use Tax	-2,103,000.00	0.00	-169,847.91	-169,847.91	-1,933,152.09	-91.92%
<u>001-313-15-00-00</u>	Criminal Justice Tax 3/10th Of 1% C.J.	-420,000.00	0.00	-31,947.70	-31,947.70	-388,052.30	-92.39%
<u>001-313-61-00-00</u>	Natural Gas Use Tax	-25,000.00	0.00	-2,648.05	-2,648.05	-22,351.95	-89.41%
<u>001-313-71-00-00</u>	Criminal Justice Tax	-240,000.00	0.00	-18,440.23	-18,440.23	-221,559.77	-92.32%
<u>001-316-41-00-00</u>	Utility Tax - Priv Utils Electric	-440,000.00	0.00	-40,427.49	-40,427.49	-399,572.51	-90.81%
<u>001-316-43-00-00</u>	Utility Tax - Priv Utils Gas	-145,000.00	0.00	-8,496.29	-8,496.29	-136,503.71	-94.14%
<u>001-316-45-00-00</u>	Utility Tax - Priv Utils Garbage/Solid Waste	-150,000.00	0.00	-10,745.20	-10,745.20	-139,254.80	-92.84%
<u>001-316-46-00-00</u>	Utility Tax - Priv Utils Cable	-85,000.00	0.00	-7,474.09	-7,474.09	-77,525.91	-91.21%
<u>001-316-47-00-00</u>	Utility Tax - Priv Utils Telephone	-92,000.00	0.00	-20,468.86	-20,468.86	-71,531.14	-77.75%
<u>001-316-48-00-00</u>	Utility Tax - Priv Utils Water	-340,000.00	0.00	0.00	0.00	-340,000.00	-100.00%
<u>001-316-49-00-00</u>	Utility Tax - Priv Utils Wastewater	-372,000.00	0.00	0.00	0.00	-372,000.00	-100.00%
<u>001-321-10-00-00</u>	Alcoholic Beverage Permits	0.00	0.00	121.73	121.73	-121.73	0.00%
<u>001-321-91-00-00</u>	Franchise Fees	-75,000.00	0.00	0.00	0.00	-75,000.00	-100.00%
<u>001-321-99-00-02</u>	Other Business Licenses And Permits	-17,000.00	0.00	-1,649.99	-1,649.99	-15,350.01	-90.29%
<u>001-322-10-00-00</u>	Building/Structures/Equip.	-400,000.00	0.00	-2,031.10	-2,031.10	-397,968.90	-99.49%
<u>001-322-10-00-01</u>	Building Dept Plan Check / Review Fees	-250,000.00	0.00	-229.65	-229.65	-249,770.35	-99.91%
<u>001-322-30-00-00</u>	Animal Licenses	-3,000.00	0.00	-870.00	-870.00	-2,130.00	-71.00%
<u>001-322-90-00-00</u>	Other Non-bus Lic/Permits	-4,000.00	0.00	-869.50	-869.50	-3,130.50	-78.26%
<u>001-322-90-00-01</u>	Concealed Pistol License State Portion	-1,200.00	0.00	372.00	372.00	-1,572.00	-131.00%
<u>001-333-20-60-01</u>	DUI Emphasis Patrols Grant Program	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
<u>001-333-20-60-03</u>	Distracted Driving Emphasis Patrol Grant Program	-500.00	0.00	0.00	0.00	-500.00	-100.00%
<u>001-334-01-30-00</u>	WSP Fire Marshall Safety Program	-3,000.00	0.00	0.00	0.00	-3,000.00	-100.00%
<u>001-334-02-70-00</u>	Rec'n And Conservation Office Grant - Kiwanis Par	-25,000.00	0.00	0.00	0.00	-25,000.00	-100.00%
<u>001-334-03-10-05</u>	Dept Of Ecology - Solid Waste Enforcement Grant	-800.00	0.00	0.00	0.00	-800.00	-100.00%
<u>001-334-04-20-30</u>	St Grant Dept Of Commerce - Drug Task Force Gra	-60,000.00	0.00	-5,000.00	-5,000.00	-55,000.00	-91.67%
<u>001-334-06-90-00</u>	State Grant-Other	-332,689.66	0.00	0.00	0.00	-332,689.66	-100.00%
<u>001-336-00-98-00</u>	Local Government Assistance Program	-180,394.00	0.00	0.00	0.00	-180,394.00	-100.00%
<u>001-336-06-51-00</u>	DUI & Other Criminal Justice Assistance	-1,600.00	0.00	-325.91	-325.91	-1,274.09	-79.63%
<u>001-336-06-94-00</u>	Liquor Excise Tax	-71,505.00	0.00	-16,654.22	-16,654.22	-54,850.78	-76.71%
<u>001-336-06-95-00</u>	Liquor Control Brd Profit	-74,670.00	0.00	0.00	0.00	-74,670.00	-100.00%
<u>001-342-10-00-00</u>	Law Enforcement Services	-3,000.00	0.00	-621.93	-621.93	-2,378.07	-79.27%
<u>001-342-10-00-01</u>	Law Enforcement Services - Non LEOFF	-2,000.00	0.00	0.00	0.00	-2,000.00	-100.00%
<u>001-342-10-00-02</u>	Law Enforcement Services - DUI Restitution	-2,000.00	0.00	0.00	0.00	-2,000.00	-100.00%
<u>001-342-21-00-02</u>	Fireworks Permits For Sales	-200.00	0.00	0.00	0.00	-200.00	-100.00%
<u>001-342-21-51-00</u>	Intergov Fire Serv /MOB Reimbursement - Person	-50,000.00	0.00	-16,535.15	-16,535.15	-33,464.85	-66.93%
<u>001-342-21-51-01</u>	Intergov Fire Serv /MOB Reimbursement - Equipm	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-342-40-00-01	Building Inspection Fees - Bldg Dept	-2,000.00	0.00	-198.00	-198.00	-1,802.00	-90.10%
001-343-50-01-99	Sewer Inspection Fee	-3,000.00	0.00	0.00	0.00	-3,000.00	-100.00%
001-345-81-00-08	Preliminary Plat / PUD - P&D	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
001-345-81-00-09	Plats, Final P&D	-700.00	0.00	0.00	0.00	-700.00	-100.00%
001-345-81-00-10	Plats, Short P&D	-800.00	0.00	-1,200.00	-1,200.00	400.00	50.00%
001-345-81-00-12	Site Plan Application P&D	-3,500.00	0.00	0.00	0.00	-3,500.00	-100.00%
001-345-81-00-13	Site Plan Review; SF / MF (Up To 4 Units) P&D	-2,000.00	0.00	0.00	0.00	-2,000.00	-100.00%
001-345-83-00-00	Plan Checking Fees - Building Dept - Pass Through	-2,500.00	0.00	0.00	0.00	-2,500.00	-100.00%
001-345-83-00-04	Non-Plat - Engineering Review Fees	-500.00	0.00	0.00	0.00	-500.00	-100.00%
001-345-83-00-05	Plan Checking Fees - Engineering - Pass Through	-5,000.00	0.00	0.00	0.00	-5,000.00	-100.00%
001-345-83-00-06	Plan Review - Fire Department	-500.00	0.00	0.00	0.00	-500.00	-100.00%
001-345-86-00-00	Critical Areas Permit P&D	-400.00	0.00	0.00	0.00	-400.00	-100.00%
001-345-86-00-01	SEPA Related Mitigation Fees (Checklist) P&D	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
001-345-89-01-20	Planning & Development Costs - Pass Thru Charge	-20,000.00	0.00	0.00	0.00	-20,000.00	-100.00%
001-345-89-01-25	Planning & Development Pass Thru Cost Admin. F	-3,500.00	0.00	0.00	0.00	-3,500.00	-100.00%
001-345-89-01-27	State Building Code Fee	-1,300.00	0.00	-39.00	-39.00	-1,261.00	-97.00%
001-347-90-00-00	Farmer's Market Vendor Fees	-4,500.00	0.00	0.00	0.00	-4,500.00	-100.00%
001-347-90-00-01	Vendor Fees - Other Community Events	-200.00	0.00	0.00	0.00	-200.00	-100.00%
001-347-90-00-02	Farmer's Market Pass-through Sales - SNAP/EBT	-500.00	0.00	0.00	0.00	-500.00	-100.00%
001-347-90-00-03	Fireworks Bonds	-100.00	0.00	0.00	0.00	-100.00	-100.00%
001-353-10-05-00	Traffic Infraction Penalties	-30,000.00	0.00	-2,519.95	-2,519.95	-27,480.05	-91.60%
001-361-10-00-00	Unrealized Gain/Loss	0.00	0.00	5,798.09	5,798.09	-5,798.09	0.00%
001-361-11-00-00	Investment Interest	-20,000.00	0.00	-8,791.73	-8,791.73	-11,208.27	-56.04%
001-361-30-00-00	Realized Gain/Loss On Investments	0.00	0.00	2,129.73	2,129.73	-2,129.73	0.00%
001-361-40-00-00	Sales Interest	-2,500.00	0.00	-716.17	-716.17	-1,783.83	-71.35%
001-361-40-00-43	Interest - Contract Bond Non-Rev	0.00	0.00	-0.59	-0.59	0.59	0.00%
001-361-41-00-00	Investment Interest - Purchased	-10,000.00	0.00	-807.81	-807.81	-9,192.19	-91.92%
001-362-00-00-02	Lease Payment (Annual) WWU Community Garde	-1.00	0.00	0.00	0.00	-1.00	-100.00%
001-362-00-50-01	Water Tower Space Rental	-90,000.00	0.00	-13,970.43	-13,970.43	-76,029.57	-84.48%
001-367-11-00-02	Contributions/Gifts - Fire Dept	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
001-367-11-00-03	Contributions/Gifts - Police Dept	-20,000.00	0.00	-1,000.00	-1,000.00	-19,000.00	-95.00%
001-367-11-00-04	Contr/Donations - Private	-100,000.00	0.00	-215.00	-215.00	-99,785.00	-99.79%
001-369-81-01-00	Bank's Over / Short	0.00	0.00	1,843.20	1,843.20	-1,843.20	0.00%
001-369-91-00-00	Other Misc Revenue	-2,000.00	0.00	-4,000.00	-4,000.00	2,000.00	100.00%
001-369-91-00-02	Misc - Police Fees	-1,000.00	0.00	-100.00	-100.00	-900.00	-90.00%
001-369-91-00-10	Reimbursements/Refunds	-20,000.00	0.00	0.00	0.00	-20,000.00	-100.00%
001-382-10-00-02	Developer Bond / Deposit For Project	-200,000.00	0.00	0.00	0.00	-200,000.00	-100.00%
001-389-10-00-03	Building Permit Deposit`	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
001-389-90-00-00	Other Non-Revenues	0.00	0.00	-150.00	-150.00	150.00	0.00%
001-389-90-00-04	Deposits To Travel Advance Account	-3,000.00	0.00	0.00	0.00	-3,000.00	-100.00%
001-397-00-00-00	Interfund Transfer To CE	-75,000.00	0.00	0.00	0.00	-75,000.00	-100.00%
001-511-30-44-01	Advertising / Publication	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-511-60-10-00	Wages & Overtime	8,820.00	0.00	735.00	735.00	8,085.00	91.67%
001-511-60-20-00	Personnel Benefits	821.37	0.00	101.22	101.22	720.15	87.68%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-511-60-31-00	Operating Supplies - Legislative	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-31-01	Office Supplies - Legislative	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-41-00	Professional Services	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-00	Travel - Council Pos. 1	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-01	Travel - Council Pos. 2	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-02	Travel - Council Pos. 3	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-03	Travel - Council Pos. 4	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-04	Travel - Council Pos. 5	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-05	Travel - Council Pos. 6	300.00	0.00	0.00	0.00	300.00	100.00%
001-511-60-43-06	Travel - Council Pos. 7	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-48-00	Repairs And Maintenance	50.00	0.00	0.00	0.00	50.00	100.00%
001-511-60-49-00	Misc/Contingency Expense	200.00	0.00	0.00	0.00	200.00	100.00%
001-511-60-49-01	Miscellaneous	500.00	0.00	0.00	0.00	500.00	100.00%
001-511-60-49-02	Travel/Misc - Council Pos. 1	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-49-03	Travel/Misc - Council Pos. 2	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-49-04	Travel/Misc - Council Pos. 3	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-49-05	Travel/Misc - Council Pos. 4	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-49-06	Travel/Misc - Council Pos. 5	150.00	0.00	50.00	50.00	100.00	66.67%
001-511-60-49-07	Travel/Misc - Council Pos. 6	500.00	0.00	0.00	0.00	500.00	100.00%
001-511-60-49-08	Travel/Misc - Council Pos. 7	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-49-09	Registrations/Fees - Training Classes & Seminars	300.00	0.00	0.00	0.00	300.00	100.00%
001-511-70-49-00	Lobbying Agreement - Port	15,600.00	0.00	1,200.00	1,200.00	14,400.00	92.31%
001-511-70-49-01	Lobbying Agreement - Federal	36,000.00	0.00	0.00	0.00	36,000.00	100.00%
001-512-52-41-02	Professional Services - Other Than Attorneys	90,000.00	0.00	35,808.49	35,808.49	54,191.51	60.21%
001-513-10-10-00	Wages & Overtime	63,241.65	0.00	5,101.60	5,101.60	58,140.05	91.93%
001-513-10-20-00	Personnel Benefits	19,550.38	0.00	1,654.20	1,654.20	17,896.18	91.54%
001-513-10-31-00	Operating Supplies - Executive	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-513-10-31-01	Office Supplies - Executive	400.00	0.00	0.00	0.00	400.00	100.00%
001-513-10-42-00	Communications	1,500.00	0.00	85.13	85.13	1,414.87	94.32%
001-513-10-43-00	Travel Expense	4,000.00	0.00	13.30	13.30	3,986.70	99.67%
001-513-10-43-02	Travel / Training Mayor	1,700.00	0.00	0.00	0.00	1,700.00	100.00%
001-513-10-44-01	Advertising	420.00	0.00	405.95	405.95	14.05	3.35%
001-513-10-48-00	Repairs & Maintenance	100.00	0.00	0.00	0.00	100.00	100.00%
001-513-10-49-00	Miscellaneous	4,500.00	0.00	463.60	463.60	4,036.40	89.70%
001-513-10-49-02	Registrations/Fees - Training Classes & Seminars	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-513-10-49-03	Travel Miscellaneous	50.00	0.00	0.00	0.00	50.00	100.00%
001-513-10-49-50	Misc. AWC Annual Dues / WWVCC Membership	8,300.00	0.00	0.00	0.00	8,300.00	100.00%
001-514-23-10-00	Wages & Overtime - Financial Services	74,511.55	0.00	5,276.42	5,276.42	69,235.13	92.92%
001-514-23-20-00	Personnel Benefits	27,353.00	0.00	1,796.21	1,796.21	25,556.79	93.43%
001-514-23-31-00	Operating Supplies - Budgeting, Accounting	200.00	0.00	0.00	0.00	200.00	100.00%
001-514-23-31-01	Office Supplies - Budgeting, Accounting	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-514-23-35-00	Small Tools/Minor Equip.	200.00	0.00	0.00	0.00	200.00	100.00%
001-514-23-41-00	Professional Services	14,616.00	0.00	302.93	302.93	14,313.07	97.93%
001-514-23-42-00	Communications	1,300.00	0.00	82.52	82.52	1,217.48	93.65%

Detail vs Budget Report

		Date Range: 01/01/2024 - 01/31/2024					
Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-514-23-43-00	Travel	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-514-23-44-01	Advertising	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-514-23-48-00	Repairs & Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
001-514-23-49-00	Miscellaneous	1,000.00	0.00	230.00	230.00	770.00	77.00%
001-514-23-49-01	Registration Fees / Training Classes & Seminars	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-514-30-10-00	Wages/O.T. Record Services	60,156.02	0.00	4,425.20	4,425.20	55,730.82	92.64%
001-514-30-20-00	Personnel Benefits	22,800.41	0.00	2,079.13	2,079.13	20,721.28	90.88%
001-514-30-31-00	Operating Supplies - Records	350.00	0.00	0.00	0.00	350.00	100.00%
001-514-30-31-01	Office Supplies - Records	550.00	0.00	0.00	0.00	550.00	100.00%
001-514-30-35-00	Sm Tools/Minor Equip,	200.00	0.00	0.00	0.00	200.00	100.00%
001-514-30-41-00	Prof Serv - Codification/Records Destruction	5,500.00	0.00	0.00	0.00	5,500.00	100.00%
001-514-30-42-00	Communication	1,450.00	0.00	42.57	42.57	1,407.43	97.06%
001-514-30-43-00	Travel	4,210.00	0.00	0.00	0.00	4,210.00	100.00%
001-514-30-44-01	Advertising	100.00	0.00	0.00	0.00	100.00	100.00%
001-514-30-48-00	Repairs & Maintenance	425.00	0.00	0.00	0.00	425.00	100.00%
001-514-30-49-00	Miscellaneous	700.00	0.00	25.00	25.00	675.00	96.43%
001-514-30-49-01	Registrations/Fees - Training Classes & Seminars	4,250.00	0.00	766.00	766.00	3,484.00	81.98%
001-514-40-45-00	Intergovernmental Election Costs	12,000.00	0.00	9,818.00	9,818.00	2,182.00	18.18%
001-514-40-49-00	Intergov. Services - Voter Registration	27,000.00	0.00	0.00	0.00	27,000.00	100.00%
001-514-81-40-00	Concealed Pistol License Fee	1,000.00	0.00	372.00	372.00	628.00	62.80%
001-515-31-10-00	Salary & Wages - City Attorney	60,334.98	0.00	4,853.20	4,853.20	55,481.78	91.96%
001-515-31-20-00	Personnel Benefits	20,934.51	0.00	1,755.14	1,755.14	19,179.37	91.62%
001-515-31-31-00	Operating Supplies - City Attorney	500.00	0.00	0.00	0.00	500.00	100.00%
001-515-31-31-01	Office Supplies - City Attorney	250.00	0.00	0.00	0.00	250.00	100.00%
001-515-31-35-00	Small Tools/Minor Equipment	150.00	0.00	0.00	0.00	150.00	100.00%
001-515-31-41-00	Prof Legal Servs Retainer	8,000.00	0.00	0.00	0.00	8,000.00	100.00%
001-515-31-41-01	Professional Legal Services	6,000.00	0.00	0.00	0.00	6,000.00	100.00%
001-515-31-42-00	Communication - City Attorney	500.00	0.00	41.26	41.26	458.74	91.75%
001-515-31-43-00	Travel - City Attorney	500.00	0.00	0.00	0.00	500.00	100.00%
001-515-31-48-00	Repairs & Maintenance - City Attorney	250.00	0.00	0.00	0.00	250.00	100.00%
001-515-31-49-00	Miscellaneous - City Attorney	855.00	0.00	0.00	0.00	855.00	100.00%
001-515-31-49-01	Reg Fees / Train Classes & Seminars - City Atty	500.00	0.00	0.00	0.00	500.00	100.00%
001-515-91-41-00	Professional Services - Legal - Indigent Defense	60,000.00	0.00	0.00	0.00	60,000.00	100.00%
001-517-90-24-00	Employee Benefit Prg Cost	1,200.00	0.00	100.00	100.00	1,100.00	91.67%
001-518-10-10-00	Salaries & Wages - HR	56,511.99	0.00	4,553.84	4,553.84	51,958.15	91.94%
001-518-10-20-00	Personnel Benefits - HR	25,041.76	0.00	2,112.42	2,112.42	22,929.34	91.56%
001-518-10-31-00	Operating Supplies - HR Administration	1,100.00	0.00	0.00	0.00	1,100.00	100.00%
001-518-10-31-01	Office Supplies - HR Administration	800.00	0.00	0.00	0.00	800.00	100.00%
001-518-10-31-02	Operating Supplies - HR Wellness	5,000.00	0.00	24.50	24.50	4,975.50	99.51%
001-518-10-31-04	Operating Supplies - HR Wellness Grant Reimburs	205.00	0.00	0.00	0.00	205.00	100.00%
001-518-10-41-00	Prof. Services - Labor Negotiations	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-518-10-41-01	Professional Services	8,048.00	0.00	6,963.52	6,963.52	1,084.48	13.48%
001-518-10-42-00	Communications - HR	544.00	0.00	41.26	41.26	502.74	92.42%
001-518-10-43-00	Travel	1,600.00	0.00	0.00	0.00	1,600.00	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-518-10-48-00	Repairs And Maintenance	750.00	0.00	0.00	0.00	750.00	100.00%
001-518-10-49-00	Miscellaneous	800.00	0.00	85.50	85.50	714.50	89.31%
001-518-10-49-01	Training / Class Registration Fees & Charges	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-518-10-49-02	Train/Class Reg Fees & Charge - City-wide Educat	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-518-20-10-00	Wages & Overtime	104,546.06	0.00	7,175.01	7,175.01	97,371.05	93.14%
001-518-20-20-00	Personnel Benefits	45,749.13	0.00	4,481.75	4,481.75	41,267.38	90.20%
001-518-20-31-00	Operating Supplies - Facilities	20,000.00	0.00	179.34	179.34	19,820.66	99.10%
001-518-20-31-01	Office Supplies - Facilities	500.00	0.00	0.00	0.00	500.00	100.00%
001-518-20-35-00	Sm Tools/Minor Equip	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-518-20-41-00	Professional Services	500.00	0.00	226.15	226.15	273.85	54.77%
001-518-20-42-00	Communication	500.00	0.00	60.21	60.21	439.79	87.96%
001-518-20-43-00	Travel / Training	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-518-20-44-01	Advertising	500.00	0.00	0.00	0.00	500.00	100.00%
001-518-20-45-00	Operating Rentals/Leases	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-518-20-47-00	Public Utility Services	20,000.00	0.00	2,529.49	2,529.49	17,470.51	87.35%
001-518-20-47-01	Utilities - Annex Bldg	6,500.00	0.00	705.46	705.46	5,794.54	89.15%
001-518-20-48-00	Repairs & Maintenance	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
001-518-20-48-02	Repairs & Maintenance Annex Bldg	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-518-20-49-00	Miscellaneous	750.00	0.00	0.00	0.00	750.00	100.00%
001-518-30-41-00	Professional Services - Janitorial	14,500.00	0.00	0.00	0.00	14,500.00	100.00%
001-518-30-46-00	Insurance	100,079.00	0.00	100,855.49	100,855.49	-776.49	-0.78%
001-521-10-10-00	Wages & Overtime	157,805.59	0.00	12,693.50	12,693.50	145,112.09	91.96%
001-521-10-20-00	Personnel Benefits	47,631.70	0.00	4,863.17	4,863.17	42,768.53	89.79%
001-521-10-31-00	Operating Supplies - Administration	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-521-10-31-01	Office Supplies - Administration	500.00	0.00	13.02	13.02	486.98	97.40%
001-521-10-35-00	Sm Tools/Minor Equipment	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-521-10-41-00	Professional Services	7,000.00	0.00	437.00	437.00	6,563.00	93.76%
001-521-10-41-01	Prof Services - Labor Negotiations.	6,500.00	0.00	0.00	0.00	6,500.00	100.00%
001-521-10-41-03	Prof Services - Lexipol Consulting Service	4,000.00	0.00	0.00	0.00	4,000.00	100.00%
001-521-10-42-00	Communication	5,000.00	0.00	96.62	96.62	4,903.38	98.07%
001-521-10-43-00	Travel	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-521-10-44-01	Advertising	500.00	0.00	0.00	0.00	500.00	100.00%
001-521-10-48-00	Repairs & Maintenance	200.00	0.00	42.62	42.62	157.38	78.69%
001-521-10-49-00	Miscellaneous	2,500.00	0.00	120.00	120.00	2,380.00	95.20%
001-521-10-49-01	Registrations / Fees Training Classes & Seminars	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-521-10-49-02	Miscellaneous - PD Donations	6,700.00	0.00	0.00	0.00	6,700.00	100.00%
001-521-10-49-96	Interfund Rentals O & M	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
001-521-19-10-00	Wages Support Serv	137,804.03	0.00	10,145.80	10,145.80	127,658.23	92.64%
001-521-19-20-00	Benefits Support Servs	54,090.77	0.00	4,560.44	4,560.44	49,530.33	91.57%
001-521-19-20-01	Benefits/Uniforms Support Services	400.00	0.00	0.00	0.00	400.00	100.00%
001-521-19-31-00	Operating Supplies - Support Services	2,400.00	0.00	0.00	0.00	2,400.00	100.00%
001-521-19-31-01	Office Supplies - Support Services	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-521-19-35-00	Sm Tools Support Servs	500.00	0.00	0.00	0.00	500.00	100.00%
001-521-19-41-00	Prof Services Support Ser	5,705.00	0.00	0.00	0.00	5,705.00	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-521-19-43-00	Travel Support Services	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-521-19-44-01	Advertising Support Servs	250.00	0.00	0.00	0.00	250.00	100.00%
001-521-19-45-00	Oper Rentals Support Serv	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-19-48-00	Repairs/Maint Support Ser	800.00	0.00	0.00	0.00	800.00	100.00%
001-521-19-49-00	Misc. Support Services	200.00	0.00	25.00	25.00	175.00	87.50%
001-521-19-49-01	Registrations / Fees - Training Classes / Seminars	500.00	0.00	0.00	0.00	500.00	100.00%
001-521-19-49-02	WW SSMA New World Records Sys Support	20,000.00	0.00	19,261.47	19,261.47	738.53	3.69%
001-521-21-10-00	Wages Investigation	91,054.53	0.00	8,561.77	8,561.77	82,492.76	90.60%
001-521-21-20-00	Benefits - Investigation	29,086.65	0.00	2,921.67	2,921.67	26,164.98	89.96%
001-521-21-31-00	Operating Supplies - Investigation	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-521-21-31-01	Office Supplies - Investigation	800.00	0.00	0.00	0.00	800.00	100.00%
001-521-21-35-00	Sm Tools/Equip Invest	500.00	0.00	0.00	0.00	500.00	100.00%
001-521-21-41-00	Prof Servs Investigation	1,500.00	0.00	347.37	347.37	1,152.63	76.84%
001-521-21-42-00	Communication Invest.	2,300.00	0.00	160.06	160.06	2,139.94	93.04%
001-521-21-43-00	Travel Investigation	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-21-48-00	Repairs/Maint Invest.	75.00	0.00	0.00	0.00	75.00	100.00%
001-521-21-49-00	Misc Investigation	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-521-21-49-01	Registration Fees - Training Classes & Seminars	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-521-22-10-00	Wages Patrol	1,003,689.13	0.00	75,247.03	75,247.03	928,442.10	92.50%
001-521-22-20-00	Benefits Patrol	293,169.78	0.00	24,199.99	24,199.99	268,969.79	91.75%
001-521-22-20-01	Benefits Uniforms Patrol	12,000.00	0.00	83.79	83.79	11,916.21	99.30%
001-521-22-20-03	Patrol Equipment & Clothing Allowance	5,400.00	0.00	747.90	747.90	4,652.10	86.15%
001-521-22-31-00	Operating Supplies - Patrol	5,000.00	0.00	16.96	16.96	4,983.04	99.66%
001-521-22-31-01	Office Supplies - Patrol	2,200.00	0.00	0.00	0.00	2,200.00	100.00%
001-521-22-32-00	Fuel Consumed Patrol	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-22-35-00	Sm Tools/Equip Patrol	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-22-41-00	Prof Services Patrol	3,500.00	0.00	0.00	0.00	3,500.00	100.00%
001-521-22-42-00	Communication Patrol	9,000.00	0.00	660.16	660.16	8,339.84	92.66%
001-521-22-42-01	Patrol Air Cards - Communication	7,000.00	0.00	680.39	680.39	6,319.61	90.28%
001-521-22-48-00	Repairs/Maint. Patrol	500.00	0.00	0.00	0.00	500.00	100.00%
001-521-22-49-00	Miscellaneous Patrol	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-22-49-01	Intergov Servs Patrol - Dispatch Charges	259,411.00	0.00	129,706.00	129,706.00	129,705.00	50.00%
001-521-22-49-02	WW PD Support/Maint MDT Software	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-22-49-96	Interfund Rentals O & M	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
001-521-23-10-00	Wages Spec Unit	0.00	0.00	6,060.37	6,060.37	-6,060.37	0.00%
001-521-23-20-00	Benefits Spec Unit	0.00	0.00	2,111.59	2,111.59	-2,111.59	0.00%
001-521-30-10-01	Wages - Drug Task Force	90,153.00	0.00	7,712.26	7,712.26	82,440.74	91.45%
001-521-30-20-01	Benefits - Drug Task Force	23,975.08	0.00	2,799.87	2,799.87	21,175.21	88.32%
001-521-30-31-00	Operating Supplies - Crime Prevention	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-30-31-01	Office Supplies - Crime Prevention	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-30-49-00	Misc Crime Prevention	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-30-49-06	Registrations/Fees - Training Classes & Seminars	300.00	0.00	0.00	0.00	300.00	100.00%
001-521-40-31-00	Operating Supplies - Training	15,000.00	0.00	596.22	596.22	14,403.78	96.03%
001-521-40-31-01	Office Supplies - Training	100.00	0.00	0.00	0.00	100.00	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-521-40-41-00	Prof Services Training	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-521-40-43-00	Travel Training	10,000.00	0.00	253.00	253.00	9,747.00	97.47%
001-521-40-48-00	Repairs/Maint Training	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-40-49-01	Registrations/Fees - Training Classes & Seminars	20,000.00	0.00	800.00	800.00	19,200.00	96.00%
001-521-70-10-00	Wages Traffic	334,563.03	0.00	25,082.21	25,082.21	309,480.82	92.50%
001-521-70-10-04	Wages - Hwy Safety CFDA#20.600 Grant Program	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-521-70-20-00	Benefits Traffic	97,723.27	0.00	8,065.30	8,065.30	89,657.97	91.75%
001-521-70-20-06	BVFF Pension & Disability Payments	180.00	0.00	0.00	0.00	180.00	100.00%
001-521-70-31-00	Operating Supplies - Traffic	250.00	0.00	5.66	5.66	244.34	97.74%
001-521-70-31-01	Office Supplies - Traffic	75.00	0.00	0.00	0.00	75.00	100.00%
001-521-70-35-00	Sm Tools Traffic	200.00	0.00	0.00	0.00	200.00	100.00%
001-521-70-35-01	Small Tools DUI Emphasis Funded	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-70-41-00	Prof Services Traffic	250.00	0.00	0.00	0.00	250.00	100.00%
001-521-70-48-00	Repairs/Maint Traffic	250.00	0.00	0.00	0.00	250.00	100.00%
001-521-70-49-00	Miscellaneous Traffic	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-70-49-96	Interfund Rentals - O & M	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
001-522-10-10-00	Wages & Overtime	48,102.80	0.00	3,837.54	3,837.54	44,265.26	92.02%
001-522-10-20-00	Personnel Benefits	14,410.57	0.00	1,499.07	1,499.07	12,911.50	89.60%
001-522-10-20-01	Other Benefits - Uniforms	300.00	0.00	63.20	63.20	236.80	78.93%
001-522-10-20-01	Operating Supplies - Administration	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-10-31-00	Office Supplies - Administration	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-10-31-01	Sm Tools & Minor Equipment	250.00	0.00	0.00	0.00	250.00	100.00%
001-522-10-35-00	Prof Serv - Comprehens Analysis Of FD Services	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-10-41-00	Professional Services - Admin	6,000.00	0.00	0.00	0.00	6,000.00	100.00%
001-522-10-41-02	Communication	1,300.00	0.00	45.84	45.84	1,254.16	96.47%
001-522-10-42-00	Travel	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-522-10-43-00	Advertising	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-10-44-01	Repairs & Maintenance	750.00	0.00	82.66	82.66	667.34	88.98%
001-522-10-48-00	Miscellaneous	3,500.00	0.00	0.00	0.00	3,500.00	100.00%
001-522-10-49-00	Registrations/Fees - Training Classes & Seminars	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-522-10-49-01	Wages Fire	151,625.99	0.00	13,238.26	13,238.26	138,387.73	91.27%
001-522-20-10-00	Stipends (Volunteers)	35,000.00	0.00	3,176.00	3,176.00	31,824.00	90.93%
001-522-20-20-00	Benefits Fire	48,801.65	0.00	5,565.76	5,565.76	43,235.89	88.60%
001-522-20-20-01	Benefits (Volunteers)	3,700.00	0.00	498.63	498.63	3,201.37	86.52%
001-522-20-20-03	Uniforms - Volunteers	8,000.00	0.00	445.86	445.86	7,554.14	94.43%
001-522-20-20-04	Uniforms - FT Firefighter	4,000.00	0.00	0.00	0.00	4,000.00	100.00%
001-522-20-31-00	Operating Supplies - Suppression	3,500.00	0.00	2,812.40	2,812.40	687.60	19.65%
001-522-20-31-01	Office Supplies - Suppression	300.00	0.00	14.94	14.94	285.06	95.02%
001-522-20-31-02	Fire Mobilization - Protective Equipment	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-522-20-31-03	Radios/Pagers - Parts & Supplies	750.00	0.00	0.00	0.00	750.00	100.00%
001-522-20-32-00	Fuel - Suppression	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-522-20-32-02	Fire Mobilization - Fuel Consumed	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-522-20-35-00	Sm Tools/Equipment	1,000.00	0.00	21.71	21.71	978.29	97.83%
001-522-20-35-01	Small Tools Vehicle	500.00	0.00	0.00	0.00	500.00	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-522-20-35-02	Fire Mobilization - Sm Tools / Equipment	800.00	0.00	0.00	0.00	800.00	100.00%
001-522-20-41-00	Fire Dept Personnel Physicals	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-522-20-42-00	Communication - Air Cards For MDTs	2,500.00	0.00	240.06	240.06	2,259.94	90.40%
001-522-20-48-00	Repairs/Maintenance	4,500.00	0.00	0.00	0.00	4,500.00	100.00%
001-522-20-48-02	Fire Mobilization - Repairs & Maint.	100.00	0.00	0.00	0.00	100.00	100.00%
001-522-20-49-00	Misc Fire	100.00	0.00	0.00	0.00	100.00	100.00%
001-522-20-49-02	Fire Mobilization - Misc. Expense	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-20-49-04	Intergov Services - Dispatch Charges	36,000.00	0.00	0.00	0.00	36,000.00	100.00%
001-522-20-49-06	BVFF Pension & Disability Payments	1,800.00	0.00	0.00	0.00	1,800.00	100.00%
001-522-20-49-96	Interfund Rentals - O & M	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
001-522-30-10-00	Wages & OT	43,914.00	0.00	3,408.79	3,408.79	40,505.21	92.24%
001-522-30-20-00	Benefits	19,465.47	0.00	1,775.73	1,775.73	17,689.74	90.88%
001-522-30-20-01	Other Benefits/Uniforms	300.00	0.00	0.00	0.00	300.00	100.00%
001-522-30-31-00	Operating Supplies - Prevention / Investigation	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-522-30-31-01	Office Supplies - Prevention / Investigation	200.00	0.00	0.00	0.00	200.00	100.00%
001-522-30-42-00	Communication	1,000.00	0.00	41.26	41.26	958.74	95.87%
001-522-30-43-00	Travel	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-522-30-48-00	Repairs/Maintenance	100.00	0.00	0.00	0.00	100.00	100.00%
001-522-30-49-00	Miscellaneous	750.00	0.00	0.00	0.00	750.00	100.00%
001-522-45-10-00	Wages & OT	63,229.40	0.00	4,957.67	4,957.67	58,271.73	92.16%
001-522-45-20-00	Benefits	11,818.64	0.00	1,460.75	1,460.75	10,357.89	87.64%
001-522-45-20-03	Uniforms - FT Firefighter	300.00	0.00	0.00	0.00	300.00	100.00%
001-522-45-31-00	Operating Supplies - Training	5,000.00	0.00	351.39	351.39	4,648.61	92.97%
001-522-45-31-01	Office Supplies - Training	250.00	0.00	562.68	562.68	-312.68	-125.07%
001-522-45-43-00	Travel	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-522-45-48-00	Repairs/Maintenance	150.00	0.00	0.00	0.00	150.00	100.00%
001-522-45-49-00	Miscellaneous	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-522-45-49-01	Registrations/Fees - Training Classes & Seminars	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-522-50-31-00	Operating Supplies - Facilities	4,000.00	0.00	112.47	112.47	3,887.53	97.19%
001-522-50-31-01	Office Supplies - Facilities	100.00	0.00	0.00	0.00	100.00	100.00%
001-522-50-35-00	Small Tools/Equipment	150.00	0.00	0.00	0.00	150.00	100.00%
001-522-50-47-00	Public Utility Services	20,000.00	0.00	2,683.23	2,683.23	17,316.77	86.58%
001-522-50-48-00	Repairs/Maintenance	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-522-50-49-00	Miscellaneous	150.00	0.00	0.00	0.00	150.00	100.00%
001-523-60-41-00	Professional Services	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-523-60-49-00	Miscellaneous	150.00	0.00	0.00	0.00	150.00	100.00%
001-523-60-49-01	Intergov Services - Cnty Jail Services	35,000.00	0.00	4,756.71	4,756.71	30,243.29	86.41%
001-524-10-10-00	Wages - Bldg Clerical	20,425.06	0.00	1,646.92	1,646.92	18,778.14	91.94%
001-524-10-20-00	Benefits - Bldg Clerical	13,404.73	0.00	1,144.69	1,144.69	12,260.04	91.46%
001-524-20-10-00	Wages & OT	129,353.39	0.00	10,429.87	10,429.87	118,923.52	91.94%
001-524-20-20-00	Benefits	67,512.86	0.00	5,861.44	5,861.44	61,651.42	91.32%
001-524-20-31-00	Operating Supplies - Bldg. Inspection	1,200.00	0.00	0.00	0.00	1,200.00	100.00%
001-524-20-31-01	Office Supplies - Bldg. Inspection	500.00	0.00	0.00	0.00	500.00	100.00%
001-524-20-35-00	Sm Tools/Equipment	450.00	0.00	0.00	0.00	450.00	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-524-20-41-00	Professional Services	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-524-20-41-01	Plan Check Professional Services	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-524-20-42-00	Communication	2,893.00	0.00	202.82	202.82	2,690.18	92.99%
001-524-20-43-00	Travel	4,560.00	0.00	0.00	0.00	4,560.00	100.00%
001-524-20-48-00	Repairs/Maintenance	200.00	0.00	0.00	0.00	200.00	100.00%
001-524-20-49-00	Miscellaneous	400.00	0.00	0.00	0.00	400.00	100.00%
001-524-20-49-01	Training Class Registration Costs - Bldg Dept	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-525-60-49-00	Intergov Servs Emergency Management Cnty	9,400.00	0.00	25,025.00	25,025.00	-15,625.00	-166.22%
001-548-68-49-96	INF ER&R From CE O&M Costs	40,000.00	0.00	0.00	0.00	40,000.00	100.00%
001-554-30-10-00	Wages Special Enforcement	60,494.91	0.00	4,876.00	4,876.00	55,618.91	91.94%
001-554-30-20-00	Benefits	30,683.87	0.00	3,210.71	3,210.71	27,473.16	89.54%
001-554-30-20-01	Uniforms	500.00	0.00	0.00	0.00	500.00	100.00%
001-554-30-31-00	Operating Supplies - Special Enforcement	500.00	0.00	13.12	13.12	486.88	97.38%
001-554-30-31-01	Office Supplies - Special Enforcement	300.00	0.00	0.00	0.00	300.00	100.00%
001-554-30-35-00	Sm Tools/Equipment	75.00	0.00	0.00	0.00	75.00	100.00%
001-554-30-41-00	Professional Services	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-554-30-42-00	Communications - Special Enforcement	1,500.00	0.00	98.56	98.56	1,401.44	93.43%
001-554-30-43-00	Travel	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-554-30-48-00	Repairs/maintenance	20.00	0.00	0.00	0.00	20.00	100.00%
001-554-30-49-00	Miscellaneous	40.00	0.00	0.00	0.00	40.00	100.00%
001-554-30-49-01	Registrations/Fees - Training Classes & Seminars	500.00	0.00	0.00	0.00	500.00	100.00%
001-554-30-49-96	Interfund Rentals - O & M	2,300.00	0.00	0.00	0.00	2,300.00	100.00%
001-558-50-40-00	State Bldg Code Fee	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-558-60-10-00	Wages & OT	107,916.37	0.00	8,685.73	8,685.73	99,230.64	91.95%
001-558-60-20-00	Personnel Benefits	52,229.35	0.00	4,487.55	4,487.55	47,741.80	91.41%
001-558-60-31-00	Operating Supplies - Planning	500.00	0.00	0.00	0.00	500.00	100.00%
001-558-60-31-01	Office Supplies - Planning	300.00	0.00	0.00	0.00	300.00	100.00%
001-558-60-41-00	Professional Services	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
001-558-60-42-00	Communication	1,500.00	0.00	43.23	43.23	1,456.77	97.12%
001-558-60-43-00	Travel	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-558-60-44-01	Advertising	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-558-60-48-00	Repairs And Maintenance	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-558-60-49-00	Miscellaneous	2,000.00	0.00	450.00	450.00	1,550.00	77.50%
001-558-60-49-01	Registrations/Fees - Training Classes & Seminars	600.00	0.00	0.00	0.00	600.00	100.00%
001-558-60-49-02	Intergov Services	5,200.00	0.00	0.00	0.00	5,200.00	100.00%
001-558-70-41-00	Community Development / Planning Prof Servs	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-558-70-49-00	Economic Development - Miscellaneous	5,000.00	0.00	539.45	539.45	4,460.55	89.21%
001-558-75-41-01	Planning & Development Costs - Pass Thru	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
001-566-00-49-00	Intergovernmentl Services	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-573-90-31-00	Operating Supplies - Community Events	10,000.00	0.00	4.35	4.35	9,995.65	99.96%
001-573-90-31-01	Office Supplies - Community Events	500.00	0.00	0.00	0.00	500.00	100.00%
001-573-90-35-00	Sm Tools/Minor Equip.	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
001-573-90-40-02	Farmer's Market Pass-through Payments - SNAP/E	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-573-90-40-03	Farmer Market Pass-through Process - State Matc	1,400.00	0.00	0.00	0.00	1,400.00	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-573-90-40-05	Farmer Market Pass-through Process - DOH Kid Ca	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-573-90-41-00	Professional Services - Community Events	50,000.00	0.00	171.79	171.79	49,828.21	99.66%
001-573-90-41-02	Professional Services - Blue Mountain United Way	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-573-90-42-00	Communications - Community Events	1,000.00	0.00	81.27	81.27	918.73	91.87%
001-573-90-44-01	Advertising	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-573-90-48-00	Repairs & Maintenance - Community Events	500.00	0.00	0.00	0.00	500.00	100.00%
001-573-90-49-00	Miscellaneous	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-573-90-49-01	Community Assistance Program	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
001-576-80-10-00	Wages	60,826.03	0.00	5,015.93	5,015.93	55,810.10	91.75%
001-576-80-20-00	Benefits	35,008.55	0.00	3,512.56	3,512.56	31,495.99	89.97%
001-576-80-20-01	Uniforms / Other Benefits	250.00	0.00	0.00	0.00	250.00	100.00%
001-576-80-31-00	Operating Supplies - Parks	12,000.00	0.00	215.23	215.23	11,784.77	98.21%
001-576-80-35-00	Sm Tools/Equipment	750.00	0.00	0.00	0.00	750.00	100.00%
001-576-80-41-00	Professional Services	750.00	0.00	0.00	0.00	750.00	100.00%
001-576-80-42-00	Communication	300.00	0.00	0.00	0.00	300.00	100.00%
001-576-80-45-00	Operating Rentals	300.00	0.00	0.00	0.00	300.00	100.00%
001-576-80-47-00	Utility Services	31,000.00	0.00	1,562.15	1,562.15	29,437.85	94.96%
001-576-80-48-00	Repairs/Maintenance	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-576-80-49-00	Miscellaneous	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-576-80-49-01	Intergov Services	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-576-80-49-02	Registration Fees / Training Classes & Seminars	500.00	0.00	0.00	0.00	500.00	100.00%
001-576-81-10-00	Wages & OT	46,968.85	0.00	3,040.32	3,040.32	43,928.53	93.53%
001-576-81-20-00	Personnel Benefits	20,617.67	0.00	1,714.68	1,714.68	18,902.99	91.68%
001-576-81-31-00	Operating Supplies - Parks Administration	200.00	0.00	0.00	0.00	200.00	100.00%
001-576-81-31-01	Office Supplies - Parks Administration	200.00	0.00	0.00	0.00	200.00	100.00%
001-576-81-42-00	Communication	500.00	0.00	2.59	2.59	497.41	99.48%
001-576-81-43-00	Travel	750.00	0.00	2.26	2.26	747.74	99.70%
001-576-81-49-00	Miscellaneous	500.00	0.00	0.00	0.00	500.00	100.00%
001-582-10-00-03	Refund Of Fireworks Bonds	100.00	0.00	0.00	0.00	100.00	100.00%
001-589-90-00-00	Other Non-Expenditures	500.00	0.00	1,086.93	1,086.93	-586.93	-117.39%
001-589-90-00-04	Travel Account Expenditures	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-594-14-64-00	Machinery & Equipment	500.00	0.00	0.00	0.00	500.00	100.00%
001-594-14-64-01	Machinery & Equipment	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-594-18-64-16	Machinery And Equipment - HR	250.00	0.00	0.00	0.00	250.00	100.00%
001-594-18-64-19	Machinery/Equipment	302,000.00	0.00	0.00	0.00	302,000.00	100.00%
001-594-21-64-01	Machinery Investigation	8,700.00	0.00	0.00	0.00	8,700.00	100.00%
001-594-21-64-02	Machinery/Equip Patrol	20,000.00	0.00	1,736.13	1,736.13	18,263.87	91.32%
001-594-21-64-05	WASPC TrafficSafety Grant	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-594-21-64-09	Equipment Purchases - Traffic Policing	2,500.00	0.00	4,747.73	4,747.73	-2,247.73	-89.91%
001-594-21-64-10	Machinery & Equipment - Grant Funded	4,200.00	0.00	0.00	0.00	2,500.00	100.00%
001-594-21-64-11	Machinery & Equipment - Support Svcs	2,000.00	0.00	0.00	0.00	4,200.00	100.00%
001-594-21-64-12	Wildhorse Camera Grant	2,000.00	0.00	25,001.00	25,001.00	-23,001.00	-1,150.05%
001-594-21-64-55	Machinery/Equipment - Special Enforcement	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-594-22-64-10	Equipment - Radios & Pagers (Fire)	19,500.00	0.00	220.82	220.82	19,279.18	98.87%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-594-22-64-20	Machinery/Equipment	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
001-594-22-64-40	Train Equip/Software/Matis - WSP FF Train Progra	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-594-22-64-50	Machinery/Equipment	8,000.00	0.00	0.00	0.00	8,000.00	100.00%
001-594-58-64-01	Machinery & Equipment	300.00	0.00	0.00	0.00	300.00	100.00%
001-594-76-61-00	Land & Land Improvements - Parks	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
001-594-76-63-00	Other Improvements - Parks	100,000.00	0.00	5,621.80	5,621.80	94,378.20	94.38%
001-597-00-00-01	Interfund Transfer CE/Sts	700,000.00	0.00	0.00	0.00	700,000.00	100.00%
001-597-00-00-12	Transfer To Technology Reserve Fund	575,000.00	0.00	64,000.00	64,000.00	511,000.00	88.87%
001-597-00-00-15	Transfers-Out - CE To Bldg Facility Maint. Reserve	200,000.00	0.00	0.00	0.00	200,000.00	100.00%
001-597-00-00-20	CARS GO Bond Payment - INF To 201 Bond Fun	489,050.00	0.00	0.00	0.00	489,050.00	100.00%
001-597-00-00-61	Interfund Transf From CE To Empl Bene Reserv #6	50,000.00	0.00	0.00	0.00	50,000.00	100.00%
001-597-00-04-04	IF Transf To SW Cap For ARPA Exp (CFDA # 21.027)	7,446.00	0.00	0.00	0.00	7,446.00	100.00%
001-597-00-15-21	Transfer To 320 For Equipment Replacement	473,351.00	0.00	0.00	0.00	473,351.00	100.00%
Totals:		-2,602.59	0.00	409,691.35	409,691.35	-412,293.94	
Totals:		-2,602.59	0.00	409,691.35	409,691.35	-412,293.94	
Totals:		-2,602.59	0.00	409,691.35	409,691.35	-412,293.94	
001 - Current Expense Fund Totals:		-2,602.59	0.00	409,691.35	409,691.35	-412,293.94	
005 - Current Expense Reserve Fund							
005-361-10-00-05	Unrealized Gain/Loss	0.00	0.00	1,040.14	1,040.14	-1,040.14	0.00%
005-361-11-00-05	Investment Interest	-5,000.00	0.00	-1,887.93	-1,887.93	-3,112.07	-62.24%
005-361-30-00-05	Realized Gain/Loss On Investments	0.00	0.00	382.06	382.06	-382.06	0.00%
005-361-41-00-05	Investment Interest - Purchased	0.00	0.00	-144.92	-144.92	144.92	0.00%
005-514-29-41-05	Banking Service Fees/Charges	20.00	0.00	2.30	2.30	17.70	88.50%
Totals:		-4,980.00	0.00	-608.35	-608.35	-4,371.65	
Totals:		-4,980.00	0.00	-608.35	-608.35	-4,371.65	
Totals:		-4,980.00	0.00	-608.35	-608.35	-4,371.65	
005 - Current Expense Reserve Fund Totals:		-4,980.00	0.00	-608.35	-608.35	-4,371.65	
012 - Technology Reserve Fund							
012-361-10-00-20	Unrealized Gain/Loss	0.00	0.00	873.43	873.43	-873.43	0.00%
012-361-11-00-20	Interest Earned - Technology Reserve Fund	-4,000.00	0.00	-1,242.07	-1,242.07	-2,757.93	-68.95%
012-361-30-00-20	Realized Gain/Loss On Investments	0.00	0.00	320.83	320.83	-320.83	0.00%
012-361-41-00-20	Investment Interest - Purchased	0.00	0.00	-121.69	-121.69	121.69	0.00%
012-397-00-00-13	Interfund Transfer CE To Tech Reserve Fund	-575,000.00	0.00	-64,000.00	-64,000.00	-511,000.00	-88.87%
012-514-20-41-00	Professional Financial / Banking Costs	20.00	0.00	1.93	1.93	18.07	90.35%
012-518-88-41-00	Professional Technology Services	89,236.00	0.00	6,030.95	6,030.95	83,205.05	93.24%
012-518-88-41-01	Professional Technology Services-Data Storage	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
012-518-89-10-00	Salaries & Wages	63,901.20	0.00	5,818.65	5,818.65	58,082.55	90.89%
012-518-89-20-00	Benefits	40,079.83	0.00	3,520.07	3,520.07	36,559.76	91.22%
012-518-89-31-01	Office Supplies - Data Processing	500.00	0.00	0.00	0.00	500.00	100.00%
012-518-89-35-00	Sm Tools/Minor Equipment	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
012-518-89-41-00	Professional Services	3,265.00	0.00	0.00	0.00	3,265.00	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
012-518-89-42-00	Communication	3,268.08	0.00	281.27	281.27	2,986.81	91.39%
012-518-89-43-00	Travel / Training	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
012-518-89-45-00	Operating Rentals/Leases	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
012-518-89-48-00	Repairs & Maintenance	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
012-518-89-49-01	Registration Fees - Training Classes & Seminars	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
012-591-18-75-05	Cap Leases & Installment Purchas - Postage Meter	1,558.00	0.00	0.00	0.00	1,558.00	100.00%
012-591-21-75-01	Cap Leases & Installment Purchas - Police Dept	43,800.00	0.00	38,792.86	38,792.86	5,007.14	11.43%
012-591-58-75-04	Cap Leases & Installment Purchas - CD Copier Lea	2,805.00	0.00	255.75	255.75	2,549.25	90.88%
012-594-18-64-00	Machinery / Equipment	600.00	0.00	0.00	0.00	600.00	100.00%
012-594-18-64-01	Machinery & Equipment - Technology	89,204.00	0.00	1,845.74	1,845.74	87,358.26	97.93%
012-594-18-64-02	Machinery & Equipment	34,000.00	0.00	0.00	0.00	34,000.00	100.00%
012-594-18-64-03	Software / Software Update Purchases	304,244.00	0.00	9,988.40	9,988.40	294,255.60	96.72%

Totals: 108,981.11 0.00 2,366.12 2,366.12 106,614.99

Totals: 108,981.11 0.00 2,366.12 2,366.12 106,614.99

Totals: 108,981.11 0.00 2,366.12 2,366.12 106,614.99

012 - Technology Reserve Fund Totals:

Totals: 108,981.11 0.00 2,366.12 2,366.12 106,614.99

061 - Employee Benefit Reserve Fund

061-361-10-00-61	Unrealized Gain/Loss	0.00	0.00	880.59	880.59	-880.59	0.00%
061-361-11-00-61	Investment Interest-Employee Benefit Reserve	-4,000.00	0.00	-1,490.41	-1,490.41	-2,509.59	-62.74%
061-361-30-00-61	Realized Gain/Loss On Investments	0.00	0.00	323.46	323.46	-323.46	0.00%
061-361-41-00-61	Investment Interest - Purchased	0.00	0.00	-122.69	-122.69	122.69	0.00%
061-397-00-00-61	IF Trans From CE Fund To Employee Benefit Resv Fu	-50,000.00	0.00	0.00	0.00	-50,000.00	-100.00%
061-518-10-41-50	Professional Services-Banking Fees	25.00	0.00	1.94	1.94	23.06	92.24%
061-518-61-20-01	Postemployment Benefits - Med Exp Reimb LEOFF	100,000.00	0.00	240.00	240.00	99,760.00	99.76%
061-518-61-20-02	Postemployment Benefits - Ins Premiums LEOFF 1	12,450.00	0.00	775.14	775.14	11,674.86	93.77%

Totals: 58,475.00 0.00 608.03 608.03 57,866.97

Totals: 58,475.00 0.00 608.03 608.03 57,866.97

Totals: 58,475.00 0.00 608.03 608.03 57,866.97

061 - Employee Benefit Reserve Fund Totals:

Totals: 58,475.00 0.00 608.03 608.03 57,866.97

100 - Street Fund

100-322-40-00-00	Street & Curb Permits	-6,000.00	0.00	-300.00	-300.00	-5,700.00	-95.00%
100-336-00-71-00	Multimodal Transportation æ" Cities	-12,812.00	0.00	0.00	0.00	-12,812.00	-100.00%
100-336-00-87-00	Motor Veh Fuel Tax St.	-185,000.00	0.00	-13,020.10	-13,020.10	-171,979.90	-92.96%
100-361-10-00-01	Unrealized Gain/Loss	0.00	0.00	478.32	478.32	-478.32	0.00%
100-361-11-00-01	Investment Interest	-1,500.00	0.00	-807.23	-807.23	-692.77	-46.18%
100-361-30-00-01	Realized Gain/Loss On Investments	0.00	0.00	175.70	175.70	-175.70	0.00%
100-361-41-00-01	Investment Interest - Purchased	0.00	0.00	-66.64	-66.64	66.64	0.00%
100-397-00-00-01	Transfer From CE To Sts	-700,000.00	0.00	0.00	0.00	-700,000.00	-100.00%
100-542-30-10-00	Wages & OT	103,502.18	0.00	6,981.65	6,981.65	96,520.53	93.25%
100-542-30-20-00	Benefits	50,056.11	0.00	4,069.28	4,069.28	45,986.83	91.87%
100-542-30-20-01	Benefits - Uniforms	500.00	0.00	0.00	0.00	500.00	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
100-542-30-31-00	Operating Supplies - Traveled Way	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
100-542-30-35-00	Sm Tools/Equipment	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
100-542-30-41-00	Professional Services	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
100-542-30-42-00	Communications	2,500.00	0.00	76.76	76.76	2,423.24	96.93%
100-542-30-43-00	Travel	750.00	0.00	0.00	0.00	750.00	100.00%
100-542-30-45-00	Operating Rentals	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
100-542-30-48-00	Repairs/Maintenance	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
100-542-30-49-00	Miscellaneous	500.00	0.00	0.00	0.00	500.00	100.00%
100-542-30-49-96	Interfund Rentals - O & M	50,000.00	0.00	0.00	0.00	50,000.00	100.00%
100-542-63-47-00	Public Util St. Lighting	30,000.00	0.00	7,344.11	7,344.11	22,655.89	75.52%
100-542-64-10-00	Wages & OT	18,157.81	0.00	1,512.33	1,512.33	16,645.48	91.67%
100-542-64-20-00	Benefits	9,522.01	0.00	844.30	844.30	8,677.71	91.13%
100-542-64-31-00	Operating Supplies - Traffic Control Devices	35,000.00	0.00	0.00	0.00	35,000.00	100.00%
100-542-64-35-00	Sm Tools/Equipment	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
100-542-64-47-00	Public Utilities	14,000.00	0.00	626.20	626.20	13,373.80	95.53%
100-542-64-49-00	Intergovernmentl Services	7,500.00	0.00	0.00	0.00	7,500.00	100.00%
100-542-64-49-96	Interfund Rentals - O & M	14,500.00	0.00	0.00	0.00	14,500.00	100.00%
100-542-66-10-00	Wages & OT	6,052.60	0.00	504.11	504.11	5,548.49	91.67%
100-542-66-20-00	Benefits	3,174.02	0.00	281.44	281.44	2,892.58	91.13%
100-542-66-31-00	Operating Supplies - Snow & Ice Removal	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
100-542-66-49-96	Interfund Rentals - O & M	6,800.00	0.00	0.00	0.00	6,800.00	100.00%
100-542-70-10-00	Wages & OT	6,052.60	0.00	504.10	504.10	5,548.50	91.67%
100-542-70-20-00	Benefits	3,173.96	0.00	281.38	281.38	2,892.58	91.13%
100-542-70-20-01	Benefits - Uniforms	200.00	0.00	0.00	0.00	200.00	100.00%
100-542-70-31-00	Operating Supplies - Roadside	7,500.00	0.00	0.00	0.00	7,500.00	100.00%
100-542-70-35-00	Sm Tools/Equipment	500.00	0.00	0.00	0.00	500.00	100.00%
100-542-70-48-00	Repairs/Maintenance	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
100-542-70-48-10	Road & Street Repairs & Maintenance - Myra Rd	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
100-542-70-49-00	Intergovernmentl Services	7,800.00	0.00	632.90	632.90	7,167.10	91.89%
100-542-70-49-01	Miscellaneous	0.00	0.00	20.25	20.25	-20.25	0.00%
100-542-70-49-96	Interfund Rentals - O & M	9,000.00	0.00	0.00	0.00	9,000.00	100.00%
100-542-90-10-00	Wages & OT	8,635.60	0.00	695.97	695.97	7,939.63	91.94%
100-542-90-20-00	Benefits	3,605.87	0.00	304.07	304.07	3,301.80	91.57%
100-543-10-10-00	Wages & OT	60,844.30	0.00	4,635.83	4,635.83	56,208.47	92.38%
100-543-10-10-02	Wages - Clerical	1,075.01	0.00	86.68	86.68	988.33	91.94%
100-543-10-20-00	Benefits	20,029.23	0.00	2,002.93	2,002.93	18,026.30	90.00%
100-543-10-20-02	Benefits - Clerical	705.52	0.00	60.26	60.26	645.26	91.46%
100-543-10-31-00	Operating Supplies - Administration	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
100-543-10-31-01	Office Supplies - Administration	500.00	0.00	0.00	0.00	500.00	100.00%
100-543-10-41-00	Professional Services	1,500.00	0.00	287.50	287.50	1,212.50	80.83%
100-543-10-42-00	Communication	400.00	0.00	38.90	38.90	361.10	90.28%
100-543-10-44-01	Advertising	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
100-543-10-47-00	Public Services	2,000.00	0.00	288.77	288.77	1,711.23	85.56%
100-543-10-49-00	Miscellaneous	1,500.00	0.00	14.58	14.58	1,485.42	99.03%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
100-543-30-41-00	Professional Financial / Banking Costs	400.00	0.00	1.06	1.06	398.94	99.74%
100-543-30-43-00	Travel - Training	500.00	0.00	0.00	0.00	500.00	100.00%
100-543-30-46-00	Insurance	37,967.00	0.00	38,252.40	38,252.40	-285.40	-0.75%
100-543-30-49-01	Registrations/Fees - Training Classes & Seminars	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
100-544-20-10-00	Salary / Wages - City Engineer	2,280.00	0.00	0.00	0.00	2,280.00	100.00%
100-544-20-20-00	Benefits - City Engineer	227.00	0.00	0.00	0.00	227.00	100.00%
100-544-20-31-00	Operating Supplies - Engineering	200.00	0.00	0.00	0.00	200.00	100.00%
100-544-20-31-01	Office Supplies - Engineering	200.00	0.00	0.00	0.00	200.00	100.00%
100-544-20-41-00	Professional Services - Engineering	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
100-544-20-43-00	Travel Expense - Engineering	200.00	0.00	0.00	0.00	200.00	100.00%
100-544-20-49-00	Miscellaneous - Engineering	150.00	0.00	0.00	0.00	150.00	100.00%
100-544-20-49-01	Training Registration Fees - Engineering	500.00	0.00	0.00	0.00	500.00	100.00%
100-597-00-01-00	Transfer To 320 For Equipment Replacement	360,000.00	0.00	0.00	0.00	360,000.00	100.00%
Totals:		85,348.82	0.00	56,807.81	56,807.81	28,541.01	
Totals:		85,348.82	0.00	56,807.81	56,807.81	28,541.01	
Totals:		85,348.82	0.00	56,807.81	56,807.81	28,541.01	
100 - Street Fund Totals:		85,348.82	0.00	56,807.81	56,807.81	28,541.01	
120 - Criminal Justice Fund							
120-336-06-21-00	C.J. Funds - Regular	-6,750.00	0.00	-912.54	-912.54	-5,837.46	-86.48%
120-336-06-26-00	C.J. - Municipal Criminal Justice Funding	-13,352.00	0.00	-3,213.36	-3,213.36	-10,138.64	-75.93%
120-361-10-00-12	Unrealized Gain/Loss	0.00	0.00	58.53	58.53	-58.53	0.00%
120-361-11-00-12	Interest Earned - Criminal Justice	-300.00	0.00	-136.26	-136.26	-163.74	-54.58%
120-361-30-00-12	Realized Gain/Loss On Investments	0.00	0.00	21.50	21.50	-21.50	0.00%
120-361-41-00-12	Investment Interest - Purchased	0.00	0.00	-8.15	-8.15	8.15	0.00%
120-521-10-41-02	Banking Service Fees/ Charges - CJ Fund	0.00	0.00	0.13	0.13	-0.13	0.00%
120-521-30-10-12	Salaries & Wages - School Programs Officer	0.00	0.00	881.63	881.63	-881.63	0.00%
120-521-30-20-12	Personnel Benefits - School Programs Officer	0.00	0.00	307.17	307.17	-307.17	0.00%
120-521-30-49-01	Misc Criminal Justice	300.00	0.00	0.00	0.00	300.00	100.00%
120-591-18-75-02	Cap Leases & Installment Purchas - Police Dept	20,330.00	0.00	0.00	0.00	20,330.00	100.00%
Totals:		228.00	0.00	-3,001.35	-3,001.35	3,229.35	
Totals:		228.00	0.00	-3,001.35	-3,001.35	3,229.35	
Totals:		228.00	0.00	-3,001.35	-3,001.35	3,229.35	
120 - Criminal Justice Fund Totals:		228.00	0.00	-3,001.35	-3,001.35	3,229.35	
121 - Forfeited Proceeds Fund							
121-361-10-00-02	Unrealized Gain/Loss	0.00	0.00	4.46	4.46	-4.46	0.00%
121-361-11-00-02	Investment Interest	-20.00	0.00	-8.09	-8.09	-11.91	-59.55%
121-361-30-00-02	Realized Gain/Loss On Investments	0.00	0.00	1.64	1.64	-1.64	0.00%
121-361-41-00-02	Investment Interest - Purchased	0.00	0.00	-0.62	-0.62	0.62	0.00%
121-514-29-41-21	Bank Service Charges / Costs	0.00	0.00	0.01	0.01	-0.01	0.00%
Totals:		-20.00	0.00	-2.60	-2.60	-17.40	

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
	Totals:	-20.00	0.00	-2.60	-2.60	-17.40	
	Totals:	-20.00	0.00	-2.60	-2.60	-17.40	
	121 - Forfeited Proceeds Fund Totals:	-20.00	0.00	-2.60	-2.60	-17.40	
130 - Hotel/Motel Tax							
130-313-31-00-01	Hotel/Motel Lodging	-20,000.00	0.00	-1,197.72	-1,197.72	-18,802.28	-94.01%
130-313-31-00-02	Transient Rental	-20,000.00	0.00	-1,197.72	-1,197.72	-18,802.28	-94.01%
130-361-10-00-30	Unrealized Gain/Loss	0.00	0.00	154.89	154.89	-154.89	0.00%
130-361-11-01-30	Investment Interest	-500.00	0.00	-311.66	-311.66	-188.34	-37.67%
130-361-30-00-30	Realized Gain/Loss On Investments	0.00	0.00	56.89	56.89	-56.89	0.00%
130-361-41-00-30	Investment Interest - Purchased	0.00	0.00	-21.58	-21.58	21.58	0.00%
130-557-30-41-30	Professional Financial / Banking Costs	3.00	0.00	0.34	0.34	2.66	88.67%
130-557-30-44-30	Tourism Advertising	1,900.00	0.00	0.00	0.00	1,900.00	100.00%
130-557-30-49-01	Contributions To Other Agencies - Miscellaneous	22,500.00	0.00	0.00	0.00	22,500.00	100.00%
130-557-30-49-30	City Event Entertainment	14,000.00	0.00	0.00	0.00	14,000.00	100.00%
Totals:		-2,097.00	0.00	-2,516.56	-2,516.56	419.56	
Totals:		-2,097.00	0.00	-2,516.56	-2,516.56	419.56	
Totals:		-2,097.00	0.00	-2,516.56	-2,516.56	419.56	
	130 - Hotel/Motel Tax Totals:	-2,097.00	0.00	-2,516.56	-2,516.56	419.56	
201 - ULTGO Bond Fund							
201-361-11-00-21	Investment Interest	-500.00	0.00	-26.50	-26.50	-473.50	-94.70%
201-397-00-00-21	Transfer CE To ULTGO 201	-489,050.00	0.00	0.00	0.00	-489,050.00	-100.00%
201-591-95-71-01	Principle UTGO 2014 Issue (CARS)	330,000.00	0.00	0.00	0.00	330,000.00	100.00%
201-592-95-83-01	Interest UTGO 2014 Issue (CARS)	159,150.00	0.00	0.00	0.00	159,150.00	100.00%
201-592-95-83-02	Other Debt Service Costs (CARS)	300.00	0.00	0.00	0.00	300.00	100.00%
Totals:		-100.00	0.00	-26.50	-26.50	-73.50	
Totals:		-100.00	0.00	-26.50	-26.50	-73.50	
Totals:		-100.00	0.00	-26.50	-26.50	-73.50	
	201 - ULTGO Bond Fund Totals:	-100.00	0.00	-26.50	-26.50	-73.50	
301 - Street Capital Contribution Fund							
301-345-89-01-23	Street Capital Developer Contributions	-380,828.00	0.00	0.00	0.00	-380,828.00	-100.00%
301-361-11-00-03	Investment Interest	-10.00	0.00	-0.14	-0.14	-9.86	-98.60%
301-597-00-01-01	Interfund Transfer For CARS Signalization	40,000.00	0.00	0.00	0.00	40,000.00	100.00%
301-597-00-03-11	Interfund Transfer To Street Improvement Fund	320,828.00	0.00	0.00	0.00	320,828.00	100.00%
Totals:		-20,010.00	0.00	-0.14	-0.14	-20,009.86	
Totals:		-20,010.00	0.00	-0.14	-0.14	-20,009.86	
Totals:		-20,010.00	0.00	-0.14	-0.14	-20,009.86	
	301 - Street Capital Contribution Fund Totals:	-20,010.00	0.00	-0.14	-0.14	-20,009.86	
305 - Capital Improvement Fund (REET)							
305-318-34-00-00	Real Estate Excise Tax Local	-230,000.00	0.00	-17,820.79	-17,820.79	-212,179.21	-92.25%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
305-361-10-00-35	Unrealized Gain/Loss	0.00	0.00	1,224.10	1,224.10	-1,224.10	0.00%
305-361-11-00-35	Investment Interest	-4,000.00	0.00	-2,259.99	-2,259.99	-1,740.01	-43.50%
305-361-30-00-35	Realized Gain/Loss On Investments	0.00	0.00	449.63	449.63	-449.63	0.00%
305-361-41-00-35	Investment Interest - Purchased	0.00	0.00	-170.55	-170.55	170.55	0.00%
305-367-00-00-01	Contrib And Donations From Nongovernmental Se	-219,656.00	0.00	0.00	0.00	-219,656.00	-100.00%
305-514-20-41-35	Professional Financial / Banking Costs	35.00	0.00	2.70	2.70	32.30	92.29%
305-594-42-63-00	Street And Path Projects	849,066.15	0.00	0.00	0.00	849,066.15	100.00%
305-594-42-65-02	Chipsealing / Walla Walla Cnty PW	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
305-595-10-63-00	Professional Services - Engineering Services	60,000.00	0.00	0.00	0.00	60,000.00	100.00%
Totals:		555,445.15	0.00	-18,574.90	-18,574.90	574,020.05	
Totals:		555,445.15	0.00	-18,574.90	-18,574.90	574,020.05	
Totals:		555,445.15	0.00	-18,574.90	-18,574.90	574,020.05	
305 - Capital Improvement Fund (REET) Totals:		555,445.15	0.00	-18,574.90	-18,574.90	574,020.05	
306 - Capital Improvement Fund (REET 2)							
306-318-35-00-00	REET 2 - Second Quarter Percent	-230,000.00	0.00	0.00	0.00	-230,000.00	-100.00%
306-331-11-00-00	Fed Direct Grant From The Department Of Comm	-512,735.90	0.00	0.00	0.00	-512,735.90	-100.00%
306-334-02-70-01	Rec And Conservation Office Grant - Lions' Park	-1,349,550.00	0.00	0.00	0.00	-1,349,550.00	-100.00%
306-334-03-10-09	State Direct/Indirect Grant From Dept Of Ecology	-866,150.00	0.00	0.00	0.00	-866,150.00	-100.00%
306-361-10-00-36	Unrealized Gain/Loss	0.00	0.00	2,757.85	2,757.85	-2,757.85	0.00%
306-361-11-00-36	Investment Interest	-10,000.00	0.00	-4,922.58	-4,922.58	-5,077.42	-50.77%
306-361-30-00-36	Realized Gain/Loss On Investments	0.00	0.00	1,013.00	1,013.00	-1,013.00	0.00%
306-361-41-00-36	Investment Interest - Purchased	0.00	0.00	-384.23	-384.23	384.23	0.00%
306-367-00-03-06	Local Grants - Lions Park Renovation	-1,025,471.80	0.00	0.00	0.00	-1,025,471.80	-100.00%
306-367-11-00-06	Contr/Donations - Private	-1,009,283.08	0.00	0.00	0.00	-1,009,283.08	-100.00%
306-514-20-41-36	Professional Financial / Banking Costs	0.00	0.00	6.09	6.09	-6.09	0.00%
306-595-30-63-36	Other Capital Improvements - REET 2	3,720,000.00	0.00	0.00	0.00	3,720,000.00	100.00%
306-595-30-63-37	Other Capital Improvements - Grant Reimbursed	2,280,000.00	0.00	0.00	0.00	2,280,000.00	100.00%
Totals:		996,809.22	0.00	-1,529.87	-1,529.87	998,339.09	
Totals:		996,809.22	0.00	-1,529.87	-1,529.87	998,339.09	
Totals:		996,809.22	0.00	-1,529.87	-1,529.87	998,339.09	
306 - Capital Improvement Fund (REET 2) Totals:		996,809.22	0.00	-1,529.87	-1,529.87	998,339.09	
309 - CDBG Projects Fund							
309-333-14-00-00	Fed Ind Grt Fr Dept Of Hous/Urb Dev-Sidewalk-CD	-309,400.00	0.00	0.00	0.00	-309,400.00	-100.00%
309-333-14-00-01	Fed Ind Grt Fr Dept Of Hous/Urb Dev-Microbusn-	-15,000.00	0.00	0.00	0.00	-15,000.00	-100.00%
309-361-10-00-09	Unrealized Gain/Loss	0.00	0.00	0.06	0.06	-0.06	0.00%
309-361-11-00-09	Investment Interest - CDBG Project Fund	0.00	0.00	-0.08	-0.08	0.08	0.00%
309-361-41-00-09	Investment Interest - Purchased	0.00	0.00	-0.01	-0.01	0.01	0.00%
309-558-70-40-00	Economic Dev - Microbusiness Assistance Progra	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
309-595-61-63-00	Capital Expenditures/Expenses - Sidewalks	309,400.00	0.00	0.00	0.00	309,400.00	100.00%
Totals:		0.00	0.00	-0.03	-0.03	0.03	

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
	Totals:	0.00	0.00	-0.03	-0.03	0.03	
	Totals:	0.00	0.00	-0.03	-0.03	0.03	
309 - CDBG Projects Fund Totals:							
311 - Street Improvement Fund							
311-331-20-00-00	Fed Dir Grt From The Dept Of Transportation.	-750,000.00	0.00	0.00	0.00	-750,000.00	-100.00%
311-331-97-00-02	Fed Dir Grant From The Dept Of Homeland Securit	-8,500.00	0.00	0.00	0.00	-8,500.00	-100.00%
311-334-00-10-11	State Grant From Legislature	-214,687.84	0.00	0.00	0.00	-214,687.84	-100.00%
311-334-03-80-06	TIB C Street Grant	-50,000.00	0.00	0.00	0.00	-50,000.00	-100.00%
311-334-03-80-08	TIB Overlay Grants	-688,088.00	0.00	0.00	0.00	-688,088.00	-100.00%
311-361-10-00-11	Unrealized Gain/Loss	0.00	0.00	152.87	152.87	-152.87	0.00%
311-361-11-00-11	Investment Interest St. Improvement Fund	-500.00	0.00	-219.17	-219.17	-280.83	-56.17%
311-361-30-00-11	Realized Gain/Loss On Investments	0.00	0.00	56.15	56.15	-56.15	0.00%
311-361-41-00-11	Investment Interest - Purchased	0.00	0.00	-21.30	-21.30	21.30	0.00%
311-367-00-03-11	Pacific Power Grant	-3,400.00	0.00	0.00	0.00	-3,400.00	-100.00%
311-397-00-00-37	Interfund Transfer - 350 to 311	-381,000.00	0.00	0.00	0.00	-381,000.00	-100.00%
311-397-00-00-38	Interfund Transfer - 360 to 311	-4,090,032.00	0.00	0.00	0.00	-4,090,032.00	-100.00%
311-397-00-03-11	IF Transfer From Street Cap Devr Contribs Fund	-320,828.00	0.00	0.00	0.00	-320,828.00	-100.00%
311-543-30-41-11	Professional Financial / Banking Costs	25.00	0.00	0.34	0.34	24.66	98.64%
311-595-30-63-12	Roads/Streets Const & Other Infrast-St Improv Fu	11,900.00	0.00	0.00	0.00	11,900.00	100.00%
311-595-30-63-20	Street Fund Capital Project Roadways	5,345,176.00	0.00	23,195.22	23,195.22	5,321,980.78	99.57%
311-595-30-63-21	Street Fund Cap Proj Roadways - TIB Grant Portio	1,069,088.00	0.00	0.00	0.00	1,069,088.00	100.00%
	Totals:	-80,846.84	0.00	23,164.11	23,164.11	-104,010.95	
	Totals:	-80,846.84	0.00	23,164.11	23,164.11	-104,010.95	
	Totals:	-80,846.84	0.00	23,164.11	23,164.11	-104,010.95	
311 - Street Improvement Fund Totals:							
315 - Facility Maintenance Reserve Fund (CE)							
315-334-04-20-15	Department Of Commerce Energy Efficiency Grant	-20,000.00	0.00	0.00	0.00	-20,000.00	-100.00%
315-361-10-00-15	Unrealized Gain/Loss	0.00	0.00	1,879.03	1,879.03	-1,879.03	0.00%
315-361-11-00-15	Investment Interest- Facility Maint Resv Fund	-5,000.00	0.00	-3,018.12	-3,018.12	-1,981.88	-39.64%
315-361-30-00-15	Realized Gain/Loss On Investments	0.00	0.00	690.20	690.20	-690.20	0.00%
315-361-41-00-15	Investment Interest - Purchased	0.00	0.00	-261.79	-261.79	261.79	0.00%
315-391-20-04-12	Revenue Bond Proceeds	-2,000,000.00	0.00	0.00	0.00	-2,000,000.00	-100.00%
315-397-00-00-15	Operating Transfer From CE To Bldg Fac Reserve	-200,000.00	0.00	0.00	0.00	-200,000.00	-100.00%
315-514-20-41-15	Financial Services / Fees & Charges	100.00	0.00	4.15	4.15	95.85	95.85%
315-594-18-62-16	Cap Expend/Expense - Bdgs & Structures (Grt Fun	64,900.00	0.00	0.00	0.00	64,900.00	100.00%
315-594-18-62-17	Capital Expenditures/Expenses - Bdgs & Structure	2,105,944.00	0.00	0.00	0.00	2,105,944.00	100.00%
315-594-18-63-15	Capital Expenditures/Expenses - Other Imprvmts	94,400.00	0.00	0.00	0.00	94,400.00	100.00%
315-594-18-64-15	Capital Expenditures/Expenses - Equip/Furnishing	34,458.00	0.00	0.00	0.00	34,458.00	100.00%
	Totals:	74,802.00	0.00	-706.53	-706.53	75,508.53	
	Totals:	74,802.00	0.00	-706.53	-706.53	75,508.53	

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
Totals:		74,802.00	0.00	-706.53	-706.53	75,508.53	
315 - Facility Maintenance Reserve Fund (CE) Totals:		74,802.00	0.00	-706.53	-706.53	75,508.53	
320 - Equipment Reserve Fund							
320-361-10-00-04	Unrealized Gain/Loss	0.00	0.00	978.20	978.20	-978.20	0.00%
320-361-11-00-04	Investment Interest	-2,500.00	0.00	-1,451.87	-1,451.87	-1,048.13	-41.93%
320-361-30-00-04	Realized Gain/Loss On Investments	-1,050.00	0.00	359.31	359.31	-1,409.31	-134.22%
320-361-41-00-04	Investment Interest - Purchased	0.00	0.00	-136.29	-136.29	136.29	0.00%
320-397-00-01-00	Transfer From Streets For Equipment Replacement	-360,000.00	0.00	0.00	0.00	-360,000.00	-100.00%
320-397-00-15-21	Transfer From PD For Equipment Replacement	-473,351.00	0.00	0.00	0.00	-473,351.00	-100.00%
320-397-00-15-26	Transfer From EMS For Equipment Replacement	-325,000.00	0.00	0.00	0.00	-325,000.00	-100.00%
320-514-89-41-20	Professional Financial / Banking Costs	33.00	0.00	2.16	2.16	30.84	93.45%
320-591-21-75-03	Capital Leases & Installment Purchases - PD	185,351.00	0.00	7,175.09	7,175.09	178,175.91	96.13%
320-594-21-64-32	Vehicles/Equip Police Department	217,000.00	0.00	0.00	0.00	217,000.00	100.00%
320-594-22-64-27	Vehicles/Equip EMS	325,000.00	0.00	0.00	0.00	325,000.00	100.00%
320-594-42-64-32	Vehicles/Equip Streets	360,000.00	0.00	0.00	0.00	360,000.00	100.00%
320-597-00-00-00	Transfer to CE from 320	75,000.00	0.00	0.00	0.00	75,000.00	100.00%
Totals:		483.00	0.00	6,926.60	6,926.60	-6,443.60	
Totals:		483.00	0.00	6,926.60	6,926.60	-6,443.60	
Totals:		483.00	0.00	6,926.60	6,926.60	-6,443.60	
320 - Equipment Reserve Fund Totals:		483.00	0.00	6,926.60	6,926.60	-6,443.60	
330 - Economic Development Fund							
330-361-11-00-30	Interest Earned Economic Development	-375.00	0.00	-17.01	-17.01	-357.99	-95.46%
330-397-00-01-01	Interfund Transfer For Signalization	-40,000.00	0.00	0.00	0.00	-40,000.00	-100.00%
330-595-20-63-03	ROW Acquisition	40,000.00	0.00	0.00	0.00	40,000.00	100.00%
Totals:		-375.00	0.00	-17.01	-17.01	-357.99	
Totals:		-375.00	0.00	-17.01	-17.01	-357.99	
Totals:		-375.00	0.00	-17.01	-17.01	-357.99	
330 - Economic Development Fund Totals:		-375.00	0.00	-17.01	-17.01	-357.99	
340 - Economic Development Reserve Fund							
340-361-11-00-32	Interest Earned - Econ Development Reserve Fund	0.00	0.00	-0.11	-0.11	0.11	0.00%
Totals:		0.00	0.00	-0.11	-0.11	0.11	0.00%
Totals:		0.00	0.00	-0.11	-0.11	0.11	0.00%
Totals:		0.00	0.00	-0.11	-0.11	0.11	0.00%
340 - Economic Development Reserve Fund Totals:		0.00	0.00	-0.11	-0.11	0.11	0.00%
350 - Tax Benefit District Construction Fund							
350-313-21-00-00	Sales Tax - TBD	-381,000.00	0.00	0.00	0.00	-381,000.00	-100.00%
350-597-00-00-37	Interfund Transfer 350 to 311	381,000.00	0.00	0.00	0.00	381,000.00	100.00%
Totals:		0.00	0.00	0.00	0.00	0.00	

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
	Totals:	0.00	0.00	0.00	0.00	0.00	
	Totals:	0.00	0.00	0.00	0.00	0.00	
	350 - Tax Benefit District Construction Fund Totals:	0.00	0.00	0.00	0.00	0.00	
360 - Tax Increment Financing Construction Fund							
360-391-10-00-04	Revenue Bond Proceeds - TIF	-4,090,032.00	0.00	0.00	0.00	-4,090,032.00	-100.00%
360-597-00-00-38	Interfund Transfer - 360 to 311	4,090,032.00	0.00	0.00	0.00	4,090,032.00	100.00%
	Totals:	0.00	0.00	0.00	0.00	0.00	
	Totals:	0.00	0.00	0.00	0.00	0.00	
	Totals:	0.00	0.00	0.00	0.00	0.00	
	360 - Tax Increment Financing Construction Fund Totals:	0.00	0.00	0.00	0.00	0.00	
400 - Water Fund							
400-341-70-00-00	Sale Of Merchandise	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
400-343-40-00-00	Water Sales	-1,648,846.00	0.00	-89,711.09	-89,711.09	-1,559,134.91	-94.56%
400-343-40-00-01	Water Sales - Irrigation Only	0.00	0.00	-29.70	-29.70	29.70	0.00%
400-343-40-00-02	Water Charges For Utility Tax	-291,445.00	0.00	-19,646.76	-19,646.76	-271,798.24	-93.26%
400-343-40-01-70	Misc Util Fees/Activation Fees	-8,214.00	0.00	-29.25	-29.25	-8,184.75	-99.64%
400-343-40-01-85	Water - Sale Of Materials & Services	-15,103.00	0.00	-1,439.20	-1,439.20	-13,663.80	-90.47%
400-343-40-01-99	Utility Balance on SBX Conversion	0.00	0.00	-502.93	-502.93	502.93	0.00%
400-359-90-00-40	Penalty/Late Fee	-20,000.00	0.00	-2,214.47	-2,214.47	-17,785.53	-88.93%
400-361-10-00-40	Unrealized Gain/Loss	0.00	0.00	553.42	553.42	-553.42	0.00%
400-361-11-00-40	Investment Interest	-10,000.00	0.00	-946.86	-946.86	-9,053.14	-90.53%
400-361-30-00-40	Realized Gain/Loss On Investments	0.00	0.00	203.28	203.28	-203.28	0.00%
400-361-41-00-40	Investment Interest - Purchased	0.00	0.00	-77.10	-77.10	77.10	0.00%
400-362-00-00-01	Water - Hydrant Meter & Backflow Rental Fees	-1,081.00	0.00	-637.00	-637.00	-444.00	-41.07%
400-362-00-50-40	Rental Charges / Fees	-23,000.00	0.00	-3,650.10	-3,650.10	-19,349.90	-84.13%
400-369-10-00-06	Sale Of Surplus - Water	-5,512.00	0.00	0.00	0.00	-5,512.00	-100.00%
400-382-10-00-01	Water - Hydrant Meter DEPOSIT	-2,000.00	0.00	0.00	0.00	-2,000.00	-100.00%
400-397-00-00-32	Interfund Transfer Fund 431 To Fund 400	-285,000.00	0.00	0.00	0.00	-285,000.00	-100.00%
400-534-10-10-00	Wages & OT	107,125.32	0.00	8,528.12	8,528.12	98,597.20	92.04%
400-534-10-20-00	Benefits	36,984.42	0.00	3,575.61	3,575.61	33,408.81	90.33%
400-534-10-31-00	Operating Supplies - Administration	500.00	0.00	0.00	0.00	500.00	100.00%
400-534-10-31-01	Office Supplies - Administration	650.00	0.00	0.00	0.00	650.00	100.00%
400-534-10-35-00	Small Tools/Equipment	500.00	0.00	0.00	0.00	500.00	100.00%
400-534-10-41-00	Professional Service	42,000.00	0.00	368.20	368.20	41,631.80	99.12%
400-534-10-42-00	Communication	4,000.00	0.00	231.63	231.63	3,768.37	94.21%
400-534-10-43-00	Travel	4,000.00	0.00	17.93	17.93	3,982.07	99.55%
400-534-10-44-00	External Taxes	115,000.00	0.00	9,708.13	9,708.13	105,291.87	91.56%
400-534-10-44-01	Advertising	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
400-534-10-44-02	Utility Tax	290,000.00	0.00	0.00	0.00	290,000.00	100.00%
400-534-10-46-00	Insurance	78,160.00	0.00	78,776.31	78,776.31	-616.31	-0.79%
400-534-10-49-00	Miscellaneous	6,500.00	0.00	1,238.18	1,238.18	5,261.82	80.95%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
400-534-10-49-01	Registrations/Fees - Training Classes & Seminars	3,500.00	0.00	0.00	0.00	3,500.00	100.00%
400-534-20-10-00	Salaries & Wages	26,780.43	0.00	2,158.32	2,158.32	24,622.11	91.94%
400-534-20-20-00	Benefits	12,826.02	0.00	1,072.81	1,072.81	11,753.21	91.64%
400-534-27-10-00	Water Utilities - Salaries & Wages	108,135.69	0.00	8,227.07	8,227.07	99,908.62	92.39%
400-534-27-20-00	Water Utilities - Personnel Benefits	40,936.28	0.00	3,523.33	3,523.33	37,412.95	91.39%
400-534-27-31-00	Water Utilities - Operating Supplies	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
400-534-27-31-01	Water Utilities - Office Supplies	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
400-534-27-35-00	Water Utilities - Small Tools And Minor Equipment	200.00	0.00	0.00	0.00	200.00	100.00%
400-534-27-41-00	Water Utilities - Professional Services	22,704.00	0.00	2,738.20	2,738.20	19,965.80	87.94%
400-534-27-42-00	Water Utilities - Communications	5,000.00	0.00	263.12	263.12	4,736.88	94.74%
400-534-27-43-00	Water Utilities - Travel	400.00	0.00	0.00	0.00	400.00	100.00%
400-534-27-48-00	Water Utilities - Repairs & Maintenance	300.00	0.00	0.00	0.00	300.00	100.00%
400-534-27-49-00	Water Utilities - Miscellaneous	300.00	0.00	0.00	0.00	300.00	100.00%
400-534-27-49-01	Water Utilities - Reg/Fees - Trainings & Seminars	500.00	0.00	7.50	7.50	492.50	98.50%
400-534-50-10-00	Wages & OT	372,646.82	0.00	21,401.02	21,401.02	351,245.80	94.26%
400-534-50-20-00	Benefits	184,910.27	0.00	12,326.78	12,326.78	172,583.49	93.33%
400-534-50-20-01	Benefits Uniforms	1,500.00	0.00	326.69	326.69	1,173.31	78.22%
400-534-50-31-00	Operating Supplies - Maintenance	110,000.00	0.00	164.42	164.42	109,835.58	99.85%
400-534-50-35-00	Sm Tools/Equipment	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
400-534-50-41-00	Professional Services	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
400-534-50-43-00	Travel	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
400-534-50-45-00	Operating Rentals/Leases	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
400-534-50-48-00	Repairs & Maintenance	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
400-534-50-49-00	County 911 / Dispatch Services	2,096.00	0.00	628.80	628.80	1,467.20	70.00%
400-534-50-49-01	Miscellaneous	200.00	0.00	0.00	0.00	200.00	100.00%
400-534-50-49-96	Interfund Rentals - O & M	60,000.00	0.00	0.00	0.00	60,000.00	100.00%
400-534-80-10-00	Wages & OT	11,522.96	0.00	1,272.46	1,272.46	10,250.50	88.96%
400-534-80-20-00	Benefits	5,550.52	0.00	545.53	545.53	5,004.99	90.17%
400-534-80-31-00	Operating Supplies - General	30,000.00	0.00	443.49	443.49	29,556.51	98.52%
400-534-80-33-00	Water Purchase For Resale	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
400-534-80-35-00	Small Tools/Equipment	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
400-534-80-41-00	Water Utilities - Prof Services - Water Testing	17,000.00	0.00	0.00	0.00	17,000.00	100.00%
400-534-80-47-00	Public Utility Services	165,000.00	0.00	9,898.70	9,898.70	155,101.30	94.00%
400-534-80-48-00	Repairs/Maintenance	40,000.00	0.00	0.00	0.00	40,000.00	100.00%
400-534-80-49-00	Intergov Maintenance	7,500.00	0.00	0.00	0.00	7,500.00	100.00%
400-534-80-49-01	Miscellaneous	200.00	0.00	0.00	0.00	200.00	100.00%
400-534-90-41-00	Professional Financial / Banking Costs	920.00	0.00	1.22	1.22	918.78	99.87%
400-594-34-64-04	Machinery/Equipment	4,500.00	0.00	0.00	0.00	4,500.00	100.00%
400-597-34-00-41	IF Transfer-Revenue Resvd For Rate-Funded Capita	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
400-597-34-00-95	Interfund Rentals - Repl	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
400-597-34-04-32	Interfund Transfer To Capital Projects Fund 431	200,000.00	0.00	0.00	0.00	200,000.00	100.00%
Totals:		29,847.73	0.00	49,315.81	49,315.81	-19,468.08	
Totals:		29,847.73	0.00	49,315.81	49,315.81	-19,468.08	

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
Totals:		29,847.73	0.00	49,315.81	49,315.81	-19,468.08	
400 - Water Fund Totals:		29,847.73	0.00	49,315.81	49,315.81	-19,468.08	
401 - Wastewater Fund							
401-343-50-00-00	Wastewater Charges	-2,822,565.00	0.00	-200,990.69	-200,990.69	-2,621,574.31	-92.88%
401-343-50-00-02	Wastewater Charges For Utility Tax	-383,036.00	0.00	-27,732.46	-27,732.46	-355,303.54	-92.76%
401-343-50-00-41	Misc Util Fees & Charges	-2,000.00	0.00	-23.25	-23.25	-1,976.75	-98.84%
401-343-50-02-41	Sewer Assessment Charges	-1,500.00	0.00	0.00	0.00	-1,500.00	-100.00%
401-359-90-00-41	Penalty/Late Fee	-6,000.00	0.00	-628.49	-628.49	-5,371.51	-89.53%
401-361-10-00-41	Unrealized Gain/Loss	0.00	0.00	2,498.00	2,498.00	-2,498.00	0.00%
401-361-11-00-41	Investment Interest WW	-15,000.00	0.00	-9,925.86	-9,925.86	-5,074.14	-33.83%
401-361-30-00-41	Realized Gain/Loss On Investments	0.00	0.00	917.55	917.55	-917.55	0.00%
401-361-41-00-41	Investment Interest - Purchased	0.00	0.00	-348.03	-348.03	348.03	0.00%
401-369-91-00-41	Other Misc Revenues	-50,000.00	0.00	0.00	0.00	-50,000.00	-100.00%
401-535-10-10-00	Wages & OT	93,868.80	0.00	7,553.71	7,553.71	86,315.09	91.95%
401-535-10-20-00	Benefits	30,929.83	0.00	2,726.86	2,726.86	28,202.97	91.18%
401-535-10-31-01	Office Supplies - Administration	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-10-41-00	Professional Services	1,242,036.00	0.00	103,848.14	103,848.14	1,138,187.86	91.64%
401-535-10-42-00	Communication	350.00	0.00	0.77	0.77	349.23	99.78%
401-535-10-43-00	Travel	2,000.00	0.00	16.19	16.19	1,983.81	99.19%
401-535-10-44-00	External Taxes	68,000.00	0.00	5,690.34	5,690.34	62,309.66	91.63%
401-535-10-44-02	Utility Tax	330,000.00	0.00	0.00	0.00	330,000.00	100.00%
401-535-10-46-00	Insurance	118,350.00	0.00	119,254.80	119,254.80	-904.80	-0.76%
401-535-10-49-00	Misc	11,500.00	0.00	498.30	498.30	11,001.70	95.67%
401-535-10-49-01	Registrations/Fees - Training Classes & Seminars	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-20-10-00	Salaries & Wages	27,896.29	0.00	2,248.25	2,248.25	25,648.04	91.94%
401-535-20-20-00	Benefits	13,360.46	0.00	1,117.52	1,117.52	12,242.94	91.64%
401-535-27-10-00	Sewer Utilities - Salaries & Wages	109,593.45	0.00	8,413.43	8,413.43	101,180.02	92.32%
401-535-27-20-00	Sewer Utilities - Personnel Benefits	41,203.73	0.00	3,624.47	3,624.47	37,579.26	91.20%
401-535-27-31-00	Sewer Utilities - Operating Supplies	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-27-31-01	Sewer Utilities - Office Supplies	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
401-535-27-35-00	Sewer Utilities - Small Tools And Minor Equipment	200.00	0.00	0.00	0.00	200.00	100.00%
401-535-27-41-00	Sewer Utilities - Professional Services	30,578.00	0.00	4,056.54	4,056.54	26,521.46	86.73%
401-535-27-42-00	Sewer Utilities - Communications	500.00	0.00	494.38	494.38	5.62	1.12%
401-535-27-43-00	Sewer Utilities - Travel	400.00	0.00	0.00	0.00	400.00	100.00%
401-535-27-48-00	Sewer Utilities - Repairs & Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-27-49-00	Sewer Utilities - Miscellaneous	300.00	0.00	0.00	0.00	300.00	100.00%
401-535-27-49-01	Sewer Utilities - Reg/Fees - Trainings & Seminars	500.00	0.00	7.00	7.00	493.00	98.60%
401-535-50-31-00	Operating Supplies - Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-50-35-00	Small Tools / Equipment	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-50-48-00	Repairs / Maintenance	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
401-535-50-49-00	Intergov Services	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
401-535-50-49-01	County 911 / Dispatch Services	2,096.00	0.00	1,194.72	1,194.72	901.28	43.00%
401-535-50-49-96	Interfund Rentals - O & M	30,000.00	0.00	0.00	0.00	30,000.00	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
401-535-80-41-00	Professional Services	24,000.00	0.00	0.00	0.00	24,000.00	100.00%
401-535-80-47-00	Public Utility Services	31,500.00	0.00	3,469.06	3,469.06	28,030.94	88.99%
401-535-80-48-00	Repairs / Maintenance Capital Reserve	45,000.00	0.00	0.00	0.00	45,000.00	100.00%
401-535-80-49-00	Miscellaneous	13,000.00	0.00	0.00	0.00	13,000.00	100.00%
401-535-80-49-96	Interfund Transfers - O&M	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
401-535-90-41-00	Professional Financial / Banking Costs	630.00	0.00	5.51	5.51	624.49	99.13%
401-597-40-14-11	Transfer For Rate Funded Capital	300,000.00	0.00	0.00	0.00	300,000.00	100.00%
Totals:		-694,808.44	0.00	27,986.76	27,986.76	-722,795.20	
Totals:		-694,808.44	0.00	27,986.76	27,986.76	-722,795.20	
Totals:		-694,808.44	0.00	27,986.76	27,986.76	-722,795.20	
401 - Wastewater Fund Totals:		-694,808.44	0.00	27,986.76	27,986.76	-722,795.20	
402 - Stormwater Fund							
402-343-10-00-00	Stormwater Charges	-654,308.00	0.00	-55,686.86	-55,686.86	-598,621.14	-91.49%
402-343-10-00-41	Misc Util Fees & Charges - Stormwater	0.00	0.00	-45.75	-45.75	45.75	0.00%
402-359-90-00-42	Penalty/Late Fee - Stormwater	-2,500.00	0.00	-114.49	-114.49	-2,385.51	-95.42%
402-361-10-04-02	Unrealized Gain/Loss	0.00	0.00	2,283.02	2,283.02	-2,283.02	0.00%
402-361-11-04-02	Investment Interest - Stormwater Fund	-6,000.00	0.00	-3,479.15	-3,479.15	-2,520.85	-42.01%
402-361-30-04-02	Realized Gain/Loss On Investments	0.00	0.00	838.59	838.59	-838.59	0.00%
402-361-41-04-02	Investment Interest - Purchased	0.00	0.00	-318.08	-318.08	318.08	0.00%
402-531-10-00-00	Wages & OT - Stormwater Administration	98,193.24	0.00	7,174.15	7,174.15	91,019.09	92.69%
402-531-10-20-00	Benefits - Stormwater Administration	37,273.59	0.00	3,187.50	3,187.50	34,086.09	91.45%
402-531-10-31-00	Operating Supplies - Stormwater Administration	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
402-531-10-31-01	Office Supplies - Stormwater Administration	200.00	0.00	0.00	0.00	200.00	100.00%
402-531-10-41-00	Professional Services - Stormwater Administration	10,000.00	0.00	323.28	323.28	9,676.72	96.77%
402-531-10-43-00	Travel - Stormwater	2,000.00	0.00	4.44	4.44	1,995.56	99.78%
402-531-10-44-01	Advertising - Stormwater	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-10-46-00	Insurance - Stormwater	26,800.00	0.00	26,985.66	26,985.66	-185.66	-0.69%
402-531-10-49-00	Miscellaneous - Stormwater	5,000.00	0.00	65.85	65.85	4,934.15	98.68%
402-531-10-49-01	Reg/Fees - Training Classes Stormwater Admin	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
402-531-20-10-00	Wages & OT - Stormwater Engineering	53,932.45	0.00	4,294.16	4,294.16	49,638.29	92.04%
402-531-20-20-00	Benefits - Stormwater Engineering	22,149.22	0.00	2,374.81	2,374.81	19,774.41	89.28%
402-531-20-41-00	Professional Services - Stormwater Engineering	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
402-531-20-42-00	Communications - Stormwater Engineering	0.00	0.00	81.27	81.27	-81.27	0.00%
402-531-27-10-00	Stormwater Utilities - Salaries & Wages	64,273.51	0.00	4,888.98	4,888.98	59,384.53	92.39%
402-531-27-20-00	Stormwater Utilities - Personnel Benefits	24,257.94	0.00	2,141.48	2,141.48	22,116.46	91.17%
402-531-27-31-00	Stormwater Utilities - Operating Supplies	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-27-31-01	Stormwater Utilities - Office Supplies	250.00	0.00	0.00	0.00	250.00	100.00%
402-531-27-41-00	Stormwater Utilities - Professional Services	9,110.00	0.00	976.02	976.02	8,133.98	89.29%
402-531-27-42-00	Stormwater Utilities - Communications	2,600.00	0.00	157.27	157.27	2,442.73	93.95%
402-531-27-43-00	Stormwater Utilities - Travel	400.00	0.00	0.00	0.00	400.00	100.00%
402-531-27-48-00	Stormwater Utilities - Repairs & Maintenance	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
402-531-27-49-00	Stormwater Utilities - Miscellaneous	50.00	0.00	0.00	0.00	50.00	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
402-531-27-49-01	Stormwater Utilities - Reg/Fees - Train & Seminars	500.00	0.00	6.50	6.50	493.50	98.70%
402-531-50-10-00	Wages & OT - Stormwater Maintenance	102,113.18	0.00	8,164.01	8,164.01	93,949.17	92.00%
402-531-50-20-00	Benefits - Stormwater Maintenance	64,315.70	0.00	6,033.21	6,033.21	58,282.49	90.62%
402-531-50-20-01	Benefits - Uniforms	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
402-531-50-31-00	Operating Supplies - Stormwater Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-50-35-00	Small Tools/Equipment - Stormwater Maintenanc	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
402-531-50-41-00	Professional Services - Stormwater Maintenance	750.00	0.00	0.00	0.00	750.00	100.00%
402-531-50-43-00	Travel - Stormwater Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-50-48-00	Repairs & Maintenance - Stormwater Maintenanc	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
402-531-50-49-01	County 911 / Dispatch Services	1,000.00	0.00	272.48	272.48	727.52	72.75%
402-531-50-49-96	Interfund Rentals - O&M - Stormwater Mainenan	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
402-531-70-43-00	Travel - DOE Inter Agreement - Hazardous Waste	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-80-31-00	Operating Supplies - Stormwater Operations/Gen	200.00	0.00	0.00	0.00	200.00	100.00%
402-531-80-42-00	Communications - Stormwater Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-80-43-00	Travel Expense - Stormwater Operations/General	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-80-49-01	Registration/Fees - Training Classes Stormwater	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
402-531-90-41-00	Professional Financial / Banking Costs	225.00	0.00	0.00	0.00	225.00	100.00%
402-597-00-04-03	Interfund Transfer - SW Operating To SW Capital	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
Totals:		8,285.83	0.00	10,608.35	10,608.35	-2,322.52	
Totals:		8,285.83	0.00	10,608.35	10,608.35	-2,322.52	
Totals:		8,285.83	0.00	10,608.35	10,608.35	-2,322.52	
402 - Stormwater Fund Totals:		8,285.83	0.00	10,608.35	10,608.35	-2,322.52	
403 - Stormwater Capital Reserve Fund							
403-334-00-10-43	State Grant From Legislature	-555,000.00	0.00	0.00	0.00	-555,000.00	-100.00%
403-334-03-10-01	Dept Of Ecology - SFAP	-700,000.00	0.00	0.00	0.00	-700,000.00	-100.00%
403-334-03-10-02	St Dir/Ind Grt Fr Dept Of Ecol-Stormwater Capacit	-558,365.00	0.00	0.00	0.00	-558,365.00	-100.00%
403-334-03-80-43	State Grant From TIB	-730,000.00	0.00	0.00	0.00	-730,000.00	-100.00%
403-361-10-04-03	Unrealized Gain/Loss	0.00	0.00	504.41	504.41	-504.41	0.00%
403-361-11-04-03	Investment Interest - Stormwater Capital Resv Fun	-2,000.00	0.00	-988.55	-988.55	-1,011.45	-50.57%
403-361-30-04-03	Realized Gain/Loss On Investments	0.00	0.00	185.28	185.28	-185.28	0.00%
403-361-41-04-03	Investment Interest - Purchased	0.00	0.00	-70.28	-70.28	70.28	0.00%
403-397-00-04-03	Interfund Transfer - SW Operating To SW Capital	-100,000.00	0.00	0.00	0.00	-100,000.00	-100.00%
403-397-00-04-04	IF Trans From CE For ARPA Expenses (CFDA #21.02	-7,446.00	0.00	0.00	0.00	-7,446.00	-100.00%
403-531-10-41-41	Banking Service Fee/Charges - SW Cap Res Fund	0.00	0.00	1.11	1.11	-1.11	0.00%
403-591-31-70-00	Principal Payment - Street Sweeper LTGO Bond 20	47,305.76	0.00	0.00	0.00	47,305.76	100.00%
403-592-31-80-00	Interest Payment - Street Sweeper LTGO Bond 201	1,395.52	0.00	0.00	0.00	1,395.52	100.00%
403-594-31-61-00	Stormwater Land And Land Improvements	7,366.67	0.00	0.00	0.00	7,366.67	100.00%
403-594-31-63-02	Stormwater System Design Engineering	325,302.00	0.00	0.00	0.00	325,302.00	100.00%
403-594-31-63-03	Stormwater System Design Eng - Grant Funded	1,288,365.00	0.00	0.00	0.00	1,288,365.00	100.00%
403-594-31-64-00	Stormwater Machinery & Equipment	225,000.00	0.00	0.00	0.00	225,000.00	100.00%
403-594-31-64-01	Stormwater Machinery & Equipment - Grant Fund	750,000.00	0.00	0.00	0.00	750,000.00	100.00%
Totals:		-8,076.05	0.00	-368.03	-368.03	-7,708.02	

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
	Totals:	-8,076.05	0.00	-368.03	-368.03	-7,708.02	
	Totals:	-8,076.05	0.00	-368.03	-368.03	-7,708.02	
403 - Stormwater Capital Reserve Fund Totals:							
410 - Water Capital Reserve Fund							
410-321-50-00-40	Utility Permits	-428,857.00	0.00	0.00	0.00	-428,857.00	-100.00%
410-331-97-00-00	Fed Dir Grt Fr Dept Of Homeland Security	-1,300,000.00	0.00	0.00	0.00	-1,300,000.00	-100.00%
410-334-00-10-41	State Grant From Legislature	-1,769,187.50	0.00	0.00	0.00	-1,769,187.50	-100.00%
410-334-04-20-40	State Grant From Dept Of Commerce	-50,000.00	0.00	0.00	0.00	-50,000.00	-100.00%
410-361-11-00-42	Investment Interest - Water Equip Reserv	-12,000.00	0.00	-4,043.26	-4,043.26	-7,956.74	-66.31%
410-361-42-00-41	Interest Income - Private Loans	-1,300.00	0.00	0.00	0.00	-1,300.00	-100.00%
410-362-00-50-13	Lease Paym(Annual)-Consol Irrigation District #14	-75,000.00	0.00	0.00	0.00	-75,000.00	-100.00%
410-362-00-50-14	Lease Payment (Annual) - WWUJ	-25,000.00	0.00	0.00	0.00	-25,000.00	-100.00%
410-367-00-00-00	Developer Proceeds	-50,000.00	0.00	0.00	0.00	-50,000.00	-100.00%
410-391-80-04-14	DOC PWTF Loan PC22-96103-062	-1,619,868.00	0.00	0.00	0.00	-1,619,868.00	-100.00%
410-391-80-04-16	DOC PWTF Loan PR22-96103-011	-106,372.00	0.00	0.00	0.00	-106,372.00	-100.00%
410-397-34-00-41	IF Trans-Rev Reserved For Rate-funded Capital	-100,000.00	0.00	0.00	0.00	-100,000.00	-100.00%
410-397-34-00-95	INF Equip/Veh Lease/Repl.	280.00	0.00	2.96	2.96	277.04	98.94%
410-534-10-41-41	Banking Service Fees/Charges - W Cap Res Fund	7,366.67	0.00	0.00	0.00	7,366.67	100.00%
410-594-34-61-41	Water Utility Land And Land Improvements	4,733,850.00	0.00	0.00	0.00	4,733,850.00	100.00%
410-594-34-63-03	Water Utility Capital Expenditures	187,500.00	0.00	0.00	0.00	187,500.00	100.00%
410-594-34-63-09	Water Util Cap Expenditure-DOC PWTF PC22-961	250,000.00	0.00	0.00	0.00	250,000.00	100.00%
410-594-34-64-41	Water Utility Equipment	140,000.00	0.00	0.00	0.00	140,000.00	100.00%
410-597-00-04-31	Transfer To 431	-318,587.83	0.00	-4,040.30	-4,040.30	-314,547.53	
	Totals:	-318,587.83	0.00	-4,040.30	-4,040.30	-314,547.53	
	Totals:	-318,587.83	0.00	-4,040.30	-4,040.30	-314,547.53	
	Totals:	-318,587.83	0.00	-4,040.30	-4,040.30	-314,547.53	
410 - Water Capital Reserve Fund Totals:							
411 - Wastewater Capital Reserve Fund							
411-321-50-00-41	Utility Permits	-350,000.00	0.00	0.00	0.00	-350,000.00	-100.00%
411-331-10-04-03	Fed Dir Grt Fr Dept Of Agriculture - USDA SWSEW	-3,500,000.00	0.00	0.00	0.00	-3,500,000.00	-100.00%
411-331-11-00-01	Fed Dir Grt Fr The Department Of Commerce.	-3,510,000.00	0.00	0.00	0.00	-3,510,000.00	-100.00%
411-334-00-14-11	State Grant From Legislature	-3,000,000.00	0.00	0.00	0.00	-3,000,000.00	-100.00%
411-334-03-10-08	DOE Grant - WWTP	-750,000.00	0.00	0.00	0.00	-750,000.00	-100.00%
411-334-04-20-42	State Dir/Ind Grant From Department Of Commer	-1,740,000.00	0.00	0.00	0.00	-1,740,000.00	-100.00%
411-361-10-00-43	Unrealized Gain/Loss	0.00	0.00	5,808.44	5,808.44	-5,808.44	0.00%
411-361-11-00-43	Investment Interest - WW Equip Resev	-20,000.00	0.00	-10,459.45	-10,459.45	-9,540.55	-47.70%
411-361-30-00-43	Realized Gain/Loss On Investments	0.00	0.00	2,133.53	2,133.53	-2,133.53	0.00%
411-361-41-00-43	Investment Interest - Purchased	0.00	0.00	-809.25	-809.25	809.25	0.00%
411-391-80-04-11	DOE CWSRF Loan	-750,000.00	0.00	0.00	0.00	-750,000.00	-100.00%
411-391-80-04-13	DOC PWTF Loan PC22-96103-051	-1,237,205.00	0.00	0.00	0.00	-1,237,205.00	-100.00%
411-397-40-14-11	Transfer For Rate Funded Capital	-300,000.00	0.00	0.00	0.00	-300,000.00	-100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
411-397-41-24-11	Transfer Of Surplus To Capital Reserve	-200,000.00	0.00	0.00	0.00	-200,000.00	-100.00%
411-535-10-41-41	Banking Service Fees/Charges - WW Cap Res Fund	0.00	0.00	12.82	12.82	-12.82	0.00%
411-594-35-61-00	Wastewater Land And Land Improvements	7,366.67	0.00	0.00	0.00	7,366.67	100.00%
411-594-35-63-01	Other Improvements	100,000.00	0.00	-13,582.88	-13,582.88	113,582.88	113.58%
411-594-35-63-04	Other Improvements	5,000,000.00	0.00	80,761.04	80,761.04	4,919,238.96	98.38%
411-594-35-63-05	Other Improvements - DOE Grant Funded	3,000,000.00	0.00	0.00	0.00	3,000,000.00	100.00%
411-594-35-63-06	Other Improvements - DOE Loan Funded	1,000,000.00	0.00	0.00	0.00	1,000,000.00	100.00%
411-594-35-64-41	Wastewater Capital Equipment	5,123,206.00	0.00	10,682.17	10,682.17	5,112,523.83	99.79%
411-594-35-64-42	Wstwtr Cap Equip - DOE PWTFB Loan PC22-96103	1,237,205.00	0.00	0.00	0.00	1,237,205.00	100.00%
Totals:		110,572.67	0.00	74,546.42	74,546.42	36,026.25	
Totals:		110,572.67	0.00	74,546.42	74,546.42	36,026.25	
Totals:		110,572.67	0.00	74,546.42	74,546.42	36,026.25	
411 - Wastewater Capital Reserve Fund Totals:		110,572.67	0.00	74,546.42	74,546.42	36,026.25	
412 - Wastewater Debt Service Fund							
412-343-50-00-51	LT Debt Collection For Sewer Utility	-620,000.00	0.00	-48,548.10	-48,548.10	-571,451.90	-92.17%
412-361-11-00-44	Investment Interest Earned	-15,000.00	0.00	-4,116.71	-4,116.71	-10,883.29	-72.56%
412-535-10-41-42	Banking Service Fees/Charges - WW LTD Res Fund	25.00	0.00	3.47	3.47	21.53	86.12%
412-591-35-78-13	Loan Payment PWTF - Principal PC22-96103-051	74,985.57	0.00	0.00	0.00	74,985.57	100.00%
412-591-35-78-53	Loan Payment USDA - SW SEWER Principal	57,227.14	0.00	57,227.14	57,227.14	0.00	0.00%
412-591-35-78-54	Loan Payment DOE SW SEWER Principal	106,661.58	0.00	0.00	0.00	106,661.58	100.00%
412-591-35-78-55	Loan Payment DOE WWTP Design Principal	83,753.34	0.00	0.00	0.00	83,753.34	100.00%
412-592-35-83-13	Interest Payment PWTF Loan - PC22-96103-051	15,430.10	0.00	0.00	0.00	15,430.10	100.00%
412-592-35-83-53	Interest Payment USDA Loan - SW SEWER	31,290.86	0.00	31,290.86	31,290.86	0.00	0.00%
412-592-35-83-54	Interest Payment DOE Loan - SW SEWER	26,897.52	0.00	0.00	0.00	26,897.52	100.00%
412-592-35-83-55	Interest Payment DOE Loan - WWTP Design	35,657.28	0.00	0.00	0.00	35,657.28	100.00%
412-597-41-24-11	Transfer Of Surplus To Capital Reserve	200,000.00	0.00	0.00	0.00	200,000.00	100.00%
Totals:		-3,071.61	0.00	35,856.66	35,856.66	-38,928.27	
Totals:		-3,071.61	0.00	35,856.66	35,856.66	-38,928.27	
Totals:		-3,071.61	0.00	35,856.66	35,856.66	-38,928.27	
412 - Wastewater Debt Service Fund Totals:		-3,071.61	0.00	35,856.66	35,856.66	-38,928.27	
413 - Water Capital Improvement Reserve Fund							
413-343-40-01-43	Capital Reserve Fund Collections	-1,292,629.20	0.00	-85,462.38	-85,462.38	-1,207,166.82	-93.39%
413-361-11-00-13	Interest - Water Capital Reserve Fund	-25,000.00	0.00	-4,454.37	-4,454.37	-20,545.63	-82.18%
413-397-00-00-43	IF Trans From Water Const Fund #431 To WCIR #4	-350,000.00	0.00	0.00	0.00	-350,000.00	-100.00%
413-534-10-41-43	Banking Service Fees/Charges - W LTD Res Fund	35.00	0.00	4.70	4.70	30.30	86.57%
413-591-34-78-00	Loan Payment SRF Principal 04-65104-005	87,599.40	0.00	0.00	0.00	87,599.40	100.00%
413-591-34-78-01	Loan Payment PWTF Principal PW-05-691-010	168,885.24	0.00	0.00	0.00	168,885.24	100.00%
413-591-34-78-04	Principal PWTF Loan 2007 PC08-951-011	253,664.48	0.00	0.00	0.00	253,664.48	100.00%
413-591-34-78-05	Loan Payment DOH Well #1 Principal DWL23476	65,359.05	0.00	0.00	0.00	65,359.05	100.00%
413-591-34-78-06	Loan Payment DOH Well #1 Principal DWL23478	25,535.73	0.00	0.00	0.00	25,535.73	100.00%
413-591-34-78-07	Loan Payment DOH Well #2 Principal DWL23479	89,316.05	0.00	0.00	0.00	89,316.05	100.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
413-591-34-78-08	Loan Payment DOH Well #2 Principal DWL 24936	128,608.04	0.00	0.00	0.00	128,608.04	100.00%
413-591-34-78-09	Loan Payment PWTF Principal PC22-96103-055	44,315.80	0.00	0.00	0.00	44,315.80	100.00%
413-591-34-78-14	Loan Payment PWTF Principal PC22-96103-062	93,779.74	0.00	0.00	0.00	93,779.74	100.00%
413-591-34-78-16	Loan Payment PWTF Principal PR22-96103-011	116,120.05	0.00	0.00	0.00	116,120.05	100.00%
413-592-34-83-00	Loan Payment SRF Interest 04-65104-005	2,627.98	0.00	0.00	0.00	2,627.98	100.00%
413-592-34-83-01	Loan Payment PWTF Interest PW-05-691-010	1,688.86	0.00	0.00	0.00	1,688.86	100.00%
413-592-34-83-04	Interest PWTF Loan 2007 PC08-951-011	6,341.61	0.00	0.00	0.00	6,341.61	100.00%
413-592-34-83-05	Interest Payment DOH Well #1 Interest DWL2347	12,418.22	0.00	0.00	0.00	12,418.22	100.00%
413-592-34-83-06	Interest Payment DOH Well #1 Interest DWL2347	5,314.21	0.00	0.00	0.00	5,314.21	100.00%
413-592-34-83-07	Interest Payment DOH Well #2 Interest DWL2347	24,024.73	0.00	0.00	0.00	24,024.73	100.00%
413-592-34-83-08	Interest Payment DOH Well #2 Interest DWL2493	44,116.17	0.00	0.00	0.00	44,116.17	100.00%
413-592-34-83-09	Loan Payment PWTF Interest PC22-96103-055	7,498.23	0.00	0.00	0.00	7,498.23	100.00%
413-592-34-83-14	Interest Payment PWTF PC22-96103-062	19,297.46	0.00	0.00	0.00	19,297.46	100.00%
413-592-34-83-16	Interest Payment PWTF PR22-96103-011	1,645.00	0.00	0.00	0.00	1,645.00	100.00%
413-597-00-42-50	Transfer To 425	332,100.00	0.00	0.00	0.00	332,100.00	100.00%
Totals:		-137,338.15	0.00	-89,912.05	-89,912.05	-47,426.10	

413 - Water Capital Improvement Reserve Fund Totals:

Totals:	-137,338.15	0.00	-89,912.05	-89,912.05	-47,426.10	
Totals:	-137,338.15	0.00	-89,912.05	-89,912.05	-47,426.10	
Totals:	-137,338.15	0.00	-89,912.05	-89,912.05	-47,426.10	

425 - Water Revenue Bond Fund

425-361-11-00-25	Investment Interest	-10,000.00	0.00	-1,321.28	-1,321.28	-8,678.72	-86.79%
425-397-00-42-50	Transfer From 413	-332,100.00	0.00	0.00	0.00	-332,100.00	-100.00%
425-535-10-41-44	Banking Service Fees/Charges - W/S Debt Res Fun	0.00	0.00	1.22	1.22	-1.22	0.00%
425-591-34-70-17	Principle Payment On 2017 Revenue Bonds	225,000.00	0.00	0.00	0.00	225,000.00	100.00%
425-592-34-83-17	Interest Payment Of 2017 Revenue Bonds	88,200.00	0.00	0.00	0.00	88,200.00	100.00%

Totals:

Totals:	-28,900.00	0.00	-1,320.06	-1,320.06	-27,579.94	
Totals:	-28,900.00	0.00	-1,320.06	-1,320.06	-27,579.94	
Totals:	-28,900.00	0.00	-1,320.06	-1,320.06	-27,579.94	

425 - Water Revenue Bond Fund Totals:

Totals:	-28,900.00	0.00	-1,320.06	-1,320.06	-27,579.94	
Totals:	-28,900.00	0.00	-1,320.06	-1,320.06	-27,579.94	
Totals:	-28,900.00	0.00	-1,320.06	-1,320.06	-27,579.94	

426 - Water Bond Reserve Fund

426-361-11-00-26	Interest Earned	-4,000.00	0.00	-537.37	-537.37	-3,462.63	-86.57%
426-534-10-41-45	Banking Service Fees/Charges - W/S Bond Res Fun	802.20	0.00	0.51	0.51	801.69	99.94%

Totals:

Totals:	-3,197.80	0.00	-536.86	-536.86	-2,660.94	
Totals:	-3,197.80	0.00	-536.86	-536.86	-2,660.94	
Totals:	-3,197.80	0.00	-536.86	-536.86	-2,660.94	

426 - Water Bond Reserve Fund Totals:

Totals:	-3,197.80	0.00	-536.86	-536.86	-2,660.94	
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431 - Water System Construction Fund

431-361-10-00-31	Unrealized Gain/Loss	0.00	0.00	2,591.40	2,591.40	-2,591.40	0.00%
431-361-11-00-31	Investment Interest	-10,000.00	0.00	-4,314.15	-4,314.15	-5,685.85	-56.86%
431-361-30-00-31	Realized Gain/Loss On Investments	0.00	0.00	951.86	951.86	-951.86	0.00%

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
431-361-41-00-31	Investment Interest - Purchased	0.00	0.00	-361.04	-361.04	361.04	0.00%
431-397-00-04-31	Transfer From 410	-140,000.00	0.00	0.00	0.00	-140,000.00	-100.00%
431-397-00-04-32	Transfer From Water Fund 400	-200,000.00	0.00	0.00	0.00	-200,000.00	-100.00%
431-534-10-49-31	Banking Service Fees/Charges - W Const Fund	0.00	0.00	5.72	5.72	-5.72	0.00%
431-597-00-00-43	IF Trans To WCR #413 From Water Const Fund #4	350,000.00	0.00	0.00	0.00	350,000.00	100.00%
Totals:		0.00	0.00	-1,126.21	-1,126.21	1,126.21	
Totals:		0.00	0.00	-1,126.21	-1,126.21	1,126.21	
Totals:		0.00	0.00	-1,126.21	-1,126.21	1,126.21	
431 - Water System Construction Fund Totals:		0.00	0.00	-1,126.21	-1,126.21	1,126.21	
440 - Ambulance							
440-332-93-40-10	Ground Emerg Med Transport (GEMT) Payment Pr	-65,000.00	0.00	0.00	0.00	-65,000.00	-100.00%
440-342-21-41-02	Emergency Medical Services	-613,240.00	0.00	-1,494.68	-1,494.68	-611,745.32	-99.76%
440-342-60-00-06	Ambulance Charges	-250,000.00	0.00	-46,020.94	-46,020.94	-203,979.06	-81.59%
440-342-60-00-07	Misc Util Fees/Activation Fees	-500.00	0.00	-45.75	-45.75	-454.25	-90.85%
440-342-60-00-10	Ambulance Services - Commercial/State Insuranc	-120,000.00	0.00	-6,901.84	-6,901.84	-113,098.16	-94.25%
440-342-60-00-20	Ambulance Services - Medicare	-130,000.00	0.00	-13,296.45	-13,296.45	-116,703.55	-89.77%
440-342-60-00-30	Ambulance Services - Medicaid	-25,000.00	0.00	-873.49	-873.49	-24,126.51	-96.51%
440-342-60-00-40	Ambulance Services - Self Pay	-50,000.00	0.00	-1,706.81	-1,706.81	-48,293.19	-96.59%
440-342-60-00-50	Ambulance Services - Restitution	-100.00	0.00	0.00	0.00	-100.00	-100.00%
440-359-90-00-43	Penalty/Late Fee - Ambulance	-200.00	0.00	-58.47	-58.47	-141.53	-70.77%
440-361-11-00-24	Investment Interest - EMS	-3,000.00	0.00	-1,020.72	-1,020.72	-1,979.28	-65.98%
440-522-24-10-00	Wages & OT - EMS Admin	100,280.57	0.00	8,050.61	8,050.61	92,229.96	91.97%
440-522-24-10-80	Wages & OT - EMS Rescue & Emergency	374,469.18	0.00	33,306.22	33,306.22	341,162.96	91.11%
440-522-24-10-81	Stipends (Volunteers) - EMS	85,000.00	0.00	6,824.00	6,824.00	78,176.00	91.97%
440-522-24-20-00	Benefits - EMS Admin	29,111.82	0.00	2,993.41	2,993.41	26,118.41	89.72%
440-522-24-20-80	Benefits - EMS Rescue & Emergency	123,835.58	0.00	14,290.10	14,290.10	109,545.48	88.46%
440-522-24-20-81	Benefits - (Volunteers) - EMS	8,855.00	0.00	1,194.33	1,194.33	7,660.67	86.51%
440-522-24-31-00	Operating Supplies - EMS Administration	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
440-522-24-31-03	Operating Supplies - EMS Training	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
440-522-24-31-80	Operating Supplies - EMS Rescue & Emergency	11,000.00	0.00	29.96	29.96	10,970.04	99.73%
440-522-24-31-83	Radios/Pagers - Parts & Supplies - EMS	300.00	0.00	0.00	0.00	300.00	100.00%
440-522-24-35-80	Sm Tools / Equipment - EMS Rescue & Emergency	50,000.00	0.00	0.00	0.00	50,000.00	100.00%
440-522-24-41-80	Professional Services - EMS Rescue & Emergency	15,000.00	0.00	38.44	38.44	14,961.56	99.74%
440-522-24-41-81	Professional Financial / Banking Costs	200.00	0.00	0.00	0.00	200.00	100.00%
440-522-24-41-81	Communication - EMS Rescue & Emergency	200.00	0.00	1.97	1.97	198.03	99.02%
440-522-24-42-80	Travel - EMS	3,000.00	0.00	0.35	0.35	2,999.65	99.99%
440-522-24-43-00	Miscellaneous - EMS Admin	100.00	0.00	43.70	43.70	56.30	56.30%
440-522-24-49-01	Reg/Fees - Training Classes & Seminars - EMS	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
440-522-24-49-02	Intergov Services - Dispatch Charges - EMS	36,000.00	0.00	0.00	0.00	36,000.00	100.00%
440-522-24-49-80	Miscellaneous - EMS Rescue & Emergency	100.00	0.00	0.00	0.00	100.00	100.00%
440-522-24-49-96	Interfund Rentals - O & M	30,000.00	0.00	0.00	0.00	30,000.00	100.00%
440-522-27-10-00	Ambulance Utilities - Salaries & Wages	16,387.32	0.00	1,240.81	1,240.81	15,146.51	92.43%

Date Range: 01/01/2024 - 01/31/2024

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Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
Totals:		-5,380.96	0.00	111,598.11	111,598.11	-116,979.07	
Totals:		-5,380.96	0.00	111,598.11	111,598.11	-116,979.07	
Totals:		-5,380.96	0.00	111,598.11	111,598.11	-116,979.07	
500 - Equipment Rental & Replacement Totals:							
		-5,380.96	0.00	111,598.11	111,598.11	-116,979.07	
625 - Flexible Benefits Plan Fund							
625-389-40-00-73	Trust Contribs Employee	-12,000.00	0.00	0.00	0.00	-12,000.00	-100.00%
625-389-60-00-01	Investment Interest	0.00	0.00	-0.09	-0.09	0.09	0.00%
625-589-40-00-73	Unreimbursed Medical Pays	12,000.00	0.00	3,011.81	3,011.81	8,988.19	74.90%
Totals:		0.00	0.00	3,011.72	3,011.72	-3,011.72	
Totals:		0.00	0.00	3,011.72	3,011.72	-3,011.72	
Totals:		0.00	0.00	3,011.72	3,011.72	-3,011.72	
625 - Flexible Benefits Plan Fund Totals:							
		0.00	0.00	3,011.72	3,011.72	-3,011.72	
Report Total:							
		695,527.80	0.00	685,989.54	685,989.54	9,538.26	

Detail vs Budget Report

Date Range: 01/01/2024 - 01/31/2024

Fund Summary

Fund	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - Current Expense Fund	-2,602.59	0.00	409,691.35	409,691.35	-412,293.94	
005 - Current Expense Reserve Fund	-4,980.00	0.00	-608.35	-608.35	-4,371.65	
012 - Technology Reserve Fund	108,981.11	0.00	2,366.12	2,366.12	106,614.99	
061 - Employee Benefit Reserve Fund	58,475.00	0.00	608.03	608.03	57,866.97	
100 - Street Fund	85,348.82	0.00	56,807.81	56,807.81	28,541.01	
120 - Criminal Justice Fund	228.00	0.00	-3,001.35	-3,001.35	3,229.35	
121 - Forfeited Proceeds Fund	-20.00	0.00	-2.60	-2.60	-17.40	
130 - Hotel/Motel Tax	-2,097.00	0.00	-2,516.56	-2,516.56	419.56	
201 - ULTGO Bond Fund	-100.00	0.00	-26.50	-26.50	-73.50	
301 - Street Capital Contribution Fund	-20,010.00	0.00	-0.14	-0.14	-20,009.86	
305 - Capital Improvement Fund (REET)	555,445.15	0.00	-18,574.90	-18,574.90	574,020.05	
306 - Capital Improvement Fund (REET 2)	996,809.22	0.00	-1,529.87	-1,529.87	998,339.09	
309 - CDBG Projects Fund	0.00	0.00	-0.03	-0.03	0.03	
311 - Street Improvement Fund	-80,846.84	0.00	23,164.11	23,164.11	-104,010.95	
315 - Facility Maintenance Reserve Fund (CE	74,802.00	0.00	-706.53	-706.53	75,508.53	
320 - Equipment Reserve Fund	483.00	0.00	6,926.60	6,926.60	-6,443.60	
330 - Economic Development Fund	-375.00	0.00	-17.01	-17.01	-357.99	
340 - Economic Development Reserve Fund	0.00	0.00	-0.11	-0.11	0.11	0.00%
350 - Tax Benefit District Construction Fund	0.00	0.00	0.00	0.00	0.00	
360 - Tax Increment Financing Construction	0.00	0.00	0.00	0.00	0.00	
400 - Water Fund						
401 - Wastewater Fund	29,847.73	0.00	49,315.81	49,315.81	-19,468.08	
402 - Stormwater Fund	-694,808.44	0.00	27,986.76	27,986.76	-722,795.20	
403 - Stormwater Capital Reserve Fund	8,285.83	0.00	10,608.35	10,608.35	-2,322.52	
410 - Water Capital Reserve Fund	-8,076.05	0.00	-368.03	-368.03	-7,708.02	
411 - Wastewater Capital Reserve Fund	-318,587.83	0.00	-4,040.30	-4,040.30	-314,547.53	
412 - Wastewater Debt Service Fund	110,572.67	0.00	74,546.42	74,546.42	36,026.25	
413 - Water Capital Improvement Reserve F	-3,071.61	0.00	35,856.66	35,856.66	-38,928.27	
425 - Water Revenue Bond Fund	-137,338.15	0.00	-89,912.05	-89,912.05	-47,426.10	
426 - Water Bond Reserve Fund	-28,900.00	0.00	-1,320.06	-1,320.06	-27,579.94	
431 - Water System Construction Fund	-3,197.80	0.00	-536.86	-536.86	-2,660.94	
440 - Ambulance	0.00	0.00	-1,126.21	-1,126.21	1,126.21	
500 - Equipment Rental & Replacement	-23,358.46	0.00	-2,210.85	-2,210.85	-21,147.61	
625 - Flexible Benefits Plan Fund	-5,380.96	0.00	111,598.11	111,598.11	-116,979.07	
	0.00	0.00	3,011.72	3,011.72	-3,011.72	
Report Total:	695,527.80	0.00	685,989.54	685,989.54	9,538.26	



City of College Place, WA

Vendor History Report

By Vendor Name

Posting Date Range -
Payment Date Range 01/01/2024 - 01/31/2024

Payable Number	Description	Units	Price	Post Date	1099 Account Number	Payment Number	Payment Date	Amount	Shipping Dist Amount	Tax	Discount	Net	Payment
Vendor Set: 01 - Vendor Set 01													
7404 - Banner Bank Credit Cards													
#00075	SCWMA Renewal 2024	1.00	50.00	1/31/2024	001-514-30-49-01	DFT0001098	1/31/2024	9,284.90	93.58	194.01	0.00	9,572.49	9,572.49
Captured Invoice from A				50.00	100-543-10-49-00		Miscellaneous	50.00	0.00	0.00	0.00	50.00	50.00
					400-534-27-49-01		Water Utilities - Reg/Fees - Training	17.00					
					401-535-27-49-01		Sewer Utilities - Reg/Fees - Training	9.50					
					402-531-27-49-01		Stormwater Utilities - Reg/Fees - Tr	7.50					
					440-522-27-49-01		Ambulance Utilities - Reg/Fees - Tr	7.00					
								6.50					
								2.50					
#003247531	PD Supplies - Sight	1.00	425.67	1/31/2024	001-594-21-64-02	DFT0001098	1/31/2024	425.67	0.00	0.00	0.00	425.67	425.67
Captured Invoice from A				425.67			Machinery/Equip Patrol	425.67					
#003247558	PD Supplies - Stock	1.00	55.37	1/31/2024	001-594-21-64-02	DFT0001098	1/31/2024	55.37	0.00	0.00	0.00	55.37	55.37
Captured Invoice from A				55.37			Machinery/Equip Patrol	55.37					
#1100396202	PD Supplies - Sling	1.00	86.74	1/31/2024	001-594-21-64-02	DFT0001098	1/31/2024	86.74	0.00	0.00	0.00	86.74	86.74
Captured Invoice from A				86.74			Machinery/Equip Patrol	86.74					
#1422	Gas filter masks for SWAT members	2.00	349.00	1/31/2024	001-594-21-64-02	DFT0001098	1/31/2024	910.00	23.99	0.00	0.00	933.99	933.99
Gas Mask for SWAT mei				721.99			Machinery/Equip Patrol	721.99					
Gas Mask for SWAT mei				53.00	001-594-21-64-02		Machinery/Equip Patrol	212.00					
#142291	Helmet & Chin Adapters - FD	1.00	289.48	1/31/2024	001-522-20-31-00	DFT0001098	1/31/2024	289.48	0.00	0.00	0.00	289.48	289.48
Captured Invoice from A				289.48			Operating Supplies - Suppression	289.48					
#40627	Name Tags - FD	1.00	57.87	1/31/2024	001-522-20-20-03	DFT0001098	1/31/2024	57.87	0.00	0.00	0.00	57.87	57.87
Captured Invoice from I				57.87			Uniforms - Volunteers	57.87					
000002383191	Fire Protection Publications	1.00	438.87	1/31/2024	001-522-45-31-01	DFT0001098	1/31/2024	438.87	0.00	0.00	0.00	438.87	438.87
Captured Invoice from F				438.87			Office Supplies - Training	438.87					
0020014156	PD Package	1.00	42.62	1/31/2024	001-521-10-48-00	DFT0001098	1/31/2024	42.62	0.00	0.00	0.00	42.62	42.62
PD Shipping				42.62			Repairs & Maintenance	42.62					
01.04.2024	Batteries for FD	1.00	14.94	1/31/2024	001-522-20-31-01	DFT0001098	1/31/2024	14.94	0.00	0.00	0.00	14.94	14.94
Batteries				14.94			Office Supplies - Suppression	14.94					
01.04.2024 1046	FD Supplies	1.00	112.47	1/31/2024	001-522-50-31-00	DFT0001098	1/31/2024	112.47	0.00	0.00	0.00	112.47	112.47
Captured Invoice from A				112.47			Operating Supplies - Facilities	112.47					
01.05.2024 Credit Memo	FD Return - Credit Memo	-1.00	411.98	1/31/2024	001-522-20-31-00	DFT0001098	1/31/2024	-411.98	0.00	0.00	0.00	-411.98	-411.98
Captured Invoice from E				411.98			Operating Supplies - Suppression	-411.98					
01.08.2024	FD Supplies			1/31/2024		DFT0001098	1/31/2024	47.53	0.00	4.14	0.00	51.67	51.67

Vendor History Report

Vendor History Report															Posting Date Range	
Payable Number	Item Description	Description	Units	Price	Amount	Post Date	1099 Account Number	Payment Number	Payment Date	Account Name	Amount	Shipping Dist Amount	Tax	Discount	Net	Payment
01.2024-02.2024	FD Supplies		1.00	27.56	29.96	1/31/2024	440-522-24-31-80			Operating Supplies - EMS Rescue & Sm Tools/Equipment	29.96					
	Captured Invoice from A		1.00	19.97	21.71	1/31/2024	001-522-20-35-00				21.71					
01.2024-02.2024	Captured Invoice from A	01.2024 Starlink	1.00	120.00	120.00	1/31/2024	DFT0001098				120.00	0.00	0.00	0.00	120.00	120.00
0117693	Captured Invoice from A		1.00			1/31/2024	001-521-10-49-00			Miscellaneous	120.00					
	Captured Invoice from A	Lunch R. McAndrews	1.00	28.21	28.21	1/31/2024	DFT0001098				28.21	0.00	0.00	0.00	28.21	28.21
0117693	Captured Invoice from A		1.00			1/31/2024	001-576-81-43-00			Travel	2.26					
	Captured Invoice from A		1.00			1/31/2024	100-543-10-49-00			Miscellaneous	5.08					
01303	Captured Invoice from A		1.00			1/31/2024	400-534-10-43-00			Travel	11.28					
	Captured Invoice from A		1.00			1/31/2024	401-535-10-43-00			Travel	2.54					
1100533908	Captured Invoice from A		1.00			1/31/2024	402-531-10-43-00			Travel - Stormwater	3.39					
	Captured Invoice from A		1.00			1/31/2024	500-548-70-43-00			Travel	3.66					
11161	Captured Invoice from A	PD Storage	1.00	13.02	13.02	1/31/2024	DFT0001098				13.02	0.00	0.00	0.00	13.02	13.02
	Captured Invoice from A		1.00			1/31/2024	001-521-10-31-01			Office Supplies - Administration	13.02					
2024 WAPRO	Captured Invoice from A	PD Supplies - Sling	1.00	234.36	234.36	1/31/2024	DFT0001098				234.36	0.00	0.00	0.00	234.36	234.36
	Captured Invoice from A		1.00			1/31/2024	001-594-21-64-02			Machinery/Equip Patrol	234.36					
250617	Captured Invoice from A	SWAT Basic fee for Eric Adams	1.00	800.00	800.00	1/31/2024	DFT0001098				800.00	0.00	0.00	0.00	800.00	800.00
	Captured Invoice from A		1.00			1/31/2024	001-521-40-49-01			Registrations/Fees - Training Classe	800.00					
250617	Captured Invoice from A		1.00	25.00	25.00	1/31/2024	DFT0001098				25.00	0.00	0.00	0.00	25.00	25.00
	Captured Invoice from A		1.00			1/31/2024	001-514-30-49-00			Miscellaneous	25.00					
25523929	Captured Invoice from A	520 & 521 - Lights	0.50	87.10	43.55	1/31/2024	DFT0001098				87.10	0.00	0.00	0.00	87.10	87.10
	Captured Invoice from A		0.50	87.10	43.55	1/31/2024	500-548-68-31-00			Operating Supplies - General	43.55					
29845-05264	Captured Invoice from A	Work Pants - FD	1.00	387.99	387.99	1/31/2024	DFT0001098				387.99	0.00	0.00	0.00	387.99	387.99
	Captured Invoice from A		1.00			1/31/2024	001-522-20-20-03			Uniforms - Volunteers	387.99					
40641	Captured Invoice from A	2024 Annual WMCA Conference and Sprin	1.00	669.00	669.00	1/31/2024	DFT0001098				669.00	0.00	0.00	0.00	669.00	669.00
	Captured Invoice from A		1.00			1/31/2024	001-514-30-49-01			Registrations/Fees - Training Classe	669.00					
518537	Captured Invoice from A	Helmet Shields - FD	1.00	351.39	351.39	1/31/2024	DFT0001098				351.39	0.00	0.00	0.00	351.39	351.39
	Captured Invoice from A		1.00			1/31/2024	001-522-45-31-00			Operating Supplies - Training	351.39					
6577-PD00066	Captured Invoice from A	ICMA Membership - M. Rizzitiello	1.00	995.00	995.00	1/31/2024	DFT0001098				995.00	0.00	0.00	0.00	995.00	995.00
	Captured Invoice from A		1.00			1/31/2024	001-513-10-49-00			Miscellaneous	378.10					
7084	Captured Invoice from A		1.00			1/31/2024	400-534-10-49-00			Miscellaneous	189.05					
	Captured Invoice from A		1.00			1/31/2024	401-535-10-49-00			Misc	388.05					
6577-PD00066	Captured Invoice from A		1.00			1/31/2024	402-531-10-49-00			Miscellaneous - Stormwater	29.85					
	Captured Invoice from A		1.00			1/31/2024	440-522-24-49-00			Miscellaneous - EMS Admin	9.95					
7084	Captured Invoice from A	Holsters for new officers	2.00	274.25	596.22	1/31/2024	DFT0001098				548.50	0.00	47.72	0.00	596.22	596.22
	Captured Invoice from A		2.00			1/31/2024	001-521-40-31-00			Operating Supplies - Training	596.22					
7084	Captured Invoice from A	PELRA Membership 2024 S. Doering	1.00	225.00	225.00	1/31/2024	DFT0001098				225.00	0.00	0.00	0.00	225.00	225.00
	Captured Invoice from A		1.00			1/31/2024	001-521-40-31-00			Operating Supplies - Training	225.00					

Vendor History Report

Vendor History Report															Posting Date Range			
Payable Number	Item Description	Description	Units	Price	Amount	Post Date	1099 Account Number	Payment Number	Payment Date	Account Name	Amount	Shipping Dist Amount	Tax	Discount	Net	Payment		
7573	WW Valley Chamber Map	WW Valley Chamber Map	1.00	225.00	225.00	1/31/2024	001-518-10-49-00	DFT0001098	1/31/2024	Miscellaneous	85.50		0.00	0.00	405.95	405.95		
	77KDD4VT6F1	FD Misc Supplies	1.00	123.81	123.81	1/31/2024	001-513-10-44-01	DFT0001098	1/31/2024	Advertising	405.95		0.00	0.00	123.81	123.81		
	Captured Invoice from A						001-522-45-31-01	DFT0001098	1/31/2024	Office Supplies - Training	123.81		0.00	0.00				
	8210	WAPRO Membership - M Barr	1.00	25.00	25.00	1/31/2024	001-521-19-49-00	DFT0001098	1/31/2024	Misc. Support Services	25.00		0.00	0.00	25.00	25.00		
	8914	C. Kates Socks & Shoes	1.00	83.79	83.79	1/31/2024	001-521-22-20-01	DFT0001098	1/31/2024	Benefits Uniforms Patrol	83.79		0.00	0.00	83.79	83.79		
Chamber 2024 Meeting	M. Rizzitello Chamber Meeting	M. Rizzitello Chamber Meeting	1.00	35.00	35.00	1/31/2024	001-513-10-43-00	DFT0001098	1/31/2024	Travel Expense	13.30		0.00	0.00	35.00	35.00		
	Captured Invoice from A						400-534-10-43-00			Travel	6.65							
							401-535-10-43-00			Travel	13.65							
							402-531-10-43-00			Travel - Stormwater	1.05							
							440-522-24-43-00			Travel - EMS	0.35							
INV-0525099	B. Carelton WA Board of Accountancy	B. Carelton WA Board of Accountancy	1.00	230.00	230.00	1/31/2024	001-514-23-49-00	DFT0001098	1/31/2024	Miscellaneous	230.00		0.00	0.00	230.00	230.00		
PRA Case Law Highlights 2	Education - S. St.Clair	Education - S. St.Clair	1.00	40.00	40.00	1/31/2024	001-514-30-49-01	DFT0001098	1/31/2024	Registrations/Fees - Training	40.00		0.00	0.00	40.00	40.00		
PRA Case Law Highlights 2	Education - A Reid	Education - A Reid	1.00	40.00	40.00	1/31/2024	001-514-30-49-01	DFT0001098	1/31/2024	Registrations/Fees - Training	40.00		0.00	0.00	40.00	40.00		
US658766	48 Port Network Switch	48 Port Network Switch	1.00	1,299.00	1,412.01	1/31/2024	012-594-18-64-01	DFT0001098	1/31/2024	Machinery & Equipment - Technolc	1,412.01		142.15	0.00	1,845.74	1,845.74		
	Switch Pro Max 48 POE		1.00	259.00	351.12	1/31/2024	012-594-18-64-01			Machinery & Equipment - Technolc	351.12							
	UI Care (USW-Pro-Max-		1.00	38.00	82.61	1/31/2024	012-594-18-64-01			Machinery & Equipment - Technolc	82.61							
10 Gbps Multi-Mode Op			2.00															
W-0001134307	Metal Badges FD	Metal Badges FD	1.00	63.20	63.20	1/31/2024	001-522-10-20-01	DFT0001098	1/31/2024	Other Benefits - Uniforms	63.20		0.00	0.00	63.20	63.20		
Captured Invoice from L																		
Total 01 - Vendor Set 01:							9,284.90	93.58	194.01	0.00	9,572.49	9,572.49	0.00	0.00	9,572.49	9,572.49		
Vendors: (1) Report Total:							9,284.90	93.58	194.01	0.00	9,572.49	9,572.49	0.00	0.00	9,572.49	9,572.49		

**SPAR PROGRAM INDIGENT DEFENSE SERVICES AGREEMENT
CITY OF COLLEGE PLACE**

THIS AGREEMENT is made and entered into effective as of the date of execution by both Parties between the CITY OF COLLEGE PLACE, a municipal corporation of the State of Washington, hereinafter referred to as "CITY", and Attorney Rachel Cortez, hereinafter referred to as "ATTORNEY".

NOW, THEREFORE, it is agreed by the parties as follows:

1. **PURPOSE.** The purpose of this Agreement is to provide for reimbursable services of defense counsel Consultation and Representation, as defined in CITY of College Place SPAR Grant Agreement dated January 22, 2024, a copy of which is attached hereto as Exhibit "A", its contents and meaning fully adopted and incorporated into this Agreement, for criminal defendants facing charges or charged with simple possession or public use offenses under RCW 69.50.4011(1)(b) or (c), RCW 69.50.4013, RCW 69.50.4014, or RCW 69.41.030(1), as adopted by the CITY at College Place Municipal Code Chapter 9.04 (Qualifying Cases).
2. **SCOPE OF SERVICE.** Except as set out below, ATTORNEY shall be responsible for representing or providing legal Consultation and Representation for Qualifying Cases in the CITY of College Place before the Walla Walla County District whenever publicly provided counsel for such person is required by the constitution or laws of the United States or the State of Washington and such representation has not been lawfully waived. A for a case to be a Qualifying Case, it must be filed with the court naming a person as defendant or respondent, to which an ATTORNEY is appointed in order to provide representation OR, a matter in which a complaint or citation is not filed in court, but the individual faces the possibility of being charged with a crime which, if charged would result in a Qualifying Case and the CITY requests ATTORNEY represent the individual facing the possibility of charges. In the event a change of venue is granted to a person for whom ATTORNEY is to provide representation pursuant to this Agreement, ATTORNEY shall continue to represent such person in that court with no additional compensation over the Agreement price.
 - a. **Warranties:** ATTORNEY will provide indigent defense services in accordance with the Standards for Indigent Defense, hereinafter referred to as "Standards", adopted by the Washington State Supreme Court, as the same exist or are hereafter amended. ATTORNEY warrants that she, and every ATTORNEY, clerk, intern and the like employed by ATTORNEY to perform services under this Agreement, has read and fully understands the provisions of these Standards. Compliance with these Standards goes to the essence of this Agreement. ATTORNEY, and every ATTORNEY, clerk, intern and the like performing services under this Agreement, shall certify compliance quarterly with the Walla

Walla County District Court on the form established for that purpose by the Standards for Indigent Defense. A copy of each and every such certification shall be provided to the CITY Administrator contemporaneously with filing with the Walla Walla County District Court and the same shall be available for inspection by the public.

- b. Appeals. Whenever a person represented by ATTORNEY demands an appeal from a matter filed in the Walla Walla County District Court, ATTORNEY shall assist said person in perfecting the appeal and shall represent said person in Superior Court or subsequent remands to College Place Municipal Court. (C) Show Cause Docket. ATTORNEY shall appear at the Walla Walla County District Court's Show Cause Docket, at the direction of the Judge or as otherwise indicated, whenever a defendant requests or requires legal representation. Appointment to a Show Cause shall count towards ATTORNEY's caseload as subject to the Standards. ATTORNEY's obligation in this regard does not include an obligation to monitor a defendant's compliance with probation conditions or to provide continuous representation to defendants after entry of judgment and sentence. Nothing herein shall be construed as limiting ATTORNEY's obligation to represent defendants in show cause proceedings or the ATTORNEY's right to withdraw from a case after entry of a judgment and sentence or completion of an appeal and subsequent remand.
 - c. Therapeutic/Community Court. Whenever ATTORNEY is representing a person in a Qualifying Case, ATTORNEY shall fully participate in representation of client through any Therapeutic/Community Court Program. Such programs will require additional court hearings and preparations for the same and ATTORNEY is obligated to perform such additional work. ATTORNEY shall also facilitate the transfer and sharing of non-attorney-client/work product privileged information from treatment providers, community program facilitators, employers, and educational institutions to the Court and shall advocate for services on behalf of their client. ATTORNEY specifically understands that the base rate per case is significantly larger than the average rate paid per case for misdemeanor crimes in Walla Walla County because it is expected that Qualifying Cases will require more work hours than the average non-Qualifying Case.
3. MANNER OF SERVICE. ATTORNEY shall contact and meet with the client and shall maintain file notes to confirm the same. Services provided by ATTORNEY pursuant to this Agreement shall be performed in a prompt, professional, skilled, and competent manner consistent with the laws of the State of Washington, the rules adopted by the State Supreme Court, the minimum standards set forth by the American Bar and Washington State Bar Association, the Rules of Professional Conduct, case law and applicable court rules defining the duties of counsel and the rights of defendants in criminal cases. ATTORNEY's primary and most fundamental responsibility shall be to

promote and protect the interests of the client. Services to be provided by ATTORNEY, insofar as applicable and necessary in any given case, shall include counseling, investigation, preparation of motions and court papers, hearings and trial work, post-trial motions and such other services as would normally be provided by competent private counsel. In addition, due to the nature of Qualifying Cases, ATTORNEY shall participate in any and all therapeutic and/or community court programs in which a Qualifying Case is referred, to include advocacy on behalf of the client to promote behavioral health treatment,

4. ADMINISTRATIVE COSTS, SUPPORT SERVICES AND INFRASTRUCTURE. The ATTORNEY shall provide for adequate administrative support, including but not limited to:
 - a. Travel, law library and/or electronic research capabilities, financial accounting, case management systems, computers, word processing equipment and software, office space and supplies.
 - b. Private offices and/or conference rooms which allow the maintenance of confidentiality. ATTORNEY shall maintain an office within the corporate limits of the CITY of Walla Walla or the CITY of College Place; provided, however, that if ATTORNEY's office is located outside these areas the ATTORNEY may, in lieu of maintaining such an office, use CITY facilities for the purpose of conducting client interviews during normal business hours.
 - c. A telephone system, internet access and postal address.
 - d. Adequate staffing under the Agreement. An adequate staff includes the provision for investigative services, legal assistance, accounting services, case management services and/or programs and access, when needed, to the services of a social worker, mental health professional and translator.
5. PERFORMANCE AND MONITORING. The ATTORNEY shall maintain a case reporting system. Such system shall have the capability to provide periodic reports to the CITY regarding the caseloads generated under this Agreement for each ATTORNEY and intern providing services under the Agreement, including case name, type of case, time expended handling the case, motions filed, disposition and history. Further, ATTORNEY agrees to provide the Court with a record of time and expenses incurred in the representation of a defendant at the time of sentencing in those cases where recoupment of all or a portion of the ATTORNEY's fees is deemed appropriate by the Court.
6. CASELOAD LIMITS. ATTORNEY and her associates shall comply with all caseload limitations imposed pursuant to the Court Rules and the Standards for Indigent Defense adopted by the Washington State Supreme Court, the ATTORNEY is not a full-time

public defense ATTORNEY inasmuch as she also maintains a private law practice. Currently the maximum number of misdemeanor cases that a full-time public defense ATTORNEY is permitted to handle under the Standards is 400 annually. ATTORNEY represents that the number of indigent misdemeanor cases that she handles on an annual basis does not exceed in number a number derived by multiplying the amount of time she spends on misdemeanor cases annually by 400 and then dividing the product by the amount of time she spends on all of the cases she handles annually. To facilitate the caseload limits computation, ATTORNEY shall report all of her public defense Agreements and hours billed for nonpublic defense legal services, including number and types of private cases. ATTORNEY certifies that she will not accept a greater number of cases (or a proportional mix of different case types) than specified in Standard 3.4, prorated if the amount of time spent for indigent defense is less than full time, and taking into account the applicable case counting system.

7. PAYMENT. In consideration for ATTORNEY's performance hereunder, including the completion of all cases and matters covered by the Agreement as of the date of any termination, CITY shall pay ATTORNEY as follows:

- a. Base Rate: \$1000
- b. Hourly Rate after first 5 hours: \$190/hour

ATTORNEY shall invoice the CITY using such forms and systems as directed by the CITY. Invoicing shall be done at once a month until any termination of this Agreement or should the SPAR grant funds be expended in their entirety.

The City shall pay all invoices within 30 days of submission to the City with sufficient information for the City to obtain reimbursement from the SPAR Program.

ATTORNEY warrants that the compensation provided is sufficient to provide adequately for the training, administrative and staff services, and infrastructure required by Washington State Standards for Indigent Defense, Court Rule and the State and Federal Constitution. In appropriate situations extra compensation shall be made available for case of extraordinary complexity. Prior to incurring costs for experts ATTORNEY shall make application to the CITY Administrator. Further, this Agreement shall be evaluated on a yearly basis to ensure that the caseloads and compensation under the current Agreement are comparable. In the event that further compensation is not warranted based on the case number for the year.

Should the Spar Program reject in whole or in part any reimbursement for payment to ATTORNEY, ATTORNEY shall work with the CITY to supplement the reimbursement submission for acceptance for reimbursement by the SPAR Program.

Should the Spar Program rejection be based on the base and/or hourly rate set in this section, ATTORNEY and CITY shall mutually negotiate new rate(s) to satisfy the SPAR Program reimbursement criteria.

8. TRAINING. The ATTORNEY shall comply with the Training requirement in the Standards for Indigent Defense Services as currently enacted and as later amended, but in any event, shall complete at least 7 hours of criminal defense legal training annually.
9. COMPLAINTS. The ATTORNEY shall advise each indigent public defense client of their right to make a complaint if the client feels that ATTORNEY is not providing the client with adequate public defense services. Complaints shall be directed to the CITY Administrator and the Administrator or his designee shall promptly investigate the same and report back to the complainant.
10. TERMINATION.
 - a. Termination without cause. This Agreement may be terminated by either party without cause, after ninety (90) days written notice has been delivered to the other party. ATTORNEY agrees to complete all pending cases and matters that have been set probation hearing or have been appealed as of the date of any termination.
 - b. Termination for cause. Except as provided in the preceding paragraph, termination of the Agreement shall occur only for "good cause." Good cause shall include the failure of the ATTORNEY to render adequate representation to clients, the willful disregard of the rights and best interests of the client, and the willful disregard of applicable professional Standards. Termination may also occur for violation of this Agreement, provided, however, ATTORNEY shall be provided reasonable opportunity, following notice, to cure any technical Agreement violations that do not impair the provision of quality representation to the indigent client.
 - c. Termination by Court of Competent Jurisdiction. If a court of competent jurisdiction rules that ATTORNEY is incapable of providing competent legal representation, this Agreement shall automatically terminate. However, at CITY's discretion, such agreement may continue until the validity of any lower court ruling has been ultimately determined on appeal. Removal by the court of counsel from representation normally should not occur over the objection of the ATTORNEY and the client.

- d. INITIAL TERM AND RENEWAL, The initial term of ATTORNEY's performance shall commence upon signature of both Parties, and shall terminate on June 30, 2025, both dates inclusive,
11. DETERMINATION OF INDIGENCY. For the purposes of this Agreement a person is indigent when a Walla Walla County District Court Judge determines the person indigent and qualifying for the services of defense counsel at no or reduced cost to the person
12. ACCESSABILITY. ATTORNEY shall provide the College Place Police Department the name and 24-hour local or otherwise toll-free telephone number of ATTORNEY to be provided to persons in custody claiming the right to publicly-provided legal counsel.
13. ASSOCIATED ATTORNEYS. ATTORNEY may designate one or more licensed ATTORNEYS, including those authorized to practice under APR 9, to associate with ATTORNEY in the performance of this Agreement. Any ATTORNEY so designated shall be responsible for the performance of this Agreement in the same manner as ATTORNEY.
14. CONFLICT COUNSEL. In the event that alternative or Conflict Counsel is required to be assigned, the Public Defender shall bear no part of the costs associated with the appointment of an alternative or Conflict Counsel.
15. ASSIGNMENT. ATTORNEY shall not assign or subcontract her responsibility for performance of this Agreement without the prior written approval of CITY.
16. INSURANCE-INDEMNIFICATION AND HOLD HARMLESS.
- a. Insurance. During the life of this Agreement, ATTORNEY shall maintain errors and omissions insurance and shall include anyone else acting for or on behalf of ATTORNEY in the performance of this Agreement, as an additional named insured on any such policy. Such insurance shall be obtained from any insurance company authorized to do business as such in the State of Washington and shall have policy limits of \$250,000.00 or more. At the time performance commences hereunder, ATTORNEY shall submit evidence that such insurance is in force and that such insurance will not be canceled without first giving 30 days' written notice to CITY.
- b. Indemnification. ATTORNEY covenants and agrees to indemnify and hold harmless CITY and any of CITY's officers, employees and agents from any loss, damage, costs, charge or expense whether direct or indirect and whether to persons or property to which CITY or agents may have been put or subjected by reason of any act, action, neglect, omission or default on the part of ATTORNEY or anyone acting for, on behalf of, or at the direction of ATTORNEY in the performance of this Agreement.

- c. Defense of claims. In case any suit or legal proceedings shall be brought against CITY or any of CITY's officers, employees or agents at any time on account of or by reason of any act, action, neglect, omission or default of ATTORNEY or anyone acting for, on behalf of, or at the direction of ATTORNEY, ATTORNEY hereby covenants and agrees to assume the defense thereof and to defend the same at ATTORNEY's own expense and to pay any and all costs, charges, ATTORNEY's fees and other expenses and any and all judgments that may be incurred by or obtained against CITY or any of CITY's officers, employees or agents in such suits or other proceedings.

17. NON-DISCRIMINATION.

- a. Non-Discrimination in Employment. During the performance of this Agreement, ATTORNEY shall comply with the Washington "Law against Discrimination" and all federal laws against discrimination. Satisfactory performance of this clause by ATTORNEY shall include, but not be limited to, the following:
 - i. During the performance of this Agreement, ATTORNEY shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, creed marital status, age, or the presence of any sensory, mental, or physical handicap;
 - ii. ATTORNEY shall ensure that applicants who are employed are treated during employment without discrimination because of their race, color, religion, sex, national origin, creed, marital status, age, or the presence of any sensory, mental, or physical handicap. Performance under (i) and (ii) above shall include, but not be limited to employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other form of compensation, and programs for training including apprenticeships, unless such distinctions are based upon a bonafide occupational qualification.
- b. Non-Discrimination in Subcontracting. If subcontracting is authorized as provided in this Agreement, any Agreement or subcontract resulting therefrom must include appropriate safeguards against discrimination in employment binding upon each Agreement or subcontractor. ATTORNEY will take such action with respect to any Agreement or subcontract, or purchase order as may be required to ensure full compliance with RCW 49.60, and any applicable federal law against discrimination in employment including sanctions for noncompliance.
- c. Compliance. To ensure compliance with the non-discrimination clause set out herein, ATTORNEY will permit access to her records of employment,

employment advertisements, application forms and other pertinent data and records. Such access shall be by CITY, the Washington state Human Rights Commission, and any applicable federal agency or any appropriate employees, department or agent thereof designated by such federal, state, or local agency respectively, for the purpose of investigation to ascertain compliance with the appropriate non-discrimination laws or this non-discrimination clause.

18. **LOWER CASELOAD LIMITS.** The Parties are aware of the recent recommendation from the Washington State Bar Association to the Washington State Supreme Court to lower the case load limit from the equivalent of 400 misdemeanor criminal cases a year to 120 misdemeanor criminal cases a year. Should the Supreme Court adopt lower case load limits, the Parties shall, prior to the lower limits taking effect, evaluate the adequacy of the rates paid pursuant to this Agreement to determine if they meet any new caseload standards and if not, shall mutually negotiate one or more new rates or termination of this Agreement.
19. **AMENDMENT.** This Agreement may be amended from time to time, in whole or in part, by mutual written agreement of the Parties.
20. **COOPERATION.** In the event of any administrative, legal, or equitable action or other proceeding instituted by any person, entity, or agency not a party to this Agreement challenging the validity of this Agreement or any services performed pursuant to this Agreement, the Parties shall cooperate in defending such action or proceeding to settlement or final judgment, including all appeals. The ATTORNEY shall not settle any lawsuit without the express written consent of the CITY. The CITY shall act in good faith and shall not unreasonably withhold consent to settle.
21. **SEVERABILITY.** If any term, condition, phrase, provision or section of this Agreement is determined by a court of competent jurisdiction to be invalid, void or unenforceable, or if any provision of this Agreement is rendered invalid or unenforceable pursuant to any applicable state or federal statute which became effective after the date of this Agreement's execution, and either Party, in good faith, determines that those effected provision of the Agreement is material to the Party entering into this Agreement, that Party may elect to terminate this Agreement as to all of its obligations remaining unperformed.
22. **WASHINGTON LAW AND ATTORNEY FEES.** This Agreement shall be construed and enforced in accordance with the laws of the State of Washington. If litigation is initiated to enforce the terms of this Agreement, the prevailing party shall be entitled to recover its reasonable attorneys fees and costs from the non-prevailing Party. Should a determination be made that both Parties are at fault, each Party shall be responsible for its pro-rata share of reasonable attorneys fees and costs. Venue for any action shall lie in Walla Walla County Superior Court or the US District Court for Eastern Washington.

23. NO THIRD-PARTY BENEFICIARIES. This Agreement is entered into by the City as a benefit to the public as a whole therefore, this Agreement creates no benefit to any third-party and creates no obligation or duty of the City to any third-party.

24. WAIVER. No officer, employee, agent, or other individual acting on behalf of either Party has the power, right or authority to waive any of the conditions or provisions of this Agreement. A waiver in one instance shall not be held to be a waiver of any other subsequent breach or nonperformance. All remedies afforded in this Agreement or by law, shall be taken and construed as cumulative a, and in addition to every other remedy provide herein or by law. Failure of either Party to enforce at any time any of the provisions of this Agreement to require at any time performance by the other Party of any provision hereof shall in no way be construed to be a waiver of such provisions nor shall it affect the validity of this Agreement or any part thereof.

25. ANTI-KICKBACK. No officer or employee of the CITY, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in this Agreement, or have solicited, accepted, or granted a present or future gift, favor, service, or other thing of value from any person with an interest in this Agreement.

26. FUNDING. Nothing in this Agreement requires the CITY to appropriate future funding and should any finds appropriated at the time of execution of this Agreement be, at the sole discretion of the CITY not expended pursuant to this Agreement, the CITY is not required to expend said funds.

So executed:

CITY OF COLLEGE PLACE

Norma Hernandez, Mayor

Attorney Rachel Cortez

Rachel Cortez

ATTEST:

Sherri St Clair, City Clerk

APPROVED AS TO FORM:

Rea Culwell, City Attorney

City of College Place, Washington
RESOLUTION NO. 24-029

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING AUTHORIZING MAYOR TO EXECUTE SPAR PROGRAM INDIGENT DEFENSE
SERVICES AGREEMENT WITH ATTORNEY RACHEL CORTEZ**

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 applied for and was granted funding pursuant to the state Office of Public Defense Simple Possession Advocacy Program to reimburse city expenditure on indigent defense services for criminal matters involving simple drug possession crimes;

Whereas, the City requested qualifications from the local bar association and received one satisfactory response from Attorney Rachel Cortez;

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

- 1. Mayor is authorized to execute the SPAR Program Indigent Defense Services Agreement with Attorney Rachel Cortez.**

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 14th day of May , 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk

**EMERGENCY HOUSING MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF
COLLEGE PLACE AND WALLA WALLA ALLIANCE FOR HOMELESS WALLA
WALLA SLEEP CENTER**

THIS MEMORANDUM OF UNDERSTANDING is entered into and between the City of College Place (College Place) and the Walla Walla Alliance for Homeless Walla Walla Sleep Center (Sleep Center) to financially support emergency housing services available to College Place visitors and citizens.

WHEREAS, the Walla Walla Sleep Center, located in the City of Walla Walla provides a safe place to sleep for unsheltered homeless population in Walla Walla and Columbia Counties;

WHEREAS, College Place is located in Walla Walla County and, due in part to the size of College Place's population, less than 10,000 residents, does not have a permanent emergency housing services available only to those experiencing homelessness in College Place;

WHEREAS, College Place has a transient homeless population;

WHEREAS, College Place has referred individuals experiencing homelessness to the Sleep Center and the Sleep Center has provided emergency shelter to people from College Place;

WHEREAS, College Place desires to continue to refer individuals experiencing homelessness to the Sleep Center for services;

WHEREAS, the Sleep Center is funded in part by the City of Walla Walla whose residents utilize the services of the Sleep Center;

WHEREAS, governmental agencies providing for emergency shelter to the homeless has been found to reduce criminal activity and public safety;

WHEREAS, it is in the best interests of the public to financially support the Sleep Center to provide for emergency shelter services to College Place;

NOW THEREFORE, the Parties agree as follows:

1. College Place shall pay to the Sleep Center the sum of \$2000 to support emergency shelter services;
2. Sleep Center shall make available to citizens and visitors of College Place, emergency shelter services pursuant to the Sleep Center policies;

- 3 The Parties understand that emergency shelter services available are of a limited and finite quantity and Sleep Center cannot guarantee shelter space availability;
- 4 The fact of, or amount of, funding shall not be a factor in services provided;
- 5 Sleep Center shall provide a report, at least annually to College Place of its activities, to include, when possible the number of shelter nights provided to individuals from College Place.
- 6 Nothing in this MOU shall benefit any third party, nor create any duty to any third party.
- 7 Because College Place cannot direct Sleep Center acts or inactions and the Sleep Center is not required to designate any shelter services as "College Place" only, the Sleep Center shall indemnify, defend and hold harmless College Place, its officers, officials, agents, employees and volunteers, from and against any and all claims, injuries, damages, or losses whatsoever, including attorneys fees and litigation costs arising out of or resulting from acts, errors or omissions of the Sleep Center, its agents, employees, officers, and volunteers, except for injuries and damages caused by the sole negligence of the City. It is further specifically and expressly understood that the indemnification provided herein constitutes the Sleep Center's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. The parties have mutually negotiated this waiver. The provisions of this section shall survive the expiration or termination of this Agreement.
- 8 The term of this MOU is one year from the date funds are transferred from College Place to the Sleep Center. This MOU shall automatically renew for another year period upon payment of an agreed upon amount from College Place to the Sleep Center.
- 9 The Parties agree to comply with all applicable laws, rules, and regulations.
- 10 This MOU is transferrable to the extent that the Sleep Center transfers service operations to another entity and the level of services to College Place remains sufficiently consistent.

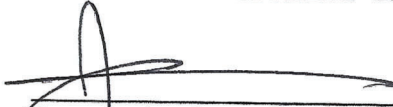
So understood this 30, day of January, 2023.

CITY OF COLLEGE PLACE

DocuSigned by:

CC49E05EFD0A97C
Mike Rizzitiello, City Administrator

WALLA WALLA SLEEP CENTER


By: Jordan Green - ED

**EMERGENCY HOUSING MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF
COLLEGE PLACE AND WALLA WALLA ALLIANCE FOR HOMELESS WALLA
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WHEREAS, College Place has referred individuals experiencing homelessness to the Sleep Center and the Sleep Center has provided emergency shelter to people from College Place;

WHEREAS, College Place desires to continue to refer individuals experiencing homelessness to the Sleep Center for services;

WHEREAS, the Sleep Center is funded in part by the City of Walla Walla whose residents utilize the services of the Sleep Center;

WHEREAS, governmental agencies providing for emergency shelter to the homeless has been found to reduce criminal activity and public safety;

WHEREAS, it is in the best interests of the public to financially support the Sleep Center to provide for emergency shelter services to College Place;

NOW THEREFORE, the Parties agree as follows:

1. College Place shall pay to the Sleep Center the sum of \$_____ to support emergency shelter services to be paid out as follows:
 - Lump sum payment of \$_____, upon invoicing from the Sleep Center; OR

Sleep Center funding

Page 1 of 2

- 7 monthly installments of \$_____, to be paid upon invoicing from the Sleep Center; or
 - As follows:_____.
- 2 Sleep Center shall make available to citizens and visitors of College Place, emergency shelter services pursuant to the Sleep Center policies;
 - 3 The Parties understand that emergency shelter services available are of a limited and finite quantity and Sleep Center cannot guarantee shelter space availability;
 - 4 The fact of, or amount of, funding shall not be a factor in services provided;
 - 5 Sleep Center shall provide a report, at least annually to College Place of its activities, to include, when possible the number of shelter nights provided to individuals from College Place.
 - 6 Nothing in this MOU shall benefit any third party, nor create any duty to any third party.
 - 7 Because College Place cannot direct Sleep Center acts or inactions and the Sleep Center is not required to designate any shelter services as “College Place” only, the Sleep Center shall indemnify, defend and hold harmless College Place, its officers, officials, agents, employees and volunteers, from and against any and all claims, injuries, damages, or losses whatsoever, including attorneys fees and litigation costs arising out of or resulting from acts, errors or omissions of the Sleep Center, its agents, employees, officers, and volunteers, except for injuries and damages caused by the sole negligence of the City. It is further specifically and expressly understood that the indemnification provided herein constitutes the Sleep Center’s waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. The parties have mutually negotiated this waiver. The provisions of this section shall survive the expiration or termination of this Agreement.
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 - 9 The Parties agree to comply with all applicable laws, rules, and regulations.
 - 10 This MOU is transferrable to the extent that the Sleep Center transfers service operations to another entity and the level of services to College Place remains sufficiently consistent.

So understood this _____, day of _____, 2024.

CITY OF COLLEGE PLACE

WALLA WALLA SLEEP CENTER

Mike Rizzitiello, City Administrator

By:_____

PROCLAMATION

OFFICE OF THE MAYOR | CITY OF COLLEGE PLACE

WHEREAS, public works services provided in our community are an integral part of our residents' everyday lives; and

WHEREAS, the support of an understanding and informed community is vital to the efficient operation of public works systems and programs such as water, sewers, streets, and capital improvement projects; and

WHEREAS, the health, safety, and comfort of this community greatly depend on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities are vitally dependent upon the efforts and skill of public works officials; and

NOW, THEREFORE, I, Norma L. Hernandez, Mayor of the City of College Place do hereby proclaim May 19- 25, 2024 as:

National Public Works Week

in the City of College Place and call upon all residents to recognize public works officials' contributions to our health, safety, and comfort every day.

Norma L. Hernandez, Mayor



PROCLAMATION

OFFICE OF THE MAYOR | CITY OF COLLEGE PLACE

WHEREAS, the Congress of the United States of America has designated May 9-18, 2024 as "National Police Week" and May 15th of each year to be "Police Memorial Day" in honor of the Federal, State, and Municipal Officers who have been killed or disabled in the line of duty; and

WHEREAS, the City of College Place is proud of our law enforcement officers and wishes to recognize their commitment to the public safety profession; and

WHEREAS, College Place Police are committed to the highest professional standards, working in partnership with our community members to improve safety and quality of life for all.

NOW, THEREFORE, I, Norma L. Hernandez, Mayor of the City of College Place do hereby proclaim May 15, 2024 as:

Police Memorial Day

and the week of May 9 to May 18, 2024, as

Police Week

Norma L. Hernandez, Mayor





May 14, 2024

J-U-B FAMILY OF COMPANIES

Robert McAndrews
Public Works Director
City of College Place
625 S. College Ave.
College Place, WA 99324

RE: **CITY OF COLLEGE PLACE – LIFT STATION NO. 5 REPLACEMENT AND STREET
IMPROVEMENTS PROJECT – RECOMMENDATION OF AWARD**

Dear Robert,

On May 14, 2024 one (1) eligible bid proposal was received and opened on the above referenced project. The Bid Tabulation is attached, and the results of the proposals are as follows:

	Engineer's Estimate	Apollo, Inc.	N/A	N/A
Base Bid 1 (Schedule A)*	\$1,540,000	\$2,104,452.03		
Base Bid 2 (Schedule B)	\$617,300	\$670,213.00		
Base Bid 3 (Schedule C)*	\$20,500	\$8,486.40		
Total Combined Bids	\$2,177,800	\$2,783,151.43		

* Totals include 8.8% City of College Place Sales Tax.

Based on the results of the eligible bid proposal received, it is our recommendation that the City of College Place award all Base Bids for the above-mentioned project to **Apollo, Inc.** in the amount of **Two Million Seven Hundred Eighty-Three Thousand One Hundred Fifty-One Dollars and Forty-Three Cents (\$2,783,151.43)**. This recommendation is conditional upon the City having sufficient funding for the project.

Sincerely,



Alex Romero, P.E.
Project Engineer
J-U-B ENGINEERS, Inc.

Enc: Bid Tabulation
Notice of Intent to Award
CC: Alex Fazzari, J-U-B ENGINEERS, Inc.
Cliff Woods, J-U-B ENGINEERS, Inc.

Engineers Estimate: \$2,177,800.00

[illegible]

BID ABSTRACT
City of College Place
Lift Station No 5 Replacement and Street Improvements
College Place, WA
Tuesday May 14, 2024 at 9:30am

ITEM NO.	APPROX. QUANTITY	BASE BID 1 SCHEDULE A	ENGINEERS ESTIMATE		LOW BIDDER Apollo, Inc.	
			UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
		GENERAL		\$453,600		\$467,821
1.	1	LS Mobilization (Max. 10%)	\$129,000.00	\$129,000.00	\$210,000.00	\$210,000.00
2.	44	EA Dig and Verify	\$400.00	\$17,600.00	\$430.00	\$18,920.00
3.	1	LS SPCC Plan	\$3,000.00	\$3,000.00	\$900.00	\$900.00
4.	1	LS FPCC Plan	\$2,500.00	\$2,500.00	\$500.00	\$500.00
5.	1	LS Dewatering Plan	\$40,000.00	\$40,000.00	\$135,000.00	\$135,000.00
6.	1	LS Construction Survey	\$10,000.00	\$10,000.00	\$11,000.00	\$11,000.00
7.	1	LS Erosion Control and Water Pollution Prevention	\$7,500.00	\$7,500.00	\$35,000.00	\$35,000.00
8.	1	LS Project Temporary Traffic Control	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00
9.	1	LS Materials Testing	\$15,000.00	\$15,000.00	\$28,000.00	\$28,000.00
10.	1	LS Shoring Trench Safety Systems	\$200,000.00	\$200,000.00	\$1,000.00	\$1,000.00
11.	1	LS Remove and Reset Monument	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00
12.	1	LS Project Signage	\$2,500.00	\$2,500.00	\$1,500.00	\$1,500.00
13.	1	LS O&M Manual/As-Built Drawings	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
14.	1	LS Minor Changes	\$5,000.00	\$5,000.00	\$1.00	\$1.00
		LIFT STATION		\$644,400		\$1,001,800
15.	1	LS Demolition of Existing Lift Station	\$17,000.00	\$17,000.00	\$17,500.00	\$17,500.00
16.	1	LS Site Improvements	\$90,000.00	\$90,000.00	\$192,000.00	\$192,000.00
17.	1	LS Concrete Sanitary Sewer Wet-Well, 72 In. Diam	\$200,000.00	\$200,000.00	\$417,000.00	\$417,000.00
18.	1	LS Valve Vault	\$35,000.00	\$35,000.00	\$104,000.00	\$104,000.00
19.	1	LS Submersible Lift Station	\$79,900.00	\$79,900.00	\$45,000.00	\$45,000.00
20.	1	LS Service Connection 1 In. Diam.	\$2,500.00	\$2,500.00	\$2,300.00	\$2,300.00
21.	1	LS Electrical and Controls	\$220,000.00	\$220,000.00	\$224,000.00	\$224,000.00
		SEWER		\$316,600		\$464,618
22.	732	LF PVC Sanitary Sewer Pipe 8 In. Diam., < 10' Depth	\$55.00	\$40,300.00	\$130.00	\$95,160.00
23.	218	LF PVC Sanitary Sewer Pipe 8 In. Diam., 10' -15' Depth	\$170.00	\$37,100.00	\$187.00	\$40,766.00
24.	756	LF PVC Sanitary Pressure Sewer Pipe 4 In. Diam., < 10' Depth	\$50.00	\$37,800.00	\$80.00	\$60,480.00
25.	391	LF 4 In. PVC Sewer Service	\$60.00	\$23,500.00	\$88.00	\$34,408.00
26.	21	EA Sewer Cleanout, 4 In.	\$250.00	\$5,300.00	\$800.00	\$16,800.00
27.	1	LS 48 In. Flow Meter Access Manhole	\$14,000.00	\$14,000.00	\$13,500.00	\$13,500.00
28.	7	EA Manhole 48 In. Diam. Type 1	\$9,000.00	\$63,000.00	\$5,200.00	\$36,400.00
29.	4	LF Manhole Additional Height 48 In. Diam. Type 1	\$200.00	\$800.00	\$120.00	\$480.00
30.	1	EA Cut-in Manhole 48 In. Diam.	\$12,500.00	\$12,500.00	\$7,700.00	\$7,700.00
31.	62	CY Removal and Replacement of Unsuitable Trench Backfill Material	\$75.00	\$4,700.00	\$77.00	\$4,774.00
32.	218	LF Removal and Replacement of Unsuitable Trench Foundation Material	\$58.00	\$12,600.00	\$78.00	\$17,004.00
33.	1	EA Remove Existing Sanitary Sewer Manhole	\$1,000.00	\$1,000.00	\$600.00	\$600.00
34.	71	LF Remove Existing Sanitary Sewer Pipe	\$28.00	\$2,000.00	\$66.00	\$4,686.00
35.	4	EA Modify Existing Manhole	\$5,000.00	\$20,000.00	\$6,400.00	\$25,600.00
36.	2	EA Connect to Existing Manhole	\$5,000.00	\$10,000.00	\$1,800.00	\$3,600.00
37.	1	LS Core, Rechannel, and Connect to Existing Lift Station No. 5 Wet-well	\$15,000.00	\$15,000.00	\$19,500.00	\$19,500.00
38.	4	EA Abandon In Place	\$500.00	\$2,000.00	\$790.00	\$3,160.00
39.	1	LS Sewer Bypass Pumping	\$15,000.00	\$15,000.00	\$80,000.00	\$80,000.00
		BASE BID 1 SUBTOTAL		\$1,414,600.00		\$1,934,239.00
		CITY OF COLLEGE PLACE SALES TAX (8.8%)		\$124,484.80		\$170,213.03
		BASE BID 1 TOTAL		\$1,540,000.00		\$2,104,452.03
ITEM NO.	APPROX. QUANTITY	BASE BID 2 SCHEDULE B	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
		PREPARATION		\$134,300		\$187,830
1.	1	LS Mobilization (Maximum 10%)	\$40,400.00	\$40,400.00	\$60,000.00	\$60,000.00
2.	3,700	SY Removing Asphalt Conc. Pavement	\$12.00	\$44,400.00	\$17.80	\$65,860.00
3.	300	SY Removing Cement Conc. Sidewalk/Driveway	\$25.00	\$7,500.00	\$44.00	\$13,200.00
4.	588	LF Removing Cement Conc. Curb and Gutter	\$8.00	\$4,800.00	\$30.00	\$17,640.00
5.	1	EA Mailbox Support, Type 1	\$1,000.00	\$1,000.00	\$600.00	\$600.00
6.	5	EA Mailbox Support, Type 2	\$1,200.00	\$6,000.00	\$1,000.00	\$5,000.00
7.	1	LS Removal of Landscape Features	\$5,000.00	\$5,000.00	\$12,500.00	\$12,500.00
8.	5	EA Adjust Valve Box	\$650.00	\$3,300.00	\$460.00	\$2,300.00
9.	5	EA Adjust Manhole	\$1,500.00	\$7,500.00	\$790.00	\$3,950.00
10.	6	EA Resetting Water Meter	\$1,500.00	\$9,000.00	\$590.00	\$3,540.00
11.	1	EA Adjust Catch Basin	\$1,000.00	\$1,000.00	\$790.00	\$790.00
12.	175	LF HMA Sawcut and Seal	\$25.00	\$4,400.00	\$14.00	\$2,450.00
		GRADING		\$32,100		\$47,960
13.	635	CY Roadway Excavation Incl. Haul	\$48.00	\$30,500.00	\$72.00	\$45,720.00
14.	160	CY Embankment Compaction	\$10.00	\$1,600.00	\$14.00	\$2,240.00
		DRAINAGE		\$38,900		\$43,540
15.	4	EA Catch Basin Type 1	\$2,500.00	\$10,000.00	\$1,400.00	\$5,600.00
16.	1	EA Manhole 48 In. Diam. Type 1	\$5,500.00	\$5,500.00	\$4,000.00	\$4,000.00
17.	50	LF Infiltration Trench (5'x5' Typical with 12' Perf. Pipe)	\$150.00	\$7,500.00	\$340.00	\$17,000.00
18.	1	LS Shoring Trench Safety Systems	\$5,000.00	\$5,000.00	\$1,000.00	\$1,000.00
19.	10	LF Solid Wall PVC Storm Sewer Pipe 12 In. Diam.	\$90.00	\$900.00	\$125.00	\$1,250.00

				ENGINEERS ESTIMATE		LOW BIDDER Apollo, Inc.	
20.	56	LF	Solid Wall PVC Storm Sewer Pipe 10 In. Diam.	\$86.00	\$4,900.00	\$135.00	\$7,560.00
21.	62	LF	Solid Wall PVC Storm Sewer Pipe 8 In. Diam.	\$82.00	\$5,100.00	\$115.00	\$7,130.00
			SURFACING		\$27,600		\$17,700
22.	100	CY	Crushed Surfacing Top Course	\$150.00	\$15,000.00	\$105.00	\$10,500.00
23.	72	CY	Crushed Surfacing Base Course	\$175.00	\$12,600.00	\$100.00	\$7,200.00
			HOT MIX ASPHALT		\$115,500		\$127,508
24.	1,004	TON	HMA CL. 1/2 In. PG 64-28H	\$115.00	\$115,500.00	\$127.00	\$127,508.00
			EROSION CONTROL AND ROADSIDE PLANTING		\$5,000		\$32,900
25.	1	LS	Landscape Restoration	\$5,000.00	\$5,000.00	\$32,900.00	\$32,900.00
			TRAFFIC		\$263,900		\$212,775
26.	1	LS	Project Temporary Traffic Control	\$20,000.00	\$20,000.00	\$10,000.00	\$10,000.00
27.	109	SY	HMA Driveway Approach Transition	\$115.00	\$12,600.00	\$62.00	\$6,758.00
28.	146	SY	Cement Concrete Driveway Approach Transition	\$75.00	\$11,000.00	\$89.00	\$12,994.00
29.	1	LS	Roadway Surveying	\$5,000.00	\$5,000.00	\$11,000.00	\$11,000.00
30.	20	SY	Cement Concrete Commercial Driveway	\$150.00	\$3,000.00	\$86.00	\$1,720.00
31.	294	SY	Cement Concrete Driveway Entrance Type 1	\$200.00	\$58,800.00	\$78.00	\$22,932.00
32.	465	SY	Cement Concrete Sidewalk	\$75.00	\$34,900.00	\$83.00	\$38,595.00
33.	71	LF	Cement Concrete Pedestrian Curb	\$45.00	\$3,200.00	\$63.00	\$4,473.00
34.	1,246	LF	Cement Concrete Traffic Curb and Gutter	\$50.00	\$62,300.00	\$49.00	\$61,054.00
35.	24	LF	Cement Concrete Valley Gutter	\$45.00	\$1,100.00	\$76.00	\$1,824.00
36.	2	EA	Cement Concrete Curb Ramp Type A	\$3,250.00	\$6,500.00	\$3,300.00	\$6,600.00
37.	2	EA	Cement Concrete Curb Ramp Type C	\$3,250.00	\$6,500.00	\$3,300.00	\$6,600.00
38.	785	SY	Planing Bituminous Pavement	\$20.00	\$15,700.00	\$18.00	\$14,130.00
39.	1	LS	Permanent Signing	\$10,000.00	\$10,000.00	\$9,000.00	\$9,000.00
40.	15	LF	Painted Stop Line	\$15.00	\$300.00	\$23.00	\$345.00
41.	80	SF	Painted Crosswalk Line	\$8.00	\$700.00	\$23.00	\$1,840.00
42.	3	EA	Painted Traffic Arrow	\$75.00	\$300.00	\$570.00	\$1,710.00
43.	1	LS	ADA Features Surveying	\$12,000.00	\$12,000.00	\$1,200.00	\$1,200.00
			BASE BID 2 SUBTOTAL		\$617,300.00		\$670,213.00
			CITY OF COLLEGE PLACE SALES TAX (8.8%)		-		-
			BASE BID 2 TOTAL		\$617,300.00		\$670,213.00
ITEM NO.	APPROX. QUANTITY	BASE BID 3 SCHEDULE C		UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1.	2	EA	Dig and Verify	\$400.00	\$800.00	\$430.00	\$860.00
2.	1	EA	Resetting Existing Hydrant	\$3,000.00	\$3,000.00	\$3,400.00	\$3,400.00
3.	6	EA	Resetting Water Meter	\$2,500.00	\$15,000.00	\$590.00	\$3,540.00
			BASE BID 3 SUBTOTAL		\$18,800.00		\$7,800.00
			CITY OF COLLEGE PLACE SALES TAX (8.8%)		\$1,654.40		\$686.40
			BASE BID 3 TOTAL		\$20,500.00		\$8,486.40
ITEM NO.	TOTAL BID AMOUNT				TOTAL PRICE		TOTAL PRICE
1.			BASE BID 1 (SCHEDULE A) TOTAL		\$1,540,000.00		\$2,104,452.03
2.			BASE BID 2 (SCHEDULE B) TOTAL		\$617,300.00		\$670,213.00
3.			BASE BID 3 (SCHEDULE C) TOTAL		\$20,500.00		\$8,486.40
			TOTAL COMBINED BIDS		\$2,177,800.00		\$2,783,151.43

CITY OF COLLEGE PLACE
LIFT STATION NO. 5 REPLACEMENT AND STREET IMPROVEMENTS
WALLA WALLA, COUNTY, WASHINGTON

NOTICE OF INTENT TO AWARD

The **City of College Place** announces its intent to award the contract for the **Lift Station No. 5 Replacement and Street Improvements** project to **Apollo, Inc.** for the amount of **Two Million Seven Hundred Eighty-Three Thousand One Hundred Fifty-One Dollars and Forty-Three Cents (\$2,783,151.43)**.

This Notice of Intent to Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the **City of College Place** and the apparent successful bidder. The bidder shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the **City of College Place** is executed. If the apparent successful bidder fails to negotiate and execute a contract with the **City of College Place**, the **City of College Place** may revoke the award and award the contract to the next lowest bidder or withdraw the Sealed Bid. The **City of College Place** further reserves the right to cancel this Notice of Intent to Award at any time prior to the execution of a written contract.

This Notice of Intent to Award starts the two (2) full business day period in which an unsuccessful bidder may file a written protest pursuant to RCW 39.04.105.

Thank you for participating in the competitive selection process.

Owner: **City of College Place**

Robert McAndrews, Public Works Director

Date



ENGINEER'S OPINION OF PROBABLE COST

PROJECT: Lift Station No. 5 Replacement and Street Improvements **DATE:** 5/9/2024

PROJECT DESCRIPTION: 100% Cost Opinion - Summary

CLIENT: City of College Place

CLIENT PROJ. NO. 7019

J-U-B PROJ. NO.: 30-21-086

ITEM NO.	DESCRIPTION	TOTAL COST
1	Base Bid 1 (Schedule A)	\$1,541,000
2	Base Bid 2 (Schedule B)	\$617,300
3	Base Bid 3 (Schedule C)	\$18,900
	CONSTRUCTION SUBTOTAL	\$2,177,200
	PROPERTY ACQUISITION	\$106,146
	PACIFIC POWER SERVICE ¹	\$28,909
	CASCADE NATURAL GAS SERVICE ²	-
	CONSTRUCTION ENGINEERING	\$420,000
	DESIGN ENGINEERING	\$387,880
	TOTAL ESTIMATED COSTS	\$3,121,000

EE, AR
WR, TM

J-U-B ENGINEERS, INC.
3611 S Zintel Way, Kennewick, WA 99337

Notes:

1. Pacific Power Service includes offsite improvements, service wire and meter installation, and service activation only. Onsite trenching and conduit installation is included in the bid schedule. Per agreement signed 11/16/2023.

2. Cascade Natural Gas Service includes underground service installation from line in SW 1st Street and installation of a gas meter on new Lift Station No. 5 site. Service is zero cost for commercial users for services less than 163 feet.



ENGINEER'S OPINION OF PROBABLE COST

PROJECT:	Lift Station No. 5 Replacement and Street Improvements	DATE:	5/9/2024
PROJECT DESCRIPTION:	100% Cost Opinion - Base Bid 1 (Schedule A)		
CLIENT:	City of College Place		
CLIENT PROJ. NO. 7019	J-U-B PROJ. NO.: 30-21-086		

ITEM NO.	DESCRIPTION	SCHEDULE OF VALUES			
		QUANTITY	UNIT	UNIT PRICE	TOTAL COST
	GENERAL				\$453,600
1	Mobilization (Maximum 10%)	1	LS	\$129,000	\$129,000
2	Dig and Verify	44	EA	\$400	\$17,600
3	SPCC Plan	1	LS	\$3,000	\$3,000
4	FPCC Plan	1	LS	\$2,500	\$2,500
5	Dewatering Plan	1	LS	\$40,000	\$40,000
6	Construction Survey	1	LS	\$10,000	\$10,000
7	Erosion Control and Water Pollution Prevention	1	LS	\$7,500	\$7,500
8	Project Temporary Traffic Control	1	LS	\$15,000	\$15,000
9	Materials Testing	1	LS	\$15,000	\$15,000
10	Shoring Trench Safety Systems	1	LS	\$200,000	\$200,000
11	Remove and Reset Monument	1	EA	\$1,500	\$1,500
12	Project Signage	1	LS	\$2,500	\$2,500
13	O&M Manual/As-Built Drawings	1	LS	\$5,000	\$5,000
14	Minor Changes	1	LS	\$5,000	\$5,000
	LIFT STATION				\$644,400
15	Demolition of Existing Lift Station	1	LS	\$17,000	\$17,000
16	Site Improvements	1	LS	\$90,000	\$90,000
17	Concrete Sanitary Sewer Wet-Well, 72 In. Diam.	1	LS	\$200,000	\$200,000
18	Valve Vault	1	LS	\$35,000	\$35,000
19	Submersible Lift Station	1	LS	\$79,900	\$79,900
20	Service Connection 1 In. Diam.	1	EA	\$2,500	\$2,500
21	Electrical and Controls	1	LS	\$220,000	\$220,000
	SEWER				\$316,600
22	PVC Sanitary Sewer Pipe 8 In. Diam., < 10' Depth	732	LF	\$55	\$40,300
23	PVC Sanitary Sewer Pipe 8 In. Diam., 10' -15' Depth	218	LF	\$170	\$37,100
24	PVC Sanitary Pressure Sewer Pipe 4 In. Diam., < 10' Depth	756	LF	\$50	\$37,800
25	4 In. PVC Sewer Service	391	LF	\$60	\$23,500
26	Sewer Cleanout, 4 In.	21	EA	\$250	\$5,300
27	48 In. Flow Meter Access Manhole	1	LS	\$14,000	\$14,000
28	Manhole 48 In. Diam. Type 1	7	EA	\$9,000	\$63,000
29	Manhole Additional Height 48 In. Diam. Type 1	4	LF	\$200	\$800
30	Doghouse Manhole 48 In. Diam.	1	EA	\$12,500	\$12,500
31	Removal and Replacement of Unsuitable Trench Backfill Material	62	CY	\$75	\$4,700
32	Removal and Replacement of Unsuitable Trench Foundation Material	218	LF	\$58	\$12,600
33	Remove Existing Sanitary Sewer Manhole	1	EA	\$1,000	\$1,000

34	Remove Existing Sanitary Sewer Pipe	71	LF	\$28	\$2,000
35	Modify Existing Manhole	4	EA	\$5,000	\$20,000
36	Connect to Existing Manhole	2	EA	\$5,000	\$10,000
37	Core, Rechannel, and Connect to Existing Lift Station No. 5 Wet-well	1	LS	\$15,000	\$15,000
38	Abandon In Place	4	EA	\$500	\$2,000
39	Sewer Bypass Pumping	1	LS	\$15,000	\$15,000
	SUBTOTAL				\$1,414,600
	WALLA WALLA COUNTY SALES TAX			8.90%	\$125,899
	CONSTRUCTION SUBTOTAL				\$1,541,000
	TOTAL ESTIMATED COSTS				\$1,541,000
EE, AR	J-U-B ENGINEERS, INC. 3611 S Zintel Way, Kennewick, WA 99337				



ENGINEER'S OPINION OF PROBABLE COST

PROJECT: Lift Station No. 5 Replacement and Street Improvements **DATE:** 5/9/2024

PROJECT DESCRIPTION: 100% Cost Opinion - Base Bid 2 (Schedule B)

CLIENT: City of College Place

CLIENT PROJ. NO. 7019 J-U-B PROJ. NO.: 30-21-086

ITEM		SCHEDULE OF VALUES			
NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL COST
	PREPARATION				\$134,300
1	Mobilization (Maximum 10%)	1	LS	\$40,400	\$40,400
2	Removing Asphalt Conc. Pavement	3,700	SY	\$12	\$44,400
3	Removing Cement Conc. Sidewalk/Driveways	300	SY	\$25	\$7,500
4	Removing Cement Conc. Curb and Gutter	588	LF	\$8	\$4,800
5	Mailbox Support, Type 1	1	EA	\$1,000	\$1,000
6	Mailbox Support, Type 2	5	EA	\$1,200	\$6,000
7	Removal of Landscape Features	1	LS	\$5,000	\$5,000
8	Adjust Valve Box	5	EA	\$650	\$3,300
9	Adjust Manhole	5	EA	\$1,500	\$7,500
10	Resetting Water Meter	6	EA	\$1,500	\$9,000
11	Adjust Catch Basin	1	EA	\$1,000	\$1,000
12	HMA Sawcut and Seal	175	LF	\$25	\$4,400
	GRADING				\$32,100
13	Roadway Excavation Incl. Haul	635	CY	\$48	\$30,500
14	Embankment Compaction	160	CY	\$10	\$1,600
	DRAINAGE				\$38,900
15	Catch Basin Type 1	4	EA	\$2,500	\$10,000
16	Manhole 48 In. Diam. Type 1	1	EA	\$5,500	\$5,500
17	Infiltration Trench (5'x5' Typical with 12' Perf. Pipe)	50	LF	\$150	\$7,500
18	Shoring Trench Safety Systems	1	LS	\$5,000	\$5,000
19	Solid Wall PVC Storm Sewer Pipe 12 In. Diam.	10	LF	\$90	\$900
20	Solid Wall PVC Storm Sewer Pipe 10 In. Diam.	56	LF	\$86	\$4,900
21	Solid Wall PVC Storm Sewer Pipe 8 In. Diam.	62	LF	\$82	\$5,100
	SURFACING				\$27,600
22	Crushed Surfacing Top Course	100	CY	\$150	\$15,000
23	Crushed Surfacing Base Course	72	CY	\$175	\$12,600
	HOT MIX ASPHALT				\$115,500
24	HMA CL. 1/2 In. PG 64-28H	1,004	TON	\$115	\$115,500
	EROSION CONTROL AND ROADSIDE PLANTING				\$5,000
25	Landscape Restoration	1	LS	\$5,000	\$5,000
	TRAFFIC				\$263,900
26	Project Temporary Traffic Control	1	LS	\$20,000	\$20,000
27	HMA Driveway Approach Transition	109	SY	\$115	\$12,600
28	Cement Concrete Driveway Approach Transition	146	SY	\$75	\$11,000
29	Roadway Surveying	1	LS	\$5,000	\$5,000

30	Cement Concrete Commercial Driveway	20	SY	\$150	\$3,000
31	Cement Concrete Driveway Entrance Type 1	294	SY	\$200	\$58,800
32	Cement Concrete Sidewalk	465	SY	\$75	\$34,900
33	Cement Concrete Pedestrian Curb	71	LF	\$45	\$3,200
34	Cement Concrete Traffic Curb and Gutter	1,246	LF	\$50	\$62,300
35	Cement Concrete Valley Gutter	24	LF	\$45	\$1,100
36	Cement Concrete Curb Ramp Type A	2	EA	\$3,250	\$6,500
37	Cement Concrete Curb Ramp Type C	2	EA	\$3,250	\$6,500
38	Planing Bituminous Pavement	785	SY	\$20	\$15,700
39	Permanent Signing	1	LS	\$10,000	\$10,000
40	Painted Stop Line	15	LF	\$15	\$300
41	Painted Crosswalk Line	80	SF	\$8	\$700
42	Painted Traffic Arrow	3	EA	\$75	\$300
43	ADA Features Surveying	1	LS	\$12,000	\$12,000
SUBTOTAL					\$617,300
WALLA WALLA COUNTY SALES TAX ¹				8.9%	-
CONSTRUCTION SUBTOTAL					\$617,300
TOTAL ESTIMATED COSTS					\$617,300
J-U-B ENGINEERS, INC.					
WR, TM	3611 S Zintel Way, Kennewick, WA 99337				



ENGINEER'S OPINION OF PROBABLE COST

PROJECT: Lift Station No. 5 Replacement and Street Improvements DATE: 5/9/2024

PROJECT DESCRIPTION: 100% Cost Opinion - Base Bid 3 (Schedule C)

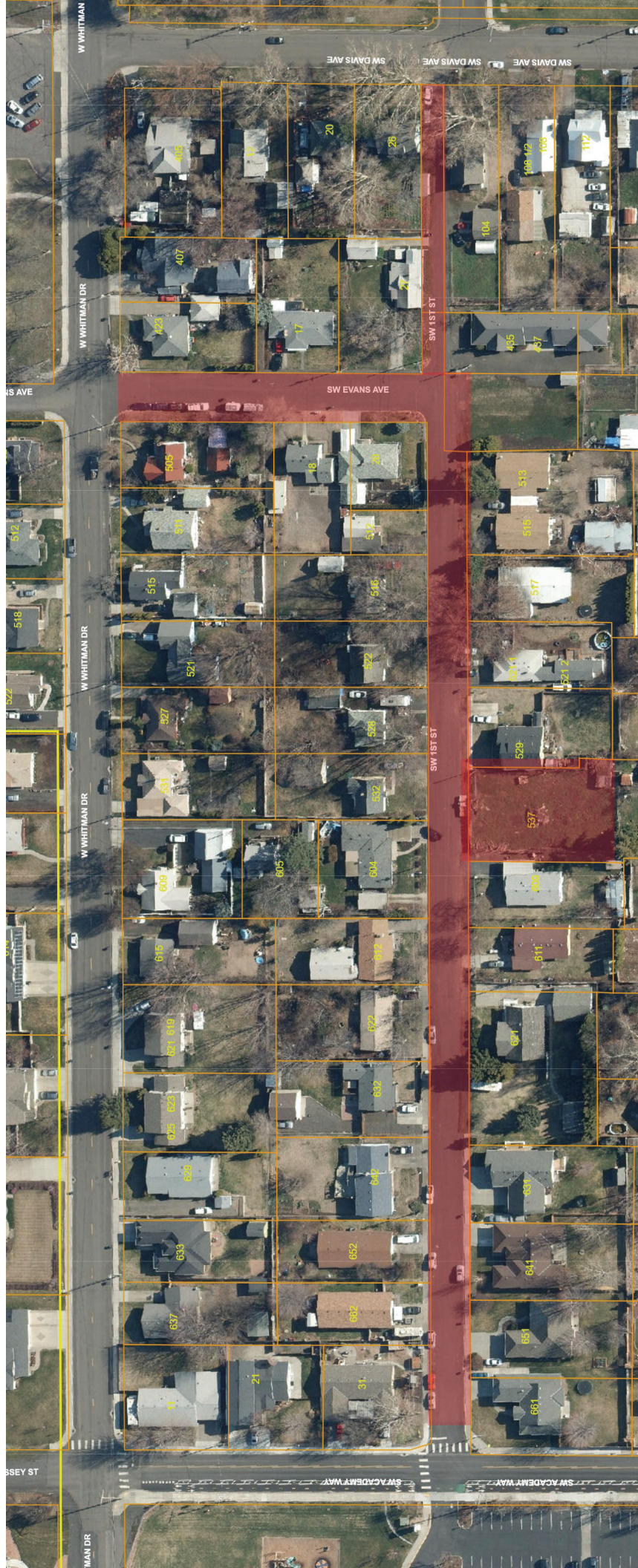
CLIENT: City of College Place

CLIENT PROJ. NO. 7019 J-U-B PROJ. NO.: 30-21-086

ITEM NO.	DESCRIPTION	SCHEDULE OF VALUES			
		QUANTITY	UNIT	UNIT PRICE	TOTAL COST
1	Dig and Verify	2	EA	\$400	\$800
2	Resetting Existing Hydrant	1	EA	\$3,000	\$3,000
3	Resetting Water Meter	6	EA	\$2,500	\$15,000
	SUBTOTAL				\$18,800
	WALLA WALLA COUNTY SALES TAX			8.90%	\$71
	CONSTRUCTION SUBTOTAL				\$18,900
	TOTAL ESTIMATED COSTS				\$18,900

WR, TM

J-U-B ENGINEERS, INC.
3611 S Zintel Way, Kennewick, WA 99337



SCOPE OF WORK – CONSOLIDATED REVIEW GRANT APPLICATION

City of College Place, WA

May 14, 2024

The City of College Place (City) will use grant funds to hire a Full-Time Planner for Consolidated Review of Residential Permits.

1. Introduction:

- The City of College Place seeks to hire a full-time planner to enhance the consolidated review process of residential permits in accordance with the provisions outlined in the Local Project Review Act, RCW 36.70B.070.

2. Objectives:

- Ensure compliance with the requirements stipulated in RCW 36.70B.070 during the review of residential permit applications.
- Enhance efficiency and transparency in the consolidated review process.
- Facilitate collaboration among relevant stakeholders to streamline permit review procedures.
- Provide guidance and support to applicants throughout the permit application and review process.

3. Key Responsibilities:

- Conduct thorough reviews of residential permit applications to ensure alignment with RCW 36.70B.070 requirements.
- Collaborate with internal departments, external agencies, and community stakeholders to streamline the consolidated review process.
- Evaluate proposed residential developments for compliance with zoning regulations, land use plans, and environmental standards.
- Provide technical assistance to applicants and address inquiries related to permit applications and review procedures.
- Prepare comprehensive reports and recommendations for permit approvals or rejections, highlighting any deviations from RCW 36.70B.070 requirements.
- Facilitate public meetings, hearings, and consultations to gather feedback on proposed residential developments and address community concerns.

- Stay abreast of changes in local, state, and federal regulations impacting residential permit review processes and incorporate necessary updates into existing procedures.

4. Duration

- The initial hire will be completed within the time frame of Deliverable 1.
- This will be a new full-time position with a competitive salary commensurate with qualifications and experience. The position will continue beyond the project deliverables based on performance and organizational needs.

Deliverables	Due Date	Commerce Grant Funds
Deliverable 1: Hire Planner, Quarterly Report and Status Update Hire a full-time planner to enhance the consolidated review process of residential permits in accordance with the provisions outlined in the Local Project Review Act, RCW 36.70B.070. The report must include the average and maximum time for issuing final decisions on residential building permits using consolidated review during the reporting period. The Status Update will include a description of work completed under chosen eligible activity or activities. July 1 – August 31 reporting period.	September 15, 2024	\$46, 875
Deliverable 2: Quarterly Report and Status Update The report must include the average and maximum time for issuing final decisions on residential building permits using consolidated review during the reporting period. The Status Update will include a description of work completed under chosen eligible activity or activities. September 1 – November 30 reporting period.	December 15, 2024	\$46, 875

Deliverable 3: Quarterly Report and Status Update The report must include the average and maximum time for issuing final decisions on residential building permits using consolidated review during the reporting period. The Status Update will include a description of work completed under chosen eligible activity or activities. December 1 – February 28 reporting period.	March15, 2025	\$46, 875
Deliverable 4: Quarterly Report and Status Update The report must include the average and maximum time for issuing final decisions on residential building permits using consolidated review during the reporting period. The final deliverable will include a summary of the outcomes of the grant funded work including, when applicable: • New consolidated permit review policies or procedures; • Copy of executed contract for consolidated permit review or inspections; • Copy of development regulation audit; • Copy of draft ordinance to change codes in order to comply with permit decision timelines; • Final report on barriers to housing development; • Disposition of new staff, outcomes, successes; and/or • Success of processing permits within required time periods. March 1 – May 31 reporting period.	June 15, 2025	\$46, 875
Total:		\$187,500

City of College Place, Washington
RESOLUTION NO. 24-030

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING THE WASHINGTON STATE DEPARTMENT OF COMMERCE LOCAL PROJECT REVIEW
CONSOLIDATED PERMIT REVIEW GRANT PROGRAM, A COMMITMENT TO PERMIT REVIEW
CONSOLIDATION REQUIREMENTS.**

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

Whereas, as the number of environmental laws and development regulations has increased for land uses and development, so has the number of required local land use permits, each with its own separate approval process; and

Whereas, the increasing number of local and state land use permits and separate environmental review processes required by agencies has generated continuing potential for conflict, overlap, and duplication between the various permit and review processes; and

Whereas, this regulatory burden has significantly added to the cost and time needed to obtain local and state land use permits and has made it difficult for the public to know how and when to provide timely comments on land use proposals that require multiple permits and have separate environmental review processes; and

Whereas, subject to the availability of funds appropriated for this specific purpose, the department of commerce must establish a consolidated permit review grant program. The department may award grants to any local government that provides, by ordinance, resolution, or other action, a commitment to permit review consolidation requirements.

Whereas, in order to receive grant funds, the City of College Place understands that this grant has the following conditions as generally set forth by the Washington State Legislature in SB 5290 that we must meet prior to becoming eligible for this grant. We agree to the following:

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

1. No later than July 1, 2024, the City of College Place must begin to issue final decisions on residential permit applications within 45 business days or 90 calendar days, using consolidated review for building permit applications.

2. No later than July 1, 2024, the City of College Place must determine a specific fee structure that will allow the city to continue providing consolidated permit review within 45 business days or 90 calendar days.

3. On September 15, 2024, December 15, 2024, March 15, 2025, and June 15, 2025, the City must provide a quarterly progress report and status update to the Department of Commerce. The report must include the average and maximum time for issuing final decisions on residential building permits using consolidated review during our participation in the grant program. The status update will include a description of work completed under chosen eligible activity or activities.

4. If the City of College Place is unable to successfully meet the terms and conditions of the grant, the city understands that we must enter a 90-day probationary period. If we are unable to meet the terms and conditions of this grant by the end of the probationary period, we will no longer be eligible to receive grants.

5. For purposes of this grant, “consolidated review” is defined in the Local Project Review Act, RCW 36.70B.120, Permit Review Process, for project permit reviews, which states: "the integrated and consolidated review and decision on two or more project permits relating to a proposed project action, including a single application review and approval process covering all project permits requested by an applicant for all or part of a project action and a designated permit coordinator.

6. For purposes of this grant, “residential permit” means a permit issued by a city or county that satisfies the conditions of the State Building Code, RCW 19.27.015(5) (Definitions) and is within the scope of the international residential code, as adopted in accordance with chapter 19.27 RCW. This definition reads: "Residential building permit" means a building permit issued by a city or a county to construct, enlarge, alter, repair, move, demolish, or change the occupancy of any building containing only dwelling units used for independent living of one or more persons including permanent provisions for living, sleeping, eating, cooking, and sanitation, and structures accessory to dwelling units, such as detached garages and storage buildings.”

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 14th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk



CITY OF COLLEGE PLACE

OFFICE OF THE MAYOR

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

Re: Letter of commitment – Consolidated Permit Review Grant Application

May 14, 2024

I, Norma L. Hernández, Mayor of the City of College Place, Washington, authorize the city to propose the attached scope of work and budget request for grant funding to implement the requirements of SB 5290 related to consolidated permit review grant funding.

In addition, in order to receive grant funds, we understand that this grant has the following conditions as generally set forth by the Washington State Legislature in SB 5290 that we must meet prior to becoming eligible for this grant. We agree to the following:

Prior to being awarded grant funds, we will officially adopt a resolution or ordinance that commits the jurisdiction to the building permit review consolidation requirements a – f, below.

- a. No later than July 1, 2024, we must begin to issue final decisions on residential permit applications within 45 business days or 90 calendar days, using consolidated review for building permit applications.
- b. No later than July 1, 2024, we must determine a specific fee structure that will allow us to continue providing consolidated permit review within 45 business days or 90 calendar days.
- c. On September 15, 2024, December 15, 2024, March 15, 2025, and June 15, 2025, we must provide a quarterly progress report and status update to the Department of Commerce. The report must include the average and maximum time for issuing final decisions on residential building permits using consolidated review during our participation in the grant program. The status update will include a description of work completed under chosen eligible activity or activities.
- d. If we are unable to successfully meet the terms and conditions of the grant, we understand that we must enter a 90-day probationary period. If we are unable to meet the terms and conditions of this grant by the end of the probationary period, we will no longer be eligible to receive grants.

e. For purposes of this grant, “consolidated review” is defined in the Local Project Review Act, RCW 36.70B.120, Permit Review Process, for project permit reviews, which states: "the integrated and consolidated review and decision on two or more project permits relating to a proposed project action, including a single application review and approval process covering all project permits requested by an applicant for all or part of a project action and a designated permit coordinator.

f. For purposes of this grant, “residential permit” means a permit issued by a city or county that satisfies the conditions of the State Building Code, RCW 19.27.015(5) (Definitions) and is within the scope of the international residential code, as adopted in accordance with chapter 19.27 RCW. This definition reads: "Residential building permit" means a building permit issued by a city or a county to construct, enlarge, alter, repair, move, demolish, or change the occupancy of any building containing only dwelling units used for independent living of one or more persons including permanent provisions for living, sleeping, eating, cooking, and sanitation, and structures accessory to dwelling units, such as detached garages and storage buildings.”

Norma L. Hernández

**ENGINEER'S OPINION OF PROBABLE COST**

4/5/2021

PROJECT DESCRIPTION: 6 foot Sidewalk, Curb and Gutter

NE Ash Street (west side of roadway between Whitman and A Street) – 6 foot segment

CLIENT: City of College Place

J-U-B PROJ. NO.: 30-20-075 - Funding

ITEM NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
PREPARATION					
1	MOBILIZATION (10% OF CONSTRUCTION COST)	1	L.S.	\$ 6,800.00	\$ 6,800
2	REMOVING CEMENT CONC. SIDEWALK	27	SY	\$ 12.00	\$ 320
3	REMOVING CEMENT CONC. CURB AND GUTTER	465	LF	\$ 15.00	\$ 6,975
4	REMOVING CEMENT ASPHALT CONC PAVEMENT	103.3	SY	\$ 10.00	\$ 1,033.33
5	REMOVE EXISTING TREE	1	EA	\$ 1,000.00	\$ 1,000.00
GRADING					
6	ROADWAY EXCAVATION INCL. HAUL	103.3	CY	\$ 15.00	\$ 1,550
SURFACING					
7	CRUSHED SURFACING TOP COURSE	79.7	TON	\$ 30.00	\$ 2,390
HOT MIX ASPHALT					
8	HMA CL. 1/2 IN. PG 64-28H	18.1	TON	\$ 110.00	\$ 1,989
EROSION CONTROL AND PLANTING					
9	LAWN RESTORATION	155	SY	\$ 15.00	\$ 2,325
TRAFFIC					
10	CEMENT CONC. TRAFFIC CURB AND GUTTER	465.0	L.F.	\$ 17.00	\$ 7,905
11	PERMANENT SIGNING	1	L.S.	\$ 1,000.00	\$ 1,000
12	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$ 11,500.00	\$ 11,500
OTHER ITEMS					
13	HYDRANT ASSEMBLY	1	EA	\$ 6,000.00	\$ 6,000
14	ROADWAY SURVEYING	1	L.S.	\$ 1,000.00	\$ 1,000
15	TESC PLAN	1	L.S.	\$ 500.00	\$ 500
16	INLET PROTECTION	1	EA	\$ 250.00	\$ 250
17	CEMENT CONC. SIDEWALK	310.0	SY	\$ 50.00	\$ 15,500
18	CEMENT CONC. CURB RAMP TYPE PERPENDICULAR A	4.0	EA	\$ 1,250.00	\$ 5,000
19	ADJUST VALVE BOX	5	EA	\$ 400.00	\$ 2,000
SUBTOTAL CONSTRUCTION COST					\$ 75,037
SALES TAX @ 0%					0
CONTINGENCY @ 30%					\$ 22,511
CONSTRUCTION TOTAL					\$ 97,548
PRELIMINARY ENGINEERING @ 15%					\$ 14,632
CONSTRUCTION ENGINEERING @ 15%					\$ 14,632
TOTAL PROJECT ESTIMATED COST					\$ 126,813



ENGINEER'S OPINION OF PROBABLE COST

4/5/2021

PROJECT DESCRIPTION: 6 foot Sidewalk, Curb and Gutter

SE Birch Avenue (east side of roadway between 2nd and 4th) – 6 foot segment

CLIENT: City of College Place

J-U-B PROJ. NO.: 30-20-075 - Funding

ITEM NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
PREPARATION					
1	MOBILIZATION (10% OF CONSTRUCTION COST)	1	L.S.	\$ 8,200.00	\$ 8,200
2	REMOVING CEMENT CONC. SIDEWALK	53	SY	\$ 12.00	\$ 640
3	REMOVING CEMENT CONC. CURB AND GUTTER	80	LF	\$ 15.00	\$ 1,200
4	REMOVING CEMENT ASPHALT CONC PAVEMENT	148.9	SY	\$ 10.00	\$ 1,488.89
5	REMOVE EXISTING TREE	2	EA	\$ 1,000.00	\$ 2,000.00
GRADING					
6	ROADWAY EXCAVATION INCL. HAUL	148.9	CY	\$ 15.00	\$ 2,233
SURFACING					
7	CRUSHED SURFACING TOP COURSE	114.8	TON	\$ 30.00	\$ 3,443
HOT MIX ASPHALT					
8	HMA CL. 1/2 IN. PG 64-28H	26.1	TON	\$ 110.00	\$ 2,866
EROSION CONTROL AND PLANTING					
9	LAWN RESTORATION	223	SY	\$ 15.00	\$ 3,350
TRAFFIC					
10	CEMENT CONC. TRAFFIC CURB AND GUTTER	670.0	L.F.	\$ 17.00	\$ 11,390
11	PERMANENT SIGNING	1	L.S.	\$ 1,000.00	\$ 1,000
12	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$ 17,000.00	\$ 17,000
OTHER ITEMS					
13	HYDRANT ASSEMBLY	0	EA	\$ 6,000.00	\$ -
14	ROADWAY SURVEYING	1	L.S.	\$ 2,000.00	\$ 2,000
15	TESC PLAN	1	L.S.	\$ 500.00	\$ 500
16	INLET PROTECTION	0	EA	\$ 250.00	\$ -
17	CEMENT CONC. SIDEWALK	446.7	SY	\$ 50.00	\$ 22,333
18	CEMENT CONC. CURB RAMP TYPE PERPENDICULAR A	8.0	EA	\$ 1,250.00	\$ 10,000
19	ADJUST VALVE BOX	1	EA	\$ 400.00	\$ 400
SUBTOTAL CONSTRUCTION COST					\$ 90,045
SALES TAX @ 0%					0
CONTINGENCY @ 30%					\$ 27,014
CONSTRUCTION TOTAL					\$ 117,059
PRELIMINARY ENGINEERING @ 15%					\$ 17,559
CONSTRUCTION ENGINEERING @ 15%					\$ 17,559
TOTAL PROJECT ESTIMATED COST					\$ 152,176

**ENGINEER'S OPINION OF PROBABLE COST**

4/6/2021

PROJECT DESCRIPTION: 6 foot Sidewalk, Curb and Gutter

Crosswalks at intersection of Whitman Drive & Ash

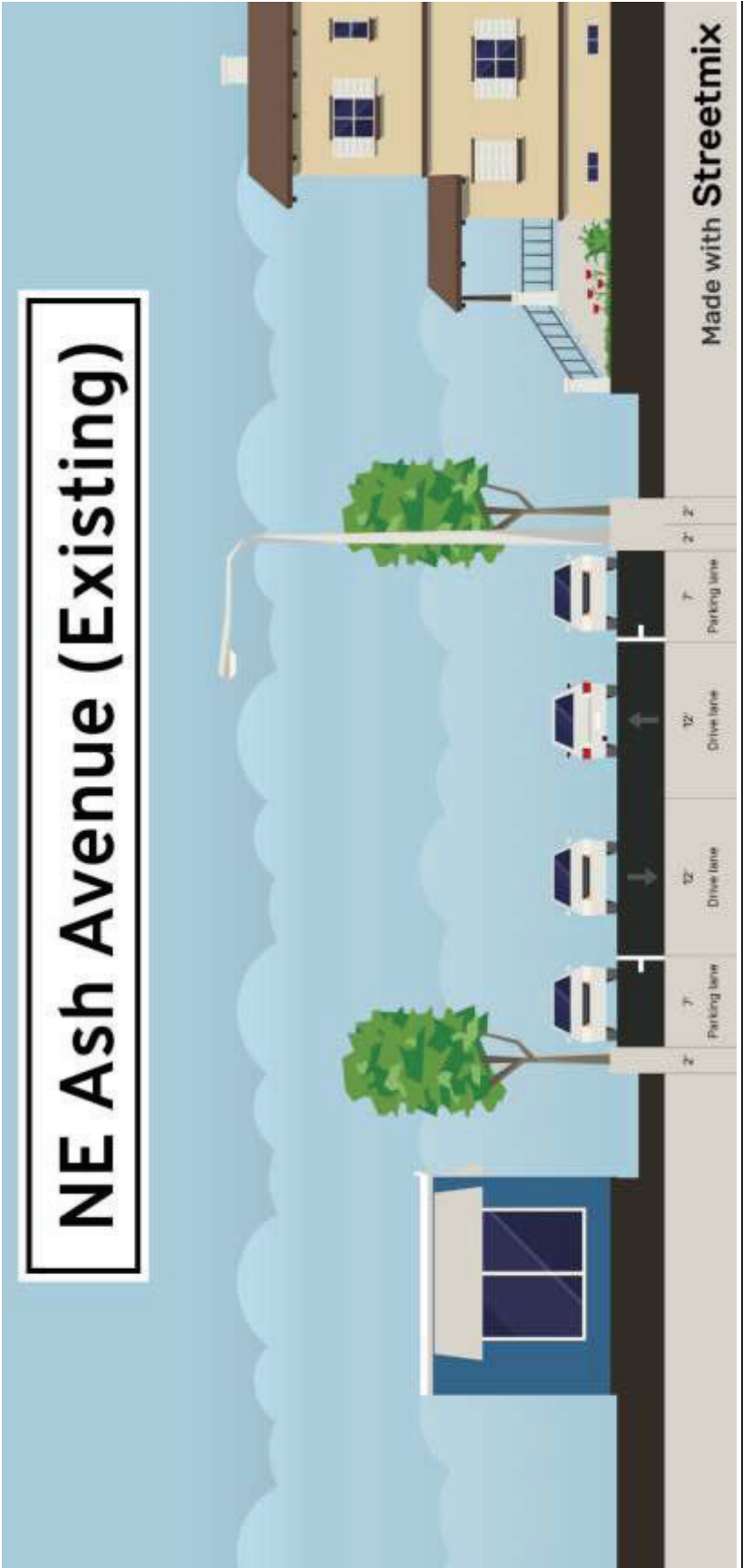
CLIENT: City of College Place

J-U-B PROJ. NO.: 30-20-075 - Funding

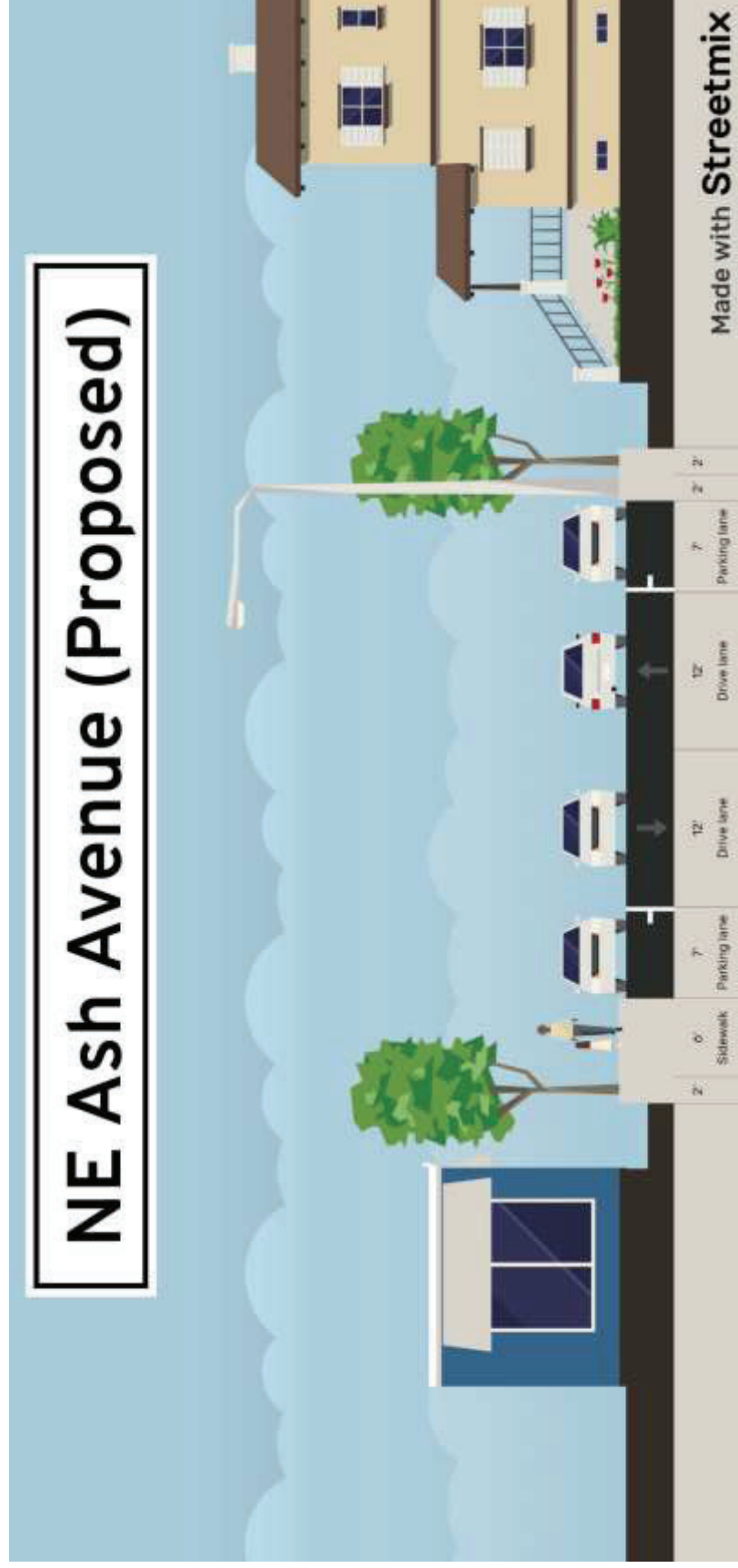
ITEM NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
PREPARATION					
1	MOBILIZATION (10% OF CONSTRUCTION COST)	1	L.S.	\$ 10,100.00	\$ 10,100
2	REEMOVING PAINT LINES	224	SF	\$ 2.50	\$ 560
TRAFFIC					
3	PLASTIC CROSSWALK LINE	224	SF	\$ 7.00	\$ 1,568
4	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$ 4,000.00	\$ 4,000
5	ITS-RAPID FLASH BEACON SYSTEM	1	L.S.	\$ 95,000.00	\$ 95,000
SUBTOTAL CONSTRUCTION COST					\$ 111,228
SALES TAX @ 0%					0
CONTINGENCY @ 30%					\$ 33,368
CONSTRUCTION TOTAL					\$ 144,596
PRELIMINARY ENGINEERING @ 15%					\$ 21,689
CONSTRUCTION ENGINEERING @ 10%					\$ 14,460
TOTAL PROJECT ESTIMATED COST					\$ 180,746

Cross Sections: Existing & Proposed

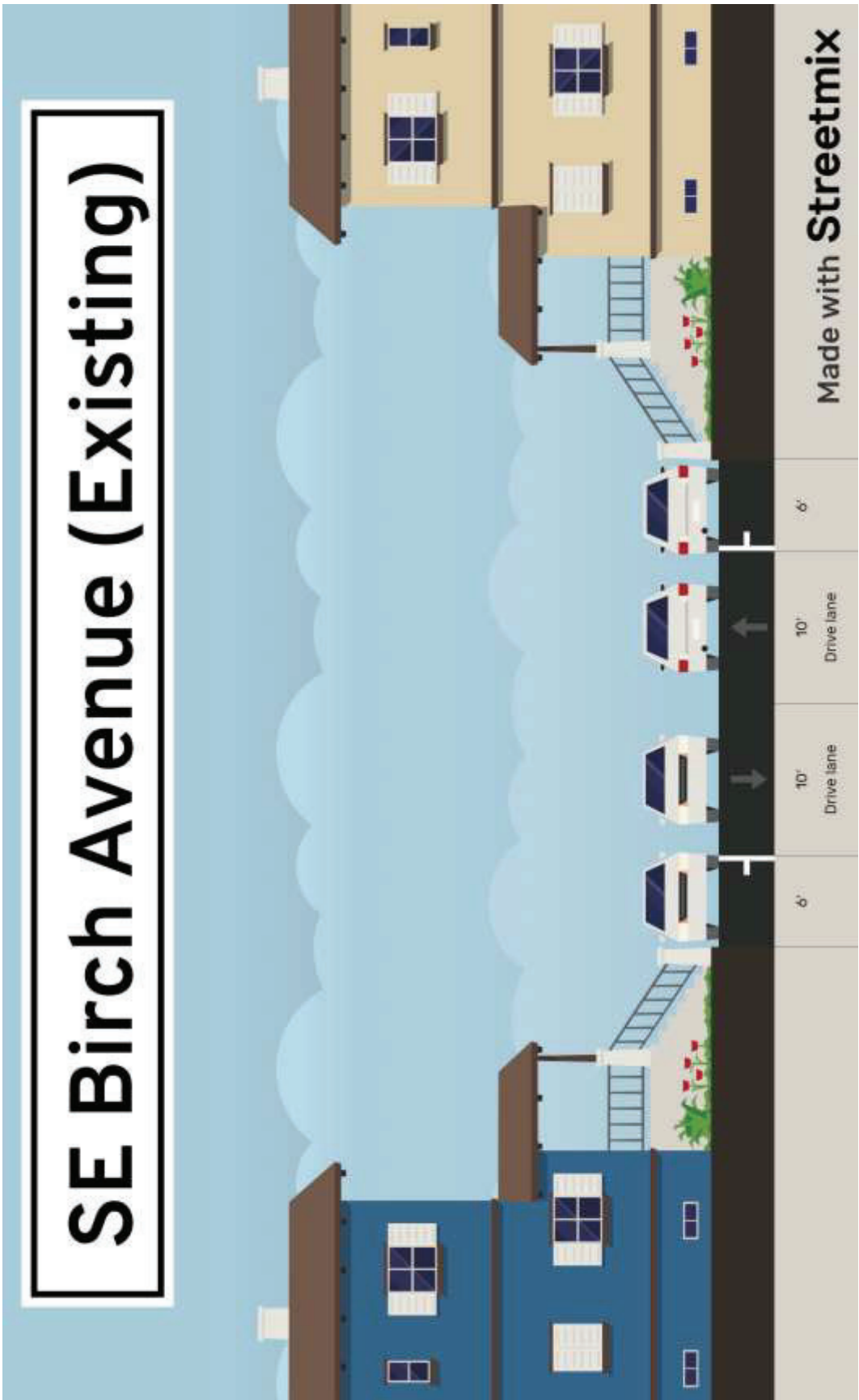
1. NE Ash Ave (A to Whitman): Existing



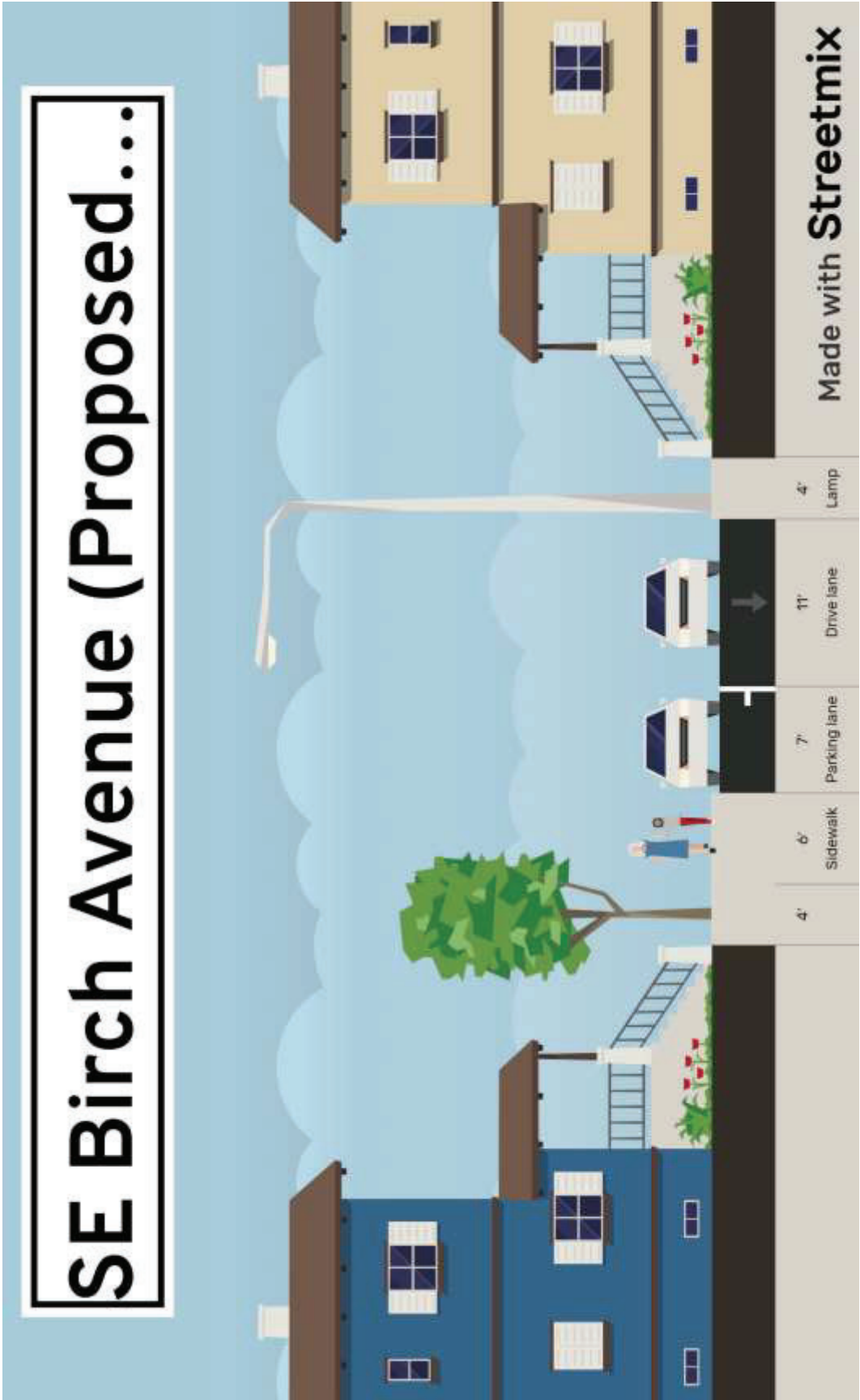
2. NE Ash Ave (A to Whitman): Proposed



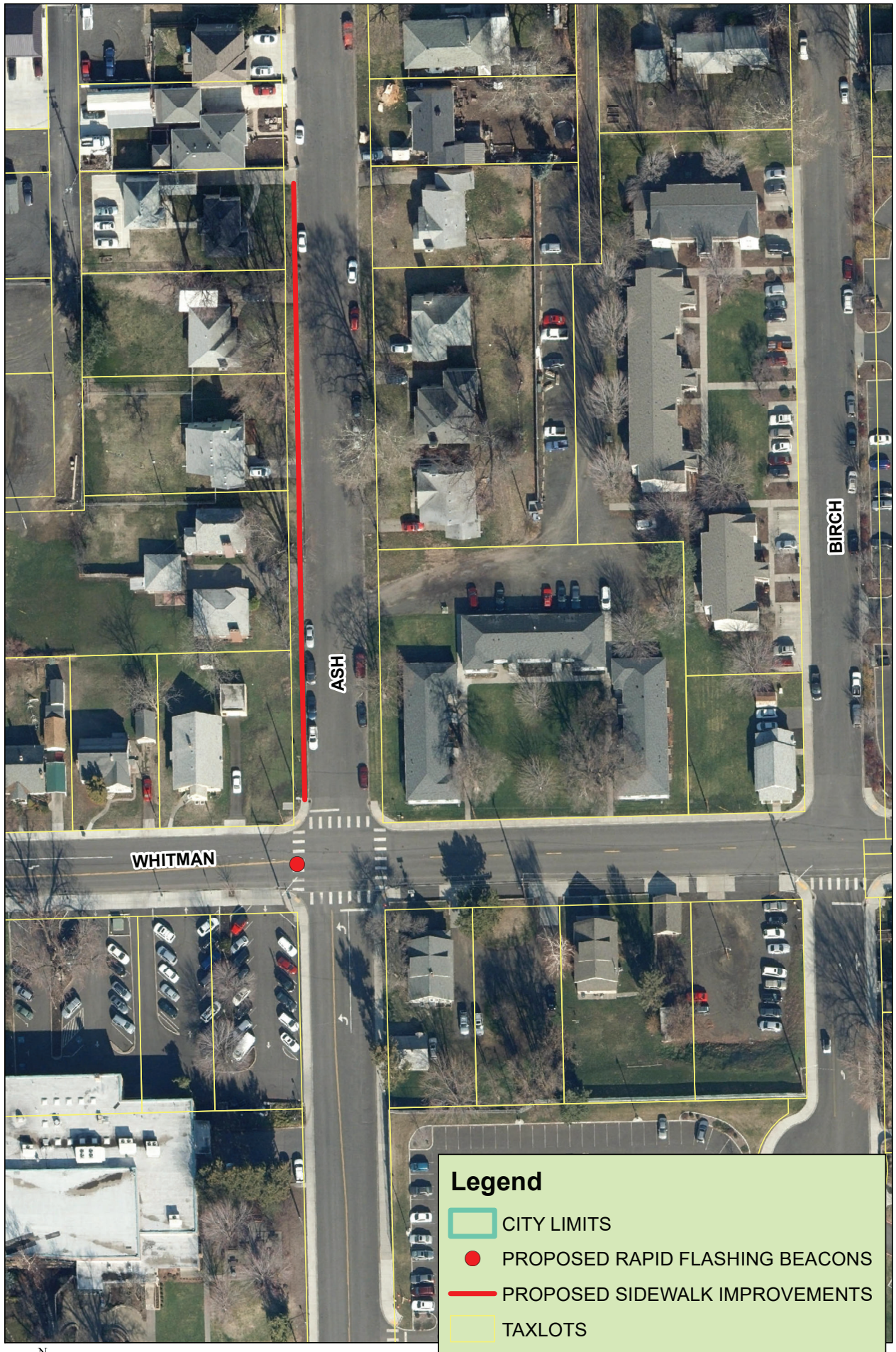
3. SE Birch (2nd to 4th): Existing



4. SE Birch (2nd to 4th): Proposed

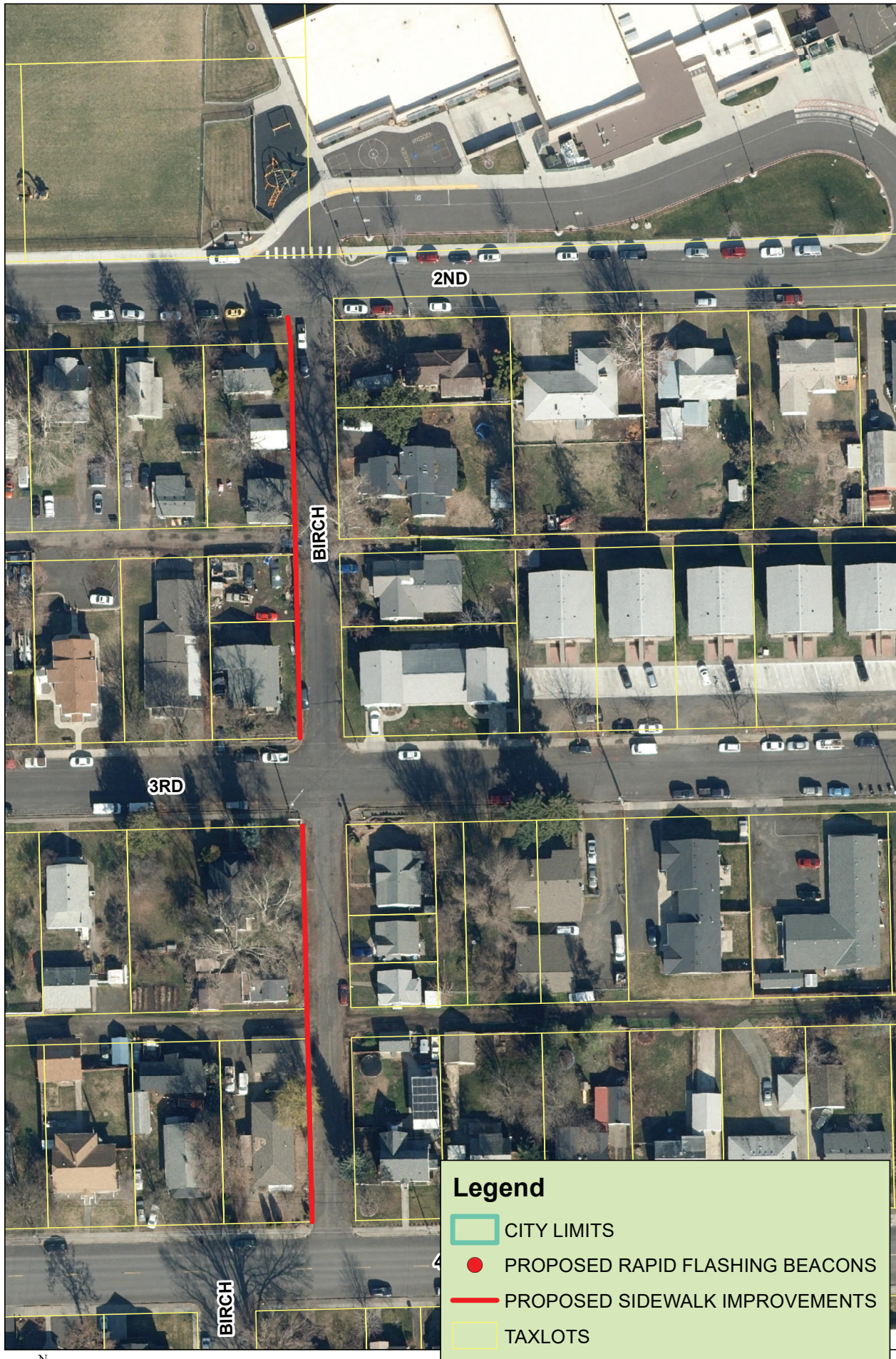


CITY OF COLLEGE PLACE: NE ASH AVE (A TO WHITMAN)



0 0.005 0.01 0.02 0.03 0.04 Miles

CITY OF COLLEGE PLACE: SE BIRCH AVE (2ND TO 4TH)



City of College Place, Washington
625 S. College Avenue
Ph: (509)-529-1200
Em: mrizzitiello@cpwa.us
www.cpwa.us
May 9th, 2024



Recipient Name

Ms. Charlotte Claybrooke
Washington State Department of Transportation

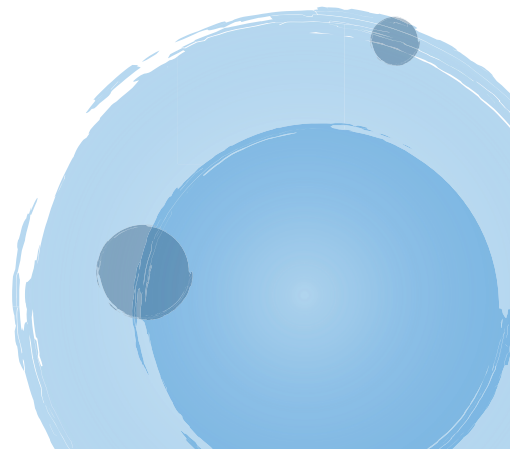
Re: Davis Elemenetary School Safe Route to School Project Funding Request

Dear Ms. Claybrooke,

The College Place Utilities & Transportation Advisory Commission (UTAC) is in support of the City's grant application pertaining to the Davis Elementary School Route Safe Routes to School (SRTS) Project. This project provides key pedestrian linkages for students to get from the middle school to their home safely in areas that aren't currently served by a bus. Thus, the students must walk and these areas currently have no committed pedestrian infrastructure such as NE Ash (Whitman to A) and SE Birch (2nd to 4th). This project will tie together the neighborhood to make it safe for children to walk to school.

The community is a designated Federal Opportunity Zone. The city has an adopted Local Road Safety Plan, ADA Transition Plan, and Capital Facility Plan that lists this as a priority. Please award funds to this worthy project.

The Warmest Regards,

















City of College Place, Washington
RESOLUTION NO. 24-031

**A RESOLUTION OF THE CITY OF COLLEGE PLACE, WASHINGTON, AUTHORIZING & SUPPORTING
A WASHINGTON STATE DEPARTMENT OF TRANSPORTATION SAFE ROUTES TO SCHOOL
GRANT APPLICATION TO FUND DAVIS ELEMENTARY SAFE ROUTES TO SCHOOL PROJECT**

WHEREAS, the City of College Place is a non-charter code city;

WHEREAS, the Washington State Traffic Commission provided a grant in 2019 to conduct a preliminary engineering assessment for new sidewalks in key corridors lacking any throughout the City;

WHEREAS, THE City of College Place adopts a six-year Capital Facility Plan annually;

WHEREAS, the most recent 2024 to 2029 Capital Facility Plan was adopted via Ordinance 23-014 on November 28th, 2023;

WHEREAS, the City Council adopted the Local Road Safety Plan via Resolution #21-047 at the October 26th, 2021 City Council meeting;

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE AS FOLLOWS:

1. The City Council of College Place, Washington authorizes and fully supports the Washington State Department of Transportation (WSDOT) Safe Routes to School Grant Application for Davis Elementary Safe Routes to School Project.

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

Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 14th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk

City of College Place, Washington
625 S. College Avenue
Ph: (509)-529-1200
Em: mrizzitiello@cpwa.us
www.cpwa.us
May 9th, 2024



Recipient Name

Ms. Charlotte Claybrooke
Washington State Department of Transportation

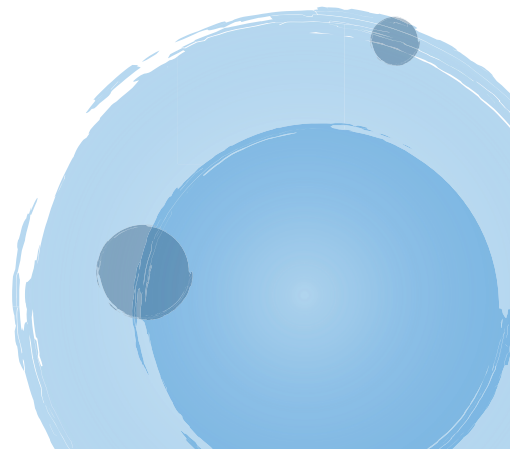
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The community is a designated Federal Opportunity Zone. The city has an adopted Local Road Safety Plan, ADA Transition Plan, and Capital Facility Plan that lists this as a priority. Please award funds to this worthy project.

The Warmest Regards,





LOCAL ROAD SAFETY PLAN

COLLEGE PLACE



Acknowledgements

The City of College Place 2021 Local Road Safety Plan was a collaborative effort between the Walla Walla Valley MPO/SRTPO (Metropolitan Planning Organization/Sub-Regional Transportation Planning Organization), Blue Zones Project Walla Walla Valley, and the 2021 City of College Place Engineering Intern, Akua Owusu Ansah, an engineering student at Walla Walla University.



BLUE ZONES PROJECT

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Acronyms and Abbreviations

A - Suspected Serious Injury

B - Suspected Minor Injury

C - Possible Injury

CMI - Countermeasures for Intersections

CMS - Countermeasures for Roadway Segments

CMP - Countermeasures for Pedestrian Safety

CMC - Countermeasures for Cyclist Safety

CMO - Countermeasures for All

CRF - Crash Reduction Factor

CV - Crash Value

DEV - Daily Entering Vehicle

DUI - Driving Under Influence

FHWA - Federal Highway Administration

HSIP - Highway Safety Improvement Program

KA - Fatal and Serious Injury

KABCO - scale which establishes severity of a collision based on decreasing order of severity: Fatal Injury (K), Suspected Serious Injury (A), Suspected Minor Injury (B), Possible Injury (C), No apparent Injury/Property Damage (O)

K - Fatality

LRSP - Local Road Safety Plan

mi - miles

MP - Mile-Post

O - No apparent Injury/Property Damage

PDO - Property Damage Only

VMT - Vehicle Miles Travelled

WCV - Weight Crash Value

WSDOT - Washington State Department of Transportation

Introduction

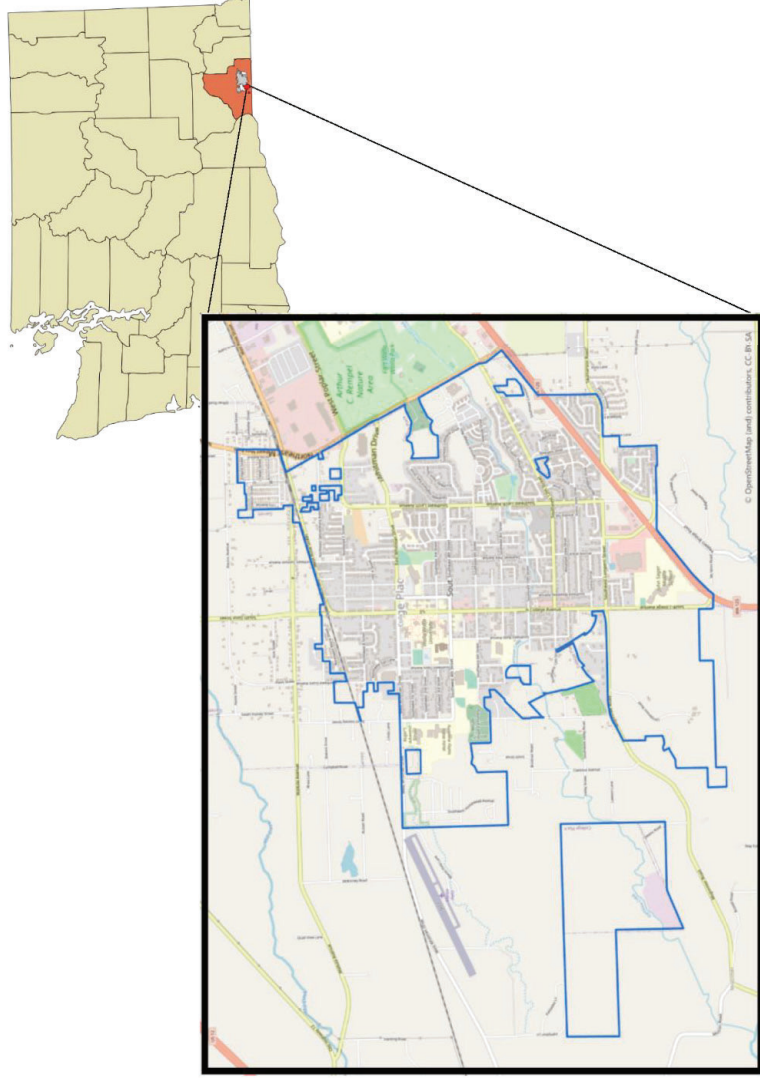
Located in south-eastern Washington State, College Place is a city in Walla Walla County (Figure 1¹). As of 2010, the city was home to 8,792 people. By 2019, the population had grown to 9,317.² College Place is one of four cities within Walla Walla County and also the second-largest, being approximately three square miles in size.

Over the last ten years (2011 - 2020), College Place has had 735 crashes, 203 injuries with three fatalities, and six suspected serious injuries. On average, that is about 67 crashes each year (0.007 collisions per capita). This is fewer than many cities of comparable population in Washington (see Table 15, Appendix). During the same time period there were 1,080,613 crashes statewide, averaging around 108,000 crashes per year (0.014 collisions per capita based on 2019 population data).³

Though the number of average annual crashes in College Place may seem small, no death or serious injury is acceptable. With this in mind, the Federal government has partnered with state and local governments to eliminate fatal and serious injury crashes.

A Local Road Safety Plan (LRSP) focuses on understanding where and why crashes occur.

Using data collection, data analysis, and appropriately selected countermeasures, the LRSP puts in place prioritized projects that, once implemented, reduce collision risks and improve roadway safety for all transportation users.



¹ Source: Image by Akua based on information by Arkyan - based on public domain information. Based on similar map concepts by IxnayontheTimmy, CC BY-SA 3.0, <https://commons.wikimedia.org/w/index.php?curid=2977946>

² U.S. Census Bureau: <https://www.census.gov/quickfacts/fact/table/collegeplacecitywashington,WA,wallawallacountywashington/PST045219>

³ <https://remotapps.wsdot.wa.gov/highwaysafety/collision/data/portal/public/>

Washington State Target Zero Plan

The Highway Safety Improvement Program (HSIP) is the Washington state's answer to the serious injuries within the nation (Figure 2⁴). Established in the year 2000, the Target Zero plan is Washington state's answer to the Strategic Highway Safety Plan (SHSP). The data from previous years show that the numbers of traffic deaths and serious injuries are increasing. The newly modified version emphasizes the belief that "not one death is acceptable on our state's roadways." Through action-focused, data-driven evaluations, innovations, and new strategies, impactful solutions are proposed to combat the growing traffic death and serious injuries by 2030.



Figure 2. Federal Highway Administration diagram outlining a Local Road Safety Plan

⁴ Source: https://safety.fhwa.dot.gov/virtual_trade_show_nace2020_508_version/

College Place Local Road Safety Plan

On the local level, the City of College Place has taken the responsibility to implement its own Local Road Safety Plan to eliminate fatalities and serious injuries.

PART OF THE CITY OF COLLEGE PLACE'S MISSION STATEMENT IS TO HAVE

“PEOPLE CIRCULATE EASILY IRRESPECTIVE OF MODE, WHETHER BY CAR, FOOT OR BIKE; A SYSTEM OF SIDEWALKS AND TRAILS
MAKE FOOT TRAFFIC A PREFERRED METHOD TO GET AROUND TOWN.”

Thus, the City College Place is committed to providing a safe and efficient transportation and circulation system that reinforces the City's distinct community character, addresses the needs of College Place residents, promotes and supports the desired land use pattern and is concurrent with new growth. The City plans to identify the critical areas that jeopardize these vision, values, and goals, and implement countermeasures to tackle this issue and provide a safe and welcoming atmosphere to all.



Figure 3. The City of College Place City Hall

College Place Traffic Collision Summary

Over the past ten years (2011 - 2020), the City of College Place has experienced 734 collisions which resulted in three fatalities and 203 injuries. On average, about 73 crashes occurred each year.

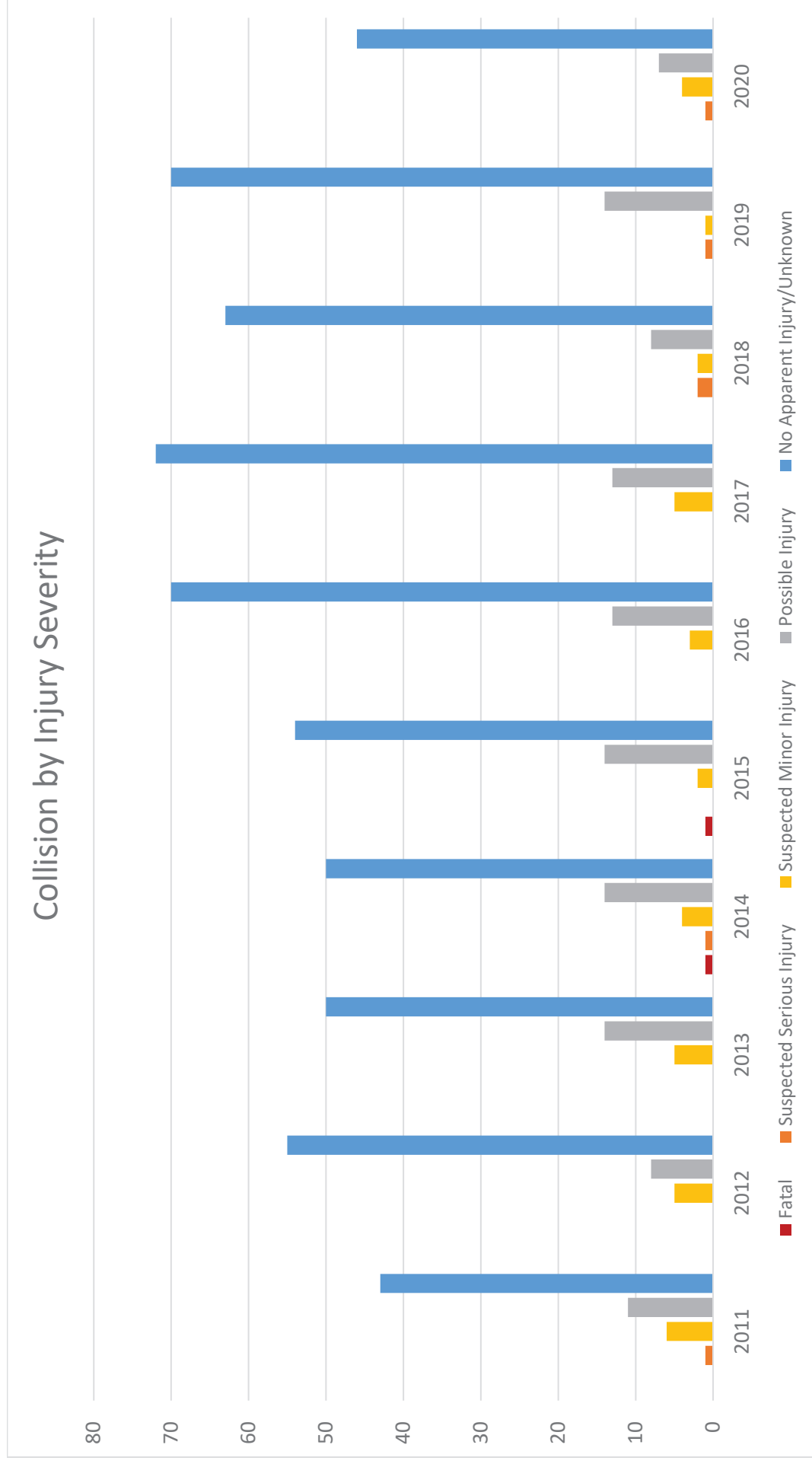


Figure 4: Collision by injury severity in College Place from 2011-2020

In Table 1, these 734 crashes are shown in tabular form: two fatality crashes (0.3%) resulted in three fatalities and the 203 injury collisions can be further divided into six suspected serious injury crashes (0.8%), 37 suspected minor injury collisions (5.0%), 116 possible injury crashes (15.8%), and 573 collisions with no apparent injuries (78.1%). Pedestrians were impacted in six collisions (0.8%) and bicyclists were involved in eight collisions (1.1%).

Table 1: Tabulation of collisions in College Place between 2011 and 2020⁵

Year	Fatal Crashes	Suspected Serious Injury	Suspected Minor Injury	Possible Injury	No Apparent Injury/Unknown	Total Crashes
2011	0	1	6	11	43	61
2012	0	0	5	8	55	68
2013	0	0	5	14	50	69
2014	1	1	4	14	50	70
2015	1	0	2	14	54	71
2016	0	0	3	13	70	86
2017	0	0	5	13	72	90
2018	0	2	2	8	63	75
2019	0	1	1	14	70	86
2020	0	1	4	7	46	58
10-Year Total	2	6	37	116	573	734
Annual Average	<1	<1	4	12	57	73

⁵ Source: Data provided on June 3, 2021, by WSDOT Transportation Data, GIS & Modeling Office (TDGMO) - Crash Data and Reporting Branch

Heat Map of Total Crashes (Non-Weighted)

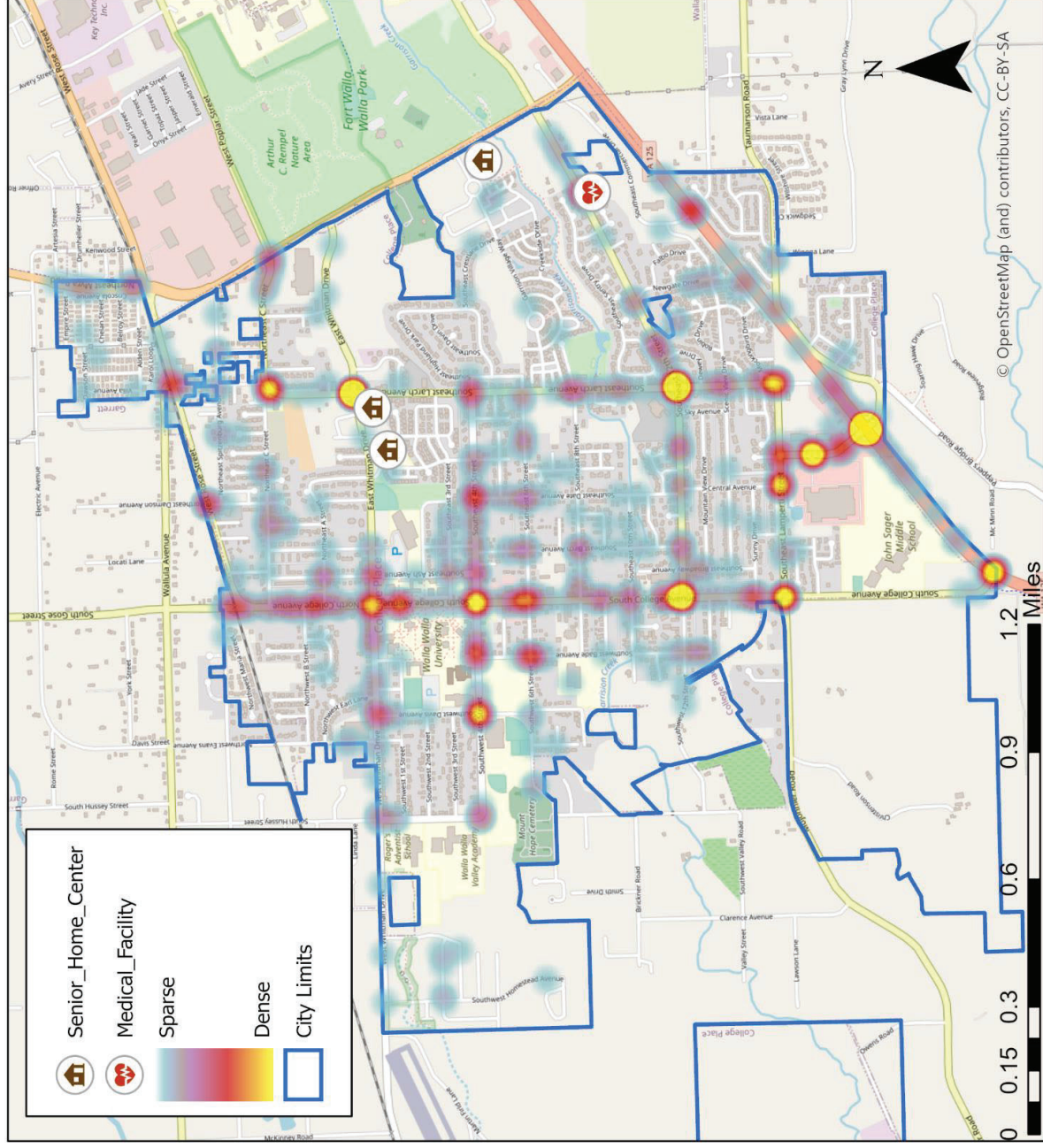


Figure 5: Heat map of crashes throughout the city of College Place

The location of all the crashes (fatalities, serious injuries, minor possible injuries, possible injuries and PDO's) are based only on number of crashes not on severity.

The collisions occurred more frequently on State Route 125 and at intersections with and without traffic signals.

“Crashes result in tangible and intangible consequences” (FHWA⁶). The tangible costs are the goods and services related to the crash and the indirect costs to individuals and society. This includes EMS expenses, property damage, and medical costs, among others. The intangible costs are measured by quality-adjusted life years (QALY) based on a quantifying value that is estimated and calculated based on the severity of the crash. Table 2 shows the KABCO scale which establishes severity of a collision based on decreasing order of severity: Fatal Injury (K), Suspected Serious Injury (A), Suspected Minor Injury (B), Possible Injury (C), No apparent Injury/Property Damage (O) Thus there is an urgency to reduce crashes involving vulnerable road users.

Table 2: Cost of crash by severity

Severity	Comprehensive Crash Unit Cost (2016 dollars)
K	\$11,295,400
A	\$655,000
B	\$198,500
C	\$125,600
O	\$11,900

Figure 6 on the following page shows KA (Fatal and Serious Injuries) over the study period. Crashes involving vulnerable people such as pedestrians and cyclists are put at risk. Though they represent only about 2% of the overall data, over 25% of pedestrians who were hit had serious injuries and thus will be seriously considered during the selection of proposed countermeasures.

⁶ source: <https://safety.fhwa.dot.gov/hcip/docs/fhwsa17071.pdf>

10

Fatality and Serious Injury Crashes



Figure 6: Location of fatal and serious injury crashes

Heat Map of Total Crashes (weighted)

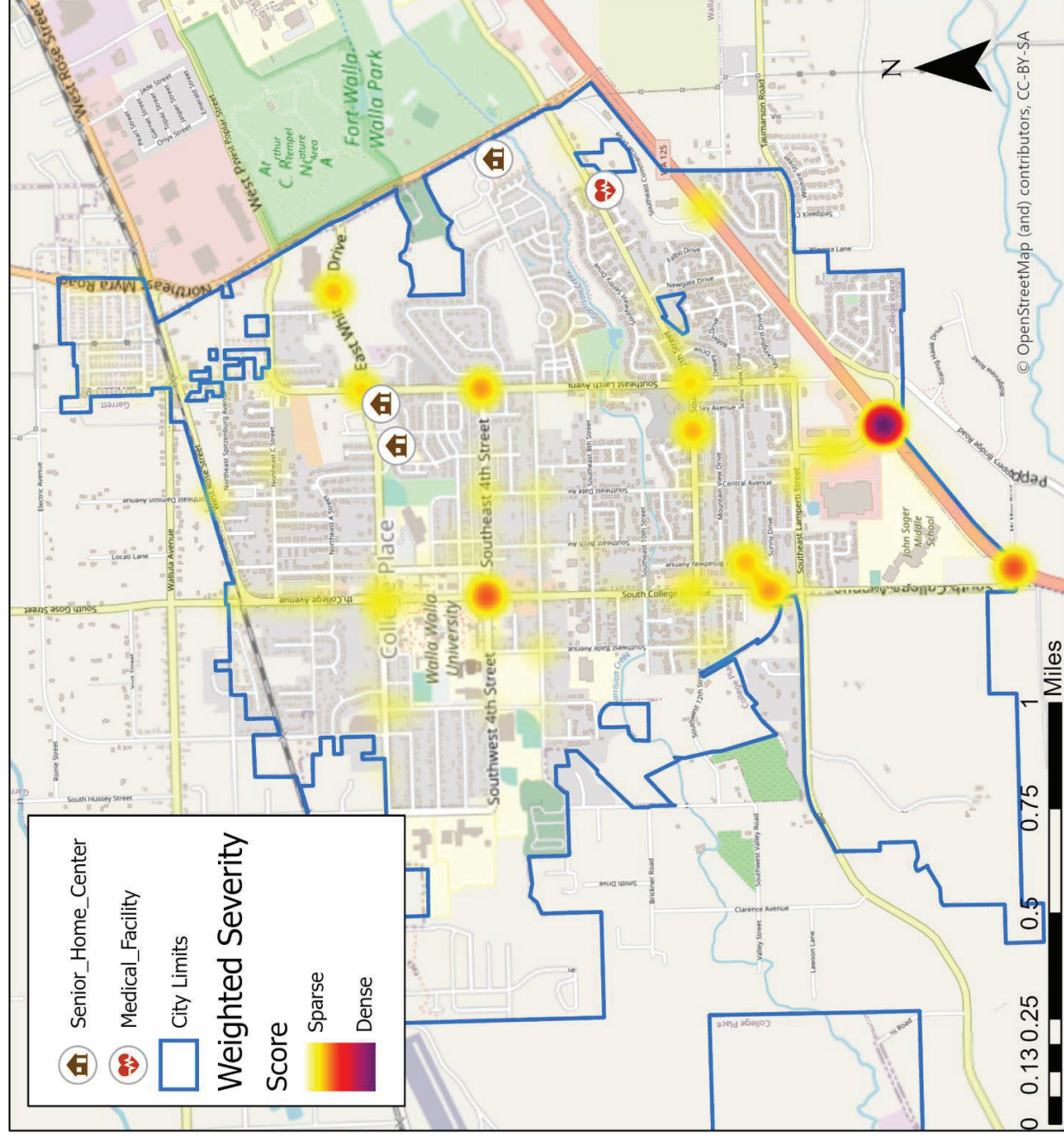


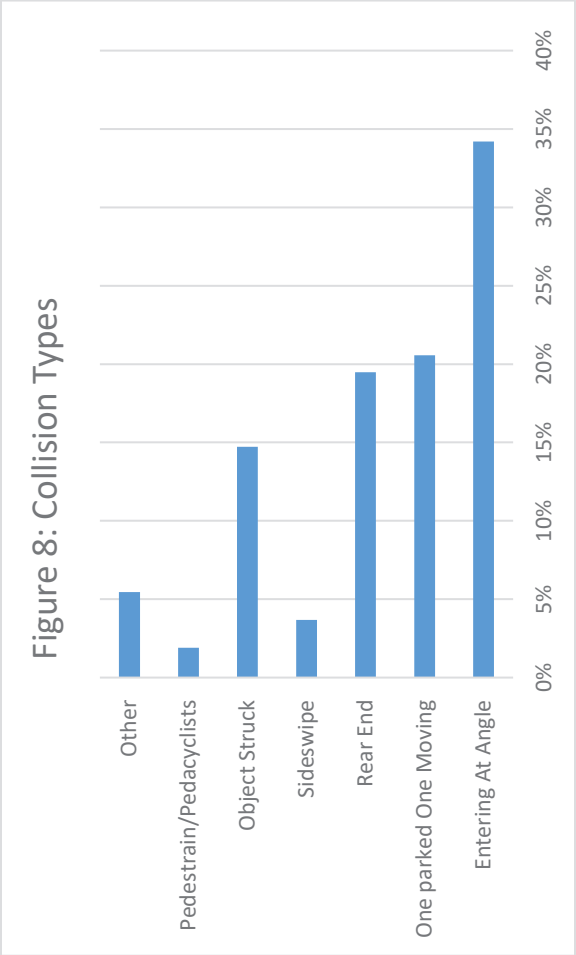
Figure 7: Heat map of crashes throughout the city of College Place weighted by severity

Crashes are classified by severity of crashes. Each crash injury type was given a weighted value.

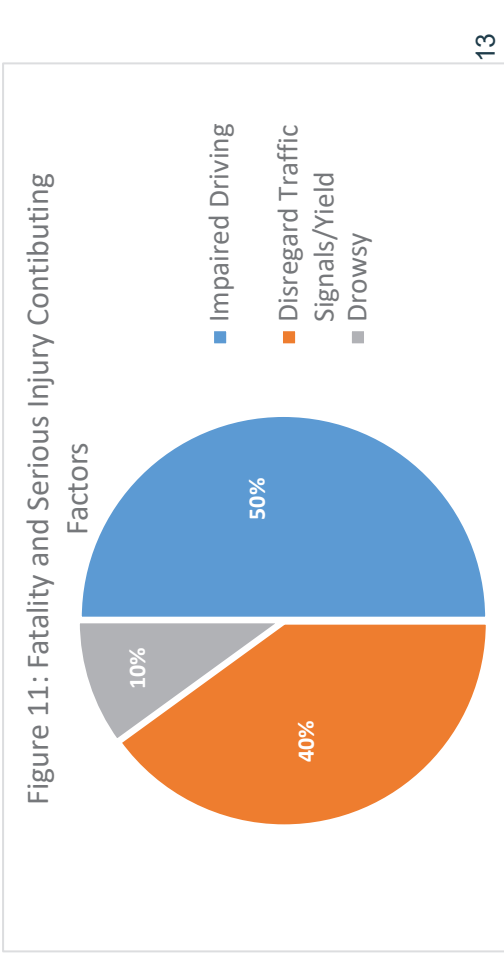
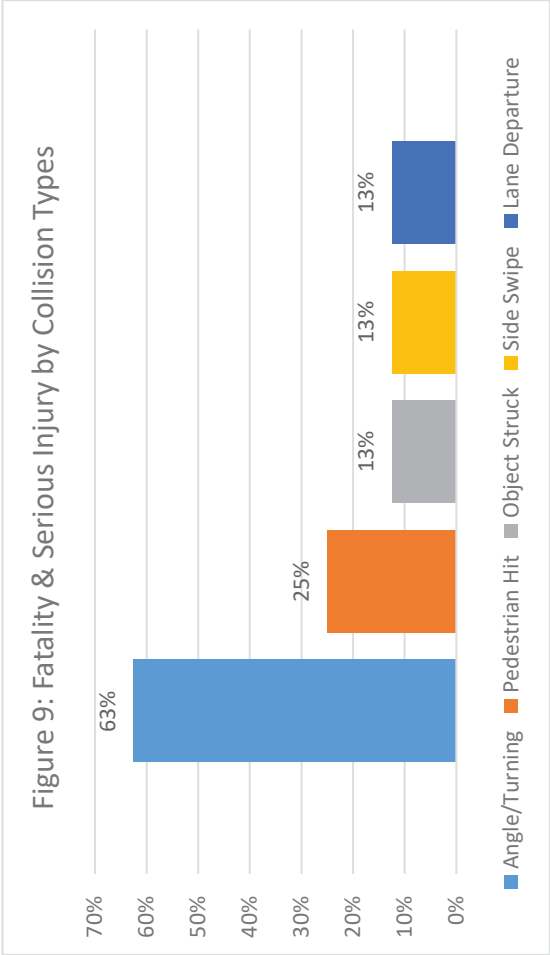
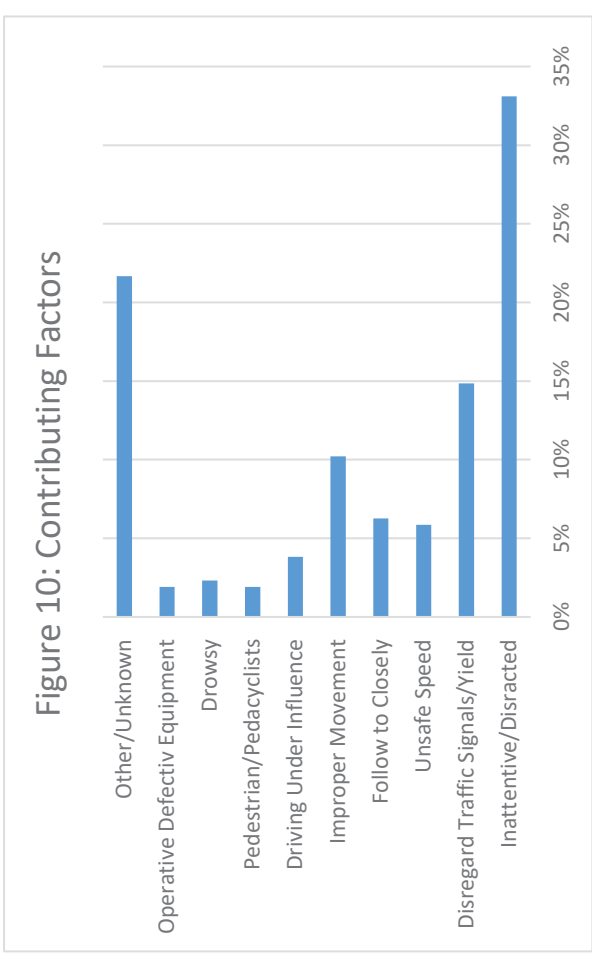
Fatal and serious injuries are given a value of 100, possible and evident injury given a value of 10, and PDO given a value of 1.

Vulnerable transportation users, such as pedestrians and cyclists, have a much higher risk of sustaining an injury or worse. Though they are affected by just under 2% of all collisions, 1 in 4 crashes involving pedestrians results in serious injuries and only 1 out of 8 crashes causes no apparent injury to bicyclists.

Collision Types - Crash type analysis (i.e. angle, rear-end, sideswipe, fixed object, etc.) categorizes crashes, identifies key trends, and proposes countermeasure solutions. Figure 8 shows a summary of the crash types over the study period. The most prevalent crashes were angle, fixed object, and rear-end. The second figure shows the fatal and serious injury crashes (FSI). Over 60% of angle crashes resulted in fatal or serious injury crashes while over 20% of pedestrians were involved in FSI.



Contributing Factors - Over the study period, 100% of FSI reported at least one contributing circumstance. Forty-eight percent of road user behaviors were inattention, distraction, disregarding traffic signals, and failing to yield. Inattention was the most frequent contributing factor reported. Driving under the influence accounted for 50% of FSI and 40% of FSI were because of disregarding traffic signals and failing to yield.



Intersection Crash Locations



Figure 12: Locations of collisions at intersections in College Place

Table 3: Collisions at intersections throughout College Place including crash severity and weighted crash rate

ID	Intersection Name	Total Crashes	Fatal Crash	Serious Injury Crash	Injury Crash	Daily Entering Volumes	Crash Rate	Weighted Crash Value (WCV) per 1,000 Vehicles
Signaled Stop								
State Route	SI_1 SR 125 (MP-2.34)/Taumarson Rd/ SE Meadowbrook St	50	1		22	24,445	0.560	13.70
	SI_2 SR 125 (MP-1.88)/College Place S	14	1		4	19,410	0.198	3.84
	SI_3 SR 125 (MP 3.00)/SE Commercial Dr	6			4	19,070	0.086	1.64
City Street	CI_1 S College Ave/SE 12th St	16			2	6,345	0.691	4.38
	CI_2 SE Meadowbrook Blvd/ Meadowbrook Plaza & NE Walmart Entrances	15			4	6,995	0.588	4.11
	CI_3 S College Ave/SE 4th St	10		1	3	8,130	0.337	2.74
	CI_4 S College Ave/Whitman Dr	7			5	9,910	0.194	1.92
	4-Way Stop							
	CI_5 NE Larch St/SE 12th St	24			5	6,460	1.018	6.58
	CI_6 NE Larch St/SE 4th St	5		1	1	4,075	0.336	1.37
2-Way Stop								
	CI_7 NE Larch St/W Whitman Dr	25			7	7,875	0.870	6.85

Table 4: Collision type and number by intersection location

Intersection Location	Total Crashes	Including		Collision Type				
		Pedestrian	Bicyclists	Angle ^a	Rear End	Stationary Object ^b	Side-swipe	Other
SR 125 (MP 2.34)/ Taumaron Rd/ SE Meadowbrook St	50			20	26		4	
SR 125 (MP1.88)/ S College Ave	14			3	7	1	1	2
SR 125 (MP 3.00)/ SE Commercial Dr	6			2	2		1	1
S College Ave/ SE 12th St	16		1	10	4		1	1
SE Meadowbrook Blvd/ Meadowbrook Plaza & NE Walmart Entrances	15			15				
S College Ave/ SE 4th St	10	1		8	1			1
S College Ave/ Whitman Dr	7	1		2	4			1
SE Larch St/ SE 12th St	24			18	5	0	1	
NE Larch St/ SE 4th St	5	1	1	3				2
NE Larch St/ E Whitman Dr	25			21	2	2		
Total	172	3	2	102	51	3	8	8

^a Includes Right Turn, Left Turn, U-Turn, Improper Turn/Merge/Passing, Right Angle, one stopped--one moving

^b Includes Fence, Tree/Stump, Utility Pole, Concrete Barrier, Street Pole/Base, Fire Hydrant, Curb/Traffic Island, Signpost, Mailbox, Building, Retaining Wall, Railroad Tracks, Guardrail, Traffic Signs, Other Objects

Table 5: Contributing factors by intersection collision location

Intersection Location	Total Crashes	Contributing Factors							DUI	Other
		Inattentive/ Distracted	Disregard Signals/ Yield	Unsafe Speeds	Follow Too Closely	Improper Movement ^c				
SR 125 (MP 2.34)/ Taumaron Rd/ SE Meadowbrook St	50	16	14	3	5	4		3		5
SR 125 (MP1.88)/ S College Ave	14	7	5					1		1
SR 125 (MP 3.00)/ SE Commercial Dr	6		3		1			1		1
S College Ave/ SE 12th St	16	5	4		1					6
SE Meadowbrook Blvd/ Meadowbrook Plaza & NE Walmart Entrances	15	7	5					1		2
S College Ave/ SE 4th St	10		6		2	1				1
S College Ave/ Whitman Dr	7	3	1		1					2
SE Larch St/ SE 12th St	24	11	6		2			1		4
NE Larch St/ SE 4th St	5	2	1			1				1
NE Larch St/ E Whitman Dr	25	4	11	5	1					4
Total	172	55	56	8	13	6		7		27

^cIncludes Improper Backing, Improper Turn, Improper Merge, and Improper Passing

Total Crashes and daily entering volume (DEV) were used to calculate Weighted Crash Value. The WCV accounts for the total crashes and the DEV. Table 4 on the previous page shows the intersection locations with the highest number of WCV per crash value. The crash rate was calculated as:

$$ACR = \frac{C \times 1,000,000}{V \times 365 \times N}$$

Where:

ACR= Annual Crash Rate

C = number of crashes during the study period

V = average daily traffic volume

N = number of years in the study period

A total of 10 intersections were selected separated by state route and city streets. There were a total of 172 crashes, two fatalities, two serious injuries, and 57 other injury crashes including PDO. Table 4 on the previous page shows a breakdown of the types of crashes detected at these intersection locations. Table 5 displays the contributing factors identified at the same intersection locations.

Table 5 on the following page shows the segment version of the crash value (CV). Unlike the analysis, the CV was calculated using vehicle miles travelled (VMT), daily volumes (DV), and total crashes. The crash rate was calculated as:

$$ACR = \frac{C \times 1,000,000}{VMT \times 365 \times N}$$

Where:

ACR= Annual Crash Rate

C = number of crashes during the study period

VMT = daily entering vehicles multiplied by the length of the segment

N = number of years in the study period

Nine total segments were selected based on CV and VMT. There were a total of 101 crashes, two serious injuries, and 21 other injury crashes including PDO. Table 6 and Table 7 on the following pages show a breakdown of types of crashes detected at these segment locations. There were a total of three pedestrians with one resulting in serious injury. Two bicyclists were also involved in crashes at these locations. Table 8 displays the contributing factors discovered at the same segment locations.

Table 6: Collision type and number by segment location

ID	Segment Name	To	From	Length (miles)	Total Crashes	Fatal Crash	Serious Injury Crash	Injury Crash	Daily Vehicle Volume	Vehicle Miles Traveled	Crash Rate
CS_1	SE 4th St	SE Ash Ave	SE Elm Ave	0.27	20			6	510 to 910	221	24.79
CS_5	NE C St	NE Lambert	NE Larch St	0.022	9			2	6,360	140	17.61
CS_2	SE 12th St	SE Broadway Ave	Sky Ave	0.37	15		1	2	1,000 to 3,340	836	4.92
CS_3	W Whitman Dr	S Evans	S College Ave	0.32	15			4	2,820 to 4,330	1342	3.06
CS_6	NE C St	Myra Rd	NE Deccio Rd	0.153	9				6,040	890	2.77
CS_4	S College Ave	SE 12 St	SE Lampert St /Mojonnier Rd	0.24	12		1	2	5,180 to 5,640	1347	2.44
CS_7	S Meadowbrook St (w/out Intersection)	SR 125 (MP-2.34)	Walmart Intersection	0.15	8			3	7,620 to 8,340	1186	1.85
CS_9	E Whitman Dr	S College Ave	NE Trentmont Dr	0.3	6			1	3,200	965	1.70
CS_8	W Rose St	NE Lambert	Carey Court	0.13	7			1	10,640	1383	1.39

Segment Crash Locations

These 9 locations represent 14% of all crashes within College Place.



Figure 13: Segment crash locations in College Place

Table 7: Collision type by segment collision location

Segment Location	Total Crashes	Including		Collision Type				
		Pedestrian	Bicyclists	Angle ^a	Rear End	Stationary Object ^b	Side-swipe	Other
SE 4th St	20	2		17	1			2
NE C St (CS_5)	9			8		1		
SE 12th St	15	1		12		1	1	1
W Whitman Dr	15		1	9	3	2		1
NE C St (CS_6)	9			3	6			
S College Ave	12			6	4	1	1	
S Meadowbrook St	8		1	3		1	2	2
E Whitman Dr	6			4	1	1		
W Rose St	7			3		3	1	
Total	101	3	2	65	15	10	5	6

^a Includes Right Turn, Left Turn, U-Turn, Improper Turn/Merge/Passing, Right Angle, and One stopped--one moving

^b Includes Fence, Tree/Stump, Utility Pole, Concrete Barrier, Street Pole/Base, Fire Hydrant, Curb/Traffic Island, Sign Post, Mailbox, Building, Retaining Wall, Railroad Tracks, Guardrail, Traffic Signs, and Other Objects.

Table 8: Contributing factor by segment collision location

Segment Location	Total Crashes	Contributing Factors						
		Inattentive/ Distracted	Disregard Signals/ Yield	Unsafe Speeds	Follow Too Closely	Improper Movement ^c	DUI	Other
SE 4th St	20	6	8	1		2		3
NE C St (CS_5)	9	1	3	1	1	3		
SE 12th St	15	5	1	1		3	1	4
W Whitman Dr	15	6	1		2	1		5
NE C St (CS_6)	9	4			1	1		3
S College Ave	12	3			2	2	2	3
S Meadowbrook St	8	2	2		1			3
E Whitman Dr	6	4				2		
W Rose St	7	3	2	1				1
Total	101	34	17	4	7	14	3	22

^cIncludes Improper Backing, Improper Turn, Improper Merge, and Improper Passing

Pedestrian and Bicycle Crashes

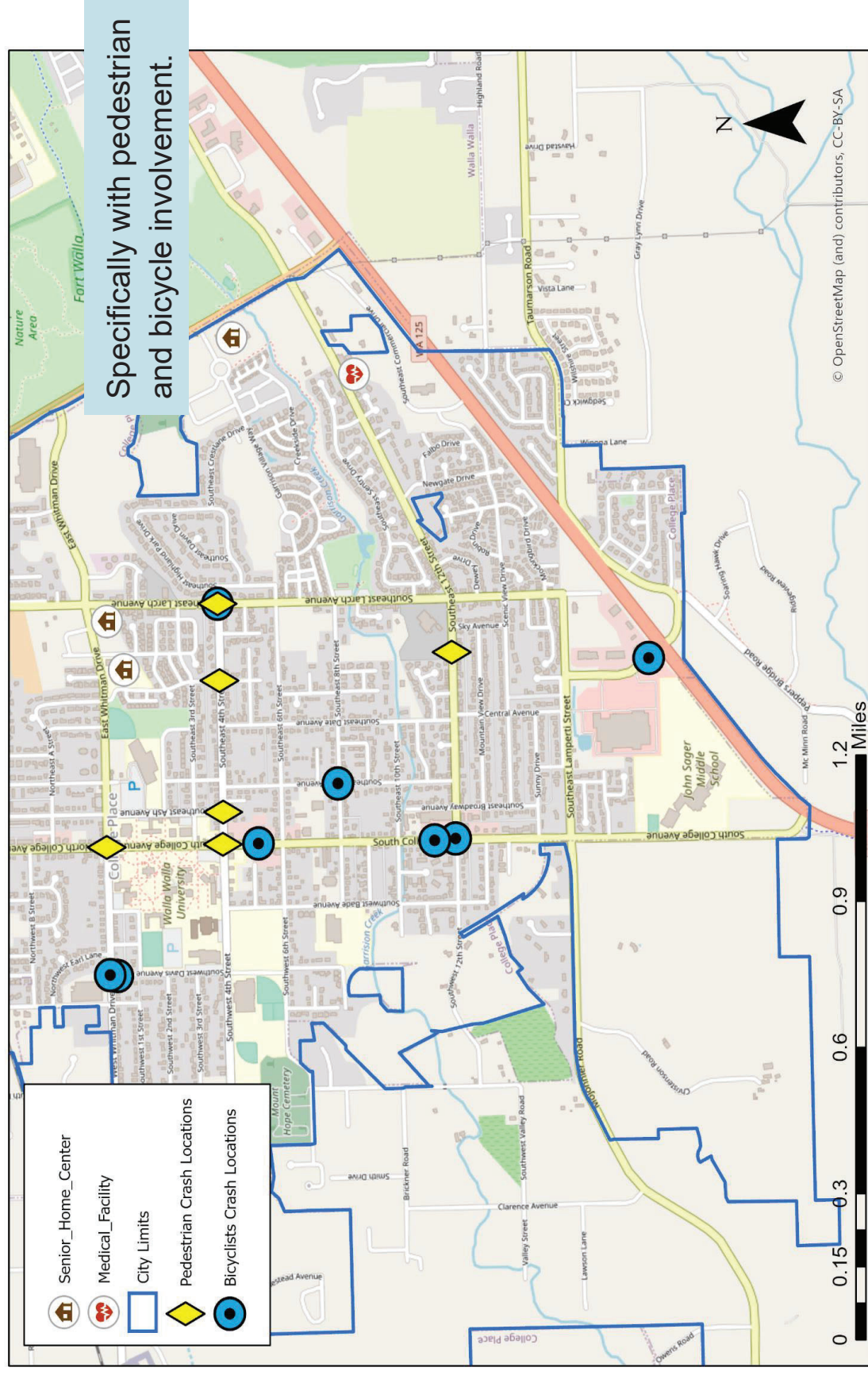


Figure 14: Locations of collisions including bicyclists and pedestrians in College Place

Countermeasures

Introduction

Countermeasures are actions designed to counteract a threat to safety and that are proven to reduce the incidence of high-risk traffic collisions. Each countermeasure summary in this section includes a description, safety benefits, crash reduction factor, and the high-risk crash types addressed by the countermeasure. This list of countermeasures is categorized by intersection safety, road segment safety, pedestrian safety, cyclist safety, and general safety.

Intersection (Signalized)

CMI.1 - Lighting at Intersection ^{7, 8}

Intersection lighting illuminates an area, including pedestrian crosswalks, nearby bike lanes, and other vehicles approaching an intersection.

Safety Benefits:

- Improves visibility of intersection and approaching pedestrians and vehicles
- Increases motorist and pedestrian awareness of potential conflicts
- Increase pedestrian and motorist safety while navigating through intersections
- Helps reduce glare and dark spots

Why this was selected for College Place:

Over 28% of crashes occurred in the dark. A lack of adequate lighting was involved in 38% of fatal and serious injuries, and 25% of fatal and serious pedestrian collisions.

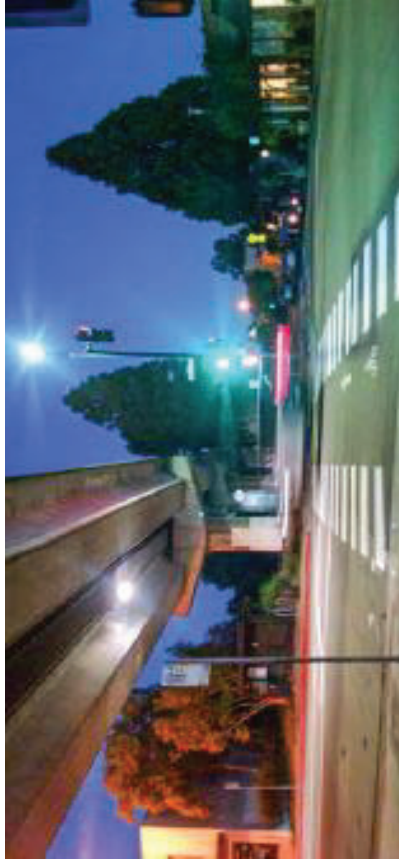


Figure 15: Lighting at intersection; image source: Marin County

Crash Reduction Factor	40%
Crash Types	Night
Expected Life (years)	20 years
Estimated Cost	\$5,000 - 7,000 per light
Federal Funding Eligibility	100%

⁷ Source: <https://www.marincounty.org/userdata/dpw/Marin%20County%20Travel%20Safety%20Plan%20-%20Final%20Report.pdf>

⁸ Source: https://safety.fhwa.dot.gov/hcip/hrrr/manual/hrrr_2014.pdf

CMI.2 - Protected Left Turn Phase (Protected Left Turn)^{1, 9, 10}

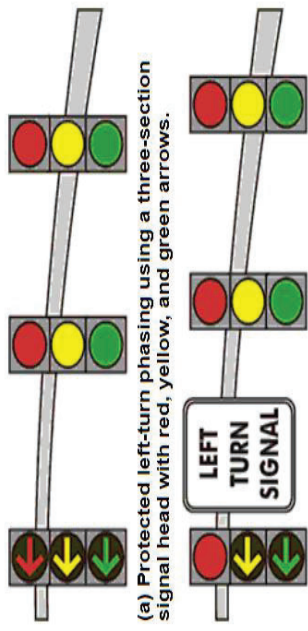
Protected left turns can be used at intersections that have a left turn lane when there is a high frequency of angle crashes that involve left turns. Protected left turns are indicated by the use of green, yellow or red arrow which designates that motorists turning left have the right of way.

Safety Benefits:

- Decreases conflict between motorists turning left, pedestrian traffic, and oncoming traffic
- Decreases the need for motorists to “sneak” through yellow or red lights
- Minimizes disruption of through traffic and decrease rear-end and sideswipe crash potential

Why this was selected for College Place:

- Angle, rear-end, and sideswipe are the top types of collisions. Left turns were the second most frequent vehicle action involved in total crashes at intersections, and also accounted for one fatal crash.
- Adding a protected left turn will limit the clearance interval and allow drivers to have a specific time interval to appropriately execute turns.



(a) Protected left-turn phasing using a three-section signal head with red, yellow, and green arrows.

(b) Protected left-turn phasing using a three-section signal head with red ball, yellow arrow, and green arrow and an accompanying sign.

Figure 16: Two types of protected left turn phasing; image source: FHWA

Crash Reduction Factor	30%
Crash Types	Left turn, Rear-end, Sideswipe
Expected Life (years)	20 years
Estimated Cost	\$8,000
Federal Funding Eligibility	100%

⁹ Source: http://pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=51

¹⁰ Source: <https://www.fhwa.dot.gov/publications/research/safety/04091/04.cfm>

CMI.3 - Raised Pavement Markers and Striping in Intersection ^{1, 11}

Intersections that lack clear lane designation can be difficult for motorists to navigate safely. Adding striping and/or raised pavement markers to designate travel lanes can help motorists successfully navigate an intersection. A raised pavement marker is a small, colored (usually red, white, or yellow), reflective safety device applied directly to a road surface that enhances the visibility of lane designations.

Safety Benefits:

- Improves motorist guidance and increases the ability to remain in a designated travel lane while moving through an intersection
- Enhances visibility and decreases the perceived complexity of intersections

Why this was selected for College Place:

- Over 33% of total crashes were due to distracted driving or inattentive driving. This will enhance visibility, provide guidelines and give off a tactile warning alerting drivers if their attention is elsewhere.

Crash Reduction Factor	10%
Crash Types	All
Expected Life (years)	10 years
Estimated Cost	\$2,200 per Intersection (for both striping and raised pavement markers)
Federal Funding Eligibility	100%

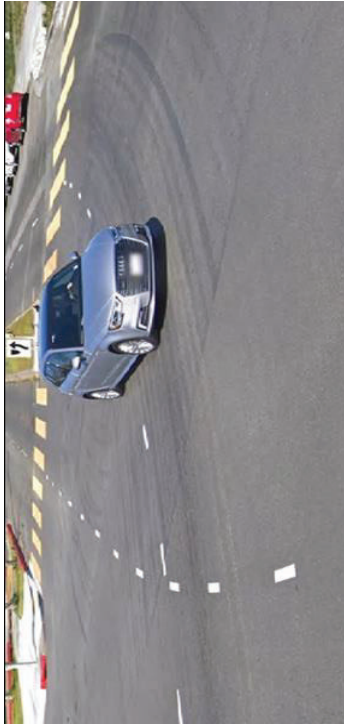


Figure 17: Lane striping designates travel lanes in an intersection; image source: Marin County

¹¹ https://www.fresno.gov/publicworks/wp-content/uploads/sites/17/2021/01/Fresno_SSAR_LRSP_Final-Accessible-1.pdf

CMI.4 - Flashing Beacons as Advance Warning^{1,5}

Flashing lights can be installed in a location that will draw a motorist's attention to an upcoming stop at an intersection.

Safety Benefits:

- Increases motorists' awareness of upcoming stop
- Gives motorists advanced warning and more time to prepare for the stop

Why this was selected for College Place:

- 50% of FSI at intersections resulted from drivers disregarding signals or failing to yield. This will increase road user awareness of the upcoming signalized intersection.



Figure 18: A flashing beacon; image source: Marin County

Crash Reduction Factor	30%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$16,600 per approach
Federal Funding Eligibility	100%

CMI.5 - High Friction Surface Treatment (HFST) at Intersection^{1, 5, 12}

Improving the friction of a road surface impacts how quickly a vehicle can slow or stop, and helps motorists maintain control under a variety of pavement conditions. Road surface friction can be increased by adding a high-quality aggregate (a mixture of sand, gravel, stone, and other materials) to the pavement. High friction surface treatment (HFST) is most effective when used in locations where skidding and failure to stop are issues under either wet or dry surface conditions, and when the target vehicle is not able to stop due to insufficient friction.

Safety Benefits:

- Higher pavement friction helps motorists maintain better control in both dry and wet driving conditions
- Decreases stopping and slowing time

Why this was selected for College Place:

- 24% of total crashes occurred on wet, snowy, icy, and slushy road conditions. Improving the friction will decrease the likelihood of skidding and a related collision.



Figure 19: Close up of aggregate used in HFST; image source: FHWA

Crash Reduction Factor	40 - 55%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$1 per sf
Federal Funding Eligibility	100%

¹² https://safety.fhwa.dot.gov/roadway_dept/pavement_friction/high_friction/

CMI.6 - Protected Right Turn/No Right Turn on Red ⁴

Controlling right turns on red lights can be done either through protected right turns or disallowing right turns on red. Under some circumstances, motorists may be looking for traffic approaching on their left and may not be alert to pedestrians approaching on their right side. Controlled or protected right turns can be accomplished by adding a sign that says “No Right Turn on Red” or by adding a right turn arrow to a streetlight at an intersection.

Safety Benefits:

- Decreases intersection conflicts between pedestrians and motorists trying to turn right through a crosswalk

Why this was selected for College Place:

- Inattention and disregarding traffic signals were in the top contributing factors for overall crashes. Mounted signs and signals alert the drivers and can protect pedestrians from oncoming traffic. Can be used full time or only during specific times.

Crash Reduction Factor	3%
Crash Types	Pedestrian and Bicyclist
Expected Life (years)	NA
Estimated Cost	<\$1,000 per static sign
Federal Funding Eligibility	NA



Figure 20: “No Right Turn on Red Sign” at an intersection in Walla Walla; image source: Google Maps

CMI.7 - Install Left-Turn Lane and Add Protected Left Turn ¹³

Lanes provided exclusively for left turns can minimize many types of collisions related to left turns. Adding a protected left-turn lane and left-turn phase in the light sequence at a signalized intersection can also decrease safety problems related to intersections accommodating left turns.

Safety Benefits:

- Reduces collisions of vehicles turning left across opposing through-traffic
- Reduces rear-end collisions of vehicles turning left with other vehicles following closely behind

See **Protected Left Turn Phase** for safety benefits associated with adding a protected left turn phase.

Why this was selected for College Place:

- Angle, rear-end and sideswipe are the top types of collisions. Left turns were the second-highest vehicle action involved in crashes that were at intersections. Left turns also accounted for one fatal crash.
- If there is a clearance left turn, adding a protected left turn will limit the clearance interval and allow drivers to have a specific time interval to appropriately execute turns.



Figure 21: Protected left turn accompanied by left turn lane; image credit: Marin County

Crash Reduction Factor	55%
Crash Types	All
Expected Life (years)	20
Estimated Cost	varies; \$2,500-\$150,000
Federal Funding Eligibility	90%

¹³ https://safety.fhwa.dot.gov/provencountermeasures/left_right_turn_lanes/

CMI.8 - Roundabout ¹⁴

A roundabout intersection features a center island that directs traffic counterclockwise through the intersection around the island. Roundabouts can be added to intersections in urban, suburban, and rural parts of a community, and are appropriate for a wide range of traffic conditions. They can replace intersection signals, two-way stop controls, and all-way stop controls.

Safety Benefits:

- Lowers speed at which traffic moves through the intersection
- Reduces conflict points
- Reduces the severity of crashes
- Improves intersection performance (entering traffic yields to vehicles already in the intersection)
- Helps transition traffic from high-speed to low-speed environments

Why this was selected for College Place:

- Roundabouts are proven to be a safe alternative for a variety of situations and intersection types. Implementing a roundabout will prove effective in areas with numerous angle turns. They are considered when an area like a freeway interchange requires a safety improvement.

CMI.9 - Convert to All-Way Stop control ¹⁵

Intersections that are either yield control (no stop signs) or two-way stop can be converted to all-way stop sign control intersections by adding a variety of safety upgrades, like stop signs or flashing lights, to the intersection. All-way stops require traffic entering an intersection from any direction to stop before proceeding through the intersection. All-way stop sign control is only suitable at intersections with relatively balanced levels of traffic volume at each of the intersection approaches.

Safety Benefits:



Figure 22: Mini Roundabout on 3rd Ave. and Tietan St. in Walla Walla, WA; Image Source: Google Maps

Crash Reduction Factor	26%-82%
Crash Types	All
Expected Life (years)	20 years
Estimated Cost	\$4,000,000-\$8,000,000 per Intersection
Federal Funding Eligibility	100%

Crash Reduction Factor	50%
Crash Types	All
Expected Life (years)	10 years
Estimated Cost	\$2800 per Intersection
Federal Funding Eligibility	100%

¹⁴ <https://safety.fhwa.dot.gov/provencountermeasures/roundabouts/>

¹⁵ <https://safety.fhwa.dot.gov/intersection/signal/index.cfm>

- Decreases speed at which vehicles enter and pass through an intersection
- Provides a safer opportunity to pedestrians and cyclists to cross roadways at intersections
- Clearly designates which vehicle has the right of way rather than relying on a yield system

Why this was selected for College Place:

- Entering at an angle is a top collision factor for intersections as well as disregard for signs and signals, and failing to yield. Converting to an all-way stop will help reduce conflict points.

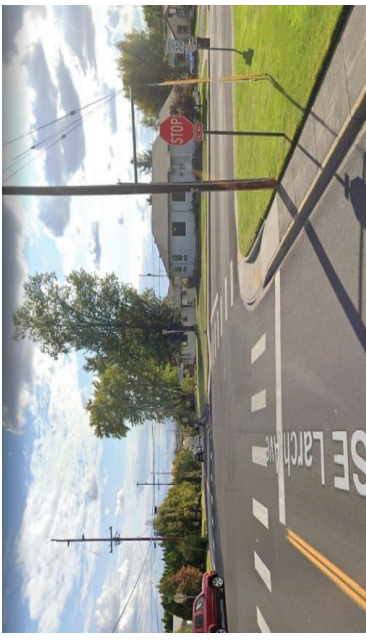


Figure 23: All-way stop sign control at SE Larch and SE 12th St; image source: Google Maps

CMI.10 - Install/Upgrade Stop Signs or Other Intersection Advanced Warning Signage^{5, 16}

Intersection warning signs provide advanced notice to motorists that they are approaching an intersection. Signage can include “Stop Ahead” or display an image of a stop sign or intersection.

Safety Benefits:

- Advanced warning signage allows motorists to slow down sooner

Why this was selected for College Place:

- Inattention and disregarding signals/yield were the top contributing factors for collisions at intersections.
- Improvements to the stop signs such as larger stop signs, adding a second sign, or installing flashing LED stop signs can warn or reinforce the need for the road user to stop.



Figure 24: Advanced warning signage on a rural road; image source: FHWA

Crash Reduction Factor	15%
Crash Types	Rear-end, Angle
Expected Life (years)	10 years
Estimated Cost	\$500 per Sign
Federal Funding Eligibility	100%

¹⁶ <https://www.fhwa.dot.gov/publications/research/safety/08043/index.cfm>

CMI.11 - Upgrade Intersection Pavement Markings¹

Intersection pavement markings include “Stop Ahead” markings, centerlines, and a stop bar.

Safety Benefits:

- Increases a motorist’s awareness of an upcoming intersection

Why this was selected for College Place:

- Inattention and disregarding signals/yield were the top contributing factors for collisions at intersections. Adding pavement markings can bring a motorist’s attention to the upcoming intersection.

Crash Reduction Factor	25%
Crash Types	Rear-end, right-angle, angle turns
Expected Life (years)	10 years
Estimated Cost	\$4,000 per intersection
Federal Funding Eligibility	100%



Figure 25: Pavement markings at an intersection; image source: Marin County

CMI.12 - Flashing Beacons at Stop-Controlled Intersections¹⁷

Flashing lights, or beacons, attached to the top of stop signs can draw motorists’ attention to an upcoming stop sign.

Safety Benefits:

- Decreases the occurrence of stop sign violations
- Reinforces driver awareness of the non-signalized intersection control

Why this was selected for College Place:

- 46% of all intersection hotspot locations involved disregarding signals and failing to yield to traffic. This can alert the road user of upcoming stop-controlled intersections.

¹⁷ <https://www.fhwa.dot.gov/publications/research/safety/08048/index.cfm>



Figure 26: Flashing beacon on top of stop sign;
image source: FHWA

Crash Reduction Factor	15%
Crash Types	All
Expected Life (years)	10 years
Estimated Cost	\$100,000 per intersection
Federal Funding Eligibility	100%

CMI.13 - Corridor Access Management: Right-In/Right-Out (RIRO) ^{1, 18}

Corridor access management refers to how entry and exit points along a road are designed and controlled. Carefully managing access to roadways can improve safety as well as reduce congestion. Right-In/Right-Out (RIRO) is a way of managing traffic entering or exiting a roadway by limiting turning movements to right turn only. A RIRO restriction can be enforced by placing physical barriers (like a median or splitter island) in the intersection to direct traffic to the right and should be accompanied by signage.

Safety Benefits:

- Reduces the number of conflict points between vehicles
- Safely moves high volumes of traffic on and off corridors with low delay
- Reduces congestion in high-traffic areas

Why this was selected for College Place:

- Certain congested areas within the city make angle turns difficult, especially when there isn't adequate sight distance to execute the turn safely.

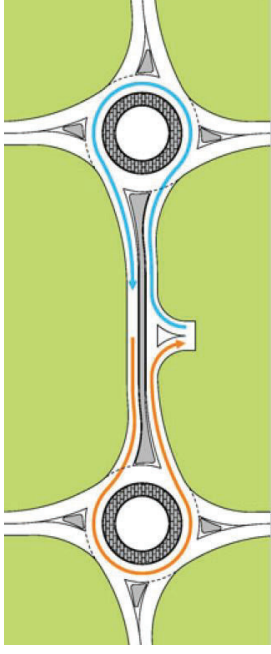


Figure 27: RIRO driveway between two roundabouts; image source: FHWA

Crash Reduction Factor	40%
Crash Types	Corridor entrance/exit points
Expected Life (years)	20
Estimated Cost	\$50,000
Federal Funding Eligibility	90%

¹⁸ https://safety.fhwa.dot.gov/provencountermeasures/corridor_access_mgmt/

CMI.14 - Transverse Rumble Strips (TRS)^{1, 19}

Transverse rumble strips are a road safety feature that adds grooves or raised strips across the direction of vehicle travel to warn drivers of a stop or slow down ahead. These strips provide an auditory and tactile warning to motorists approaching an intersection and can be used at any intersection to slow down traffic entering the intersection.

Safety Benefits:

- Brings motorists' attention to the need to slow down
- Helps slow traffic approaching an intersection
- Provides both audible and tactile warning

Why this was selected for College Place:

- 50% of FSI were due to lane departures. Inattentive/distracted driving is the top contributing factor in the city. Including transverse rumble strips will alert drivers to an approaching intersection or reduced speeds.

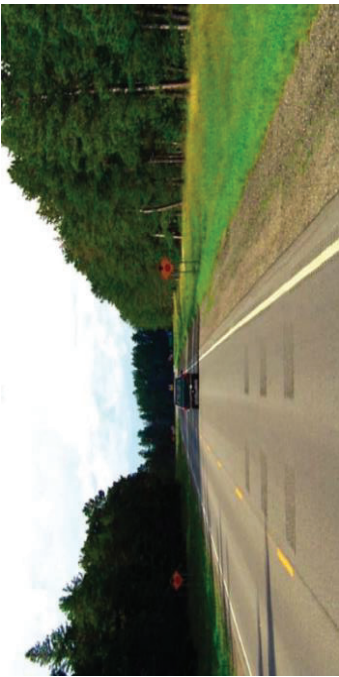


Figure 28: Transverse rumble strips (grooves) on rural road; image source: Minnesota Department of Transportation (MnDOT)

Crash Reduction Factor	20%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$600 per approach
Federal Funding Eligibility	90%

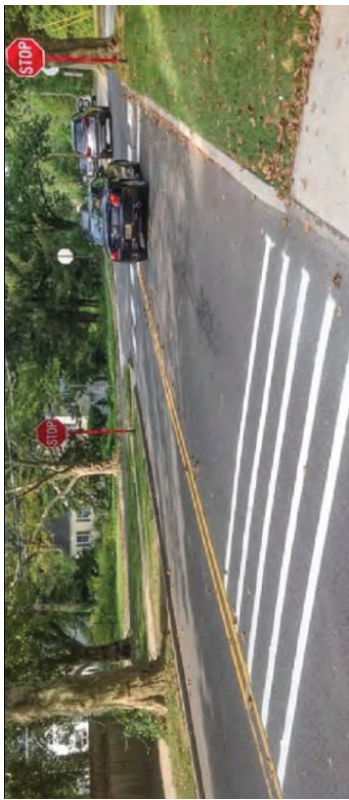


Figure 29: Transverse rumble strips on suburban road; image source: Marin County

¹⁹ <https://www.fhwa.dot.gov/publications/research/safety/hsis/12047/12047.pdf>

CMI.15 - Improve Sight Distance to Intersections (Clear Sight Triangles) ^{5, 20}

Insufficient sight distance can contribute to intersection collisions. Removing roadside obstructions such as vegetation, roadside appurtenances, buildings, and other objects in the right of way can improve sight distance and provide a clear sight triangle without requiring major roadway reconstruction.

Safety Benefits:

- Improves a motorist's ability to perceive and adapt to oncoming traffic
- Allows pedestrians and cyclists to be more visible while on or near the roadway

Why this was selected for College Place:

- Hit object is the third most frequent crash that involved fatal and serious injuries. Often deficient sight distance can contribute to hit object collisions. Proper maintenance such as the removal of vegetation or objects can help improve the sight distance.

Crash Reduction Factor	20%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$200-\$50,000
Federal Funding Eligibility	90%

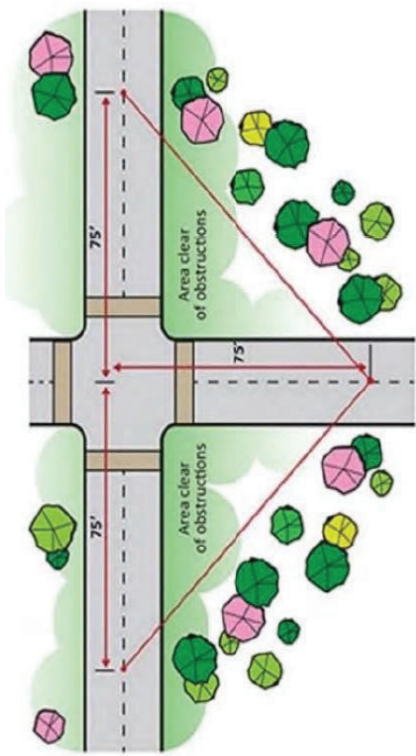


Figure 30: Diagram illustrating clear sight triangle; image source: City of Fresno

²⁰ https://safety.fhwa.dot.gov/local_rural/training/fhwasa1108/ch3.cfm

Segments

CMS.1 - Road Diet/Lane Conversion ²¹

A road diet, or lane conversion, reduces vehicle travel lanes from four to three (with one lane in each direction and one shared left turn lane) and adds bicycle lanes.

Safety Benefits:

- Reduces rear-end and left-turn crashes due to the dedicated left-turn lane
- Reduces right-angle crashes as side street motorists cross only three versus four travel lanes
- Reduces the number of lanes for pedestrians to cross
- Opportunity to install pedestrian refuge islands, bicycle lanes, on-street parking, or transit stops
- Traffic calming and more consistent speeds
- "Complete Streets" environment that better accommodates the needs of all road users.



Figure 31: Before and after images of a lane conversion / road diet; image source: FHWA

Why this was selected for College Place:

- Angle and rear-end crashes are one of the top crash types. This countermeasure addresses all areas. They accommodate parked cars as well as provide a buffer for pedestrians and bicyclists.

Crash Reduction Factor	30%
Crash Types	All
Expected Life (years)	20
Estimated Cost	\$69 per FT
Federal Funding Eligibility	90%

²¹ https://safety.fhwa.dot.gov/provencountermeasures/road_diets/

CMS.2 - Clear Recovery Zones (Remove or Relocate Fixed Objects) ²²

A Clear Zone is an unobstructed roadside area that allows a driver to stop safely or regain control of a vehicle that has left the roadway. These areas can include a shoulder, a recoverable slope, a non-recoverable slope, and/or a clear run-out area.

Safety Benefits:

- Decreases the likelihood that a roadway departure results in a crash
- Increases the likelihood that a vehicle that leaves the roadway can recover safely
- Decreases severity of crashes that do occur when a vehicle leaves the roadway

Why this was selected for College Place:

- Hit object is the third most frequent crash that involves fatal and serious injury. Sometimes most of these causes may be deficient sight distance and can contribute to hit object collisions. Proper maintenance such as the removal of vegetation or objects can help improve the sight distance.

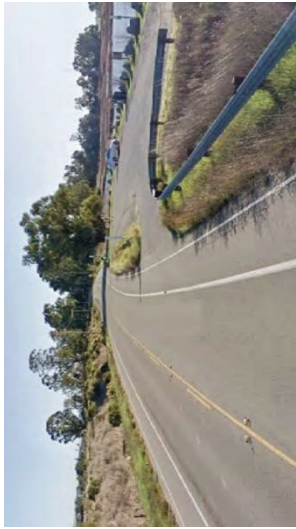


Figure 32: Clear recovery zone; image source: Marin County

Crash Reduction Factor	35%
Crash Types	All
Expected Life (years)	20
Estimated Cost	\$200 - \$10,000 per object
Federal Funding Eligibility	90%

CMS.3 - High Friction Surface Treatment ⁶

Improving the friction of a road surface impacts how quickly a vehicle can slow or stop and helps motorists maintain control under a variety of pavement conditions. Road surface friction can be increased by adding a high-quality aggregate (a mixture of sand, gravel, stone, and other materials) to the pavement. High friction surface treatment (HFST) is most effective when used in locations where skidding and failure to stop are issues under either wet or dry surface conditions, and when the target vehicle is not able to stop due to insufficient friction.

Safety Benefits:

- Helps motorists maintain better control in both dry and wet driving conditions
- Decreases stopping and slowing time along roadway segments



Figure 33: Close up of aggregate used in HFST; image source: FHWA

²² https://safety.fhwa.dot.gov/roadway_dept/countermeasures/safe_recovery/clear_zones/

Why this was selected for College Place:

- 24% of total crashes occurred on wet, snowy, icy, and slushy road conditions. Improving the friction will decrease the likelihood of skidding and a related collision.

Crash Reduction Factor	40 - 55%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$1 per sf
Federal Funding Eligibility	100%

CMS.4 - Segment Lighting¹

Lighting can be installed along segments with high rates of nighttime crashes.

Safety Benefits:

- Improves visibility of a road segment as well as pedestrians and other vehicles near or along the roadway
- Increases motorist and pedestrian awareness of potential conflicts
- Increases pedestrian and motorist safety while navigating along roadways
- Helps reduce glare and dark spots



Figure 34: Lighting along a segment of roadway; image source: Marin County

Why this was selected for College Place:

- 25% of FSI occurred at night with 13% being pedestrian collisions. Installing lighting will improve the sight distance of any conflicting traffic or other road users. Segments like NE C St from Maple Rd to Myra Rd and Whitman Dr from SE Larch Ave to Myra Rd are a few examples of segments without intersection lighting

Crash Reduction Factor	35%
Crash Types	Night
Expected Life (years)	20
Estimated Cost	\$7000 per Light
Federal Funding Eligibility	100%

CMS.5 - Add Two-Way Left Turn Lane ¹

A two-way left-turn lane can be added to segments without reducing the number of travel lanes. The two-way left-turn lane is to be used for left-turning vehicles coming from either direction. This can reduce the risk of rear-end collisions while motorists are attempting to make a left turn from the lane of traffic, across oncoming traffic.

Safety Benefits:

- Removes the turning vehicle from the travel lane to reduce the risk of rear-end collisions
- Eliminates stops for through-traffic providing for a more consistent flow of traffic

Why this was selected for College Place:

- Hit object and rear-end were two of the most frequent collision types along roadway segments. Including a two-way turn will help reduce conflict points. This differs from the road diet because it includes areas where parked cars and bike lanes cannot be implemented.



Figure 35: Two-way left turn lane in Walla Walla; image source: Google Maps

Crash Reduction Factor	30%
Crash Types	All
Expected Life (years)	20
Estimated Cost	\$100 per foot
Federal Funding Eligibility	90%

CMS.6 - Chevrons for Curves ^{1, 5, 23}

Chevron signs along curves alert drivers to upcoming curves in the road by providing a highly visible indication of which direction the roadway curves.

Safety Benefits:

- Increases motorist awareness of curves in the roadway
- Alerts motorists of upcoming curves to provide enough time to decrease speed and turn safely

Why this was selected for College Place:

- Hit object is one of the collision factors associated with curves.
- Including chevrons will provide additional guidance so that drivers can properly follow the curve.



Figure 36: Chevron signs along a curve; image source: FHWA

Crash Reduction Factor	40%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$500 per Sign
Federal Funding Eligibility	100%

²³ https://safety.fhwa.dot.gov/provencountermeasures/enhanced_delineation/

CMS.7 - Curve Advance Warning Signs (Flashing Beacons) ¹

Flashing beacons, particularly when used on top of chevron signs, visibly indicate to motorists when they are approaching a curve.

Safety benefits:

- Increases motorist awareness of curves in the roadway, particularly at night or during other times of low visibility
- Alerts motorists to upcoming curves in order to provide enough time to decrease speed

Why this was selected for College Place:

- Including curve signs with flashing beacons will help guide drivers along a curve. This is especially beneficial during nighttime and overcast days.

Crash Reduction Factor	30%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$16,600 each
Federal Funding Eligibility	100%

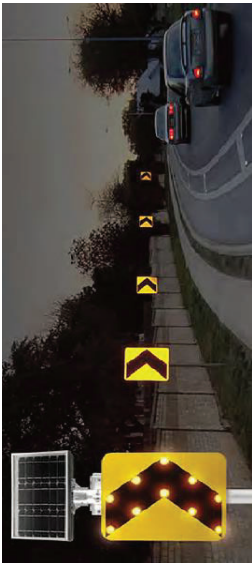


Figure 37: Flashing beacons on chevron signs along a curve; image source: Marin County

CMS.8 - Delineators, Reflectors and/or Object Markers ⁵

Markings along a roadway, including reflectors, delineators, and other object markers, can provide motorists with a visual warning of a roadway feature or regulatory requirement they may not have seen otherwise. Delineators can often include traffic cones or barrels but usually refer to posts that are several feet high and brightly colored to be highly visible to motorists.

Safety Benefits:

- Clarifies the path of travel
- Calls driver attention to fixed objects along the roadside

Why this was selected for College Place:

- 50% of FSI resulted from lane departure and 13% of FSI included a vehicle striking a stationary object. To prevent such occurrences, flexible delineators and object markers with reflectors can warn drivers of the upcoming curve or segment.

Crash Reduction Factor	15%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$75 each
Federal Funding Eligibility	100%



Figure 38: Roadway delineators installed on a ramp; image source: FHWA

CMS.9 - Edge Line Rumble Strips^{1, 5}

Rumble strips are grooves along the edge of a roadway that provide motorists with an audible and sensory alert when their vehicle begins to leave the roadway.

Safety Benefits:

- Warns motorists if their vehicle travels too close to the edge of the roadway
- Reduces crashes caused by distracted, drowsy, or otherwise inattentive drivers who drift from their lane

Crash Reduction Factor	15%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$10 per foot
Federal Funding Eligibility	100%

Why this was selected for College Place:

- 50% of FSI resulted from lane departure while inattention was the top contributing factor for 34% of total crashes. Edge line rumble strips provide vibratory feedback to drivers when departing from the travel lane.



Figure 39: Edge line rumble strips along a roadway; image source: KYTC

CMS.10 - Dynamic/Variable Speed Warnings^{1, 5, 24}

Variable speed limits are speed limits that change based on road, traffic, and weather conditions. This allows for speed limits to be adjusted depending on a variety of conditions. Dynamic speed warnings display the speed of passing motorists in comparison to the speed limit. This provides a visual warning to motorists who are traveling above the speed limit.

Safety Benefits:

- Provides a warning for motorists traveling above the speed limit and encourages them to slow to a safe speed

Crash Reduction Factor	30%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$43,600 each
Federal Funding Eligibility	100%

Why this was selected for College Place:

- Unsafe speeds are a contributing factor for 50% of the hotspot segment locations. Dynamic/variable speed signs can measure and communicate the speed of the drivers to alert their attention. Variable speed warnings can be changed based on weather conditions or traffic congestion.



Figure 40: Dynamic speed warning sign below speed limit sign; image source: City of Fresno

²⁴ <https://www.fhwa.dot.gov/publications/research/safety/14020/14020.pdf>

Pedestrian

CMP.1 - Pedestrian Countdown Signal Heads^{2, 5, 25}

Pedestrian countdown signal heads at crosswalks display a countdown to let pedestrians know how much time they have left to cross before the light will change. Countdown signals can reassure pedestrians who are in the crosswalk when the flashing “DON’T WALK” interval appears that they still have time to finish crossing.

Safety Benefits:

- Encourages pedestrians to use the push button rather than cross illegally
- Lets pedestrians know when they have the right of way and how long they have to cross the street
- Reduces the complexity of crossing at intersections when signal phasing is complex (i.e. dedicated left-turn phase for motorists) or for particularly wide streets

Why this was selected for College Place:

- 71% of total pedestrian and bicycle collisions occurred at an intersection. Part of the city’s mission is for people using all transportation modes to circulate safely. Therefore, implementing countdown signal heads will empower pedestrians and bicyclists to commute more safely.



Figure 41: Two styles of pedestrian countdown signal heads; image source: FHWA

Crash Reduction Factor	25%
Crash Types	Pedestrian and bicyclist
Expected Life (years)	20
Estimated Cost	\$1,800 per signal head
Federal Funding Eligibility	100%

²⁵ http://pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=46

CMP.2 - Install Pedestrian Crossing ²⁶

Pedestrian crossings designate a portion of the roadway for pedestrians to cross. Designated pedestrian crossings can be added to intersections or roadways with high rates of pedestrian traffic by adding high visibility crosswalk markings, pedestrian countdown signals, signage, or signal intersection improvements like LED lighting, signal backplates, or reflective tape.

Safety Benefits:

- Alerts motorists to the presence of pedestrians near or crossing the roadway
- Provides visual cues that discourage motorists from stopping in an area designated for pedestrian crossings (such as a crosswalk)
- Helps pedestrians know where they should cross the roadway

Why this was selected for College Place:

- 83% of total pedestrian collisions occurred at an intersection. Part of the City's mission is for people to effectively circulate regardless of transportation mode. During some collisions, drivers proceeded through an intersection while ignoring any pedestrians. Therefore, adding designated pedestrian crossings will give pedestrians freedom to travel without feeling restricted as well as call attention to drivers. These should be implemented at locations of congested pedestrian crossings as well as in areas near schools.



Figure 42: A variety of crosswalk visibility enhancements at a pedestrian crossing; image source: FHWA

Crash Reduction Factor	25%
Crash Types	Pedestrian and bicyclist
Expected Life (years)	20
Estimated Cost	\$600 - \$6,000 per crossing (varies)
Federal Funding Eligibility	100%

²⁶ https://safety.fhwa.dot.gov/ped_bike/step/docs/techSheet_VizEnhancemt2018.pdf

CMP.3 - Leading Pedestrian Interval (LPI) ^{5, 27}

A leading pedestrian interval at a crosswalk allows pedestrians to enter an intersection a few seconds before vehicles are given a green light. This can be added by adjusting the timing of light displays at an intersection.

Safety Benefits:

- Provides additional crossing time for pedestrians who may need more time
- Increases the percentage of motorists who will yield right of way to pedestrians
- Minimizes conflict between pedestrians crossing a roadway and turning vehicles

Why this was selected for College Place:

- 50% of total pedestrian collisions occurred at an intersection. During some collisions, drivers were proceeding through an intersection and ignoring any pedestrians. Therefore implementing leading pedestrian intervals will provide pedestrians additional time to enter an intersection increasing their visibility and clearly indicating the turn vehicles that they have the right of way. These should be implemented at locations of congested pedestrian crossings as well as in areas near schools.



Figure 43: Leading pedestrian interval (LPI); image source: City of Fresno

Crash Reduction Factor	60%
Crash Types	Pedestrian and bicyclist
Expected Life (years)	10
Estimated Cost	<\$2,500 per signal
Federal Funding Eligibility	100%

²⁷ https://safety.fhwa.dot.gov/provencountermeasures/lead_ped_int/

CMP.4 - Pedestrian Crossing at Uncontrolled Locations - New Signs and Markings Only ⁵

A wide variety of upgrades to non-signalized intersections without marked crossings can greatly enhance pedestrian safety and reduce the risk of collisions.

Pedestrian and bicycle crossing signs paired with visible crosswalk markings reinforce legal crossings at intersections and create legal crossings at non-intersection locations. These signs and crosswalk markings warn drivers to expect pedestrian or bicycle crossings and clarify that drivers are expected to yield the right-of-way to crossing pedestrians and bicyclists. At uncontrolled locations, pedestrian and bicycle crossing signs and markings identify a preferred crossing location for pedestrians and bicyclists. There are several types of pedestrian crossings including standard parallel lines, continental, ladder, and zebra (diagonal lines).

Safety Benefits:

- Alerts drivers to the presence of pedestrians or bicyclists who may be crossing the roadway
- Clearly designates when crossing pedestrians or bicyclists have the right of way

Why this was selected for College Place:

- 50% of total pedestrian collisions occurred at an intersection. Implementing pedestrian crossings will empower pedestrians to cross at legally designated areas and alert motorists to crossing pedestrians.



Figure 44: Signage and markings at a designated crosswalk;
image source: City of Fresno

Crash Reduction Factor	25%
Crash Types	Pedestrian and bicyclist
Expected Life (years)	10
Estimated Cost	\$2,600 each
Federal Funding Eligibility	100%

CMP.5 - Pedestrian Crossing at Uncontrolled Locations (Enhanced Safety Features)^{5, 20, 28}

Enhanced pedestrian crossings can be added when a marked crosswalk alone does not adequately protect pedestrians who are crossing at mid-block locations. In these cases, safety features such as rectangular rapid flashing beacons, overhead flashing beacons, or curb extensions (bulb-outs) should be added to complement the standard crossing elements.

Safety Benefits:

- Alerts motorists to pedestrians in a crosswalk, allowing them to slow their speed
- Curb extensions or bulb-outs can slow traffic, especially while turning through an intersection

Why this was selected for College Place:

- 50% of pedestrian collisions were at an unsignalized intersection. The flashing signs can bring awareness to a crossing pedestrian. These should be implemented at locations of congested pedestrian crossings as well as in areas near schools.

Crash Reduction Factor	35%
Crash Types	Pedestrian and bicyclist
Expected Life (years)	20
Estimated Cost	\$60,000-\$160,000 each (varies)
Federal Funding Eligibility	100%



Figure 45: Curb extension along a crosswalk;
image source: FHWA



Figure 46: Pedestrian Hybrid Beacon (PHB);
image source: FHWA



Figure 47: Rectangular Rapid Flashing Beacon (RRFB) along a crosswalk; image source: City of Fresno

²⁸ https://safety.fhwa.dot.gov/provencountermeasures/ped_hybrid_beacon/

CMP.6 - Pedestrian Crossing Median or Refuge Island^{1, 5, 29, 30}

A pedestrian crossing island (or refuge island) is a raised island located in a median between opposing traffic lanes that separates crossing pedestrians from motor vehicles.

Safety Benefits:

- Decreases the level of exposure for pedestrians
- Allows pedestrians to cross through only one direction of traffic at a time
- Simplifies the process of crossing a roadway by reducing the number of safety factors a pedestrian must consider

Why this was selected for College Place:

- 83% of total pedestrian collisions occurred at an intersection. Drivers usually were proceeding through ignoring any pedestrians. Implementing crossing medians or refuge islands will give pedestrians freedom to travel safely as well as call motorist attention to pedestrians.



Figure 48: Pedestrian crossing median/refuge island in Walla Walla; image source: Google

Crash Reduction Factor	45%
Crash Types	Pedestrian and bicyclist
Expected Life (years)	20
Estimated Cost	\$120 per foot
Federal Funding Eligibility	90%

CMP.7 - Raised Pedestrian Crossing^{5, 31}

A raised pedestrian crossing features a ramped crosswalk that spans across the roadway. The crosswalk will be marked with paint and often special paving materials.

Safety Benefits:

- Raised crosswalks slow traffic
- Allows pedestrians to cross at the same level of the sidewalk rather than requiring them to step down into the road
- Elevates pedestrians to improve visibility while crossing the roadway

Why this was selected for College Place:

²⁹ http://www.pedbikesafe.org/pedsafe/countermeasures_detail.cfm?CM_NUM=6

³⁰ https://safety.fhwa.dot.gov/provencountermeasures/ped_medians/

³¹ http://www.pedbikesafe.org/pedsafe/countermeasures_detail.cfm?CM_NUM=7

- Along with improving our roads, the City is passionate about making areas accessible to everyone irrespective of disability. During most collisions resulting in pedestrian injury, drivers were proceeding through an intersection or crossing area while ignoring any pedestrians. The raised crosswalk enhances the safety of a crossing area and calls motorist attention to crossing pedestrians. These should be implemented at locations of congested pedestrian crossings as well as in areas near schools.



Figure 49: Raised crosswalk featuring markings and colored paving material; image source: Marin County

Cyclists

CMC.1 - Bicycle Box (Advance Stop Bar) Before Crosswalk^{1, 5, 32}

An advance stop bar or bicycle box designates a space between the crosswalk and vehicular traffic for bicyclists to wait at a red light.

Safety Benefits:

- Increases visibility of bicyclists
- Makes it easier and safer for bicyclists to make a left turn at an intersection after a red light
- Reduces the risk of a motorist turning right and colliding with a bicyclist after a light change at an intersection
- Groups bicyclists together to clear an intersection quickly, minimizing impediment to transit or other traffic
- Separates stopped vehicular traffic from pedestrians crossing through the intersection at the crosswalk

Why this was selected for College Place:

- 50% of bicycle collisions occurred at signalized intersections. Implementing a bicyclist situation as well as create a buffer between the bicyclist and the driver.



Figure 50: A bike box at an intersection; image source: National Association of City Transportation Officials; nacto.org

Crash Reduction Factor	15%
Crash Types	Pedestrian and bicyclist
Expected Life (years)	10
Estimated Cost	\$9000
Federal Funding Eligibility	90%

³² http://pedbikesafe.org/bikesafe/countermeasures_detail.cfm?CM_NUM=38

CMC.2 - Designated Bike Lanes ^{1, 5, 33}

Bike lanes along the outside of the lane of vehicular traffic designate a space for bicyclists to travel. Bike lanes are clearly marked with white lines and symbols within the lane, and sometimes with a different color of pavement or different paving material. Bike lanes are intended for one-way bicycle travel and are generally provided along both sides of two-way streets.

Safety Benefits:

- Alerts motorists to the potential presence of bicyclists
- Provides a small buffer zone separating bicyclists from motor vehicle travel
- Improves predictability of bicyclist behavior
- Reduces unpredictable motor vehicle driver movements
- Encourage lower traffic speeds by visually narrowing the lane of travel

Why this was selected for College Place:

- 50% of bicycle collisions occurred in roadway segments. Implementing exclusive bicycle lanes along a roadway creates a buffer, separating bicyclists from vehicle traffic and warns drivers that bicyclists may be present.



Figure 51: Bike lane along E. Isaacs Ave. in Walla Walla; image source: Google Maps

Crash Reduction Factor	35%
Crash Types	Pedestrian and bicyclist
Expected Life (years)	10
Estimated Cost	\$50 per ft
Federal Funding Eligibility	90%

³³ http://pedbikesafe.org/bikesafe/countermeasures_detail.cfm?CM_NUM=52

CMC.3 - Pavement Marking Improvements ^{5, 26}

Pavement markings can include striping and symbols associated with bike lanes, striping for paved shoulders, sharrows, turning lanes at intersections, shared lane markings, and other markings warning of pavement hazards or irregularities such as railroad crossings or drainage grates.

Safety Benefits:

- Indicates the presence of bicyclists and bike facilities
- Provides information about upcoming turning and crossing maneuvers
- Guides bicyclists on the correct path through an intersection

Why this was selected for College Place:

- Inattention and disregarding signals and yield are the top contributing factors for all crashes. Upgrading pavement markings can bring motorists' attention to upcoming intersections or curves.

Crash Reduction Factor	35%
Crash Types	Pedestrian and bicyclist
Expected Life (years)	10
Estimated Cost	\$20 - \$600
Federal Funding Eligibility	90%



Figure 52: Pavement markings including green bike lane along 4th Ave. in College Place; image source: Google Maps

CMC.4 - Sight Distance Improvements ^{5, 34}

Insufficient sight distance can contribute to intersection collisions. Removing roadside obstructions such as vegetation, roadside appurtenances, buildings, and other objects in the right of way can improve sight distance and provide a clear sight triangle without requiring major roadway reconstruction

Crash Reduction Factor	20%
Crash Types	All
Expected Life (years)	10
Estimated Cost	\$200-\$50,000
Federal Funding Eligibility	90%

³⁴ http://pedbikesafe.org/bikesafe/countermeasures_detail.cfm?CM_NUM=19

Safety Benefits:

- Improves a motorist’s ability to perceive and adapt to oncoming traffic
- Allows pedestrians and cyclists to be more visible while on or near the roadway
- Allows cyclists a better view of approaching vehicles

Why this was selected for College Place:

- Hit object is the third-highest crash type involving KA injuries. Many of these incidents may be impacted by deficient sight distance. Proper maintenance such as removal of vegetation or objects can help improve the sight distance.

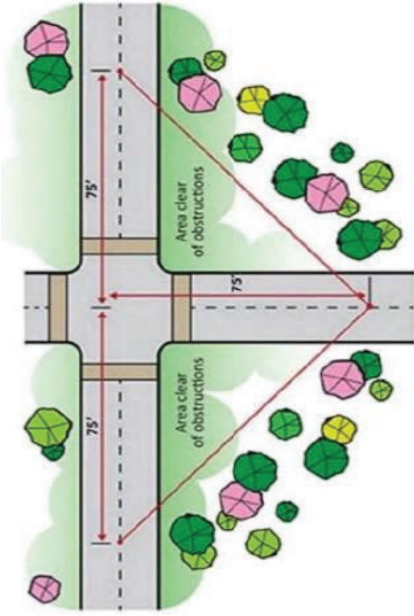


Figure 53: Diagram illustrating clear sight triangle;
image source: City of Fresno

CMC.5 - Bike Specific Lighting Improvement³⁵

Enhanced lighting can be added at intersections or along roadway segments, bike lanes, or multi-use paths with a high level of bicycle traffic.

Safety Benefits:

- Improves visibility of roadway hazards such as pavement irregularities
- Improves visibility of bicyclists increasing the likelihood that motorists will have advanced warning of approaching bicyclists

Why this was selected for College Place:

- 25% of bicycle collisions occurred at night or dusk. Improving lighting can increase motorists’ awareness of bicyclists as well as improve the visibility of upcoming surface conditions and obstacles.



Figure 54: Lighting along a bike path in Sioux Falls; image source: argusleader.com

Crash Reduction Factor	35%
Crash Types	Night
Expected Life (years)	20
Estimated Cost	\$7000 per Light
Federal Funding Eligibility	100%

³⁵ http://pedbikesafe.org/bikesafe/countermeasures_detail.cfm?CM_NUM=4

CMO.1 - Traffic Safety Education Programs^{1, 36}

Providing education, outreach, and training is a key strategy in increasing bicyclist and motorist awareness and improving behavior. Bicyclists need safe places to ride as well as the knowledge to interact safely with motorists. Motorists should also be educated about how to share the road with bicyclists. The primary goal of an educational initiative is to alter motorist and bicyclist behavior and reduce reckless actions (<http://pedbikesafe.org/>).

Safety Benefits:

- Improves motorist pedestrian and bicyclist awareness and behavior
- Increases compliance with local road safety laws and policies
- Reduces reckless behavior

Why this was selected for College Place:

- The City is motivated to share with its residents and commuters the transformation of Target Zero. This proposal is a united effort with the community which brings together knowledge and understanding in order to encourage safe traffic behavior.

Crash Reduction Factor	NA
Crash Types	All
Expected Life (years)	NA
Estimated Cost	NA
Federal Funding Eligibility	NA



Figure 55: College Place city leaders engaging members of the public in exploring public spaces from the eyes of a pedestrian; image source: Blue Zones Project Walla Walla

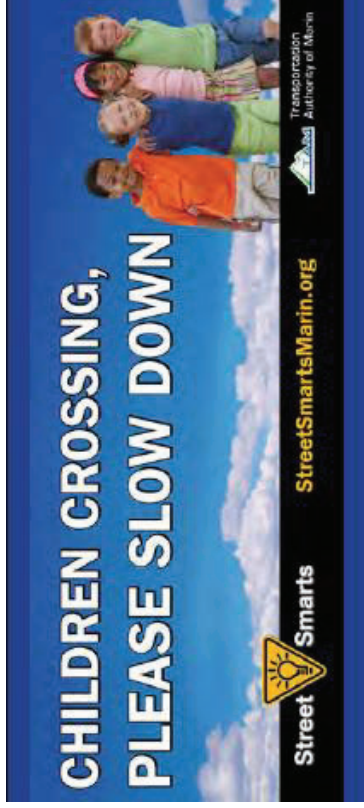


Figure 56: Example of a traffic safety educational campaign; image source: Marin County

³⁶ http://pedbikesafe.org/bikesafe/countermeasures_detail.cfm?CM_NUM=41

CMO.2 - Targeted Enforcement Programs^{1, 5}

Local enforcement programs can be targeted specifically at addressing areas with high rates of non-compliance such as disregarding traffic signs and signals, failure to yield, or speeding. Enforcement programs can be accompanied by public awareness campaigns highlighting the increased enforcement of specific factors or in specific areas.

Safety Benefits:

- Enforcement programs can reduce common violation types such as speeding, failure-to-yield, red-light running, aggressive driving, failure to wear safety belts, distracted driving, and driving while impaired.

Why this was selected for College Place:

- All top contributing factors such as disregarding traffic signs and signals, failing to yield, unsafe speeds, driving under influence, and distracted driving can be reduced when effective enforcement programs are introduced. Each factor can be specifically targeted to bring awareness to conflicts between vehicles, bicyclists and pedestrians



Figure 57: Image source: Marin County

Crash Reduction Factor	NA
Crash Types	All
Expected Life (years)	NA
Estimated Cost	NA
Federal Funding Eligibility	NA

Implementation

Select Intersection Countermeasures

Based on the predominant crash types, the following countermeasures were determined to be most practicable for the identified intersections:

Table 9: Selected Intersection Countermeasures^{1, 2, 5, 13, 31}

Countermeasure Name	Intersection Conversion to Roundabout	Intersection Lighting	Raised Median on Approach	Advanced Dilemma-Zone Detection	Transverse Rumble Strips	Intersection Markers or Striping
Crash Types Addressed	All crash types	All crash types at "night" time, Pedestrian & Bicycle	Angle	All crash types (particularly on high-speed roads)	All crash types	All crash types
Crash Reduction	26-82%	20-74%	21-55%	40%	0-35%	10-33%
Expected Life Span	20 years	20 years	20 years	10 years	10 years	10 years
Estimated Cost	\$4,000,000 to \$8,000,000	\$5,000 to \$7,000 per light	\$10,000 per approach	\$5,600 per system	\$600 per approach	\$4,000 per intersection
Federal Funding Eligibility	100%	100%	90%	100%	90%	100%

Select Roadway Segment Countermeasures

Based on the predominant crash types, the following countermeasures were determined to be most practicable for the identified segments:

Table 10: Select Segment Countermeasures^{1, 5, 12, 15, 16, 18, 37}

Countermeasure Name	Remove/Relocate Objects & Clear Recovery Zone	Raised Median Access Mngt./ Right-in-right-out	Road Diet/ Lane Conversions	Edge line Rumble Strips	Dynamic/Variable Speed Warning	Delineators/ Reflectors/ Object Markers
Crash Types Addressed	Fixed/Stationary Object	Angle and Rear-End	All crash types	Roadway Departure	All crash types	All crash types
Crash Reduction	17-100%	0-94%	19-47%	10-41%	0-41%	0-30%
Expected Life Span	10 years	20 years	20 years	10 years	10 years	10 years
Estimated Cost	\$200 to \$10,000 per object	\$50,000	\$69 per linear foot	\$10 per linear foot	\$43,600 per warning sign	\$75-500 per sign
Federal Funding Eligibility	90%	90%	90%	100%	100%	100%

³⁷ <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/hcip/2020/lrsm2020.pdf>

Select Pedestrian- and Bicycle-focused Countermeasures

Based on the predominant crash types that impacted pedestrians and bicyclists, the following countermeasures were determined to be most practicable for the identified segments and intersections:

Table 11: Select Bicycle and Pedestrian Countermeasures^{1, 5, 20, 21, 22, 25, 26, 27, 30, 31, 38, 39}

Countermeasure Name	Leading Pedestrian Interval	Pedestrian Crossing Median/ Refuge Island	Enhanced Safety Features (Beacons/ High Visibility/ Raised Crossings)	Separated Bike Lanes	Intersection/ Driveway Pavement Marking Improvements/ Bicycle Box	Pedestrian & Driver and Bicycle & Motorist Education
Crash Types Addressed	Pedestrian	Pedestrian	Pedestrian	Bicycle	Bicycle	Pedestrian and Bicycle
Crash Reduction	60%	45%	35%	35%	35%	(Variable)
Expected Life Span	10 years	20 years	20 years	10 years	10 years	Ongoing
Estimated Cost	\$2,500 per signal	\$120 per linear foot	\$5,000 to \$160,000	\$50 per linear foot	\$20 to \$2,500	(Variable)
Federal Funding Eligibility	100%	90%	90-100%	90%	90-100%	

³⁸ http://pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=61

³⁹ http://pedbikesafe.org/BIKESAFE/countermeasures_detail.cfm?CM_NUM=18

Safe Routes to School (SRTS) Toolkit

An important component of improving local road safety is ensuring that children can safely walk or bike to destinations like schools and parks. Providing *Safe Routes to School* is a vital part of helping children live healthy, active lifestyles. Research has shown a significant decrease since the 1960s in the percentage of kindergarten through 8th grade (K-8) students who bike or walk to school (from 47.7 percent in 1969 to 12.7 percent in 2009).⁴⁰

“Children deserve safe places to walk and bike – starting with the trip to school.

By starting with children and the trip to school, communities become safer places for everyone to walk and bike.

By creating safe places for everyone, communities take a major step towards meeting the national goal of ending traffic deaths on roads.”

- National Center for Safe Routes to School

According to the CDC, *Safe Routes to School* encourage increased physical activity by enabling safe, active transportation options for children. This can help decrease the prevalence of childhood obesity, reduce the risk of heart disease and promote cardiorespiratory and muscular fitness, along with other public health benefits.⁴¹ Ensuring safe routes to school can also decrease the risk of injuries in bike or pedestrian collisions. Something as simple as slowing traffic in areas where children may be walking or biking can reduce the risk of serious injury if a collision is to occur.

In addition to slowing speed, there are a variety of safety countermeasures that can be applied in areas near schools, or along routes to school, where there has been a history of collisions.



Figure 58: AAA Foundation for Traffic Safety, *Impact Speed and the Pedestrian's Risk of Severe Injury or Death*, September 2011.

⁴⁰ McDonald NC, Brown AL, Marchetti LM, Pedroso MS. US school travel, 2009: an assessment of trends. *Am J Prev Med* 2011;41(2):146–51.

⁴¹ <https://www.cdc.gov/policy/hst/hi5/saferoutes/index.html>

Davis Elementary School

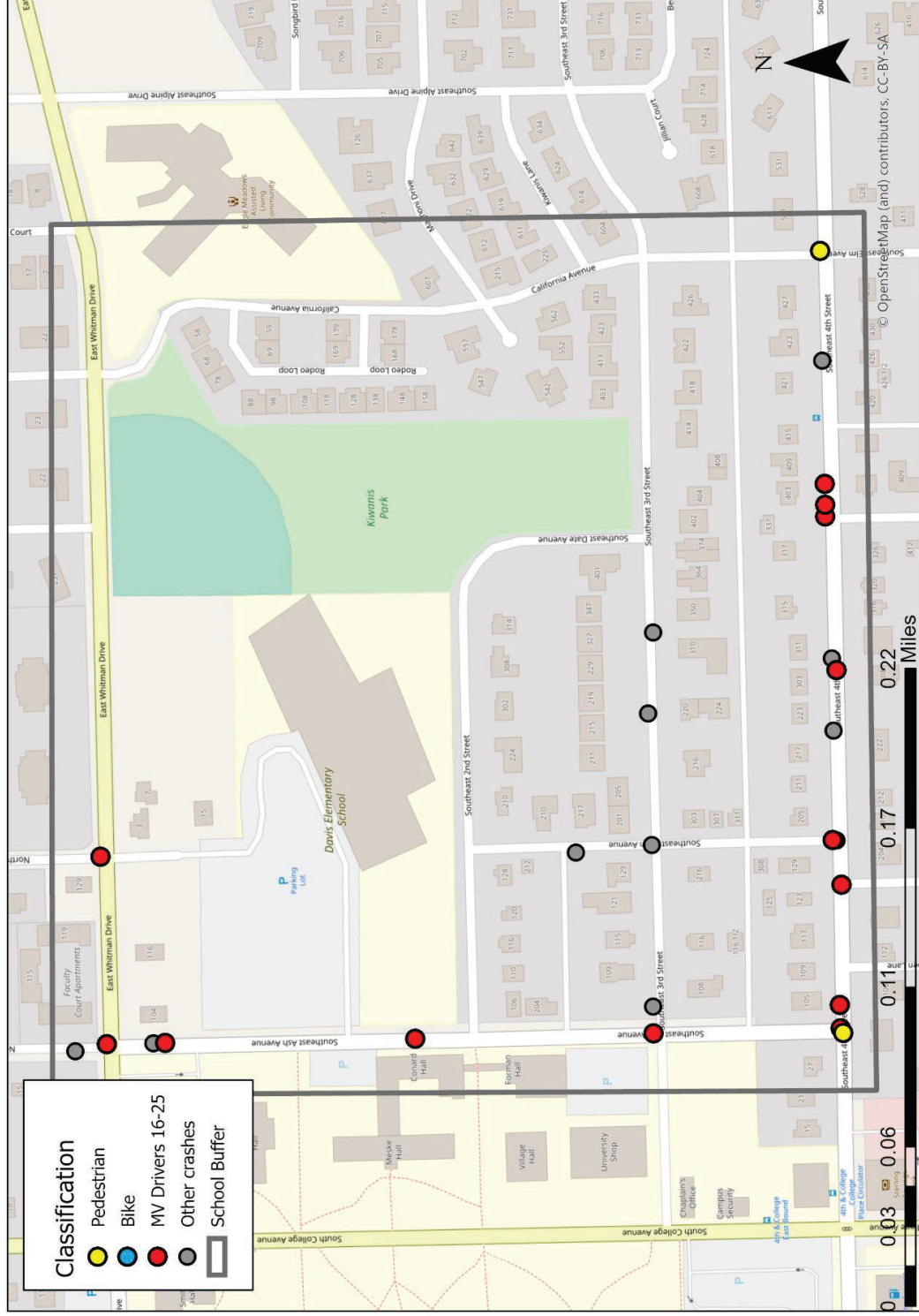


Figure 59: Collisions near Davis Elementary School

Walla Walla Valley Academy & Rogers Adventist School

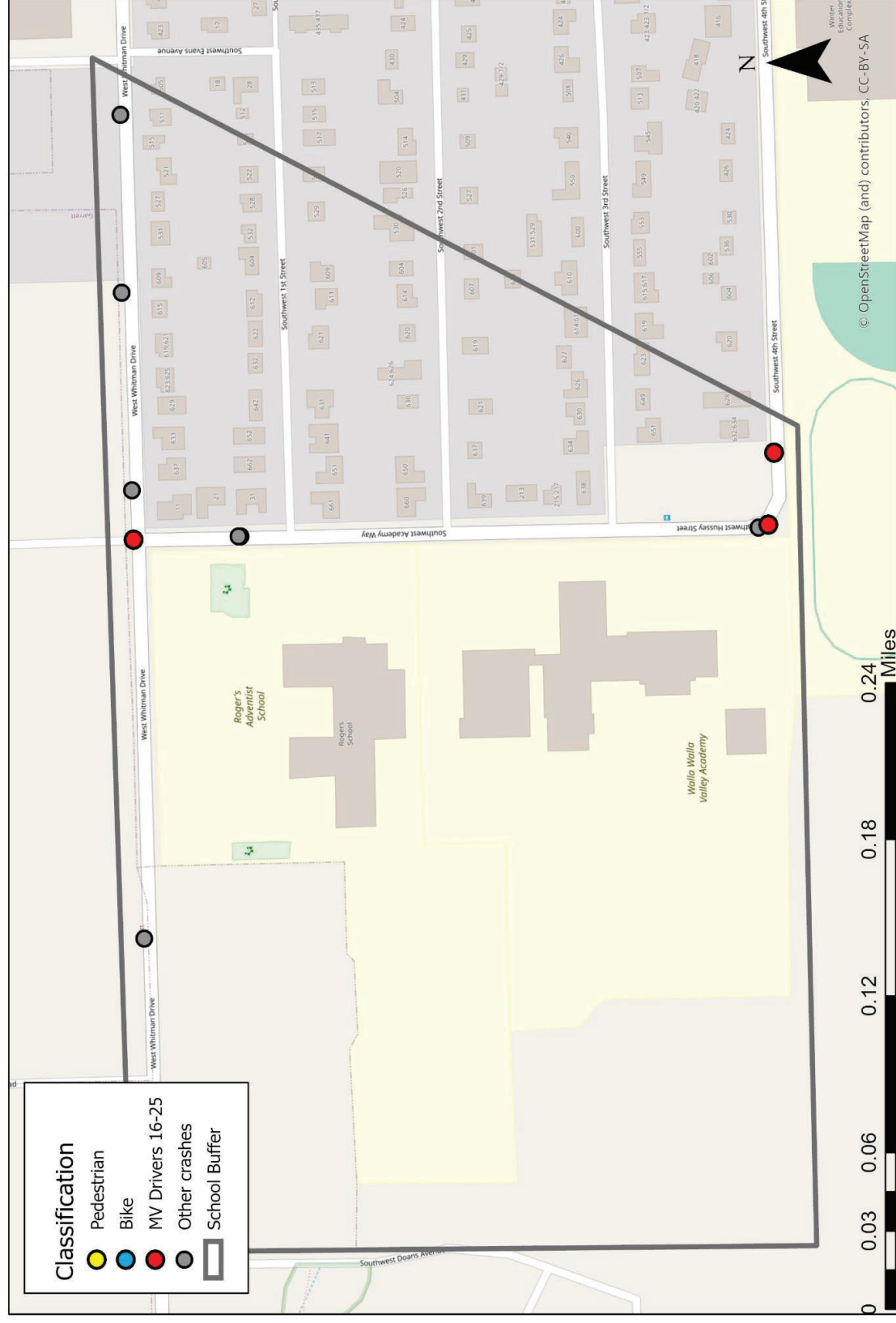


Figure 60: Collisions near Walla Walla Valley Academy and Rogers Adventist School

Classification

- Pedestrian
- Bike
- MV Drivers 16-25
- Other crashes
- School Buffer

Map showing crash locations and school buffer zones in Southeast Portland, Oregon. The map includes a legend for crash classification (Pedestrian, Bike, MV Drivers 16-25, Other crashes, School Buffer) and a scale bar in miles. Key locations labeled include John Sager Middle School, College Place School, and various streets such as Southeast Valley Drive, Southeast Meadowbrook Street, and Southeast Larch Avenue. A north arrow is also present.

09

Walla Walla University

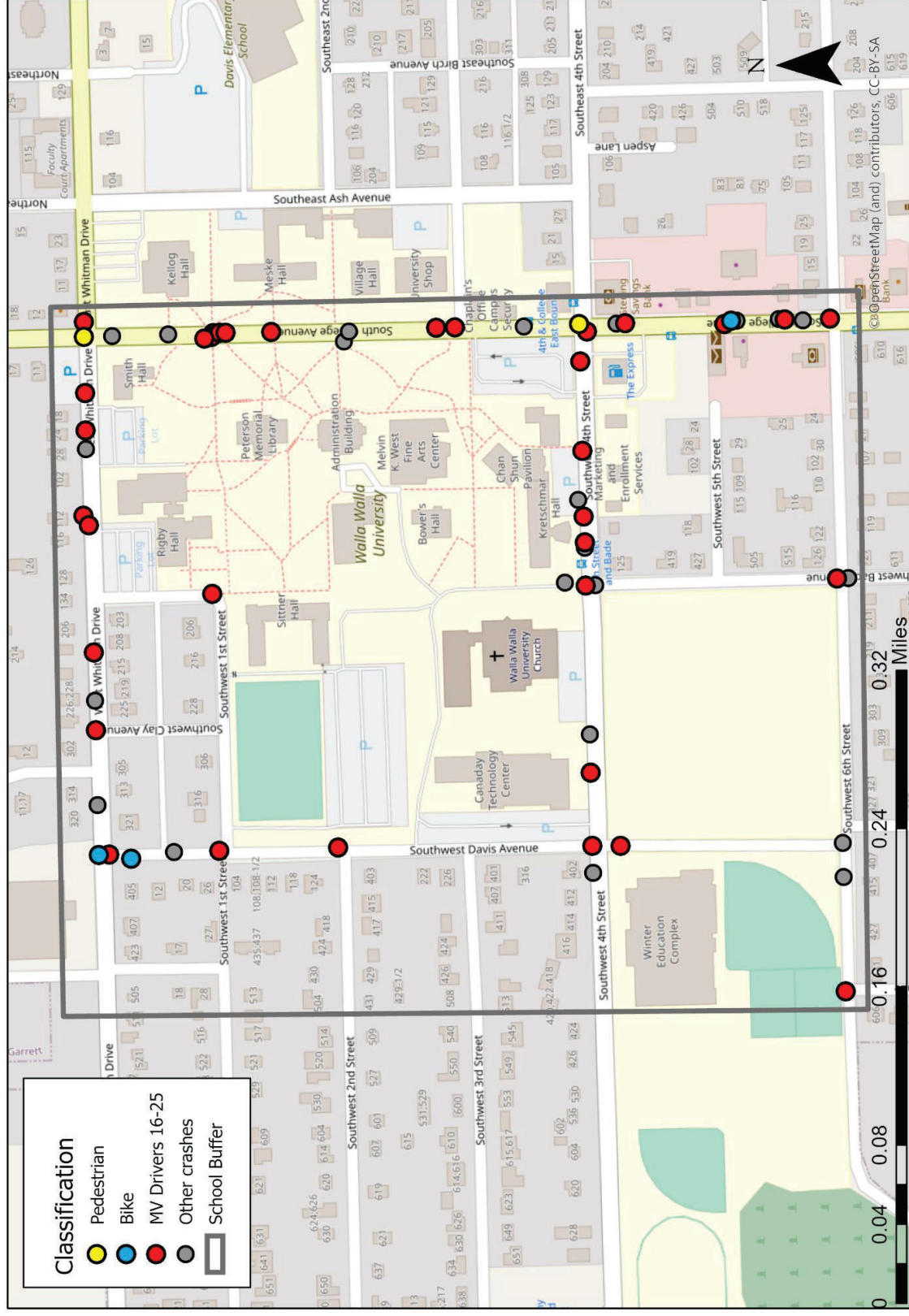


Figure 63: Collisions near Walla Walla University

Implementing Safe Routes to School

Partnership: The City of College Place can partner with College Place Public Schools, Rogers Adventist School, Walla Walla Valley Academy, and Walla Walla University in ensuring safe routes to schools throughout the community. They can identify priority projects, partner on student and community safety education, and advocate to funders like the Washington State Department of Transportation Safe Routes to School Program. The City can also partner with parents to identify which routes from residential neighborhoods to schools are the most commonly used by children.

Prioritizing Safe Routes: Nearly all communities face funding restraints. The amount of infrastructure improvement needed outweighs the amount of available funding. Communities must use a set of criteria to prioritize which safety improvements should occur first. In addition to prioritizing improvements near areas with the highest rate of high-risk collisions, the City of College Place can prioritize safety improvements along routes to school and near schools. Since College Place is about three square miles, a nontraditional buffer was selected instead of using a quarter-mile/half-mile buffer. A four-point corner buffer was selected for all schools except for one: John Sager Middle School/College Place High School.

Table 12: Summary of collisions including type and contributing factors near schools in College Place

School Locations	Total Crashes in buffer*	Including			Contributing Factors							
		Pedestrian	Bicyclists	Young Drivers	Inattentive or Distracted	Disregard Signals/Yield	Unsafe Speeds	Follow Too Closely	Improper Movement	Drowsy	DUI	Other
Rogers Adventist School/Walla Walla Valley Academy	13			5	4		2		3			4
John Sager Middle School College Place High School	31	2		12	11	6	2	2	2		2	6
Davis Elementary	36	2		16	14	9	1	1	5	1		5
Walla Walla University	98	2	3	54	34	14	3	13	8	1	1	24
Total	178	6	3	87	63	29	8	16	18	2	3	39

Safe Routes to School Countermeasures

Based on the predominant crash types, the following countermeasures were determined to be most practicable for locations around area schools.

Table 13: Proposed safety countermeasures for locations near schools^{42 43 44 45 46}

Countermeasure Name	Enhanced Safety Features (Beacons/ High Visibility/ Raised Crossings)	Separated Bike Lanes	Intersection Markers or Striping	Dynamic/Variable Speed Warning	Transverse Rumble Strips	Pedestrian & Driver and Bicycle & Motorist Education
Crash Types Addressed	Pedestrian	Bicycle	All crash types	All crash types	All crash types	Pedestrian and Bicycle
Crash Reduction	35%	35%	10-33%	0-41%	0-35%	(Variable)
Expected Life Span	20 years	10 years	10 years	10 years	10 years	Ongoing
Estimated Cost	\$5,000 to \$160,000	\$50 per linear foot	\$4,000 per intersection	\$43,600 per warning sign	\$600 per approach	(Variable)
Federal Funding Eligibility	90-100%	90%	100%	100%	90%	

⁴² 2018 Marin County Travel Safety Plan, accessed August 16, 2021, from: <https://www.marincounty.org/userdata/dpw/Marin%20County%20Travel%20Safety%20Plan%20-%20Final%20Report.pdf>

⁴³ Local Road Safety – A Manual for California's Local Road Owners, accessed August 16, 2021, from: <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/hship/2020/lrsm2020.pdf>

⁴⁴ Safety Evaluation of Transverse Rumble Strips on Approaches to Stop-Controlled Intersections in Rural Areas, accessed September 23, from: <https://www.fhwa.dot.gov/publications/research/safety/hsis/12047/12047.pdf>

⁴⁵ Safety Improvements on High Risk Rural Roads, accessed August 16, 2021, from: https://safety.fhwa.dot.gov/hship/hrrr/manual/hrrr_2014.pdf

⁴⁶ Systemic Local Roadway Safety Plan, accessed August 16, 2021, from: https://www.fresno.gov/publicworks/wp-content/uploads/sites/17/2021/01/Fresno_SSAR_LRSP_Final-Accessible-1.pdf

Project List for Top Priority Locations

After a comprehensive risk assessment, the following improvements are proposed for select high-priority intersections and roadway segments.

Table 14: Priority locations for local road safety improvements by categorized by location

Location	Weighted Crash Value	Potential Improvement
Intersections		
SR 125 (MP 1.88) S College Ave	3.84	Collisions at this intersection were largely rear-end or angle collisions due to inattentive/distracted driving, disregard for signals/yield, and driving under the influence (DUI). Potential improvements at this signalized intersection include conversion to a roundabout, increased intersection lighting, raised median upon intersection approach, advanced dilemma-zone detection, transverse rumble strips, or intersection markers or striping.
NE Larch St/ E Whitman Dr	6.85	Collisions at this intersection were primarily angle collisions, largely due to speeding, following too close, or disregard for signals/yield. Potential improvements at this current two-way stop intersection include conversion to a four-way stop, increased intersection lighting, raised median upon intersection approach, transverse rumble strips, or intersection markers or striping.
Segments		
NE C St (From Deccio Rd to Myra Rd)	17.61	Collisions along this segment were mainly angle and rear-end collisions based on inattentive/distracted driving, following too close, and improper turn/merge. Potential improvements along this segment include street lighting installation, upgrade pavement markings, converting to a right-in/right-out, remove/relocate objects and clear recovery zone, raised median, or delineators/reflectors/object markers.

W Rose St (From NE Lambert to Carey Court)	1.39	Collisions along this segment were largely angle or stationary-object collisions due to inattentive/distracted driving, disregard for signals/yields, and unsafe speeds. Potential improvements for this segment include remove/relocate objects and clear recovery zone, raised median access management, right-in-right-out, road diet/lane conversion, edgeline rumble strip, dynamic/variable speed warning, or delineators/reflectors/object markers.
S Meadowbrook St (w/out Intersection) (SR 125 (MP-2.34) to NE Deccio Rd)	1.85	Collisions along this segment were primarily angle, side-swipe, or other types of collisions due to inattentive/distracted driving and disregard for signals/yields. One collision included a bicyclist. Potential improvements along this segment include remove/relocate objects and clear recovery zone, raised median access management, right-in-right-out, road diet/lane conversion, edgeline rumble strip, dynamic/variable speed warning, or delineators/reflectors/object markers.
School Locations		
Schools	Young Drivers (% of total)	Potential Improvements
Rogers Adventist School/Walla Walla Valley Academy	5 (29.6%)	Collisions near this school were mainly due to inattentive/distracted driving, unsafe speeds, improper movement, driving under influence, and other contributing factors. Potential improvements for this area include enhanced safety features such as beacons/high visibility/raised crossings, separated bike lanes, intersection markers or striping, dynamic/variable speed warning, transverse rumble strips and pedestrian, bicyclist and motorist education.
John Sager Middle School/College Place High School	12 (38.7%)	Collisions near this school were primarily due to inattentive/ distracted driving, disregarding signals/yield, unsafe speeds, following too closely, improper movement, driving under influence, and other contributing factors. Potential improvements for this area include enhanced safety features such as beacons/high visibility/raised crossings, separated bike lanes, intersection markers or striping, dynamic/variable speed warning, transverse rumble strips and pedestrian, bicyclist and motorist education.

Davis Elementary	16 (44.4%)	Collisions near this school were largely due to inattentive/distracted driving, disregarding signals/yield, unsafe speeds, following too closely, improper movement, drowsiness, and other contributing factors. Potential improvements for this area include enhanced safety features such as beacons/high visibility/raised crossings, separated bike lanes, intersection markers or striping, transverse rumble strips and pedestrian, bicyclist and motorist education.
Walla Walla University	54 (55.1%)	Collisions near this school were primarily due to inattentive/distracted driving, disregarding signals/yield, unsafe speeds, following too closely, improper movement, drowsiness, driving under influence, and other contributing factors. Potential improvements for this area include enhanced safety features such as beacons/high visibility/raised crossings, separated bike lanes, intersection markers or striping, dynamic/variable speed warning, transverse rumble strips and pedestrian, bicyclist and motorist education.

Pedestrian/Bicycle

Locations	MV Young Drivers (% of Total)	Potential Improvement
NE Whitman Dr/SE Larch Ave (Intersection)	36%	Collisions for this intersection were largely due to disregarding signs and signals, failing to yield, following too closely, driving under the influence, and other contributing factors. Potential improvements for this location include leading pedestrian interval, pedestrian median/refuge island, enhanced safety features, and pedestrian, and motorist education.
College Place Post Office (S College Ave)	33%	Collisions at this location were due to a variety of contributing factors. Potential improvements for this location include leading pedestrian interval, pedestrian crossing median/refuge island, enhanced safety features such as beacons, high visibility/raised crossings, separated bike lanes, intersection or driveway pavement marking improvement, bicycle box, and pedestrian, bicyclist and motorist education.

References

1. Image by Akua based on information by Arkyan - based on public domain information. Based on similar map concepts by Ixnayonthetimmay, CC BY-SA 3.0, <https://commons.wikimedia.org/w/index.php?curid=2977946>
2. U.S. Census Bureau: <https://www.census.gov/quickfacts/fact/table/collegeplacecitywashington,WA,wallawallacountywashington/PST045219>
3. ¹ <https://remoteapps.wsdot.wa.gov/highwaysafety/collision/data/portal/public/>
4. https://www.safety.fhwa.dot.gov/virtual_trade_show_nace2020_508_version/
5. Data provided on June 3, 2021, by WSDOT Transportation Data, GIS & Modeling Office (TDGMO) - Crash Data and Reporting Branch
6. <https://safety.fhwa.dot.gov/hsip/docs/fhwasa17071.pdf>
7. <https://www.marincounty.org/userdata/dpw/Marin%20County%20Travel%20Safety%20Plan%20-%20Final%20Report.pdf>
8. https://safety.fhwa.dot.gov/hsip/hrrr/manual/hrrr_2014.pdf
9. http://pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=51
10. <https://www.fhwa.dot.gov/publications/research/safety/04091/04.cfm>
11. https://www.fresno.gov/publicworks/wp-content/uploads/sites/17/2021/01/Fresno_SSAR_LRSP_Final-Accessible-1.pdf
12. https://safety.fhwa.dot.gov/roadway_dept/pavement_friction/high_friction/
13. https://safety.fhwa.dot.gov/provencountermeasures/left_right_turn_lanes/
14. <https://safety.fhwa.dot.gov/provencountermeasures/roundabouts/>
15. <https://safety.fhwa.dot.gov/intersection/signal/index.cfm>
16. <https://www.fhwa.dot.gov/publications/research/safety/08043/index.cfm>
17. <https://www.fhwa.dot.gov/publications/research/safety/08048/index.cfm>
18. https://safety.fhwa.dot.gov/provencountermeasures/corridor_access_mgmt/
19. <https://www.fhwa.dot.gov/publications/research/safety/hsis/12047/12047.pdf>
20. https://safety.fhwa.dot.gov/local_rural/training/fhwasa1108/ch3.cfm
21. https://safety.fhwa.dot.gov/provencountermeasures/road_diets/
22. https://safety.fhwa.dot.gov/roadway_dept/countermeasures/safe_recovery/clear_zones/
23. https://safety.fhwa.dot.gov/provencountermeasures/enhanced_delineation/
24. <https://www.fhwa.dot.gov/publications/research/safety/14020/14020.pdf>
25. http://pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=46
26. https://safety.fhwa.dot.gov/ped_bike/step/docs/techSheet_VizEnhancement2018.pdf
27. https://safety.fhwa.dot.gov/provencountermeasures/lead_ped_int/

28. https://safety.fhwa.dot.gov/provencountermeasures/ped_hybrid_beacon/
29. http://www.pedbikesafe.org/pedsafe/countermeasures_detail.cfm?CM_NUM=6
30. https://safety.fhwa.dot.gov/provencountermeasures/ped_medians/
31. http://www.pedbikesafe.org/pedsafe/countermeasures_detail.cfm?CM_NUM=7
32. http://pedbikesafe.org/bikesafe/countermeasures_detail.cfm?CM_NUM=38
33. http://pedbikesafe.org/bikesafe/countermeasures_detail.cfm?CM_NUM=52
34. http://pedbikesafe.org/bikesafe/countermeasures_detail.cfm?CM_NUM=19
35. http://pedbikesafe.org/bikesafe/countermeasures_detail.cfm?CM_NUM=4
36. http://pedbikesafe.org/bikesafe/countermeasures_detail.cfm?CM_NUM=41
37. <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/hsip/2020/lrsm2020.pdf>
38. http://pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=61
39. http://pedbikesafe.org/BIKESAFE/countermeasures_detail.cfm?CM_NUM=18
40. McDonald NC, Brown AL, Marchetti LM, Pedroso MS. US school travel, 2009: an assessment of trends. Am J Prev Med 2011;41(2):146–51.
41. <https://www.cdc.gov/policy/hst/hj5/saferoutes/index.html>
42. 2018 Marin County Travel Safety Plan, accessed August 16, 2021, from: <https://www.marincounty.org/userdata/dpw/Marin%20County%20Travel%20Safety%20Plan%20-%20Final%20Report.pdf>
43. Local Road Safety – A Manual for California's Local Road Owners, accessed August 16, 2021, from: <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/hsip/2020/lrsm2020.pdf>
44. Safety Evaluation of Transverse Rumble Strips on Approaches to Stop-Controlled Intersections in Rural Areas, accessed September 23, from: <https://www.fhwa.dot.gov/publications/research/safety/hsis/12047/12047.pdf>
45. Safety Improvements on High Risk Rural Roads, accessed August 16, 2021, from: https://safety.fhwa.dot.gov/hsip/hrrr/manual/hrrr_2014.pdf
46. Systemic Local Roadway Safety Plan, accessed August 16, 2021, from: https://www.fresno.gov/publicworks/wp-content/uploads/sites/17/2021/01/Fresno_SSAR_LRSP_Final-Accessible-1.pdf
47. <https://remoteapps.wsdot.wa.gov/highwaysafety/collision/data/portal/public/>

Travel Demand Model (2019)

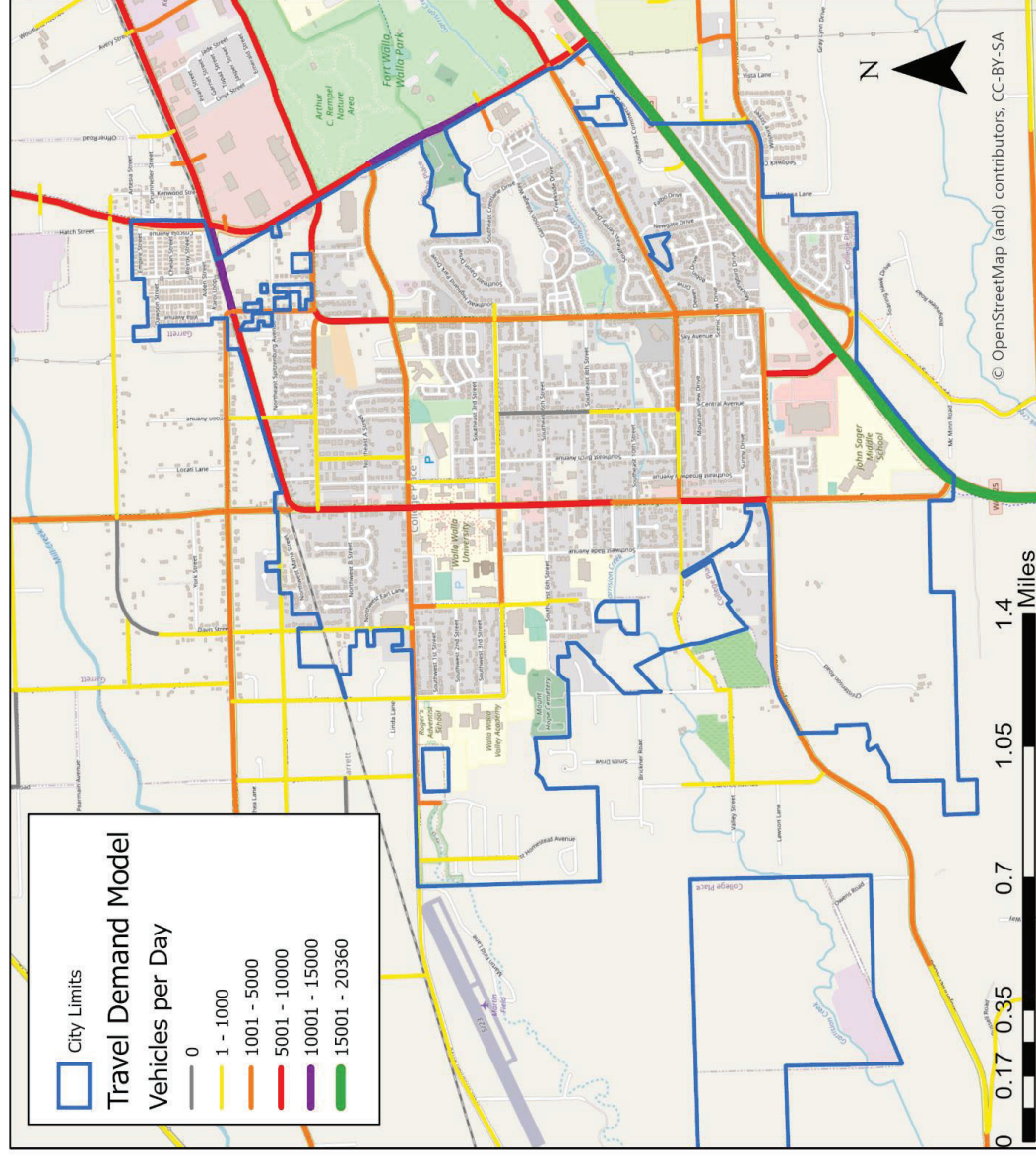


Figure 64: Travel Demand Model map of the College Place area

In general, a regional Travel Demand Model (TDM) replicates roadway networks, captures transit rider and driver travel behavior, and uses algorithms attuned to local conditions in order to show traffic flows and analyze future roadway infrastructure needs. The Walla Walla Valley TDM spans the northeastern portion of Umatilla County, Oregon and Walla Walla County, Washington, and includes the City of College Place. The traffic volumes displayed in this map show modeled year 2019 conditions, which have been calibrated against physical traffic count data.

Streetlights

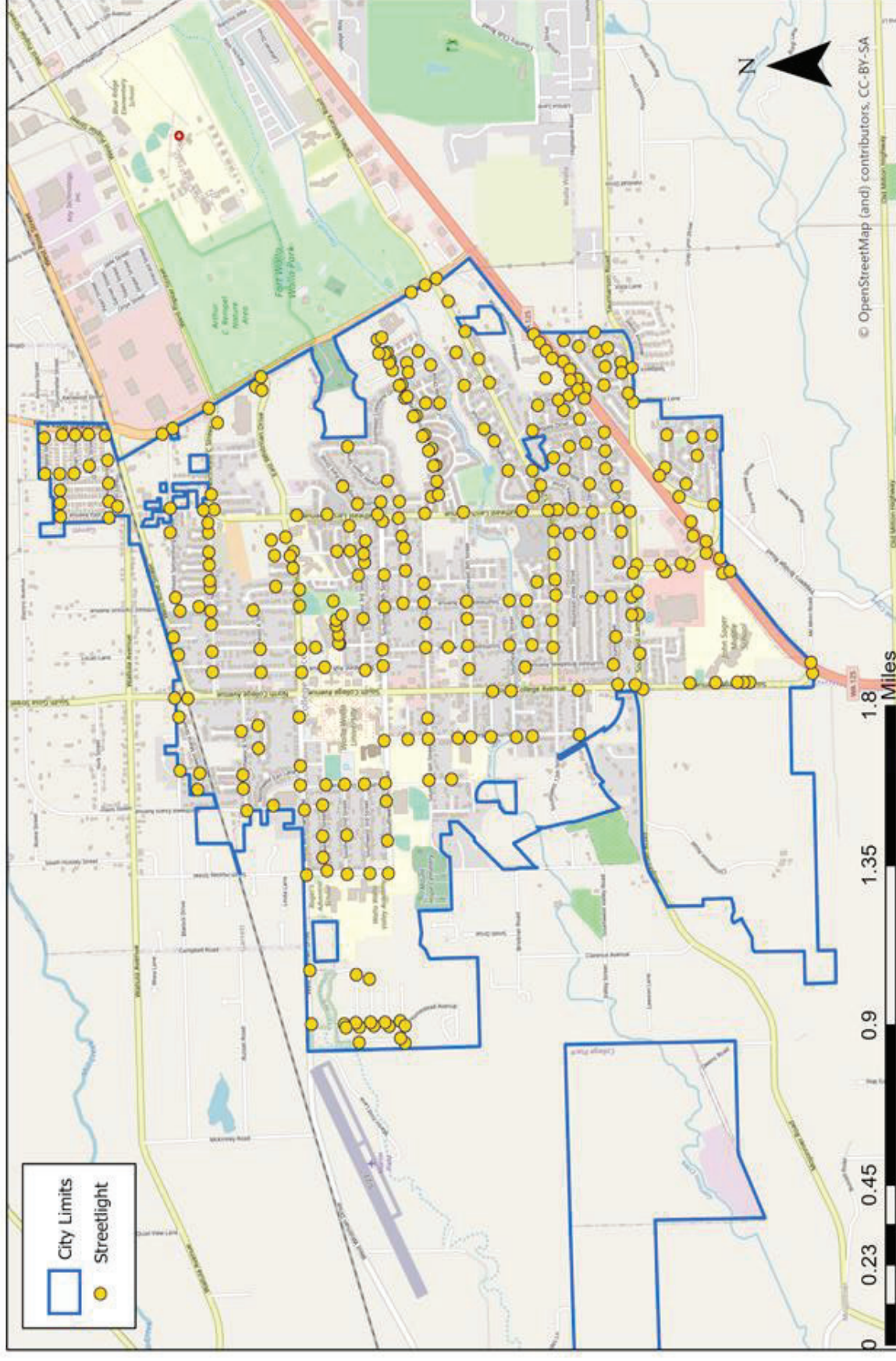


Figure 65: Streetlight inventory throughout the city of College Place

Table 15: Average Annual Collisions from 2011 to 2020 for Cities of Comparable Populations⁴⁷

Community	2020 Population	Average Collisions Per Year (2011-2020)
Toppenish	8,854	95
Orting	9,041	41
Burlington	9,152	310
College Place	9,902	67
Snohomish	10,126	178
Port Townsend	10,148	75
DuPont	10,151	40

⁴⁷ <https://remoteapps.wsdot.wa.gov/highwaysafety/collision/data/portal/public/>

2022 SRTS & Bicycle and Pedestrian Program

10/24/2022

	Construction	PE	CE	RW	Total
1. Lamperti & Central RFB	\$ 84,577	\$ 12,687	\$ 12,687	\$ -	\$ 109,950
2. Design and Construction sidewalk on SE Central (Valley to 12th)	\$ 338,238	\$ 50,736	\$ 50,736	\$ -	\$ 439,709
3. SE Birch (12th to 8th) - Sidewalk on the West Side	\$ 322,858	\$ 48,429	\$ 48,429	\$ 200,868	\$ 620,583
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$

SUBTOTAL CONSTRUCTION COST	\$ 65,059
SALES TAX @ 0%	\$ -
CONTINGENCY @ 30%	\$ 19,518
CONSTRUCTION TOTAL	\$ 84,577
PRELIMINARY ENGINEERING @ 15%	\$ 12,687
CONSTRUCTION ENGINEERING @ 15%	\$ 12,687
TOTAL PROJECT ESTIMATED COST	\$ 109,950

TOTAL PROJECT ESTIMATED COST	\$ 439,709
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10/20/2022

1260 LF

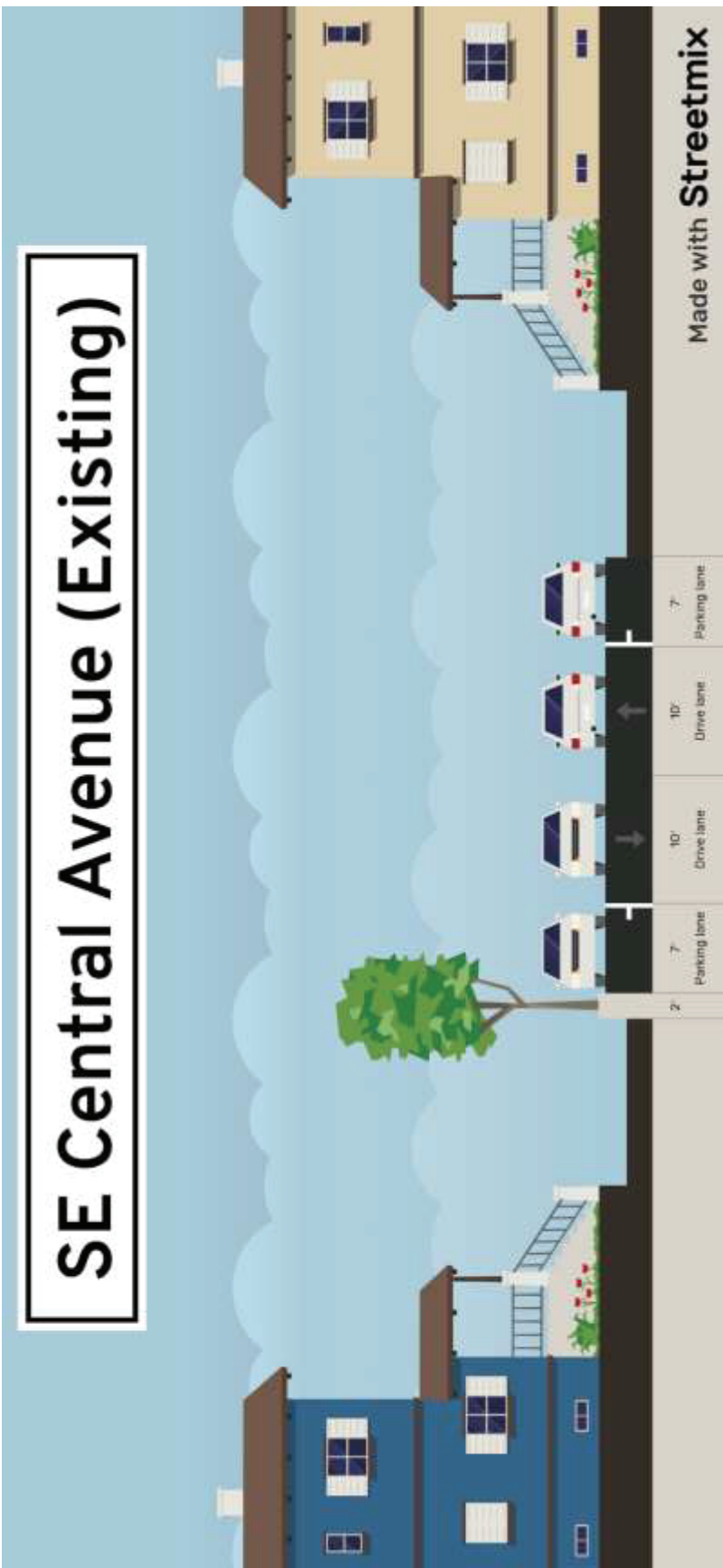
J-U-B PROJ. NO.: 30-20-075-030 Safe Routes to School

ITEM NO.	WSDOT STD NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
		PREPARATION				
1	0001	MOBILIZATION	1	L.S.	\$ 25,559.34	\$ 25,559
2	0100	REMOVE CEMENT CONC. SIDEWALK	8.3	S.Y.	\$ 35.00	\$ 292
3	0108	REMOVING CEMENT CONC. CURB AND GUTTER	75.0	L.F.	\$ 15.00	\$ 1,125
4	0120	REMOVING ASPHALT CONC. PAVEMENT	285.6	S.Y.	\$ 10.00	\$ 2,856
5	0090	REMOVING CEMENT CONC. PAVEMENT	58.0	S.Y.	\$ 9.00	\$ 522
6		REMOVING AND RESETTING FENCE	100.0	L.F.	\$ 55.00	\$ 5,500
		GRADING				
7	0300	ROADWAY EXCAVATION INCL. HAUL	137	C.Y.	\$ 36.00	\$ 4,929
8	0470	EMBANKMENT COMPACTION	151	C.Y.	\$ 20.00	\$ 3,012
9	0405	COMMON BORROW INCL. HAUL	14	C.Y.	\$ 25.00	\$ 342
		SURFACING				
10	5120	CRUSHED SURFACING BASE COURSE	182	TON	\$ 25.00	\$ 4,556
		HOT MIX ASPHALT				
11	5767	HMA CL. 1/2 IN. PG 64-28H	47	TON	\$ 135.00	\$ 6,370
		TRAFFIC				
12	7055	CEMENT CONC. SIDEWALK	837.0	S.Y.	\$ 95.00	\$ 79,515
15	6700	CEMENT CONC. TRAFFIC CURB AND GUTTER	1,110.0	L.F.	\$ 50.00	\$ 55,500
16	7058	CEMENT CONC. CURB RAMP TYPE PERPENDICULAR A	8.0	EA.	\$ 3,225.00	\$ 25,800
17	7059	CEMENT CONC. DRIVEWAY ENTRANCE TYPE 1	300.9	S.Y.	\$ 140.00	\$ 42,124
18	6971	PROJECT TEMPORARY TRAFFIC CONTROL	1.0	L.S.	\$ 15,000.00	\$ 15,000
		OTHER ITEMS				
19	7038	ROADWAY SURVEYING	1.0	L.S.	\$ 7,500.00	\$ 7,500
20		TESC PLAN	1.0	L.S.	\$ 500.00	\$ 500
21	6471	INLET PROTECTION	1.0	L.S.	\$ 150.00	\$ 150
		SUBTOTAL CONSTRUCTION COST				\$ 281,153
		SALES TAX @ 0%				\$ -
		CONTINGENCY @ 30%				\$ 84,346
		CONSTRUCTION TOTAL				\$ 365,499
		PRELIMINARY ENGINEERING @ 15%				\$ 54,825
		CONSTRUCTION ENGINEERING @ 15%				\$ 54,825
		RIGHT OF WAY				\$ 113,777
		TOTAL PROJECT ESTIMATED COST				\$ 588,925

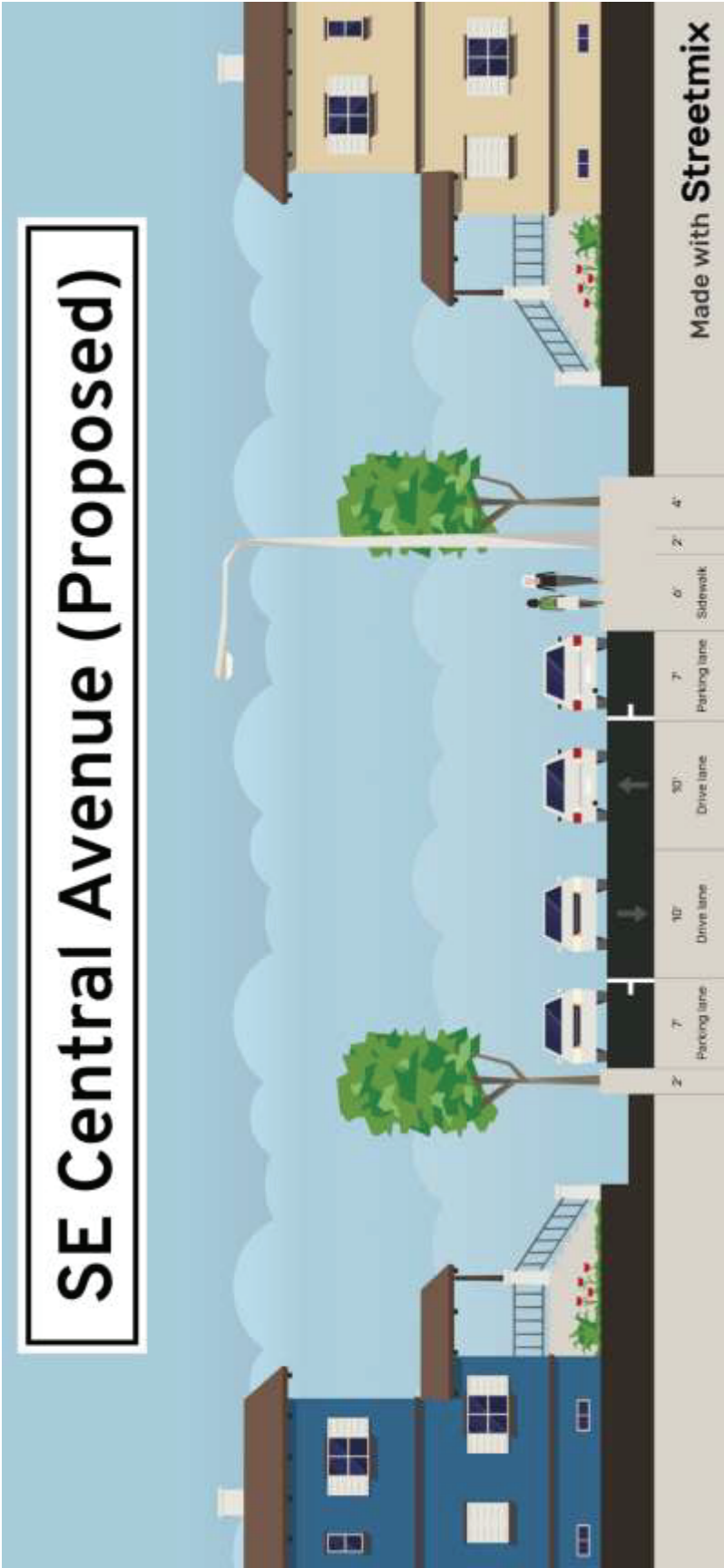
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Cross Sections: Existing & Proposed

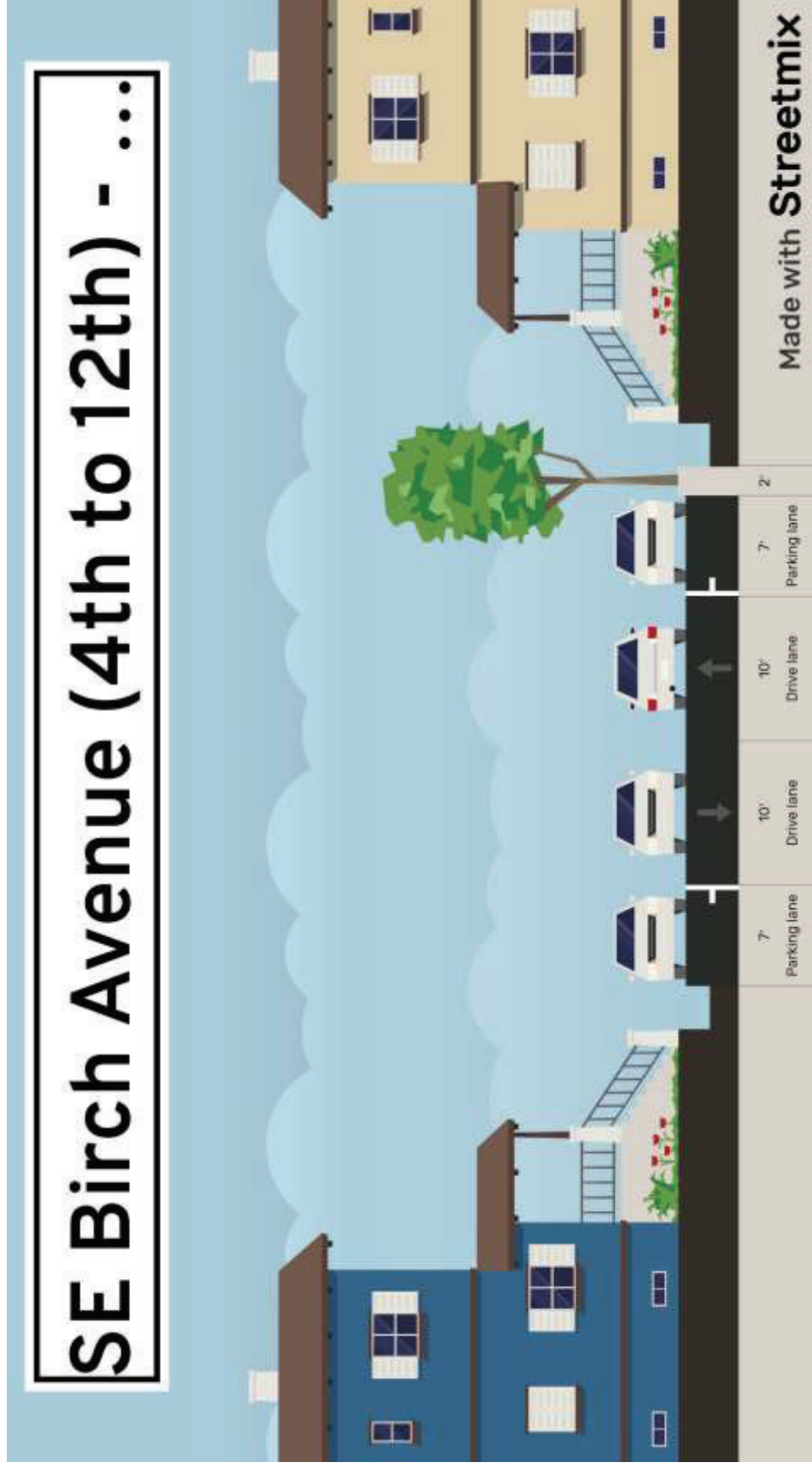
1. SE Central Avenue (Valley to 12th): Existing



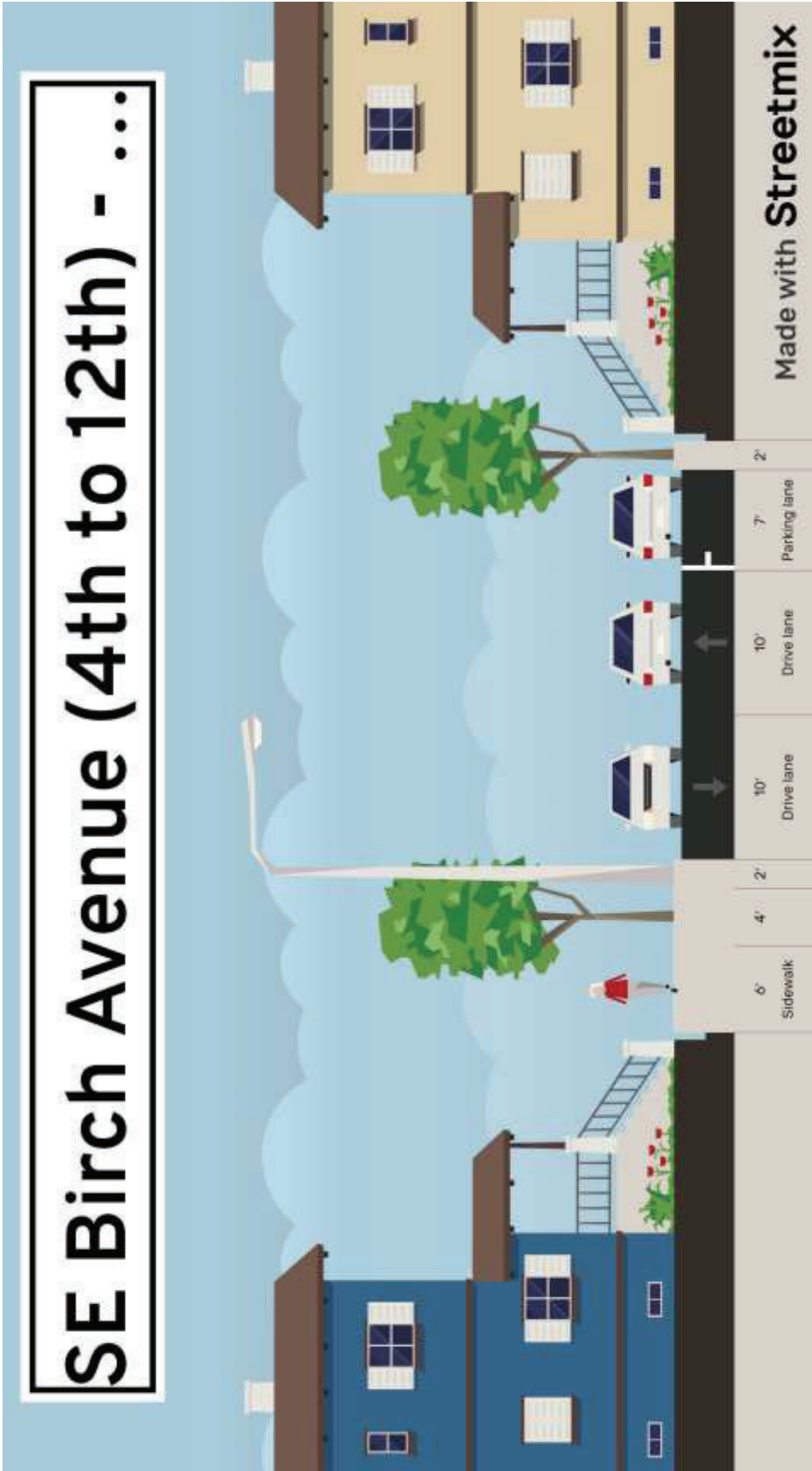
2. SE Central Avenue (Valley to 12th): Proposed



3. SE Birch (4th to 12th): Existing



4. SE Birch (4th to 12th): Proposed



Sager Middle School Safe Routes to School Project: SE Birch (8th to 12th)



0 0.01 0.02 0.04 0.06 0.08 Miles

Sager Middle School Safe Routes to School Project: SE Central (12th to Valley)



0 0.01 0.02 0.04 0.06 0.08 Miles

City of College Place, Washington
625 S. College Avenue
Ph: (509)-529-1200
Em: mrizzitiello@cpwa.us
www.cpwa.us
May 9th, 2024



Recipient Name

Ms. Charlotte Claybrooke
Washington State Department of Transportation

Re: Sager Middle School Safe Route to School Project Funding Request

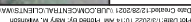
Dear Ms. Claybrooke,

The College Place Utilities & Transportation Advisory Commission (UTAC) is in support of the City's grant application pertaining to the Sager Middle School Route Safe Routes to School (SRTS) Project. This project provides key pedestrian linkages for students to get from the middle school to their home safely in areas that aren't currently served by a bus. Thus, the students must walk and these areas currently have no committed pedestrian infrastructure such as SE Central (Lamperti to 12th) and SE Birch (12th to 8th). This project will tie together the neighborhood to make it safe for children to walk to school.

The community is a designated Federal Opportunity Zone. The city has an adopted Local Road Safety Plan, ADA Transition Plan, and Capital Facility Plan that lists this as a priority. Please award funds to this worthy project.

The Warmest Regards,







ENGINEER'S OPINION OF PROBABLE COST

5/11/2022

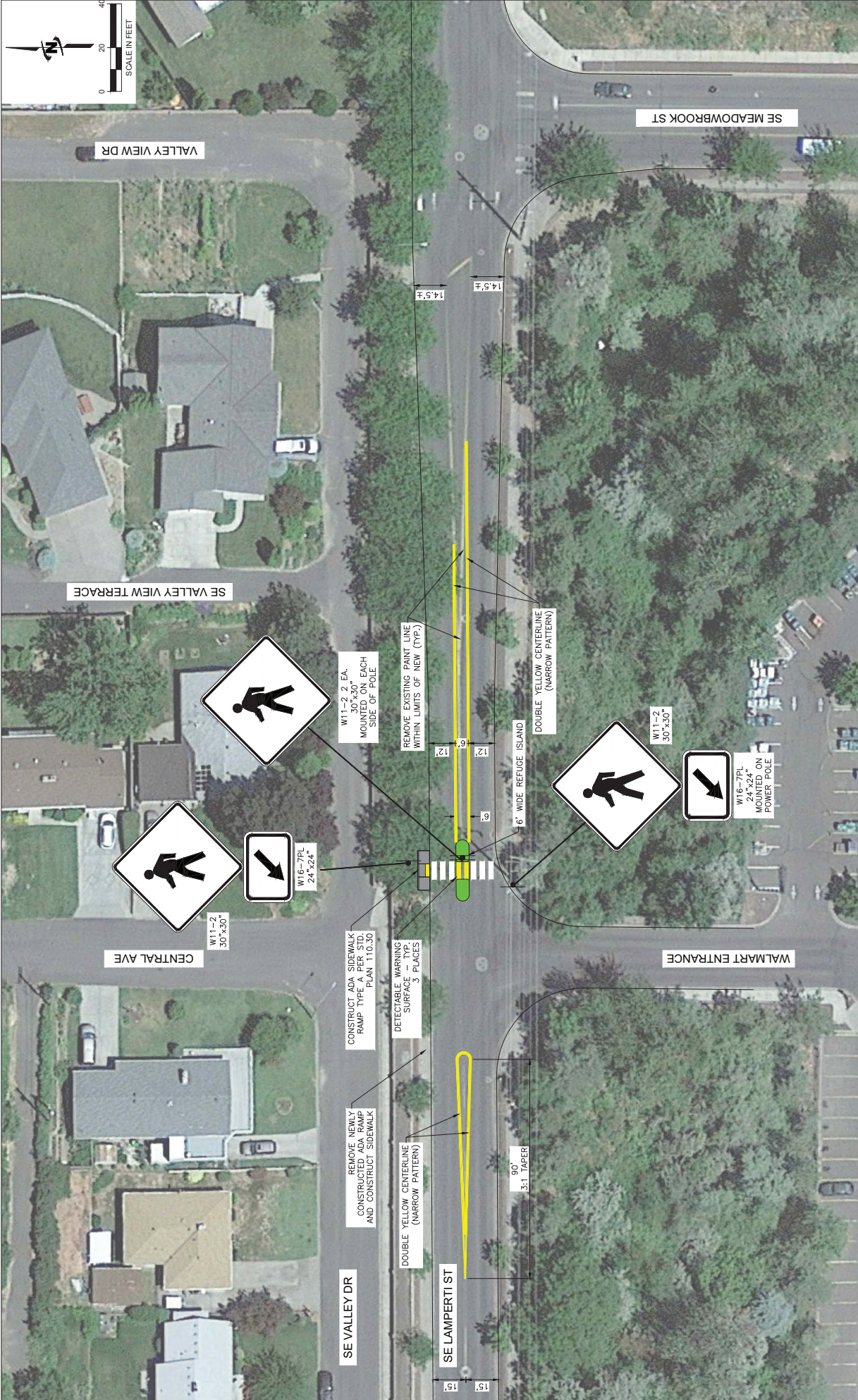
PROJECT DESCRIPTION: Safety improvements

1. SE Lamperti Street at Walmart Entrance

CLIENT: City of College Place

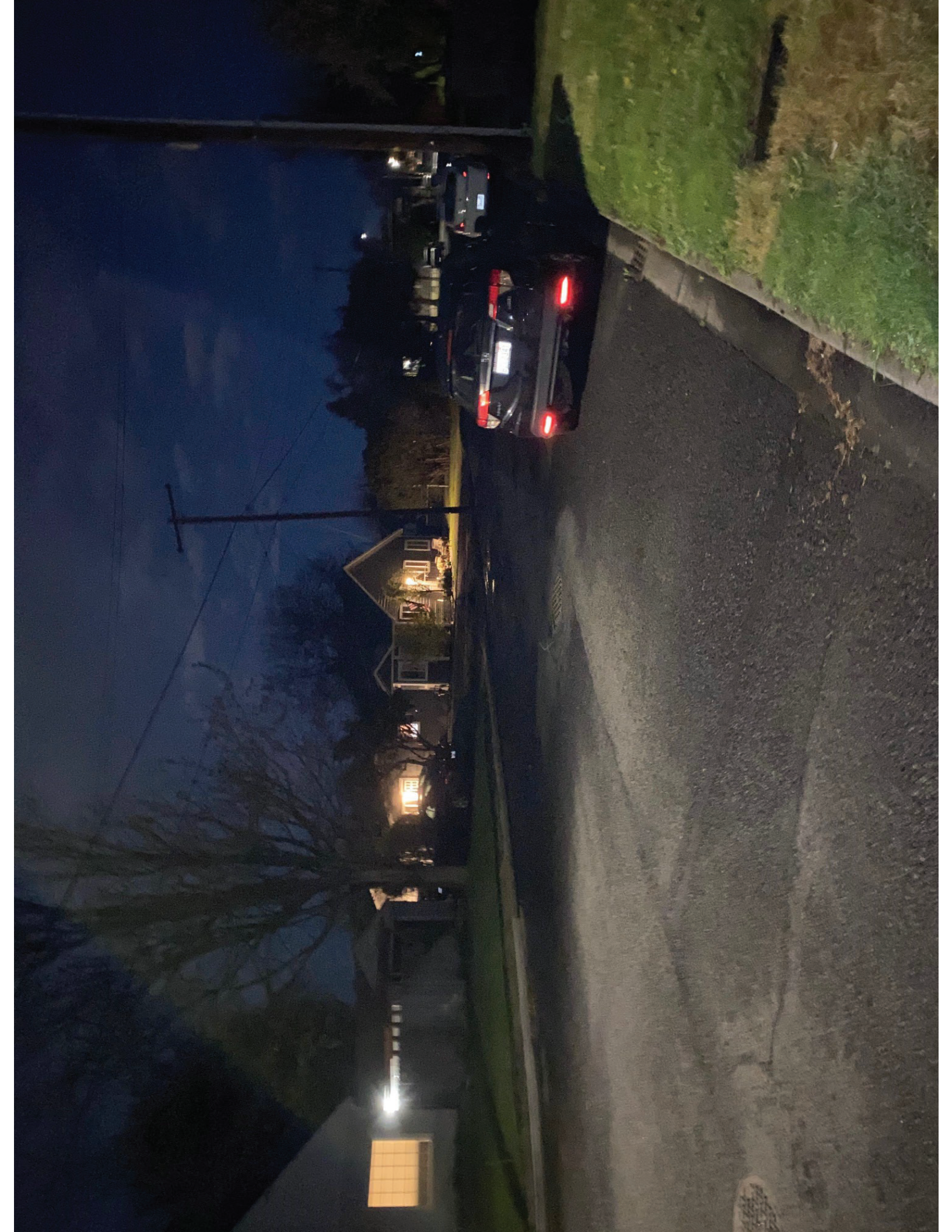
J-U-B PROJ. NO.: 30-20-075

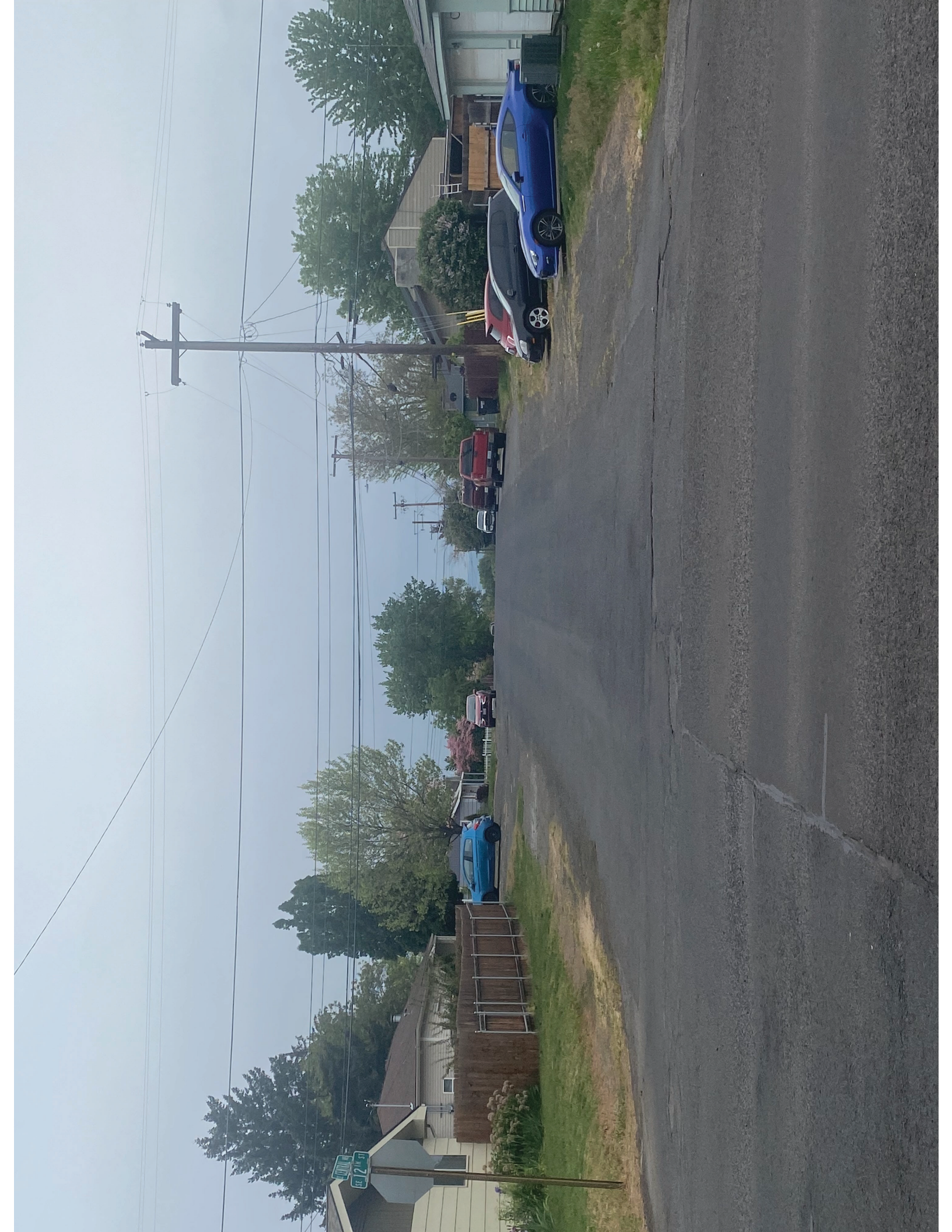
ITEM NO.	WSDOT STD NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
PREPARATION						
1	0001	MOBILIZATION	1	L.S.	\$ 2,978.94	\$ 2,979
2	0100	REMOVE CEMENT CONC. SIDEWALK	23.0	S.Y.	\$ 15.00	\$ 345
3	0108	REMOVING CEMENT CONC. CURB AND GUTTER	40.0	L.F.	\$ 10.00	\$ 400
4	0120	REMOVING ASPHALT CONC. PAVEMENT	9.0	S.Y.	\$ 25.00	\$ 225
5	0187	REMOVING PAINT LINE	235.0	L.F.	\$ 3.00	\$ 705
SURFACING						
6	5120	CRUSHED SURFACING TOP COURSE	3.0	TON	\$ 60.00	\$ 183
HOT MIX ASPHALT						
7	5767	HMA CL. 1/2 IN. PG 64-28H	2.1	TON	\$ 200.00	\$ 415
TRAFFIC						
8	7054	DETECTABLE WARNING SURFACE	42.0	S.F.	\$ 40.00	\$ 1,680
9	7055	CEMENT CONC. SIDEWALK	12.0	S.Y.	\$ 100.00	\$ 1,200
10	6857	PLASTIC CROSSWALK LINE	32.0	L.F.	\$ 15.00	\$ 480
11	6807	PLASTIC LINE	530.0	L.F.	\$ 3.00	\$ 1,590
12	6701	CEMENT CONC. TRAFFIC CURB	60.0	L.F.	\$ 53.00	\$ 3,180
13	6700	CEMENT CONC. TRAFFIC CURB AND GUTTER	40.0	L.F.	\$ 53.00	\$ 2,120
14		CEMENT CONC. WALKWAY	5.3	S.Y.	\$ 100.00	\$ 533
15		CEMENT CONC. FOR REFUGE ISLAND	12.3	S.Y.	\$ 100.00	\$ 1,233
16	7058	CEMENT CONC. CURB RAMP TYPE PARALLEL A	1.0	EA.	\$ 2,000.00	\$ 2,000
17	6971	PROJECT TEMPORARY TRAFFIC CONTROL	1.0	L.S.	\$ 8,000.00	\$ 8,000
18	6890	PERMANENT SIGNING	1.0	L.S.	\$ 2,500.00	\$ 2,500
OTHER ITEMS						
19	7038	ROADWAY SURVEYING	1.0	L.S.	\$ 2,000.00	\$ 2,000
20		TESC PLAN	1.0	L.S.	\$ 500.00	\$ 500
21		INLET PROTECTION	1.0	L.S.	\$ 500.00	\$ 500
SUBTOTAL CONSTRUCTION COST						\$ 32,768
SALES TAX @ 0%						\$ -
CONTINGENCY @ 30%						\$ 9,830
CONSTRUCTION TOTAL						\$ 42,598
PRELIMINARY ENGINEERING @ 15%						\$ 6,390
CONSTRUCTION ENGINEERING @ 15%						\$ 6,390
TOTAL PROJECT ESTIMATED COST						\$ 55,378



CITY OF COLLEGE PLACE
SE LAMPERTI STREET CROSSWALK
EXHIBIT 1









Safe Routes to School Program call for projects

Find information about the Safe Routes to School (SRTS) program, requirements, application process, review criteria, support documents and a link to the application.

General information

Program purpose

- Enable and encourage children, including those with disabilities, to walk, roll, and bicycle to school.
- Make bicycling and walking to school a safer and more appealing form of transportation, encouraging a healthy and active lifestyle from an early age.
- Facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools.

Estimated available funding amount

\$25,575,000

Funding source

Federal and State

Applications due date

June 7, 2024 (11:59 p.m.)

Eligible project types

1. Pedestrian/bicyclist safety infrastructure improvements within two miles of a school (typically, also includes preliminary engineering, and right of way).
2. Education/Encouragement Only projects.
3. Development/Design-Only projects that will result in a ready-to-construct pedestrian or bicyclist improvement project within two miles of a school (may include community outreach and tactical urbanism). Up to 5% of available program funding.

Projects are to serve students in kindergarten to 12th grade.

Eligible applicants

All public agencies in Washington, including tribal governments (lead agency should be the owner/operator of the transportation facilities where improvements are focused), and nonprofit entities responsible for the administration of transportation safety education and encouragement programs

Website

[Safe Routes to School Program](#)

Safe Routes to School Program contacts

Charlotte Claybrooke, Active Transportation Program Manager, 360-790-5231 charlotte.claybrooke@wsdot.wa.gov or [WSDOT Region Local Programs Engineers](#)

Other contacts

Briana Weisgerber, Active Transportation Programs Engineer, 564-669-4552, briana.weisgerber@wsdot.wa.gov

Chris Hawkins, Active Transportation Planner, 360-705-7385, chris.hawkins@wsdot.wa.gov

Match

Match is not required.

Funding

Funds will be available for the 2025-2027 biennium beginning July 2025. These are not “cash-up-front” programs. Eligible program funds are made available only through reimbursement – upfront funding is not available. Costs incurred prior to WSDOT project approval are not eligible for reimbursement.

This call for projects is in preparation for the 2025 state legislative session to appropriate funding for the programs in the 2025-27 state budget. Awards will be subject to available funding. Projects selected are expected to begin work in the first year of the 2025-27 biennium and will be held to the schedules provided in the applications. Applicants that received a PBP or SRTS project award in 2023 or 2025 are eligible for funding; when evaluating applications WSDOT considers past delivery of previous awards to a jurisdiction or tribe.

Informational webinars, workshop, and trainings

Overview Webinar

This webinar, recorded on March 11, 2024, provides general information about both programs.

- [Slides \(pdf 1.33kb\)](#)
- [Recording](#)

Workshop

The workshop, recorded on April 15, 2024, walks applicants through the application process.

- [Slides \(pdf 1.16kb\)](#)

- [Recording](#)

Active Transportation Programs Design Guide Trainings

These three 30-minute trainings cover project design information that is specific to these funding programs. They are virtual, and each provide information about a different section of the guide. The slides and recordings for the first two are available here.

Active Transportation Programs Design Guide Webinar Training Session 1

- [Slides \(pdf 2.64kb\)](#)
- [Recording](#)

Active Transportation Programs Design Guide Webinar Training Session 2

- [Slides \(pdf 2.88kb\)](#)
- [Recording](#)

Active Transportation Programs Design Guide Webinar Training Session 3

- [Slides \(pdf 1.62kb\)](#)
- [Recording](#)

Additional Active Transportation Design Guide trainings available upon request, contact [Briana Weisgerber](#).

Applications

Most applications will consist of 3 to 4 elements: [Online Survey Monkey Application](#) , Detailed Project Cost Estimate, Plan Sheet View and Cross-Section View documents as well as a tribal consultation documentation memo. Projects involving WSDOT ROW or tribal lands have additional requirements, that must be submitted as attachments to an email. The following section provides details for each application element.

Survey Monkey applications (required for all applications)

The general application information must be done online using [Survey Monkey](#) . It includes a link to an online mapping tool. The cost estimate, plan sheets and project cross sections will be uploaded into the Survey Monkey Application. The online application has multiple choice options for the types of treatments that will be included in the project. Infrastructure treatments listed as eligible for funding are defined in the [Active Transportation Programs Design Guide](#). The same online application is being used for Pedestrian and Bicyclist Program. Applicants that choose to submit requests for multiple projects must complete a separate online application for each project proposed.

Helpful hints

- Complete the project plan sheet, cost estimate, and this [Word version of the application \(docx 51kb\)](#) to prepare responses before answering the questions in Survey Monkey. This will facilitate your completion of the application.
- Applicants will not get a copy of the submitted survey so completing a Word version will provide you with a record of your online application responses.
- Survey Monkey will allow you to copy/paste text from an outside document.
- Survey Monkey may limit the applicant's ability to return and continue answering unfinished applications if the survey is closed before it is complete.

Project cost estimate (required for all applications)

A project cost estimate must be uploaded into the Survey Monkey Application. All applications for development/design-only, education and encouragement or infrastructure projects must include a project cost estimate consistent with the guidance of the [Local Agency Guidelines Manual](#). The cost estimate for infrastructure projects must be determined assuming that the project is design-bid-build and not constructed by the workforce of the applicant agency. Local agencies may use their own cost estimate format. If a template would be helpful, here are links to optional budget templates that can be used for the different project types:

- [Infrastructure projects \(xlsx 74.7kb\)](#)
- [Education/Encouragement Only projects \(xlsx 18.6kb\)](#)
- [PBP or SRTS Development/Design Only projects \(xlsx 19.2kb\)](#) (Do not use for Infrastructure/Construction applications)

Plan sheets and project cross sections (required for infrastructure project applications)

For infrastructure project applications, plan sheet and cross sections must be uploaded into the Survey Monkey Application. Project submissions that best meet the dimensions and design features included in the Active Transportation Design Guide will tend to rank more favorably during the competitive grant application review. Agencies that wish to use specialized designs that exceed the active transportation intent of the designs provided in this guide may also score well in the grant application review. Applicants wishing to use guidance or standards that vary from the guide must provide alternate standard drawings, sample plans, or other examples with their applications. Provide materials that show:

- Plan view (overhead view) of location and proposed treatments
- Existing and proposed cross-sections

The [Example Plan Sheets and Cross-Section Document \(pdf 4,618kb\)](#) provides examples and descriptions.

Note: Please do not submit plan views or cross-sections for SRTS Education/Encouragement-Only and PBP or SRTS Development/Design-Only projects.

Tribal consultation documentation memo

This program is funded in part with money from the Climate Commitment Account. All applicants are required to conduct early, meaningful, and individual consultation with any affected federally recognized tribe on all funding decisions that may impact tribal resources. The application form includes a place to upload a memo that documents the consultation details. See the [WSDOT Grant Application Tribal Consultation Guidance](#) for more information.

Due date

Submit the general application information in [Survey Monkey](#) . Word documents or other format versions of the application will **not** be accepted. If the project is in WSDOT Rights of Way or on tribal land send required attachments by e-mail to ATDgrants@wsdot.wa.gov. All application materials must be received no later than midnight on **June 7, 2024**. Applications

received after the deadline will not be considered.

Applicants are invited to include an image(s) of the location, but that is not a requirement. Only the Survey Monkey application, the project cost estimate, the project plan sheets, cross-sections and image(s) of the location will be accepted for review. Do NOT send other documents such as letters of support; they will not be reviewed or considered in the evaluation process.

Note: With the exception of projects on WSDOT Rights of Way or on Tribal Land, proposed projects should not involve road segments owned/managed by multiple jurisdictions.

Special instruction for projects on a state route or within WSDOT rights of way

Local agencies and Tribes that have prioritized a location for a proposed project that is on or adjacent to a State Route, crosses a State Route, or is within WSDOT Rights of Way must follow these special instructions for their applications. Projects on state routes shall consider Complete Streets elements, be consistent with the WSDOT Design Manual, have already undergone WSDOT practical solutions evaluations and have full WSDOT region support. They must be coordinated through the appropriate WSDOT regional office. The project schedule should be given additional time to accommodate WSDOT collaboration. An e-mail or letter confirming project concurrence by the Regional Administrator, or their designee is required. Contact your area's [Region Local Programs Engineer](#) to start this process.

Special instruction for projects on tribal land

Proposed projects passing through federally recognized tribal lands must include an e-mail or letter confirming formal support by a tribal resolution from that tribe. This is in addition to the tribal consultation documentation memo indicated above.

Special instructions for project development/design only projects

Development/design-only projects are intended to engage with communities to address known active transportation needs in locations that require significant planning analysis before Preliminary Engineering (PE) is initiated. These are not PE only projects, however they are not just exploratory, as there is an expectation that development/design-only projects

will complete a design for pedestrian and/or bicycle facilities to prepare near-shovel ready projects for future funding. Preference will be given to projects that propose getting to 60% design. Not all design elements would need to reach 60% design, but it is recommended that central elements necessary to address the need and purpose of the project (moving active travelers of all ages and abilities along and across a major arterial, for example) achieve this benchmark. The exploratory nature of these projects will likely identify elements that are of high interest to the community and relate to the primary need/purpose of the project. Such elements can be designed at lower levels, though applicants are advised not to propose less than 30% design for any given element. Provide a project area map uploaded into the Survey Monkey Application that circles the vicinity to be considered for this project. More information about this project type is available at this link [Requirements and Guiding Principles for Development/Design Only Projects \(pdf 143kb\)](#)

Program requirements

Projects must address the program purpose and be consistent with the program guidance and standards presented in the reference below. Agencies that are awarded funding must:

- Report semi-annually on the status of the project
- Comply with funding source (state or federal) requirements
- Comply with Americans with Disabilities Act (ADA)
- Implement consistent branding and funding acknowledgements specific to the source of funds awarded on all communications including, signage, invitations, webpages and other media-related or public outreach products.
- Include the project in the local Transportation Improvement Plan (TIP)*

*If receiving federal funding from any source, the project must also be included in the Statewide Transportation Improvement Program (STIP). Federal law requires all federally funded projects be included in the STIP. State funded projects that are deemed regionally significant by the MPO/RTPO/County lead agency must be included in the STIP. If a project falls under the above requirements, local agencies with projects selected for funding will be responsible for including the project in the STIP prior to the obligation of funding.

Approved design guidance

- [WSDOT Active Transportation Programs Design Guide](#)

Treatments specifically designed to improve the safety and mobility of bicyclists and pedestrians that are identified in other peer reviewed design guidance from nationally recognized engineering studies (example, NCHRP) or adopted standards will be considered. Proposed improvements shall be compatible with [Public Right-of-Way Accessibility Guidelines \(PROWAG\)](#) [!\[\]\(cbe80b694ebd74fcfe136a095b608235_img.jpg\)](#) and the [Manual on Uniform Traffic Control Devices \(MUTCD\) – Washington State Modifications](#) [!\[\]\(27df6be88af07602ea392719b144fe7f_img.jpg\)](#), Washington State adopted version of the [MUTCD](#) [!\[\]\(96f0a292e266dbee33329d5ab59a28c7_img.jpg\)](#), have interim MUTCD approval, or be accepted under MUTCD experimental status. Note: An updated version of the MUTCD was released by FHWA in 2023. It has not been adopted for Washington State as of the time of this call for projects.

Project titles

The project title should be no more than 200 characters. It will be utilized throughout the life of the project. Examples include:

- Johnson Rd and H, J, L, and M Streets Sidewalks and Curb Extension SRTS Project
- Smith Rd & Johnson Rd Roundabout PBP Project
- 10th St and Central Ave Development/Design PBP Project

Inappropriate uses of funding

- Recurring costs such as salary for an adult crossing guard (salary for a SRTS Coordinator is acceptable)
- Pavement resurfacing or pavement preservation (unless part of a road diet/reconfiguration)
- Widening or adding travel lanes, increasing posted speed, or other motor vehicle related changes that could negatively affect pedestrian and bicyclist safety and mobility
- School bus safety projects or improvements to school bus stops
- Portable enforcement equipment
- Gifts or stipends

Application review process

This is a competitive program. This review process and the criteria below describe how projects will be prioritized for funding recommendations.

- WSDOT staff will conduct a quantitative assessment of the applications based on the review criteria below using the applicant's responses, WSDOT 2014-2023 crash data, US Census data, school data, and WSDOT local project search data.
- For the "mobility with consideration for equity" review criteria:
 - Projects for cities/towns or census designated places within county or tribal jurisdictions that have a population of 10,000 or less will be compared to other projects that serve similar size communities.
 - Projects for agencies that serve populations greater than 10,000 will likewise be compared with each other.
- Application review committee members will evaluate the applications and make recommendations.
- WSDOT staff will conduct electronic or on-site project review meetings with the highest-ranking applicants. These meetings will address reviewer comments and may include practical solutions considerations.
- WSDOT will prioritize applications so that at least 35% of those above the estimated available funding threshold will serve high equity need populations.
- The final prioritized list of projects will be submitted to the Governor's office and the legislature by December 1, 2024.
- The legislature and Governor will make the final decisions on program funding during the 2025 Legislative session. WSDOT will then issue award letters to projects selected for funding; project activities may begin on or after July 1, 2025.

Review criteria summary

Infrastructure projects (for more information about these criteria see the [Infrastructure Scoring Rubric \(pdf 195kb\)](#))

- [Safety](#) (Need and Project Effectiveness) – Up to 40% of consideration
- Equity (Highest Equity Need Census Tract and Community Engagement) – Up to 25% of consideration
- Mobility with Consideration for Equity – Up to 10% of consideration

- Deliverability/Other – Up to 10% of consideration
- Value – Up to 10% of consideration
- Geographic Diversity – Up to 5% of consideration

Note: Review for project effectiveness under Safety, will focus on how the proposed treatment(s) address the need for low stress linear facilities and crossings rather than the number or variety of treatments proposed. For treatment or project effectiveness questions or support, contact:

Briana Weisgerber, Active Transportation Programs Engineer
564-669-4552, briana.weisgerber@wsdot.wa.gov

Development/Design-Only projects (for more information about these criteria see the [Development/Design-Only Scoring Rubric \(pdf 136kb\)](#))

- Safety (Need) – Up to 25% of consideration
- Project Quality – Up to 20% of consideration
- Equity – Up to 20% of consideration
- Mobility with Considerations for Equity – Up to 10% of consideration
- Deliverability/Other – Up to 10% of consideration
- Value – Up to 10% of consideration
- Geographic Diversity – Up to 5% of consideration

Education/Encouragement only projects

- Safety (Need) - Up to 25% of consideration
- Project Quality - Up to 20% of consideration, Quality and detail provided in the proposed budget as well as potential effectiveness of the education or encouragement activities
- Equity - Up to 20% of consideration
- Deliverability/Other - Up to 10% of consideration
- Value - Up to 10% of consideration, potential number of children reached
- Geographic Diversity - Up to 5% of consideration

Award announcement date

Expected in June 2025

Other resources for project development decisions

- [Office of the Superintendent of Public Instruction \(OSPI\) Report Card](#) 
- [Sandy Williams Connecting Communities Equity Analysis Tool](#)
- [WSDOT Community Collaboration Resource Guide](#)
- [Development/Design Only Project Guide \(pdf 143kb\)](#)

Glossary

- **Speed Management:** The use of engineering, traffic control, and road design to induce drivers to travel at target speeds. This often includes treatments to lower motorist speeds along linear road segments or during turning movements at intersections where pedestrians and bicyclists are expected. The [Washington State Injury Minimization and Speed Management Policy Elements and Implementation Recommendations](#) published in 2020 provide more information.
- **Level of Traffic Stress:** A relative, but objective measure of the systemic safety of transportation facilities for pedestrians and bicyclists. Roadways are assigned a score based on roadway characteristics including posted speed, the number of vehicles using the road, the number of vehicle travel lanes, and the presence of dedicated modal facilities like bike lanes and sidewalks. It is typically presented on a scale of 1 to 4. [Plan for Level of Traffic Stress](#) document provide more information.
- **Road Characteristics/Features:** These include the basic components of a road including width, number of lanes, posted speed, traffic volume, traffic separators, various user type facilities, traffic control devices, and intersection/crossing frequency.
- **Route Directness:** A measure of how far out of direction a pedestrian or cyclist is expected to travel to reach their destination. [The Washington State Multimodal Permeability Pilot Report](#) published in 2021 provides more information.
- **Safe System Approach:** A method to eliminate fatal and serious injuries for all road users using a holistic view of the road system that first anticipates human mistakes and second aims to keep the crash impact transfer of force to the human body at survivable levels. The [2019 Washington State Strategic Highway Safety Plan](#)  provides more information in Appendix K.
- **Temporary Project Development Treatments/Reconfigurations (Tactical Urbanism):** Temporary improvements intended to determine the operational

effectiveness of potential permanent treatments as part of a project development process. They may include the use of temporary paint, removable signs, curbs and/or other physical barriers such as planters. They offer a quick way to test and refine potential solutions to planning/project development challenges and to build local resident awareness, understanding, and support.

Funding sources

The Safe Routes to School Program is supported with funding from Washington's Climate Commitment Act. The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing climate pollution, creating jobs and improving public health. Information about the CCA is available at www.climate.wa.gov . The SRTS program is also supported by the multimodal transportation account-state appropriation and the motor vehicle account – federal appropriation, which is part of the Infrastructure Investment and Jobs Act.



Contact information

Charlotte Claybrooke

Active Transportation Programs Manager

charlotte.claybrooke@wsdot.wa.gov

[360-790-5231](tel:360-790-5231)

Brian Wood

Active Transportation Program Specialist

brian.d.wood@wsdot.wa.gov

[360-790-5340](tel:360-790-5340)

ATD Grants E-mail

ATDgrants@wsdot.wa.gov

Sections in Support for local programs

- [Contact
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- [Delivering
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- [Find a
local
project](#)
- [Funding
programs](#)
- [Technical
assistance](#)

 [**Website feedback: Tell us how we're doing.**](#) 

Learn more about work zone safety

Slow down – lives are on the line.

In 2023, speeding continued to be a top reason for work zone crashes.

Even one life lost is too many.

Fatal work zone crashes doubled in 2023 - Washington had 10 fatal work zone crashes on state roads.

It's in EVERYONE'S best interest.

95% of people hurt in work zones are drivers, their passengers or passing pedestrians, not just our road crews.

Contact

Accessibility

Title

VI

Site

index

 **Sign up
for email
updates** 

Subscribe to
customized
emails to
help you
know before
you go.
Receive

current
traffic
conditions,
mountain
pass reports

WSDOT Traffic App

-  [WA.gov](#)
-  [Office of the Governor](#)
-  [Transportation Commission](#)
-  [Good To Go! Tolling](#)

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City of College Place, Washington
RESOLUTION NO. 24-032

**A RESOLUTION OF THE CITY OF COLLEGE PLACE, WASHINGTON, AUTHORIZING & SUPPORTING
A WASHINGTON STATE DEPARTMENT OF TRANSPORTATION SAFE ROUTES TO SCHOOL
GRANT APPLICATION TO FUND SAGER MIDDLE SCHOOL SAFE ROUTES TO SCHOOL PROJECT**

WHEREAS, the City of College Place is a non-charter code city;

WHEREAS, the Washington State Traffic Commission provided a grant in 2019 to conduct a preliminary engineering assessment for new sidewalks in key corridors lacking any throughout the City;

WHEREAS, THE City of College Place adopts a six-year Capital Facility Plan annually;

WHEREAS, the most recent 2024 to 2029 Capital Facility Plan was adopted via Ordinance 23-014 on November 28th, 2024;

WHEREAS, the City Council adopted the Local Road Safety Plan via Resolution #21-047 at the October 26th, 2021 City Council meeting;

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE AS FOLLOWS:

1. The City Council of College Place, Washington authorizes and fully supports the Washington State Department of Transportation (WSDOT) Safe Routes to School Grant Application for Sager Middle School Safe Routes to School Project.

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

Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 14th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk

City of College Place, Washington
625 S. College Avenue
Ph: (509)-529-1200
Em: mrizzitiello@cpwa.us
www.cpwa.us
May 9th, 2024



Recipient Name

Ms. Charlotte Claybrooke
Washington State Department of Transportation

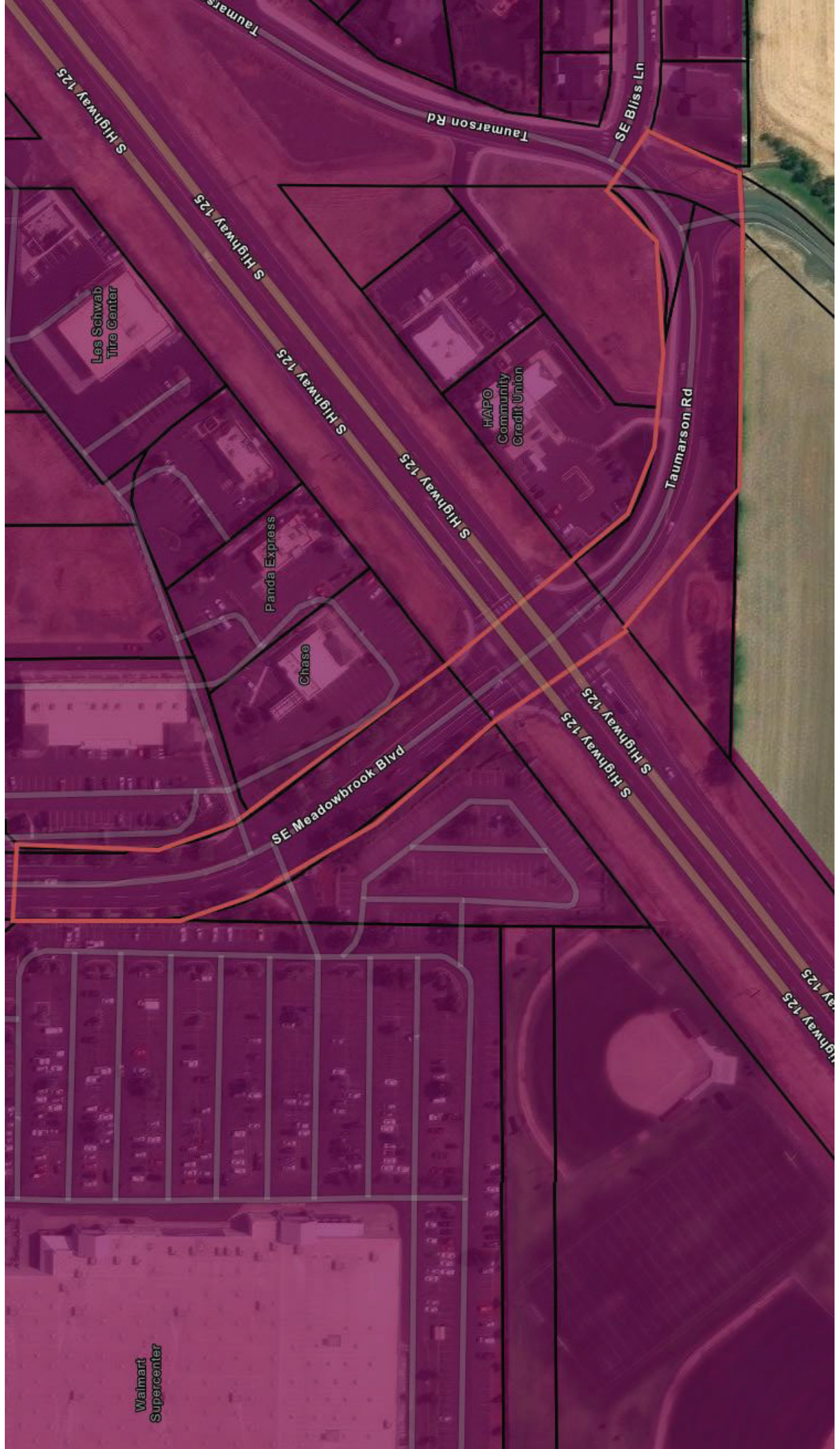
Re: Sager Middle School Safe Route to School Project Funding Request

Dear Ms. Claybrooke,

The College Place Utilities & Transportation Advisory Commission (UTAC) is in support of the City's grant application pertaining to the Sager Middle School Route Safe Routes to School (SRTS) Project. This project provides key pedestrian linkages for students to get from the middle school to their home safely in areas that aren't currently served by a bus. Thus, the students must walk and these areas currently have no committed pedestrian infrastructure such as SE Central (Lamperti to 12th) and SE Birch (12th to 8th). This project will tie together the neighborhood to make it safe for children to walk to school.

The community is a designated Federal Opportunity Zone. The city has an adopted Local Road Safety Plan, ADA Transition Plan, and Capital Facility Plan that lists this as a priority. Please award funds to this worthy project.

The Warmest Regards,





Pedestrian and Bicycle Program and Safe Routes to School Program Part II: *The application process*

2024 Call For Projects

Charlotte Claybrooke & Brian Wood
Active Transportation Division
Washington State Department of Transportation
April 15, 2024

Outline

- Quick Overview
- Application
- Project Titles
- Project Location
- Road related questions
- Required attachments
 - Cost Estimate
 - Plan Sheet & Cross Section – Const.
- or–
 - Project area map - DDO
- Other attachments
- Questions



Bicycle connection through a channelization island with a do not enter except bicycles sign.

Both Programs 2025-2027

- All roads
- All public agencies & tribal governments are eligible
- Projects must:
 - Comply with funding requirements
 - Be in (or added to) local Transportation Improvement Program
 - No match is required



A man carrying a child and a woman pushing a stroller while walking on a shared use path.

Pedestrian and Bicycle Program

- ~\$23 million expected for the 2025-2027 biennium
- Multi-Modal Account and Climate Commitment Act (*state funds*)
- Application due – May 31, 2024
- No minimum or maximum request limits.



Safe Routes to School Program

- ~\$25.6 million expected for the 2025-2027 biennium
- Multi-Modal Account, Climate Commitment Act & Infrastructure Investment & Jobs Act (state & federal funds)
- Application due – June 7, 2024
- No minimum or maximum request limits. Nonprofit entities are eligible.



Call for Projects

WSDOT Pedestrian & Bicycle Program webpage

- ➡ [Pedestrian & Bicycle program call for projects webpage](#)
- ➡ [Application Survey Monkey link](#)

WSDOT Safe Routes to School Program webpage

- ➡ [Safe Routes to School Program call for projects](#)
- ➡ [Application Survey Monkey link](#)

Application – online

All applications will be submitted online using Survey Monkey



<https://www.surveymonkey.com/r/B9PNDNH>

Tip: Prepare responses using of the Word version of the application and keep it for your records.

Word Version of the Survey Monkey Application Questions

 **WSDOT 2024 Pedestrian and Bicyclist Program and Safe Routes to School Application Form**

This is the application form for the Pedestrian and Bicyclist Program and the Safe Routes to School Program. Consider preparing your responses in advance using the Word document provided in the Call for Projects. Applications are due by 11:59 p.m. for the Pedestrian and Bicyclist Program on May 31, 2024 and for the Safe Routes to School program on June 7, 2024. An * indicates that an answer is required. Use this as a tool to prepare your application before you complete your application in Survey Monkey.

* 1. Applicant Information

Applicant Name *

Contact Person First and Last Name

Contact Department/ Division

Title

City/Town

Contact Email Address *

Contact Phone Number *

* 2. Project Title - include name of road(s) or trail and/or school(s). WSDOT will use the project title throughout the life of the project, and it should closely follow the examples provided in the Call for Projects. Limit response to 200 characters.

* 3. How much funding is being requested? (answer in whole numbers without commas or dollar signs)

* 4. Total Project Cost (should equal funds requested plus any additional funds provided by the applicant or other parties; local matching funds are not required; answer in whole numbers without commas or dollar signs):

* 5. Draw the project location in the [Active Transportation Project Mapper](#) tool. Once you save a line or point, you will not be able to edit or delete it; WSDOT can do that for you if needed. For assistance with

Project title

Titles should be no more than 255 characters

Examples:

- Johnson Rd and H, J, L, and M Streets, Sidewalks and Curb Extensions SRTS Project
- Smith Rd & Johnson Rd Roundabout PBP Project
- 10th St and Central Ave Project Development/Design PBP

Project Mapper



[Active Transportation Project Mapper](#)

Road Related Questions

* 7. Are there any roads associated with this project?

☐ Yes

☐ No

☐ Not applicable - this is an Education/Encouragement-Only project (will leave questions 9 and 10 responses blank; and otherwise respond with "Not applicable" to questions up to #16)

Road Related Questions

* 8. If "No" to question #7, does this project provide a low-stress alternative to an existing high-stress corridor for pedestrians and bicyclists (reference corridor)? If so, provide the name(s) of the reference corridor(s).

☐ No

☐ Yes - Name(s) of reference corridor(s).

☐ Not applicable (Education/Encouragement-Only project or "Yes" response on question #7)

What is the high stress road
your project is trying to avoid?

Note—if you are converting an already low stress road to a **bicycle boulevard** you probably also have a reference road to tell us about here.

Road Related Questions

9. Where driver operating speeds exceed the posted speed or where a project proposes lowering the posted speed, projects should include speed management treatments . . .

1. What is the posted speed?
2. What is the operating speed?

Answer these questions for the road(s) where the project would be located *OR* the reference road.

Information about safe speed limits, where there is a mix of road users, is available in the WSDOT Active Transportation Programs Design Guide.

Road Related Questions

10. For projects that do not include a road, provide speeds for the reference corridor.
- * 11. Will this project seek to lower the operating speed to match (or be lower than) the posted speed in the project area?
- * 12. Will this project seek to lower the posted speed in the project area? For projects with multiple locations, answer "Yes" if this would occur at any location identified on the plan sheet.
13. – 16. Posted speed, Vehicle Volume, Number of Lanes

Selecting a Funding Program Type

Question 17: *Choose one per project*

- **Pedestrian & Bicyclist Program**
 - Infrastructure Project (may include right of way & engineering)
 - Development/Design-only Project
- **Safe Routes to School Program**
 - Infrastructure Project (may include right of way & engineering)
 - Development/Design-only Project (will be funded with state dollars)
 - Education/Encouragement Only Project

Application – online

All applications will be submitted online using Survey Monkey



<https://www.surveymonkey.com/r/B9PNDNH>

Tip: Prepare responses using of the Word version of the application and keep it for your records.

Required Attachments

- All applicants must attach a cost estimate to the survey
- Applications for infrastructure/construction type projects must also attach:
 - Plan view
 - Cross sections
- Applications for Development/design-only type projects
 - Project area map, with study areas circled

If there are issues with attachments to the survey: ATDgrants@wsdot.wa.gov.

Attachments – Construction Cost Estimate

Pedestrian and Bicycle Program or Safe Routes to School Infrastructure/Construction Project Cost Estimate Template

This optional template is intended to assist with a projects cost estimate. Add or delete the cost estimate items below based on the proposed project.

COST ESTIMATE-SCOPING ITEMS	Total Quantity	Units	Unit Price x Quantity Total	Unit Price
CONSTRUCTION COST ESTIMATE		LS		0
CONSTRUCTION SURVEYING		LS		0
MOBILIZATION		SP		0
MAINTENANCE AND PROTECTION OF TRAFFIC CONTROL INCLUDING FLAGGING		LS		0
CLEARING & GRUBBING		LE		0
REMOVAL OF STRUCTURES AND OBSTRUCTIONS		CY		0
SAWCUT ASPHALT AND/OR CONCRETE, FULL DEPTH		TN		0
COMMON EXCAVATION		EA		0
PAVEMENT, HMA		EA		0
PAVEMENT PATCH TEMPORARY		EA		0

ADD OR DELETE AS NEEDED

and Bicycle Program or Safe Routes to School Infrastructure/Construction Project Cost Estimate

This template is intended to assist with a projects cost estimate. Add or delete the cost estimate

ATE SCOPING ITEMS	Total Quantity	Un
ON COST ESTIMATE		LS
TION SURVEYING		LS
ION		LS
NCE AND PROTECTION OF TRAFFIC CONTROL INCLUDING FLAGGING		LS
& GRUBBING		SE

Cost Estimate Subtotal
 Cost Estimate Contingency (10% minimum)
 Cost Estimate Grand Total (Construction)
 PE Design & Environmental (between 10% and 30%)
 ROW
 PE and ROW Subtotal
 Project Cost Estimate Total

Acronyms
 LS = LUMP SUM

Pedestrian and Bicycle Program or Safe Routes to School Infrastructure/Construction Project Cost Estimate Template

This optional template is intended to assist with a projects cost estimate. Add or delete the cost estimate items below based

	Total Quantity	Units	Unit Price
COST ESTIMATE SCOPING ITEMS			
CONSTRUCTION COST ESTIMATE			
CONSTRUCTION SURVEYING		LS	
MOBILIZATION		LS	
MAINTENANCE AND PROTECTION OF TRAFFIC CONTROL INCLUDING FLAGGING		LS	
CLEARING & GRUBBING		SE	

Cost Estimate Subtotal	_____	_____
Cost Estimate Contingency (30% minimum)	_____	_____
Cost Estimate Grand Total (Construction)	_____	_____
PE Design & Environmental (between 10% and 30%)	_____	_____
ROW	_____	_____
PE and ROW Subtotal	_____	_____
Project Cost Estimate Total	_____	_____

Abbreviations:
 LS = LUMP SUM
 SF = SQUARE FOOTAGE
 CY = CONSTRUCTION YARD
 TN = TON
 EA = EACH

Attachments – Education/Encouragement Cost Estimate

Education and Encouragement Only Project (Safe Routes to School) Cost Estimate Template

This optional template is intended to assist with a projects cost estimate. Add to or delete cost estimate scoping items, notes, dates, etc. based on the proposed project.

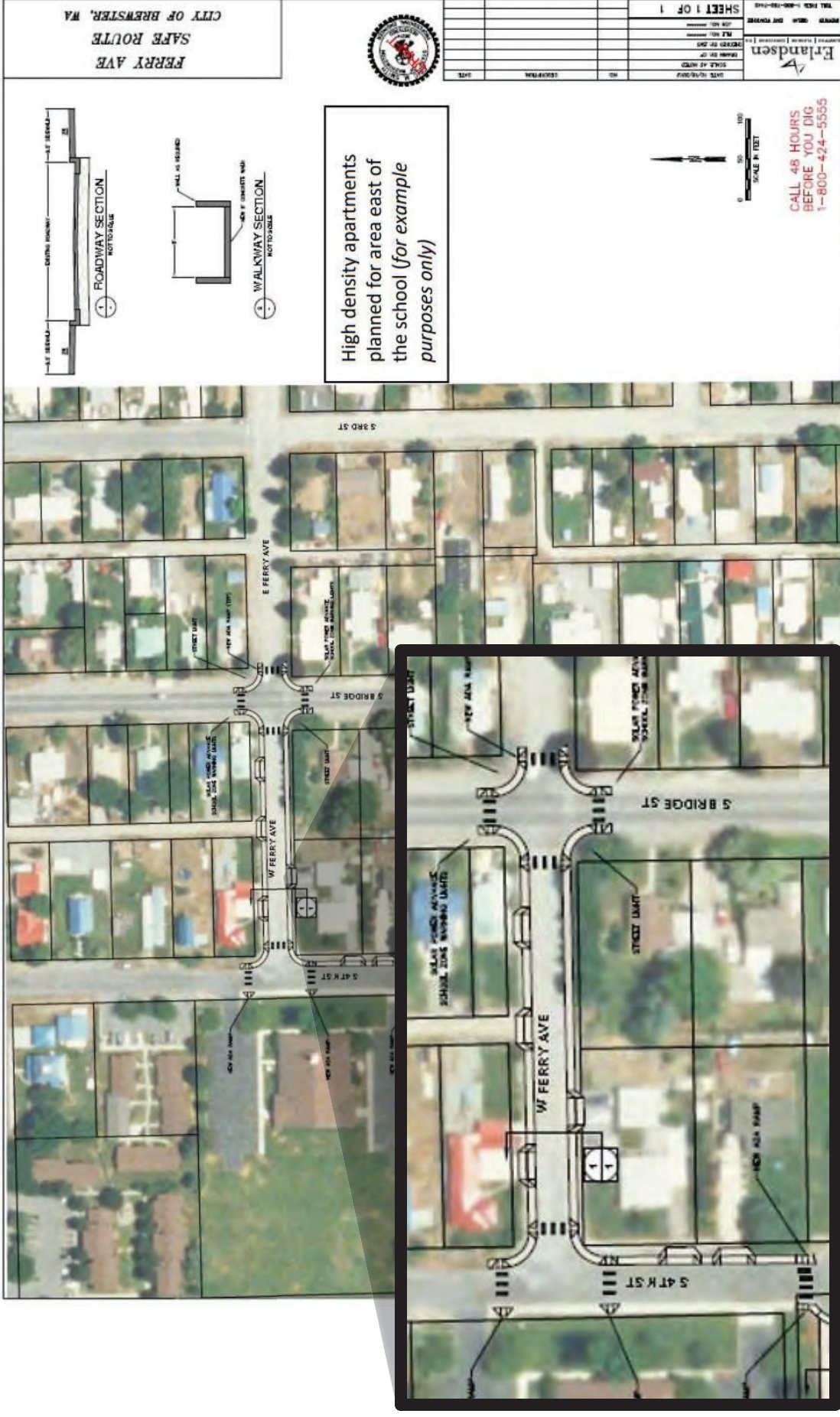
Notes (Replace text below with notes specific to the project.)
To school(s), students, parents, guardians, teachers, etc.
Administrative costs including identification, training and providing supervision
Include number of walking school buses

	2025	2026	2027	Total	Notes
Cost Estimate Scoping Items					
Outreach and project awareness				\$0	To school
Walking School Bus				\$0	Adminis to volun ber of at schoo
Biking School Bus (Bike Trains)				\$0	Adminis to volun
Other Safe Routes to School encouragement activities (Include a brief description of the activities)				\$0	Include general information about the Safe Routes to School project in the final report.
Safe Routes to School Coordinator				\$0	Include summary in final report.
Evaluate progress and project results	\$0	\$0	\$0	\$0	
Total Estimated					

Attachments – Development-Design Only Cost Estimate

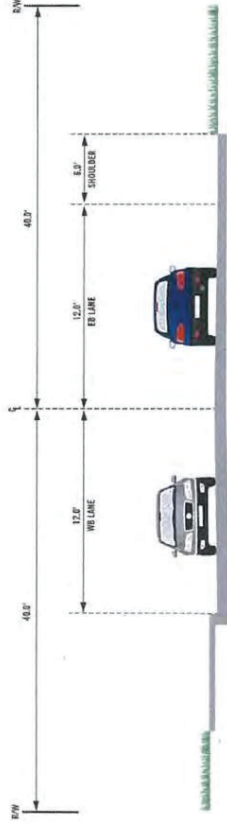
Development/Design Only Project (Pedestrian and Bicycle Program or Safe Routes to School) Cost Estimate Template				
This optional template is intended to assist with a projects cost estimate. Add to or delete cost estimate scoping items, note (Not to be used for Infrastructure/Construction Applications)				
Cost Estimate Scoping Items	2025	2026	2027	Total
Outreach/Scoping total	\$0	\$0	\$0	\$0
Mailers				
Targeted Engagement				
Focus Groups				
Advertising online via social media or other paid				
Website development/management				
Online Survey development/analysis				

Attachments – Plan View

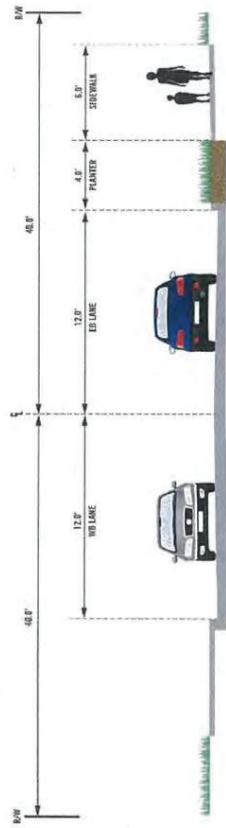


Attachments – Cross Section

Existing Roadway Section-NE 153rd PL, 80' ROW



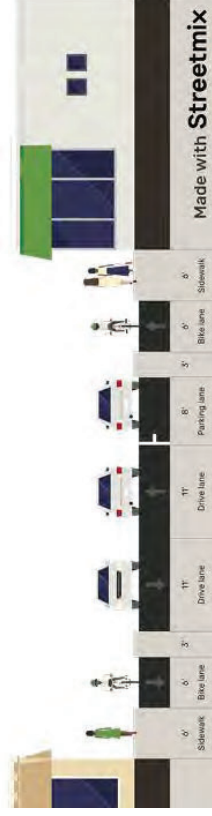
Proposed Roadway Section-NE 153rd PL, 80' ROW



Existing 60' ROW



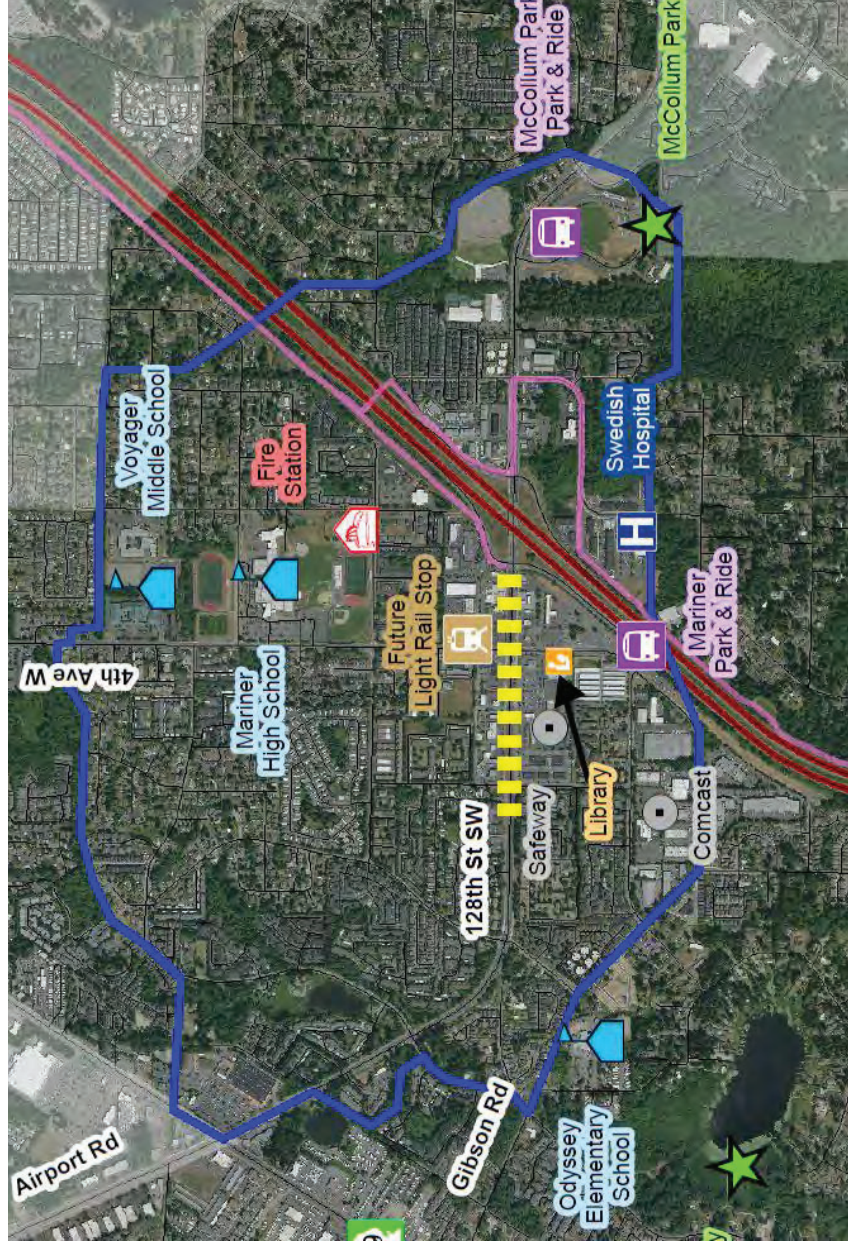
Proposed 60' ROW



<https://streetmix.net/-/1144967>

Attachments – Project Area Map

Development/design-only type projects



— Approximate limits of
planning study

Potential Additional Attachments

Documents you may want to upload as part of the application:

- Adopted transportation plan or related plan that included a public engagement process
- Safe Streets for All Action Plan (SS4A)
- City or county safety plan (WSDOT has access to these plans)

Documents you may need to send us by email if the following situation applies:

- Project is on a state route, within or related to WSDOT rights of way
- Project is on or affecting tribal lands

Tribal Consultation/Resolution

CCA Requirements for Tribal Consultation

This program is funded with money from the Climate Commitment Account. According to [RCW 70A.55.305](#), applicants are required to conduct early, meaningful, and individual consultation with any affected federally recognized tribe on all funding decisions and funding programs that may impact tribal resources, including tribal cultural resources, archaeological sites, sacred sites, fisheries, or other rights reserved or protected by a tribe or tribes.

Documentation confirming:

- meaningful and individual consultation with any affected federally recognized Tribe
- formal support by Tribal resolution (if project is on tribal land)

application consultation process with all affected tribes as early as possible prior to submittal of an application. The steps below:

1. Identify the county that your project is located. 2. Determine the project or application. 3. Contact the Tribal Chair (find [here](#)) and copied to staff from the Tribal Chair. WSDOT has a list of tribal staff we can help with planning. WSDOT ([wa.gov](#)). We recommend you contact [WSDOT \(wa.gov\)](#).

- email a copy of the letter to tribal staff.
3. If you have not received a response from the tribes in 30 days, follow-up with them. If you do not hear back from the tribe note the lack of response in your documentation. Include the details of your consultation efforts in a memo and include it with your application. Include the details of your consultation efforts in a memo and include it with your application.
 4. Document your consultation efforts in a memo and include it with your application. Include the details of your consultation efforts in a memo and include it with your application.

Potentially Affected Tribes	
Counties	Colville Tribes, Nez Perce Tribe, Spokane Tribe, Yakama Nation
ADAMS	Colville Tribes, Nez Perce Tribe, Umatilla Tribes
ASOTIN	

Active Transportation Division Contacts

Charlotte Claybrooke
Safe Routes To School Program Administrator
(360) 790-5231, claybrc@wsdot.wa.gov

Brian Wood
Pedestrian & Bicycle Program Administrator
(360) 360-790-5340, woodb@wsdot.wa.gov

Briana Weisgerber
Active Transportation Programs Engineer
(564) 669-4552, weisgeb@wsdot.wa.gov

Chris Hawkins
Active Transportation Planner
(360) 705-7385, hawkingc@wsdot.wa.gov



Pedestrian & Bicycle program call for projects

Information about the Pedestrian and Bicyclist program (PBP), requirements, application process, review criteria, support documents and a link to the application.

General information

Program purpose

- Eliminate pedestrian and bicyclist fatal and serious injury traffic crashes.
- Increase the availability of connected pedestrian and bicyclist facilities that provide low traffic stress and serve all ages and abilities.
- Increase the number of people that choose to walk and bike for transportation.

Estimated available funding amount

\$23,190,000

Funding source

State

Applications due date

May 31, 2024 (11:59 p.m.)

Eligible project types

1. Pedestrian/bicyclist safety and/or mobility infrastructure improvements (typically, also includes preliminary engineering, and right of way).
2. Development/Design-Only projects that will result in a ready-to-construct pedestrian or bicyclist improvement project (may include tactical urbanism). Up to 5% of available program funding.

Eligible applicants

All public agencies in Washington, including tribal governments (lead agency must be the owner/operator of the transportation facilities where improvements are focused).

Website

[Pedestrian/Bicyclist Program](#)

Pedestrian/Bicyclist Program contacts

Brian Wood, Active Transportation Program Specialist, 360-790-5340,
brian.d.wood@wsdot.wa.gov or WSDOT [Region Local Programs Engineers](#)

Other contacts

Briana Weisgerber, Active Transportation Programs Engineer, 564-669-4552,
briana.weisgerber@wsdot.wa.gov

Chris Hawkins, Active Transportation Planner, 360-705-7385, chris.hawkins@wsdot.wa.gov

Match

Match is not required.

Funding

Funds will be available for the 2025-2027 biennium beginning July 2025. These are not “cash-up-front” programs. Eligible program funds are made available only through reimbursement – upfront funding is not available. Costs incurred prior to WSDOT project approval are not eligible for reimbursement.

This call for projects is in preparation for the 2025 state legislative session to appropriate funding for the programs in the 2025-27 state budget. Awards will be subject to available funding. Projects selected are expected to begin work in the first year of the 2025-27 biennium and will be held to the schedules provided in the applications. Applicants that received a PBP or SRTS project award in 2023 or 2025 are eligible for funding; when evaluating applications WSDOT considers past delivery of previous awards to a jurisdiction or tribe.

Informational webinars, workshops and trainings

Overview Webinar

This webinar, recorded on March 11, 2024, provides general information about both programs.

- [Slides \(pdf 1.33kb\)](#)
- [Recording](#)

Workshop

The workshop, recorded on April 15, 2024, walks applicants through the application process.

- [Slides \(pdf 1.16kb\)](#)
- [Recording](#)

Active Transportation Programs Design Guide Trainings

These three 30-minute trainings cover project design information that is specific to these funding programs. They are virtual and each provide information about a different section of the guide. The slides and recordings for the first two are available here.

Active Transportation Programs Design Guide Webinar Training Session 1

- [Slides \(pdf 2.64kb\)](#)
- [Recording](#)

Active Transportation Programs Design Guide Webinar Training Session 2

- [Slides \(pdf 2.88kb\)](#)
- [Recording](#)

Active Transportation Programs Design Guide Webinar Training Session 3

- [Slides \(pdf 1.62kb\)](#)
- [Recording](#)

Additional Active Transportation Design Guide trainings available upon request, contact [Briana Weisgerber](#).

Applications

Most applications will consist of 3 to 4 elements: [Online Survey Monkey Application](#) , Detailed Project Cost Estimate, Plan Sheet view and Cross-Section views as well as a tribal consultation documentation memo. Projects involving WSDOT ROW or tribal lands have additional requirements that must be submitted as attachments to email. The following section provides details for each application element.

Survey Monkey (required for all applications)

The general application information must be done online using [Survey Monkey](#) . It includes a link to an online mapping tool. The cost estimate, plan sheets and project cross sections will be uploaded into the Survey Monkey Application. The online application has multiple choice options for the types of treatments that will be included in the project. Infrastructure

treatments listed as eligible for funding are defined in the [Active Transportation Programs Design Guide](#). The same online application is being used for the Safe Routes to School funding program. Applicants that choose to submit requests for multiple projects must complete a separate online application for each project proposed.

Helpful hints

- Complete the project plan sheet, cost estimate, and this [Word version of the application \(docx 51kb\)](#) to prepare responses before answering the questions in Survey Monkey. This will facilitate your completion of the application.
- Applicants will not get a copy of the submitted survey so completing a Word version will provide you with a record of your online application responses.
- Survey Monkey will allow you to copy/paste text from an outside document.
- Survey Monkey may limit the applicant's ability to return and continue answering unfinished applications if the survey is closed before it is complete.

Project cost estimate (required for all applications)

A project cost estimate must be uploaded into the Survey Monkey Application. All applications for development/design-only, education and encouragement or infrastructure projects must include a project cost estimate consistent with the guidance of the [Local Agency Guidelines Manual](#). The cost estimate for infrastructure projects must be determined assuming that the project is design-bid-build and not constructed by the workforce of the applicant agency. Local agencies may use their own cost estimate format. If a template would be helpful, here are links to optional budget templates that can be used for the different project types:

- [Infrastructure projects \(xlsx 74.4kb\)](#)
- [Education/Encouragement-Only project \(xlsx 18.6kb\)](#)
- [PBP or SRTS Development/Design Only projects \(xlsx 19.2kb\)](#) (Do not use this template for infrastructure/construction applications)

Plan sheets and project cross sections (required for infrastructure project applications)

For infrastructure project applications, plan sheet and cross sections must be uploaded into the Survey Monkey Application. Project submissions that best meet the dimensions and design features included in the Active Transportation Design Guide will tend to rank more favorably during the competitive grant application review. Agencies that wish to use specialized designs that exceed the active transportation intent of the designs provided in this guide may also score well in the grant application review. Applicants wishing to use guidance or standards that vary from the guide must provide alternate standard drawings, sample plans, or other examples with their applications. Provide materials that show:

- Plan view (overhead view) of location and proposed treatments
- Existing and proposed cross-sections

The [Example Plan Sheets and Cross-Section Document \(pdf 4,618kb\)](#) provides examples and descriptions.

Note: Please do not submit plan views or cross-sections for SRTS Education/Encouragement-Only and PBP or SRTS Development/Design-Only projects.

Tribal consultation documentation memo

This program is funded in part with money from the Climate Commitment Account. All applicants are required to conduct early, meaningful, and individual consultation with any affected federally recognized tribe on all funding decisions that may impact tribal resources. The application form includes a place to upload a memo that documents the consultation details. See the [WSDOT Grant Application Tribal Consultation Guidance](#) for more information.

Due Date

Submit the general application information in [Survey Monkey](#) . Word documents or other format versions of the application will not be accepted. If the project is in WSDOT Rights of Way or on tribal land send required attachments by e-mail to ATDgrants@wsdot.wa.gov. All application materials must be received no later than midnight on **May 31, 2024**. Applications

received after the deadline will not be considered.

Applicants are invited to include an image(s) of the location, but that is not a requirement. Only the Survey Monkey application, the project cost estimate, the project plan sheets, cross-sections and image(s) of the location will be accepted for review. Do NOT send other documents such as letters of support; they will not be reviewed or considered in the evaluation process.

Note: With the exception of projects on WSDOT Rights of Way or on Tribal Land, proposed projects should not involve road segments owned/managed by multiple jurisdictions.

Special instruction for projects on a state route or within WSDOT rights of way

Local agencies and Tribes that have prioritized a location for a proposed project that is on or adjacent to a State Route, crosses a State Route, or is within WSDOT Rights of Way must follow these special instructions for their applications. Projects on state routes shall consider Complete Streets elements, be consistent with the WSDOT Design Manual, have already undergone WSDOT practical solutions evaluations and have full WSDOT region support. They must be coordinated through the appropriate WSDOT regional office. The project schedule should be given additional time to accommodate WSDOT collaboration. An e-mail or letter confirming project detail by the Regional Administrator, or their designee is required. Contact your area's [Region Local Programs Engineer](#) to start this process.

Special instruction for projects on Tribal land

Proposed projects passing through federally recognized Tribal lands must include an e-mail or letter confirming formal support by a Tribal resolution from that tribe. This is in addition to the tribal consultation documentation memo indicated above.

Special instructions for project development/design only projects

Development/design-only projects are intended to engage with communities to address known active transportation needs in locations that require significant planning analysis before Preliminary Engineering (PE) is initiated. These are not PE only projects, however they are not just exploratory, as there is an expectation that development/design-only projects

will complete a design for pedestrian and/or bicycle facilities to prepare near-shovel ready projects for future funding. Preference will be given to projects that propose getting to 60% design. Not all design elements would need to reach 60% design, but it is recommended that central elements necessary to address the need and purpose of the project (moving active travelers of all ages and abilities along and across a major arterial, for example) achieve this benchmark. The exploratory nature of these projects will likely identify elements that are of high interest to the community and relate to the primary need/purpose of the project. Such elements can be designed at lower levels, though applicants are advised not to propose less than 30% design for any given element. Provide a project area map uploaded into the Survey Monkey Application that circles the vicinity to be considered for this project. More information about this project type is available at this link: [Requirements and Guiding Principles for Development/Design Only Projects \(pdf 143kb\)](#)

Program requirements

Projects must address the program purpose and be consistent with the program guidance and standards presented in the reference below. Agencies that are awarded funding must:

- Report semi-annually on the status of the project
- Comply with funding source (state or federal) requirements
- Comply with Americans with Disabilities Act (ADA)
- Implement consistent branding and funding acknowledgements specific to the source of funds awarded on all communications including, signage, invitations, webpages and other media-related or public outreach products.
- Include the project in the local Transportation Improvement Plan (TIP)*

*If receiving federal funding from any source, the project must also be included in the Statewide Transportation Improvement Program (STIP). Federal law requires all federally funded projects be included in the STIP. State funded projects that are deemed regionally significant by the MPO/RTPO/County lead agency must be included in the STIP. If a project falls under the above requirements, local agencies with projects selected for funding will be responsible for including the project in the STIP prior to the obligation of funding.

Approved design guidance

- [WSDOT Active Transportation Programs Design Guide](#)

Treatments specifically designed to improve the safety and mobility of bicyclists and pedestrians that are identified in other peer reviewed design guidance from nationally recognized engineering studies (example, NCHRP) or adopted standards will be considered. Proposed improvements shall be compatible with [Public Right-of-Way Accessibility Guidelines \(PROWAG\)](#) [!\[\]\(c3d993ca47bfe2a953c700506ce31fa0_img.jpg\)](#) and the [Manual on Uniform Traffic Control Devices \(MUTCD\) – Washington State Modifications](#) [!\[\]\(c468cde8f04e2e2a6ba3c2a373e05c45_img.jpg\)](#), Washington State adopted version of the [MUTCD](#) [!\[\]\(bb556800b100164a948e6987b050d670_img.jpg\)](#), have interim MUTCD approval, or be accepted under MUTCD experimental status. Note: An updated version of the MUTCD was released by FHWA in 2023. It has not been adopted for Washington State as of the time of this call for projects.

Project titles

The project title should be no more than 200 characters. It will be utilized throughout the life of the project. Examples include:

- Johnson Rd and H, J, L, and M Streets Sidewalks and Curb Extension PBP Project
- Smith Rd. & Johnson Rd. Roundabout PBP Project
- 10th St. and Central Ave. Project Development/Design PBP Project

Inappropriate uses of funding

- Recurring costs such as salary for an adult crossing guard (salary for a SRTS Coordinator is acceptable)
- Pavement resurfacing or pavement preservation (unless part of a road diet/reconfiguration)
- Widening or adding travel lanes, increasing posted speed, or other motor vehicle related changes that could negatively affect pedestrian and bicyclist safety and mobility
- School bus safety projects or improvements to school bus stops
- Portable enforcement equipment

- Gifts or stipends

Application review process

These are competitive programs. This review process and the criteria below describe how projects will be prioritized for funding recommendations.

- WSDOT staff will conduct a quantitative assessment of the applications based on the review criteria below using the applicant's responses, WSDOT 2014-2023 crash data, US Census data, school data, and WSDOT local project search data.
- For the "mobility with consideration for equity" review criteria:
 - Projects for cities/towns or census designated places within county or tribal jurisdictions that have a population of 10,000 or less will be compared to other projects that serve similar size communities.
 - Projects for agencies that serve populations greater than 10,000 will likewise be compared with each other.
- Application review committee members will evaluate the applications and make recommendations.
- WSDOT staff will conduct electronic or on-site project review meetings with the highest-ranking applicants. These meetings will address reviewer comments and may include practical solutions considerations.
- WSDOT will prioritize applications so that at least 35% of those above the estimated available funding threshold will serve high equity need populations.
- The final prioritized list of projects will be submitted to the Governor's office and the legislature by December 1, 2024.
- The legislature and Governor will make the final decisions on program funding during the 2025 Legislative session. WSDOT will then issue award letters to projects selected for funding; project activities may begin on or after July 1, 2025.

Review criteria summary

Infrastructure projects (for more information about these criteria see the [Infrastructure Scoring Rubric \(pdf 195kb\)](#))

- Safety (Need and Project Effectiveness) – Up to 40% of Consideration

- Equity (Highest Equity Need Census Tract and Community Engagement) – Up to 25% of Consideration
- Mobility with Consideration for Equity – Up to 10% of Consideration
- Deliverability/Other – Up to 10% of Consideration
- Value – Up to 10% of Consideration
- Geographic Diversity – Up to 5% of Consideration

Note: Review for project effectiveness under Safety, will focus on how the proposed treatment(s) address the need for low stress linear facilities and crossings rather than the number or variety of treatments proposed. For treatment or project effectiveness questions or support, contact:

Briana Weisgerber, Active Transportation Programs Engineer
564-669-4552, briana.weisgerber@wsdot.wa.gov

Development/Design-Only projects (for more information about these criteria see the [Development/Design-Only Scoring Rubric \(pdf 136kb\)](#))

- Safety (Need) – Up to 25% of Consideration
- Project Quality – Up to 20% of Consideration
- Equity – Up to 20% of Consideration
- Mobility with Considerations for Equity – Up to 10% of Consideration
- Deliverability/Other – Up to 10% of Consideration
- Value - Up to 10% of Consideration
- Geographic Diversity – Up to 5% of Consideration

Education/Encouragement only projects

- Safety (Need) - Up to 25% of consideration
- Project Quality - Up to 20% of consideration, Quality and detail provided in the proposed budget as well as potential effectiveness of the education or encouragement activities
- Equity - Up to 20% of consideration
- Deliverability/Other - Up to 10% of consideration
- Value - Up to 10% of consideration, potential number of children reached

- Geographic Diversity - Up to 5% of consideration

Award announcements

Expected in June 2025

Other resources for project development decisions

- [Office of the Superintendent of Public Instruction \(OSPI\) Report Card](#) 
- [Sandy Williams Connecting Communities Equity Analysis Tool](#)
- [WSDOT Community Collaboration Resource Guide](#)
- [Development/Design Only Project Guide \(pdf 143kb\)](#)

Glossary

- **Speed Management:** The use of engineering, traffic control, and road design to induce drivers to travel at target speeds. This often includes treatments to lower motorist speeds along linear road segments or during turning movements at intersections where pedestrians and bicyclists are expected. The [Washington State Injury Minimization and Speed Management Policy Elements and Implementation Recommendations](#) published in 2020 provide more information.
- **Level of Traffic Stress:** A relative, but objective measure of the systemic safety of transportation facilities for pedestrians and bicyclists. Roadways are assigned a score based on roadway characteristics including posted speed, the number of vehicles using the road, the number of vehicle travel lanes, and the presence of dedicated modal facilities like bike lanes and sidewalks. It is typically presented on a scale of 1 to 4. [Plan for Level of Traffic Stress](#) document provide more information.
- **Road Characteristics/Features:** These include the basic components of a road including width, number of lanes, posted speed, traffic volume, traffic separators, various user type facilities, traffic control devices, and intersection/crossing frequency.
- **Route Directness:** A measure of how far out of direction a pedestrian or cyclist is expected to travel to reach their destination. [The Washington State Multimodal Permeability Pilot Report](#) published in 2021 provides more information.
- **Safe System Approach:** A method to eliminate fatal and serious injuries for all road users using a holistic view of the road system that first anticipates human mistakes and second aims to keep the crash impact transfer of force to the human body at survivable levels. The [2019 Washington State Strategic Highway Safety Plan](#)  provides more information in Appendix K.

- **Temporary Project Development Treatments/Reconfigurations (Tactical Urbanism):** Temporary improvements intended to determine the operational effectiveness of potential permanent treatments as part of a project development process. They may include the use of temporary paint, removable signs, curbs and/or other physical barriers such as planters. They offer a quick way to test and refine potential solutions to planning/project development challenges and to build local resident awareness, understanding, and support.

Funding sources

The Pedestrian and Bicyclist Program is supported with funding from Washington's Climate Commitment Act. The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing climate pollution, creating jobs and improving public health. Information about the CCA is available at www.climate.wa.gov . The PBP program is also supported by the multimodal transportation account-state appropriation.



Contact information

Brian Wood

Transportation Program Specialist

brian.d.wood@wsdot.wa.gov

[360-790-5340](tel:360-790-5340)

Charlotte Claybrooke

Active Transportation Programs Manager

charlotte.claybrooke@wsdot.wa.gov

[360-790-5231](tel:360-790-5231)

ATD Grants E-mail

ATDgrants@wsdot.wa.gov

Sections in Support for local programs

- Contact
support
for local
programs
- Delivering
your
project
- Find a
local
project
- Funding
programs
- Technical
assistance

 Website feedback: Tell us how we're doing. 

Learn more about work zone safety

Slow down – lives are on the line.

In 2023, speeding continued to be a top reason for work zone crashes.

Even one life lost is too many.

Fatal work zone crashes doubled in 2023 - Washington had 10 fatal work zone crashes on state roads.

It's in EVERYONE'S best interest.

95% of people hurt in work zones are drivers, their passengers or passing pedestrians, not just our road crews.

Contact

Accessibility

Title

VI

Site

index

 **Sign up
for email
updates** 

Subscribe to
customized
emails to
help you
know before
you go.
Receive

current
traffic
conditions,
mountain
pass reports

WSDOT Traffic App

-  [WA.gov](#)
-  [Office of the Governor](#)
-  [Transportation Commission](#)
-  [Good To Go! Tolling](#)

-  [Facebook](#)
-  [X](#)
-  [Instagram](#)
-  [TikTok](#)
-  [LinkedIn](#)

-  [YouTube](#)
-  [WSDOT Blog](#)
-  [WSDOT Flickr](#)
-  [RSS Feed](#)

City of College Place, Washington
RESOLUTION NO. 24-033

**A RESOLUTION OF THE CITY OF COLLEGE PLACE, WASHINGTON, AUTHORIZING & SUPPORTING
A WASHINGTON STATE DEPARTMENT OF TRANSPORTATION PEDESTRIAN & BICYCLE
PROGRAM GRANT APPLICATION FOR SR 125 & TAMAURSON/MEADOWBROOK
INTERSECTION**

WHEREAS, the City of College Place is a non-charter code city;

WHEREAS, State Route 125 & Tamaurson/Meadowbrook intersection has been identified for future improvements in City Complete Streets Plan and FY 2024 to 2029 Capital Facility Plan;

WHEREAS, THE City of College Place adopts a six-year Capital Facility Plan annually;

WHEREAS, the most recent 2024 to 2029 Capital Facility Plan was adopted via Ordinance 23-014 on November 28th, 2023;

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE AS FOLLOWS:

1. The City Council of College Place, Washington authorizes and fully supports the Washington State Department of Transportation (WSDOT) Pedestrian & Bicycle Program Grant Application to Fund Reconstruction of the SR 125 & Tamaurson/Meadowbrook Intersection.

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 14th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk









City of College Place, Washington
RESOLUTION NO. 24-034

**A RESOLUTION OF THE CITY OF COLLEGE PLACE, WASHINGTON, AUTHORIZING & SUPPORTING
A WASHINGTON STATE DEPARTMENT OF TRANSPORTATION PEDESTRIAN & BICYCLE
PROGRAM GRANT APPLICATION FOR MYRA RD & GARRISON VILLAGE WAY INTERSECTION**

WHEREAS, the City of College Place is a non-charter code city;

WHEREAS, State Route 125 & Tamaurson/Meadowbrook intersection has been identified for future improvements in City Complete Streets Plan and FY 2024 to 2029 Capital Facility Plan;

WHEREAS, THE City of College Place adopts a six-year Capital Facility Plan annually;

WHEREAS, the most recent 2024 to 2029 Capital Facility Plan was adopted via Ordinance 23-014 on November 28th, 2023;

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE AS FOLLOWS:

1. The City Council of College Place, Washington authorizes and fully supports the Washington State Department of Transportation (WSDOT) Pedestrian & Bicycle Program Grant Application to Fund Enhancement of the Myra Rd & Garrison Village Way Intersection.

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 14th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk



3611 S Zintel Way, Kennewick, Washington 99337, 1-509-783-2144

ENGINEER'S OPINION OF PROBABLE COST FOR THE PROJECT ALTERNATE

Project Title: Veterans Park Renovation 30% Design Review
J-U-B Project Number: 30-20-075-061
Design Engineer: AF/PI/SW
Date: 5/1/2024

ESTIMATED IMPROVEMENT COST: \$ 1,438,997

ITEM No.	Description	Est. Quant.	Unit	Unit Price	Total Price
1.0	Miscellaneous				\$51,860
1.1	Mobilization/Demobilization (5%)	1	LS	\$49,860	\$49,860
1.2	Construction Traffic Control	1	LS	\$2,000	\$2,000
2.0	Demolition				\$16,764
2.1	Remove Existing Trees	5	EA	\$1,000	\$5,000
2.2	Clear and Grub, Disposal	33612	SF	\$0.35	\$11,764
5.0	Park Amenities, Site Development				\$534,870
5.1	Restroom Building (CXT Denali Model 2 users Unisex w/ Drinking Fountains Bottle Filler, electronic access and timed door locks, building set in place and hookups)	1	LS	\$98,170.00	\$98,170
5.2	Bathroom Building Gravel Pad 6" depth of 3/4" Compacted to 95% density	4	CY	\$1,600.00	\$5,760
5.3	Patch and Repair Lawn	7,178	SF	\$1.50	\$10,767
5.4	Patch and Repair Irrigation (Includes trenching, new heads, new piping, reuse valves and valve boxes)	7,178	SF	\$2.50	\$17,945
5.5	Construct Pickleball Courts, Court Surfacing, Fencing, Post tension Concrete	2	LS	\$60,000.00	\$120,000
5.6	Construct Basketball Courts, Court Surfacing, Fencing, Post tension Concrete	1	LS	\$130,000.00	\$130,000
5.7	2' Retaining Wall (Exact Configuration to be determined)	214	SF	\$100.00	\$21,400
5.8	Dog Waste Station	1	EA	\$2,000.00	\$2,000
5.9	Sidewalk 4" broom finished concrete over 4" road base	7,051	SF	\$8.00	\$56,408
5.10	Bike Rack (Single loop Style)	3	EA	\$600.00	\$1,800
5.11	2" Caliper Deciduous Trees or 8' tall evergreen trees For Sound Abatement	34	EA	\$800.00	\$27,200
5.12	Shrubs, 5 Gallon	40	EA	\$60.00	\$2,400
5.13	3" depth of a decorative rock over a weed control fabric	474	SF	\$2.50	\$1,185
5.14	Concrete Mow Curb	174	LF	\$2.50	\$435
5.15	Benches	3	EA	\$1,800.00	\$5,400
5.16	Picnic Tables	6	EA	\$2,500.00	\$15,000
5.17	Trash Receptacles	4	EA	\$1,000.00	\$4,000
5.18	Light Poles with Furnish and Install	3	EA	\$5,000.00	\$15,000
6.0	New Playground				\$427,679
6.1	Themed Playground Equipment, Shipping, Delivery, Installation (Pre Discount +/- 10%)	1	LS	\$287,002.00	\$287,002
6.2	Rubberized Safety Surfacing Multi Pours Colors	3,573	SF	\$21.00	\$75,033
6.3	Concrete Sidewalk, with 14"Thickened Playground Edge	1,024	SF	\$16.00	\$16,384
6.4	Patch and Repair Lawn (Includes new topsoil, fine grading, fertilizer)	9,048	SF	\$1.50	\$13,572
6.5	Patch and Repair Irrigation (Includes trenching, new heads, new piping, reuse valves and valve boxes)	9,048	SF	\$2.50	\$22,620
6.6	Demolition (Concrete Curbing, Removal/Storage of Equipment (Donate to Tribes)	3,912	SF	\$1.50	\$5,868
6.7	Benches	4	EA	\$1,800.00	\$7,200
7.0	Utilities				\$28,055
7.1	Water service line to restroom building (Stubbed up per bathroom template)	1	LS	\$5,000.00	\$5,000
7.2	Service Connection to Sewer (Stubbed up per bathroom template)	1	LS	\$17,055.00	\$17,055
7.3	Electrical Service Connection to Restroom Building and sports Court Lighting Panel	1	LF	\$6,000.00	\$6,000
ESTIMATED TOTAL:					\$1,059,228
<i>Contingency: 15%</i>					\$158,884
Design Phase Services (Concept,Construction Drawings, Detailing, Specification)					\$62,000
Construction Phase Services (Bidding , Award, Construction Management, Site Observation, Close Out)					\$158,884
ENGINEERS OPINION OF PROBABLE COST FOR PROJECT:					\$1,438,997

J-U-B PROJECT NO.: 30-20-075-061

Cost per Sq FT \$22.02



WASHINGTON STATE
Recreation and Conservation
Funding Board

Washington Wildlife and Recreation Program

Recreation and Conservation Office

PO Box 40917
Olympia WA 98504-0917
Telephone: (360) 902-3000
Telephone for the Hearing Impaired: (800) 833-6388
E-mail: info@rco.wa.gov
Web: <https://rco.wa.gov/>

Who May Apply?

- Local governments
- Nonprofit nature conservancies
- Salmon recovery lead entities
- Special purpose districts
- State agencies
- Tribes

Funding Source

Funding comes from the sale of general obligation bonds and is allocated to each category based on formulas set by law.

Leveraging State Dollars

Grant recipients, except state agencies, must provide at least 25 percent or 50 percent in matching resources, depending on the category. Match may be reduced in some categories for projects in under-served communities, federal disaster areas, and communities in need.

Providing Recreation and Conserving Washington's Rich Natural Heritage

The Legislature created the Washington Wildlife and Recreation Program in 1990 as a way to accomplish the following two goals:

- Acquire valuable recreation and habitat lands before they are lost to development.
- Develop recreation areas for a growing population.

These goals remain important today because Washington's population has grown by 58 percent since 1990 and is expected to grow another 15 percent to nearly 9 million people by 2040.¹

Today the Washington Wildlife and Recreation Program is the state's largest grant program for local parks and many other types of outdoor recreation. Grants fund local and state parks, trails, and water access areas. In addition, grants fund conservation of rare and unique wildlife habitat as well as working farms and forests.

The investment reaps rewards. Outdoor recreation in Washington generates about \$26.5 billion in expenditures and supports 264,000 jobs, rivaling the aerospace industry.² In Washington, 1 in 17 jobs is tied to outdoor recreation spending.

A Proud Legacy

The Washington Wildlife and Recreation Program is unique in the nation for its variety of funding categories and competitive evaluation process. In addition, grant recipients only may buy land sold willingly by landowners. All land acquired or developed with these grants must remain in recreation or conservation status forever, protecting the State's investment and ensuring Washington's rich natural heritage remains intact.

Ensuring Only the Best Projects are Funded

The grant process is open and competitive. The Recreation and Conservation Funding Board accepts applications in even-numbered years. Committees, made of up people experienced in recreation and conservation issues, score projects based and submit ranked lists to the board for consideration. The board then submits prioritized lists of projects to the Governor and Legislature for approval and funding.

Categories of Grants

RECREATION

- Local parks
- State lands development and renovation
- State parks
- Trails
- Water access

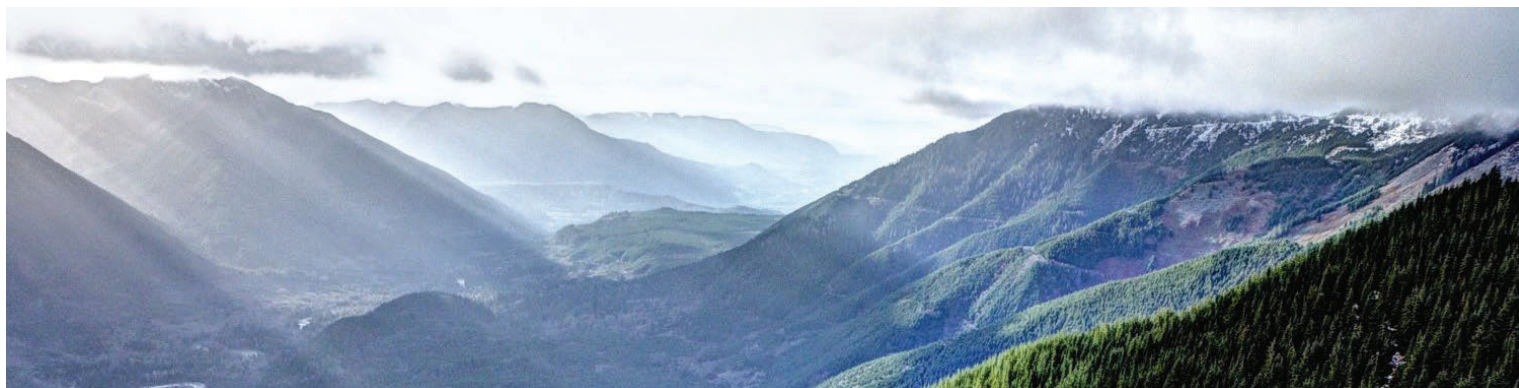
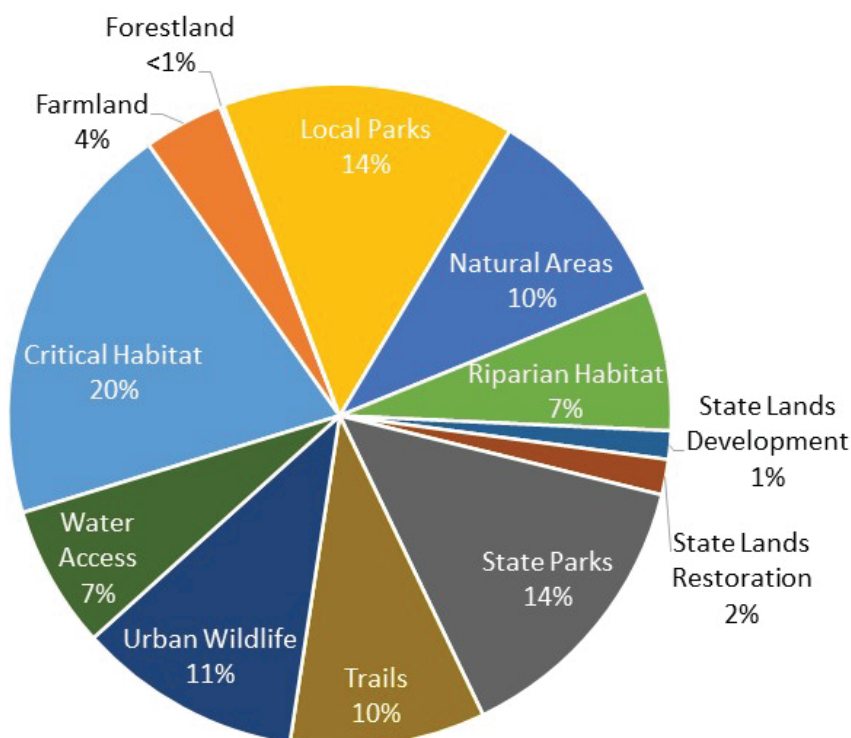
CONSERVATION

- Critical habitat
- Natural areas
- Riparian protection
- Urban wildlife habitat
- State lands restoration and enhancement

WORKING LANDS

- Farmland preservation
- Forestland preservation

Grants Fund a Variety of Outdoor Programs
% of \$937 Million



¹[Forecast of the State Population](#), Washington State Office of Financial Management Forecasting & Research Division, Olympia, WA, November 2020, p. 3, accessed on February 19, 2021; Population for 1990 from [Intercensal Estimates of April 1 Population and Housing, 1990-2000](#), Washington State Office of Financial Management Forecasting & Research Division, Olympia WA, accessed on June 24, 2020.

²Mojica, J., Fletcher, A., 2020. *Economic Analysis of Outdoor Recreation in Washington State*, 2020 Update. Earth Economics. Tacoma, WA., p. 3



Applicant Resolution No. 24-035/Authorization

Organization Name (sponsor) City of College Place

Resolution No. or Document Name City of College Place - Veterans Park Renovation

Project(s) Number(s), and Name(s) 24-1965D

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Michael Rizzitiello
Project contact (day-to-day administering of the grant and communicating with the RCO)	Michael Rizzitiello
RCO Grant Agreement (Agreement)	Michael Rizzitiello
Agreement amendments	Michael Rizzitiello
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Michael Rizzitiello

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. **[for Acquisition Projects Only]** Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. **[for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property]** Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. **[for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property]** Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. **[Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant]** Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed _____

Title City Administrator Date 5/14/24

On File at: College Place City Hall (625 S. College Ave, College Place, WA, 99324)

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:
(Local Governments and Nonprofit Organizations Only):

Location: College Place City Hall (625 S. College Ave, College Place, WA) Date: 5/14/2024

Washington State Attorney General's Office

Approved as to form  2/13/2020
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.

Youth Athletic Facility Grant Proposal - Kiwanis Park				
Project	RCO Grant	Match	Total	
Pickleball/Basketball Lights	\$ 220,728.83	\$ 24,525.43	\$	245,254.26
Turf	\$ 225,000.00	\$ 25,000.00	\$	250,000.00
Irrigation/Sprinklers	\$ 225,000.00	\$ 25,000.00	\$	250,000.00
Buildings	\$ 112,500.00	\$ 12,500.00	\$	125,000.00
General Site Improvements	\$ 126,000.00	\$ 14,000.00	\$	140,000.00
Site Prep	\$ 67,500.00	\$ 7,500.00	\$	75,000.00
Construction Total	\$ 976,728.83	\$ 108,525.43	\$	1,085,254.26
Engineering 10%	\$ 97,672.88	\$ 10,852.54	\$	108,525.43
Permits/Cultural Resources	\$ 9,767.29	\$ 1,085.25	\$	16,474.31
Everything Total	\$ 1,074,401.72	\$ 119,377.97	\$	1,210,254.00



Kiwanis Park

a place to play













WASHINGTON STATE
Recreation and Conservation
Funding Board

Youth Athletic Facilities

Recreation and Conservation Office

PO Box 40917

Olympia WA 98504-0917

Telephone: (360) 902-3000

Hearing Impaired: Call 711

E-mail: info@rco.wa.gov

Web: <https://rco.wa.gov/>

Who May Apply?

- Cities
- Counties
- Nonprofits involved in community athletic activities
- Park districts
- Tribes

Funding Source

Washington voters approved the program in 1998 as part of Referendum 48, which provided funding for building the Seattle Seahawks's stadium. After the initial funding was spent, the Washington State Legislature, in 2015, provided funding through the sale of state bonds.

Leveraging State Dollars

Applicants must contribute a match that equals the amount of the grant request. The match is reduced for some communities in need.

Providing Places to Recreate

Washingtonians are an active bunch. Nearly 50 percent of the state's population participates in ball sports, according to a 2020 survey. Those participants spend more than \$445 million annually on equipment and trip-related expenses, creating jobs across the state.¹

In addition to helping the economy, participating in sports can improve the health and potentially slow the rate of obesity in the state's residents.

Purpose

To provide fields, sports courts, and other athletic facilities to meet the needs of Washingtonians, the Youth Athletic Facilities grant program was created to offer funding to acquire and improve community athletic facilities.

The grants must be used for outdoor facilities for playing sports or participating in competitive athletics and exclude playgrounds, tot lots, vacant lots, open or undeveloped fields, and open areas used for non-athletic play.

The program's goal is to enhance facilities that serve people through the age of 18 but compatible, multi-generation use, is strongly encouraged.

Ensuring the Best Projects are Funded

The grant process is open and competitive. The Recreation and Conservation Funding Board accepts applications in even-numbered years. Committees, made of up people experienced in recreation issues, score projects in small and large grant categories, and submit ranked lists to the board for consideration. The board then submits prioritized lists of projects to the Governor and the Legislature for approval and funding.

¹Mojica, J., Fletcher, A., 2020. Economic Analysis of Outdoor Recreation in Washington State, 2020 Update. Earth Economics. Tacoma, WA, p. 35.



Applicant Resolution No. 24-036/Authorization

Organization Name (sponsor) City of College Place

Resolution No. or Document Name City of College Place - Veterans Park Renovation

Project(s) Number(s), and Name(s) 24-1965D

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Michael Rizzitiello
Project contact (day-to-day administering of the grant and communicating with the RCO)	Michael Rizzitiello
RCO Grant Agreement (Agreement)	Michael Rizzitiello
Agreement amendments	Michael Rizzitiello
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Michael Rizzitiello

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. **[for Acquisition Projects Only]** Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. **[for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property]** Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. **[for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property]** Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. **[Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant]** Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed _____

Title City Administrator Date 5/14/24

On File at: College Place City Hall (625 S. College Ave, College Place, WA, 99324)

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:
(Local Governments and Nonprofit Organizations Only):

Location: College Place City Hall (625 S. College Ave, College Place, WA) Date: 5/14/2024

Washington State Attorney General's Office

Approved as to form  2/13/2020
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.

**EMERGENCY HOUSING MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF
COLLEGE PLACE AND WALLA WALLA ALLIANCE FOR HOMELESS WALLA
WALLA SLEEP CENTER**

THIS MEMORANDUM OF UNDERSTANDING is entered into and between the City of College Place (College Place) and the Walla Walla Alliance for Homeless Walla Walla Sleep Center (Sleep Center) to financially support emergency housing services available to College Place visitors and citizens.

WHEREAS, the Walla Walla Sleep Center, located in the City of Walla Walla provides a safe place to sleep for unsheltered homeless population in Walla Walla and Columbia Counties;

WHEREAS, College Place is located in Walla Walla County and, due in part to the size of College Place's population, less than 10,000 residents, does not have a permanent emergency housing services available only to those experiencing homelessness in College Place;

WHEREAS, College Place has a transient homeless population;

WHEREAS, College Place has referred individuals experiencing homelessness to the Sleep Center and the Sleep Center has provided emergency shelter to people from College Place;

WHEREAS, College Place desires to continue to refer individuals experiencing homelessness to the Sleep Center for services;

WHEREAS, the Sleep Center is funded in part by the City of Walla Walla whose residents utilize the services of the Sleep Center;

WHEREAS, governmental agencies providing for emergency shelter to the homeless has been found to reduce criminal activity and public safety;

WHEREAS, it is in the best interests of the public to financially support the Sleep Center to provide for emergency shelter services to College Place;

NOW THEREFORE, the Parties agree as follows:

1. College Place shall pay to the Sleep Center the sum of \$_____ to support emergency shelter services to be paid out as follows:
 - Lump sum payment of \$_____, upon invoicing from the Sleep Center; OR

Sleep Center funding

Page 1 of 2

- 7 monthly installments of \$_____, to be paid upon invoicing from the Sleep Center; or
 - As follows:_____.
- 2 Sleep Center shall make available to citizens and visitors of College Place, emergency shelter services pursuant to the Sleep Center policies;
 - 3 The Parties understand that emergency shelter services available are of a limited and finite quantity and Sleep Center cannot guarantee shelter space availability;
 - 4 The fact of, or amount of, funding shall not be a factor in services provided;
 - 5 Sleep Center shall provide a report, at least annually to College Place of its activities, to include, when possible the number of shelter nights provided to individuals from College Place.
 - 6 Nothing in this MOU shall benefit any third party, nor create any duty to any third party.
 - 7 Because College Place cannot direct Sleep Center acts or inactions and the Sleep Center is not required to designate any shelter services as “College Place” only, the Sleep Center shall indemnify, defend and hold harmless College Place, its officers, officials, agents, employees and volunteers, from and against any and all claims, injuries, damages, or losses whatsoever, including attorneys fees and litigation costs arising out of or resulting from acts, errors or omissions of the Sleep Center, its agents, employees, officers, and volunteers, except for injuries and damages caused by the sole negligence of the City. It is further specifically and expressly understood that the indemnification provided herein constitutes the Sleep Center’s waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. The parties have mutually negotiated this waiver. The provisions of this section shall survive the expiration or termination of this Agreement.
 - 8 The term of this MOU is one year from the date funds are transferred from College Place to the Sleep Center. This MOU shall automatically renew for another year period upon payment of an agreed upon amount from College Place to the Sleep Center.
 - 9 The Parties agree to comply with all applicable laws, rules, and regulations.
 - 10 This MOU is transferrable to the extent that the Sleep Center transfers service operations to another entity and the level of services to College Place remains sufficiently consistent.

So understood this _____, day of _____, 2024.

CITY OF COLLEGE PLACE

WALLA WALLA SLEEP CENTER

Mike Rizzitiello, City Administrator

By:_____

City of College Place, Washington
RESOLUTION NO. 24-037

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING AUTHORIZING CITY ADMINISTRATOR TO EXECUTE MEMORANDUM OF
UNDERSTANDING WITH WALLA WALLA ALLIANCE FOR THE HOMELESS FOR FINANCIAL
SUPPORT**

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 refers people experiencing homelessness to the emergency shelter and temporary housing provided by the Walla Walla Alliance for the Homeless through its Sleep Center and desires to financially support the Walla Walla Housing Alliance;

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

1. City Administrator is authorized to execute the 2024 Memorandum of Understanding with the Walla Walla Alliance for the Homeless for financial support.

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.

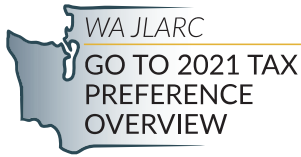
Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 14th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk


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[Review Details](#)
[Recommendations & Responses](#)
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REVIEW DETAILS

Addendum A

2021 Legislative Changes

2021 Legislature made changes to chapter 84.25 RCW

The following table details JLARC staff analysis of changes made in 2021 legislation ([Engrossed House Bill 1386](#)) to the local property tax preference provided in chapter 84.25 RCW (Targeted Urban Area Construction). These changes are effective July 25, 2021.

Statute prior to 7/25/2021	Changes effective 7/25/2021, per EHB 1386
A qualifying city must: - Be located in a county with a population between 700,000 and 800,000. - Have a population of at least 18,000. - Be located east or north of the largest city in the county.	All population and location qualification criteria removed. Any city or town in Washington may use the preference if all other requirements are met.
“Family living wage job” is defined as a job with an average wage of \$18 or more an hour, working 2,080 hours per year on the subject site.	“Family living wage job” is defined as a job that offers health care benefits with an average wage of \$23 an hour or more, working 2,080 hours per year on the subject site.
“Industrial/manufacturing facilities” are defined, in part, for uses categorized as "division D:	“Industrial/manufacturing facilities” are defined, in part, for uses categorized as either “division D: manufacturing” or “division E:


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The preference expires to new applicants December 31, 2022.	The preference expires to new applicants December 31, 2030.
Each project must create a minimum of 25 new family living wage jobs at the subject site as a result of the new construction within one year of building occupancy.	Each project must create a minimum 25 new family living wage jobs at the subject site as a result of the new construction within one year of building occupancy. Priority must be given to applications that meet the following labor specifications during construction and the ongoing business operations: • Compensate workers at the prevailing wage rates as determined by the Department of Labor & Industries. • Buy from and contract with women-owned, minority-owned, or veteran-owned businesses. • Buy from and contract with businesses with a history of complying with federal and state wage and hour laws and regulations. • Use state-registered apprenticeship programs. • Give preferred entry for workers living in the area where construction occurs. • Maintain certain labor standards for workers employed primarily at the facility after construction, including production, maintenance, and operational employees.
	Details steps for cities to follow if they discover that a facility maintains fewer than 25 family living wage jobs after the local property tax exemption has been filed. These include loss of exemption for the facility and the owner being billed for the additional property tax that would have been due.

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[Executive Summary](#) [Review Details](#) [Recommendations & Responses](#) [More](#) [Contact](#)

ORDINANCE NO. 2016-008

AN ORDINANCE OF THE CITY OF ARLINGTON, WASHINGTON
ADOPTING PROVISIONS RELATING TO TAX INCENTIVES IN TARGETED AREAS
FOR NEW CONSTRUCTION OF INDUSTRIAL OR MANUFACTURING FACILITIES
CREATING FAMILY LIVING WAGE JOBS

WHEREAS, the City of Arlington has been granted the authority to create tax incentives in targeted areas for new construction of industrial or manufacturing facilities creating family living wage jobs as a result of Senate Bill 5761 (Chapter 9, 2015 Laws 1st Special Session) and RCW 84.25; and

WHEREAS, the City Council previously passed Resolution No. 2016-005 which notified the public of its intent to create targeted areas in support of this authority, which resolution scheduled a public hearing for May 2, 2016; and

WHEREAS, the City Council conducted a public hearing on May 2, 2016; and

WHEREAS, the City Council wishes to create tax incentives to support construction that will create new family living wage jobs;

NOW, THEREFORE, the City Council of the City of Arlington do hereby ordain as follows:

Section 1. A new chapter 3.98 of the Arlington Municipal Code (AMC) is hereby created, to read as follows:

Chapter 3.98 – Property Tax Exemption

3.98.100	Purpose
3.98.110	Applicability
3.98.120	Definitions
3.98.130	Exemption Created
3.98.140	General Requirements
3.98.150	Application
3.98.160	Approval Criteria
3.98.170	Approval/Denial
3.98.180	Application Fee
3.98.190	Additional Requirements
3.98.200	Reporting
3.98.210	Continuance and Discontinuance

3.98.100 Purpose. It is the purpose of this chapter to encourage new manufacturing and industrial uses on undeveloped or underutilized lands zoned for industrial and manufacturing uses within the city through tax incentive, thereby increasing employment opportunities for family living wage jobs.

3.98.110 Applicability. All undeveloped or underutilized properties within the city's Light Industrial and General Industrial zones shall be eligible to receive an ad valorem tax exemption as allowed by Senate Bill 5761 (Chapter 9, 2015 Laws 1st Special Session) and RCW 84.25 for the value of new construction of industrial/manufacturing facilities.

3.98.120 Definitions. The definitions in this section shall apply to this chapter unless the context clearly requires otherwise:

- (1) "Administrative Authority" means the Department of Community and Economic Development.
- (2) "City" means the City of Arlington.
- (3) "Designee" means the Director of Community and Economic Development.
- (4) "Director" means the Director of Community and Economic Development.
- (5) "Family living wage job" means a job with a wage that is sufficient for raising a family. A family living wage job shall have an average wage of eighteen dollars an hour or more, working two thousand eighty hours per year on the subject site, as adjusted annually for inflation by the consumer price index.
- (6) "Governing Authority" means the Arlington City Council.
- (7) "Industrial/manufacturing facilities" means building improvements that are ten thousand square feet or larger, representing a minimum improvement valuation of eight hundred thousand dollars (\$800,000.00) for uses categorized as "division D: manufacturing" by the United States Department of Labor in the Occupation Safety and Health Administration's standard industrial classification manual.
- (8) "Lands zoned for industrial and manufacturing uses" means lands in the City zoned as of December 31, 2014, for an industrial or manufacturing use consistent with the City's Comprehensive Plan where the lands are designated for industry.
- (9) "Owner" means the property owner of record.
- (10) "Targeted area" means an area of undeveloped lands zoned for industrial and manufacturing uses in the City that is located with or contiguous to an innovation partnership zone, foreign trade zone, or EB-5

regional center, and designated for possible exemption under the provisions of this chapter.

(11) “Undeveloped or underutilized” means that there are no existing building improvements on the property or portions of the property targeted for new or expanded industrial or manufacturing uses.

3.98.130 Exemption Created

(a) The value of new construction of industrial/manufacturing facilities qualifying under this chapter is exempt from property taxation under this title, as provided in this section. The value of new construction of industrial/manufacturing facilities is exempt from taxation for properties for which an application for a certificate of tax exemption is submitted under this chapter before December 31, 2022. The value is exempt under this section for ten successive years beginning January 1st of the year immediately following the calendar year of issuance of the certificate.

(b) The exemption provided in this section does not include the value of land or nonindustrial/manufacturing-related improvements not qualifying under this chapter.

(c) The exemption provided in this section is in addition to any other exemptions, deferrals, credits, grants, or other tax incentives provided by law.

(d) This chapter does not apply to state levies or increases in assessed valuation made by the assessor on non-qualifying portions of buildings and value of land nor to increases made by lawful order of a county board of equalization, the department of revenue, or a county, to a class of property throughout the county or specific area of the county to achieve the uniformity of assessment or appraisal required by law.

(e) This exemption does not apply to any county property taxes unless the governing body of the county adopts a resolution and notifies the governing authority of its intent to allow the property to be exempted from county property taxes.

(f) At the conclusion of the exemption period, the new industrial/manufacturing facilities cost shall be considered as new construction for the purposes of chapter 84.55 RCW.

3.98.140 General requirements. An owner of property making application under this chapter shall meet the following requirements:

(a) The new construction of industrial/manufacturing facilities shall be located on land zoned for industrial and manufacturing uses, undeveloped or underutilized, and as provided in section 6 of Senate Bill 5761 (Chapter 9, 2015 Laws 1st Special Session), designated by the city as a targeted area;

(b) The new construction of industrial/manufacturing facilities shall

meet all construction and development regulations of the city;

(c) The new construction of industrial/manufacturing facilities shall be completed within three years from the date of approval of the application; and

(d) The applicant shall enter into a contract with the city approved by the Director of Community & Economic Development, under which the applicant has agreed to the implementation of the development on terms and conditions satisfactory to the administrative authority.

3.98.150 Application. An owner of property seeking an exemption under this chapter shall apply to the city on the application form adopted by the governing authority. The application shall contain the following:

A. Information setting forth the grounds supporting the requested exemption, including information indicated on the application form or in the guidelines;

B. A description of the project and site plan, and other information requested;

C. A statement of the expected number of new family living wage jobs to be created;

D. A statement that the applicant is aware of the potential tax liability involved when the property ceases to be eligible for the incentive provided under this chapter; and

E. A statement that the applicant would not have built in this location but for the availability of the tax exemption under this chapter;

F. The applicant shall verify the application by oath or affirmation; and

G. The application shall be accompanied by the application fee required under this chapter. The Director may permit the applicant to revise an application before final action by the Department of Community and Economic Development.

3.98.160 Approval criteria. The duly authorized administrative authority of the city may approve the application if it finds that:

(1) A minimum of twenty-five new family living wage jobs will be created on the subject site as a result of new construction of manufacturing/industrial facilities within one year of building occupancy;

(2) The proposed project is, or will be, at the time of completion, in conformance with all local plans and regulations that apply at the time the application is approved; and

(3) The criteria of this chapter have been satisfied.

3.98.170 Approval/Denial.

(a) The Director shall approve or deny an application filed under this

chapter within ninety days after receipt of the application.

(b) If the application is approved, the city shall issue the owner of the property a conditional certificate of acceptance of tax exemption. The certificate shall contain a statement by the Director that the property has complied with the required criteria of this chapter.

(c) If the application is denied, the Director shall state in writing the reasons for denial and send the notice to the applicant at the applicant's last known address within ten days of the denial.

(d) Upon denial by the Director, an applicant may appeal the denial to the city's governing authority within thirty days after receipt of the denial. The appeal before the city's governing authority shall be based upon the record made before the city with the burden of proof on the applicant to show that there was no substantial evidence to support the city's decision. The decision of the city in denying or approving the application is final.

3.98.180 Application fee. An administrative application fee of \$500.00 (five hundred dollars) plus the required county assessor fee shall be paid at the time the application for limited exemption is filed. If the application is approved, the city shall pay the application fee to the county assessor for deposit in the county current expense fund, after first deducting that portion of the fee attributable to its own administrative costs in processing the application and administering the tax exemption program. If the application is denied, the city may retain that portion of the application fee attributable to its own administrative costs and refund the balance to the applicant.

3.98.190 Additional requirements.

(a) Upon completion of the new construction of a manufacturing/industrial facility for which an application for an exemption under this chapter has been approved and issued a certificate of occupancy, the owner shall file with the city the following:

(1) A description of the work that has been completed and a statement that the new construction on the owner's property qualify the property for a partial exemption under this chapter;

(2) A statement of the new family living wage jobs to be offered as a result of the new construction of manufacturing/industrial facilities; and

(3) A statement that the work has been completed within three years of the issuance of the conditional certificate of tax exemption.

(b) Within thirty days after receipt of the statements required under subsection (a) of this section, the city shall determine whether the work completed and the jobs to be offered are consistent with the application and the contract approved by the city and whether the application is

qualified for a tax exemption under this chapter.

(c) If the criteria of this chapter have been satisfied and the owner's property is qualified for a tax exemption under this chapter, the city shall file the certificate of tax exemption with the county assessor within ten days of the expiration of the thirty-day period provided under subsection (b) of this section.

(d) The city shall notify the applicant that a certificate of tax exemption is denied if the city determines that:

(1) The work was not completed within three years of the application date;

(2) The work was not constructed consistent with the application or other applicable requirements;

(3) The jobs to be offered are not consistent with the application and criteria of this chapter; or

(4) The owner's property is otherwise not qualified for an exemption under this chapter.

(e) If the city finds that the work was not completed within the required time period due to circumstances beyond the control of the owner and that the owner has been acting and could reasonably be expected to act in good faith and with due diligence, the Director may extend the deadline for completion of the work for a period not to exceed twenty-four consecutive months.

(f) The owner may appeal a decision by the city to deny a certificate of tax exemption in superior court under RCW 34.05.510 through 34.05.598, if the appeal is filed within thirty days of notification by the city to the owner of the exemption denial.

3.98.200 Reporting.

(a) Thirty days after the anniversary of the date of the certificate of tax exemption and each year for the tax exemption period, the owner of the new industrial/manufacturing facilities shall file with the Administrative Authority an annual report indicating the following:

(1) A statement of the family living wage jobs at the facility as of the anniversary date;

(2) A certification by the owner that the property has not changed use;

(3) A description of changes or improvements constructed after issuance of the certificate of tax exemption; and

(4) Any additional information requested by the city.

(b) The City shall report annually by December 31st of each year, beginning in 2016, to the Department of Commerce. The report shall include the following information:

(1) The number of tax exemption certificates granted;

(2) The total number and type of new manufacturing/industrial

facilities constructed;

(3) The number of family living wage jobs resulting from the new manufacturing/industrial facilities; and

(4) The value of the tax exemption for each project receiving a tax exemption and the total value of tax exemptions granted.

3.98.210 Continuance and discontinuance.

(a) If the value of improvements have been exempted under this chapter, the improvements continue to be exempted for the applicable period under this chapter so long as they are not converted to another use and continue to satisfy all applicable conditions including, but not limited to, zoning, land use, building, and family wage job creation.

(b) If an owner voluntarily opts to discontinue compliance with the requirements of this chapter, the owner shall notify the assessor within sixty days of the change in use or intended discontinuance.

(c) If, after a certificate of tax exemption has been filed with the county assessor, the city discovers that a portion of the property is changed or will be changed to disqualify the owner for exemption eligibility under this chapter, the tax exemption shall be canceled and the following occurs:

(1) Additional real property tax shall be imposed on the value of the non-qualifying improvements in the amount that would be imposed if an exemption had not been available under this chapter, plus a penalty equal to twenty percent of the additional value. This additional tax is calculated based upon the difference between the property tax paid and the property 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 were converted to a non-qualifying use;

(2) The tax shall include interest upon the amounts of the additional tax at the same statutory rate charged on delinquent property taxes from the dates on which the additional tax could have been paid without penalty if the improvements had been assessed at a value without regard to this chapter; and

(3) The additional tax owed together with interest and penalty becomes a lien on the property and attaches at the time the property or portion of the property is removed from the qualifying use under this chapter or the amenities no longer meet the applicable requirements for exemption under this chapter. A lien under this section has priority to, and shall 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 lien may be foreclosed upon expiration of the same period after delinquency and in the same

manner provided by law for foreclosure of liens for delinquent real property taxes. An additional tax unpaid on its due date is delinquent. From the date of delinquency until paid, interest shall be charged at the same rate applied by law to delinquent property taxes.

(d) Upon a determination that a tax exemption is to be terminated for a reason stated in this section, the Director shall notify the record owner of the property as shown by the tax rolls by mail, return receipt requested, of the determination to terminate the exemption. The owner may appeal the determination to the city, within thirty days by filing a notice of appeal with the city, which notice shall specify the factual and legal basis on which the determination of termination is alleged to be erroneous. At an appeal hearing, all affected parties may be heard and all competent evidence received. After the hearing, the governing authority shall either affirm, modify, or repeal the decision of termination of exemption based on the evidence received. An aggrieved party may appeal the decision of the governing authority to the superior court as provided in RCW 34.05.510 through 34.05.598.

(e) Upon determination by the city to terminate an exemption, the county officials having possession of the assessment and tax rolls shall correct the rolls in the manner provided for omitted property under RCW 84.40.080. The county assessor shall make such a valuation of the property and improvements as is necessary to permit the correction of the rolls. The value of the new industrial/manufacturing facilities added to the rolls is considered new construction for the purposes of chapter 84.40 RCW. The owner may appeal the valuation to the county board of equalization as provided in chapter 84.40 RCW. If there has been a failure to comply with this chapter, the property shall be listed as an omitted assessment for assessment years beginning January 1st of the calendar year in which the noncompliance first occurred, but the listing as an omitted assessment may not be for a period more than three calendar years preceding the year in which the failure to comply was discovered.

Section 2. Severability. If any provision, section, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 3. Effective Date. This ordinance shall be effective five days from its adoption and publication as required by law.

PASSED BY the City Council and APPROVED by the Mayor this 2nd day of May, 2016.

CITY OF ARLINGTON



Barbara Tolbert, Mayor

Attest:



Kristin Banfield, City Clerk

Approved as to form:



Steven J. Peiffle
City Attorney

CERTIFICATION OF ORDINANCE

I, Kristin Banfield, being the duly appointed and acting Clerk of the City of Arlington, Washington, a municipal corporation, do hereby certify that the following Ordinance No. 2016-008 was approved at the May 2, 2016 City Council meeting.

ORDINANCE NO. 2016-008

“AN ORDINANCE OF THE CITY OF ARLINGTON, WASHINGTON,
ADOPTING PROVISIONS RELATING TO TAX INCENTIVES IN
TARGETED AREAS FOR NEW CONSTRUCTION OF INDUSTRIAL
OR MANUFACTURING FACILITIES CREATING FAMILY LIVING
WAGE JOBS”

A true and correct copy of the original ordinance is attached.

Dated this 9th day of May, 2016.




Kristin Banfield
City Clerk for the City of Arlington

SUMMARY OF ORDINANCE ADOPTION

You are hereby notified that on May 2, 2016, the City Council of the City of Arlington, Washington, did adopt Ordinance No. 2016-008 entitled,

“AN ORDINANCE OF THE CITY OF ARLINGTON, WASHINGTON,
ADOPTING PROVISIONS RELATING TO TAX INCENTIVES IN
TARGETED AREAS FOR NEW CONSTRUCTION OF INDUSTRIAL
OR MANUFACTURING FACILITIES CREATING FAMILY LIVING
WAGE JOBS”

This ordinance is effective five days from passage and publication, except as otherwise specified in the ordinance.

The full text of the ordinance is available to interested persons and will be mailed upon request.

A handwritten signature in dark ink, appearing to read "Kristin Banfield". The signature is fluid and cursive, with the first name "Kristin" and last name "Banfield" clearly distinguishable.

Kristin Banfield
City Clerk
City of Arlington

Chapter 3.48

INDUSTRIAL/MANUFACTURING PROPERTY TAX EXEMPTION

Sections:

- 3.48.010 Findings
- 3.48.020 Affected Areas
- 3.48.025 Adoption by Reference
- 3.48.030 Definitions
- 3.48.040 Application and Fees
- 3.48.050 Certificate of Tax Exemption, Approval, Denial, Termination, and Appeal

3.48.010 Findings.

There are insufficient family living wage jobs, as those jobs are defined by RCW 84.25.030, for College Place's wage earning population. It is the purpose of this chapter to encourage new manufacturing and industrial uses on undeveloped and underutilized lands zoned for industrial and manufacturing uses in the area identified in this chapter.

3.48.020 Affected Areas.

Underdeveloped or underutilized lands zoned for industrial/manufacturing uses located in the Light Industrial zoning district in the community are eligible for this incentive for qualifying projects.

3.48.025 Adoption by Reference.¹

Chapter 84.25 RCW as currently enacted or subsequently amended is hereby adopted by reference.

3.48.030 Definitions.

The following definitions shall apply to this chapter:

"Authorized representative" or "duly authorized representative" means the Community Development Director--also referenced herein as "Director" or designee.

"City" means the City of College Place.

3.48.040 Application and Fees.

(a) An owner of property seeking a tax exemption under this chapter shall submit an application to the Community Development Director or designee prior to the application for any building permit for the project. The application shall be on a form established by the Director, along with the required fees.

(b) The initial application fees to the City shall be \$500.00 plus any amount required by the County Assessor in administering this chapter. If the application is approved, the City shall pay the application fee to the County Assessor for deposit in the County current expense fund, after first deducting that portion of the fee attributable to the City's administrative costs in processing the application. If the application shall result in a denial by the City, the City shall retain that portion of the fee attributable to its own administrative costs and refund the balance to the applicant.

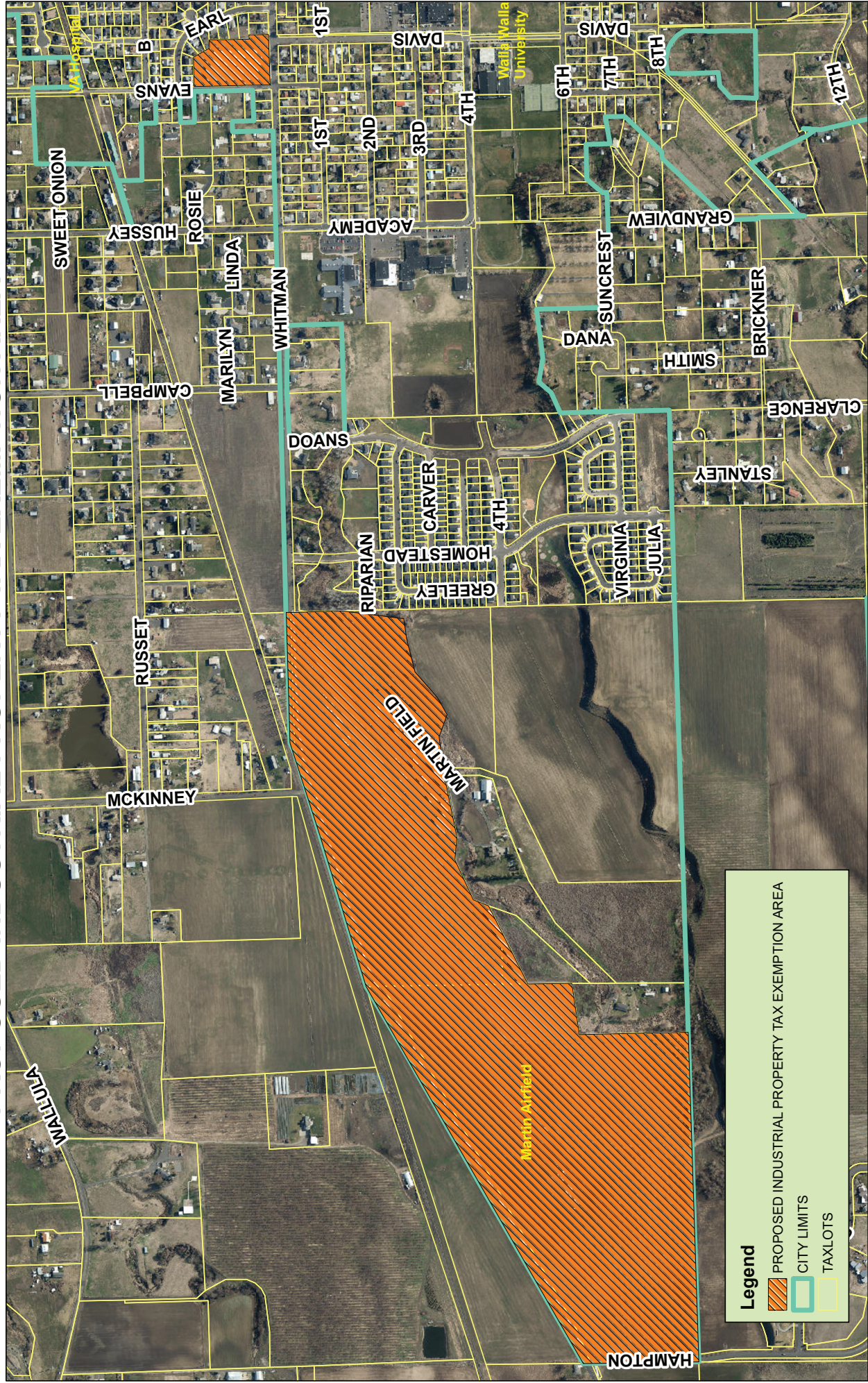
3.48.050 Certificate of Tax Exemption, Approval, Denial, Termination, and Appeal.

(a) The Community Development Director or designee shall make the determination whether a holder of a conditional acceptance of tax exemption qualifies for a certificate of tax exemption upon the completion of the new construction of a manufacturing/industrial facility and a certificate of occupancy issued. The Director shall also review each certificate of tax exemption annually for compliance with this chapter.

(b) If the Director determines that the property is not qualified for an exemption under this chapter or that it no longer meets the criteria of this chapter for eligibility for a tax exemption, he or she shall notify the owner of the property, as shown in the assessor's records, of the determination to deny or terminate the tax exemption. The notification shall be by certified mail, return receipt requested, and by regular first class mail. A recognized courier service may be substituted for first class mail. A copy shall also be sent to the Walla Walla County Assessor.

- (c) The owner may appeal the determination by filing a written notice of appeal specifying the factual and legal basis on which the determination of termination is alleged to be erroneous. Such appeal must be served on the City Clerk within 30 days of the date the notice was placed in the mail.
- (d) The Hearing Examiner of the City shall hold a hearing within 30 days of the notice of appeal. The parties may be heard at the hearing and the Hearing Examiner may use the procedures set forth in Chapter 34.05 RCW to control the conduct of the hearing and admission of evidence.
- (e) The Hearing Examiner shall issue a decision affirming, modifying, or repealing the determination of termination based on the evidence admitted at the hearing. A copy of the decision shall be served on the owner within 30 days of the hearing by certified mail, return receipt requested, and by regular first class mail. A recognized courier service may be substituted for first class mail. A copy shall also be sent to the Walla Walla County Assessor.
- (f) An aggrieved party may appeal the decision of the Hearing Examiner to the Walla Walla County Superior Court as provided in RCW 34.05.510 through 34.05.598.

PROPOSED INDUSTRIAL PROPERTY TAX EXEMPTION AREA



Chapter 3.70

INDUSTRIAL/MANUFACTURING PROPERTY TAX EXEMPTION

Sections:

- 3.70.010 Findings
- 3.70.020 Affected Areas
- 3.70.025 Adoption by Reference
- 3.70.030 Definitions
- 3.70.040 Application and Fees
- 3.70.050 Certificate of Tax Exemption, Approval, Denial, Termination, and Appeal

3.70.010 Findings.

There are insufficient family living wage jobs, as those jobs are defined by RCW 84.25.030, for Lake Stevens's wage earning population. It is the purpose of this chapter to encourage new manufacturing and industrial uses on undeveloped and underutilized lands zoned for industrial and manufacturing uses in the area identified in this chapter. (Ord. 962, Sec. 2 (Exh. A), 2016)

3.70.020 Affected Areas.

Underdeveloped or underutilized lands zoned for industrial/manufacturing uses located in the Light Industrial and General Industrial zoning districts, in the Hartford area, along with the Business District zoning district, in the 20th Street SE Corridor, are eligible for this incentive for qualifying projects. (Ord. 962, Sec. 2 (Exh. A), 2016)

3.70.025 Adoption by Reference.¹

Chapter 84.25 RCW as currently enacted or subsequently amended is hereby adopted by reference. (Ord. 962, Sec. 2 (Exh. A), 2016)

3.70.030 Definitions.

The following definitions shall apply to this chapter:

"Authorized representative" or "duly authorized representative" means the Community Development Director--also referenced herein as "Director" or designee.

"City" means the City of Lake Stevens. (Ord. 962, Sec. 2 (Exh. A), 2016)

3.70.040 Application and Fees.

(a) An owner of property seeking a tax exemption under this chapter shall submit an application to the Community Development Director or designee prior to the application for any building permit for the project. The application shall be on a form established by the Director, along with the required fees.

(b) The initial application fees to the City shall be \$500.00 plus any amount required by the County Assessor in administering this chapter. If the application is approved, the City shall pay the application fee to the County Assessor for deposit in the County current expense fund, after first deducting that portion of the fee attributable to the City's administrative costs in processing the application. If the application shall result in a denial by the City, the City shall retain that portion of the fee attributable to its own administrative costs and refund the balance to the applicant. (Ord. 962, Sec. 2 (Exh. A), 2016)

3.70.050 Certificate of Tax Exemption, Approval, Denial, Termination, and Appeal.

(a) The Community Development Director or designee shall make the determination whether a holder of a conditional acceptance of tax exemption qualifies for a certificate of tax exemption upon the completion of the new construction of a manufacturing/industrial facility and a certificate of occupancy issued. The Director shall also review each certificate of tax exemption annually for compliance with this chapter.

(b) If the Director determines that the property is not qualified for an exemption under this chapter or that it no longer meets the criteria of this chapter for eligibility for a tax exemption, he or she shall notify the owner of the property, as shown in the assessor's records, of the determination to deny or terminate the tax exemption. The

notification shall be by certified mail, return receipt requested, and by regular first class mail. A recognized courier service may be substituted for first class mail. A copy shall also be sent to the Snohomish County Assessor.

(c) The owner may appeal the determination by filing a written notice of appeal specifying the factual and legal basis on which the determination of termination is alleged to be erroneous. Such appeal must be served on the City Clerk within 30 days of the date the notice was placed in the mail.

(d) The Hearing Examiner of the City shall hold a hearing within 30 days of the notice of appeal. The parties may be heard at the hearing and the Hearing Examiner may use the procedures set forth in Chapter 34.05 RCW to control the conduct of the hearing and admission of evidence.

(e) The Hearing Examiner shall issue a decision affirming, modifying, or repealing the determination of termination based on the evidence admitted at the hearing. A copy of the decision shall be served on the owner within 30 days of the hearing by certified mail, return receipt requested, and by regular first class mail. A recognized courier service may be substituted for first class mail. A copy shall also be sent to the Snohomish County Assessor.

(f) An aggrieved party may appeal the decision of the Hearing Examiner to the Snohomish County Superior Court as provided in RCW 34.05.510 through 34.05.598. (Ord. 962, Sec. 2 (Exh. A), 2016)

¹ Code reviser's note: Ord. 962 adds these provisions as Section 3.70.020. The section has been renumbered to avoid duplication of numbering.

AGENDA REPORT

FOR: City Council April 17, 2024

TO: Adam Lincoln, City Manager City Council Regular Meeting: 4/22/24

FROM: Richa Sigdel, Deputy City Manager
City Manager

SUBJECT: Targeted Urban Area Tax Exemption Program (10 minutes)

I. REFERENCE(S):

Presentation

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Presentation from Port of Pasco Director of Economic Development and Marketing Stephen McFadden

III. FISCAL IMPACT:

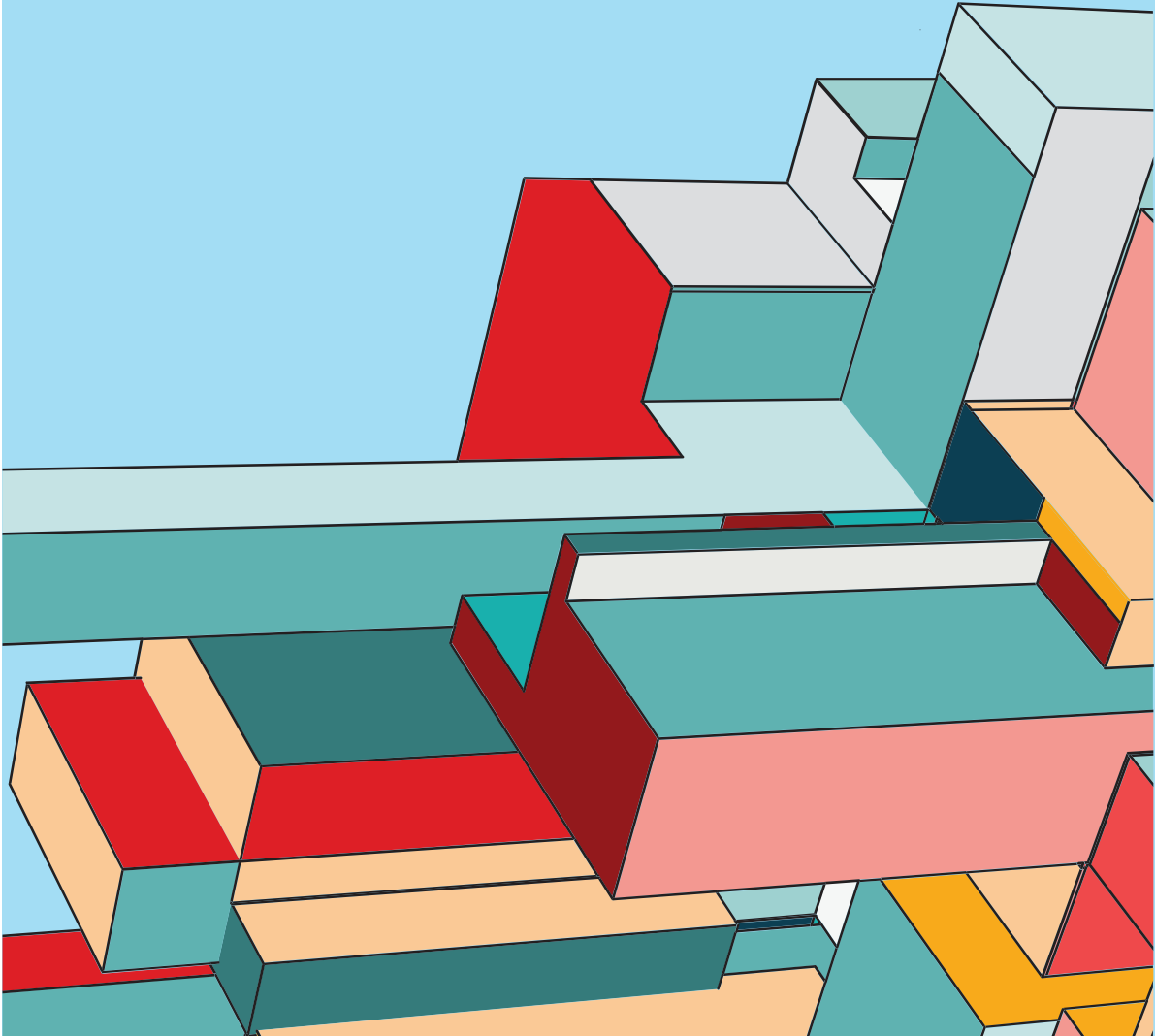
None

IV. HISTORY AND FACTS BRIEF:

Targeted Urban Areas (TUA's) are a new recruitment, retention, and expansion tool available in Washington per Chapter 84.25 of the Revised Code of Washington. It allows cities and counties to offer certain exemptions from property taxes for the value of new construction of industrial and manufacturing facilities in qualifying designated geographic areas for up to ten years.

V. DISCUSSION:

Stephen McFadden, the Director of Economic Development and Marketing at the Port of Pasco, will discuss the Targeted Urban Area Tax Exemption Program. This presentation reflects the collaborative efforts between the Port of Pasco and the City of Pasco, where Stephen McFadden plays a pivotal role in fostering economic development for the city.

An abstract graphic in the bottom right corner of the page, composed of various 3D rectangular blocks and prisms in shades of red, orange, teal, and light blue, arranged in a complex, overlapping geometric pattern.

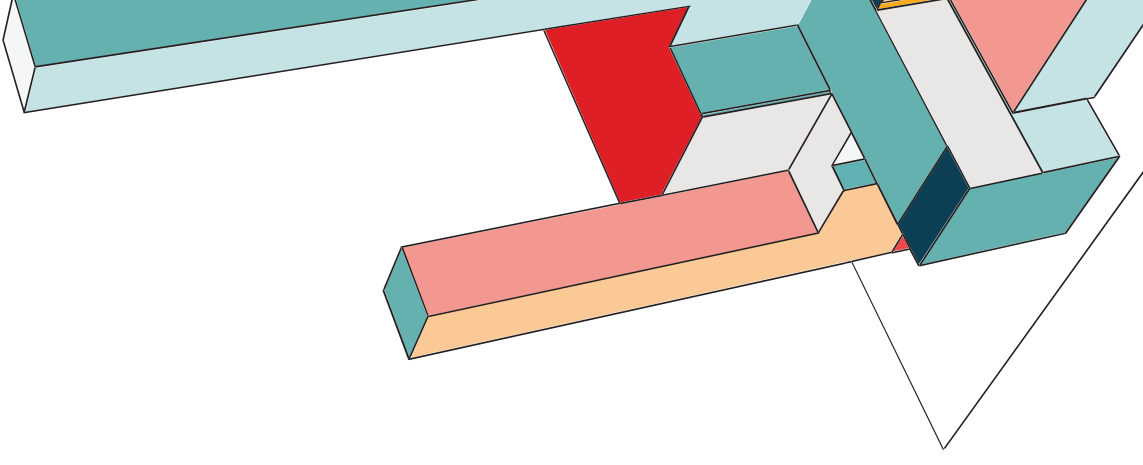
TARGETED URBAN AREA PROPERTY TAX EXEMPTION

Pasco City Council
Monday, April 22

Prepared by Stephen McFadden
Port of Pasco, Director
of Economic Development

AGENDA

- Introduction
- The Value of State Incentives for Economic Development
- Chapter 84.25 RCW (2021 amendment)
- Program Overview
- City of Richland's Approach



INTRODUCTION

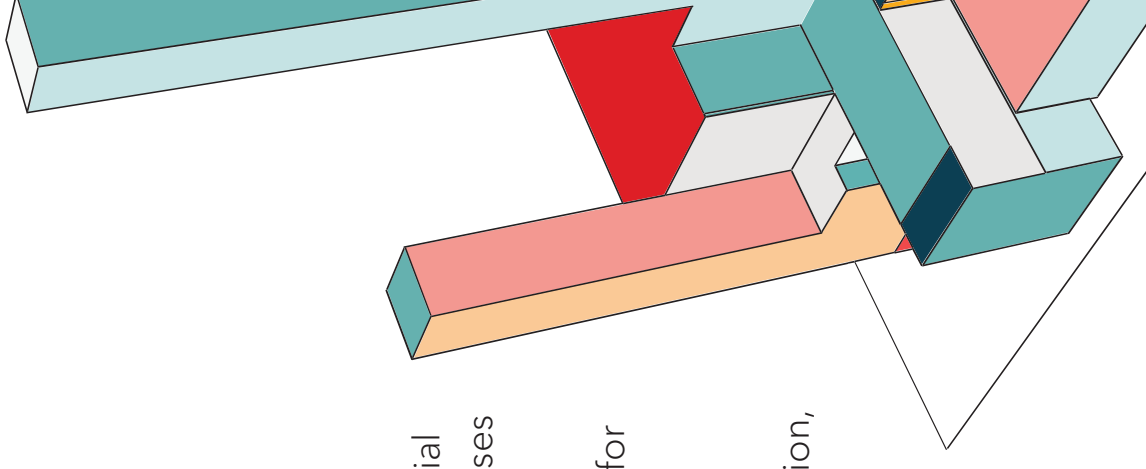
Chapter 84.25 RCW Targeted Urban Areas Exemption was amended in 2021 by the Washington State Legislature, becoming effective on July 1, 2022.

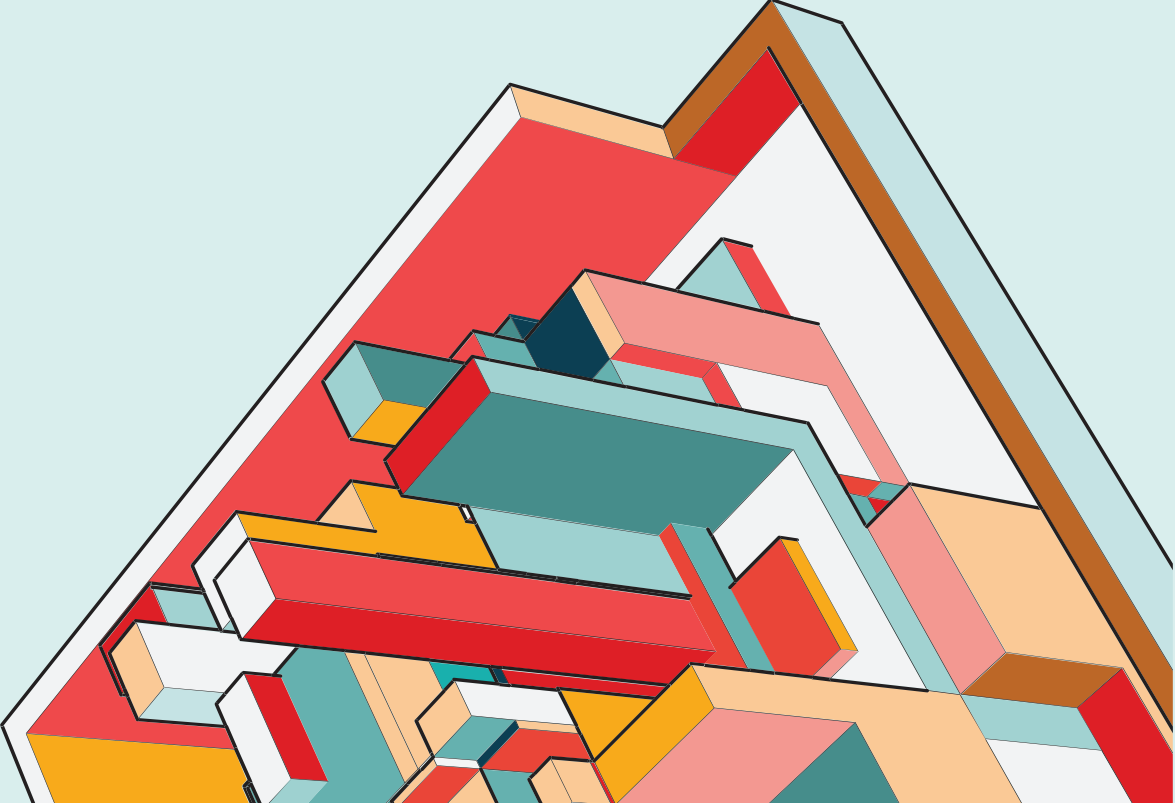
Purpose: "It is the purpose of this chapter to encourage new manufacturing and industrial uses on undeveloped and underutilized lands zoned for industrial and manufacturing uses in Targeted Urban Areas."

The program allows cities and counties to offer certain exemptions from property taxes for the value of the new construction of manufacturing facilities. The exemption does not include the value of the land or non-manufacturing related improvements.

City of Richland was the first in the state to implement the Targeted Urban Area Exemption, with adoption in early 2023.

Benton County followed Richland's lead, adopting the same Targeted Urban Area boundary.





TOP 10 STATES FOR BUSINESS INCENTIVE PROGRAMS

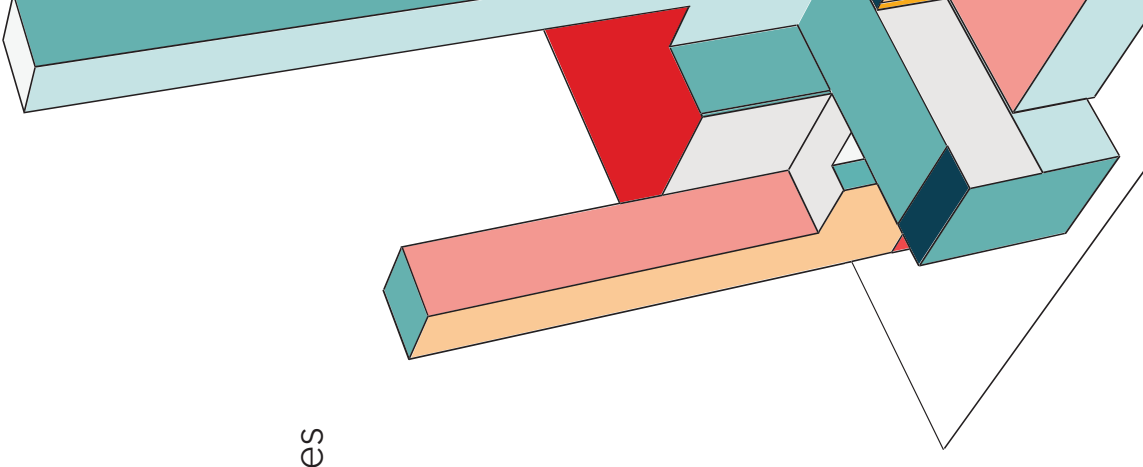
(Washington's Competitors)

- | | |
|-------------------|-------------------|
| 1. Georgia | 6. North Carolina |
| 2. South Carolina | 7. Alabama |
| 3. Ohio | 8. Virginia |
| 4. Indiana | 9. Arkansas |
| 5. Tennessee | 10. Mississippi |

SOURCE: Area Development Magazine's 2023 Top States for Doing Business

WHY WASHINGTON ISN'T ON THE TOP 10 LIST?

- Washington State's Constitution is restrictive when it comes to recruitment, retention and expansion incentives for manufacturers.
- Good News: The Legislature has taken some action that establishes incentives
 - Food Processing
 - B&O Tax deductions & some exemptions
 - General Manufacturing
 - Sales and Use Tax exemptions
 - Renewable Energy
 - Sales & Use Tax exemptions
 - Reduced B&O Tax rates
- Governor's Strategic Reserve Fund – Cash incentive typically \$100,000 to \$350,000 for large job creation projects considering other states.
- TUA – the newest legislative effort – is a potential game changer.

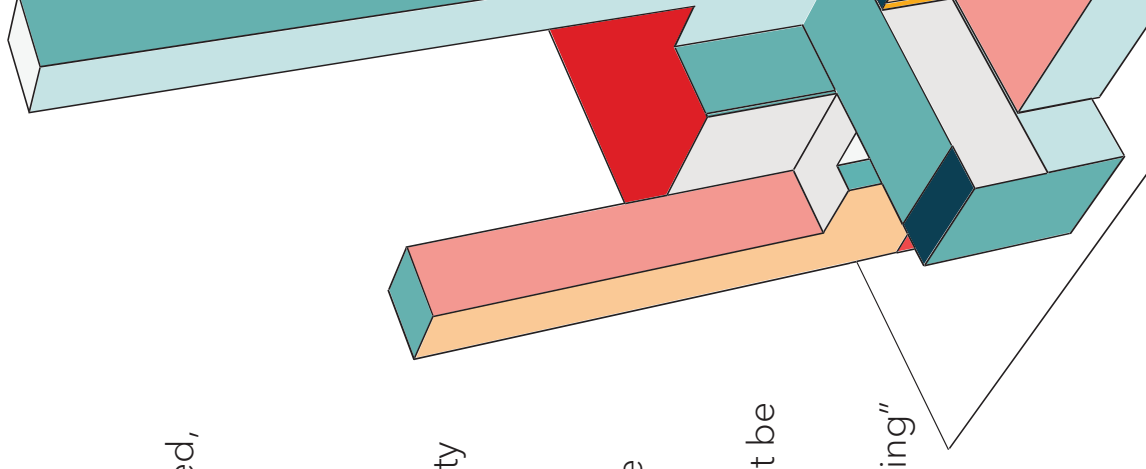


84.25 RCW: TARGET URBAN AREA PROPERTY TAX EXEMPTION LEVELS THE PLAYING FIELD

- The law allows cities to establish a Targeted Urban Area that encompasses its undeveloped, industrial-zoned lands. Counties can also opt to adopt TUA. Idaho has offered a similar incentive for several years.

Companies, to qualify, must meet the following criteria:

- “Certify” it wouldn’t build in Washington state (Pasco) but for the availability of the property tax exemption.
- “Certify” the project will create a minimum of 25 new Family Living Wage Jobs with an average wage of \$23/hour or more, working 2,080 hours per year on site, with health care benefits.
- Construct a minimum of 10,000 square feet of manufacturing improvements. Project must be a new building, not an addition.
- Minimum improvement value is \$800,000 for uses categorized as “division D: Manufacturing” or “division E: Transportation” by the United States Department of Labor.

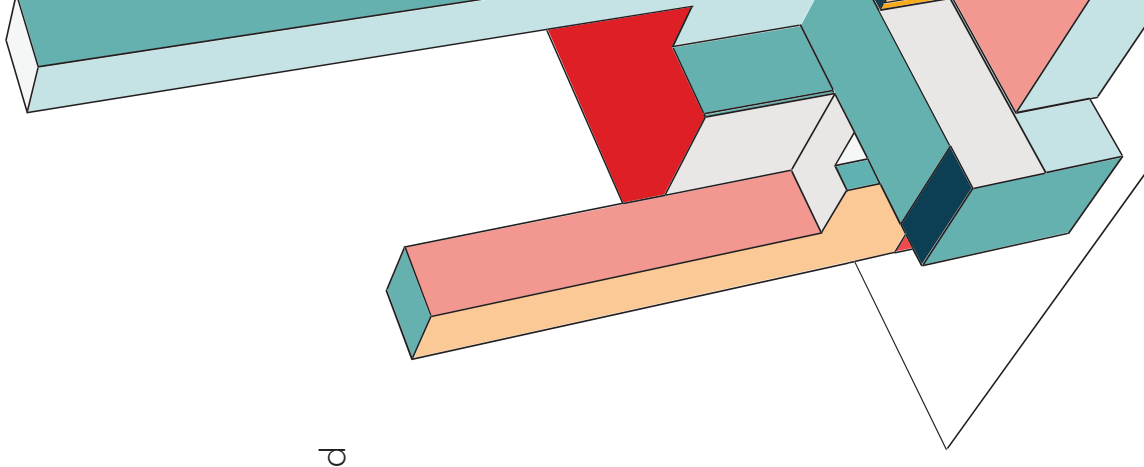


BENEFIT TO MANUFACTURERS

- The value of the new construction of manufacturing facilities is exempt from property taxation.
- The value is exempt for 10 successive years.
- The exemption does not include value of the land or non-industrial/manufacturing related improvements (administrative offices).
- The exemption does not apply to county property taxes unless the county adopts a resolution to allow it.

BENEFIT TO COMMUNITIES

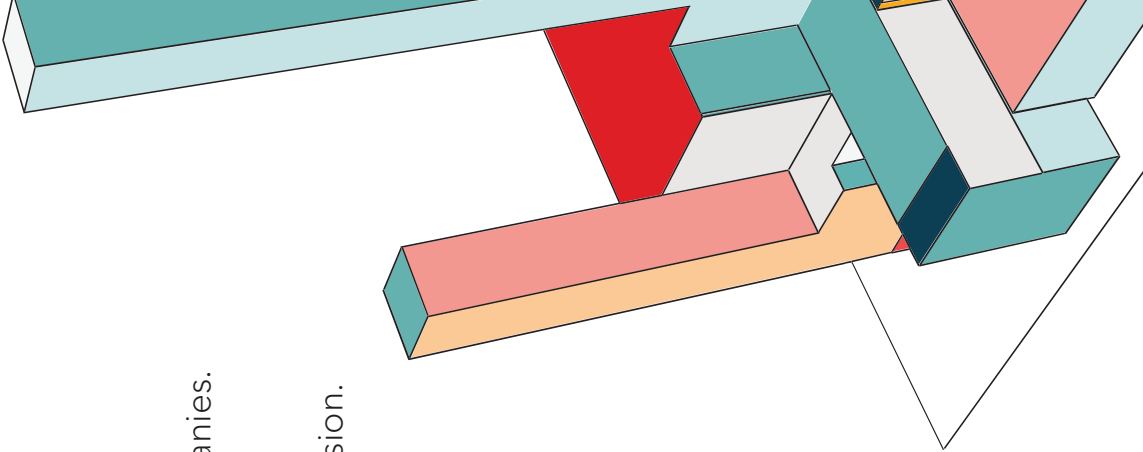
- New Family Living Wage jobs \$23/hour or more
- Significant private investment
- Construction sales tax revenue
- Future increased property tax revenue
- No loss of existing revenues



CITY OF RICHLAND EXAMPLE:

- This slide demonstrates Richland’s success in attracting both expansion projects and new companies.
- The 10-year Tax Exemption column is an **estimate**.
- Projects apply for the exemption, which must be approved by the city council or county commission.

TUA Project Tracking	Application Date	Project Value	Bldg. Sq. Footage	No. of New Jobs	10-year Exemption Estimate
ATI (expansion)	Oct. 2023	\$111,095,000	49,000	93	\$2,244,119
Framatome Phase 1	Feb. 2024	\$39,000,000	13,459	20	\$694,200
Framatome Phase 2	Feb. 2024	\$335,000,000	189,000	200	\$5,963,000
Atlas Agro	April 2024	\$1,100,000,00	518,864	158	\$19,580,000
Cenate	Pending			258	\$0
	TOTALS	\$1,585,095,000	770,323	729	\$28,481,319



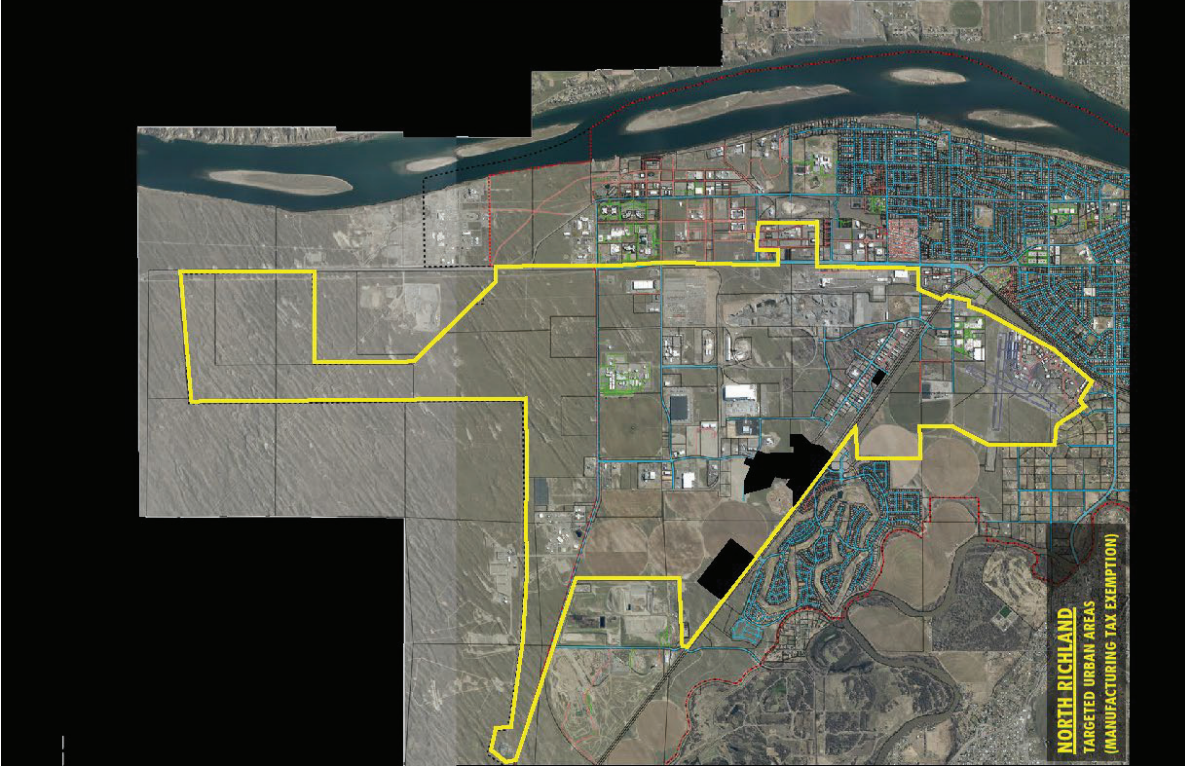
HORN RAPIDS TRIANGLE TARGETED URBAN AREA

Richland's boundary map captures most of its available industrial land, which is substantial.

Pasco could elect to follow suit, identifying a TUA including Big Pasco Industrial Center, Tri-Cities Airport, PSC, and undeveloped land currently zoned industrial.

Supporting Materials:

- Provided is Richland's documents, including:
 - 84.25 RCW, which defines the implementation process.
 - TUA Council Fact Sheet
 - Richland Application
 - 1-Page Marketing Fact Sheet
 - TUA application process and timeline



QUESTIONS?

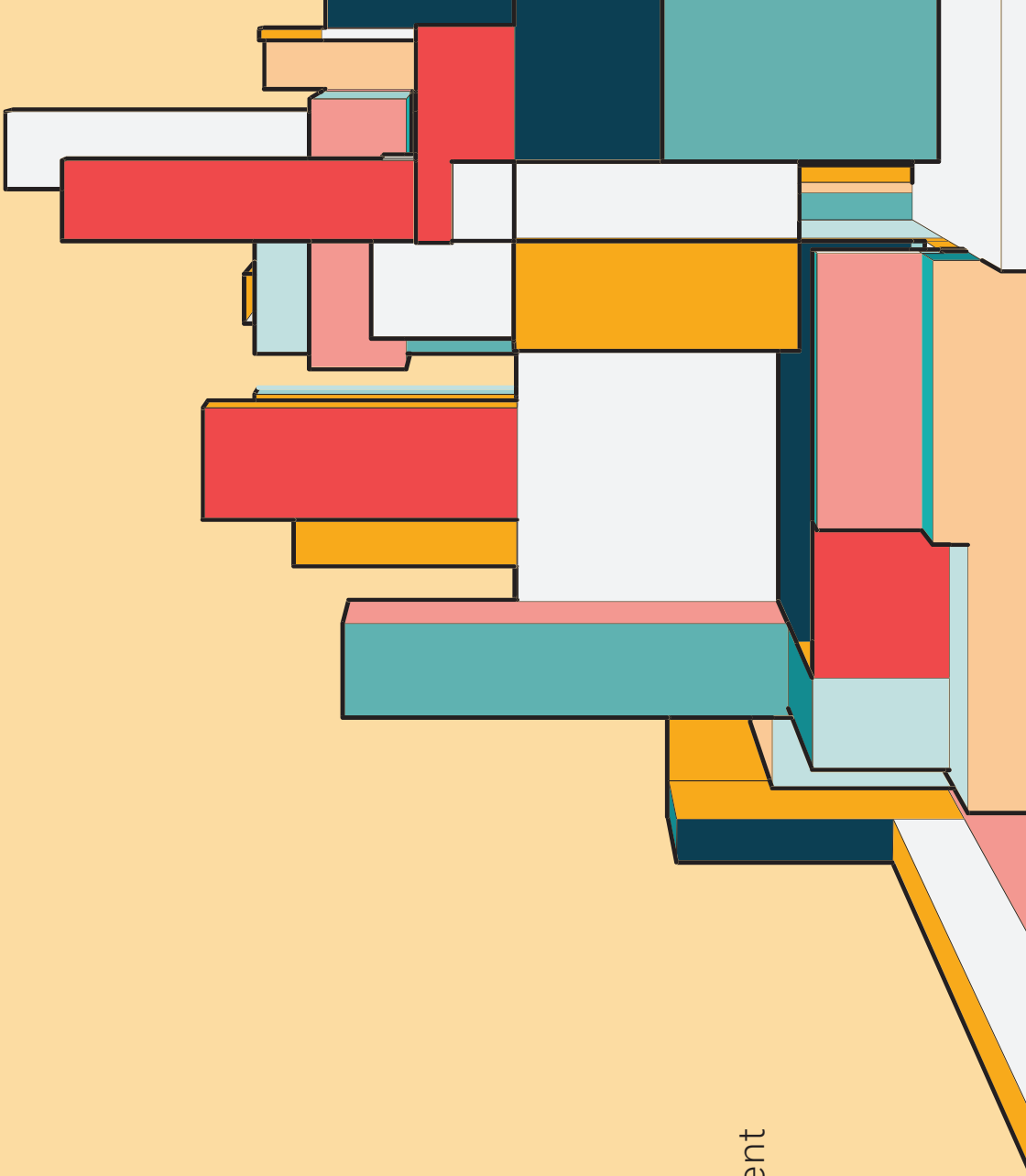
THANK YOU

Stephen McFadden

Port of Pasco

Director of Economic Development

smcfadden@portofpasco.org





COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/2/2024

Agenda Category: Resolutions - Adoption

Strategic Priority 2 - Financial Sustainability

Strategic Priority 3 - Focused Development

Subject:

Resolution No. 2024-04, Approving a Targeted Urban Area Application Submitted by Framatome for Phase One

Department/Office
Development Services

Ordinance/Resolution Number:
2024-04

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2024-04, accepting Framatome's Phase I TUA application and authorizing the City Manager to sign and execute a 10-year property tax abatement agreement with Framatome for Richland's portion of property tax in a form consistent with Chapter 84.25 RCW and approved by the City Attorney and City Manager.

Summary:

On January 17, 2023, Richland City Council adopted Resolution No. 2023-10 to create a Targeted Urban Area (TUA) in the City of Richland. The TUA, located in north Richland, is a zone where the City may offer 10-year property tax abatement to certain new industrial projects that create living wage jobs as defined by the State of Washington. The TUA program is authorized by Chapter 84.25 RCW.

A property tax exemption is available to businesses located within the designated area operating specific Manufacturing/Industrial uses as identified in the Standard Industrial Class (SIC) List D (manufacturing) or E (transportation). These codes are determined by the Interdepartmental Committee on Industrial Statistics of the Central Statistical Board of the United States. The exemption applies to building improvements made on undeveloped or underdeveloped property with a minimum improvement valuation of \$800,000 that will create at least 25 living wage jobs. The exemption does not apply to land value or pre-existing improvements.

Framatome's Richland operation is an existing nuclear fuel manufacturing facility that produces uranium dioxide (UO₂) powder, pellets, fuel rods and fuel assemblies. Framatome is proposing a Phase I project at its Richland site located at 2455 Horn Rapids Road to repurpose an existing building on its 155-acre property for the manufacturing of nuclear fuel for advanced reactors. The project will add 15,852 square feet of improvements. Phase I of the project will create 20 new jobs, and an additional 200 jobs in Phase 2, that will meet or exceed the State's living wage definition. The project is valued at \$39 million. Framatome's Phase I expansion supports the City's plans to attract advanced manufacturing to north Richland.

The proposed 10-year property tax exemption on the value of the new improvements provides an attractive incentive for Richland to compete nationally with other cities to attract new manufacturing and industrial jobs to the area.

Staff recommends adoption of Resolution No. 2024-04.

Fiscal Impact: The estimated impact of the Phase I project over the ten (10) year exemption period is \$700,000 in waived property tax revenue. This number is based on 2024 levy rates.

Attachments:

1. Resolution No. 2024-04
2. Parcel ID and Site Map - Framatome (Phase I)

RESOLUTION NO. 2024-04

A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON, APPROVING AN APPLICATION FROM FRAMATOME FOR PROPERTY TAX EXEMPTION UNDER THE CITY'S TARGETED URBAN AREA EXEMPTION PROGRAM FOR PHASE 1 OF FRAMATOME'S PROJECT.

WHEREAS, the City of Richland encourages construction of new industrial/manufacturing facilities on undeveloped or underutilized land in the City that will provide family-wage job growth; and

WHEREAS, the City has, pursuant to the authority granted by Chapter 84.25 RCW, adopted a Targeted Urban Area (TUA) for undeveloped or underutilized industrial lands in the Horn Rapids Industrial Park; and

WHEREAS, on January 17, 2023, by the adoption of Resolution No. 2023-10, Richland City Council authorized a program whereby industrial property owners may qualify for a Certificate of Property Tax Exemption for Industrial Manufacturing Uses, certifying to the Benton County Assessor and Benton County Treasurer that the applicant is eligible to receive a property tax exemption for new industrial facilities constructed on undeveloped lands; and

WHEREAS, Framatome has applied for a property tax exemption for the value of its Phase 1 construction of a new industrial manufacturing facility on their property located at 2101 Horn Rapids Road within Richland's TUA; and

WHEREAS, on November 7, 2023, Framatome submitted to the City a completed application for the TUA property tax exemption, outlining the development of new industrial facilities including size and cost, and the intended number of new positions created that will be paid a minimum living wage of \$23 per hour as a result of the construction of the new industrial facilities; and

WHEREAS, the new improvements to the industrial facilities on Framatome's property satisfy the requirements for a TUA Property Tax Exemption Certificate; and

WHEREAS, pursuant to Chapter 84.25 RCW, the City has 90 days, or until February 25, 2024, to present Framatome with a Certificate of Tax Exemption Agreement and issue a TUA Property Tax Exemption Certificate.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the Property Tax Exemption Application for Industrial Manufacturing Uses submitted by Framatome for Phase 1 of their project, attached hereto as **Exhibit A**, is hereby approved.

BE IT FURTHER RESOLVED that the City Manager is authorized to sign and execute a Certificate of Tax Exemption Agreement with Framatome for Phase 1 of their project, consistent with

the requirements of Chapter 84.25 RCW, granting a 10-year property tax abatement for Richland's portion of property tax.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 2nd day of January, 2024.

Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney



PROPERTY TAX EXEMPTION APPLICATION FOR INDUSTRIAL/MANUFACTURING USES (CHAPTER 84.25 RCW)

ALL SECTIONS MUST BE COMPLETED

EXHIBIT A

FOR AGENCY USE		Date:	Application #	FEE: \$500
EDR	TR	A	11-27-2023	TUA10-11212023

		Credit Card #		
		Exp. Date 11/26		
		CVV 928		
PROPERTY INFORMATION				
Project Name		Project Eagle Phase I		
Ownership Company		Framatome		
Site Address		2101 Horn Rapids Road	Tax Parcel ID Number	11508300000100
MAIN CONTACT				
Applicant Name		Thomas Galioto		
Address		2101 Horn Rapids Road		
City, State, Zip		Richland, WA, 99354		
Work Phone		509-375-8699	Mobile Phone	509-531-4456
Email		tom.galioto@framatome.com		
PROJECT INFORMATION				
Standard Industrial Class (SIC)		SIC – D: Manufacturing #	SIC – E: Transportation #	
Division D: Manufacturing		2819		
Project Description (Attach additional pages, if needed)	see attached			
Project Cost \$ 39,000,000	Industrial/Manufacturing Uses Only \$ 39,000,000		Total Building Costs \$ 39,000,000	
Square Footage of Existing Building 15,852	Proposed Exemption Square Footage (new buildings only) 13,459		Total Building Square Footage (upon completion) 15,852	

EMPLOYEE INFORMATION

1. Will the business offer healthcare benefits? ☒ Yes ☐ No
2. How many permanent, full-time (2,080 hours/year) positions will be created? 20
3. How many of the new positions created will be paid a minimum living wage of \$23/hour or more? 100%
4. Will the business compensate workers at prevailing wage rates? ☐ Yes ☒ No
5. Will the business procure from/ contract with women-owned, minority-owned, or veteran-owned businesses? ☒ Yes ☐ No
6. Will the business procure from/contract with entities with a history of federal and state wage and hour law and regulation compliance? ☒ Yes ☐ No
7. Will the business use apprenticeships from state-regulated apprenticeship programs? ☒ Yes ☐ No
8. Will the business provide for preferred entry for workers living in the area where the project is constructed? ☒ Yes ☐ No
9. Will the business maintain certain labor standards for workers employed primarily at the facility after construction is complete, including production, maintenance, and operational employees? ☒ Yes ☐ No
10. Is the subject parcel located within the boundary of the City's established Targeted Urban Area? ☒ Yes ☐ No

EXEMPTION CERTIFICATIONS	
☒	I understand the potential tax liability involved when the property ceases to be eligible for the incentive provided under Chapter 84.25 RCW.
☒	The project meets the industrial/manufacturing requirements described in Chapter 84.25 RCW.
☒	There are no existing building improvements on the portion of the property targeted for the tax exemption.
☒	I understand that the new construction of industrial/manufacturing facilities must meet all of the City of Richland's construction and development regulations.
☒	I understand that this waiver pertains only to the City's portion of property taxes related to the building improvements. The improved valuation of the land and the taxing authority of other jurisdictions is not a part of this tax incentive program.
☒	I understand that I will be required to enter into and abide by an agreement with the City of Richland to implement the program requirements of Chapter 84.25 RCW.
☒	I understand that construction of the industrial/manufacturing facility must be completed in three (3) years from the date the application is approved.
☒	I understand that the value of new construction of industrial/manufacturing facilities is exempt under RCW 84.25 for ten (10) consecutive years beginning January 1st of the year immediately following the calendar year of issuance of a certificate of tax exemption. I further understand there are no extensions of this 10-year timeframe.
☒	I understand that the City of Richland's decision regarding the tax exemption is final.
☒	I understand that the City will require certification of project completion.
☒	I understand the requirement to annually report, for the duration of the exemption, the number of jobs created.
☒	I certify that this project would not have been built in Richland but for the availability of the tax exemption.

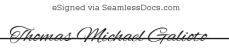
ACKNOWLEDGEMENT

My signature below certifies that I am the property owner or legal agent of the property owner with lawful authority to submit this application. My acknowledgment of the Exemption Certifications above indicates my understanding thereof.

I declare under penalty of perjury under the law of the state of Washington that the foregoing is true and correct.

Signed this 21st day of November, 2023 in Richland, WA
(city) (state)

Printed Name: Thomas Michael Galioto

Signature: 
eSigned via SeamllessDocs.com
Key: 918a6c15-408f-4119-8a93-105d7726d351

If your application is approved, the City will issue a conditional certificate of acceptance of the tax exemption within ninety (90) days after receipt of the application. The certificate will contain a statement by a duly authorized administrative official of the City of Richland that the property has complied with the requirements of Chapter 84.25 RCW.

Denied applications may be appealed to the Richland City Council within thirty (30) days of the denial. The appeal must be based on the existing record. The applicant bears the burden to prove that the City's decision was not supported by substantial evidence. The Richland City Council's decision on appeal is final.

CERTIFICATION OF ENROLLMENT

ENGROSSED HOUSE BILL 1386

Chapter 218, Laws of 2021

67th Legislature
2021 Regular Session

TARGETED URBAN AREA PROPERTY TAX EXEMPTION—MODIFICATION

EFFECTIVE DATE: July 25, 2021

Passed by the House March 2, 2021
Yeas 97 Nays 0

LAURIE JINKINS

**Speaker of the House of
Representatives**

Passed by the Senate April 21, 2021
Yeas 47 Nays 2

DENNY HECK

President of the Senate

Approved May 10, 2021 3:14 PM

JAY INSLEE

Governor of the State of Washington

CERTIFICATE

I, Bernard Dean, Chief Clerk of the House of Representatives of the State of Washington, do hereby certify that the attached is **ENGROSSED HOUSE BILL 1386** as passed by the House of Representatives and the Senate on the dates hereon set forth.

BERNARD DEAN

Chief Clerk

FILED

May 10, 2021

**Secretary of State
State of Washington**

ENGROSSED HOUSE BILL 1386

Passed Legislature - 2021 Regular Session

State of Washington

67th Legislature

2021 Regular Session

By Representatives Wicks, Dolan, Lovick, Sells, Berg, and Hackney

Read first time 01/26/21. Referred to Committee on Finance.

1 AN ACT Relating to modifying the property tax exemption for the
2 value of new construction of industrial/manufacturing facilities in
3 targeted urban areas; and amending RCW 84.25.030, 84.25.040,
4 84.25.050, 84.25.080, 84.25.090, and 84.25.130.

5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

6 **Sec. 1.** RCW 84.25.030 and 2015 1st sp.s. c 9 s 3 are each
7 amended to read as follows:

8 The definitions in this section apply throughout this chapter
9 unless the context clearly requires otherwise.

10 (1) "City" means any city (~~((that: (a) Has a population of at~~
11 ~~least eighteen thousand; and (b) is north or east of the largest city~~
12 ~~in the county in which the city is located and such county has a~~
13 ~~population of at least seven hundred thousand, but less than eight~~
14 ~~hundred thousand))~~ or town.

15 (2) "Family living wage job" means a job that offers health care
16 benefits with a wage that is sufficient for raising a family. A
17 family living wage job must have an average wage of ~~((eighteen~~
18 ~~dollars))~~ \$23 an hour or more, working ~~((two thousand eighty))~~ 2,080
19 hours per year on the subject site, as adjusted annually for
20 inflation by the consumer price index. The family living wage may be

increased by the local authority based on regional factors and wage conditions.

(3) "Governing authority" means the local legislative authority of a city or county having jurisdiction over the property for which an exemption may be applied for under this chapter.

(4) "Growth management act" means chapter 36.70A RCW.

(5) "Industrial/manufacturing facilities" means building improvements that are (~~ten thousand~~) 10,000 square feet or larger, representing a minimum improvement valuation of (~~eight hundred thousand dollars~~) \$800,000 for uses categorized as "division D: manufacturing" or "division E: transportation (major groups 40-42, 45, or 47-48)" by the United States department of labor in the occupation safety and health administration's standard industrial classification manual, provided, a city may limit the tax exemption to manufacturing uses.

(6) "Lands zoned for industrial and manufacturing uses" means lands in a city zoned as of December 31, 2014, for an industrial or manufacturing use consistent with the city's comprehensive plan where the lands are designated for industry.

(7) "Owner" means the property owner of record.

(8) "Targeted area" means an area of undeveloped lands zoned for industrial and manufacturing uses in the city that is located within or contiguous to an innovation partnership zone, foreign trade zone, or EB-5 regional center, and designated for possible exemption under the provisions of this chapter.

(9) "Undeveloped or underutilized" means that there are no existing building improvements on the (~~property or~~) portions of the property targeted for new or expanded industrial or manufacturing uses.

Sec. 2. RCW 84.25.040 and 2015 1st sp.s. c 9 s 4 are each amended to read as follows:

(1)(a) The value of new construction of industrial/manufacturing facilities qualifying under this chapter is exempt from property taxation under this title, as provided in this section. The value of new construction of industrial/manufacturing facilities is exempt from taxation for properties for which an application for a certificate of tax exemption is submitted under this chapter before December 31, (~~2022~~) 2030. The value is exempt under this section for (~~ten~~) 10 successive years beginning January 1st of the year

1 immediately following the calendar year of issuance of the
2 certificate.

3 (b) The exemption provided in this section does not include the
4 value of land or nonindustrial/manufacturing-related improvements not
5 qualifying under this chapter.

6 (2) The exemption provided in this section is in addition to any
7 other exemptions, deferrals, credits, grants, or other tax incentives
8 provided by law.

9 (3) This chapter does not apply to state levies or increases in
10 assessed valuation made by the assessor on nonqualifying portions of
11 buildings and value of land nor to increases made by lawful order of
12 a county board of equalization, the department of revenue, or a
13 county, to a class of property throughout the county or specific area
14 of the county to achieve the uniformity of assessment or appraisal
15 required by law.

16 (4) This exemption does not apply to any county property taxes
17 unless the governing body of the county adopts a resolution and
18 notifies the governing authority of its intent to allow the property
19 to be exempted from county property taxes.

20 (5) At the conclusion of the exemption period, the new
21 industrial/manufacturing facilities cost must be considered as new
22 construction for the purposes of chapter 84.55 RCW.

23 **Sec. 3.** RCW 84.25.050 and 2015 1st sp.s. c 9 s 5 are each
24 amended to read as follows:

25 An owner of property making application under this chapter must
26 meet the following requirements:

27 (1) The new construction of industrial/manufacturing facilities
28 must be located on land zoned for industrial and manufacturing uses,
29 undeveloped or underutilized, and as provided in RCW 84.25.060,
30 designated by the city as a targeted area;

31 (2) The new construction of industrial/manufacturing facilities
32 must meet all construction and development regulations of the city;

33 (3) The new construction of industrial/manufacturing facilities
34 must be completed within three years from the date of approval of the
35 application; and

36 (4) The applicant must enter into a contract with the city
37 approved by the city governing authority(~~((, or an administrative~~
38 ~~official or commission authorized by the governing authority,))~~) under
39 which the applicant has agreed to the implementation of the

development on terms and conditions satisfactory to the governing authority.

Sec. 4. RCW 84.25.080 and 2015 1st sp.s. c 9 s 8 are each amended to read as follows:

(1) The ~~((duly authorized administrative official or committee of the))~~ city governing authority may approve the application if it finds that:

((~~(1)~~)) (a) A minimum of ~~((twenty-five))~~ 25 new family living wage jobs will be created on the subject site as a result of new construction of ~~((manufacturing/industrial——[industrial/manufacturing]))~~ industrial/manufacturing facilities within one year of building occupancy;

((~~(2)~~)) (b) The proposed project is, or will be, at the time of completion, in conformance with all local plans and regulations that apply at the time the application is approved; and

((~~(3)~~)) (c) The criteria of this chapter have been satisfied.

(2) Priority must be given to applications that meet the following labor specifications during the new construction and ongoing business of industrial/manufacturing facilities:

(a) Compensate workers at prevailing wage rates as determined by the department of labor and industries;

(b) Procure from, and contract with, women-owned, minority-owned, or veteran-owned businesses;

(c) Procure from, and contract with, entities that have a history of complying with federal and state wage and hour laws and regulations;

(d) Include apprenticeship utilization from state-registered apprenticeship programs;

(e) Provide for preferred entry for workers living in the area where the project is being constructed; and

(f) Maintain certain labor standards for workers employed primarily at the facility after construction, including production, maintenance, and operational employees.

Sec. 5. RCW 84.25.090 and 2015 1st sp.s. c 9 s 9 are each amended to read as follows:

(1) The city governing authority ~~((or——its——authorized representative))~~ must approve or deny an application filed under this chapter within ninety days after receipt of the application.

1 (2) If the application is approved, the city must issue the owner
2 of the property a conditional certificate of acceptance of tax
3 exemption. The certificate must contain a statement by a duly
4 authorized administrative official of the governing authority that
5 the property has complied with the required criteria of this chapter.

6 (3) If the application is denied by the city, the city must state
7 in writing the reasons for denial and send the notice to the
8 applicant at the applicant's last known address within ten days of
9 the denial.

10 (4) Upon denial by the city, an applicant may appeal the denial
11 to the city's governing authority within thirty days after receipt of
12 the denial. The appeal before the city's governing authority must be
13 based upon the record made before the city with the burden of proof
14 on the applicant to show that there was no substantial evidence to
15 support the city's decision. The decision of the city in denying or
16 approving the application is final.

17 **Sec. 6.** RCW 84.25.130 and 2015 1st sp.s. c 9 s 13 are each
18 amended to read as follows:

19 (1) If the value of improvements have been exempted under this
20 chapter, the improvements continue to be exempted for the applicable
21 period under this chapter so long as they are not converted to
22 another use and continue to satisfy all applicable conditions
23 including, but not limited to, zoning, land use, building, and
24 family-wage job creation.

25 (2) If an owner voluntarily opts to discontinue compliance with
26 the requirements of this chapter, the owner must notify the assessor
27 within (~~sixty~~) 60 days of the change in use or intended
28 discontinuance.

29 (3) If, after a certificate of tax exemption has been filed with
30 the county assessor, the city discovers that a portion of the
31 property is changed or will be changed to disqualify the owner for
32 exemption eligibility under this chapter, the tax exemption must be
33 canceled and the following occurs:

34 (a) Additional real property tax must be imposed on the value of
35 the nonqualifying improvements in the amount that would be imposed if
36 an exemption had not been available under this chapter, plus a
37 penalty equal to (~~twenty~~) 20 percent of the additional value. This
38 additional tax is calculated based upon the difference between the
39 property tax paid and the property tax that would have been paid if

1 it had included the value of the nonqualifying improvements dated
2 back to the date that the improvements were converted to a
3 nonqualifying use;

4 (b) The tax must include interest upon the amounts of the
5 additional tax at the same statutory rate charged on delinquent
6 property taxes from the dates on which the additional tax could have
7 been paid without penalty if the improvements had been assessed at a
8 value without regard to this chapter; and

9 (c) The additional tax owed together with interest and penalty
10 becomes a lien on the property and attaches at the time the property
11 or portion of the property is removed from the qualifying use under
12 this chapter or the amenities no longer meet the applicable
13 requirements for exemption under this chapter. A lien under this
14 section has priority to, and must be fully paid and satisfied before,
15 a recognizance, mortgage, judgment, debt, obligation, or
16 responsibility to or with which the property may become charged or
17 liable. The lien may be foreclosed upon expiration of the same period
18 after delinquency and in the same manner provided by law for
19 foreclosure of liens for delinquent real property taxes. An
20 additional tax unpaid on its due date is delinquent. From the date of
21 delinquency until paid, interest must be charged at the same rate
22 applied by law to delinquent property taxes.

23 (4) If, after a certificate of tax exemption has been filed with
24 the county assessor, the city discovers that the facility maintains
25 fewer than 25 family living wage jobs, the owner is considered
26 ineligible for the exemption under this chapter, and the following
27 must occur:

28 (a) The tax exemption must be canceled; and

29 (b) Additional real property tax must be imposed in the amount
30 that would be imposed if an exemption had not been available under
31 this chapter, dated back to the date that the facility last
32 maintained a minimum of 25 family living wage jobs.

33 (5) Upon a determination that a tax exemption is to be terminated
34 for a reason stated in this section, the city's governing authority
35 must notify the record owner of the property as shown by the tax
36 rolls by mail, return receipt requested, of the determination to
37 terminate the exemption. The owner may appeal the determination to
38 the city, within ((thirty)) 30 days by filing a notice of appeal with
39 the city, which notice must specify the factual and legal basis on
40 which the determination of termination is alleged to be erroneous. At

1 an appeal hearing, all affected parties may be heard and all
2 competent evidence received. After the hearing, the deciding body or
3 officer must either affirm, modify, or repeal the decision of
4 termination of exemption based on the evidence received. An aggrieved
5 party may appeal the decision of the deciding body or officer to the
6 superior court as provided in RCW 34.05.510 through 34.05.598.

7 ~~((5))~~ (6) Upon determination by the city to terminate an
8 exemption, the county officials having possession of the assessment
9 and tax rolls must correct the rolls in the manner provided for
10 omitted property under RCW 84.40.080. The county assessor must make
11 such a valuation of the property and improvements as is necessary to
12 permit the correction of the rolls. The value of the new industrial/
13 manufacturing facilities added to the rolls is considered new
14 construction for the purposes of chapter 84.40 RCW. The owner may
15 appeal the valuation to the county board of equalization as provided
16 in chapter 84.40 RCW. If there has been a failure to comply with this
17 chapter, the property must be listed as an omitted assessment for
18 assessment years beginning January 1st of the calendar year in which
19 the noncompliance first occurred, but the listing as an omitted
20 assessment may not be for a period more than three calendar years
21 preceding the year in which the failure to comply was discovered.

Passed by the House March 2, 2021.

Passed by the Senate April 21, 2021.

Approved by the Governor May 10, 2021.

Filed in Office of Secretary of State May 10, 2021.

--- END ---

City of College Place, WA - Strategic Plan Detailed Phases, Tasks, and Pricing

Phases and Tasks		Deliverable	Proposed Dates (To be determined by client)	Proposed Cost	Notes
Phase 1 - Project Kick-Off and Background Information Review					
Task 1.1	Project Initiation Meeting (in-person) - 2 hour meeting)	Logistics meeting to review framework, process, milestones and deliverables. Develop schedule for meetings	Week of May 27	\$ 300.00	On Site, would like a tour as well
Task 1.2	Weekly planning meetings (Zoom) and emails throughout the project	For updates, feedback, course correction (held w/ Staff)	Throughout Project	Included	Virtual, on Zoom
Task 1.3	Develop Detailed Project Schedule	Finalize list of meetings, input sessions, proposed Council date	May 31.	Included	
Task 1.4	Obtain and Review Background Info, Plans, and relevant Data	Review applicable plans, documents, budgets, and other items determined by the client.	May-June	\$ 300.00	Independent Research by Sageland, documents provided by College Place
			TOTAL PHASE 1	\$ 600.00	
Phase 2 - Community and Stakeholder Engagement					
Task 2.1	Up to 30 Confidential Interviews of Council, Staff, Board/Commission Members, and community stakeholders as identified by the client.	Interviews to gain insights into the town's priorities, challenges, and opportunities. \$200ea (virtual or in-person)	June 3 - June 21	\$ 6,000.00	Virtual. In-person interviews (if any) would be scheduled while already on site to save travel costs.
Task 2.2	2 Online Surveys, one for Staff and one for the Community	Survey to assess the viewpoint of a broader audience, determine opinions on state of the city, future trends, and priorities.	June 3 - June 28	\$ 2,000.00	
Task 2.3	Develop Marketing Flyers, QR Codes, and Social Media Posts for Survey	Marketing Materials to Promote Survey as Needed.	May 31.	\$ 300.00	
Task 2.3	Develop Detailed Report on Board Engagement outlining findings and conclusions	Written Report to Strategic Planning team prior to retreat workshops	2-Jul-24	\$ 250.00	Deliverable
			TOTAL PHASE 2	\$ 8,550.00	
Phase 3 - Strategic Plan Retreat Sessions (City Council)					
Task 3.1	Facilitated Workshops with Council using the results of the engagement report to craft Mission, Vision, and Values Statements, form Priorities and Goals for the Community	Review Community Engagement Results (Community Priorities) and Outline Process	July 9.	\$ 1,000.00	1 hour
		Craft Mission, Vision, and Values Statements	August 6.	\$ 2,000.00	2 Hours
		Define 5-7 Overall Community Priorities	Sept 3.	\$ 2,000.00	2 Hours
		Goal Setting	Oct. 1.	\$ 3,000.00	3 Hours
		Strategic Plan Review	Nov 5.	\$ 1,000.00	1 Hour
			TOTAL PHASE 3	\$ 9,000.00	
Phase 4 - Staff Implementation Meeting/Retreat					
Task 4.1	Facilitated meeting with staff based on the Council workshops. Affirm the Council priorities and goals. Conduct an Implementation planning meeting to determine action steps, projects, and other items to achieve the vision of Council.	Recommend Half Day Retreat or Extended Staff Meeting	November	\$ 5,000.00	In person, on site
Task 4.2	Develop Implementation Plan	Written Report provided one week after retreat	End of November	\$ 300.00	Document provided as appendix to Strategic Plan
			TOTAL PHASE 3	\$ 5,300.00	
Phase 5 - Creation and Approval of Plan					

Task 3.1	Draft the Strategic Plan document for review by College Place. This document will be drafted through a graphic designer (included in cost).	Graphic Design Plan Document	August - Oct	\$ 1,500.00	Begin framework and design while retreats are taking place. Have Draft plan ready for review by Oct. 15
Task 3.2	Review of Draft by College Place	Client Review Period	Oct 15-Oct 22	Included	
Task 3.3	Correction of Draft and Development of Final Document	Sageland creates final plan based on client review and feedback.	Oct 22- Oct 29	\$ 250.00	Sageland Revises Document
Task 3.4	Submittal of Draft Strategic Plan for Council Workshop Nov. 5	Sageland provides College Place with electronic file of Final Plans, all reports, documents, and data	Oct 29.	Included	Document to Administraor and Clerk for Council Packet
Task 3.5	Presentation of Final Plan to College Place City Council	In Person Presentation of Final Plan in Council workshop for adoption	November 5.	Included Above	In-Person Workshop Presentation
Task 3.6	Virtual Attendance at Council Adoption Hearing	Virtual Attendance at City Council Adoption	November 12 or 26	\$ 250.00	Virtual
			TOTAL PHASE 3	\$ 2,000.00	
	Total Cost			\$ 25,450.00	
	Travel Costs for onsite meetings (est 7 trips, Richland to College Place)	Includes travel time, mileage, lodging (if needed), meals at GSA per diem rate. Billed at not-to-exceed unless advised otherwise.	Est \$500/trip Richland, WA to College Place, WA	\$ 3,500.00	
	Total Not To Exceed Cost		Scoped Project	\$ 28,950.00	

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RESOLUTION 2024-15

**A RESOLUTION ADOPTING THE 2024 CITY OF TOPPENISH STRATEGIC PLAN
FOR THE CITY OF TOPPENISH, WASHINGTON**

WHEREAS, the City Council and the City Leadership Team held a retreat to collaboratively craft a Strategic Plan, and

WHEREAS, the City of Toppenish and its City Council recognize the importance of developing a Strategic Plan that will establish the standard by which budgets, process, policies, and how the daily work will be undertaken, and

WHEREAS, the City replaces previous goals with a 2024 Strategic Plan, and directs the City Leadership Team to implement,

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

Section 1. Approval of a 2024 City of Toppenish Strategic Plan: The City of Toppenish hereby adopts the attached 2024 Strategic Plan prepared by the Sageland Strategic, Inc.

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

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

PASSED by the Toppenish City Council at its regular meeting held on March 11, 2024.



ELPEDIA SAAVEDRA, Mayor

ATTEST:



HEIDI RIOJAS, CMC, City Clerk



CITY OF TOPPENISH STRATEGIC PLAN

2024

ACKNOWLEDGEMENTS



We want to acknowledge the hard work, participation, and dedication that went into the strategic plan. The Toppenish community was valuable in providing information from 2019-2021 to help guide staff and City Council in prioritizing the community's future.

The Strategic Planning team met numerous times to review community input, provide feedback on challenges and opportunities, and refine information into a set of priorities, goals, and objectives.

CITY COUNCIL

- Elpidia Saavedra, Mayor
- Cristian Sanchez, Councilmember
- Josh Garza, Councilmember
- Loren Belton, Mayor Pro Tem
- George Garcia, Councilmember
- Naila Duval, Councilmember

STAFF

- Debbie Zabell, City Manager
- Heidi Riojas
- Gary Kroll
- John Clary
- Joseph Mehline
- Shaun Burgess
- Tim Smith
- Van Donley
- Dan Ford, Assistant City Manager
- Beth Simmons
- Dale Northrup
- Daniel Musgrave
- Katie Goodale
- Linda Finley
- Mary Beltran
- Sean Davido



KEY PRIORITIES



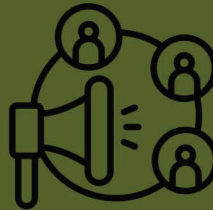
PUBLIC SAFETY



ECONOMIC
DEVELOPMENT AND
FINANCE



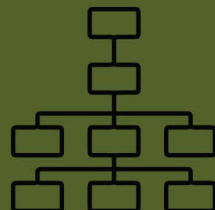
INFRASTRUCTURE AND
CITY IMPROVEMENT



COMMUNITY
OUTREACH AND
ENGAGEMENT



HOUSING



ORGANIZATIONAL
DEVELOPMENT

TOP PRIORITIES AND GOALS



PUBLIC SAFETY

Goal: Make Toppenish Safer at All Hours

Improve crime and sense of place in Toppenish to provide a safer environment for the community.



ECONOMIC DEVELOPMENT & FINANCE

Goal: Attract Additional Businesses

The Toppenish business community will thrive and grow with a variety of businesses to serve the region.



INFRASTRUCTURE & CITY IMPROVEMENT

Goal: Ensure Basic City Services are Provided to All Community Members

Examine all public services the city provides to determine reach, improvements needed, and efficiencies where possible.



COMMUNITY OUTREACH & ENGAGEMENT

Goal: Development Innovative and Efficient Outreach

The City of Toppenish will be well known for great civic communication that reaches all residents through multiple platforms.



PUBLIC SAFETY

PUBLIC SAFETY



GOAL: MAKE TOPPENISH SAFER AT ALL HOURS

Improve crime and sense of place in Toppenish to provide a safer environment for the community.

- Objectives:**
- Find and develop partnership with community organizations to address mental health response, youth development, and crime prevention.
 - Educate the community on the role of Police/Fire/EMS and what they can provide for the community.
 - Plan for long term, sustainable funding for Police/Fire/EMS to address current and future staffing, technology, fleet, and equipment needs.

- Strategies:**
- Need to focus on providing town youth with things to do outside of school
 - Provide more connections to the community
 - Making the community safe and having the appearance of a safe community is a foundational issue to all other goals.

GOAL: BUILD A NEW FACILITY FOR POLICE AND FIRE

Address the current and future need for a public safety facility.

- Objectives:**
- Determine current and future scale of need for Police and Fire facilities including housing, equipment, and fleet.
 - Examine response times for emergency service providers to determine optimal locations for facilities.



ECONOMIC DEVELOPMENT AND FINANCE

ECONOMIC DEVELOPMENT AND FINANCE



GOAL: ATTRACT ADDITIONAL BUSINESSES

The Toppenish business community will thrive and grow with a variety of businesses to serve the region.

- Objectives:**
- Assess and determine what businesses will be successful in Toppenish.
 - Attract and provide additional commerce to serve seasonal workers.
 - Address vacant buildings downtown through examination of programs, best practices, or incentives.
- Strategies:**
- Improve accessibility through improving ADA access downtown
 - Attract experienced staff
 - Develop an economic development plan

GOAL: ENABLE GREATER FINANCIAL SUSTAINABILITY

Toppenish will work to determine the best financial means by which the community can be served and focus on the greatest return on investment for spending.

- Objectives:**
- Fund basic levels of maintenance and essential services
 - Examine ways in which sales tax revenues could be increased to provide better balance with the utility tax.
- Strategies:**
- Address issues with cash-only businesses.
 - Promote businesses that produce goods, but also sell them in Toppenish

ECONOMIC DEVELOPMENT AND FINANCE



GOAL: PROMOTE A POSITIVE FUTURE

Toppenish will value its history while looking to build a positive future for the community.

Objectives:

- The city will prioritize execution and implementation of plans it puts into place.
- Promote a positive image of Toppenish through focused and prioritized city processes, crime prevention, and business enforcement.

Strategies:

- Improve internal culture to follow through on plans
- Use this goal as a foundation for daily work by City Staff





TOPPENISH



**INFRASTRUCTURE AND
CITY IMPROVEMENT**

INFRASTRUCTURE AND CITY IMPROVEMENT



GOAL: REVITALIZE DOWNTOWN

Revitalize downtown to have a safe, well-run, and attractive focal point for the community.

- Objectives:**
- Prioritize infrastructure improvements downtown to provide standard service and improvements.
 - Support current business and attract new businesses to downtown.
 - Improve accessibility and safety for all community members.
 - Preserve Toppenish's rich history and appeal.

- Strategies:**
- Reduce number of vacant businesses and storefronts
 - Determine the cost to bring business back downtown
 - Determine staff roles to focus on downtown
 - Partner with the Chamber of Commerce
 - Determine what current Toppenish businesses need for support
 - Make improvements to aesthetics, curb appeal, and image of community
 - Conduct meetings with Chambers, business leaders, community organizations, and the City Council/City leaders.

GOAL: IMPROVE CITY FACILITIES & PARKS

Analyze and establish basic level of repairs and improvements to city buildings and parks to provide a better level of service for staff and community members.

- Objectives:**
- Assess all city facilities to determine conditions and improvements where needed.
 - Assess all city parks and recreation areas for improvements, activity levels, and features.

- Strategies:**
- Provide additional lighting and trash cans in the parks
 - Improve, repair, upgrade parks features
 - Work to lessen the impact of vandalism, homelessness, and drug use in parks.
 - Plan more activities in the parks to bring in more users
 - Utilize community partnerships to share resources
 - Showcase and celebrates investments in parks and successful upgrades

INFRASTRUCTURE AND CITY IMPROVEMENT



GOAL: ENSURE BASIC CITY SERVICES ARE PROVIDED TO ALL COMMUNITY MEMBERS

Examine all public services the city provides to determine reach, improvements needed, and efficiencies where possible.

- Objectives:**
- Analyze the functionality of all city services provided to determine effectiveness.
 - Define the scope of city services to define roles, discover shortcomings, and determine impacts to the community.
 - Modernize and standardize the city vehicle and equipment fleet and scope of maintenance programs and activities.

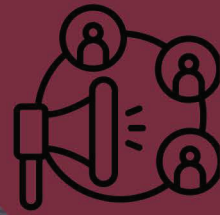
- Strategies:**
- Prioritize PW infrastructure
 - Examine response times for Public Safety
 - Look into mutual aid provision and ensure that PD/FD has coverage & availability in the city first
 - Move to proactive service and be less reliant on other agencies
 - Work to add more full time positions to meet national/regional standards for service

GOAL: TOPPENISH WILL HAVE A FUNCTIONAL & EFFICIENT WORK ENVIRONMENT

Toppenish staff will have access to safe and effective workspace, functional technology, and the correct equipment to serve the community.

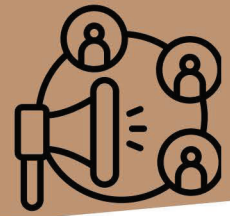
- Objectives:**
- Provide modern, capable, functional technology to staff.
 - Address ergonomics & wellness standards
 - Provide proper equipment, software, policies, safeguards, and processes for staff to serve the community.

- Strategies:**
- Utility billing software needs to be prioritized
 - Begin/improve an asset management program, incorporate with new financial software.



COMMUNITY OUTREACH AND ENGAGEMENT

COMMUNITY OUTREACH AND ENGAGEMENT



GOAL: INCREASE COMMUNITY INVOLVEMENT

The Toppenish community will play a greater role in not only the government of the city, but also in overall civic engagement.

- Objectives:**
- Foster a greater interest in serving on the City Council & other City boards & commissions.
 - Increase awareness of the community and the region through increased content output
 - Grow engagement & partnerships with other community organizations & outside partners.

- Strategies:**
- Increase partnerships to grow staff engagement
 - Utilize a School Resource Officer program
 - Encourage people to live and work in Toppenish
 - Promote high school student involvement through tours, job fairs, scout programs
 - Maintain a master calendar of community events
 - Promote a unified message/branding for Toppenish
 - Form a Youth Commission/Junior Council
 - Form a service committee

GOAL: INCREASE COMMUNITY TRUST

The City of Toppenish will be a trusted partner in the community.

- Objectives:**
- Control the narrative on City-led events, issues, and processes through greater outreach.
 - Communicate consistently with transparency, accountability, and unity.
 - Train and inform staff at all levels of key community initiatives to create better community communication.

- Strategies:**
- Form better partnerships throughout the community
 - Establish a measurable means by which trust can be assessed
 - Don't impede the mission/progress of community groups
 - Continue to educate the community

COMMUNITY OUTREACH AND ENGAGEMENT



GOAL: DEVELOP INNOVATIVE & ENGAGING OUTREACH

The City of Toppenish will be well known for great civic communication that reaches all residents through multiple platforms.

Objectives:

- Increase content and programming.
- Find out what, how, and why people engage with the city.

Strategies:

- Utilize Facebook and a community newsletter, also direct mail
- Use potential Youth Council for outreach to the community





HOUSING



GOAL: PROMOTE HIGHER QUALITY HOUSING OPPORTUNITIES

Toppenish will work to improve the quality of housing at all price levels and housing type.

- Objectives:**
- Promote higher building standards in the community.
 - Attract new housing for residents.
 - Encourage in-fill housing and redevelopment within the city.

- Strategies:**
- Establish areas to grow the city.
 - Improve maintenance service for infrastructure
 - Provide additional focus on codes/permitting and enforcement
 - Complete the accessory dwelling unit code

GOAL: ENCOURAGE NEIGHBORHOOD DEVELOPMENT

Encourage community through smaller-scale housing, gathering places, and other amenities.

- Objectives:**
- Promote and enable smaller-scale community-based gathering places or centers that serve neighborhoods.
 - Examine codes and/or incentives to promote small-scale mixed-use development.
 - Encourage in-fill and redevelopment to revitalize neighborhoods.
 - Promote and market Toppenish as a place for multiple generations.

- Strategies:**
- Address issues with development in the 100-year floodplain
 - Foster a market where developers would want to come

HOUSING



GOAL: ESTABLISH A VISION FOR FUTURE RESIDENTIAL

Toppenish will determine what kind of residential properties will be offered to unify the community and organization in decision making.

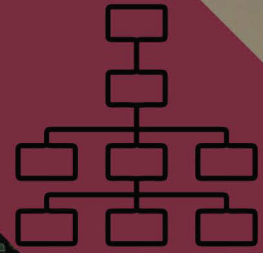
Objectives:

- Set a vision for what housing looks like in the future for the community.
- Promote redevelopment of dilapidated properties to ensure safe and attractive housing.
- Incentivize owner-occupied housing to keep money in the community.

Strategies:

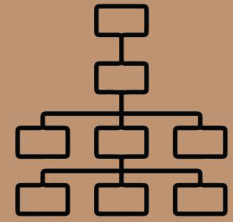
- Promote owner-occupied housing





ORGANIZATIONAL DEVELOPMENT

ORGANIZATIONAL DEVELOPMENT



GOAL: ENSURE A BASIC STAFFING LEVEL AT THE CITY

Toppenish will strive to recruit and maintain a staffing level conducive to fulfilling its mission to the community.

Objectives:

- Hire and keep staff at the city.
- Ensure that minimum levels of services through expanded hiring pools, succession planning, and adequate training.
- Assess and define current processes and roles to determine effectiveness and need.

Strategies:

- Promote Toppenish as a great place to work

GOAL: INCREASE AWARENESS OF CITY OPERATIONS

Staff, the Toppenish community, and the City Council will be informed and acquainted with city departments, scope of work, roles and processes for the community.

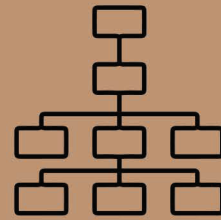
Objectives:

- Establish partnerships to build the relationship between Council and Staff
- Provide training/orientation to give community members, City Council members, and interdepartmental co-workers a basis of understanding of the roles, responsibilities, and processes of the Toppenish government.
- Build trust with the community and Council through greater credibility and transparency.

Strategies:

- Use new website to improve image, drive content, and foster community connections.

ORGANIZATIONAL DEVELOPMENT



GOAL: BUILD A COHESIVE TOPPENISH CITY TEAM

Create an organization that is self-aware, driven, and community-minded to serve the residents.

Objectives:

- Provide a comprehensive orientation for staff (and potentially new Council/Commission members) on roles, responsibilities, and missions of each department.
- Provide training and awareness of Diversity, Equity, and Inclusion principles for inter-departmental and community relations.
- Build relationships among staff through organizational events, training, and tours.

Strategies:

- Unify staff to a single mission



KEY TAKEAWAY



The strategic planning process revealed a strong alignment of priorities and goals, with a shared mission for the community between staff and Council.

Public Safety, Partnerships, and Housing were identified as critical priorities. the retreat formalized unified factors that drive collective dedication to Toppenish.

Both staff and Council are deeply invested in the future of Toppenish. They are committed to achieving the community's goals, with a collaborative and determined approach.

NEXT STEPS



HOW WILL THIS BE IMPLEMENTED?

- The Strategic Plan is a road map that will establish the standard by which budgets, processes, policies, and daily work will be undertaken.
- This is meant to be a “living document” evolving as goals and objectives are fulfilled and new opportunities are presented.
- Staff will begin working on implementing projects, incorporating specific actions to each goal, and conforming their daily work in accordance with the direction outlined herein.



PROPOSAL

2024 Strategic Plan





City of College Place, WA
Mike Rizzitiello, City Administrator
635 S. College Ave
College Place, WA 99324

April 12, 2024

Dear Mr. Rizzitiello,

Thank you for the opportunity to present my qualifications, scope, and methodology as the strategic planning and implementation partner for the City of College Place. My firm is uniquely qualified for this project based on our experience, background, expertise, and passion. As you know, I am a facilitator and strategist based out of Washington state, with over 20 years of experience in management of local governments, as both an employee and a consultant.

My proposal outlines a methodology customized for College Place to work with your team, through engagement with the community, staff, and elected/appointed officials. Through facilitated retreats, we will build an updated strategic plan, with a focus on implementation.

I will personally oversee the process and completion of the plan. I have experience with both entry-level and executive staff which provides a unique skillset. I also have the ability to relate to all levels of the organization, as well as elected officials that will guide your team to great results.

I view my role as your team member for this project – handling every piece of the process, planning, and organization so that your staff can continue to focus on the important work within the City.

Thank you for your consideration of our qualifications. I am very excited about the prospect of working with you and your team!

Regards,

N. Zach Ratkai, MPA

Owner, Project Manager

**Details and pricing contained herein are valid for 120 days

 zach@sagelandstrategic.com

 303-594-9569

 1876 Nova Lane, Richland, WA
99352

Why Choose Us



Background in Local Government

Over 20 years of Local Government experience from entry-level to Executive. I understand the day-to-day operations of government and how it applies to strategic planning.

A Lens of Equity and Inclusion

We believe that “none of us are as smart as ALL of us.” My approach not only encourages but requires input from diverse stakeholders in an inclusive and equitable approach.

Wide Range of Experience

Sageland specializes in Economic Development, Planning, Parks & Recreation, Public Works, Public Safety, Civic Engagement, and much more.

Long Term Relationships

Strategic Planning is not a one-time, but rather a continual effort for your community. Sageland is built to assist your team achieve your goals.

Customized Collaboration

I believe in meeting our clients where they are, offering advice and ideas, giving guidance and strong recommendations when needed, and ensuring ongoing sustainability through templates and support.

N. Zach Ratkai
Owner/Project Manager

The Approach to Strategic Planning

My experience in the Public Sector, combined with a customized approach and expert training in facilitation and engagement brings excellent results to you community.

I believe in three main inputs to strategic planning:

People, Preparation, and Product.



People

My approach is to include as many people as possible in the process. This includes key staff from all levels, leadership, community members, and elected officials as directed by the client.



Preparation

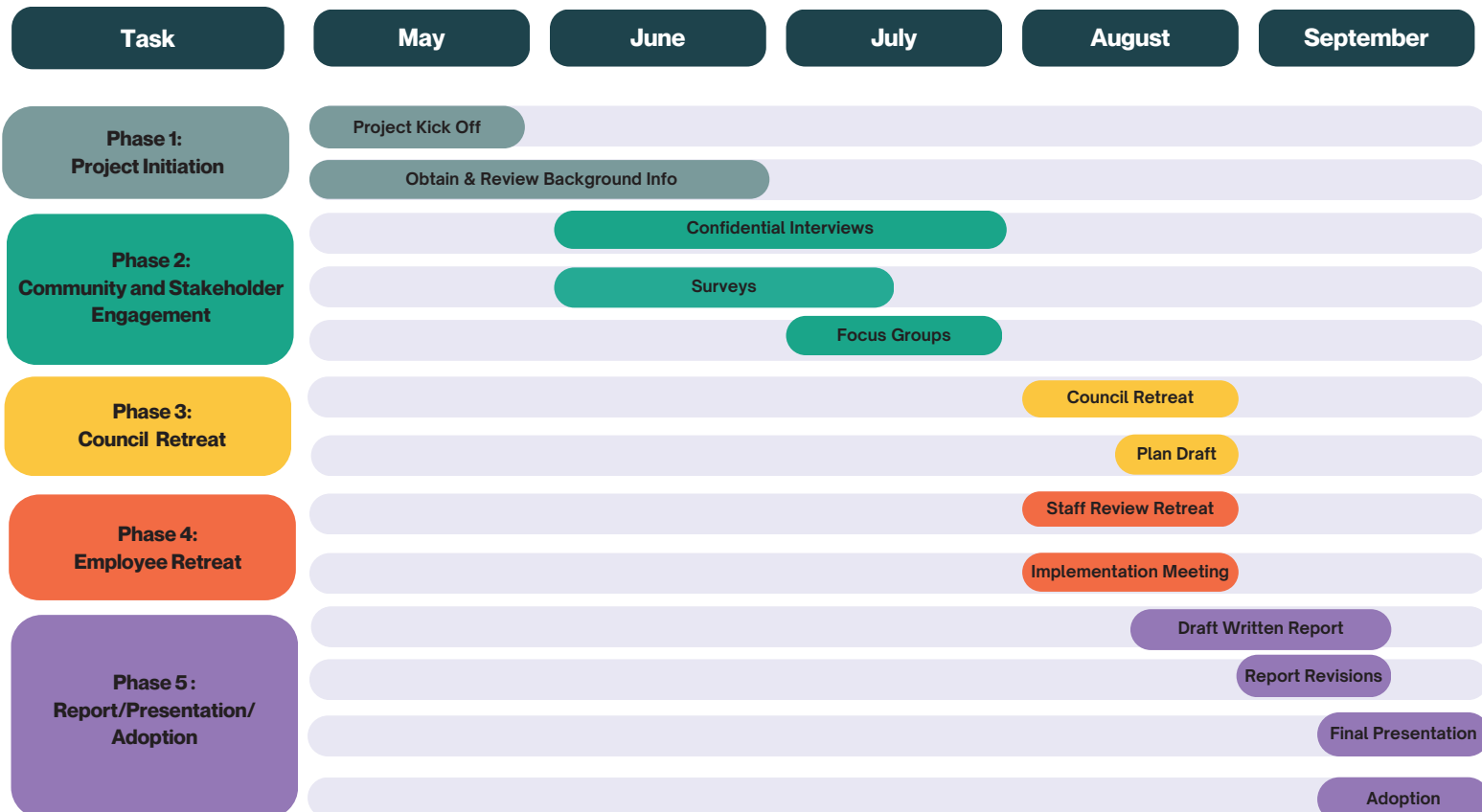
Preparation and research is another key approach. Using historical documents, existing plans, and community history, I will be able to assess current conditions in order to drive more targeted outcomes for success.



Product

While the final deliverable is often a single plan, I strive to work with your team to create a living document that serves as a roadmap for moving forward to meet your community's goals. This is not a plan that will gather dust on the shelf.

2024 Phasing and Proposed Timeline



Project Approach and Methodology

Project Responsibilities

- Update the current strategic plan, originating in 2017, to encompass viewpoints of newly-elected City Council members, establishment of new city programs, and assess the community's current priorities.
- Review current and past plans, budgets, documents, and other relevant items as deemed necessary.
- Determine the priorities and goals of the City Council, as well as the community and staff.
- Conduct outreach to each individual council member, staff, and key stakeholders, for candid conversation on the City's policies, challenges, opportunities and priorities.
- Facilitate a retreat with the City Council to craft strategic priorities and goals for a new, updated strategic plan.
- Facilitate a retreat with staff to affirm Council priorities and goals, and form an Implementation Plan.
- Deliver and present a Strategic Plan and Implementation strategy that conforms to the City's mission for the community and showcases steps to achievement and success.

Phase 1: Project Initiation

- Launch the project with leadership, staff, and any identified personnel you wish to include.
 - Establish roles and responsibilities for the Client and the Consultant.
 - Refine and confirm a customized process and timeframe.
 - Set up weekly meeting times.
 - Confirm engagement strategies for the Council, stakeholder, and staff interviews, surveys, focus groups and retreat.
 - Begin the development of questions for confidential Council interviews.
- Sageland will review data, reports, budgets, documents, and plans relevant to the composition of the strategic plan.

Phase 1 Deliverable:

- Detailed Project Schedule and Scope, with confirmed engagement dates after discussion at Kick Off Meeting.

Phase 2: Community and Stakeholder Engagement

- Hold Confidential interviews (either in-person or virtually) with the Mayor and City Council members, members of Boards and Commissions, staff, and stakeholders. For this, we recommend up to 30 interviews.
- Release both an online community and staff survey to assess and determine opinions on the direction of the community, priorities, and goals.
- Facilitate up to 3 focus groups to foster collaborative discussion among attendees on priorities, goals, and status of the community.

Phase 2 Deliverable

- Written Engagement Report outlining findings, issues, and prevailing themes from the engagement process, including the results of the interviews, surveys, and focus groups.

Phase 3: Council Retreat

- Conduct a full day (we recommend an afternoon session, concluding with a team dinner, and a morning session the next day) City Council retreat focused on team building, collaborative discussion, formation of a new mission and vision statement, confirmation on core values, and development of priorities and goals for the strategic plan.
 - This will be a “focus group” style, using techniques to solicit individual information, identify commonalities, and collaborative discussion to achieve cohesion.

Phase 3 Deliverable:

- Written report from the Strategic Plan Retreat outlining draft priorities, goals, objectives, and strategies.

Phase 4: Employee Retreat

- After the Strategic Plan draft is created by the City Council, we will then host a staff retreat to review the Strategic Plan language, discuss any proposed amendments and confirm the language/direction of the Council.
- The second half of the retreat will focus on creation of objectives, projects, and action steps, forming a supplemental Implementation Plan.

Phase 4 Deliverables:

- Written report from Staff Retreat outlining amendments/approval of Strategic Plan language.
- Draft Implementation Plan

Phase 5: Report/Presentation/Adoption

- Using the data and information acquired through the staff and community engagement, and the Council and Staff retreats, Sageland will draft a Strategic Plan document for review by College Place.
 - Plan will include timetables for achievement, measurable goals, and serve as a roadmap for implementation and improvement for the community.
- College Place will review and provide revisions, recommendations, and amendments to the draft.
- Sageland will furnish a final Strategic Plan to College Place.
- Sageland will present Strategic Plan for adoption.

Phase 5 Deliverables:

- Draft and finalize the Strategic Plan documentation that has reviewed and refined by the College Place team.
- Presentation and adoption of final Strategic Plan to the College Place City Council.

Your Investment

Phases and Tasks	Cost
Project Initiation	\$1,150
Community and Stakeholder Engagement	\$11,450
Council Retreat (City Council)	\$10,500
Employee Retreat (Staff)	\$10,500
Report, Presentation, and Adoption	\$2,000
Estimated On-Site Travel	\$3,900
Total Not-to-Exceed Cost	<u>\$40,000</u>

Detailed Scope of Work and Phasing is Attached

Sageland Strategic will invoice on the final business day of each month for the project during the duration of the contract, based on actual hours and expenses incurred as estimated in the milestone table above.

Alternates Available:

Document Translation to Spanish: \$1,000

Representative Projects



City of Toppenish, WA

2023 Strategic Plan (Completed)
2024 Implementation and Quarterly Meetings (In progress)



Delaware County, PA

2024 Organization Assessment - Crisis Services (In Progress)
2024 Strategic Plan - Division of Veteran's Services and Division of Juvenile Justice (In Progress)
(In partnership with SBrand Solutions, LLC)



City of Buckley, WA

2023 City Council Goal Setting and Strategy Session (Completed)



Jefferson County, WI

2023 Facilitation of staff and community engagement, focus groups, strategic plan and implementation plan retreat. (Completed)
(In partnership with SBrand Solutions, LLC)



Town of Wethersfield, CT

2023 Facilitation of staff and community engagement, focus groups, strategic plan and implementation plan retreat. (Completed)
(In partnership with SBrand Solutions, LLC)

Qualifications

Zach Ratkai

As owner of Sageland Strategic, Zach will serve as the project manager, lead facilitator, and lead business contact. Zach has served in a myriad of public-sector roles for communities in Colorado and Washington State. He is a government collaborator and champion of the public sector with over 20 years of experience. As a consultant, he works with communities, businesses, and non-profits to create functional and collaborative cultures to serve their missions.

A graduate of the University of Colorado's School of Public Affairs, Zach holds a master's degree in Public Administration and a Certificate in Public Management. He also holds a bachelor's degree in Applied Geography from the University of Northern Colorado. Zach's local government work experience includes executive-level government administration, parks, recreation, facilities, IT, city clerk and public records, public defense, real estate and economic development, urban and regional planning, disaster recovery management, and resiliency building. He is a Certified Virtual Facilitator and has facilitated strategic plans for local government, non-profit organizations, and Federal agencies with clients in Alaska, Washington, North Carolina, Georgia, Texas, Wisconsin, Connecticut, and Washington D.C..



City of College Place, WA - Strategic Plan Detailed Phases, Tasks, and Pricing

Phases and Tasks		Deliverable	Proposed Dates (To be determined by client)	Proposed Cost
Phase 1 - Project Kick-Off, Background Review, and Assessment				
Task 1.1	Project Initiation Meeting (in-person) - 2 hour meeting)	Logistics meeting to review framework, process, milestones and deliverables. Develop schedule for meetings		\$ 500.00
Task 1.2	Weekly planning meetings (Zoom) and emails throughout the project	For updates, feedback, course correction (held w/ Staff)	Throughout Project	Included
Task 1.3	Develop Detailed Project Schedule	Finalize list of meetings, input sessions, proposed Council date		Included
Task 1.4	Obtain and Review Background Info, Plans, and relevant Data	Review applicable plans, documents, budgets, and other items determined by the client.		\$ 500.00
Task 1.5	Detailed Project Schedule	Create a written plan for the project with input and concurrence of client.		\$ 150.00
			TOTAL PHASE 1	\$ 1,150.00
Phase 2 - Community and Stakeholder Engagement				
Task 2.1	Up to 30 Confidential Interviews of Council, Staff, Board/Commission Members, and community stakeholders as identified by the client.	Interviews to gain insights into the town's priorities, challenges, and opportunities. \$200ea (virtual or in-person)		\$ 6,000.00
Task 2.2	2 Online Surveys, one for Staff and one for the Community	Survey to assess the viewpoint of a broader audience, determine opinions on state of the city, future trends, and priorities.		\$ 2,000.00
Task 2.3	3 Focus Groups for Targeted Stakeholders	To provide a place for collaborative discussion to determine concurrence on Priorities, goals, and status of the community.		\$ 3,000.00
Task 2.4	Develop Detailed Report on Board Engagement outlining findings and conclusions	Written Report to Strategic Planning team prior to retreat		\$ 450.00
			TOTAL PHASE 2	\$ 11,450.00
Phase 3 - Strategic Plan Retreat (City Council)				
Task 3.1	Facilitated Retreat using the results of the engagement report to craft Mission, Vision, and Values Statements, form Priorities and Goals for the Community	Recommend One Day Retreat (beginning the in the afternoon, and continuing the following morning)		\$ 10,000.00
Task 3.2	Develop Detailed Report on findings and actions of the retreat	Written Report provided one week after retreat		\$ 500.00
			TOTAL PHASE 3	\$ 10,500.00
Phase 4 - Strategic Plan Retreat (Staff)				
Task 4.1	Facilitated Retreat with staff based on the Council retreat. Affirm the Council priorities and goals. Conduct an Implementation planning meeting to determine action steps, projects, and other items to achieve the vision of Council.	Recommend One Day Retreat		\$ 10,000.00
Task 4.2	Develop Detailed Report on findings and actions of the retreat	Written Report provided one week after retreat		\$ 500.00
			TOTAL PHASE 3	\$ 10,500.00
Phase 5 - Creation of Plan				
Task 3.1	Draft the Strategic Plan document for review by College Place. This document will be drafted through a graphic designer (included in cost).	Graphic Design Plan Document		\$ 1,500.00
Task 3.2	Review of Draft by College Place	Client Review Period		Included
Task 3.3	Correction of Draft and Development of Final Document	Sageland creates final plan based on client review and feedback.		\$ 500.00
Task 3.4	Delivery of Final Strategic Plan and Implementation Plan to College Place	Sageland provides College Place with electronic file of Final Plans, all reports, documents, and data		Included
Task 3.5	Presentation of Final Plan to College Place City Council	Presentation of Final Plan in Council workshop for adoption		\$ 500.00
			TOTAL PHASE 3	\$ 2,500.00
	Total Cost			\$ 36,100.00
	Travel Costs for onsite meetings (est 6 trips, Richland to College Place)	Includes travel time, mileage, lodging (if needed), meals at GSA per diem rate. Billed at not-to-exceed unless advised otherwise.	Est \$650/trip Richland, WA to College Place, WA	\$ 3,900.00
	Total Not To Exceed Cost		Scoped Project	\$ 40,000.00

City of College Place

Strategic Plan, 2017-2026



Where small-town living and learning meet

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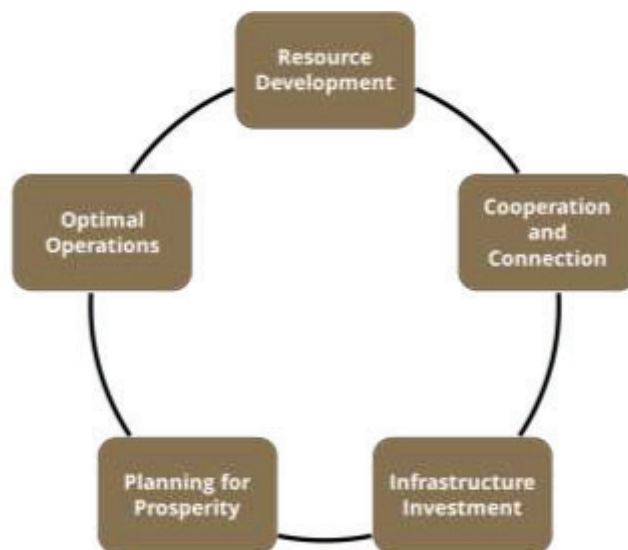
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Introduction

The College Place Strategic Plan was developed in 2017 by listening to the community about its aspirations. Through surveys, focus groups and one-on-one conversations a picture developed for the City's current position and where it wants to be. What emerges is a picture beyond annual budgeting processes to a vision for what the City could be in 2027.

This vision together with the City's core values provide a compass. The Strategic Plan provides a foundation for prioritizing the use of resources and identifies how the City makes progress toward achieving the community's goals and objectives.

Following vision and values are key areas of activities, called Core Themes. Under each of these themes are goals and objectives laid out over the next decade which set out the work of City Council and Staff.



Objectives are supported by outcomes, the key measure of progress and milestones by year. The Strategic Plan is designed to be updated annually to reflect changing priorities and resources.

Vision

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

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

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

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

Values

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

Open and Honest

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

Cooperation

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

Respect

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

Service

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

Diversity

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

Optimal Operations

People of high character and capability power successful City operations. The City Council values its staff and sees Human Resources as its greatest asset. Integrating infrastructure and people are systems and tools that are current and people know how to use.

Goals and Objectives

1. The City is staffed to reflect state-recognized human resource levels.
 - a. The City Police department is staffed to State governing agency criteria and sustainably funded. (Council)
 - b. The City Fire department is staffed State governing agency criteria and sustainably funded. (Council)
 - c. The City Public Works, Community Development, and Public Works departments are adequately staffed and sustainably funded. (Council)
 - d. The City Finance, Clerk, and Human Resource Departments are adequately staffed and sustainably funded (Council).
2. The City constructs new and modifies existing City facilities based on nationally-recognized standards. (Public Works)
3. The City has a robust Human Resource function.
 - a. Staff have opportunities for professional development and training. (Human resources)
 - b. The City is prepared for succession in key leadership positions. (Human Resources)
 - c. A learning culture is fostered. (Mayor and administrator)
4. GIS is used for comparative advantage and municipal leadership. (Administrator)
5. Technology is employed when increasing staff efficiency or public facing services (Administrator).

Timeline and Outcomes

Year	Activity	Result
2021	1. 2. 3-a. 4.	Incremental changes in staffing levels Capital facility plan recognizes changing space and use requirements for City services. Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2022	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2023	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2024	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2025	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2026	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.

Resource Development

To maintain its comparative advantage as a municipal government, College Place pursues new revenue streams not from increasing property tax rates, but from increasing local valuation through new commercial and residential development, while supporting not impeding development.

Goals and Objectives

1. The City develops and deploys a written Economic Development strategy to guide expansion of the commercial tax base.
 - a. Land is identified for commercial and residential development. (Planning)
 - b. Lodging development is pursued including the feasibility of meeting space.
(Administrator)

-
- c. A diversity of housing options is pursued including single-family, apartments, duplexes, condos, manufactured homes, accessory dwelling units and mixed-use. (Planning)
 - d. The City pursues a big box/chain retail development. (Administrator)
 - 2. Downtown develops as a mixed-use zone with design standards that offer the developer a menu of possibilities rooted in a “main street” character.
 - a. Business opportunities are developed with a focus on local residents so that the local economy and indigenous wealth grows. (Economic Development Commission)
 - b. The inventory of mixed-use buildings in the downtown core increases. (Economic Development Commission)
 - c. Parking lots are developed in the downtown core close to College Avenue. (Planning)
 - 3. The City develops a venture with the Port of Walla Walla to develop incubator properties in the community, ideally near and in association with Walla Walla University. (Mayor)
 - 4. The City pursues change to countywide planning policies, urban growth expansion and an infill strategy. (Planning)
 - 5. The City develops tourism opportunities with its partners including Visit Walla Walla, Walla Walla University, Walla Walla Valley Chamber of Commerce, and local service businesses.

Timeline and Outcomes

Year	Activity	Result
2021	1-a. 1-a 1-b 1-c 1-c 1-c. 1-d 2-a.	The land inventory is updated. Figure out land use game plan for Martin Airfield site. City attempts to recourt lodging operators/developers for Whitman or Meadowbrook areas Countywide Housing Needs Assessment is Completed and Accepted by City Council City participates in formation of Common Roots Land Trust Housing Chapter action plan is reviewed. City petitions state to pursue Tax Increment Financing in key areas of town. The number of business starts on and near College Ave. are tracked and reported to Council at

	2-b. 3 4 5	least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. City working on Flex Space Assessment with CERB Grant Countywide Planning Policies are reviewed Continued joint marketing effort with Visit Walla Walla. Work with Downtown WW Foundation, City of WW, and others on Creative District designation.
2022	1-a. 1-a 1-b 1-c. 1-c 1-d 1-d 2-a. 2-b. 3 4 5 5.	The land inventory is updated. Work with owner of Martin Airfield on Zoning designation and get it finalized. Work with lodging developer to finalize deal to establish facility in College Place. Housing Chapter action plan is reviewed. City works with Common Roots Land Trust, BMAC. And Housing Authority on development of Affordable Housing Courting big boxes for Whitman Drive (Price Property) and Stone Creek development areas. State and other taxing agencies allow us to establish TIF covering key commercial areas in town. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. City work on identifying key components of flex space as well as partners. Secure land and financing for it. Updated Countywide Planning Policies are adopted. Continued joint marketing effort with Visit Walla Walla Region gets accepted by Arts Washington as a Creative District.
2023	1-a. 1-b. 1-c 1-c. 1-d. 2-a. 2-b. 3. 4. 5.	The land inventory is updated. Ground breaks on lodging property development City works with Common Roots Land Trust, BMAC, and Housing Authority on development of Affordable Housing. Housing Chapter action plan is reviewed. Commercial big box development opens. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. City and/or partners begin work on engineering/architecture work for Flex Building County opens up urban growth boundary adjustment process. Work on adjustment. Conduct and adopt residential and commercial building land capacity inventories. Continued joint marketing effort with Visit Walla Walla
2024	1-a. 1-a. 1-b 1-c. 1-c 1-d. 2-a. 2-b. 3. 4. 5.	The land inventory is updated. Martin Airfield land use designation is finalized. Lodging development opens. Housing Chapter action plan is reviewed. City works with Common Roots Land Trust, BMAC, and Housing Authority on development of Affordable Housing. Big-box store opens. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. City and/or partners begin construction on Flex facility. Amended Urban Growth Area is accepted by Walla Walla County. Continued joint marketing effort with Visit Walla Walla.
2025	1-a. 1-c.	The land inventory is updated. Housing Chapter action plan is reviewed.

	1-c. 1-d. 2-a. 2-b. 3. 5.	City works with Common Roots Land Trust, BMAC, and Housing Authority on development of Affordable Housing Attract pad retail and hospitality establishments near new big boxes. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. City & partners Flex Space is under construction. Continued joint marketing effort with Visit Walla Walla.
2026	1-a. 1-c. 1-c. 1-d. 2-a. 2-b. 2.c. 3. 5.	The land inventory is updated. Housing Chapter action plan is reviewed. City works with Common Roots Land Trust, BMAC, and Housing Authority on development of Affordable Housing Attract pad retail and hospitality establishments near new big boxes. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. A plan for parking lot development is complete. City & partners Flex Space is complete. Continued joint marketing effort with Visit Walla Walla.

Cooperation and Connection

The City values connection with its residents and to its heritage. The City strives for win-win outcomes in relationships and partnerships internally and externally. The City's residents value connection to each other, which the City fosters and grows.

Goals and Objectives

1. Create annual community events
 - a. Identify opportunity for specific College Place events that are tied to Walla Walla University, Adventist Schools, or College Place Public Schools activities like Alumni Weekend and graduations. (Economic Development Commission)
 - b. Create events which draw visitors from neighboring communities and regions. (Economic Development Commission)
2. The City's outreach program effectively reaches all of its population.
 - a. Develop a City Brand guidelines (Administrator)

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- b. Students are actively involved in College Place City Council meetings and Council is involved at schools. (Council)
 - c. The City increases the use and effectiveness of social media channels that are used by stakeholders. (Departmental Social Media Managers)
 - d. The City maintains an active release of news to local media outlets for regularly occurring items and crisis communication. (City Administrator & Departmental PIO's)
 - e. School events are promoted to the Community. (Departmental Social Media Managers)
 3. The City explores the feasibility of a multi-use community center. (Parks, Arbor & Recreation Commission)
 4. The City shares leadership with its residents through volunteer service on Commissions, as follows. (City Clerk & Human Resources)
 - a. Planning Commission
 - b. Historic Preservation Commission
 - c. Civil Service Commission
 - d. Economic Development, Tourism, and Events Commission
 - e. Parks, Arbor, and Recreation Board
 - f. Utilities & Transportation Advisory Commission
 - g. Diversity & Inclusion Advisory Board
 - h. Youth Advisory Commission
 5. Walla Walla University and City of College Place staff and administration participate on each other's boards and commissions in order to mutually aid their missions. (Mayor)
 6. College Place builds and fosters interlocal partnerships in the following areas. (Mayor and Administrator)
 - a. Utilities
 - b. Bidding on joint construction projects
 - c. Library

- d. Court
- e. Information Technology
- f. Emergency Management
- g. School security
- h. Park and Recreation programs
- i. Police Training (Ex: Regional Shooting Range)
- j. Fire Training (Ex: Fire Training Tower)
- k. Economic Development
- l. Broadband
- m. Housing

Timeline and Outcomes

Year	Activity	Result
2021	2. 2-d 2-e. 4. 6. 6-f 6-h 6-l 6-m	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Work with County and other partners to secure grant funds to move Emergency Management. City & partners establish youth recreation programming. City partners with area agencies to pursue grant funding for regional public dark fiber system. Common Roots Land Trust officially forms.
2022	1-a. 1-b. 2-c. 2-d. 2-e. 4. 6. 6-h. 6-i. 6-j. 6-l	Work to bring back Block Party or similar event in which University, Public Schools, Private Schools, and Library can partner. Partner with City of Walla Walla to bring regional events (Music Festivals, etc) here to the Valley. Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Youth recreation programming grows. Regional Police Shooting Range facility is complete. Regional Fire Training Tower is under construction. City and partners secure funding for publicly owned dark-fiber system. Begin engineering.

	6-m.	First property for Common Roots to possess affordable housing on is sighted.
2023	2-c 2-d 2-e. 4. 6. 6-f. 6-h. 6-j. 6-l. 6-m.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Emergency Management is at new, safe, secure location. Youth recreation programming grows. Regional fire training tower is fully constructed and operational. City and partners wrap up engineering and begin construction of publicly owned dark fiber system. Increase in affordable housing development through land trust, BMAC, and Housing Authority.
2024	2-c.. 2-d. 2-e. 4. 6. 6-h. 6-l. 6-m.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Youth Recreation Programming offerings grows. Construction of publicly owned dark fiber system wraps. Is ready to be leased and lit. Increase in affordable housing development through land trust, BMAC, and Housing Authority.
2025	2-c. 2-d. 2-e. 4. 6. 6-h. 6-l. 6-m.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Youth Recreation Programming offerings grows. Number of internet providers increases and monthly cost of internet decreases. Increase in affordable housing development through land trust, BMAC, and Housing Authority.
2026	2-c. 2-d. 2-e. 4. 6. 6-h. 6-l. 6-m.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Youth Recreation Programming offerings grows. Number of internet providers increases and monthly cost of internet decreases Increase in affordable housing development through land trust, BMAC, and Housing Authority.

Infrastructure Investment

A healthy and vital College Place requires new and renewing investments above and below ground. Residents expect and receive reliable and safe services from these investments.

Goals and Objectives

1. The City strives to attain a fully-funded storm water utility via a combination of utility rates and external grants. (Public Works/On-Call Engineer)
2. The City has a fully-funded drinking water utility via a combination of utility rates and external grants. (Public Works)
 - a. Water treatment infrastructure is replaced in the next ten years (Public Works)
 - b. Water rights and water availability are secured. (Public Works)
 - c. A conservation program is developed and in place to a point where the aquifer is recharging (Public Works).
 - d. Explore consolidation with neighboring irrigation districts if fiscally responsible (Public Works).
 - e. The City will monitor closely aquifer levels and develop conservation programs, additional water acquisition infrastructure as needed.
3. The City has a fully-funded wastewater utility via a combination of utility rates and external grants. (Public Works)
 - a. The City has a plan to replace aging collection system. (Public Works)
 - b. The City has a plan in place to finance the Wastewater Treatment Plan improvements mandated by the State Department of Ecology by the end of 2023 for Phase 1.
4. All local streets are refurbished and/or rebuilt.
 - a. The Transportation Benefit District has a funding mechanism that begins to fund renewal. (Administrator)

-
- b. There are sidewalks, bike lanes and sharrows where practicable, preserving character of historic neighborhoods. (Planning)
 - c. Fully-controlled intersections are constructed at important crossings. (Engineering)
 - d. LED Street lights expands LED Street lights throughout the City. (Public Works)
- 5. Working with partners, the City promotes sustainability and conservation in the use of renewable resources, such as facilitating solar array installation on roofs and walls. (Planning)
 - 6. Revise development regulations to further incorporate community needs and smart growth principles. (Planning)
 - 7. The City provides internet access as key infrastructure. (Mayor and Administrator)
 - a. Community-wide Wi-Fi improves access to internet.
 - b. Fiber cable is installed wherever development occurs.
 - 8. The City works with partners to develop a true recycling program.

Timeline and Outcomes

Year	Activity	Result
2021	1. 2. 2. 3. 3. 4. 4b. 7.	The linear feet of stormwater lines replaced or relined is reported to Council. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The linear feet of wastewater pipe replaced or relined is reported to Council. Southwest Wastewater Trunk Line is constructed and operational. The linear feet of roadway refurbished or rebuilt is reported to Council. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council
2022	3-c. 1. 2. 2. 3. 3.	LED lights power all City street lights The linear feet of stormwater lines replaced or relined is reported to Council. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The linear feet of wastewater pipe replaced or relined is reported to Council. Construction begins at Wastewater Treatment Plant /Amount of Sewage treated at WTPP The linear feet of roadway refurbished or rebuilt is reported to Council.

	4. 4a. 4b. 7. 8.	Council begins identification of financing strategies for Transportation Benefit District. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council Workgroup established to begin figuring out challenges to restarting Recycling program.
2023	1. 2. 2. 3. 3. 4. 4a. 4b. 7. 8.	The linear feet of stormwater lines replaced or relined is reported to Council. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The linear feet of wastewater pipe replaced or relined is reported to Council. Construction concludes at Wastewater Treatment Plant/Amount of Sewage treated at WTP. The linear feet of roadway refurbished or rebuilt is reported to Council. Council selects financing strategy for Transportation Benefit District/is monetized. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council Number of strategies identified by workgroup to deal with Recycling.
2024	. 1. 2. 2. 3. 3. 4. 4b. 7. 8.	The linear feet of stormwater lines replaced or relined is reported to Council. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The linear feet of wastewater pipe replaced or relined is reported to Council. Amount of Sewage treated at WTP. The linear feet of roadway refurbished or rebuilt is reported to Council. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council Number of strategies identified by workgroup to deal with Recycling.
2025	1. 2. 2. 2. 3. 3. 3. 4. 4b. 7. 8.	The linear feet of stormwater lines replaced or relined is reported to Council. All residents have access to municipal water supply. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The wastewater utility meets WA Department of Ecology requirements. The linear feet of wastewater pipe replaced or relined is reported to Council. Amount of Sewage treated at WTP. The linear feet of roadway refurbished or rebuilt is reported to Council. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council Pilot recycling strategy implemented.
2026	1. 2. 2. 3. 3. 4. 4b. 7. 8..	The linear feet of stormwater lines replaced or relined is reported to Council. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The linear feet of wastewater pipe replaced or relined is reported to Council. Amount of Sewage treated at WTP. The linear feet of roadway refurbished or rebuilt is reported to Council. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council Recycling program operational/Tons of material recycled.

Planning for Prosperity

The City uses transparent and accountable planning processes so residents understand how College Place grows and changes. Planning documents are clear with a vision for how to sustainably fund services while maintaining high levels of citizen satisfaction and add to the local population as well as the Urban Growth Area (UGA).

Goals and Objectives

1. The City produces and adopts a Comprehensive Plan
 - a. There is a written redevelopment strategy for the College Avenue corridor. (Planning)
 - b. An historic preservation strategy is developed. (Historic preservation commission)
 - c. The City develops, maintains and funds a sustainable infrastructure replacement plan. (Finance)

The City has a Parks master plan that meets RCO standards and integrates the Blue Mountain Regional Trail Network (Parks, Arbor and Recreation Board)
 - d. The Walla Walla University Master Plan is integrated. (Mayor and Administrator)
2. City government is flexible enough to permit innovation.
 - a. Lean methodologies are applied to continuously improve the City's development processes. (Mayor and Administrator)
 - b. Municipal code is simplified to improve usability. (City Clerk)
3. By 2027, the City will complete its third Comprehensive plan.

Timeline and Outcomes

Year	Activity	Result
2021	2.	Report to Council on the number of process improvement groups formed.

2022	2.	Report to Council on the number of process improvement groups formed. Urban Growth Area reviewed by the Planning Commission and City Council.
2023	2.	Report to Council on the number of process improvement groups formed.
2024	2.	Report to Council on the number of process improvement groups formed.
2025	2.	Report to Council on the number of process improvement groups formed.
2026	2. 3.	Report to Council on the number of process improvement groups formed. Comprehensive Plan development commences.

Revising the Plan

The plan will be reviewed and updated annually. Recommendations for any interim changes to the plan should address the following questions:

- Why should the changes be made?
- What specific changes should be made, including to areas, goals, objectives, strategies timelines and responsibilities?

CITY OF COLLEGE PLACE CONSULTANT AGREEMENT

This agreement is entered into for the provision of CONSULTANT services to the City of College Place, Washington for the following Project:

Project Titles: Strategic Planning Services

Work Description: See Attachment A - Scope of Work/Compensation

Parties to the Agreement

CONSULTANT:	City:
Name: Sageland Strategic LLC Address: 1876 Nova Ln City State Zip: Richland, WA 99352	City of College Place, WA 625 S. College Ave College Place, WA 98324
Contact: Zach Ratkai, 1876 Nova Ln Richland, WA 99352 Phone: (303) 594-9569 E-mail: zach@sagelandstrategic.com	Contact: Mike Rizzitiello 625 S. College Ave College Place, WA 98324 Phone: 509- 529-1200 E-mail: mrizzitiello@CPWA.us
Type of Agreement (Check One): ☐ Lump Sum not to exceed ☒ Time and Expense, Not to Exceed a Maximum Amount \$28,950.00 ☐ Hourly ☐ Monthly	

CITY OF COLLEGE PLACE CONSULTANT AGREEMENT

THIS AGREEMENT is entered into between the City of College Place, Washington, hereinafter called "the CITY", and Sageland Strategic an LLC hereinafter called "the CONSULTANT".

WHEREAS, the CITY desires to accomplish the above-referenced [service](#); and

WHEREAS, the CITY is in need of [facilitation](#) services to support the City in Strategic Planning Services and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary services for the project; and

WHEREAS, the CONSULTANT represents that it is in compliance with Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish Consulting Services to the City

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein, or attached and incorporated and made a part hereof, the parties hereto agree as follows

XIII. GENERAL DESCRIPTION OF WORK.

The work under this agreement shall consist of the work described in Attachment A, attached hereto, and services as herein defined and necessary to accomplish the completed work for this agreement. The CONSULTANT shall furnish all services, labor, materials and related equipment necessary to conduct and complete the work as designated elsewhere in the agreement, except for services and data agreed to be provided by the City.

II. SCOPE OF WORK/COMPENSATION

The Scope of Work/Compensation for this project is detailed in Attachment A – Scope of Work/Compensation, attached hereto and made part of this agreement. The provisions in Attachment A shall be superseded by any conflicting provisions in this Agreement.

III. PAYMENT

The CONSULTANT will be paid by the CITY for completed work and services rendered under this agreement as set forth in Attachment A-Scope of Work/Compensation, based upon the type of agreement as shown in the header to this agreement. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in Attachment A – Scope of Work/Compensation.

The CONSULTANT's compensation rates/amounts is included in Attachment A – Scope of Work/Compensation, attached hereto, including the computation of overhead costs and fixed fee if applicable.

Billings and Payment Processing

The CONSULTANT shall be entitled to invoice the CITY once per calendar month during the term of the contract. Multiple invoices in one monthly period will not be honored.

The CITY will pay all such invoices within 30 days of submittal, unless the CITY gives notice that the invoice is in dispute. In the event of such a dispute, the CITY will pay the amount not in dispute and will withhold payment on all disputed amounts until such dispute(s) are resolved by the parties.

Inspection of Cost Records

The CONSULTANT and his/her subconsultants shall keep available for inspection by representatives of the CITY, for a period of three years after final payment the cost records and accounts pertaining to this agreement and all items related to or bearing upon these records with the following exception: if any litigation, claim or audit arising out of, in connection with, or related to this contract is initiated before the expiration of the three-year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed.

IV. SUBCONTRACTING

The CONSULTANT shall not subcontract for the performance of any work under this agreement without prior written permission of the CITY. No permission for subcontracting shall create, between the CITY and Subconsultant, any contract or any other relationship.

V. EMPLOYMENT

The CONSULTANT is an independent contractor for the performance of services under this agreement. The CITY shall not be liable for, nor obligated to pay to the CONSULTANT (or to any employee of the CONSULTANT), any sick leave, vacation pay, overtime or any other benefit applicable to employees of the CITY, nor to pay or deduct any social security, income tax, or other tax from the payments made to the CONSULTANT which may arise as an incident of the CONSULTANT performing services for the CITY. The CITY shall not be obligated to pay industrial insurance for the services rendered by the CONSULTANT.

The CONSULTANT shall not engage, on a full or part time basis, or other basis, during the period of the contract, any professional or technical personnel who are, or have been, at any time during the period of the contract, in the employ of the City, except regularly retired employees, without written consent of the CITY.

VI. NONDISCRIMINATION

The CONSULTANT agrees not to discriminate against any client, employee or applicant for employment, or for services because of race, creed, color, national origin, marital status, sex, age or handicap, except for a bona fide occupational qualification with regard to, but not limited to the following: employment upgrading, demotion or transfer, recruitment or any recruitment advertising, a layoff or termination, rates of pay or other forms of compensation, selection for training, rendition of services. The CONSULTANT understands that if it violates this provision, this agreement may be terminated by the CITY and further that the CONSULTANT shall be barred from performing any services for the CITY now or in the future unless a showing is made satisfactory to the CITY that discriminatory practices have terminated and that recurrence of such action is unlikely.

During the performance of this agreement, the CONSULTANT, for itself, its assignees and successors in interest agrees as follows:

- A. COMPLIANCE WITH REGULATIONS: The CONSULTANT shall comply with applicable Regulations relative to nondiscrimination, and the American Disabilities Act of 1992, as amended.
- B. NONDISCRIMINATION: The CONSULTANT, with regard to the work performed by it during the agreement, shall not discriminate on the grounds of race, creed, color, sex, age, marital status, national origin or handicap except for a bona fide occupational qualification in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by applicable Regulations.
- C. INFORMATION AND REPORTS: The CONSULTANT shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the CITY to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of the CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT shall so certify to the CITY and shall set forth what efforts it has made to obtain the information.
- D. SANCTIONS FOR NONCOMPLIANCE: In the event of the CONSULTANT's noncompliance with the nondiscrimination provisions of this agreement, the CITY shall impose such sanctions as it may determine to be appropriate, including, but not limited to:
 - 1. Withholding of payments to the CONSULTANT under the agreement until the CONSULTANT complies, and/or Cancellation, termination or suspension of the agreement, in whole or in part. ;

E. UNFAIR EMPLOYMENT PRACTICES: The CONSULTANT shall comply with RCW 49.60.180 and Executive Order number E.O. 77-13 of the Governor of the State of Washington which prohibits unfair employment practices.

VII. TERMINATION OF AGREEMENT

The right is reserved by the CITY or CONSULTANT to terminate this agreement at any time upon ten (30) days written notice to the other. The parties may terminate this agreement immediately due to material breach of contract.

In the event that this agreement is terminated by the City other than for material breach of contract on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT as set forth below:

A final payment will be made to the CONSULTANT for all hours worked and all reimbursable expenses incurred up to the date notice is received of termination.

If the services of the CONSULTANT are terminated by the CITY for material breach of contract on the part of the CONSULTANT, the amount to be paid shall be determined by the CITY with consideration given to: The actual cost incurred by the CONSULTANT in performing the work up to the date of termination; the amount of work originally required which was satisfactorily completed to date of termination; whether that work is in a form or a type which is usable to the CITY at the time of termination; the cost to the CITY of employing another firm to complete the work required, and; the time which may be required to do so, and other factors which affect the value to the CITY of the work performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount which would have been made using the formula set forth in the previous paragraph.

If it is determined for any reason that the CONSULTANT was not in material breach of contract or that the CONSULTANT's failure to perform is without it or its employee's fault or negligence, the termination shall be deemed to be a termination for the convenience of the CITY in accordance with the provision of this agreement and shall be subject to termination with 30 days notice.

The CONSULTANT understands that the personnel assigned to this project by the CONSULTANT were a substantial inducement to the CITY to enter into this Agreement. In the event that any or all of the said personnel leave the CONSULTANT's employ for any reason during the term of this Agreement, the CITY reserves the right, in its sole discretion, to immediately terminate this Agreement in its entirety. In the event of such termination, payment shall be made to the CONSULTANT for services satisfactorily rendered prior to the date of such termination as set forth in the second paragraph of this section. The CITY's decision to allow other personnel of the CONSULTANT to perform some further services after any or all of said key personnel leave the CONSULTANT's employ shall not constitute a waiver of the CITY's right to terminate if,

upon review of such further services the CITY determines, in its sole discretion, that the loss of such key personnel has affected the quality or value of such services to the CITY, provided, that such further services shall be paid for by the CITY as provided in the second paragraph of this section.

Payment for any part of the work by the CITY shall not constitute a waiver by the CITY of any remedies of any type it may have against the CONSULTANT for any breach of this agreement by the CONSULTANT, or for failure of the CONSULTANT to perform work required of it by the CITY. Forbearance of any rights under the agreement will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

VIII. DISPUTES

Any dispute concerning questions of fact in connection with the work not disposed of by agreement between the CONSULTANT and the CITY shall be referred for determination to the CITY Administrator, whose decision in the matter shall be final and binding upon the parties to this agreement, subject to Paragraph IX below.

IX. MEDIATION / ARBITRATION

In the event the parties cannot agree upon a resolution of a dispute, the same shall be settled by mediation/arbitration pursuant to RCW Chapter 7.04, et. Seq. except as herein modified. Such mediation/arbitration shall be before one disinterested mediator/arbitrator, if one can be agreed upon, otherwise before three disinterested arbitrators, one named by city, one by Consultant, and one by the two thus chosen. If all arbitrators have not been appointed within ten (10) days after written notice of demand for arbitration is given by one party to the other, then either party may apply to the Walla Walla County Superior Court, upon not less than (5) days written notice to the other, for appointment of the necessary arbitrators remaining to be appointed, and the judicial appointment shall be binding and final. The arbitrator or arbitrators shall determine the controversy in accordance with the laws of the State of Washington as applied to the facts found by him/her or them. The arbitrator or arbitrators may grant injunctions or other relief in such controversy or claims. The decision of the arbitrator or arbitrators shall be final, conclusive and binding on the parties and a judgment may be obtained in any court having jurisdiction.

X. LEGAL RELATIONS AND INSURANCE

The CONSULTANT shall comply with all Federal, State, and local laws and ordinances applicable to the work to be done under this agreement. This agreement shall be interpreted and construed in accord with the laws of Washington.

Indemnification / Hold Harmless

Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in

performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

Insurance

The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

No Limitation

Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

XIII. Minimum Scope of Insurance

Consultant shall obtain insurance of the types described below:

XIII. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

XIII. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.

XIII. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

- XIII.** Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
- XIII.** Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
- XIII.** Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provision

The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.

D. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

XIII. Verification of Coverage

Consultant shall 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 Consultant before commencement of the work.

XIII. Notice of Cancellation

The Consultant shall provide the City with written notice of any policy cancellation, within two business days of their receipt of such notice.

XIII. Failure to Maintain Insurance

Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City. Offset against funds due the Consultant from the City.

XI. FEDERAL AND STATE REVIEW

When Federal or State grant funds or loans are utilized for any part of this contract, the appropriate Federal and State agencies shall have the right to participate in the review or examination of the work in progress.

XII. NOTICES, DESIGNATED REPRESENTATIVES AND NON-WAIVER PROVISION

Notices.

All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the following addresses: Notices to the CONSULTANT shall be sent to the CONSULTANT at the address set forth in the header of this Agreement. Notices to the CITY shall be sent to the address set forth in the header of this Agreement. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.

Non-waiver

Payment for any part of the work or services by the CITY shall not constitute a waiver by the CITY of any remedies of any type it may have against the CONSULTANT for any breach of the agreement by the CONSULTANT, or for failure of the CONSULTANT to perform work required of it under the agreement by the CITY. Waiver of any right or entitlement under this agreement by the CITY shall not constitute waiver of any other right or entitlement.

XIII. COMPLETE AGREEMENT

This agreement represents the entire integrated agreement between the CITY and the CONSULTANT, superseding all prior negotiations, representations or agreements, written or oral. This agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

CONSULTANT:

CITY:

Sageland Strategic, LLC

CITY OF COLLEGE PLACE

By: N. Zach Ratkai
Title: Principal/Owner

Michael Rizzitiello, Administrator

April 3, 2024
Date

Date

ATTEST/AUTHENTICATED:

, City Clerk

APPROVED AS TO FORM:

Office of the City Attorney

Attachments: Attachment A – Scope of Work/Compensation and Schedule



CITY OF COLLEGE PLACE

City Attorney

625 South College Avenue
College Place, WA 99324
509-394-8540

April 24, 2024

Christopher Price
Price Computers LLC
chris@pricecomputersllc.com

re: Managed Partnership Service Agreement – 90 day Notice of Termination

Mr. Price,

This letter is to notify Price Computers of termination of the Managed Partnership Service Agreement with the City of College Place pursuant to the “OPT-OUT/TERMINATION” section of the Agreement. The Agreement will terminate on Tuesday July 23, 2024.

The City is in need of on-call IT support for when the City’s IT staff is unavailable and, in case of an emergency, when IT service needs are beyond the capacity of the City’s IT staff. If Price Computers is interested in serving the City on an on-call/emergency basis, please let us know and we will propose an agreement for your consideration.

Thank you for your service in transitioning the City to a new IT service provider and for working with our IT staff to ensure the City’s ability to serve the public.

We look forward to hearing from you regarding the on-call/emergency services work.

Best,

DocuSigned by:

Rea L. Culwell

Rea L. Culwell

City Attorney

cc: Mike Rizzitiello, City Administrator
Brian Carleton, Finance Director
Jon Rickard, Community Development Director
Jon Anthes, Information Technology Analyst

SLCGP PROJECT PROPOSAL

INSTRUCTIONS: Fill out all cream colored cells as applicable. Not fully addressing the section/question asked may affect scoring of the project. While you should answer questions as clearly as possible, please be careful when including sensitive information.

APPLICANT	City of College Place
APPLICANT TYPE	Local-Non Rural

INSTRUCTIONS: Rural area is defined as an area encompassing a population of less than 50,000 people that has not been designated in the most recent decennial census as an "urbanized area" by the Secretary of Commerce

INSTRUCTIONS: Provide the project title; must reflect the nature of work to be completed under the project.

PROJECT TITLE	Build immutable backup solution
AMOUNT REQUESTED	\$9,552

Will populate based on budget below.

PROJECT DESCRIPTION

INSTRUCTIONS: Provide a brief narrative describing the project at a high level. Include the activities that will occur as a part of the project. If the project improves an existing solution or existing components of a solution already in use, describe how the new solution will be implemented.

In the next year, we need to refresh our current backup system. Creating an Immutable Backup System would protect beyond ransomware resiliency. It would provide data integrity, security, corruption prevention and protect against other malicious attacks. We would build it for faster and reliable disaster recovery, ensuring preservation of historical data.

ALIGNMENT WITH SLCGP OBJECTIVES

*INSTRUCTIONS: The goal of SLCGP is to assist SLT governments with managing and reducing systemic cyber risk. Applicants are required to address how the following program objectives will be met in their applications. Select alignment from the drop down menu for the applicable Objective. **ONLY PICK***

No	OBJECTIVE 1: Develop and establish appropriate governance structures, as well as develop, implement, or revise cybersecurity plans, to improve capabilities to respond to cybersecurity incidents and ensure continuity of operations.
No	OBJECTIVE 2: State, Local, and Tribal agencies understand their current cybersecurity posture and areas for improvement based on continuous testing, evaluation, and structured assessments.
Yes	OBJECTIVE 3: Implement security protections commensurate with risk (outcomes of Objectives 1 & 2)
No	OBJECTIVE 4: Ensure organization personnel are appropriately trained in cybersecurity, commensurate with responsibility.

ALIGNMENT WITH WA STATE CYBERSECURITY PLAN

INSTRUCTIONS: Describe how the project aligns with state Cybersecurity Plan and the connection to one or more of the 16 required elements. Include each element by number (e.g. [Element 2]).

This aligns with Goal 2, to implement redundant and resilient data storage. SLCGP NOFO element 7, to ensure continuity of operations of the state or local governments within the state, in the event of a cybersecurity incident, including by conducting exercises to practice responding to a cybersecurity incident.

GAP BEING ADDRESSED

INSTRUCTIONS: What is the gap the project addresses? Explain the capability assessment which identified the gap and how the project activities will mitigate it.

We are currently running low on space and do not have extra protection against malicious attacks. This project will increase data resilience and provide

better encryption. It would allow room for the City to grow for the next 5-10 years without sacrificing the integrity of preservation of historical data.

SUSTAIN/BUILD?

Build

INSTRUCTIONS: Select "build" if this project focuses on starting a new capability or the intent of the project is to close a capability gap. Select "sustain" if the purpose of the project strictly maintains an existing capability at its existing current level.

PREVIOUS AWARDED FUNDING

INSTRUCTIONS: Does this proposed project support a project previously awarded funding under SLCGP?

NO

If you selected "YES":

Funding Year:

Select

Project Title:

Enter title

IMPACT

INSTRUCTIONS: Describe the impact of the project. How will the proposed project continue to add value and/or improvement in the future? As applicable, describe any future improvements and investments that are planned to continue the work in this proposal and what ongoing funding support is needed after the grant funding is applied.

It's possible that we don't get attracted by ransomware and we don't get into a position where we need restore data and configuration. I rather error on the side of caution and learn from other entities that have experienced network wide threat. 85% of 4,200 surveyed organizations admitted to having suffered from at least one known cyberattack in 2022. Relying on traditional backup is no longer enough when it comes to cyber threats and having a layered defense with immutability will help to increase your chances of recovery.

OUTCOME

INSTRUCTIONS: What is the outcome when the project is complete? Describe and quantify (as applicable) the specific impact(s) to stakeholders, reduction in cybersecurity risk, and increases in resilience through strengthened cybersecurity practices. Include incremental performance metrics if any.

On completion of this project, the City will have access to reliable disaster recovery for years to come.

PRELIMINARY WORK/PROJECT SCOPING

INSTRUCTIONS: What preliminary work has been completed prior to this proposal, such as research, stakeholder outreach, feasibility study, etc.?

Articulate how benefits (to include who) were determined and any stakeholder engagement. Some CISA services will be required before reimbursement of costs (see REF-Guidance tab Requirements) - if your entity has already signed up, note that here.

A lot of thought has gone into this project. From the idea to the choice of software, choice of hardware and the secure location. Time has also been spent

learning the development of a secure connection and configuration of software.

PROJECT MANAGEMENT

INSTRUCTIONS: Describe the project management and governance structures and processes that will be in place to support the project. Examples include project management resources, methodologies, executive sponsor, steering committee, vendor/contract management, and change control.

All groundwork has been laid. After the equipment is acquired and software is pointed to the new destination, monthly audits will be performed to confirm reliability.

PROJECT IMPLEMENTATION

INSTRUCTIONS: Describe the implementation of the project to include resourcing. What have you done to prepare? Will in-house resources be used, or will resources be procured elsewhere? How has organizational change management been factored into the planning and approach?

The onsite IT department will be responsible for the full deployment, configuration and audit.

PROJECT SCHEDULE

INSTRUCTIONS: Enter the major milestones for the project.

- Start date should be no earlier than 12/1/2023

- End date should be no later than 11/30/2027

**** If purchasing a maintenance/service agreement separate from a piece of equipment, end date should include full dates covered.**

START DATE	END DATE	MILESTONE
10/1/2024		PROJECT START
10/2/2024		Purchase hardware
10/7/2024		Purchase software
10/14/2024		Configure backup system

	10/31/2024	PROJECT COMPLETION

PROJECT BUDGET

INSTRUCTIONS: Enter projected amounts for each budget category under the applicable solution area (POETE element). Enter indirect charges as applicable.

	SOLUTION AREA					TOTAL
	PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE	
Salaries & Benefits	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Travel/Per Diem	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Contractor/Consultant	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Passthrough	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment			\$9,551.74			\$9,551.74
SUBTOTAL	\$0.00	\$0.00	\$9,551.74	\$0.00	\$0.00	\$9,551.74
Indirect						\$0.00
TOTAL	\$0.00	\$0.00	\$9,551.74	\$0.00	\$0.00	\$9,551.74

M&A

Requirement: Up to 5% of the Project total may be used for management and administration of the project.

Salaries & Benefits	Supplies	Travel/Per Diem	Consultant	Other	Indirect	Total
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect included?	Type of back-up	Select				

BUDGET NARRATIVE/ITEMIZED COSTS

*INSTRUCTIONS: Provide **detail** of the projected expenses to include calculations as applicable. The estimated costs should align with the application budget categories (salaries and benefits, supplies, travel/per diem, contractor/consultant, passthrough, other, and equipment) in the Budget above.*

We will only require assistance with acquiring equipment. Specifically a standalone Network Attached Storage device with 8x 16TB hard drives. The rest of the setup will come from internal resources including software licensing. The total comes to \$9551.74 and is prebuilt through an online vender.

SLCGP PROJECT PROPOSAL

INSTRUCTIONS: Fill out all cream colored cells as applicable. Not fully addressing the section/question asked may affect scoring of the project. While you should answer questions as clearly as possible, please be careful when including sensitive information.

APPLICANT	City of College Place
APPLICANT TYPE	Local-Non Rural

INSTRUCTIONS: Rural area is defined as an area encompassing a population of less than 50,000 people that has not been designated in the most recent decennial census as an "urbanized area" by the Secretary of Commerce

INSTRUCTIONS: Provide the project title; must reflect the nature of work to be completed under the project.

PROJECT TITLE	Cybersecurity Server
AMOUNT REQUESTED	\$8,486

Will populate based on budget below.

PROJECT DESCRIPTION

INSTRUCTIONS: Provide a brief narrative describing the project at a high level. Include the activities that will occur as a part of the project. If the project improves an existing solution or existing components of a solution already in use, describe how the new solution will be implemented.

This project would be to build a multipurpose server that supports everything related to Cybersecurity. This would include storing network logs, managing endpoint security, system updates, system security logs, video surveillance and Veeam backup server. This additional resource would allow us to restore a virtual machine in case of a failure in our main file server.

ALIGNMENT WITH SLCGP OBJECTIVES

*INSTRUCTIONS: The goal of SLCGP is to assist SLT governments with managing and reducing systemic cyber risk. Applicants are required to address how the following program objectives will be met in their applications. Select alignment from the drop down menu for the applicable Objective. **ONLY PICK***

No	OBJECTIVE 1: Develop and establish appropriate governance structures, as well as develop, implement, or revise cybersecurity plans, to improve capabilities to respond to cybersecurity incidents and ensure continuity of operations.
No	OBJECTIVE 2: State, Local, and Tribal agencies understand their current cybersecurity posture and areas for improvement based on continuous testing, evaluation, and structured assessments.
Yes	OBJECTIVE 3: Implement security protections commensurate with risk (outcomes of Objectives 1 & 2)
No	OBJECTIVE 4: Ensure organization personnel are appropriately trained in cybersecurity, commensurate with responsibility.

ALIGNMENT WITH WA STATE CYBERSECURITY PLAN

INSTRUCTIONS: Describe how the project aligns with state Cybersecurity Plan and the connection to one or more of the 16 required elements. Include each element by number (e.g. [Element 2]).

This project is in line with the state Cybersecurity Plan. The additional resources would allow us to [Element 1] monitor system information, log user account logins, log all network connections[Element 2], centrally manage endpoint security[Element 3]. Backup software would be separate from domain [Element 5] and finally video surveillance storage for monitoring who's on premise which is a form of advanced logging.

GAP BEING ADDRESSED

INSTRUCTIONS: What is the gap the project addresses? Explain the capability assessment which identified the gap and how the project activities will mitigate it.

Right now we do not have any logging services, database, or storage available to do so. Adding a dedicated server would allow us to implement enhanced

logging. We could further analyze those logs for suspicious activity. Additionally, we do not have a management console for anti-virus or drive capacity for video surveillance, so this would be a big improvement for Cybersecurity for us.

SUSTAIN/BUILD?

Build

INSTRUCTIONS: Select "build" if this project focuses on starting a new capability or the intent of the project is to close a capability gap. Select "sustain" if the purpose of the project strictly maintains an existing capability at its existing current level.

PREVIOUS AWARDED FUNDING

INSTRUCTIONS: Does this proposed project support a project previously awarded funding under SLCGP?

NO

If you selected "YES":

Funding Year:

Select

Project Title:

Enter title

IMPACT

INSTRUCTIONS: Describe the impact of the project. How will the proposed project continue to add value and/or improvement in the future? As applicable, describe any future improvements and investments that are planned to continue the work in this proposal and what ongoing funding support is needed after the grant funding is applied.

It would allow us to build out these new services that are recommended by Washington State Cybersecurity plan. We could have good records of connections, events, and times to alerts us to potential security concerns. This framework would be simple to maintain for the next 7 or more years, without additional funding.

OUTCOME

INSTRUCTIONS: What is the outcome when the project is complete? Describe and quantify (as applicable) the specific impact(s) to stakeholders, reduction in cybersecurity risk, and increases in resilience through strengthened cybersecurity practices. Include incremental performance metrics if any.

I imagine this would create better management tools based on the retained information. More resources give the potential for additional projects in the future.

PRELIMINARY WORK/PROJECT SCOPING

INSTRUCTIONS: What preliminary work has been completed prior to this proposal, such as research, stakeholder outreach, feasibility study, etc.? Articulate how benefits (to include who) were determined and any stakeholder engagement. Some CISA services will be required before reimbursement of costs (see REF-Guidance tab Requirements) - if your entity has already signed up, note that here.

Research was put into reviewing different products. The log collection will start out open source, but we truly don't know if it will be the best fit as far as

alerts are concerned. So we may later move to a purchased product. Neither of these are possible without the resources and storage to evaluate what works best.

PROJECT MANAGEMENT

INSTRUCTIONS: Describe the project management and governance structures and processes that will be in place to support the project. Examples include project management resources, methodologies, executive sponsor, steering committee, vendor/contract management, and change control.

A majority of the project management will fall on the IT department, with some assistance from up management if additional resources are needed.

PROJECT IMPLEMENTATION

INSTRUCTIONS: Describe the implementation of the project to include resourcing. What have you done to prepare? Will in-house resources be used, or will resources be procured elsewhere? How has organizational change management been factored into the planning and approach?

Once the grant is approved, we would order an entry level server from Dell. We will virtualize the 4 network services into individual containers and make secure connections to collect logs from routers, switches, servers, network attached storage, servers, and workstations. Veeam Backup software would be loaded and configured to run in a separate environment. Anti-virus central management software would be installed and configured to communicate with clients. Lastly, video surveillance would be implemented with a nightly off-site backup.

PROJECT SCHEDULE

INSTRUCTIONS: Enter the major milestones for the project.

- Start date should be no earlier than 12/1/2023

- End date should be no later than 11/30/2027

**** If purchasing a maintenance/service agreement separate from a piece of equipment, end date should include full dates covered.**

START DATE	END DATE	MILESTONE
12/1/2024		PROJECT START
12/2/2024		Equipment Purchase
1/20/2025		Configuration of services

	11/30/2025	PROJECT COMPLETION

PROJECT BUDGET

INSTRUCTIONS: Enter projected amounts for each budget category under the applicable solution area (POETE element). Enter indirect charges as applicable.

	SOLUTION AREA					TOTAL
	PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE	
Salaries & Benefits	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Travel/Per Diem	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Contractor/Consultant	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Passthrough	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment			\$8,486.40			\$8,486.40
SUBTOTAL	\$0.00	\$0.00	\$8,486.40	\$0.00	\$0.00	\$8,486.40
Indirect						\$0.00
TOTAL	\$0.00	\$0.00	\$8,486.40	\$0.00	\$0.00	\$8,486.40

M&A

Requirement: Up to 5% of the Project total may be used for management and administration of the project.

Salaries & Benefits	Supplies	Travel/Per Diem	Consultant	Other	Indirect	Total
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect included?	Type of back-up	Select				

BUDGET NARRATIVE/ITEMIZED COSTS

*INSTRUCTIONS: Provide **detail** of the projected expenses to include calculations as applicable. The estimated costs should align with the application budget categories (salaries and benefits, supplies, travel/per diem, contractor/consultant, passthrough, other, and equipment) in the Budget above.*

We are requesting funding for a standalone server that would house many security services at the cost of \$8486.40 Software would come from other projects and development would be done by the in house IT department.

SLCGP PROJECT PROPOSAL

INSTRUCTIONS: Fill out all cream colored cells as applicable. Not fully addressing the section/question asked may affect scoring of the project. While you should answer questions as clearly as possible, please be careful when including sensitive information.

APPLICANT	City of College Place
APPLICANT TYPE	Local-Non Rural

INSTRUCTIONS: Rural area is defined as an area encompassing a population of less than 50,000 people that has not been designated in the most recent decennial census as an "urbanized area" by the Secretary of Commerce

INSTRUCTIONS: Provide the project title; must reflect the nature of work to be completed under the project.

PROJECT TITLE	Purchase CrowdStrike security suite for enhanced endpoint protection.
AMOUNT REQUESTED	\$30,054

Will populate based on budget below.

PROJECT DESCRIPTION

INSTRUCTIONS: Provide a brief narrative describing the project at a high level. Include the activities that will occur as a part of the project. If the project improves an existing solution or existing components of a solution already in use, describe how the new solution will be implemented.

The city would greatly improve its endpoint security by deploying an industry leading product that uses AI to protect the full security stack to fight emerging threats. Purchasing CrowdStrike Falcon Enterprise would give us the new ability to centrally manage systems, log suspicious activity, and provide greater insight as to how an incident may occur. This purchase would allow us to migrate from the current product and evaluate a superior endpoint security solution. This would be the greatest cyber security improvement for the cost and would allow me to build a case before City Council for future renewals.

ALIGNMENT WITH SLCGP OBJECTIVES

*INSTRUCTIONS: The goal of SLCGP is to assist SLT governments with managing and reducing systemic cyber risk. Applicants are required to address how the following program objectives will be met in their applications. Select alignment from the drop down menu for the applicable Objective. **ONLY PICK***

No	OBJECTIVE 1: Develop and establish appropriate governance structures, as well as develop, implement, or revise cybersecurity plans, to improve capabilities to respond to cybersecurity incidents and ensure continuity of operations.
No	OBJECTIVE 2: State, Local, and Tribal agencies understand their current cybersecurity posture and areas for improvement based on continuous testing, evaluation, and structured assessments.
Yes	OBJECTIVE 3: Implement security protections commensurate with risk (outcomes of Objectives 1 & 2)
No	OBJECTIVE 4: Ensure organization personnel are appropriately trained in cybersecurity, commensurate with responsibility.

ALIGNMENT WITH WA STATE CYBERSECURITY PLAN

INSTRUCTIONS: Describe how the project aligns with state Cybersecurity Plan and the connection to one or more of the 16 required elements. Include each element by number (e.g. [Element 2]).

This purchase aligns closely with element #3 and partially element #4. It would give us extended insight, detection, response and even automate complex multi-step recovery. Thus, provide real time protecting both users' identity and system information.

GAP BEING ADDRESSED

INSTRUCTIONS: What is the gap the project addresses? Explain the capability assessment which identified the gap and how the project activities will mitigate it.

This project would allow the City to move from a legacy anti-virus product that leaves us unprotected and has random performance issues on our

computers. We can't observe metrics on web traffic, firewall activity or security client functionality.

SUSTAIN/BUILD?

*INSTRUCTIONS: Select "**build**" if this project focuses on starting a new capability or the intent of the project is to close a capability gap. Select "**sustain**" if the purpose of the project strictly maintains an existing capability at its existing current level.*

PREVIOUS AWARDED FUNDING

INSTRUCTIONS: Does this proposed project support a project previously awarded funding under SLCGP?

If you selected "YES":

Funding Year:

Project Title:

IMPACT

INSTRUCTIONS: Describe the impact of the project. How will the proposed project continue to add value and/or improvement in the future? As applicable, describe any future improvements and investments that are planned to continue the work in this proposal and what ongoing funding support is needed after the grant funding is applied.

As stated before, this purchase would allow us to migrate from the current product and evaluate a superior endpoint security solution. In the future I will have a better case to propose to council on the priority of cyber security moving forward.

OUTCOME

INSTRUCTIONS: What is the outcome when the project is complete? Describe and quantify (as applicable) the specific impact(s) to stakeholders, reduction in cybersecurity risk, and increases in resilience through strengthened cybersecurity practices. Include incremental performance metrics if any.

At the end of the project, every device will be secured with the leading endpoint protection and be centrally monitored with alerting. This will directly effect the security of every user. This license will cover the next two years with the intent to continue to renew.

PRELIMINARY WORK/PROJECT SCOPING

INSTRUCTIONS: What preliminary work has been completed prior to this proposal, such as research, stakeholder outreach, feasibility study, etc.?

Articulate how benefits (to include who) were determined and any stakeholder engagement. Some CISA services will be required before reimbursement of costs (see REF-Guidance tab Requirements) - if your entity has already signed up, note that here.

We have reviewed different products as well as asked different agencies what they have, or would recommend. I have performed the 2023 National

Cybersecurity Review. We will also be implementing multi-factor authentication for all employees.

PROJECT MANAGEMENT

INSTRUCTIONS: Describe the project management and governance structures and processes that will be in place to support the project. Examples include project management resources, methodologies, executive sponsor, steering committee, vendor/contract management, and change control.

Strat by removal of deprecated software. Setup new virtual environment to host Central managed Endpoint security suite. Purchase product and download. Review deployment procedures, test on standalone workstation, then execute network wide deployment. Go to trainings and study to implement vender's best practices for further fine tuning our environment.

PROJECT IMPLEMENTATION

INSTRUCTIONS: Describe the implementation of the project to include resourcing. What have you done to prepare? Will in-house resources be used, or will resources be procured elsewhere? How has organizational change management been factored into the planning and approach?

All aspects of the project will be implemented by myself, the on staff IT Analyst.

PROJECT SCHEDULE

INSTRUCTIONS: Enter the major milestones for the project.

- Start date should be no earlier than 12/1/2023

- End date should be no later than 11/30/2027

**** If purchasing a maintenance/service agreement separate from a piece of equipment, end date should include full dates covered.**

START DATE	END DATE	MILESTONE
8/19/2024		PROJECT START
9/2/2024	9/10/2024	Purchase and deployment
9/16/2024	9/19/2024	Product specific Training
9/23/2024	9/25/2024	Fine tuning and testing

	9/2/2026	PROJECT COMPLETION

PROJECT BUDGET

INSTRUCTIONS: Enter projected amounts for each budget category under the applicable solution area (POETE element). Enter indirect charges as applicable.

	SOLUTION AREA					TOTAL
	PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE	
Salaries & Benefits	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Travel/Per Diem	\$0.00	\$0.00		\$901.95	\$0.00	\$901.95
Contractor/Consultant	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Passthrough	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$27,851.93	\$1,300.16	\$0.00	\$29,152.09
Equipment			\$0.00			\$0.00
SUBTOTAL	\$0.00	\$0.00	\$27,851.93	\$2,202.11	\$0.00	\$30,054.04
Indirect						\$0.00
TOTAL	\$0.00	\$0.00	\$27,851.93	\$2,202.11	\$0.00	\$30,054.04

M&A	<i>Requirement: Up to 5% of the Project total may be used for management and administration of the project.</i>					
Salaries & Benefits	Supplies	Travel/Per Diem	Consultant	Other	Indirect	Total
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect included?	Type of back-up	N/A				

BUDGET NARRATIVE/ITEMIZED COSTS

*INSTRUCTIONS: Provide **detail** of the projected expenses to include calculations as applicable. The estimated costs should align with the application budget categories (salaries and benefits, supplies, travel/per diem, contractor/consultant, passthrough, other, and equipment) in the Budget above.*

We are requesting assistance for the purchase of Falcon Enterprise license at a cost of \$160/y (plus tax) for 80 workstations, laptops, or tablets for 2 years. All administration, deployment and management will be handled in-house by IT staff. Additional training will be necessary to get the most out of this product and learn much more about cyber security. A conference will be held September 16-19 out of town. Travel expenses have been estimated to be \$901.95 and the cost of the conference \$1300.16

Permit Report

04/01/2024 to 04/30/2024

City Of College Place

Time: 09:25:42 Date: 05/01/2024

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Accessory Dwelling Unit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0146.AD0002	Patino Manuel 225 Valley Dr SE 35-07-36-58-0620	New ADU, addition of two sleeping rooms with emergency egress windows, kitchen and the removal of the interior staircase.	10,000.00	04/04/2024	602.65	602.65
Contractor	Patino Manuel					
Totals:	1		10,000.00		602.65	602.65

Building Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0128.BP0011	Upper Columbia Corp SDA 212 4th St SW 35-07-35-51-1601	15' X 8' FENCE WITH GATE	12,600.00	04/01/2024	477.58	477.58
Contractor	Home5150, Sandoval Adam					
2024.0132.BP0014	Primrose LLC, 241 Birch Ave NE 35-07-25-58-0102	REPLACEMENT OF ALL WINDOWS AND SIDING	22,450.00	04/02/2024	406.00	406.00
Contractor	Sany Construction, Alex					
2024.0131.BP0013	Primrose LLC, 251 Birch Ave NE 35-07-25-58-0101	REPLACE ALL WINDOWS AND SLIDING DOORS	22,450.00	04/02/2024	406.00	406.00
Contractor	Sany Construction, Alex					
2024.0133.BP0015	Primrose LLC, 231 Birch Ave NE 35-07-25-58-0103	REPLACE ALL WINDOWS AND SLIDING DOORS	22,450.00	04/02/2024	406.00	406.00
Contractor	Sany Construction, Alex					
2024.0134.BP0016	Primrose LLC, 221 Birch Ave NE 35-07-25-58-0104	REPLACE ALL WINDOWS AND GLASS SLIDING DOORS	22,450.00	04/02/2024	805.50	805.50
Contractor	Sany Construction, Alex					
2024.0135.BP0017	Lewis Theodore 393 Highland Park Dr SE 35-07-36-54-0305	PREFABRICATED HICKORY SHED	13,296.00	04/03/2024	502.99	502.99
Contractor	Lewis Theodore		Sq. Ft.: 200			

Permit Report

04/01/2024 to 04/30/2024

Time: 09:25:42 Date: 05/01/2024
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City Of College Place

Building Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0155.BP0019	Ordinola Jose Luis 12 8th St SE	SIDING - EAST SIDE OF HOUSE	1,000.00	04/12/2024	91.70	91.70
Contractor	35-07-36-60-1211					
	Ordinola, Jose Luis					
	Rundell Ryan R & Lanlan W 222 Cedar Ave NE	BATHROOM REMODEL - FIRE DAMAGE	10,000.00	04/16/2024	335.35	335.35
Contractor	35-07-25-58-0304					
	Rundell Ryan R & Lanlan W					
	2024.0162.BP0021	101 WINDOWS	133,800.00	04/19/2024	2,155.05	2,155.05
Contractor	133 College Ave S					
	35-07-36-51-WWC					
	Walla Walla University - AP,	REMODEL	121,000.00	04/23/2024	2,089.13	2,089.13
Contractor	Engelhart Andrew 911 Date Ave SE					
	35-07-36-60-1011					
	Engelhart Andrew					
2024.0175.BP0023	Reynolds Ron 458 8th St SW	PORCH ADDITION	8,000.00	04/30/2024	350.53	350.53
Contractor	35-07-35-60-2202					
	America's Construction, Villegas Leonel					
Totals:	11		389,496.00		8,025.83	8,025.83

Sq. Ft.

200

Commercial

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0154.CO0009	City of College Place Police Depart 420 Owens Rd	THEFT REPAIR OF WINDOWS	1,500.00	04/12/2024	84.35	84.35
Contractor	35-07-34-41-0008					
	City of College Place Public Works, McAndrews Robe					
Totals:	1		1,500.00		84.35	84.35

Demolition Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
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Permit Report

04/01/2024 to 04/30/2024

City Of College Place

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Demolition Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0158.DP0002	Dooley Alice 544 Villa Ave NE 35-07-25-13-0020	DEMOLITION MANUFACTURED HOME		04/15/2024	72.50	72.50
Contractor	Blue Mountain Valley Contracting LLC, Ritchie Noah					

Totals:	1				72.50	72.50
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Grading Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0148.GR0003	Maiuri Marcus & Angie 429 12th St SW 35-07-35-43-0054	SALERNO ESTATES	222,936.00	04/05/2024	1,874.50	1,874.50
Contractor	Don Jackson Excavation, LLC, Jackson Don					

Totals:	1		222,936.00		1,874.50	1,874.50
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Special Inspection

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0167.IN0001	Emery Stewart 611 6th St SW 35-07-35-60-2105	UNIT CHARGE PROTOCOL CHANGE FROM 2 UNITS TO 1 UNIT		04/23/2024	66.00	66.00
Contractor	Emery Stewart					
2024.0168.IN0002	Windsor Properties 1192 Constitution Dr SE 35-07-36-62-0306	ADULT FAMILY HOME INSPECTION		04/25/2024	66.00	66.00
Contractor	Windsor Properties					

Totals:	2				132.00	132.00
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Mechanical Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
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Permit Report

04/01/2024 to 04/30/2024

Time: 09:25:42 Date: 05/01/2024
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City Of College Place

Mechanical Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0136.MP0028	Barnes Steve 1832 Bliss Ln SE 35-06-01-54-0011	SFR		04/03/2024	559.73	559.73
Contractor	Barnes Steve					
2024.0145.MP0029	Patino Manuel 225 Valley Dr SE 35-07-36-58-0620	New ADU, addition of two sleeping rooms with emergency egress windows, kitchen and the removal of the interior staircase.		04/04/2024	29.90	29.90
Contractor	Patino Manuel					
2024.0150.MP0030	Walla Walla University - AP, 129 Whitman Dr E 35-07-25-33-0037	MINI SPLIT WITH 3 INDOOR HEADS		04/05/2024	66.00	66.00
Contractor	College Place HTG & A/C,					
2024.0163.MP0031	Vixie Gary 522 Mockingbird Dr SE 35-07-36-74-0310	AC & GAS FURNACE		04/19/2024	132.00	132.00
Contractor	Total Comfort Solutions LLC,					
Totals:	4				787.63	787.63

Plumbing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0137.PP0016	Barnes Steve 1832 Bliss Ln SE 35-06-01-54-0011	SFR		04/03/2024	559.73	559.73
Contractor	Barnes Steve					
2024.0144.PP0017	Patino Manuel 225 Valley Dr SE 35-07-36-58-0620	New ADU, addition of two sleeping rooms with emergency egress windows, kitchen and the removal of the interior staircase.		04/04/2024	29.90	29.90
Contractor	Patino Manuel					
2024.0172.PP0018	Blackbeard Investments LLC, 236 College Ave N 35-07-25-33-0014	Sewer SVC		04/29/2024	66.00	66.00
Contractor	R&W Excavation LLC, Richardson Taylor					

Permit Report

04/01/2024 to 04/30/2024

City Of College Place

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Plumbing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0174.PP0019	Christian Julie 431 Scenic View Dr SE 35-07-36-58-0831	SEWER SVC		04/29/2024	66.00	66.00
Contractor	R&W Excavation LLC, Richardson Taylor					
Totals:	4				721.63	721.63

Roofing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0129.RO0010	French Rebecca 101 Spagnuolo Circle NW 35-07-26-60-0029	REMOVE AND REPLACE ASPHALT SHINGLES 2430 SQFT		04/02/2024	138.50	138.50
Contractor	Roofix Technologies LLC, Sanders Brittany					
2024.0151.RO0011	Nelson Robert & Alma 114 9th St SE Apt 1 35-07-36-60-1228	REROOF		04/09/2024	138.50	138.50
Contractor	Bradley Luce Construction, Luce Bradley					
2024.0152.RO0012	Devary, Richard E 1522 Freedom Pl SE 35-07-36-62-0112	REROOF		04/11/2024	138.50	138.50
Contractor	Pina's Roofing, Enrique Pina					
2024.0156.RO0013	Green Phil & Amie 312 10th St SE 35-07-36-57-0103	REROOF		04/12/2024	138.50	138.50
Contractor	VW Quality Roofing LLC, Venegas Jesus					
2024.0161.RO0014	Cuevas Melissa & Ernesto 277 Laurella Ln NW 35-07-26-73-0009	REROOF		04/18/2024	138.50	138.50
Contractor	Real Roofing, Alondra					
2024.0166.RO0015	Saldana, Javier 124 12th St SW 35-07-35-53-0006	REROOF		04/23/2024	138.50	138.50
Contractor	Saldana, Javier					

Permit Report

04/01/2024 to 04/30/2024

City Of College Place

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Roofing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
Totals:	6				831.00	831.00

Roofing Permit-Commercial

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0164.RP0002	SonBridge Community Center 1200 12th St SE	REROOF	8,000.00	04/19/2024	193.50	193.50
Contractor	35-07-36-41-0037 Elsom Roofing Inc, More Scot					

Totals:	1		8,000.00		193.50	193.50
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Single Family Residence

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0140.SF0002	Barnes Steve 1832 Bliss Ln SE	SFR	533,756.94	04/03/2024	6,229.56	6,229.56
Contractor	35-06-01-54-0011 Barnes Steve	Sq. Ft.: 3904				

Totals:	1		533,756.94		6,229.56	6,229.56
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Solar Panels

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0170.SO0004	Solis David 1369 Virginia St SW	ROOFTOP SOLAR	3,904	04/26/2024	101.50	101.50
Contractor	35-07-35-77-0022 Pure Energy Systems LLC, Rhoton Wren					
2024.0169.SO0003	Pompei Michel 642 Magnoni Dr SE	ROOFTOP SOLAR		04/26/2024	101.50	101.50
Contractor	35-07-36-48-0221 Pure Energy Systems LLC, Rhoton Wren					

Totals:	2				203.00	203.00
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Report Summary

Permit Type:	Total Qty.	Total Valuation	Total Fees	Apr. Qty.	Apr. Valuation	Apr. Fees
Accessory Dwelling Unit	1	10,000.00	602.65	1	10,000.00	602.65
Building Permit	11	389,496.00	8,025.83	11	389,496.00	8,025.83
Commercial	1	1,500.00	84.35	1	1,500.00	84.35
Demolition Permit	1		72.50	1		72.50
Grading Permit	1	222,936.00	1,874.50	1	222,936.00	1,874.50
Mechanical Permit	4		787.63	4		787.63
Plumbing Permit	4		721.63	4		721.63
Roofing Permit	6		831.00	6		831.00
Roofing Permit-Commercial	1	8,000.00	193.50	1	8,000.00	193.50
Single Family Residence	1	533,756.94	6,229.56	1	533,756.94	6,229.56
Solar Panels	2		203.00	2		203.00
Special Inspection	2		132.00	2		132.00
	35	1,165,688.94	19,758.15	35	1,165,688.94	19,758.15



CITY OF COLLEGE PLACE

Community Development Department

625 South College Avenue
College Place, WA 99324
509-394-8522

April 2024

Re: Facility Maintenance Report

April 4

City Hall; Clean floors in the lobby and COMDEV hallways.

April 10

City Hall; Clean leaves from East entry landing.
Prime toilet traps in cells.

April 15

City Hall; Clean trash from front yard and sidewalk with Jon Rickard and DaShari Schmick.

April 12

City Hall; Clean wind-blown debris from East entry.

April 30

City Hall; Clean debris from East entry hallway, landing and sidewalk.

Scott Hall, Building Official

City of College Place

shall@cpwa.us

509-394-8522

Permit Report

01/01/2024 to 04/30/2024

City Of College Place

Time: 09:42:12 Date: 05/01/2024

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Accessory Dwelling Unit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0126.AD0001	Brandaurer LLC, Brandaurer Paul 612 Davis Ave SW A-Lower 35-07-35-60-2203	ADU/DUPLEX - 2 UNIT 600 SQ FT EACH	208,090.32 Sq. Ft.: 1309	03/29/2024	2,984.11	2,984.11
Contractor	Brandaurer LLC, Brandaurer Paul					
2024.0146.AD0002	Patino Manuel 225 Valley Dr SE 35-07-36-58-0620	New ADU, addition of two sleeping rooms with emergency egress windows, kitchen and the removal of the interior staircase.	10,000.00	04/04/2024	602.65	602.65
Contractor	Patino Manuel					

Totals:	2		218,090.32		3,586.76	3,586.76
			Sq. Ft. 1,309			

Building Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0015.BP0001	Niderost Tarah 204 4th St SE 35-07-36-60-0322	INTERIOR REMODEL: UPDATE KITCHEN AND BATH, WINDOWS, FLOORING, ADD BATH, UPDATE PLUMBING, MECHANICAL AND ELECTRICAL	60,000.00	01/18/2024	1,301.83	1,301.83
Contractor	Niderost Tarah					
2024.0017.BP0002	Dan Luce Construction and Roofing 15 Birch Ave SE 35-07-36-51-2204	REMODEL KITCHEN AND MASTER BATHROOM, ENCLOSING PORCH, ADD DECK. ADD BATHROOM IN BASEMENT. REPLACE 40% OF BASEMENT AND FINISH BATH	65,000.00	01/19/2024	1,431.36	1,431.36
Contractor	Dan Luce Construction and Roofing, Luce Dan	INSULATE AND FINISH BASEMENT, UPGRADE INSULATION, WINDOWS AND EGRESS				
2024.0019.BP0003	Finkbiner Bob 354 Highland Park Dr SE 35-07-36-63-0218	REMODEL MASTER BATHROOM	20,000.00	01/25/2024	589.45	589.45
Contractor	JO CO, Fackenthall Johannes					
2024.0020.BP0004	Sheperd Stan 427 Scenic View Dr SE 35-07-36-58-0833	REPLACING BATHTUB & CABINETS WITH SINK. REMOVING SHELVING. FRAME THE OPENING	13,500.00	01/25/2024	528.30	528.30
Contractor	Meticulous Touch LLC, Kuznetson Slavik					

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Building Permit		Permit Type:			
Permit Number	Name	Description	Valuation	Date Issued	Total Paid
2024.0026.BP00005	Pestes Ryan H & Cheri Y 326 6th St SE	INTERIOR AND EXTERIOR REMODEL DECK WITH STAIRS	20,000.00	01/31/2024	639.45
Contractor	35-07-36-60-0637 Pestes Ryan H & Cheri Y				
2024.0032.BP00006	Randolph Albert 986 Brentwood Pl SE	REPLACE DECK	6,846.34	02/13/2024	309.12
Contractor	35-07-36-66-0008 Floor to Roof LLC, Lozano Jesus				
2024.0040.BP00007	Maxted, Glenn 1013 Birch SE	28'X28' GARAGE WITH LIVING SPACE ABOVE ATTACHED TO 1013 SE BIRCH	183,965.49	02/21/2024	2,728.42
Contractor	35-07-36-60-1401 Brandaurer LLC, Brandauer Paul		Sq. Ft.: 1497		
2024.0043.BP00008	Lamar Jamey 319 B St NW	SIDING	5,000.00	02/22/2024	208.30
Contractor	35-07-26-52-3984 Smith Construction, LLC, Smith Cody				
2024.0053.BP00009	Saldana Juan M & Fabiola S 26 6th St SE	COVERED PATIO	3,000.00	03/07/2024	314.98
Contractor	35-07-36-60-0519 Saldana Juan M & Fabiola S				
2024.0115.BP00010	Brown Rick 207 Mountain View Dr SE	REPLACE 2 PATIO DOORS	13,349.22	03/25/2024	436.99
Contractor	35-07-36-58-0230 Renewal By Anderson, Gaines Lloyd				
2024.0128.BP00011	Upper Columbia Corp SDA 212 4th St SW	15' X 8' FENCE WITH GATE	12,600.00	04/01/2024	477.58
Contractor	35-07-35-51-1601 Home5150, Sandoval Adam				
2024.0132.BP00014	Primrose LLC, 241 Birch Ave NE	REPLACEMENT OF ALL WINDOWS AND SIDING	22,450.00	04/02/2024	406.00
Contractor	35-07-25-58-0102 Sany Construction, Alex				

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Building Permit			Permit Type:			
Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0131.BP0013	Primrose LLC, 251 Birch Ave NE	REPLACE ALL WINDOWS AND SLIDING DOORS	22,450.00	04/02/2024	406.00	406.00
Contractor	35-07-25-58-0101 Sany Construction, Alex					
2024.0133.BP0015	Primrose LLC, 231 Birch Ave NE	REPLACE ALL WINDOWS AND SLIDING DOORS	22,450.00	04/02/2024	406.00	406.00
Contractor	35-07-25-58-0103 Sany Construction, Alex					
2024.0134.BP0016	Primrose LLC, 221 Birch Ave NE	REPLACE ALL WINDOWS AND GLASS SLIDING DOORS	22,450.00	04/02/2024	805.50	805.50
Contractor	35-07-25-58-0104 Sany Construction, Alex					
2024.0135.BP0017	Lewis Theodore 393 Highland Park Dr SE	PREFABRICATED HICKORY SHED	13,296.00	04/03/2024	502.99	502.99
Contractor	35-07-36-54-0305 Lewis Theodore	Sq. Ft.: 200				
2024.0155.BP0019	Ordinola Jose Luis 12 8th St SE	SIDING - EAST SIDE OF HOUSE	1,000.00	04/12/2024	91.70	91.70
Contractor	35-07-36-60-1211 Ordinola, Jose Luis					
2024.0159.BP0020	Rundell Ryan R & Lanlan W 222 Cedar Ave NE	BATHROOM REMODEL - FIRE DAMAGE	10,000.00	04/16/2024	335.35	335.35
Contractor	35-07-25-58-0304 Rundell Ryan R & Lanlan W					
2024.0162.BP0021	Walla Walla University - AP, 133 College Ave S	101 WINDOWS	133,800.00	04/19/2024	2,155.05	2,155.05
Contractor	35-07-36-51-WWC Walla Walla University - AP,					
2024.0165.BP0022	Engelhart Andrew 911 Date Ave SE	REMODEL	121,000.00	04/23/2024	2,089.13	2,089.13
Contractor	35-07-36-60-1011 Engelhart Andrew					

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Building Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0175.BP00023	Reynolds Ron 458 8th St SW 35-07-35-60-2202	PORCH ADDITION	8,000.00	04/30/2024	350.53	350.53
Contractor	America's Construction, Villegas Leonel					

Totals:	21		780,157.05		16,514.03	16,514.03
				Sq. Ft.	1,697	

Commercial

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0031.CO0001	Wal-Mart Stores Inc. # 01-2476 1700 Meadowbrook Blvd SE 35-06-01-21-0067	Remodel and Building Expansion. Vision center, restroom remodel, relocate fitting rooms; paint pharmacy; remodel online grocery pickup area with new walk in ..	1,500,000.00	02/09/2024	13,106.28	13,106.28
Contractor	Sletten Construction Company, Wiedemer Ashley remodel customer service, remodel money center; repair/replace flooring throughout the store; revise location of registers in checkout area					
2024.0054.CO0002	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 1 36 UNITS TYPE B	4,619,860.52 Sq. Ft.: 37844	03/07/2024	31,196.28	12,251.23
Contractor	TBD					
2024.0059.CO0003	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 2 36 UNITS TYPE B	4,619,860.52 Sq. Ft.: 37844	03/07/2024	31,196.28	12,251.23
Contractor	TBD					
2024.0064.CO0004	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 3 36 UNITS TYPE B	4,619,860.52 Sq. Ft.: 37844	03/07/2024	31,196.28	12,251.23
Contractor	TBD					
2024.0069.CO0005	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 4 24 UNITS TYPE A	2,812,400.42 Sq. Ft.: 23114	03/07/2024	20,736.86	8,140.31
Contractor	TBD					

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Commercial

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0074.CO0006	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 5 24 UNITS TYPE A	2,812,400.42 Sq. Ft.: 23114	03/07/2024	20,736.86	8,140.31
Contractor	TBD					
2024.0079.CO0007	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 6 24 UNITS TYPE A	2,812,400.42 Sq. Ft.: 23114	03/07/2024	20,736.86	8,140.31
Contractor	TBD					
2024.0096.CO0008	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW CLUBHOUSE AND INCLUDES POOL	1,900,000.00	03/20/2024	15,416.28	
Contractor	TBD					
2024.0154.CO0009	City of College Place Police Depart 420 Owens Rd 35-07-34-41-0008	THEFT REPAIR OF WINDOWS	1,500.00	04/12/2024	84.35	84.35
Contractor	City of College Place Public Works, McAndrews Robe					

Totals: 9 25,698,282.82 Sq. Ft. 182,874 184,406.33 74,365.25

Demolition Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0092.DP0001	City of College Place Public Works, 801 Larch Ave SE 35-07-36-42-0050	DEMO EXISTING PICNIC STRUCTURE, PLAYGROUND, BACKSTOP AND BLEACHERS	50,000.00	03/14/2024	1,240.78	1,240.78
Contractor	Nelson Construction, O'Neill Chris					
2024.0158.DP0002	Dooley Alice 544 Villa Ave NE 35-07-25-13-0020	DEMOLITION MANUFACTURED HOME		04/15/2024	72.50	72.50
Contractor	Blue Mountain Valley Contracting LLC, Ritchie Noah					

Totals: 2 50,000.00 1,313.28 1,313.28

Franchise Agreement

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
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Franchise Agreement

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0084.FA0001	PocketiNet Communications, Brene:	2024 RENEWAL FRANCHISE = FIBER OPTICS		03/07/2024	5,000.00	5,000.00
Contractor	PocketiNet Communications Inc, Brandenburg Todd					

Totals:	1		5,000.00		5,000.00	5,000.00
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Grading Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0030.GR0001	Wal-Mart Stores Inc. # 01-2476 1700 Meadowbrook Blvd SE 35-06-01-21-0067	REMODEL AND BUILDING EXPANSION	584,950.93	02/08/2024	4,024.30	4,024.30
Contractor	Sletten Construction Company, Wiedemer Ashley					
2024.0091.GR0002	City of College Place Public Works, 801 Larch Ave SE 35-07-36-42-0050	LIONS PARK IMPROVEMENT PROJECT	4,966,583.00	03/14/2024	20,062.55	20,062.55
Contractor	Nelson Construction, ONeill Chris					
2024.0148.GR0003	Maiuri Marcus & Angie 429 12th St SW 35-07-35-43-0054	SALERNO ESTATES	222,936.00	04/05/2024	1,874.50	1,874.50
Contractor	Don Jackson Excavation, LLC, Jackson Don					

Totals:	3		5,774,469.93		25,961.35	25,961.35
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Special Inspection

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0167.IN0001	Emery Stewart 611 6th St SW 35-07-35-60-2105	UNIT CHARGE PROTOCOL CHANGE FROM 2 UNITS TO 1 UNIT		04/23/2024	66.00	66.00
Contractor	Emery Stewart					
2024.0168.IN0002	Windsor Properties 1192 Constitution Dr SE 35-07-36-62-0306	ADULT FAMILY HOME INSPECTION		04/25/2024	66.00	66.00
Contractor	Windsor Properties					

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Special Inspection		Permit Type:				
Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
Totals:	2				132.00	132.00
Mechanical Permit						
Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0001.MP0001	Edison Andrew 328 Homestead Ave SW	Gas furnace and heat pump replacement.		01/04/2024	132.00	132.00
Contractor	35-07-35-72-0002 College Place HTG & A/C,					
2024.0002.MP0002	Gutierrez Emma and Jose 217 10th St SE					
Contractor	35-07-36-60-1145 College Place HTG & A/C,	Gas furnace replacement		01/04/2024	66.00	66.00
2024.0004.MP0003	Rogers Bakery 116 College Ave N					
Contractor	35-07-25-57-0105 Total Comfort Solutions LLC,					
2024.0005.MP0004	Simcock Manford & Elizabeth 1055 Sentry Dr SE	GAS FIREPLACE		01/10/2024	66.00	66.00
Contractor	35-07-36-71-0131 Grassi Refrigeration Serv Inc.,					
2024.0008.MP0005	Studer Andreas 209 Birch Ave SE					
Contractor	35-07-36-51-2101 Total Comfort Solutions LLC,	HEAT PUMP AND FURNACE		01/11/2024	132.00	132.00
2024.0010.MP0006	Delannoy Narhan 1226 4th St SW					
Contractor	35-07-35-75-0005 Right Now Heating and Air,					
2024.0012.MP0007	Vicari Thomas 1305 Sky Ave SE	80 GALLON ELECTRIC WATER HEATER		01/17/2024	66.00	66.00
Contractor	35-07-36-58-1005 Grassi Refrigeration Serv Inc.,					
2024.0012.MP0007	Vicari Thomas 1305 Sky Ave SE					
Contractor	35-07-36-58-1005 Grassi Refrigeration Serv Inc.,	GAS FURNACE		01/17/2024	66.00	66.00
2024.0012.MP0007	Vicari Thomas 1305 Sky Ave SE					
Contractor	35-07-36-58-1005 Grassi Refrigeration Serv Inc.,					

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Mechanical Permit			Permit Type:			
Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0016.MP0008	Skurski, Sandra 1492 Freedom PI SE 35-07-36-62-0109	FORCED AIR FURNACE		01/19/2024	66.00	66.00
Contractor	Total Comfort Solutions LLC,					
2024.0021.MP0009	Maiuri Breanna 219 12th St SW 35-07-35-44-0122	GAS WATER HEATER		01/26/2024	66.00	
Contractor	Right Now Heating and Air,					
2024.0023.MP0010	Gospel Outreach 712 C St NE 35-07-25-58-0404	HEAT PUMP AND AIR HANDLER		01/31/2024	200.00	200.00
Contractor	College Place HTG & A/C,					
2024.0024.MP0011	Warshauer, Jeff 992 Admiral PI SE 35-07-36-71-0226	GAS FURNACE AND AIR CONDITIONER		01/31/2024	132.00	132.00
Contractor	College Place HTG & A/C,					
2024.0027.MP0012	Brookdale College Place, 550 Whitman Dr E 35-07-36-99-0001	REPLACEMENT OF 4 ROOF MOUNTED GAS PACK UNITS		02/01/2024	400.00	400.00
Contractor	Total Comfort Solutions LLC,					
2024.0041.MP0013	Maxted, Glenn 1013 Birch SE 35-07-36-60-1401	28'X28' GARAGE WITH LIVING SPACE ABOVE ATTACHED TO 1013 SE BIRCH		02/21/2024	241.45	241.45
Contractor	Brandaurer LLC, Brandauer Paul					
2024.0051.MP0014	Sure Temp Mechanical LLC, Swish€ 205 Scenic View Dr SE 35-07-36-58-0330	REPLACE GAS FURNACE		03/05/2024	66.00	66.00
Contractor	Sure Temp Mechanical LLC, Swisher Mark					
2024.0055.MP0015	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 1 36 UNITS TYPE B		03/07/2024	2,827.21	
Contractor	TBD					

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Mechanical Permit			Permit Type:				
Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid	
2024.0060.MP0016	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 2 36 UNITS TYPE B		03/07/2024	2,827.21		
Contractor	TBD						
2024.0065.MP0017	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 3 36 UNITS TYPE B		03/07/2024	2,827.21		
Contractor	TBD						
2024.0070.MP0018	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 4 24 UNITS TYPE A		03/07/2024	1,878.53		
Contractor	TBD						
2024.0075.MP0019	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 5 24 UNITS TYPE A		03/07/2024	1,878.53		
Contractor	TBD						
2024.0080.MP0020	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 6 24 UNITS TYPE A		03/07/2024	1,878.53		
Contractor	TBD						
2024.0086.MP0021	Kinney Christina 211 6th St SW 35-07-35-60-2317	GAS FURNACE AND AIR CONDITIONER		03/13/2024	132.00	132.00	
Contractor	College Place HTG & A/C,						
2024.0087.MP0022	Blaze 2 Blizzard, Zavala Anthony 102 5th St SW 35-07-35-60-1726	GAS APPLIANCE AND GAS WATER HEATER		03/13/2024	132.00	132.00	
Contractor	Blaze 2 Blizzard, Zavala Anthony						
2024.0095.MP0023	Schmidt Roy 724 Mockingbird Dr SE 35-07-36-74-0321	GAS FURNACE, AC AND SINGLE HEAD DUCTLESS MINI SPLIT		03/19/2024	198.00	198.00	
Contractor	College Place HTG & A/C,						

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2024.0097.MP0024	Walla Walla Land Development Parl 900 Whitman E	FORT WW CLUBHOUSE		03/20/2024	1,399.21			
Contractor	35-07-25-43-0067 TBD,							
2024.0105.MP0025	Ritchie Brandon 1040 Puff Ln SW	Ductless heat pumps in all seven units.		03/21/2024	462.00	462.00		
Contractor	35-07-35-61-0006 Youngs Heating and Cooling, Young Erik							
2024.0106.MP0026	Ritchie Brandon 1037 Puff Ln SW	Heat pumps in all seven units.		03/21/2024	462.00	462.00		
Contractor	35-07-35-61-0005 Youngs Heating and Cooling, Young Erik							
2024.0125.MP0027	Brandaure LLC, Brandaure Paul 612 Davis Ave SW A-Lower	ADU/DUPLEX - 2 UNIT 600 SQ FT: SINGLE BDRM LOWER UNIT A , 2 BDRM UPPER UNIT B		03/29/2024	264.51	264.51		
Contractor	35-07-35-60-2203 Brandaure LLC, Brandaure Paul							
2024.0136.MP0028	Barnes Steve 1832 Bliss Ln SE	SFR		04/03/2024	559.73	559.73		
Contractor	35-06-01-54-0011 Barnes Steve							
2024.0145.MP0029	Patino Manuel 225 Valley Dr SE	New ADU, addition of two sleeping rooms with emergency egress windows, kitchen and the removal of the interior staircase.		04/04/2024	29.90	29.90		
Contractor	35-07-36-58-0620 Patino Manuel							
2024.0150.MP0030	Walla Walla University - AP, 129 Whitman Dr E	MINI SPLIT WITH 3 INDOOR HEADS		04/05/2024	66.00	66.00		
Contractor	35-07-25-33-0037 College Place HTG & A/C,							
2024.0163.MP0031	Vixie Gary 522 Mockingbird Dr SE	AC & GAS FURNACE		04/19/2024	132.00	132.00		
Contractor	35-07-36-74-0310 Total Comfort Solutions LLC,							

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Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
Totals:	31				19,754.02	4,171.59
Plumbing Permit			Permit Type:			
Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0034.PP0001	Floyde Frank 639 2nd St SW	SPRINKLERS		02/13/2024	66.00	66.00
Contractor	35-07-35-52-4589					
	Andrews Irrigation Repair, Torrey Andrew					
2024.0038.PP0002	Kirk Don & Mary 44 College Ave N	REPLACE BROKEN SEWER LINE		02/15/2024	66.00	
Contractor	35-07-25-57-0414					
	Kirk Don & Mary					
2024.0042.PP0003	Maxted, Glenn 1013 Birch SE	28'X28' GARAGE WITH LIVING SPACE ABOVE ATTACHED TO 1013 SE BIRCH		02/21/2024	241.45	241.45
Contractor	35-07-36-60-1401					
	Brandaurer LLC, Brandauer Paul					
2024.0045.PP0004	Calhoon Ryan 221 9th St SE	REPLACE SEWER FOR DUPLEX 221/223		02/22/2024	66.00	66.00
Contractor	35-07-36-60-1134					
	Freewater Plumbing LLC, Miller Shannon					
2024.0056.PP0005	Walla Walla Apartment Partners, LP 900 Whitman E	FORT WW BLDG 1 36 UNITS TYPE B		03/07/2024	2,827.21	
Contractor	35-07-25-43-0067					
	TBD					
2024.0061.PP0006	Walla Walla Apartment Partners, LP 900 Whitman E	FORT WW BLDG 2 36 UNITS TYPE B		03/07/2024	2,827.21	
Contractor	35-07-25-43-0067					
	TBD					
2024.0066.PP0007	Walla Walla Apartment Partners, LP 900 Whitman E	FORT WW BLDG 3 36 UNITS TYPE B		03/07/2024	2,827.21	
Contractor	35-07-25-43-0067					
	TBD					

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Plumbing Permit

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2024.0071.PP00008	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067 TBD	FORT WW BLDG 4 24 UNITS TYPE A		03/07/2024	1,878.53	
Contractor						
2024.0076.PP00009	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067 TBD	FORT WW BLDG 5 24 UNITS TYPE A		03/07/2024	1,878.53	
Contractor						
2024.0081.PP00010	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067 TBD	FORT WW BLDG 6 24 UNITS TYPE A		03/07/2024	1,878.53	
Contractor						
2024.0089.PP00011	Cox Madison 528 1st St SW 35-07-35-52-4451 R&W Excavation LLC, Richardson Taylor	REPAIR APPROX 15 FEET OF SEWER SVC LINE IN BACK YARD		03/13/2024	66.00	66.00
Contractor						
2024.0098.PP00012	Walla Walla Land Development Part 900 Whitman E 35-07-25-43-0067 TBD,	FORT WW CLUBHOUSE		03/20/2024	1,399.21	
Contractor						
2024.0103.PP00013	Jessup Paul T & Ruth M 1110 College Ave S 35-07-35-60-2807	IRRIGATION SYSTEM		03/21/2024	66.00	66.00
Contractor						
2024.0116.PP00014	Jessup Paul T & Ruth M Williams, Jackie 111 12th St SW 35-07-35-44-0056 R&W Excavation LLC, Richardson Taylor	REPLACE SEWWER SVC LINE FROM HOUSE TO CITY MAIN		03/27/2024	66.00	66.00
Contractor						
2024.0124.PP00015	Brandaure LLC, Brandaure Paul 612 Davis Ave SW A-Lower 35-07-35-60-2203 Brandaure LLC, Brandaure Paul	ADU/DUPLEX - 2 UNIT 600 SQ FT: SINGLE BDRM LOWER UNIT A , 2 BDRM UPPER UNIT B		03/29/2024	264.51	264.51
Contractor						

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Plumbing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0137.PP0016	Barnes Steve 1832 Bliss Ln SE 35-06-01-54-0011	SFR		04/03/2024	559.73	559.73
Contractor	Barnes Steve					
2024.0144.PP0017	Patino Manuel 225 Valley Dr SE 35-07-36-58-0620	New ADU, addition of two sleeping rooms with emergency egress windows, kitchen and the removal of the interior staircase.		04/04/2024	29.90	29.90
Contractor	Patino Manuel					
2024.0172.PP0018	Blackbeard Investments LLC, 236 College Ave N 35-07-25-33-0014	Sewer SVC		04/29/2024	66.00	66.00
Contractor	R&W Excavation LLC, Richardson Taylor					
2024.0174.PP0019	Christian Julie 431 Scenic View Dr SE 35-07-36-58-0831	SEWER SVC		04/29/2024	66.00	66.00
Contractor	R&W Excavation LLC, Richardson Taylor					
Totals:	19				17,140.02	1,557.59

Short Plat

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0007.PS0002	Tinoco Jose 21 9th St SE 35-07-36-60-1212	DIVIDE PROPERTY INTO 2 LOTS		01/11/2024	400.00	400.00
Contractor	Rogers Surveying,					
2024.0018.PS0003	Kurnayev Andrey & Anna 127 Maria St NW 35-07-26-77-0052	SUBDIVIDE EXISTING 2 LOTS INTO 3 LOTS		01/24/2024	400.00	400.00
Contractor	Kurnayev Andrey & Anna					
2024.0044.PS0003	HLS Trust, Shaw Tom 880 C St NE 35-07-25-43-0045	SUBDIVIDE 1.61 ACRES INTO 5 LOTS		02/22/2024	400.00	400.00
Contractor	HLS Trust, Shaw Tom					

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Totals:	3				1,200.00	1,200.00

Roofing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0003.RO0001	Magnuson Jay 311 4th St SE	REROOF GARAGE		01/09/2024	138.50	138.50
Contractor	35-07-36-51-2124 R & Z Roofing & Gutters LLC, Fry Zachary					
2024.0013.RO0002	Foster John E. & Bethany K 1230 Murphy Ln SE	REROOF		01/18/2024	138.50	138.50
Contractor	35-07-36-41-0041 Elsom Roofing Inc, More Scot					
2024.0014.RO0003	Robinson Kendal 249 Cedar Ave NE	REROOF 243/249		01/18/2024	138.50	138.50
Contractor	35-07-25-58-0206 Elsom Roofing Inc, More Scot					
2024.0028.RO0004	Johanson Maybelle 1245 Dewey Dr SE	REROOF		02/02/2024	138.50	138.50
Contractor	35-07-36-56-0201 Bocanegra, Bocanegra Construction LLC Israel					
2024.0033.RO0005	Simons Richard JR & Marjorie 220 Rose NE	REROOF		02/13/2024	138.50	138.50
Contractor	35-07-25-52-3519 Elsom Roofing Inc, More Scot					
2024.0101.RO0006	Irvine Lance & Melinda 968 Larch Ave SE BLDG A	REROOF		03/20/2024	138.50	138.50
Contractor	35-07-36-64-0003 Elsom Roofing, Inc, Elsom Dan					
2024.0102.RO0007	James Kenneth 705 Davis Ave SW	REROOF		03/20/2024	138.50	138.50
Contractor	35-07-35-60-2324 Berentsen Roofing & Construction,					

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Roofing Permit			Permit Type:			
Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0111.RO0008	Nebeker Teresa 127 12th St SW 35-07-35-44-0054	REROOF		03/22/2024	138.50	138.50
Contractor	Pina's Roofing, Pina Enrique					
2024.0113.RO0009	Vargas Juan 304 12th St SE 35-07-36-58-0215	REROOF		03/25/2024	138.50	138.50
Contractor	Vargas Juan					
2024.0129.RO0010	French Rebecca 101 Spagnuolo Circle NW 35-07-26-60-0029	REMOVE AND REPLACE ASHPALT SHINGLES 2430 SQFT		04/02/2024	138.50	138.50
Contractor	Roofix Technologies LLC, Sanders Brittany					
2024.0151.RO0011	Nelson Robert & Alma 114 9th St SE Apt 1 35-07-36-60-1228	REROOF		04/09/2024	138.50	138.50
Contractor	Bradley Luce Construction, Luce Bradley					
2024.0152.RO0012	Devary, Richard E 1522 Freedom Pl SE 35-07-36-62-0112	REROOF		04/11/2024	138.50	138.50
Contractor	Pina's Roofing, Enrique Pina					
2024.0156.RO0013	Green Phil & Amie 312 10th St SE 35-07-36-57-0103	REROOF		04/12/2024	138.50	138.50
Contractor	VW Quality Roofing LLC, Venegas Jesus					
2024.0161.RO0014	Cuevas Melissa & Ernesto 277 Laurella Ln NW 35-07-26-73-0009	REROOF		04/18/2024	138.50	138.50
Contractor	Real Roofing, Alondra					
2024.0166.RO0015	Saldana, Javier 124 12th St SW 35-07-35-53-0006	REROOF		04/23/2024	138.50	138.50
Contractor	Saldana, Javier					

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Roofing Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
Totals:	15				2,077.50	2,077.50

Roofing Permit-Commercial

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0127.RP0001	Bellcap Management, 46 College Ave N 35-07-25-57-0412	REMOVE SHAKES FROM FRONT PORCH AND INSTALL METAL	4,888.00	03/29/2024	147.30	147.30
Contractor	Browning Construction LLC, Browning Seth					
2024.0164.RP0002	SonBridge Community Center 1200 12th St SE 35-07-36-41-0037	REROOF	8,000.00	04/19/2024	193.50	193.50
Contractor	Elsom Roofing Inc, More Scot					
Totals:	2		12,888.00		340.80	340.80

Right Of Way Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0009.RW0001	Walla Walla University - AP, 401 College Ave S 35-07-36-60-0416	300 FT OF FIBER OPTIC CABLE FROM SOUTH OF 4TH AND COLLEGE AVE AND 6TH		01/12/2024	75.00	75.00
Contractor	PocketiNet Communications,					
2024.0011.RW0002	Charter Communications, Hofman K RIGHT-OF-WAY	BORE (1) 2" CONDUIT 950' FROM EXISTIING POLE, SET (3) NEW PEDESTALS, AND OVERLASH 1,000' OF NEW FIBER		01/17/2024	75.00	75.00
Contractor	Pro Communications, Echternkamp Aaron					
2024.0022.RW0003	Simron Thad Real Estate LLC, Sirm 942 Spitzenburg St NE 35-07-25-52-3757	RETIRING GAS SERVICE LINE		01/29/2024	75.00	75.00
Contractor	Cascade Natural Gas,					
2024.0025.RW0004	Charter Communications, Hofman K RIGHT-OF-WAY	BORE (1) 2" CONDUIT 850' FROM EXISTIING POLE, SET (3) NEW PEDESTALS AND INSTALL NEW FIBER		01/31/2024	100.00	100.00
Contractor	Pro Communications, Echternkamp Aaron					

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Right Of Way Permit			Permit Type:			
Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0029.RW00005	Pacific Power and Light WW,	INSTALL NEW 35' POLE TO RAISE UP EXISTING SERVICE		02/05/2024	100.00	100.00
Contractor	RIGHT-OF-WAY					
	Pacific Power and Light WW,					
	2024.0029.RW00006	Simron Thad Real Estate LLC, Sirm 942 Spitzenburg St NE	Apartment Complex - 80 DU	02/07/2024	150.00	150.00
Contractor	35-07-25-52-3757					
	Don Jackson Excavation, LLC, Jackson Don					
	2024.0036.RW00008	Pacific Power and Light WW, 412 Date Ave SE	INSTALL NEW 35' POLE TO RAISE UP EXISTING SERVICE	02/14/2024	100.00	100.00
Contractor	35-07-36-60-0305					
	Pacific Power and Light WW,					
	2024.0035.RW00007	Charter Communications, Hofman K	BORE (1) 2" CONDUIT 525' FROM EXISTING RISER	02/14/2024	100.00	100.00
Contractor	RIGHT-OF-WAY					
	Pro Communications, Echternkamp Aaron					
	2024.0037.RW00009	Kirk Don & Mary 44 College Ave N	REPLACE BROKEN SEWER LINE	02/15/2024	100.00	
Contractor	35-07-25-57-0414					
	Kirk Don & Mary					
	2024.0039.RW00010	PocketiNet Communications, Rodrig	INSTALL FIBER OPTIC CABLE	02/20/2024	100.00	100.00
Contractor	RIGHT-OF-WAY					
	PocketiNet Communications, Rodriguez Juan					
	2024.0046.RW00011	Calhoon, Ryan 221 9th St SE	REPLACE SEWER FOR DUPLEX 221/223	02/22/2024	100.00	100.00
Contractor	35-07-36-60-1134					
	Freewater Plumbing LLC, Miller Shannon					
	2024.0048.RW00012	Pacific Power and Light WW, Wright 407 5th St SE	REPLACE AND RELOCATE EXISTING POLE OUT OF THE SIDEWALK	03/01/2024	100.00	100.00
Contractor	35-07-36-52-0315					
	Pacific Power and Light WW, Wright Kyle					

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Right Of Way Permit			Permit Type:			
Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0088.RW00013	PocketiNet Communications, Rodrig	INSTALLING FIBER OPTIC - WHISPERING CREEK		03/13/2024	100.00	100.00
Contractor	RIGHT-OF-WAY PocketiNet Communications, Rodriguez Juan					
2024.0093.RW00014	Niderost Tarah 204 4th St SE	INSTALL NEW GAS SVC LINE		03/18/2024	100.00	
Contractor	35-07-36-60-0322 Cascade Natural Gas,					
2024.0094.RW00015	Engelhart Andrew 911 Date Ave SE	RETIRE GAS SVC LINE		03/18/2024	100.00	100.00
Contractor	35-07-36-60-1011 Cascade Natural Gas,					
2024.0110.RW00019	City of College Place Public Works,	WEST - POWER LINE CLEARANCE. REMOVING LIMBS, TREES AND VEGETATION AWAY FROM THE POWER LINES		03/21/2024	100.00	100.00
Contractor	RIGHT-OF-WAY Wright Tree Service, Purkeypyle Patrick					
2024.0109.RW00018	City of College Place Public Works,	EAST - POWER LINE CLEARANCE. REMOVING LIMBS, TREES AND VEGETATION AWAY FROM THE POWER LINES		03/21/2024	100.00	100.00
Contractor	RIGHT-OF-WAY Wright Tree Service, Purkeypyle Patrick					
2024.0108.RW00017	City of College Place Public Works,	SOUTH - POWER LINE CLEARANCE. REMOVING LIMBS, TREES AND VEGETATION AWAY FROM THE POWER LINES		03/21/2024	100.00	100.00
Contractor	RIGHT-OF-WAY Wright Tree Service, Purkeypyle Patrick					
2024.0107.RW00016	City of College Place Public Works,	NORTH - POWER LINE CLEARANCE. REMOVING LIMBS, TREES AND VEGETATION AWAY FROM THE POWER LINES		03/21/2024	100.00	100.00
Contractor	RIGHT-OF-WAY Wright Tree Service, Purkeypyle Patrick					
2024.0114.RW00020	Walla Walla University - AP,	DIG UP EXISTING WALLA WALLA COLLEGE CONDUIT IN ALLEY AND STUB OVER TO POWER POLE ON 4TH SE ST		03/25/2024	100.00	100.00
Contractor	RIGHT-OF-WAY Paramount Communications Inc,					

Right Of Way Permit			Permit Type:			
Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0117.RW0021	Williams, Jackie 111 12th St SW	REPLACE SEWWER SVC LINE FROM HOUSE TO CITY MAIN		03/27/2024	100.00	100.00
Contractor	35-07-35-44-0056 R&W Excavation LLC, Richardson Taylor					
2024.0118.RW0022	Charter Communications, Hofman K	BORE (1) 2" CONDUIT = 1867 SE BLISS LN		03/28/2024	100.00	100.00
Contractor	RIGHT-OF-WAY Pro Communications, Echternkamp Aaron					
2024.0119.RW0023	Pacific Power and Light WW, Wright 213 12th St SE	REPLACE STREET LIGHT POLE IN PLACE		03/28/2024	100.00	100.00
Contractor	35-07-36-57-0213 Pacific Power and Light WW, Wright Kyle	WO#7207129				
2024.0120.RW0024	Pacific Power and Light WW, Wright 715 Birch Ave SE	REPLACE EXISTING POLE WITH NEW 45' POLE		03/28/2024	100.00	100.00
Contractor	35-07-36-60-0612 Pacific Power and Light WW, Wright Kyle	WO#7208387				
2024.0123.RW0025	Brandaurer LLC, Brandauer Paul 612 Davis Ave SW A-Lower	ADU/DUPLEX - 2 UNIT 600 SQ FT: SINGLE BDRM LOWER UNIT A , 2 BDRM UPPER UNIT B		03/29/2024	300.00	300.00
Contractor	35-07-35-60-2203 Brandaurer LLC, Brandauer Paul					
2024.0138.RW0026	Barnes Steve 1832 Bliss Ln SE	SFR		04/03/2024	100.00	100.00
Contractor	35-06-01-54-0011 Zaco Construction					
2024.0149.RW0027	Maiuri Marcus & Angie 429 12th St SW	SALERNO ESTATES		04/05/2024	300.00	300.00
Contractor	35-07-35-43-0054 Don Jackson Excavation, LLC, Jackson Don					
2024.0153.RW0028	Pacific Power and Light WW, Wright	RELOCATING (2) POLES		04/12/2024	100.00	100.00
Contractor	RIGHT-OF-WAY Pacific Power and Light WW, Wright Kyle					

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Right Of Way Permit

Permit Type:

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2024.0171.RW0029	Blackbeard Investments LLC, 236 College Ave N 35-07-25-33-0014	SEWER SVC		04/26/2024	100.00	100.00
Contractor	R&W Excavation LLC, Richardson Taylor					
2024.0173.RW0030	Christian Julie 431 Scenic View Dr SE 35-07-36-58-0831	SEWER SVC		04/29/2024	100.00	100.00
Contractor	R&W Excavation LLC, Richardson Taylor					
Totals:	30				3,375.00	3,175.00

Single Family Residence

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0112.SF0001	Petersen Gary 627 Landen Dr SE 35-07-36-34-0072	CONVERT GARAGE INTO SINGLE FAMILY HOUSE	221,879.76 Sq. Ft.: 1480	03/22/2024	1,198.18	
Contractor	Petersen Gary					
2024.0140.SF0002	Barnes Steve 1832 Bliss Ln SE 35-06-01-54-0011	SFR	533,756.94 Sq. Ft.: 3904	04/03/2024	6,229.56	6,229.56
Contractor	Barnes Steve					
Totals:	2		755,636.70 Sq. Ft. 5,384		7,427.74	6,229.56

Sign Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0052.SI0001	NW Kings LLC, White Justin 2366 Taumaron Rd 35-06-01-21-0093	LED READER BOARD	40,000.00	03/07/2024	984.97	984.97
Contractor	Elite Construction & Development, Inman Duane					
2024.0085.SI0002	Vespr Development, LLC, Shearer F 806 College Ave S 35-07-35-60-2514	1 BUILDING MOUNTED SIGN		03/08/2024	100.00	100.00
Contractor	Vespr Development, LLC, Shearer Rod					

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Sign Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
Totals:	2		40,000.00		1,084.97	1,084.97

Solar Panels

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0090.SO0001	Kirk Brenda 625 Creekside Dr SE 35-07-36-82-0018	ROOF TOP SOLAR		03/13/2024	101.50	101.50
Contractor	Ambia Energy LLC, Aguilar Pablo					
2024.0104.SO0002	Winn Ted 1110 Vista Pl SE 35-07-36-83-0011	ROOFTOP SOLAR		03/21/2024	101.50	101.50
Contractor	Pure Energy Systems LLC, Rhoton Wren					
2024.0170.SO0004	Solis David 1369 Virginia St SW 35-07-35-77-0022	ROOFTOP SOLAR		04/26/2024	101.50	101.50
Contractor	Pure Energy Systems LLC, Rhoton Wren					
2024.0169.SO0003	Pompei Michel 642 Magnoni Dr SE 35-07-36-48-0221	ROOFTOP SOLAR		04/26/2024	101.50	101.50
Contractor	Pure Energy Systems LLC, Rhoton Wren					
Totals:	4				406.00	406.00

Sewer Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0057.SP0001	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 1 36 UNITS TYPE B		03/07/2024	117,066.00	
Contractor	TBD					
2024.0062.SP0002	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 2 36 UNITS TYPE B		03/07/2024	117,066.00	
Contractor	TBD					

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Permit Type:

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2024.0067.SP0003	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 3 36 UNITS TYPE B		03/07/2024	117,066.00	
Contractor	TBD					
2024.0072.SP0004	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 4 24 UNITS TYPE A		03/07/2024	66,066.00	
Contractor	TBD					
2024.0077.SP0005	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 5 24 UNITS TYPE A		03/07/2024	66,066.00	
Contractor	TBD					
2024.0082.SP0006	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 6 24 UNITS TYPE A		03/07/2024	66,066.00	
Contractor	TBD					
2024.0099.SP0007	Walla Walla Land Development Part 900 Whitman E 35-07-25-43-0067	FORT WW CLUBHOUSE		03/20/2024	3,566.00	
Contractor	TBD,					
2024.0122.SP0008	Brandaure LLC, Brandaure Paul 612 Davis Ave SW A-Lower 35-07-35-60-2203	ADU/DUPLEX - 2 UNIT 600 SQ FT: SINGLE BDRM LOWER UNIT A , 2 BDRM UPPER UNIT B		03/29/2024	1,066.00	1,066.00
Contractor	Brandaure LLC, Brandaure Paul					
2024.0139.SP0009	Barnes Steve 1832 Bliss Ln SE 35-06-01-54-0011	SFR		04/03/2024	3,566.00	3,566.00
Contractor	Barnes Steve					
2024.0143.SP0010	Patino Manuel 225 Valley Dr SE 35-07-36-58-0620	New ADU, addition of two sleeping rooms with emergency egress windows, kitchen and the removal of the interior staircase.		04/04/2024	3,566.00	3,566.00
Contractor	Patino Manuel					

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Sewer Permit

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Totals:	10		561,160.00		216.00	8,198.00
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Vacation Rental

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
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2024.0047.VR0001	Hammond Aron 115 Mountain View Dr SE 35-07-36-58-0236	3 BEDROOM 2 BATH VACATION RENTAL		01/19/2024	216.00	216.00
Contractor	Hammond Aron					

Totals:	1		216.00		216.00	216.00
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Water Permit

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
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2024.0058.WP0001	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 1 36 UNITS TYPE B		03/07/2024	123,016.82	
Contractor	TBD					

2024.0063.WP0002	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 2 36 UNITS TYPE B		03/07/2024	123,016.82	
Contractor	TBD					

2024.0068.WP0003	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 3 36 UNITS TYPE B		03/07/2024	123,016.82	
Contractor	TBD					

2024.0073.WP0004	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 4 24 UNITS TYPE A		03/07/2024	72,016.82	
Contractor	TBD					

2024.0078.WP0005	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 5 24 UNITS TYPE A		03/07/2024	72,016.82	
Contractor	TBD					

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2024.0083.WP0006	Walla Walla Apartment Partners, LP 900 Whitman E 35-07-25-43-0067	FORT WW BLDG 6 24 UNITS TYPE A		03/07/2024	72,016.82	
Contractor	TBD					
2024.0100.WP0007	Walla Walla Land Development Part 900 Whitman E 35-07-25-43-0067	FORT WW CLUBHOUSE		03/20/2024	25,326.38	
Contractor	TBD,					
2024.0121.WP0008	Brandaurer LLC, Brandauer Paul 612 Davis Ave SW A-Lower 35-07-35-60-2203	ADU/DUPLEX - 2 UNIT 600 SQ FT: SINGLE BDRM LOWER UNIT A , 2 BDRM UPPER UNIT B		03/29/2024	4,154.54	4,154.54
Contractor	Brandaurer LLC, Brandauer Paul					
2024.0141.WP0009	Barnes Steve 1832 Bliss Ln SE 35-06-01-54-0011	SFR		04/03/2024	5,200.11	5,200.11
Contractor	Barnes Steve					
2024.0142.WP0010	Patino Manuel 225 Valley Dr SE 35-07-36-58-0620	New ADU, addition of two sleeping rooms with emergency egress windows, kitchen and the removal of the interior staircase.		04/04/2024	3,500.00	3,500.00
Contractor	Patino Manuel					
2024.0160.WP0011	City of College Place Public Works, 80 Maple Ave SE 35-07-25-43-0065	WELL HOUSE NO.6		04/17/2024	5,200.11	5,200.11
Contractor	City of College Place Public Works, McAndrews Robe					
Totals:	11				628,482.06	18,054.76

Zoning Compliance

Permit Type:

Permit Number	Name	Description	Valuation	Date Issued	FeeTotal	Total Paid
2024.0050.ZC0001	Zoning Reports LLC, Carter Cody 20 Larch Ave SE 35-07-36-76-0002	ZONING COMPLIANCE LETTER		03/04/2024	69.00	69.00
Contractor	Zoning Reports LLC, Carter Cody					

Permit Report

01/01/2024 to 04/30/2024

City Of College Place

Time: 09:42:12 Date: 05/01/2024
Page: 25

Zoning Compliance		Permit Type:			
Permit Number	Name	Description	Valuation	Date Issued	Total Paid
Totals:	1		69.00		69.00

Report Summary

Permit Type:	Total Qty.	Total Valuation	Total Fees	Apr. Qty.	Apr. Valuation	Apr. Fees
Accessory Dwelling Unit	2	218,090.32	3,586.76	1	10,000.00	602.65
Building Permit	21	780,157.05	16,514.03	11	389,496.00	8,025.83
Commercial	9	25,698,282.82	184,406.33	1	1,500.00	84.35
Demolition Permit	2	50,000.00	1,313.28	1		72.50
Franchise Agreement	1		5,000.00			
Grading Permit	3	5,774,469.93	25,961.35	1	222,936.00	1,874.50
Mechanical Permit	31		19,754.02	4		787.63
Plumbing Permit	19		17,140.02	4		721.63
Right Of Way Permit	30		3,375.00	5		700.00
Roofing Permit	15		2,077.50	6		831.00
Roofing Permit-Commercial	2	12,888.00	340.80	1	8,000.00	193.50
Sewer Permit	10		561,160.00	2		7,132.00
Short Plat	3		1,200.00			
Sign Permit	2	40,000.00	1,084.97			
Single Family Residence	2	755,636.70	7,427.74	1	533,756.94	6,229.56
Solar Panels	4		406.00	2		203.00
Special Inspection	2		132.00	2		132.00
Vacation Rental	1		216.00			
Water Permit	11		628,482.06	3		13,900.22
Zoning Compliance	1		69.00			
	171	33,329,524.82	1,479,646.86	45	1,165,688.94	41,490.37

2023 Inspection Counts-Building Official

Date	Residential	Reinspect	Commercial	Reinspect	Investigation	Daily Total:
4/1/2024	0	0	0	0	1	1
4/2/2024	0	0	2	0	1	3
4/3/2024	0	0	0	0	2	2
4/4/2024	0	0	0	0	2	2
4/5/2024	1	0	3	0	1	5
4/6/2024						0
4/7/2024						0
4/8/2024	0	0	1	0	1	2
4/9/2024	0	0	0	0	6	6
4/10/2024	0	0	3	0	6	9
4/11/2024	2	0	1	0	4	7
4/12/2024	0	0	0	0	5	5
4/13/2024						0
4/14/2024						0
4/15/2024	0	0	0	0	5	5
4/16/2024	1	0	0	0	7	8
4/17/2024	0	0	0	0	0	0
4/18/2024	0	0	1	0	2	3
4/19/2024	0	0	0	0	3	3
4/20/2024						0
4/21/2024						0
4/22/2024	2	0	0	0	1	3
4/23/2024	1	0	0	0	1	2
4/24/2024	0	1	0	0	0	1
4/25/2024	9	1	0	0	3	13
4/26/2024	0	1	0	0	3	4
4/27/2024						0
4/28/2024						0
4/29/2024	0	0	1	0	4	5
4/30/2024	0	0	0	0	4	4
						0

**Monthly
Total:**

Totals:	16	3	12	0	62	93
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**Residential
Total** 19

**Commercial
Total** 12

APRIL 2024

Date	Residential	Reinspect	Commercial	Reinspect	Investigation		Daily Total:
4/1/2023	2						2
4/2/2023	6				2		8
4/3/2023							0
4/4/2023	1		1	1			3
4/5/2023	3			1			4
4/6/2023							0
4/7/2023							0
4/8/2023	7						7
4/9/2023	7	1					8
4/10/2023	8	2	3				13
4/11/2023	6	1	2				9
4/12/2023	4		2				6
4/13/2023							0
4/14/2023							0
4/15/2023	5		2		1		8
4/16/2023							0
4/17/2023	2						2
4/18/2023	3						3
4/19/2023	5				2		7
4/20/2023							0
4/21/2023							0
4/22/2023	10				1		11
4/23/2023	4						4
4/24/2023	3		2				5
4/25/2023	11	2	1				14
4/26/2023	6						6
4/27/2023							0
4/28/2023							0
4/29/2023	1		4		1		6
4/30/2023	2		7				9
							0
							Monthly Total:
Totals:	96	6	24	2	7		135
Residential Total	102						
Commercial Total	26						

X *[Signature]* 4-30-24

WALLA WALLA AREA BUILDING PERMIT STATISTICS

JURISDICTION	THIS TIME PERIOD		YEAR TO DATE - Same time in:											
			2024		2023		2022		2021		2020		2019	
	#	\$ Amount	#	\$ Amount	#	\$ Amount	#	\$ Amount	#	\$ Amount	#	\$ Amount	#	\$ Amount
SINGLE FAMILY RESIDENCE PERMITS														
CITY OF WALLA WALLA														
COLLEGE PLACE														
WALLA WALLA COU	1	554,644	1	554,644	3	1,710,427	4	1,922,634	3	1,060,311	2	740,482	3	748,176
TOTAL SINGLE FAMILY RESIDENCE	1	554,644	1	554,644	27	6,619,907	8	3,101,814	12	3,488,325	6	1,916,674	9	2,511,634
*MANUFACTURED HOMES														
ALL OTHER BUILDING PERMITS		2,496,159		2,496,159		10,487,600		7,447,203		21,835,374		1,337,238		2,572,395
GRAND TOTAL ALL PERMITS		3,050,803		3,050,803		17,107,507		10,549,017		25,323,699		3,253,911		5,084,029

*Manufactured Homes not included in totals

HOME BUILDERS ASSOCIATION OF TRI-CITIES - WALLA WALLA BUILDING PERMIT LIST
MONTH END January 31,2024

Jurisdiction	Permit #	Description	Contractor	Owner	Site Address	Value	ValueN	MHVValue
CITY OF WALLA WA	240001	PLUMBING	OWNER	WILLIAM & SARAH BAR	1011 WAVERLY ST	\$9,179.00	\$0.00	\$0.00
	240002	RES REMODEL/REPAI	OWNER	WILLIAM & SARAH BAR	1011 1/2 WAVERLY ST	\$14,157.00	\$0.00	\$0.00
	240005	COMM ADDITION	***ADKINS & SONS LLC DBA P	BLUE MTN HUMANE S	7 E GEORGE ST	\$8,000.00	\$0.00	\$0.00
	240006	RES REMODEL/REPAI	OWNER	RAMON MADRIGAL JR	237 HARRISON ST	\$26,161.00	\$0.00	\$0.00
	240007	RES REMODEL/REPAI	FIVE STAR DISASTER SERVIC	CHERYL HANSEN	715 HOBSON ST	\$158,188.00	\$0.00	\$0.00
	240008	COMM REMODEL/RE	B WATTS DESIGN BUILDERS	BRIAN & MARY TAMPA	610 W PINE ST	\$75,000.00	\$0.00	\$0.00
	240010	SIDING/STUCCO/WIN	RENEWAL BY ANDERSON OF	SUSAN & NABIEL SHA	1127 E ALDER ST	\$29,437.00	\$0.00	\$0.00
	240015	SOLAR MISC	PRO-STATE ELECTRIC	JAMES & SHARLENE R	714 WOODLAWN ST	\$19,000.00	\$0.00	\$0.00
	240019	RES REMODEL/REPAI	JACOBSON CONST	WONG YEW-CHONG &	561 BOYER AVE	\$42,000.00	\$0.00	\$0.00
	240022	RES REMODEL/REPAI	OWNER	JALEY OHMS & JUSTIN	927 BONNIE BRAE ST	\$60,000.00	\$0.00	\$0.00
	240038	RES REMODEL/REPAI	A-Z GENRAL CONTRACTORS	ERIC HARSTAD	604 W POPLAR ST	\$95,000.00	\$0.00	\$0.00
	240043	POOL/ SPA/ HOT TUB	B & B POOLS LLC	DAVID & KAREN MCDA	1933 AMELIA ST	\$25,000.00	\$0.00	\$0.00
	CWW012	PERMIT UNDR \$5000				\$0.00	\$7,200.00	\$0.00
Jurisdiction Total								
COLLEGE PLACE	240015	RES REMODEL/REPAI	OWNER	TARAH NIDEROST	204 4TH ST SE	\$561,122.00	\$7,200.00	\$0.00
	240017	RES REMODEL/REPAI	DAN LUCE CONSTRUCTION &	DAN LUCE CONSTRUC	15 BIRCH AVE SE	\$60,000.00	\$0.00	\$0.00
	240019	RES REMODEL/REPAI	JO CO, FACKENTHALL JOHAN	BOB FINKBINER	354 HIGHLAND PARK DR SE	\$65,000.00	\$0.00	\$0.00
	240020	RES REMODEL/REPAI	METICULOUS TOUCH LLC	STAN SHEPERD	427 SCENIC VIEW DR SE	\$20,000.00	\$0.00	\$0.00
	240026	RES REMODEL/REPAI	OWNER	RYAN & CHERI PESTE	326 6TH ST SE	\$13,500.00	\$0.00	\$0.00
						\$20,000.00	\$0.00	\$0.00
Jurisdiction Total								
WALLA WALLA COU	230029	FIRE ALARM SYST/ H	CASCADE FIRE PROTECTION	RAILEX WINE SERVICE	95 RWS RD	\$178,500.00	\$0.00	\$0.00
	230128	POLE BLDG	DICK'S CONSTRUCTION LLC	JAMES & MARISA WAC	56 MEINBURG RD	\$11,680.00	\$0.00	\$0.00
	230402	SFR	N/A	RONALD & RACHEL MC	613 MUD CREEK RD	\$7,600.00	\$0.00	\$0.00
	230485	NEW COMMERCIAL	TBD	WALLA WALLA COUNT	82 CHAMPION ST	\$554,644.00	\$0.00	\$0.00
	230559	NEW COMMERCIAL	***APOLLO MECHANICAL CON	IBP INC DBA TYSON F	13979 DODD RD	\$526,548.00	\$0.00	\$0.00
	230577	POLE BLDG	JACK WALLACE CONSTRUCTI	BRYON & JEAN MAGNA	620 S CAMPBELL RD	\$68,298.00	\$0.00	\$0.00
	230592	POLE BLDG	CLEARY BLDG CORP	RONALD & KATHRYN S	450 GALLANT RD	\$44,400.00	\$0.00	\$0.00
	230602	GARAGE	SHIVELL CONSTRUCTION	AQUILINO & BILMA MA	23 LILAC CT	\$19,980.00	\$0.00	\$0.00
	230603	ACCESSORY BLDG	***LOFTHOUSE CONST INC	CRAIG & MINDY NELSO	5669 COTTONWOOD RD	\$43,200.00	\$0.00	\$0.00
	230610	POLE BLDG	N/A	JOSEPH HALLOWELL	1054 ELECTRIC AVE	\$25,000.00	\$0.00	\$0.00
	230611	POLE BLDG	JACK WALLACE CONSTRUCTI	MARK CRIDER	37 LONGVIEW CT	\$18,750.00	\$0.00	\$0.00
	230615	POLE BLDG	JACK WALLACE CONSTRUCTI	STEVEN & PATRICIA B	1223 STOVALL RD	\$31,968.00	\$0.00	\$0.00
	230619	RES REROOF	ELSOM ROOFING INC	WILLIAM & LISA WAGN	1723 STURM AVE	\$29,600.00	\$0.00	\$0.00
	230621	RES ADDITION	STONECREEK CUSTOM HOM	LORNA HEWITT	2989 PLAZA WAY	\$7,200.00	\$0.00	\$0.00
	230630	RES REMODEL/REPAI	SHIVELL CONSTRUCTION	KRISTOPHER BORGMA	1595 GRAY LYNN DR	\$213,128.00	\$0.00	\$0.00
	230636	RES REROOF	ELSOM ROOFING INC	PACIFICORP	75 DUNCAN LN	\$587,000.00	\$0.00	\$0.00
	24006	MECHANICAL	***BRUCE MECHANICAL INC	FIRSTFRUITS FARMS L	1111 FISH HOOK PARK RD	\$16,000.00	\$0.00	\$0.00
	24007	RES REMODEL/REPAI	FIVE STAR DISASTER SERVIC	DAVID GUTHRIE	2614 S 4TH AVE	\$10,260.00	\$0.00	\$0.00
	24013	SIDING/STUCCO/WIN	N/A	MARIO & CLAUDIA REY	885 WALLULA AVE	\$57,495.00	\$0.00	\$0.00
						\$5,500.00	\$0.00	\$0.00

<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>MHVValue</i>
WALLA WALLA COU	24028	RES REROOF	RINA'S ROOFING LLC	KENNETH & DONNA HI	670 COUNTY RD NO 448	\$20,000.00	\$0.00	\$0.00
	WWC012	PERMIT UNDR \$5000				\$0.00	\$5,730.00	\$0.00
<i>Jurisdiction Total</i>						\$2,298,251.00	\$5,730.00	\$0.00
<i>Grand Total</i>						\$3,037,873.00	\$12,930.00	\$0.00

Information Technology Report April 2024

Date	Category	Subject	Message
4/1/2024 17:12	Police Dept.	Tyler accounting issue	Jon: The Tyler program isn't accepting my log in. DaShari says the error message sou
4/8/2024 19:31	City Hall	Phone Lag	Hello, welcome back My phone is being extremely glitchy and slow. It will ring like an
4/10/2024 17:42	City Hall	Outlook	When I was using my laptop remotely while on vacation, Outlook would take forever
4/10/2024 17:43	City Hall	BlueBeam	Please put BlueBeam on my laptop.
4/10/2024 17:45	City Hall	BlueBeam	Please put BlueBeam on the Building Departments two tablets, if possible.
4/11/2024 15:16	Fire Dept.	Fire Dept. Unable to Reconnect So	I spoke with Charley Drury yesterday regarding reconnecting the Fire Department's s
4/11/2024 16:27	Police Dept.	Adobe "save" is gone	I've been getting messages from Adobe that I am "using an unsupported version of A
4/19/2024 21:55	Public Works	Phone number for my desk	Hi i was trying the phone on my desk and it seems like is not programmed or assigne
4/24/2024 20:15	Police Dept.	Phone slow again	My phone has been slow again today and it just froze up while trying to answer a cal
4/26/2024 14:35	Police Dept.	Laptop wont accept password	
4/29/2024 18:22	Police Dept.	Scanning limitations (new)	Up until about 2 months ago, Officer Rhodes was able scan multiple pages and uploa
4/29/2024 21:10	Public Works	wednesday training in council char	

Projects

New Files server purchase (delivery May10)
Office 365 Renewal
Grant Proposal for State and Local Cybersecurity Grant Program
Update for VPN server
Fix for Fire department local GPS routing (allows for dispatch real time tracking)
Adobe Pro re-fresh and deployment
Wireless mic for conference table
Security patch for chrome, group policy fix
monitors and TV purchased and connected
Revised Verizon plans to save monthly on 5G connectivity.



incoming call is there but then when I answer nothing happens. I also when calling someone can hear them say hello but then it seems like the

social media accounts to Archive Social. Charley said that he has been unable to log into Facebook and Instagram to reconnect the accounts to Adobe Acrobat" (I use it for redaction).I noted today, while saving report .pdfs that my Save icon is missing. I can still select "print" and printer "Acrobat" (509)-876-8525. im unsure if im doing something wrong or it needs to be troubleshoot.thanks again for reading this email. Laurencio

d them in New World/Tyler. Lately, he has been allowed to scan/attach 3 or 4 pages. Does this mean Patrol needs and Adobe upgrade as well?

dobe PDF" , but that creates about 3 extra steps. Is the Save icon missing because of the unsupported version of Adobe that I have?



May 13, 2024

Elizabeth Rowden
Program Director
ArtWalla
PO Box 2192
Walla Walla WA 99362

Dear Ms. Rowden:

We are pleased to let you know that the ArtWalla's application for the Co(W)alla Creative District certification has been approved. Our review panel thought your application outlined the joint creative district's appeal well. Based on their recommendation, our board of commissioners voted to ratify your District's approval. Congratulations on becoming the newest Creative District in Washington State!

We are excited to begin this process with your community and are looking forward to supporting your success.

Best regards,

Annette M. Roth
Community Development Manager
Washington State Arts Commission
711 Capital Way South, Suite 600
Olympia, WA 98504
(360) 252-9982

Cc: Karen Hanan, Executive Director

